

February 11, 2016

Agenda

Pledge of Allegiance

Approve Minutes

Transfer of Funds

Supplemental Appropriations (2)

Interfund Transfer/Advance

Before/After Expenditures

Travel - JFS

Dog & Kennel Monthly Report January 2016

Title IV-D Agreements - CSEA

B54 Fund Name Change to EMPG Grant

Solicit Applications - Apiary Inspector

Change Order – Project #1-2015 MIL-CR37-60 Bridge Replacement

Amend Subdivision Regulations

Pay Bills

Other Business

Adjourn

THE BOARD OF COMMISSIONERS OF TUSCARAWAS COUNTY MET IN REGULAR SESSION, THURSDAY THE 11th DAY OF FEBRUARY, 2016, WITH THE FOLLOWING MEMBERS PRESENT:

Kerry Metzger
Chris Abbuhl
Belle Everett

Commissioner Metzger presiding.

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

RESOLUTION (132-2016) APPROVE MINUTES

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

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

RESOLUTION (133-2016) TRANSFER OF FUNDS

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

DEPARTMENT	FROM	TO	AMOUNT	REASON
Board of Elections	A03-A03	A03-A04	\$42.00	Equipment

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

RESOLUTION (134-2016) SUPPLEMENTAL APPROPRIATIONS

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

DEPARTMENT	FROM	TO	AMOUNT	REASON
Juvenile Court	T22-T20	T22-T21	\$6,000.00	Educational Services
Water & Sewer	O50-O04	O50-O21	\$200.00	Wilkshire Hills Storage Tank

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

RESOLUTION (135-2016) INTERFUND TRANSFER/ADVANCE

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

<i>Treasurer, Tusc. Co.</i>	<i>Common Pleas Special Project (T35) to Co. Building Improvement (Q90)</i>	<i>\$794.00</i>
<i>Treasurer, Tusc. Co.</i>	<i>Housing RLF Bank "interest"</i>	<i>\$10.19</i>

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

RESOLUTION (136-2016) BEFORE & AFTER EXPENDITURES

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

Medicine Center (Probate/Juvenile)	337.99
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VOTE: Kerry Metzger, yes;
Chris Abbuhl, yes;
Belle Everett, yes;

RESOLUTION (137-2016) OUT OF COUNTY TRAVEL – JFS

It was moved by Commissioner Abbuhl, seconded by Commissioner Everett, to approve the following travel requests as submitted by David Haverfield, Director Job & Family Services.

DATE: 02/22/2016
TITLE: ENGAGING YOUTH IN TRANSITION PLANNING
LOCATION: CAMBRIDGE
ATTENDING: GAYLE HAHN
ANTICIPATED EXPENSE: Mileage of approximately 84 miles equals \$38.64, or an agency van will be utilized, if available, and meals at \$15.00.

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

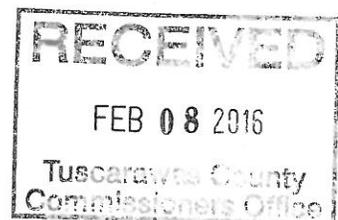
RESOLUTION (138-2016) DOG & KENNEL MONTHLY REPORT

It was moved by Commissioner Abbuhl, seconded by Commissioner Everett, to approve the following Dog & Kennel report for January 2016.

DOG & KENNEL MONTHLY REPORT

<i>JAN 2016</i>	
DESCRIPTION:	AMOUNT:
Dogs picked up by Wardens:	21
a.) Owner requested pick up:	3
b.) Strays picked up by wardens:	18
c.) Strays brought in by public	4
Complaints handled:	67
Dogs brought to pound by owners:	24
Total Number Dogs Euthanized:	16
Owner requested euthanasias:	14
Dog Holdovers:	28
Citations Issued:	1
Animal claims:	0
Dogs Sold:	14
Dogs Redeemed:	14
License Sold:	25
License Sold on road by Wardens:	0
License Fees:	\$ 350. ⁰⁰
Pound Fees:	\$ 480. ⁰⁰
Pick up Fees:	\$ 336. ⁰⁰
Euthanasia Fees:	196. ⁰⁰
Mileage on trucks (1 & 2):	2929
Releases to Rescues:	10

Submitted by: *Karen Slough - Tusc. Co. Dog Warden*



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

DISCUSSION: Commissioner Everett pointed out that she is continuing to see the number of euthanized dogs that are brought to the pound decreased (2 the month of January). She thanked the hard work of the dog pound employees that make every effort to place dogs. Commissioner Abbuhl agreed and thanked the employees as well.

RESOLUTION (139-2016) TITLE IV-D AGREEMENTS – CSEA

It was moved by Commissioner Abbuhl, seconded by Commissioner Everett, to approve following as requested by Traci Berry, Child Support Enforcement Agency Director:

Authorize the Tuscarawas County Child Support Enforcement Agency to enter into Title IV-D agreements with each of the following entities:

For the time period of January 2016-December 2016:
Tuscarawas County Court of Common Pleas, General Trial Division Magistrate;
Tuscarawas County Court of Common Pleas, Juvenile Division Magistrates;
Tuscarawas County Clerk of Court; and

For the time period of April 2016- December 2016:
Tuscarawas County Sheriff's Office

The purpose of the contracts is to obtain Federal Financial Participation as a source of reimbursement to the county general fund for services rendered by the Courts, Clerk and Sheriff's Office under the terms of the contract.

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

RESOLUTION (140-2016) B54 FUND NAME CHANGE TO EMPG GRANT

It was moved by Commissioner Everett, seconded by Commissioner Abbuhl, to change the name of the B54 Fund (previously used for PUCO Grant Funds) to EMPG Grant Funds as recommended by the Ohio Department of Public Safety and the Tuscarawas County Auditor. This fund has not had activity in many years.

The EMPG grant is a "reimbursement" grant, meaning the funds must be expended prior to being reimbursed. This grant also requires a 50% match, so monies will need to be transferred from the County General Fund to the new grant fund as needed. The Auditor has contacted the Grants Administrator at ODPS and she indicated most entities make the initial disbursement from their General Fund, then reimburse from the Grant Fund.

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

RESOLUTION (141-2016) SOLICIT APPLICATIONS – APIARY INSPECTOR

It was moved by Commissioner Abbuhl, seconded by Commissioner Everett, to solicit applications for an Apiary Inspector for calendar year 2016 as follows since the current inspector is unable to continue his services:

APPLICATIONS BEING RECEIVED – APIARY INSPECTOR

The Tuscarawas County Board of Commissioners are accepting applications for the position of Apiary Inspector for the 2016 apiary season (approximate season from March 15 to October 31, weather permitting) until **February 26, 2016**.

The rate of pay is \$13.50 per hour with the mileage rate of \$0.46 per mile with a total appropriation of \$900.00. This position is considered to be an Independent Contractor and will not have contributions made to OPERS. This appointment is on an annual basis.

The apiary inspector monitors colony health to curtail the spread of contagious bee diseases and pests. Keeping track of colony health also reveals trends in beekeeping statewide. Investing in a County Apiary Inspector improves the likelihood that the bees required for pollination are disease free and will survive.

The Ohio Department of Agriculture provides training and instruction for county appointed apiary inspectors.

Applications are available online at co.tuscarawas.oh.us or by contacting the Commissioner's Office at commissioners@co.tuscarawas.oh.us or (330)365-3240.

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

RESOLUTION (142-2016) CHANGE ORDER-PROJECT#1-2015 BRIDGE REPLACEMENT

It was moved by Commissioner Everett, seconded by Commissioner Abbuhl, to approve the following change order as recommended by Joe Bachman, County Engineer.

Tuscarawas County
Project # 1-2015
MIL-CR37-60 Bridge Replacement
PID #89473

CHANGE ORDER NO. 1 (Final)

February 1, 2016

1. Quantity adjustments to reflect "as built" quantities versus estimated plan quantities, additions for plan errors and omissions and revisions to surface course binder and field office.

Ref. No.	Item No.	Plan Quantity	As Built Quantity	Item Descriptions	Unit Price	Total Add or (Deduct)
14	659	2 EA	0 EA	Soil Analysis Test	200.00	(400.00)
15	659	129 CY	0 CY	Topsoil	23.00	(2,967.00)
16	659	1162 SY	1954 SY	Seeding and mulching	4.00	3,168.00
17	659	58 SY	0 SY	Repair seeding and mulching	1.00	(58.00)
18	659	58 SY	0 SY	Inter-seeding	0.10	(5.80)
20	659	0.24 ACRE	0.40 ACRE	Lime	200.00	32.00
23	832	5,525 EA	0 EA	Erosion control	1.00	(5,525.00)
28	301	95 CY	75.87 CY	Asphalt Concrete Base, PG64-22	200.00	(3,826.00)
29	304	146 CY	174.24 CY	Aggregate base	70.00	1,976.80
30	407	33 GAL	0 GAL	Tack coat for Intermediate Course	5.00	(165.00)
31	408	341 GAL	0 GAL	Prime Coat	4.00	(1,364.00)
32	448	41 CY	41.69 CY	Asphalt Concrete Intermediate Course, Type 2, PG64-22	220.00	151.80
33	448	29 CY	0 CY	Asphalt Concrete Surface Course, Type 1, PG70-22M, as per plan	410.00	(11,890.00)
33A*	448	0 CY	31.57 CY	Asphalt Concrete Surface Course, Type 1, PG 64-22	410.00	12,943.70
42	507	3,410 FT	3,494 FT	16" Cast-in-place Reinforced Concrete Piles, Driven	20.00	1,680.00
44	509	70,493 LB	75,611 LB	Epoxy coated reinforcing steel	1.20	6,141.60
49	512	258 SY	293 SY	Sealing of concrete surfaces (epoxy-urethane)	18.00	630.00
64	619	5 mnth	0 mnth	Field office, Type B	900.00	(4,500.00)
64A*	619	0 mnth	6.5 mnth	Field Office - Type A	450.00	2,925.00

*Denotes replacement item. Unit Price negotiated with Contractor.

Total Add \$ 29,648.90
Total Deduct \$ (30,700.80)
Net Total Deduct \$ (1,051.90)

2. Contract Recapitulation

a. Original Contract Amount	\$ 1,321,307.98
b. Change Order #1 Deduct	\$ (1,051.90)
c. Revised Contract Amount	\$ 1,320,256.08

3. Change Order Request/Approval

Change Order Requested by: W. Roger Lewis 2/3/16
 W. Roger Lewis, President Date
 Ohio West Virginia Excavating Company

Recommended by: Joe Bachman 2/9/16
 Joseph S. Bachman, PE, PS Date
 Tuscarawas County Engineer

Approved by: Tuscarawas County Commissioners

Kerry Metzger 2/11/2016
 Kerry Metzger, Chairman Date

Chris Abbuhl 2/11/16
 Chris Abbuhl Date

Belle Everett 2/11/16
 Belle Everett Date

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

COMMUNICATION: (Read by Jill Lengler, Director Tuscarawas County Regional Planning Commission)

February 11, 2016

Tuscarawas County Commissioners vote for revisions to the Subdivision Regulations on minimum lot sizes for unsewered areas

Because of recent changes to the Ohio Health Department's on-lot sewage regulations (OAC 3701-29 Sewage Treatment Systems), the Regional Planning Commission reviewed our minimum lot sizes in unsewered areas of the County to see if they are of adequate size to meet the new requirements.

The new state regulations require that you have enough land for a replacement system and there are other changes that require more space (can't weave leach lines around trees, for example). It was determined that in many cases .92 acre is not large enough for a system to be installed, or only at a very high cost. It was decided to propose increasing single family home minimum lot size from .92 acre to 1.5 acres, and for a two family home from 1.38 acres to 2 acres. This will have no effect on existing, recorded parcels. This will be applied only to any new lot split.

In addition, any lot split application for a parcel under 2 acres will be required to have attached the Tuscarawas County General Health Districts completed Sewage Treatment System Site Review. If over 2 acres, the health district will be required to sign the back of the lot split form as it currently does. (\$200 fee to Health District).

On October 13, 2015, the Regional Planning Commission held a public meeting on revising the Subdivision Regulations for increased minimum lot sizes in the unsewered areas of the county. After the public meeting, members voted on the proposed change. It was unanimously approved.

On December 17, 2015, the County Commissioners held the required public meeting

Today, February 11, 2016, the County Commissioners is scheduled to vote on adopting a resolution approving the amendments previously adopted by the Regional Planning Commission.

If the County Commissioners approve the change, the final step is to certify the amendments and the resolution of the commissioners approving the adoption by the planning commission to the county recorder. (CCAO Handbook Chapter 88 on Subdivision Regulations)

If the County Commissioners to agree to the increased lot size then:

1. Recommend that the new lot sizes to not take effect until May 1, 2016 (Approx. 3 months) to get the projects already in the pipeline recorded.

2. TCRPC will send out the changes to the surveyors and title companies and post it on our website.

DISCUSSION: After Ms. Lengler read the correspondence Commissioner Everett asked Ms. Lengler if the 4 month effective date would be long enough for citizens who are in the process of acquiring a parcel(s) or should it be six months. Ms. Lengler explained that is why they set the four month time frame; however she is not opposed to making it six months. Commissioner Abbuhl agreed with Commissioner Everett that a six month time period would be best. Commissioner Abbuhl also said the Tuscarawas County Health Department does have a minimum lot size for septic systems and the recommendations for changes are from the State of Ohio. Lee Finley, Regional Planning Commission Board Member explained if you are grandfathered in and have a smaller lot size you may end up spending more money on an engineered septic system. He also said the State of Ohio did not set a minimum lot size either. Commissioner Abbuhl verified with Ms. Lengler that the Township Trustees supported this legislation. Commissioner Abbuhl would like to see an effort made at the state/federal level to assist low income home owners with replacement systems. Lee Finley explained the Tuscarawas County Health Department is currently looking into grant information for those who will face financial obstacles with a septic system replacement. Commissioner Metzger asked Ms. Lengler if she wanted a specific effective date or the six month time period from today's date. Ms. Lengler would prefer August 1, 2016 and stated information will be posted on the Tuscarawas County website in regards to these changes.

RESOLUTION (143-2016) AMEND RESOLUTION

It was moved by Commissioner Abbuhl, seconded by Commissioner Everett, to amend resolution AMENDING THE TUSCARAWAS COUNTY SUBDIVISION REGULATIONS to include the effective date of August 1, 2016.

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

RESOLUTION (144-2016) AMENDING THE TUSCARAWAS COUNTY SUBDIVISION REGULATIONS TO INCREASE THE MINIMUM LOT SIZES FOR UNSEWERED AREAS FROM .92 ACRE FOR A SINGLE FAMILY UNIT TO 1.5 ACRES, AND FROM 1.38 ACRES TO 2 ACRES FOR A TWO FAMILY UNIT, AND REQUIRING A SEWAGE TREATMENT SYSTEM SITE REVIEW FROM THE TUSCARAWAS COUNTY GENERAL HEALTH DISTRICT FOR ANY NEW PARCEL UNDER 2 ACRES (SINGLE FAMILY UNIT) AND 3 ACRES (2 FAMILY UNIT) WHERE THERE IS NO PUBLIC SEWER THAT IS FOR ANY USE THAT IS LIKELY TO HAVE AN ON-LOT SEWAGE TREATMENT FOR ANY MINOR SUBDIVISION (LOT SPLIT) APPROVAL BY THE REGIONAL PLANNING COMMISSION.

It was moved by Commissioner Abbuhl, seconded by Commissioner Everett, to approve the following:

WHEREAS, the Tuscarawas County Commissioners realize the necessity of increasing the minimum lot size in unsewered areas of the unincorporated county because of recently enacted regulations by the State Department of Health requiring more land for the installation of on-lot sewage systems and

WHEREAS, the current minimum lot sizes of unsewered areas in the Tuscarawas County Subdivision Regulations of .92 acres for single family unit and 1.38 acres for a two family unit, are deemed inadequate to ensure the space for the required sewage treatment system and needed reserve area for the replacement system;

WHEREAS, the Tuscarawas County Regional Planning Commission has already approved the increase in minimum lot size as shown in the attached revised Article III Minor Subdivision Regulations and minimum lot size chart, and approval by the Tuscarawas County Commissioners is required.

BE IT RESOLVED, that the Tuscarawas County Commissioners—approve amending the Tuscarawas County Subdivision Regulations as attached to increase the minimum lot sizes in unsewered areas from .92 acre for a single family unit to 1.5 acres, and from 1.5 acres to 2 acres for a 2 family unit. This resolution will take effect on August 1, 2016.

Adopted this 11TH day of February, 2016.

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

Form and content approved:

Robert R. Stephenson II, Assistant Prosecuting Attorney

Residential Lots Minimum Chart

The minimum lot size of any minor subdivision where there is no public sewers shall be as shown below or as required by township zoning and/or the Tuscarawas General Health District, whichever is greater.

Any lot split 2 acres or under in size (3 acres for 2 family unit), where there is no public sewer that is for any use that is likely to have an on lot sewage treatment system, will require a Sewage Treatment System Site Review from the Tuscarawas County General Health District to be attached to the lot split application.

Unit Type	Setback (feet)***			Group Water & Sewer	Group Sewer Only**	Group Water Only	No Group Water or Sewer**
	Thorough Fare						
	Collector						
	Local						
One Family Unit	40	35	30	60 Ft Frontage* 10,000 Sq. Ft. (.23 acre) Minimum	80 Ft Frontage* 20,000 Sq. Ft. (.46 acre) Minimum**	130 Ft Frontage* 40,000 Sq. Ft. (.92 aere) 65,340 Sq. Ft. (1 ½ acres) Minimum	130 Ft Frontage* 40,000 Sq. Ft. (.92 aere) 65,340 Sq. Ft. (1 ½ acres). Minimum**
Two Family Unit	40	35	30	85 Ft Frontage* 12,000 Sq. Ft. (.28 acre) Minimum	120 Ft Frontage* 20,000 Sq. Ft. (.46acre) Minimum**	150 Ft Frontage* 60,000 Sq. Ft. (1.38 aeres) 87,120 Sq. Ft (2 acres) Minimum	150 Ft Frontage* 60,000 Sq. Ft. (1.38 aeres) 87,120 Sq. Ft (2 acres) Minimum
Three Family Unit	45	45	45	100 Ft Frontage* 16,500 Sq. Ft. (.38 acre) Minimum	150 Ft Frontage* 30,000 Sq. Ft. (.69 acre) Minimum**	Prohibited	Prohibited
Four Family Unit & Above	45	45	45	Submit a building development plan to the RPC office and the State Division of Industrial Compliance for review.		Prohibited	Prohibited

* The minimum lot frontage or lot width shall be measured perpendicular to the road and at the building line.

** Check with County Health Department for adequate ground water supply.

*** Front setback beginning at right of way line and measured to front building line of the first structure. Also, see Section 711, Building Lines.

NOTES:
Easements, rights of ways for egress and ingress, flood hazard areas, bodies of water, wetlands, pipestem (the “pole” of a flag lots) driveways, and DPDs cannot be included in the lot acreage minimum. Structures, wells, and on lot sewage systems cannot be located in the public road right-of-way. Unless otherwise noted, county and township road right-of-way is 60’.

1 acre = 43,560 square foot **Proposed Revision 8/11/15**

ARTICLE III - MINOR SUBDIVISIONS (Lot Splits)

Section 300 – Purpose and Intent

It is the purpose and intent of the Tuscarawas County Regional Planning Commission to ensure that lots that are created under this section are suitable and appropriate as sites for homes. These regulations are intended to prevent the creation of lots for which health standards cannot be met due to poor soils and drainage, steep slopes, abandoned mines, strip mine lands, and reclaimed strip mine lands, floodplain, and other environmental constraints. Minor Subdivisions shall successfully accommodate on-site wastewater systems without negatively impacting the environment. Lots splits shall be discouraged in areas designated as flood hazard zones according to the latest FEMA Flood Insurance Rate Maps (FIRMs). Minor Subdivisions will comply with the appropriate government entity’s Access Management Regulations (County, State). Minor Subdivisions shall comply with zoning where it exists.

However, if in the opinion of the Regional Planning Commission, the tract has the potential to be ultimately divided into more than five parcels by subsequent further division of one or more of the parcels, the Regional Planning Commission shall require full compliance with the Major Subdivision Regulations herein contained.

Tracts that have the potential to be ultimately divided into more than five parcels are those that are:

- Located adjacent to incorporated communities, or
- Located in a rapidly growing area of the county, or
- In close proximity to public utilities (Public water and sewer), and
- Adequate acreage for subsequent splits

Section 301 – Comprehensive Plan Policies

The creation of minor subdivisions in Tuscarawas County under the Subdivision Regulations shall be consistent with the policies of the Tuscarawas County Comprehensive Plan.

Section 302 – Applicability

Article III of these subdivision regulations applies to Minor Subdivisions (lot Splits) which is the division of a parcel of land that does not require a plat to be approved by the RPC as defined under ORC 711.131. It is the division of a tract into five parcels or less (four parcels plus the remainder of the original tract as that tract existed on March 25, 2007) any one of which is under five acres in size.

Minor Subdivisions shall:

- Front upon an existing public-street or road, and;
- Shall involve no opening, widening or extension of any street or road, and
- Not involve the division or allocation of land as open spaces for common use by owners, occupants, or leaseholders;

Section 303 – Development Standards

1. Lot Size

The minimum lot size of any minor subdivision where there is no public sewers shall be as shown in the Residential Lot Minimums Chart in the Appendix or as required by township zoning and/or the Tuscarawas General Health District, whichever is greater.

Any lot split 2 acres or under in size (3 acres for 2 family unit), which is for any use that is likely to have an on lot sewage treatment system, and where there is no public sewer, will require a Sewage Treatment System Site Review from the Tuscarawas County General Health District to be attached to the lot split application.

2. Lot Frontage - A lot must front onto an improved public road or be part of a Dedicated Private Drive (DPD) Subdivision. Minimum frontage for a lot is 40 feet, or meet township zoning regulations, whichever is greater. The lot frontage is measured at the right-of-way of the road with a sufficient width for a driveway to access the parcel without encroaching on neighboring parcels. See Residential Lot Minimums Chart Exhibit "A" for the minimum width of a lot at the building line.

3. Access – No minor subdivision shall be approved unless the area to be subdivided shall have frontage as required herein on an existing state, county, township, municipality or street shown upon a plat recorded in the County Recorder's Office, or be part of an approved Dedicate Private Drive (DPD) Subdivision as permitted herein. Any minor subdivision served by a DPD must reference this in the deed and surveyor's description.

4. Sanitary Sewer Facilities

a. When a public sanitary sewage system is reasonably accessible (as per current Ohio Revised Code regulations) to the structure with sanitary facilities, the lot shall be served by the public

sewer, and shall meet the specifications, rules, regulations and guidelines of the Tuscarawas County Metropolitan Sewer District or other entity owning the public sanitary sewer system.

b. When a public sanitary sewer system is not reasonably accessible , the lot shall be served by an on-lot sanitary sewage system meeting the specifications, rules, regulations and guidelines of the Tuscarawas County General Health District, and the Ohio Environmental Protection Agency, as applicable.

5. Water Supply

a. When the lot is to be served by a public water system, it shall meet the specifications, rules, regulations and guidelines of the Tuscarawas County Metropolitan Sewer District or other entity owning the public water system.

b. When the lot is to be served by a private water system, it must meet the specifications, rules, regulations, and guidelines of the Tuscarawas County Tuscarawas County General Health District, or the Ohio Environmental Protections Agency, as applicable.

6. Floodplain – Land to be subdivided or developed should be designed and improved in a way that meets the requirements of the Tuscarawas County Flood Damage Reduction Regulations.

a. No private on-lot sewage systems are permitted to be installed in special flood hazard areas defined by FEMA.

b. No private water supply systems (wells) are permitted in special flood hazard areas defined by FEMA.

c. The minor subdivision must be in compliance with the Army Corps of Engineers where they have jurisdiction.

7. Zoning – The minor subdivision must be in compliance with township zoning regulations where zoning exists.

8. Contiguous Parcels – If a proposed minor subdivision results in the creation of a parcel of land that cannot be used as a building site because it has no approvable access to a public road (“landlocked”) or does not meet RPC minimum lot size (Residential Lot Minimums Chart in Appendix) it can only be sold or exchanged between adjoining lot owners. Contiguous parcels do not have to meet the minor subdivision standards (lot split).

Parcels transferred in this manner will include the following language in the deed: “Contiguous parcel, not to be transferred separately from adjoining parcel without review of the Regional Planning Commission. Original signed deeds will be stamped by the RPC office with a contiguous parcel stamp which will state **“Contiguous parcel. Not to be conveyed separately without review by the Tuscarawas County Regional Planning Commission.**”

Section 304 General Procedure and Requirements for Submittal

Whenever approval of a division of real property classified as a minor subdivision is sought by an applicant, the following items shall be submitted to the Regional Planning Commission Office.

1. One (1) copy of a completed minor subdivision application (available from the TCRPC office or the county website), completed in its entirety, signed and dated by the applicant with the following information and approvals. All applications must be double-sided, the current form, and signed in blue ink.

A. Information (Front page of Application)

- Name, address, telephone number, fax number and e-mail address of seller and buyer.
- Parcel number of lot from which it is being split
- Location (township, street address)

- Number of acres in parcel
- Proposed land use
- Water and Sewer (public, private)
- Acreage of residual parcel

B. Approvals (back page of application)

- Sanitary Sewer (Tuscarawas County General Health District, sewer utility, or Ohio EPA)
- Water Supply (Tuscarawas County General Health District, water utility, or Ohio EPA)
- Access Management (County Engineer, ODOT, municipality)
- Zoning (Township)
- Flood Plain (County Flood plain Office)
- Subdivision Regulations (Regional Planning Office)

2. One (1) copy of survey plat and legal description

A. Survey Requirements

- The proposed minor subdivision shall conform with Chapter 4733-37 of the Ohio Administrative Code captioned "Minimum Standards for Boundary Surveys in the State of Ohio," In all respects including, in particular, the following items:
- An accurate and current survey description of the proposed minor subdivision prepared in accordance with Chapter 4733-37 of the Ohio Administrative Code by a $\frac{1}{2}$ surveyor registered with the State of Ohio. The distance and bearing of each lot line shall be provided. Distances shall be to the nearest one-hundredth of a foot and bearings to the nearest second. The dimensions of all curves shall include the following information: radius, arc length, tangent, delta, chord and chord bearing. The area in acres shall be provided for the lot. The area in the lot shall be calculated to the third decimal place. The surveyor's name, registration number, and date of survey shall be provided.
- A survey map prepared in accordance with Chapter 4733-37 of the Ohio Administrative code, signed and dated by a surveyor registered with the State of Ohio (including registration number and seal). The surveyor shall certify that he has surveyed the premises and prepared the survey map in accordance with the provisions of Chapter 4733-37 of the Ohio Administrative Code. In addition to the Ohio Administrative Code Requirements, the survey will follow Tuscarawas County's Minimum Requirements for Instruments of Conveyance.:

B. Information required on Plat of Survey

- Name, address, telephone number, fax number and e-mail address of surveyor.
- Location and size of existing and proposed parcels, including date of creation of existing parcel to be split.
- Township, section and quarter section.
- North arrow and bar scale.

- House number of existing property or adjacent property, if available.
- Locational information including: location map; adjacent or frontage roads; adjacent parcel ownership; existing easements of access; rights of ways, driveways, etc.
- Acreage of all proposed lots and acreage of all remaining property resulting from the division of the original parcel, including existing and proposed boundaries.
- All minimum building setback lines (minimum front yard, side yard and rear yard) shall be shown with dimensions, and including any minimum riparian setback lines-(s), in accordance with current township zoning regulations if applicable.
- If any part of the property is in the FEMA designated flood hazard areas and floodways they shall be shown where they exist on the property. The following note shall be included: "Flood Hazard Note: Approximate limits of Flood Hazard area Zone ___ as shown on Flood Insurance Rate Map # _____ with an effective date of _____. (If no base flood elevation has been determined, state "No Base flood elevation has been determined for this area.")"

3. Unsigned deed (unless contiguous parcel see 303.8)

4. The appropriate fee. The fee schedule is available from the TCRPC office or the county website.

5. Review by Regional Planning on Minor Subdivision.

If the regional planning office finds that a proposed minor subdivision and the remainder if any, of the original tract are not contrary to the applicable platting, subdividing, township zoning (if any), health, sanitary, or access management regulations, the regional planning office shall approve the proposed division within seven (7) business days after the submission of all of the items specified in Section 304 and notify the applicant of the action. This notification will be on the minor subdivision application form submitted for review. The Regional Planning office will sign this form and mark it as approved or not approved, with the reason(s) why, if not approved.

Once the director has signed the lot split application, the applicant shall take the application and attachments to the Map Office. Allow at least two business days for the Map Office to process and sign. The applicant will take the paperwork from the Map Office to the Auditor's Office and from there to the Recorder's Office. These last two steps must take place in the same day.

If the Minor Subdivision is not recorded at the end of 12 months from the approval date it must be resubmitted to the RPC office for review and approval. The fee in effect at the time of resubmittal will be charged.

OTHER BUSINESS: Jerry Schultz of Strasburg, Ohio was present. Commissioner Metzger asked Mr. Schultz if had anything he would like to bring before the Board of Commissioners. Mr. Schultz explained he is from the American Legion and several veterans were unsure of the new transportation system set up by the Tuscarawas County Veteran's Service Office. He said they have worked through the changes and no one is going without transportation and he will continue to support the new system. Also, he is in support of the County Engineer's license plate tax request on the March 15, 2016 ballot. He mentioned he as a former resident of California he paid over \$500.00 for license taxes. This is small amount compared to that and he recognizes the county roads and bridges need attention.

RESOLUTION (145-2016) PAYMENT OF BILLS

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

Auditor		
Harris Computer Systems	Monthly Payroll Support	1,699.30

Child Support

NP Water Dept	Water/Sewer/Trash	74.67
Treasurer State of OH	Elevator Certificate Renewal	78.25
Office Max	Janitorial & Office Supplies	342.86

Clerk of Courts

Xerox	Service	59.28
Dan Loibl	Supplies	51.00
Comdoc	Lease	226.72

Commissioners

Liberty Distributors	Supplies	330.72
Office Max	Supplies	536.50
Lowe's Business Account	Supplies	393.65
G & L Supply	Supplies	284.57
NP Water Dept	Water/101 EH	164.36
NP Water Dept	Water/125 EH	266.80
NP Water Dept	Water/JFS	260.97
Gardiner	Preventative Maintenance	3,555.00
Comdoc	Balance Due From December Invoice	19.80
Charles G Snyder Co	Appraisal Fee	3,000.00
Kent State University	EODA Membership	200.00

Common Pleas

Matthew Bender & Co	Legal Publications	376.20
Buehler's Food Market	Jury Supplies	61.17
Comdoc	Contract Base Rate Charge	29.70
Quickprint Center	Supplies	110.00
Quickprint Center	Supplies	60.00

Community & Economic Development

Simpson Heating & Cooling	CHIP Home Repair	3,481.00
Times Reporter	CDBG Advertising	187.55
Ohio Regional Development Corp	Soft Costs/CHIP Home Repairs	766.00

Community Corrections

American Court & Drug Testing	Electronic Monitoring/Drug Test Service	3,712.17
American Court & Drug Testing	Drug Testing Services	195.00
American Court & Drug Testing	Drug Testing Services	115.00

Dog Pound

Kimble	Service	104.30
NP Water Dept	Water	71.35
NP Water Dept	Water	27.00
Town & Country Vet Clinic	Medical Care	62.36
Oak Pointe Vet Care	Supplies	192.78
Town & Country Vet Clinic	Medical Care	100.80
Town & Country Vet Clinic	Medical Care	430.09
Hillyard Ohio	Supplies	392.59

Emergency Management

Office Experts	Copier Maintenance/Meter Charge	22.71
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Engineer

Copeco Inc	Copier Maintenance Agreement	960.25
Rick Watson Trucking	Haul Ashes per bid	719.04
RJ Wright & Sons	Gas & Fuel Oil per bid	7,911.87
Starlight Enterprises	Office Cleaning	357.20
Carpenter Heating & Cooling	Power Wiring New Building	6,193.00
Asphalt Materials	Material per bid	9,982.50
Soehnlén Sand & Gravel	Material per bid	1,410.72
Lawson Products	Repairs/Parts	17.48
Amerigas Propane	Propane	341.71
NP Water Dept	Water/Sewer/Trash Service	253.68
Ziegler Bolt & Nut House	Bridge & Culvert Supplies	105.25
Independence Business Supply	Supplies	25.44
Trackside Overhead Doors	Overhead Door Repairs	479.00
Hertz Equipment Rental	Repairs/Parts	198.97

Sidwell Materials	Material per bid	844.75
NP Water Dept	Water & Sewer	172.89
Holmes Wayne Electric Coop	Electric/Dundee	52.94
Job & Family Services		
Agnes Walker et al	Transportation	10,903.84
Nichole John	Travel & Training	186.98
Nichole John	Travel & Training	526.19
Trudy Lewis	Travel	60.72
Gayle Hahn	Travel & Training	178.80
Christopher & Stacy Troyer	Transportation	77.65
Ashley Rehard	Diversion	582.00
Heather Sago	Diversion	582.00
Krista Newman	Diversion	940.00
Nathan Nordine	Diversion	682.00
Staples Credit Plan	Business Cards	24.99
Office Max	Supplies	47.25
Lowe's Business Account	Maintenance Supplies	375.93
G & L Supply	Supplies	1,125.93
Staples Credit Plan	Chairs	392.37
Pitney Bowes	Ink	204.74
Full Life Center	Adult Protective Grant	2,122.25
Treasurer Tusc Co	2014 PA Audit Costs	16,872.52
Natalie Zimmerman	Travel	77.10
Stacia Stevens	Travel & Training	235.94
Charles & Karla Neal	Transportation	186.76
Dennis & Jeanne Hostetler	Transportation	83.26
Simon & Katie Yoder	Transportation	18.40
Treasurer State of OH	2014 Audit Findings	1,148.00
Adriel School Inc et al	Boarding Home Payroll	196,825.30
Aaron & Chevelle Barger	Boarding Home Payroll	24,266.00
Triad Deaf Services	Interpreter	80.00
Moravian Early Learning Center	Kinship/Daycare	170.00
Raymond & Carol Bland	FACES/Rent & Deposit	1,200.00
Insight Vision Care	PASSS	150.00
Chelsie Jo Conner	Kinship/Daycare	1,187.50
Charles & Karla Neal	Transportation	109.94
Christopher & Stacy Troyer	Transportation	6.99
Dennis & Jeanne Hostetler	Transportation	83.72
Simon & Katie Yoder	Transportation	74.52
Pathway Caring for Children	PASSS	316.17
Treasurer Tusc Co	2014 PCSA Audit Costs	6,250.09
Verizon Wireless	Cell Phone Bill	712.18
Juvenile/Probate		
Traco	Filing Supplies	381.11
Daniel Loibl	Supplies	50.00
Triad Deaf Services	Interpreter	96.00
Treasurer		
Harris Computer Systems	Software Support	391.44
Water & Sewer		
RAM Industrial Services	WH WWTP Small Project	3,060.00
Columbia Gas	Utility	617.62
Agera Energy	Utility	1,539.09
Frontier	Service	54.75
City of Dover	OM & R	10,337.94
Kimble Recycling	Sewage Disposal	677.99
Ream & Haager	Services	278.00
Reidl's	Repairs	318.70
Reidl's	Repairs	193.68
Frontier	Service	191.57
Kimble Recycling	Trash Pick Up	40.00
Operator Training Committee of OH	Safety Training	165.00
Ream & Haager	Lab Services	378.50
OUPS	Call Outs/Gov't Assessment	370.17
Luke Holt	Reimbursement	72.68

Reidl's	Repairs	259.16
Fenton Brothers	Materials	58.07
Fastenal	Materials	81.49
Gempler's	Materials	48.90
Fenton Brothers	Materials	4.03
T & T First Aid	Supplies	79.94
Northern Safety & Industrial	Supplies	86.27
Fenton Brothers	WH WWTP Small Project	1,500.34
American Electric Power	Electric	68.15
American Electric Power	Electric	1,952.59
Frontier	Service	38.53
Kimble Recycling	Sewage Disposal	488.20
Hauter Landscaping	Snow Removal	150.00
Prime Solutions	Materials	1,820.29
Fenton Brothers	Materials	652.60
Fastenal	Materials	131.70
Enger Auto	Materials	25.67
Dover Brake	Materials	48.59
Tusc Co Commissioners	Postage Reimb	315.60
Fastenal	Supplies	25.27
American Electric Power	Electric	479.54
Holmes Wayne Electric	Utility	1,144.00

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

NO FURTHER BUSINESS COMING BEFORE THE BOARD.

RESOLUTION (146-2016) ADJOURN

It was moved by Commissioner Abbuhl, seconded by Commissioner Everett, to adjourn at 9:29 a.m. to meet in Regular Session, Tuesday, the 16th day of February, 2016.

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

Kerry Metzger
Chris Abbuhl
Belle Everett

Attest: Maria A. Goutenscheeger
Clerk of the Board