

December 1, 2011

The Gallia County Board of Commissioners met on this date for the purpose of approving the minutes of the previous meeting and current transfers, appropriations and bills. At 9:00 a.m. the meeting was called to order by President Lois M. Snyder. Roll Call: Lois M. Snyder, present; Vice President Mr. Howard J. "Joe" Foster, present; Member Harold G. Montgomery, present.

President Snyder entertained a motion for approval of the November 22, 2011 minutes. Joe Foster made and Harold Montgomery seconded the motion. Roll call: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea.

TRAVEL REQUESTS				
DEPARTMENT	NAME	DATE	TO	RE:
DJFS	Lori Church	11/29	Jackson	Southern 7 Group Mtg
Commissioners	Lois Snyder Joe Foster Harold Montgomery	12/8	Wellston	GJVM Solid Waste Mtg
Auditor	Larry Betz	11/29-12/1	Columbus	CAAO Winter Conference
	Terri Short Heather Moore	11/29		UAN Project Seminar
Econ Dev	Melissa Clark	12/5	Athens	ODOD Small Business Credit Initiative
		12/6	Jackson	OVRDC RDCI Regional Meeting
Commissioners	Karen Sprague Melissa Clark Joe Foster	12/7	Pomeroy	GMCAA Board meeting
Commissioners	Harold Montgomery	12/15	Wellston	Solid Waste Policy Committee meeting

President Snyder entertained a motion to approve travel requests as submitted. Harold Montgomery made and Joe Foster seconded the motion. Roll call: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea.

Animal Shelter Canine Weekly Report										
Week Ending	IN	Adopted	Reclaimed	Euthanized	Died (Natural Causes)	Rescued	Destroyed (in field)	Out	In Foster Care	Remaining at Shelter
11/27	24	0	0	0	0	0	0	0	7	68

KA SEWER – PROPERTY OWNER CONCERNS

County Administrator Karen Sprague presented the Commission with an email from a property owner Sue Burris whose property is within the KA Sewer project noting concerns with restoration of her property by the project contractor Trimat Construction. Commission reviewed the email and advised they will discuss the situation with the Project Engineer and Trimat during the afternoon construction meeting.

SHERIFF – YEAR END DISCUSSION

Sheriff Browning and Administrative Assistant Heather Casto met with the Commission to discuss year-end budget projections. After making the transfers as requested by the Commission, the Sheriff's office anticipates the need for \$36,500 supplemental appropriation to make it through yearend, which is better than the \$65,000 originally projected. Commission advised the appropriation requests were approved this morning.

SOIL & WATER – BUDGET DISCUSSIONS

Soil & Water representatives Frank "Buz" Mills and Board Members Joe Dailey, David Carter, Cliff Ford and Bob Woodward met with the Commission to discuss their 2012 budget request. Mr. Mills reported they have a new full time employee replacing a prior position that went unfilled for a time and she is working out very well. She is working to get a presence back in the schools. Mills advised they had resolved the building space issue so their office space is protected and next they will resolve who owns what equipment that is in the building.

The increase in salary line item reflects the education coordinator moving to full time. The hospitalization line item increase reflects a family plan for the new full time employee, however the new employee takes a single plan so that can be adjusted by the Commission during appropriations. Commission advised there is no increase for hospitalization for 2012 and Mr. Mills noted they had included a 9% increase in that line item as well. The Commission will appropriate the correct amount needed for hospitalization for 2012. Mr. Foster requested that Soil & Water obtain clarification on the changes to perimeter fencing coverage's for farmers.

ED DIRECTOR – EXECUTIVE SESSION

ED Director Melissa Clark met with the Commission to request executive session. At 10:02 a.m. the President entertained a motion to enter into executive session with Melissa Clark and DJFS Director Dana Glassburn to discuss personnel issues regarding disciplinary actions and additional hiring. Joe Foster made and Harold Montgomery seconded the motion. Roll call: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea. Returned to regular session at 10:15 a.m.; no action taken.

US SENATOR PORTMAN

Kent Moore with US Senator Portman's office met with the Commission to introduce himself and advise he is replacing Gary Abernathy. Mr. Moore has 18 counties where he represents the Senator. Mr. Moore advised the commission of his background with AT&T so he knows the area very well. He is from Belmont County and grew up on a family farm there. Having grown up and worked in Appalachia he feels his background helps him to help Senator Portman serve the residents of Appalachia. Mr. Moore hopes to keep an open line of communication between the county and Senator Portman and if there is anything the county needs help with to please let him know. Commissioner Montgomery advised the County needs more access to rail and there is connectivity availability into Jackson County.

EXECUTIVE SESSION - DJFS

Director Dana Glassburn requested executive session to discuss employment, hiring, pay, and filling vacancies. At 10:49 a.m. the President entertained a motion to enter into executive session with Glassburn to discuss his personnel issues. Joe Foster made and Harold Montgomery seconded the motion. Roll call: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea. Returned to regular session at 10:56 a.m.; no action taken.

DJFS - POSITION VACANCIES FILLED

Mr. Glassburn advised he has two income maintenance worker-3 positions that need filled by seniority and contractual agreement. Those are:

- Position 21001.0 Glassburn recommended Tandy Rose to fill this position as a part time employee with a start date of 12/5/11.
- Position 21003.0 Glassburn recommended Amanda Elkins to fill this position as a part time employee with a start date of 1/3/2012.

Harold Montgomery made and Lois Snyder seconded the motion for the above stated hires as recommended by Director Glassburn. Roll call: Ms. Snyder, yea; Mr. Foster, abstain; Mr. Montgomery, yea.

HORIZON TELCOM

At 10:50 am Commissioners left for the 911 facility to meet with Mike Thompson of Horizon Telcom regarding the location of a small block building to be located on 911 properties. Commissioners returned to the office at 12:05 pm. No action taken.

KANAUGA-ADDISON & MERCERVILLE SEWER CONSTRUCTION MEETINGS

Monthly sewer construction meetings for December for the Kanauga-Addison and Mercerville Sewer Projects were held beginning at 1:00 pm. In attendance were Commissioners Snyder, Foster and Montgomery, County Administrator Karen Sprague, Project Engineer Gary Silcott, Stantec construction resident inspector David Clagg, USDA Representative Ryan Springer, Trimat Owners Mat Toler and Morris Toler, Gallipolis Township Trustees Lloyd Danner, Dean Brownell and Ron Carmichael. Both sewer projects construction issues, schedules and finances were discussed.

KANAUGA/ADDISON PAYMENT RESOLUTION # 26

The County Administrator presented the Commission with Payment Resolution # 26 for the Kanauga/Addison Sewer Project for the following items:

- Trimat Construction Pay Estimate # 27 - \$90,235.03
- Stantec Consulting Inv. #542620 - \$17,478.09
- Total = \$107,713.12
- Note: In order to fix the lift station # 1 pump problems Stantec has agreed to stand good for the cost of new pumps for this lift station in the amount of \$7,000.00 or less. Gallia County will pay for the pumps directly to the supplier and Stantec will issue a credit to Gallia County's account with them for the same amount as the cost of the pumps. Therefore, Gallia County will pay Stantec for the invoice listed above \$17,478.09 minus the cost of the pumps.

Lois Snyder entertained a motion to approve payment resolution # 26 as submitted and deduct the amount due to the pump supplier from Stantec's Invoice # 542620. Joe Foster moved and Lois Snyder seconded the motion. Upon roll call votes were as follows: Lois Snyder, yea; Joe Foster, yea; Harold Montgomery, yea. Stantec rep. Gary Silcott was present for this action and noted his company's agreement to the same.

MEMO ENTRY – REVENUE/EXPENSE OPWC KA SEWER GRANT/LOAN

The County Administrator advised the Commission that OPWC will make direct payments to vendors for the Kanauga/Addison Sewer Project grant & loan funding. In order to reflect the receipt and expenditure of these grant/loan funds within the county fund established as OPWC KA Sewer Grant/Loan Fund the County Auditor must make the following memo entries:

- Memo pay-in in the amount of \$90,235.03 into 106.3000.400100 from OPWC Grant # CO16L
- Memo expense in the amount of \$90,235.03 from 106.1106.531100 to Trimat Construction vendor # 00071 for Partial Pay Estimate # 27

CHANGE ORDER #3 – MV SEWER PROJECT – TRIMAT CONTRACT

The County Administrator presented and recommended the Commission approve Change Order No. 3 paperwork for the KA Sewer Project – Trimat Contract. Gary Silcott, Project Engineer with Stantec Consulting, requested the change order to address as-built quantities as reflected in Trimat Contract Draw No 16.

Funding for this change order will come from OEPA grant/loan funding construction line item in the amount of \$29,574.80.

Lois Snyder entertained a motion to approve the change order form as requested. Joe Foster made and Lois Snyder seconded that motion. Upon roll call votes were as follows: Ms. Snyder, yea; Mr. Foster, yea; and Mr. Montgomery, yea.

MERCERVILLE SEWER PAYMENT RESOLUTION # 19

The County Administrator presented the Commission with Payment Resolution # 19 for the Mercerville Sewer Project for the following items:

- Trimat Construction, Inc. Pay Estimate # 16 - \$52,752.79
- Minus cost of liquidated damages of \$25,400.00 per 5/16/11 letter from Stantec to Trimat.
- Total = \$27,352.79

Joe Foster moved and Lois Snyder seconded a motion to approve payment resolution # 19 as submitted. Upon roll call votes were as follows: Lois Snyder, yea; Joe Foster, yea; Harold Montgomery, yea.

FY 2009 CHIP/HOME GRANT MONITORING REPORT RESPONSE

The County Administrator presented the Commission with a response letter and attachments from Gallia-Meigs Community Action Agency to the ODOD-OCD monitoring report for the 2009 CHIP/HOME grants. The President entertained a motion to approve the response letter and attachments as presented. Mr. Montgomery moved and Mr. Foster seconded the motion. Upon roll call votes were as follows: Lois Snyder, yea; Joe Foster, yea; Harold Montgomery, yea.

12/1/2011

Ohio Department of Development
Office of Community Development
ATTN: Mr. Mike Hiler, Deputy Chief
P. O. Box 1001
Columbus, Ohio 43216-1001

RE: Response to Monitoring Reports B-C-09-1AY-1 & B-C-09-1AY-2

Dear Mr. Hiler:

Please accept the attached letter from Gallia-Meigs Community Action Agency as our response to recommendations and corrective actions noted in OHCP's Monitoring Reports for B-C-09-1AY-1 & B-C-09-1AY-2.

The Board of Gallia County Commissioners wishes to point out that OCD's monitoring visit occurred on September 6th & 7th, 2011, which was well before the projects were completed and before the grant completion deadline of October 31, 2011. All items noted during the monitoring visit and in the monitoring report were resolved during the months of September and October with documentation of the actions attached to Gallia-Meigs Community Action Agency's letter.

The Board of Gallia County Commissioners thanks ODOD-OCD staff for the accolades in the Summary of this report. We too feel that our County and Gallia-Meigs Community Action Agency's staff do a great job with the limited resources that are available for housing services in Gallia County. It reinforces our goal to strive to do better when we receive encouragement such as this from ODOD.

Respectfully submitted,
s/ Lois M. Snyder, President
Gallia County Commissioners

ED REVOLVING LOAN FUND ADMINISTRATION AGREEMENT 2012-2014

The County Administrator presented the Commission with the ED Revolving Loan Fund Administration Agreement for the period January 1, 2012 to December 31, 2014 for the County's ED RLF Fund. This document is a required to be submitted to the Ohio Department of Development as the current agreement on file expires December 31, 2011. The purpose of this agreement is to maintain adequate program oversight and ensure that communities understand and adhere to the terms of the agreement in conjunction with the administration of the program. The President entertained a motion that the agreement be approved and signed as presented. Harold Montgomery made and Joe Foster seconded that motion. Upon roll call votes were as follows: Lois Snyder, yea; Joe Foster, yea; Harold Montgomery, yea. The form is on file in the County's CDBG grant files.

MV SEWER RATE RESOLUTION AMENDMENT

President Snyder entertained a motion to approve an amendment to the Mercerville Sewer rate resolution originally approved on 6/18/2009, noting the original did not include a breakdown of the monthly fee for debt retirement and O&M, nor did it set fees for disconnect, reconnect and new taps. Harold Montgomery made and Joe Foster seconded the motion to approve the amendment as presented. Upon roll call votes were as follows: Lois Snyder, yea; Joe Foster, yea; Harold Montgomery, yea.

**AMENDMENT
SEWER RATE RESOLUTION
MERCERVILLE SERVICE AREA**

WHEREAS, the Gallia County Commissioners passed the original sewer rate resolution on June 18, 2009 for the wastewater collection system and wastewater treatment facility for the area of Mercerville in Gallia County, Ohio; and

WHEREAS, the Gallia County Commissioners have determined the need to revise the original resolution to break down the monthly bill into a share for debt retirement and a share for operation and maintenance and to also establish fees for disconnect, reconnect and new taps.

NOW, THEREFORE, be it ordained by the Gallia County Commissioners, Ohio, Gallia County, that:

Section 1) The proposed minimum sewer bill will be \$40.00 per month, for a single family residence based on equivalent dwelling units and will be charged as \$25.00 per month for operation & maintenance and \$15.00 per month for debt retirement.

Section 2) The rates for other types of discharges will be determined upon their use and actual location.

Section 3) A disconnect fee of a minimum of \$250.00 with final fee amount determined based on the depth of the line and the actual cost to the county for disconnect.

Section 4) A reconnect fee of a minimum of \$250.00 with final fee amount determined based on the depth of the line and the actual cost to the county for disconnect.

Section 5) A tap fee for single family residential connections of \$2,000.00 for all new connections to the sewer system. The tap fee rate for other types of discharges will be determined upon their use and actual location.

Section 6) This Resolution shall take effect at the earliest date allowed by law.

PASSED 12/1/2011 Date

s/ Lois M. Snyder

s/ Karen Sprague

President, Gallia County Commissioners

s/ Howard Joe Foster

Vice-Pres., Gallia County Commissioners

s/ Harold G. Montgomery

Gallia County Commissioner

County Administrator

OHIO FIRE STATION PROJECT
CORRECTED FINAL DRAW REQUEST & CERT OF SUBSTANTIAL COMPLETION

The County Administrator presented the Commission with a corrected final draw and certificate of completion for the Ohio Fire Station Project, noting the contractor forgot to include the final change order of \$160.00 on the final draw so a new one is required by USDA. Also, USDA requires a Certificate of Substantial Completion be submitted to close out the project. The President entertained a motion to approve the corrected final draw and the certificate of completion form. Harold Montgomery moved and Joe Foster seconded the motion. Roll call: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea.

COMPUTER & LAPTOP PURCHASE

The County Administrator presented the Commission with quotes from three suppliers for a new desktop and laptop computer as obtained by IT Director John Grubb:

- CDWG - \$1,830.00
 - HP Compaq 6000 Pro – Core 2 Quad Q9500 - \$709.00
 - Crucial Memory – 4 GB - \$22.00
 - HP EliteBook 2540p – Core i5 560M 2.66 GHz - \$1,099.00
- New Egg Inc. – 1,897.98
 - HP Compaq 6000 Pro – Core 2 Quad Q9500 - \$724.99
 - Crucial Memory – 4 GB - \$20.99
 - HP EliteBook 2540p – Core i5 560M 2.66 GHz - \$1,152.00
- Insight - \$1,961.97
 - HP Compaq 6000 Pro – Core 2 Quad Q9500 - \$793.99
 - Crucial Memory – 4 GB - \$27.99
 - HP EliteBook 2540p – Core i5 560M 2.66 GHz - \$1,139.99

The current equipment was inspected by the I.T. Department and recommended upgrading due to the age and recent problems. Approval was requested to purchase from CDWG as the lowest and best quote received, noting it would be paid from the 2011 Formula grant. The President entertained a motion to approve the purchase as requested; Joe Foster moved and Harold Montgomery seconded the motion. Roll call votes were as follows: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea.

NEG PROGRAM EQUIPMENT RENTAL

Harold Montgomery made and Joe Foster seconded the motion to approve the equipment rental for a Ford TN55 4X4 which includes a 32 LA-Loader in the amount of \$1,250.00 monthly as needed from Cross & Sons Equipment in Jackson, Ohio. Roll call: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea.

CONNECTLINK CANCELLATION

Joe Foster made and Harold Montgomery seconded the motion to sign a letter to cancel the counties internet service with ConnectLink effective 12/31/11. Roll call: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea. This letter will be sent "Certified" to assure receipt.

DATA PROCESSING BOARD MEETING

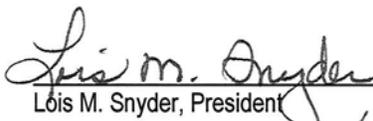
IT Director John Grubb requested a Data Processing Board meeting for the following:

- John Grubb requested approval to replace the #1 server in the IT department as it is 8 years old and will soon not be supported by Microsoft. Grubb provided a quote submitted by CDWG in the amount of \$11,115.00. He advised this purchase will come from the existing 2011 I.T. budget appropriations. The current server will then serve as a remote server at an offsite county location to provide backup of the counties existing courthouse servers. This will resolve the recommendations from the State Auditors for backup of county data. The new equipment will have a 1 year warranty from the manufacturer.

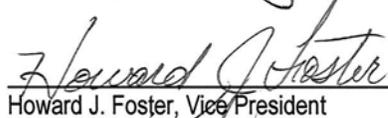
The Data Processing Board recommended approval of the IT department request. The Commission requested that IT Director Grubb obtain 2 additional quotes for comparison as required by ORC. The President entertained a motion to give Mr. Grubb permission to proceed with ordering the equipment from the lowest quote received, not to exceed \$11,115. Harold Montgomery made and Joe Foster seconded the motion. Roll call: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea.

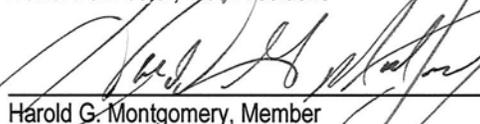
ADJOURN

At 4:20 p.m. President Snyder entertained a motion for adjournment. Harold Montgomery made and Joe Foster seconded the motion. Roll call: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea.


Lois M. Snyder, President


Karen Sprague, County Administrator


Howard J. Foster, Vice President


Harold G. Montgomery, Member