

November 6, 2014

Agenda

Pledge of Allegiance

9:15 Michelle Tope Replacement Hire
Executive Session – Personnel (Hiring of New JFS Director)

Approve Minutes

Before/after Expenditures

Interfund Transfer/Advance

Supplemental Appropriation (3)

Transfer of Funds (7)

Release Senior Levy Funds

Equipment Request – JFS (Door Control System)

Agreement – Jeff Brown - Section 106 Reviews

Contracts – Project #6-2014 Vehicle Storage Building with Washbay

Pay Bills

Other Business

Adjourn

THE BOARD OF COMMISSIONERS OF TUSCARAWAS COUNTY MET IN REGULAR SESSION, THURSDAY, THE 6TH DAY OF NOVEMBER, 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 (1033-2014) 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 (1034-2014) BEFORE/AFTER EXPENDITURES

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

Bridges Excavating (W/S)	7015.75
Staples Credit (Common Pleas)	148.99
Novelty Advertising Co (Veterans)	1650.00
Timothy Haswell (JFS)	113.62

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

RESOLUTION (1035-2014) INTERFUND TRANSFER/ADVANCE

It was moved by Commissioner Metzger, seconded by Commissioner Everett, to approve the following interfund transfer/advance as per State Auditor’s recommendation:

Tusc. Co. Treasurer	<i>1 Mill Transfer Tax to Building Improvement Fund</i>	\$205,000.00
“ “	<i>1 Mill Transfer Tax to Capital Projects Fund</i>	\$205,000.00

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

RESOLUTION (1036-2014) TABLE SUPPLEMENTAL APPROPRIATION

It was moved by Commissioner Metzger, seconded by Commissioner Everett, to table the supplemental appropriation request for Hazardous Materials for more information on the equipment they are purchasing.

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

RESOLUTION (1037-2014) SUPPLEMENTAL APPROPRIATIONS

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

DEPARTMENT	FROM	TO	AMOUNT	REASON
Capital Projects	U040-U10	U040-U16	\$26,400.00	Norma Johnson Nature Preserve
Moving Ohio Forward Grant	U050-U05	U050-U02	\$686.20	Administration
“ “	“ “	U050-U01	\$13,037.80	Disbursements

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

RESOLUTION (1038-2014) TRANSFER OF FUNDS

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

DEPARTMENT	FROM	TO	AMOUNT	REASON
*Engineer	K000-K38	K999-K26	\$40,000.00	Bridge & Culvert Supplies
Water/Sewer	P005-P72	P005-P70	\$250.00	Engineering
“ “	P200-P16	P000-P06	\$3,000.00	Contract Repairs
“ “	P200-P16	P000-P07	\$2,371.00	Contract Services
“ “	P200-P16	P100-P04	\$1,151.50	Leases/Permits
Capital Projects	U40-U14	U40-U15	\$747.00	Mediation Project
Sheriff	A006-30	A006-02	\$5,696.82	Salaries
“ “	B55-16	B55-12	\$2,000.00	Unemployment
Treasurer	S076-S20	S076-S76	\$.12	DRETAC Salaries

*This replaces the transfer from K000-K16 to K000-K26 (Resolution (1027-2014) on 11/3/14

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

RESOLUTION (1039-2014) RELEASE SENIOR LEVY FUNDS

It was moved by Commissioner Everett, seconded by Commissioner Metzger, to release all senior levy funds available to the Tuscarawas County Senior Center.

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

RESOLUTION (1040-2014) EQUIPMENT REQUEST – JFS (Door Control System)

It was moved by Commissioner Everett, seconded by Commissioner Metzger, to approve the following equipment request:

Building Access Door Control System – Abbott Fire & Security in the amount of \$9,916.00 from S005. Their existing building access door control system is very old and repair parts are not available. They received a Reeves grant to pay the full cost of the new system.

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

NOTE: Joe Krockner (Job & Family Services) prepared and received the grant for the Reeves Foundation.

RESOLUTION (1041-2014) AGREEMENT - JEFF BROWN (SECTION 106 REVIEWS)

It was moved by Commissioner Metzger, seconded by Commissioner Everett, to authorize an agreement with the Jeff Brown for the provision of professional services necessary for complying with Historic Preservation Issues. The agreement will provide Section 106 Review Services that are approved by and acceptable to the Ohio Historic Preservation Office. The agreement shall be in effect from January 01, 2015 through December 31, 2015. This Resolution also authorizes the President or Vice-president of the Board of Commissioners to sign any and all documents relating to the awarding and execution of said contract with Jeff Brown. Amount of agreement: \$250.00.

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

Discussion: Commissioner Abbuhl asked Commissioner Everett if the information she stated earlier is correct. She believes it is correct. With that information Commissioner Abbuhl is requesting the Contracts for Project #6-2014 to be tabled as this may involve an employee/part owner. This will be tabled for clarification by the Prosecutor's Office to see if it is permissible.

**RESOLUTION (1042-2014) TABLE – CONTRACTS PROJECT #6-2014
VEHICLE STORAGE BUILDING WITH WASHBAY**

It was moved by Commissioner Everett, seconded by Commissioner Metzger, to table the contracts for Project #6-2014 Vehicle Storage Building with Washbay until clarification is received by the Prosecutor's Office.

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

Discussion: Michelle Tope (Director, Job & Family Services) was present to request approval to hire Marie King as Employment Services Counselor effective December 1, 2014. Marie will replace Brittany Renner who transferred to an Income Maintenance Worker 3 position. She has meets all the qualifications for the positions and interviewed well. Commissioner Everett asked if they test them (Work, Excel, etc.). Michelle replied not for this position but they have done testing in the Children Services positions where data entry is sensitive. Commissioner Everett added they do testing at the Solid Waste District for Excel, Word, Outlook and it costs around \$20. Michelle stated their data system is a "main frame" system that is unique to JFS so they have to be trained anyway. Commissioner Abbuhl added that Marie has checked almost the entire skills category including clerical and administrative support. There is a probationary period as well.

RESOLUTION (1043-2014) PERSONNEL ACTION – HIRE M. King (JFS)

It was moved by Commissioner Metzger, seconded by Commissioner Everett, to approve the hiring of Marie H. King as Employment Services Counselor effective December 1, 2014. Marie will replace Brittany Renner who transferred to an Income Maintenance Worker 3 position. Michelle Tope, Director has conducted an independent assessment to determine that this applicant meets the minim qualifications for the position.

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

RESOLUTION (1043-2014) PAY BILLS

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

Commissioners

Ohio State University Extension	Fourth Quarter	52,623.50
US Bank Equipment Finance	Copier Lease	89.00
Gor Con Construction	Mediation Project/App #2	21,059.00
Gor Con Construction	Mediation Project/App #3	2,145.00
Fenton Brothers	Supplies	120.66
Medicine Shoppe	TB Testing	572.71
Kayline	Supplies	291.87
Tuscora Electric	Supplies	38.86
Tri-Tech Software Systems	RMS Software/Computers @ Sheriff's	5,430.59
Westfield Insurance	Bond	100.00

Dog Pound

SmartBill	Dog Tag Licensing Mailings	642.50
Appletree Vet Clinic	Medical Care	83.61
Sugarcreek Vet Clinic	Medical Care	424.00
Verizon Wireless	Service	61.10
Fairfield Computer Systems	Licensing Subscription	200.00
Rose Products	Supplies	301.06
Damon Industries	Supplies	83.25
Damon Industries	Supplies	57.95
Action Now Pest Control	Pest Control	30.00

Coroner

AIT Laboratories	Toxicology	180.00
Smith Ambulance	Body Removal	466.50
Stark Co Coroner	Autopsies	5,190.00
Catherine Clarke	Travel	70.38
Catherine Clarke	Travel	417.61
Catherine Clarke	Travel	133.13

Recorder

Xerox	Monthly Base Charge	162.74
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Auditor

Staples Business Advantage	Supplies	141.77
Harris Computer Systems	Payroll Support	1,283.38

Juvenile/Probate

Jane Gingrich	Court Investigative Fees	125.00
Jane Gingrich	Travel	17.92
Staples	Supplies	83.85
Shannon Davis	Transcript	556.50
Xerox	Leased Copier	64.08
Xerox	Leased Copier	110.19
Xerox	Leased Copier	120.28
Xerox	Leased Copier	106.52
Karen Dummermuth	Guardian Fees	712.30

Water & Sewer

Rex Pipe	Materials	59.35
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RJ Wright & Sons	Fuel	309.85
Rex Pipe	Materials	73.02
Rex Pipe	Materials	103.18
Ohio Pump	Sump Pumps	635.00
Lowe's	Materials	225.33
Lowe's	Materials	109.26
Ohio Pump	Repairs	1,613.00
Coshocton Environmental	Lab Services	240.00
American Electric Power	Electric	517.24
Tusc Co Commissioners	Loan Repayment	3,076.25
Environmental Design Group	Wilkshire Hills WWTP Upgrade 3	3,581.15
Clerk of Courts		
Staples	Supplies	435.09
Xerox	Service	54.58
Staples	Supplies	61.79
Xerox	Service	25.19
Sheriff		
Buehler's	Water Softener Salt	598.80
Lowe's	Supplies	126.86
Staples	Supplies	80.20
Hajoca Corp	Repair Kits	67.32
Consolidated Electrical Distributors	Bulbs	326.25
Staley Technologies	Repairs	516.45
Zashin & Rich	Legal Counsel	4,874.50
Terminix	Insect Treatment	118.00
Meat Packers Outlet	Meat	568.24
Pro-Tech	Bulletproof Vests	662.60
Staley Technologies	Service Contract	326.00
Avalon	Food	7,677.58
Dutch Creek Foods	Inmate Food	2,120.70
911		
Staley Technologies	Maintenance Contract	660.00
Staley Technologies	South Tower Repair	964.02
Engineer		
Lowe's Business Account	Bridge & Culvert Supplies	262.76
Joe Bachman	Travel & Misc Expenses	800.76
Washington Twp	In Lieu of OPWC Funds	8,881.02
Wayne Garage Door	Repairs	125.50
Centre Supply	Repairs/Parts	492.00
Common Pleas		
Buehler's Food Market	Jury Supplies	11.77
Staples Credit Plan	Supplies	113.40
Midwest Marketing Products	Tech Stamp Replacement	26.88
Community Corrections		
Melymbrosia	Specialized Assessments/Evaluations	415.00
Community & Economic Development		
Ohio Regional Development Corp	Hard Costs/CHIP 2012	400.00
Ohio Regional Development Corp	Soft Costs/CHIP 2012	3,890.00
Leggett & Harr Siding	CHIP Home Repair	17,231.00
Leggett & Harr Siding	CHIP Home Repair	6,472.00
Leggett & Harr Siding	CHIP Home Repair	2,235.00
Clay Township	Return Unused Funds/CDBG 2012	1,015.98
Public Defender		
Matthew Bender & Co	Law Books	454.39
Emergency Management		
Xerox Corp	Copier Lease	124.29
Treasurer		
US Bank Equipment	Copier Lease	82.00

Harris Computer Systems	Software Support	372.81
Jeanne Stephen, Clerk of Courts	Court Costs/Naim	402.32
Information Technology		
Provantage	Supplies	1,064.08
April Beachy	Travel	178.48
Southern Court		
Dominion East Ohio Gas	Service	82.00
Child Support		
G & L Supply	Supplies	236.88
G & L Supply	Supplies	169.54
Sandi Wallace	Travel	38.83
Job & Family Services		
SEA	Transportation	54,858.05
Treasurer Tusc Co	NSF Check & Fee	50.00
Quill	Supplies	26.97
Dell Marketing	Server Parts	6,933.91
AT & T Advertising	Advertising	4.44
Career Track	Training	149.00
Timothy Haswell	Travel & Training	113.62
Office Max	Supplies	97.30
Natalie Larkin	Travel & Training	50.88
Lisa Wodkowski	Travel & Training	111.20
George LeMay	Travel & Training	53.88
Elizabeth Renner	Travel & Training	20.35
Robb Rectanus	Travel & Training	371.52
Joyce Volzer	Travel & Training	24.83
Chrysalis Counseling Center	Court Testimony	120.00
Water Service Co Canton	Prevention Grant	48.50
Newcomerstown Middle School	FC DC Trip	415.00
National Furniture	Beds	270.00
Lowe's	Supplies	35.04
Office Max	Supplies	1,940.24
Treasurer State of OH	Airwatch	84.00
Sharrock's Auto Wrecking	Car Parts	50.00
O'Reilly Auto Parts	Car Parts	39.98
Tusc Co General Health District	Employee Shots	66.00
Zashin & Rich	Contract Services	444.00
Goodwill Industries	Job Skills & Employment Enhancement	12,750.00
First Communications	Long Distance	238.04
Jaime Grunder	Travel & Training	350.43
Elizabeth Benedetto	Travel & Training	82.97

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

RESOLUTION (1045-2014) EXECUTIVE SESSION – PERSONNEL (JFS Director)

It was moved by Commissioner Metzger, seconded by Commissioner Everett, to go into an executive session to discuss personnel, specifically the hiring of a new Job & Family Services Director.

TIME: 9:15 a.m.

ATTENDANCE: Michelle Tope (JFS Director)

ROLL CALL VOTE & ATTENDANCE:

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

Commissioner Abbuhl called the meeting out of Executive Session and back into Regular Session at 10:30 a.m.

RESOLUTION (1046-2014) APPOINT TCJFS ADMINISTRATOR (Director)

It was moved by Commissioner Metzger, seconded by Commissioner Everett, to appoint David Haverfield to the position of Tuscarawas County Job & Family Services Administrator (Director) effective January 1, 2015. This position is exempted in the unclassified service per section 124.11(A) of the Ohio Revised Code. The annual salary will be \$73,000.00.

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

Discussion: Commissioner Everett stated they had wonderful applicants that were highly qualified. It was definitely a difficult decision to come to and she looks forward to working with David. Commissioner Abbuhl agreed they had very qualified applicants and he believes David will be a good leader. He has a history with Job & Family Services, a passion to serve and a proven track record. He also looks forward to work with David. Commissioner Metzger stated it was a difficult decision and there were a lot of qualified applicants with a lot of discussion. This decision was not made lightly. He too is looking forward to working with David in the future.

NO OTHER BUSINESS COMING BEFORE THE BOARD.

RESOLUTION (1047-2014) ADJOURN

It was moved by Commissioner Metzger, seconded by Commissioner Everett, to adjourn at 10:22 a.m. to meet in Regular Session, Monday, the 10th day of November, 2014.

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