

## September 8, 2015

Agenda

*Pledge of Allegiance*

Approve Minutes

Transfer of Funds (1)

Approve Painting NJNP Yellow Barn - Park Dept.

Supplemental Appropriations (3)

Interfund Transfer/advance

Before/after Expenditures

Amend Personnel Manual – Sick Leave Evidence

Pay Bills

*Other Business*

Adjourn

THE BOARD OF COMMISSIONERS OF TUSCARAWAS COUNTY MET IN REGULAR SESSION, MONDAY THE 8th DAY OF SEPTEMBER, 2015, WITH THE FOLLOWING MEMBERS PRESENT:

Belle Everett  
Kerry Metzger

Commissioner Everett presiding.  
Commissioner Abbuhl absent-Lean Six Sigma Training

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

**RESOLUTION (820-2015) APPROVE MINUTES**

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

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

**RESOLUTION (821-2015) 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
Board of Elections	A03-A06	A03-A05	\$79.00	Contract-Repairs

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

**RESOLUTION (822-2015) APPROVE PAINTING NJNP YELLOW BARN-PARK DEPT**

It was moved by Commissioner Metzger, seconded by Commissioner Everett, to approve and award the lowest estimate for painting of the yellow barn at the Norma Johnson Nature Preserve to Precision Restoration and Construction Company not to exceed \$4,950.00.

# Estimate

Precision Restoration and  
Construction Company  
Tim Eberly  
330-268-4765

## Contractors Invoice

WORK PERFORMED AT:

TO: Tuscarawas County Soil + Water Norm. Johnson Center  
85 East Iron Dover 3976 St. Rt + 39 NW  
Dover

DATE: August 19<sup>th</sup>, 2015 YOUR WORK ORDER NO: Chris. 330-340- OUR BID NO. Tracy 0426 (22) 243-4261

### DESCRIPTION OF WORK PERFORMED

Pressure wash building

- Go over and prep areas that need fixed prior to painting, (Sanding etc)

- Apply 2 coats of Behr paint with primer on exterior of building

Customer's color of choice

Total cost of paint, material + labor

Discount 15% = 5500<sup>00</sup>  
- 825<sup>00</sup>

Total = \$ 4675<sup>00</sup>

ceiling on west end + 275<sup>00</sup>  
overhang

All Material is guaranteed to be as specified, and the above work was performed in accordance with the drawings and specifications provided for the above work and was completed in a substantial workmanlike manner for the agreed sum of Tim Eberly

Dollars (\$ \_\_\_\_\_).

This is a  Partial  Full invoice due and payable by: \_\_\_\_\_

in accordance with our  Agreement  Proposal No. \_\_\_\_\_ Dated \_\_\_\_\_

adams NCS822

09-11

VOTE:

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

**RESOLUTION (823-2015) SUPPLEMENTAL APPROPRIATIONS**

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

DEPARTMENT	FROM	TO	AMOUNT	REASON
Park Department	S95-S20	S95-S05	\$4,950.00	Contract Services
Juvenile Court	T22-T20	T22-T19	\$4,000.00	Wrap Around Services
Job & Family Services	H00-H46	H00-H01	\$504,528.00	Salaries-Public Assistance
Job & Family Services	H00-H46	H00-H25	\$322,974.00	Salaries-Public Assistance

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

**RESOLUTION (824-2015) 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:

*Treasurer, Tusc. Co. JFS Mandated Share-September 2015 \$16,925.50*

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

**RESOLUTION (825-2015) BEFORE/AFTER EXPENDITURES**

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

Comdoc (Community Corrections)	910.60
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VOTE: Belle Everett, yes;  
Kerry Metzger, yes;  
Chris Abbuhl, absent;

**RESOLUTION (826-2015) AMEND PERSONNEL MANUAL-SICK LEAVE EVIDENCE**

It was moved by Commissioner Metzger, seconded by Commissioner Everett, to amend the personnel manual as follows:

**SECTION 5.3 SICK LEAVE**

**Evidence Required for Sick Leave Approval and Return to Work**

Upon return to work, an employee shall complete a leave request form to justify the use of sick leave. When an employee uses sick leave for medical appointments, or when an employee misuses or abuses sick leave as determined by the Employer, a certificate from a licensed physician, dentist or other licensed practitioner must accompany the sick leave application. A practitioner’s statement shall acknowledge that the employee is able to return to work without any restriction. In order to receive pay for sick leave usage, an employee must comply with all departmental rules and regulations governing application and use. Falsification of an application for sick leave or a practitioner’s statement shall be grounds for disciplinary action, up to and including removal.

Employees may be required to provide a medical release prior to return to work.

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

**RESOLUTION (827-2015) PAYMENT OF BILLS**

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

**Auditor**

Treasurer Tusc Co	Fuel	29.63
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**Clerk of Courts**

Staples	Supplies	234.26
Occupational Medicine Center	Pre-Employment Drug Screen	38.00

**Commissioners**

Liberty Distributors	Supplies	330.72
Iron Mountain	Storage Fees	302.07
Staley Technologies	Charger	73.80
Ohio State University Extension	2015 Grant/Third Quarter	56,623.50

**Common Pleas**

MNJ Technologies	Corel Word Perfect Office	217.72
Ohio Association of Court Admin	Registration	125.00
Quickprint Center	Letterhead	255.00

**Community & Economic Development**

Canton Graphic Arts	Medals & Plaques/Canal Tavern 5K Run	125.10
East Central Building Authority	Small Business Plan Approval Fee Grant	273.00

**Coroner**

AIT Laboratories	Toxicology	1,180.00
Stark County Coroner	Autopsies	5,164.00
Smith Ambulance	Body Removal	355.00

**Dog Pound**

Frontier	Service	58.21
Lowe's	Supplies	62.55

**Employee Dress Down Day Fund**

Jeff & Teresa Simmons	Dress Down Day	350.00
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**Engineer**

Tatman's Excavating	Road Supplies	3,894.95
Ohio Valley Hydroseeding	Seeding	7,300.00
Hydraulic Specialists	Repairs/Parts	927.10
Ziegler Tire	Repairs/Parts	247.06
Newton Asphalt	Materials	7,015.51
Stocker Concrete	Concrete per bid	934.75
Twin City Automotive	Repairs/Parts	313.13
Pleasant Valley Ready Mix	Concrete per bid	7,296.00
Airgas USA	Bridge & Culvert Supplies	60.60
Stony Point Supply	Bridge & Culvert Supplies	23.90
Allstate Sales of Eastern OH	Repairs/Parts	29.25
Triple R Trailer Sales	Repairs/Parts	121.60
Snyder Brothers Sales & Service	Repairs/Parts	1,418.73
RJ Wright & Sons	Oils & Greases	38.00
SEI	Office Cleaning	530.00
Fenton Brothers	Repairs/Parts	65.03
Kimble Recycling	Trash Dumpster/Port & NP	56.05

**Information Technology**

Mancan	Temp Employee	291.60
Provantage	Supplies	280.71

**Job & Family Services**

Kerianne James	Diversion	473.00
Laken Bowe	Diversion	473.00
Advanced Auto Glass	PRC	184.84
Sandy Auto Group	PRC	1,500.00

**Recorder**

Xerox Business Services	Contract Services	4,294.66
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Xerox Corp	Base Charges	165.16
<b>Southern Court</b> Atty Doug Jackson	Legal Services	288.0
<b>Treasurer</b> US Bank Equipment	Copier Payment	82.00
<b>Veterans</b> Bernadette Noel	Travel	51.17
David Fockler	Travel	69.35
Xerox	Service	261.56
Time Warner Cable	Service	211.80
Job & Family Services	Services & Supplies	97.71
Synergy Sign & Graphics	2 X Van Wraps	2,800.00

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

**Other Business:** Scott Reynolds, Director, Tuscarawas County Office of Community and Economic Development, explained the need for a resolution to authorize the Advertisement for Bids/Legal notice for a Community Development Block Grant Project to reconstruct a portion of 5<sup>th</sup> Street in the City of Dover. The ad was due to be published in the newspaper on Sept. 9, 2015. Mr. Reynolds said it was his understanding the information had been submitted to the Commissioners' Office by the City of Dover; however nothing was received.

**RESOLUTION (828-2015) AUTHORIZE ADVERTISEMENT BIDS/LEGAL NOTICE  
FY-2014 CDBG #B-F-14-1 CT-1 ACTIVITY #1**

It was moved by Commissioner Metzger, seconded by Commissioner Everett, to authorize the Advertisement for Bids/Legal Notice to Contractors for the FY-2014 Formula CDBG, Grant # B-F-14-1CT-1, Activity #1 (Activity #1 = Street Improvements – Reconstruction/Paving, City of Dover 5<sup>th</sup> Street) the bid will be advertised and opened by the City of Dover.

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

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

**RESOLUTION (829-2015) ADJOURN**

It was moved by Commissioner Metzger, seconded by Commissioner Everett, to adjourn at 1:14 p.m. to meet in Regular Session, Monday 14th day of September, 2015.

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

*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.*

  
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Chris Abbuhl, absent  
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Attest:   
Clerk of the Board