

# December 29, 2014

## Agenda

### *Pledge of Allegiance*

1:05 David Haverfield Replacement Hire  
 1:15 Mike Jones Union Negotiations/Rates

Approve Minutes

Before/after Expenditures

Transfer of Funds (1)

Temporary Cash Advance

Executive Session – Personnel

### *Other Business*

(Supplemental Appropriations & Transfers that may be submitted on Monday that may be necessary for year-end financials)

Recess for Final Year End Financials

THE BOARD OF COMMISSIONERS OF TUSCARAWAS COUNTY MET IN REGULAR SESSION, MONDAY, THE 29<sup>TH</sup> DAY OF DECEMBER, 2014, WITH THE FOLLOWING MEMBERS PRESENT:

Chris Abbuhl  
 Belle Everett  
 Kerry Metzger

Commissioner Abbuhl presiding.

*The Lord's Prayer was said.  
 The Pledge of Allegiance was said.*

### **RESOLUTION (1207-2014) AMEND AGENDA**

It was moved by Commissioner Everett, seconded by Commissioner Metzger, to amend the Agenda to remove Executive Session regarding Personnel and add under Other Business to accept the voluntary resignation of Ryan Anstine.

VOTE: Chris Abbuhl, yes;  
 Belle Everett, yes;  
 Kerry Metzger, yes;

### **RESOLUTION (1208-2014) APPROVE MINUTES**

It was moved by Commissioner Metzger, seconded by Commissioner Everett, to approve the minutes of the previous meeting as written.

VOTE: Chris Abbuhl, yes;  
 Belle Everett, yes;  
 Kerry Metzger, yes;

### **RESOLUTION (1209-2014) BEFORE/AFTER EXPENDITURES**

It was moved by Commissioner Metzger, seconded by Commissioner Everett, to approve the following before/after expenditures:

Parr Public Safety Equipment (Sheriff)	367.50
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VOTE: Chris Abbuhl, yes;  
 Belle Everett, yes;  
 Kerry Metzger, yes;

**RESOLUTION (1210-2014) TRANSFER OF FUNDS**

It was moved by Commissioner Everett, seconded by Commissioner Metzger, to approve the following transfer of funds:

DEPARTMENT	FROM	TO	AMOUNT	REASON
Engineer	K000-K02	K000-K21	\$1,500.00	OPERS

VOTE: Chris Abbuhl, yes;  
 Belle Everett, yes;  
 Kerry Metzger, yes;

**RESOLUTION (1211-2014) TEMPORARY CASH ADVANCE**

It was moved by Commissioner Everett, seconded by Commissioner Metzger, to approve the following temporary cash advance:

FROM: A00 County General Fund  
 TO: T11 Community & Economic Development  
 AMOUNT: \$2,300.00

VOTE: Chris Abbuhl, yes;  
 Belle Everett, yes;  
 Kerry Metzger, yes;

OTHER BUSINESS:

**RESOLUTION (1212-2014) TRANSFER OF FUNDS**

It was moved by Commissioner Everett, seconded by Commissioner Metzger, to approve the following transfer of funds:

DEPARTMENT	FROM	TO	AMOUNT	REASON
Veterans	A009-C02	A009-D14	\$2,716.80	Capital Improvement
“ “	A009-C06	A009-D14	\$36,893.09	“ “
“ “	A009-C07	A009-D14	\$830.13	“ “
“ “	A009-D09	A009-D14	\$19,119.32	“ “
Probate/Juvenile	A002-D10	A002-D02	\$264.91	Salaries
“ “	A002-D10	A002-D01	\$.04	Salary
“ “	A002-D10	A002-D15	\$36.50	OPERS
“ “	A002-C25	A002-C32	\$3,193.68	“ “
Southern Court	A002-G02	A002-G01	\$0.24	Salary
Water/Sewer	P200-P16	P000-P04	\$694.72	Labor
Law Library	S020-S04	S020-S01	\$13.36	Salaries
Community Corrections	T013-T13	T013-T01	\$2,370.38	Personnel
“ “	T013-T01	T013-T20	\$2,034.02	Personnel
“ “	T013-T08	T013-T21	\$3.99	Medicare
Public Defender	Y092-Y05	Y095-Y01	\$3,720.45	Salaries
“ “	“ “	Y092-Y08	\$456.82	OPERS
Community Corrections	T026-T15	T026-T01	\$2,649.91	Salaries
“ “	T026-T18	T026-T07	\$45.61	Medicare
“ “	T026-T16	T026-T09	\$370.05	OPERS
“ “	T026-T11	T026-T17	\$4,203.78	Insurance

VOTE: Chris Abbuhl, yes;  
 Belle Everett, yes;  
 Kerry Metzger, yes;

**RESOLUTION (1213-2014) SUPPLEMENTAL APPROPRIATIONS**

It was moved by Commissioner Metzger, seconded by Commissioner Everett, to approve the following supplemental appropriations:

DEPARTMENT	FROM	TO	AMOUNT	REASON
Municipal Court	A018-A00	A002-G19	\$900.00	Attorney Fees
“ “	“ “	A002-G14	\$1.00	Salary
“ “	“ “	A002-G15	\$4,262.15	Salaries
“ “	“ “	A002-A21	\$464.58	PERS
“ “	“ “	A002-A22	\$47.63	Medicare
“ “	“ “	A002-G18	\$70.00	Jury Fees
Juvenile Court	T22-T20	T22-T01	\$1,136.10	Salaries
“ “	“ “	T22-T04	\$159.03	PERS
“ “	“ “	T22-T06	\$6.42	Medicare
Community Corrections	T013-T15	T013-T10	\$46.88	OPERS
“ “	“ “	T013-T20	\$3,001.26	Personnel
“ “	“ “	T013-T21	\$56.61	Medicare
“ “	“ “	T013-T22	\$705.62	OPERS
“ “	T026-T20	T026-T01	\$3,404.73	Salaries
“ “	“ “	T026-T07	\$32.87	Medicare
“ “	“ “	T026-t09	\$478.27	OPERS
“ “	“ “	T026-T17	\$52.07	Insurance
Prosecutor	A018-A00	A001-E11	\$2,131.46	Insurance
Marriage License	W050	W050-W01	\$550.00	Marriage License Fee
“ “	“ “	W050-W02	\$123.00	Divorce Fee
Hotel Lodging	G050	G050-O00	\$49,410.37	Hotel Lodging

VOTE: Chris Abbuhl, yes;  
 Belle Everett, yes;  
 Kerry Metzger, yes;

**RESOLUTION (1214-2014) ACCEPT VOLUNTARY RESIGNATION – R. ANSTINE**

It was moved by Commissioner Metzger, seconded by Commissioner Everett, to accept the voluntary resignation of Ryan Anstine effective December 29, 2014.

VOTE: Chris Abbuhl, yes;  
 Belle Everett, yes;  
 Kerry Metzger, yes;

**Discussion:** David Haverfield (Acting Director, Job & Family Services) was present to request a replacement hire. When David was promoted to Director, Jeffrey Kiggans was promoted to Attorney Supervisor. He is recommending Karen Ross Quinlan be hired. He is also asking to allow them to begin her at the top of pay range due to her 25 years of experience, education and court experience.

**RESOLUTION (1215-2014) PERSONNEL ACTION – HIRE K. QUINLAN (JFS)**

It was moved by Commissioner Everett, seconded by Commissioner Metzger, to approve the replacement hiring effective January 12, 2015 of: Karen Ross Quinlan as Attorney. Ms. Quinlan will replace Jeffrey Kiggans who was promoted to Attorney Supervisor effective December 1, 2014. Also, a resolution is requested to permit Ms. Quinlan’s wages to begin at pay range 31B, step 8 which is at the top of the pay range for the Attorney position. Ms. Quinlan has over 25 years of experience in the field of law. In addition, she holds a Master’s in Business Administration with experience in accounting and finance. Michelle Tope, Director, has conducted an independent assessment to determine that this applicant meets the minimum qualifications for the position.

VOTE: Chris Abbuhl, yes;  
 Belle Everett, yes;  
 Kerry Metzger, yes;

**Discussion:** Michael Jones (Sanitary Engineer/Director of Water & Sewer) was present to request approval of the Union Contract. The proposed agreement would be effective January 1, 2015 thru December 31, 2017. There were not many significant changes only a few minor amendments. Personal leave can be taken in half hour increments. This allows employees more flexibility. Personal leave does come off of their sick leave. They are entitled up to 24 hours of personal leave per year. This is a little less restrictive than sick leave. Clothing allowance was increased from \$150 to \$175 specifically for employees "in field duty". The majority of them use that to purchase boots. The boots required are expensive. Commissioner Abbuhl asked if they had to show proof of the purchase. Michael said receipts are not required but steel toed boots are required. Wage increase of 2.5% over the course of the agreement to be consistent and remain competitive in the market throughout the State. Standby duty pay was adjusted from \$20 to \$25 per day, with holidays being adjusted from \$30 to \$50 per day. They also wanted to make it clear in the future, that employees who obtain OEPA certification will be entitled to a supplemental pay increase; however, they will not be automatically entitled to operator pay. Those employees currently receiving operator pay who are not operators by position will not be affected by this new provision. Unless you are required to have that certification they are not going to receive that pay. They encourage more education so they will get a supplement to their base pay. Commissioner Everett questioned if you have someone with no water license and they get their water license you give them a supplemental increase. If they are required to have the water license as part of their duties they will get the higher rate. Michael explained they have a temporary assignment policy that if you are assigned to the full and complete duties of the higher pay grade for an entire day they receive the higher wage. Commissioner Abbuhl asked for clarification on this rate. Michael explained the only scenario this comes into play is if someone is off for an extended amount of time another employee may be called in to fulfill those duties and for short period of time. They have several workers at the same rate they can shuffle when necessary. He stated they have had good cooperation on both sides (labor and management) to get this resolved quickly. They had 4 sessions.

#### **RESOLUTION (1216-2014) APPROVE BARGAINING UNIT AGREEMENT (W/S)**

It was moved by Commissioner Everett, seconded by Commissioner Metzger, to approve the Bargaining Unit Agreement between the Tuscarawas County Metropolitan Sewer District and the American Federation of State, County and Municipal Employees (AFSCME) Ohio Council 8, Local 2308, Sub-local 1 effective January 1, 2015 through December 31, 2017 as presented by Michael Jones, Sanitary Engineer/Director of Water and Sewer Department.

VOTE: Chris Abbuhl, yes;  
Belle Everett, yes;  
Kerry Metzger, yes;

**Discussion:** Michael Jones (Sanitary Engineer/Director of Water & Sewer) discussed proposed user charges. During review of the annual budget, he evaluates where the rates are. He is requesting a 1.9% increase in the user charges in order to meet the budgetary needs for 2015. The flat rate is \$35.50 which will be increased to \$36.20 per month. The majority of the increase is normal inflationary costs. He is focusing on enhancing the maintenance program as there are many defined needs that they have put off. Some examples of short lived assets that need attended to are station rehabilitation at Port Washington and Bolivar along with other various miscellaneous sewer work.

He is also requesting roughly a .9% increase in user charges for water users. The county has an aging infrastructure and many operational needs. The goal is to stay ahead of the system so as they systems decline we are taking care of them on our schedule instead of on an emergency basis which is more costly. He would also like to adjust the connection charges to cover all of their internal costs associated with new connections. Commissioner Everett questioned when the last increase to the connection charges were made. Michael stated they were increased last year but prior to that he does not know and will have to look. Commissioner Abbuhl appreciates that Michael analyzes the rates each year and determines what is necessary for the operation of the water/sewer department. Commissioner Everett agrees that as a Board they appreciate his thoroughness in the way he reviews the operations.

**RESOLUTION (1217-2014) ADOPT SCHEDULE OF CHARGES – WATER/SEWER RATES**

It was moved by Commissioner Everett, seconded by Commissioner Metzger, to adopt the following schedule of charges as presented by Michael Jones, Sanitary Engineer/Director of Water & Sewer, effective January 1, 2015:

**TUSCARAWAS COUNTY METROPOLITAN SEWER DISTRICT  
SCHEDULE OF CHARGES**

**SEWER USER CHARGES**

**Flat Rate Charges (Sewer Only Customers)**

All Sub-Districts except Stone Creek	\$36.20 per equivalent dwelling unit
Stone Creek Sub-District	\$45.90 per equivalent dwelling unit

**Metered Charges (Water & Sewer Customers)**

All Sub-Districts except Stone Creek

<u>Meter Size</u>	<u>Base Monthly Charge</u>
5/8"	\$15.80
3/4"	\$35.20
1"	\$52.80
1-1/2"	\$88.20
2"	\$140.70
3"	\$281.30
4"	\$377.10
 Usage Charge	 \$5.10 per 1,000 gallons up to and including 4,500 gallons
	 \$2.55 per 1,000 gallons for usage greater than 4,500 gallons

Stone Creek Metered Customers

Base Monthly Charge	\$45.90 (includes 4,500 gallons usage)
Usage Charge	\$7.70 per 1,000 gallons for usage greater than 4,500 gallons

**WATER USER CHARGES**

All Sub-Districts except Sandyville and Jennie Brick/SR 183 from Eight Corner School House Road to County Line

<u>Meter Size</u>	<u>Base Monthly Charge</u>
5/8"	\$19.20
3/4"	\$26.10
1"	\$42.40
1-1/2"	\$75.70
2"	\$116.00
2-1/2"	\$169.50
3"	\$222.00
4"	\$338.00
6"	\$657.90
 User Charge	 \$5.10 per 1,000 gallons

Sandyville and Jennie Brick/SR 183 from Eight Corner School House Road to County Line

<u>Meter Size</u>	<u>Base Monthly Charge</u>
5/8"	\$20.20
3/4"	\$27.70
1"	\$45.40
1-1/2"	\$68.10
2"	\$136.20
2-1/2"	\$178.40
3"	\$272.40
4"	\$454.00
6"	\$694.70
 User Charge	 \$5.10 per 1,000 gallons

**CONNECTION CHARGES**

**Sewer Connection Fees**

1. An administrative fee of \$75.00 will be charged on all requested refunds for permits issued under this section.

<u>Customer Classification</u>	<u>Tap Fee</u>
Residential	\$1,800.00
Commercial/Industrial	\$1,800.00 First EDU \$900.00 for each additional EDU
Reconnection after disconnect	\$250.00

**Water Connection Fees**

1. An administrative fee of \$75.00 will be charged on all requested refunds for permits issued under this section.
2. Additional fees may be assessed for rock excavation, boring, pavement replacement, or other unusual conditions that may impact the cost of constructing the new service connection.
3. All new commercial/industrial connections require a utility site plan review prior to approval of the permit (refer to Ancillary Fees for site plan review fee). Tap fee will be determined as part of the site plan review process.

<u>Meter Size</u>	<u>Tap Fee</u>
5/8"	\$1,600.00
3/4"	\$1,800.00
1"	\$2,500.00
Greater than 1"	Determined by the Sanitary Engineer during Site Plan review

Effective Date: January 1, 2015

Page 2 of 2

VOTE:

Chris Abbuhl, yes;  
Belle Everett, yes;  
Kerry Metzger, yes;

**RESOLUTION (1218-2014) RECESS**

It was moved by Commissioner Everett, seconded by Commissioner Metzger, to recess at 1:31 p.m. until 3:00 p.m. for any final year-end financial action.

VOTE: Chris Abbuhl, yes;  
Belle Everett, yes;  
Kerry Metzger, yes;

*Commissioner Abbuhl called the meeting out of recess and back into Regular Session at 3:02 p.m.*

**RESOLUTION (1219-2014) PAY BILLS**

It was moved by Commissioner Everett, seconded by Commissioner Metzger, to approve for payment the following bills:

**Commissioners**

Jack Hupp	Reimb/Cabinets	560.00
Jack Hupp	Reimb/Cabinets	312.95
Frontier	Service/364.6784	199.42

**Common Pleas**

Elizabeth Stephenson	Supply Reimb	6.99
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**Clerk of Courts**

Ohio Assoc of Court Administrators	Dues	50.00
Frontier	Fax Line	48.73

VOTE: Chris Abbuhl, yes;  
Belle Everett, yes;  
Kerry Metzger, yes;

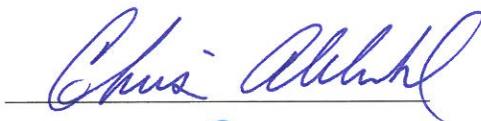
**NO OTHER BUSINESS COMING BEFORE THE BOARD.**

**RESOLUTION (1220-2014) ADJOURN**

It was moved by Commissioner Metzger, seconded by Commissioner Everett, to adjourn at 3:03 p.m. to meet in Regular Session, Friday, the 2nd day of January, 2015.

VOTE: Chris Abbuhl, yes;  
Belle Everett, yes;  
Kerry Metzger, yes;

*We hereby certify the above and foregoing to be a true and correct account of the proceedings as had by and before us on the day and year first written above.*







Attest:   
Clerk of the Board