

April 4, 2016

Agenda

Pledge of Allegiance

1:15 April Beachy/Larry Lindberg Data Processing Board Annual Report

Approve Minutes

Change Order #2 - Job & Family Services Office Renovation

Supplemental Appropriation

Transfer of Funds

Cash Advance Repayment - OCED

Before/After Expenditures

Out of County Travel - Auditor
Out of County Travel – Treasurer (2)

Declare Obsolete Items – Sheriff

Approve Audio Recording Policy

Approve Waive Floodplain Permit Fee

Pay Bills

Other Business

Adjourn

THE BOARD OF COMMISSIONERS OF TUSCARAWAS COUNTY MET IN REGULAR SESSION, MONDAY THE 4th DAY OF APRIL, 2016, WITH THE FOLLOWING MEMBERS PRESENT:

Kerry Metzger
Belle Everett

Commissioner Metzger presiding.
Commissioner Abbuhl absent-Conference Washington D.C. - OMEGA

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

RESOLUTION (299-2016) APPROVE MINUTES

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

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

RESOLUTION (300-2016) CHANGE ORDER #2 – JFS SERVICES OFFICE RENOVATIONS

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

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Change Order

PROJECT (Name and address): Tuscarawas County Job and Family Services Office Renovation 389 16th Street SW New Philadelphia, Ohio 44663	CHANGE ORDER NUMBER: 002 DATE: 01/11/16	OWNER: <input type="checkbox"/> ARCHITECT: <input type="checkbox"/> CONTRACTOR: <input type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): Haugh Construction, Inc. dba Benchmark Construction 2422 East High Avenue New Philadelphia, Ohio 44663	ARCHITECT'S PROJECT NUMBER: 14-1619 CONTRACT DATE: May 12, 2015 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

See Attached

The original Contract Sum was	
The net change by previously authorized Change Orders	\$ 180,512.00
The Contract Sum prior to this Change Order was	\$ -600.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 179,912.00
The new Contract Sum including this Change Order will be	\$ 3,680.00
	\$ 183,592.00

The Contract Time will be increased by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is not changed.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

B. A. Widder Architectural Services, LLC

ARCHITECT (Firm name)

407 4th Street NW Suite B
New Philadelphia, Ohio 44663

ADDRESS

Bruce A. Widder
BY (Signature)

Bruce A. Widder, AIA

(Typed name)

2-23-16
DATE

Haugh Construction, Inc. dba Benchmark Construction

CONTRACTOR (Firm name)

2422 East High Avenue
New Philadelphia, Ohio 44663

ADDRESS

Travis Haugh
BY (Signature)

Travis Haugh

(Typed name)

1-18-2016
DATE

Tuscarawas County Job and Family Services

OWNER (Firm name)

389 16th Street SW
New Philadelphia, Ohio 44663

ADDRESS

Kerry Metzger
BY (Signature)

Joe Krocket, MIS Supervisor
Kerry Metzger, Commissioner
Chris Abbuhl, Commissioner
Belle Everett, Commissioner

(Typed name)

4/4/2016
DATE

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User Notes:

(1181770562)

Customer Change Orders

Haugh Construction, Inc.
dba Benchmark Construction
2422 East High Ave.
New Philadelphia, Oh 44663
(330) 339-6882
(330) 339-6076

Customer
Tuscarawas County Commissioner
125 East High Ave.
New Philadelphia, OH 44663

Job
Tusc Cnty JFS Office Remodel
389 16th Street
New Philadelphia, OH 44663

Change Order # 2

<u>RFC#</u>	<u>Date</u>	<u>Value</u>	<u>Description</u>
2	1/11/2016	3,680.00	C.O. #2 add for T&M Electrical work and Door Openers

Above work is subject to the same conditions as specified in original contract unless otherwise stipulated.
The sum of 3,680.00 is hereby added to the total contract price.

Original Contract:	180,512.00
Other Approved Change Orders:	-600.00
Total Contract to Date:	179,912.00
This Change Order:	3,680.00
Other Pending Requests:	0.00
Total Contract plus Pending RFCs:	183,592.00

Authorized Signature: _____
Haugh Construction, Inc.

Date: _____

Authorized Signature: Kerry Metzger
Tuscarawas County Commissioner

Date: 4/4/2016

VOTE:

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

RESOLUTION (301-2016) SUPPLEMENTAL APPROPRIATIONS

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

DEPARTMENT	FROM	TO	AMOUNT	REASON
Commissioners	U40-U10	U40-U11	\$3680.00	JFS Security Upgrade

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

RESOLUTION (302-2016) 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
Sheriff	X932-X07	X932-X13	\$400.00	OTFCA Dues

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

RESOLUTION (303-2016) CASH ADVANCE REPAYMENT – OCED

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

From: T11 Community & Economic Development
To: A00 County General
Amount: \$2,300.00

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

RESOLUTION (304-2016) BEFORE & AFTER EXPENDITURES

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

Day Ketterer, LTD (Auditor)	472.50
Hilscher-Clarke Electric Co. (Common Pleas)	140.00
Provantage (OCED)	185.75
Kent State Tuscarawas (OCED)	25.00

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

RESOLUTION (305-2016) OUT OF COUNTY TRAVEL – AUDITOR

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

DATE: JUNE 8-10, 2016
TITLE: 2016 CAAO SUMMER CONFERENCE
LOCATION: SANDUSKY, OHIO
ATTENDING: LARRY LINDBERG, ALLAN SAYRE
ANTICIPATED EXPENSE: \$900.00 (Mileage, registration, meals, hotel, parking, etc.)

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

RESOLUTION (306-2016) OUT OF COUNTY TRAVEL – TREASURER

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

DATE: MAY 17-19, 2016
TITLE: SPRING TREASURER’S CONFERENCE
LOCATION: COLUMBUS, OHIO
ATTENDING: JEFF MAMARELLA
ANTICIPATED EXPENSE: \$609.72 (Mileage, registration, meals, hotel, parking, etc.)

DATE: MAY 17-19, 2016
TITLE: SPRING TREASURER’S CONFERENCE
LOCATION: COLUMBUS, OHIO
ATTENDING: NANNETTE NUTTER
ANTICIPATED EXPENSE: \$503.00 (Mileage, registration, meals, hotel, parking, etc.)

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

RESOLUTION (307-2016) DECLARE ITEMS OBSOLETE – SHERIFF

It was moved by Commissioner Everett, seconded by Commissioner Metzger, to declare, as obsolete for the use for which it was acquired in accordance to Ohio Revised Code 307.12 (B).

Item		Tag	Make	Model	Serial	
Monitor	Flat Screen	30260	View Sonic	VG720		2006
Monitor	Flat Screen	30284	View Sonic	VG720		2006
Monitor	Flat Screen	30257	View Sonic	VG720		2006
Monitor	Flat Screen	30279	View Sonic	VG720		2006
Monitor	Flat Screen	30255	View Sonic	VG720		2006
Monitor	Flat Screen		View Sonic	VG720		2006
Monitor	Flat Screen		View Sonic	VG720		2006
Monitor	Flat Screen	30233	view sonic	VG720		2006
Monitor	Flat Screen		view sonic	VG720		2006
Computer		30253	HP		CAC52700FV	2006
Computer		30275	HP		CAC53001BQ	2006
Computer		30254	HP		CAC530016M	2006
Computer		30273	HP		CAC53001JB	2006
Computer		30243	HP		CAC5300165	2006
Computer		30230	HP		CAC53001HM	2006
Computer		30216	HP		CAC53800T6	2006
Computer		30219	HP		CAC53001B2	2006
Computer		30222	HP		CAC549019V	2006
CML Equipment						
ECS 1000						

* The 911 telephone system is being upgraded. The above equipment is end of life and has been replaced.

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

RESOLUTION (308-2016) AUDIO RECORDING POLICY-BOARD OF COMMISSIONERS

It was moved by Commissioner Everett, seconded by Commissioner Metzger, to approve the following Audio Recording Policy as approved by Bob Stephenson, Assistant Prosecuting Attorney.

Audio Recording Policy - Tuscarawas County Board of Commissioners**Policy**

This policy applies to all regular and special public meetings and hearings of the Tuscarawas County Board of Commissioners.

I. Regular and Special Public Meetings

- Audio recordings/files are temporary records. Their sole purpose is to assist in the preparation of minutes. Once the minutes are approved in open session, the audio recordings are no longer needed and shall be deleted no sooner than thirty (30) days after the approval of the minutes. The official record of the meeting is the meeting minutes, which require approval and signatures by the Board of Commissioners. (R.C. 305.11)
- These recordings/files are to be used to summarize key meeting points and ensure accuracy in structuring minutes, not verbatim transcription.
- Due to the nature of technical equipment, the Board of Commissioners does not guarantee that audio recordings will be continuous or error-free.

II. Public Hearings

- Audio recordings/files are temporary records. Their sole purpose is to assist in the general record keeping/summary of views expressed in the hearing.
- Audio recordings of public hearings shall be deleted no sooner than one year (1) after the conclusion of the public hearing.
- Due to the nature of technical equipment, the Board of Commissioners does not guarantee that audio recordings will be continuous or error-free.

VOTE:

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

RESOLUTION (309-2016) POLICY TO WAIVE FLOODPLAIN PERMIT FEE

It was moved by Commissioner Everett, seconded by Commissioner Metzger, to approve the following policy to waive floodplain permit fees as approved by Bob Stephenson, Assistant Prosecuting Attorney and Jill Lengler, Floodplain Coordinator:

POLICY TO WAIVE FLOODPLAIN PERMIT FEE

Tuscarawas County Resolution #502-2010 States that there shall be a Floodplain Permit Fee of \$25 for each application for a Floodplain Development Permit to cover administrative processing of the proposed permit. This policy is established to waive the Floodplain Permit Fee under specific circumstances as described below.

.....Qualifications for Floodplain Permit Fee Waiver: *(must meet both qualifications)*

- 1) Applicant shall be a political subdivision or a non-profit organization.
- 2) Floodplain permit project shall be related to the Tuscarawas County Trail and Greenspace Plan.

Procedure to Apply for a floodplain Permit Waiver:

- 1. Completed Floodplain Permit Fee Waiver Form
- 2. Completed Floodplain Permit Form
- 3. Submit both forms to the Floodplain Coordinator.
- 4. The Floodplain Coordinator, after consultation with the Park Department, will carefully consider the merits of each Floodplain Permit Fee waiver request as it relates to the Tuscarawas County Trail and Green Space Plan.
- 5. The Floodplain Coordinator will approve or deny the Floodplain Permit Fee Waiver request.
- 6. If the Floodplain Permit Fee Waiver is denied, the Floodplain Coordinator will inform the applicant of the decision. The floodplain permit application will not be reviewed until the \$25 permit fee is remitted.

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

RESOLUTION (310-2016) PAYMENT OF BILLS

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

911		
Frontier Power Co	Tower Electric	497.59
Frontier	Service	222.05
Frontier	Wireless Tariff	544.32
Xerox	Xerox Charges	146.67
Auditor		
Middaugh Printers	Record of Funds Transfers	73.00
Times Reporter	Advertising	110.50
Child Support Enforcement Agency		
Jeffery Mamarella	IV-D Contract Juvenile	8,916.69
Dominion East Ohio	Natural Gas Usage	180.09
Frontier	Fax Service	50.55
Schoenbrunn Pest Control	Monthly Pest Control	35.00
Jeffery Mamarella	IV-D Contract Juvenile	10,157.87
Tusc. Co. Sheriff's Dept.	IV-D Contract Sheriff	3,088.98
Tusc. Co. Commissioners	Rental Payment 2016	20,712.00
Tusc. Co. Commissioners	CY2016 Indirect Costs	9,802.32
Staples Advantage	Office & Janitorial Supplies	156.74
OCDA Canton/Cleveland District	OCDA District Meeting Fee	20.00
Fayette Flag & Banner Supply	US Flag	51.25

Graphic Enterprises	Copier Maintenance	73.42
Tusc. Co. Clerk of Courts	IV-D Contract Clerk of Courts	608.80
Tusc. Co. Clerk of Courts	IV-D Contract Clerk of Courts	524.88
First Communications	Long Distance Phone Service	148.21
Clerk of Courts		
Frontier	Service	33.55
Frontier	Service	17.00
AT & T	Service	119.08
Independence Business Supply	Supplies	248.70
Courtview	Service	3,931.00
Independence Business Supply	Supplies	25.54
Commissioners		
Samuel J Hitchcock	Humane Agent Salary	500.00
Total First Aid	Supplies	76.80
US Bank Equipment	Copier Lease	89.00
Go Shred	Shredding Services	150.00
Kent State Tusc	EODA Registration/Everett	30.00
Common Pleas		
Provantage	Supplies	87.55
Judge Linton Lewis Jr.	Reimbursement for Mileage	59.80
Job & Family Services		
Quill Corp	Supplies	9.97
Office Max	Supplies	68.39
Microframe	Ticket Dispenser & Supplies	122.89
Simpson Heating & Cooling	Maintenance/HVAC	93.75
Jim's Towing	Towing Service/Van	137.71
Karen Quinlan	Travel	46.00
Joseph Krockner	Travel	99.36
Laura Burton	Travel & Training	743.61
Robb Rectanus	Travel & Training	542.83
Beverly Gerber	Travel & Training	480.67
Nichole John	Travel & Training	278.76
Society for Equal Access	Transportation	73,444.55
Triad Deaf Services	Interpreter	99.00
Kyler Pringle Lundholm Durman	Atty Expenses/Adoption Services	372.00
Charles & Karla Neal	FC Clothing Expense	207.22
Christopher & Stacy Troyer	FC Heart Monitor	264.57
Drs Maurer & Hurst	FC Contact Lenses	122.06
Ramer Greenwalt	KPIP	1,200.00
Carol Newsome	Diversion	339.00
Krista Newman	Diversion	940.00
Sara Dixon	Diversion	473.00
Meranda Vinson	Public Assistance	250.00
Nathan Nordine	Diversion	731.00
Walmart Community	PRC	97.27
Randy & Luella Miller	FP Training Stipend	20.00
Fredy & Leona Tenorio	FP Training Stipend	40.00
Mark & Stephanie Haney	FP Training Stipend	80.00
Robert & Molli Hayes	FP Training Stipend	40.00
Joseph & Aron Satterfield	FP Training Stipend	40.00
Simon & Katie Yoder	FP Training Stipend	40.00
Charles & Karla Neal	FP Training Stipend	40.00
Nicholas & Christina Hostetler	FP Training Stipend	30.00
Andrew & Kelli Miller	FP Training Stipend	40.00
Aaron & Chevelle Barger	FP Training Stipend	40.00
Aden & Esther Miller	FP Training Stipend	40.00
Nicholas & Clorissa Garlando	FP Training Stipend	40.00
Vincent & Dana Beachy	FP Training Stipend	40.00
Raymond & Laura Miller	FP Training Stipend	40.00
Dr Nicholas Varrati MD	Drug Screens	216.00
Parkway Auto Superstore	Kinship/Car Repairs	97.20
Chrysalis Counseling Center	FACES/Assessment	875.00
American Electric Power	FACES/Electric	271.00
Guidestone	Supervised Visits	4,515.62

Superior Apartments	FACES/Rent	555.00
Juvenile/Probate		
Ohio Association of Magistrates	Conference – Dave Worth	225.00
Zeigler Tire	Auto Repairs/Maintenance	20.38
Times Reporter	Legal Advertising	151.90
Law Library		
Independence Business	Supplies	8.82
Frontier	Internet Public Terminals	10.74
Frontier	Internet Public Terminals	46.90
Matthew Bender & Co. Inc.	Installation for Ohio Trans. Guide Set	649.20
Park Department		
Glass Lumber	Chimney Swift Tower Supplies	86.46
Sheriff		
G & L Supply	Supplies	1,116.74
G & L Supply	Supplies	101.03
Staples	Supplies	18.67
Kevin Ornouski	Reimb/Fuel for Training	22.94
Union Hospital	Inmate Medical Treatment	298.24
Frontier	Service	2,117.61
Johnsons Printing	Supplies	250.00
Xerox	Xerox Charges	1,201.51
Southern Court		
Forensic Diagnostic Center	Competency Evaluation	800.00
Shoup's Cleaning	Carpet Cleaning – Court	898.00
Quill	Supplies	91.67
Quill	Supplies	86.47
Treasurer		
County Treasurers Association	Spring Conference Registration	390.00
Columbus Marriott	Hotel - Spring Conference	463.16
Columbus Marriott	Hotel – Spring Conference	152.84
Veterans		
Verizon Wireless	Service	114.92
Time Warner Cable	Service	211.80
Xerox	Supply Charge	260.26
Water/Sewer		
Michael Benza & Associates	Dundee Waterline Replacement	1,294.00
Frontier	Telephone Service	62.62
Lowe's	Materials	217.42
Crossroads Hardware	Supplies	18.09
Tusc. Co. Commissioners	Building/Garage Payment	3,076.25
Duane Immel	Right of Way Agreement	150.00
Great Lakes W&W S, LLC	Impeller	709.41
Frontier	Telephone Service	49.68
Frontier	Telephone Service	1.00
AEP	Electric Service	99.82
Lowe's	Supplies	29.39
Lowe's	Materials	177.34
American Highway Prod	Materials	96.50

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

RESOLUTION (311-2016) RECESS

It was moved by Commissioner Everett, seconded by Commissioner Metzger, to recess at 1:11 p.m. until 1:15 p.m., the next scheduled appointment.

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

Commissioner Metzger called the meeting out of recess and back into Regular Session at 1:13 p.m. for purpose of Data Board Processing Annual Report Review.

DISCUSSION: Larry Lindberg, County Auditor, and April Beachy, Director of Technology, were present to discuss the Tuscarawas County Automatic Data Processing Board 2015 annual report. Ms. Beachy discussed the future goals and plans of the Information Technology Department listed in the report.

Commissioner Everett asked Ms. Beachy when she expects the new juror notification system to go into place and if the identified GIS issues are related to the server. Ms. Beachy said that she does not have a date yet. Mr. Lindberg addressed the GIS issue. The problem is a software issue, he said. The software currently being used is based on a product, IntelliCAD, and it will not work on an operating system above Windows XP, therefore the entire system would need to be switched. The platform they would like to go with is an ESRI based system. At this point they would financially be able to switch the system, but the annual support is rather expensive. Mr. Lindberg has spoken with Woolpert GIS several times and is working with Woolpert staff to find an affordable way to proceed. The change to an ESRI based system is needed to put the GIS information on the web. Also, the county 911 system uses the GIS system; therefore the changes need to be compatible. Mr. Lindberg also explained that once the software is changed the public will be able to do everything online in their office/home that they currently need to come into the GIS office to handle. Commissioner Metzger questioned the time frame of the top priority, the Windows XP computer upgrade. Ms. Beachy said it has been discussed for some time, but no definite date has been established. Mr. Lindberg believes it will be within the next 12 months. Commissioners Metzger and Everett thanked Ms. Beachy and Mr. Lindberg for their time.

TUSCARAWAS COUNTY AUTOMATIC DATA PROCESSING BOARD 2015 ANNUAL REPORT



PRESENTED APRIL 2016
PREPARED BY APRIL BEACHY,
DIRECTOR OF TECHNOLOGY

Note from the Director

It is my pleasure to present the 2015 Annual Report as required by section 307.845 of Ohio Revised Code.

You will find within this report; analysis of the budgets for the past five years, and descriptions of equipment purchases.

Meeting Information

At the annual reorganization meeting in January, the Tuscarawas County Automatic Data Processing Board elected Lori Smith as Chairwoman and Jeanne Stephen, as Vice-Chairman. The Board decided to meet for the reorganization meeting and additionally if called by the chair. The Board also met to discuss personnel January 20, January 23, January 30, February 11, and April 22.

Highlights

During 2015 Jane Whitman left our employment. In April Brandon Kandel was promoted to Assistant Director. Also John Gray indicated his interest in the Network and System administrator position and the board asked John to obtain certifications before considering him for the position. The IT Department currently has an open full time Computer Technician position that we are trying to fill.

In 2015 the IT Department installed the first physical host for virtual machines. This currently hosts only one virtual machine, but is ready to host others. In 2015 the IT department also replaced the aging web server and merged the Sheriff web server with the County web server.

At the Sheriff's Office the IT Department installed the third of three planned physical hosts for virtual machines. We implemented and tested a high availability cluster for the three hosts. This will automatically rollover the virtual machines should a hardware failure occur. All systems in the Sheriff's office have had redundancy added to them, therefore limiting the one point of failure. The cluster is ready to have the aging CAD server moved over to it when it is next upgraded in the next few years.

Goals and Future Plans

The GIS office is **still** using Windows XP computers as their software does not run on anything newer. This needs to be remedied ASAP; however the cost is not cheap and the process is a lengthy one. Both the GIS web server and MAP/GIS server need replaced. As of writing the GISWeb server replacement was ordered, but not installed. This is the top IT priority in the County at this point.

The IT Department server room is **still** in need of HVAC work. The new air conditioners are working fine; however the humidifiers are not functional. These humidifiers need removed and new ones need installed that are not housed in the server room.

The Annex building will become host to the backup 911 Dispatch center. As of writing this was being installed.

The Proxy-server will need replaced as well as the firewalls. This is to support Windows 8.1, 10 and beyond for VPN access and ensure our county network is well protected.

The Sheriff's Office CAD server will need replaced.

In 2016 the following projects are planned that the IT department will be spearheading or helping with:

- New Juror Notification system
- New Court Recording software for Common Pleas court
- New Smead software (either upgrade or replacement)
- Replacement security camera system
- New 911 call system
- Generator replacement at the Sheriff's Office
- HVAC replacement at the Sheriff's Office
- Fire Suppression system installation at the Sheriff's Office
- Booking software upgrade at the Sheriff's Office
- New Rounds tracker software and system at the Sheriff's Office
- Smart Board for the Commissioners' Office
- iTax (ISSG) software upgrade
- New GIS webserver
- Migrate MAPGIS files temporarily to TUSCAPP server
- Upgrade Mitel phone system software

The IT Department is also working with the records management system vendor at the Sheriff's Office to obtain quotes for upgrading the software to a browser based system. We are also working to get the pricing for the system to support mobile terminals for the deputies and have the system ready to install after the tower upgrade.

Addendum 1 – Financial Activity Last 5 Years

	2016 Budgeted	2015 Actual	2014 Actual	2013 Actual	2012 Actual	2011 Actual	2010 Actual
Receipts							
Fees	\$0	\$0	\$0	\$0	\$0	\$5	\$0
TOTAL RECEIPTS						\$5	\$0
Expenditures							
Salaries of Employees	\$210,882	\$169,204.99	\$178,664.24	\$122,040.51	\$128,028.37	\$118,527.28	\$128,949.01
Supplies	\$1,300	\$650.27	\$786	\$844.52	\$984.07	\$1,381.52	\$1,298.67
Equipment	\$2,000	\$3293	\$490	\$5,825.70	\$2,163	\$760	\$0
Contracts --- Repair	\$4,400	\$2264.50	\$1900	\$1,282.37	\$6,151.17	\$8,227.42	\$8,486.16
Travel	\$600	\$640.59	\$400	\$301.16	\$236.17	\$381.76	\$47.84
Contracts – Services	\$16,220	\$26,577.01	\$16,004	\$13,287.08	\$9,841.24	\$2,310.66	\$11,306.76
Insurance	\$41,072	\$40,413.72	\$45,443.64	\$39,399.86	\$39,503.04	\$36,980	\$30,588
P.E.R.S	\$29,636	\$23,776.06	\$25,115.31	\$16,986.83	\$17,969.55	\$16,635.83	\$18,072.95
Medicare	\$3,070	\$2,372.20	\$2,600.81	\$1,713.41	\$1,820.99	\$1,640.61	\$1,809.83
Workers Compensation	\$2,109	\$1,130.12	\$1,165	\$729.05	\$1,315.10	\$1,283.85	\$3,307.25
Unemployment	\$0	0	0	\$0	\$726.93	\$726.93	\$0
Longevity	\$800	\$575	\$575	\$350	\$325	\$300	\$275
TOTAL	\$312,089	\$270,947.56	\$273,144	\$202,760.49	\$209,065.19	\$189,155.86	\$204,141.47
DISBURSEMENTS							
IT Internal Services							
Budget							
Supplies	\$23,000	\$17,539.54	\$17,126.02	\$18,008.45	\$18,419.85	\$20,012.34	\$19,864.03
Software	0	\$0	\$0	\$0	\$148.41	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contract Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$23,000	\$17,539.54	\$17,126.02	\$18,008.45	\$18,568.26	\$30,691.11	\$19,864.03
Reimbursements							
	\$23,000	\$15,785.20	\$18,647.91	\$24,646.42	\$22,361.37	\$16,308.72	\$24,112.35

Addendum 2 – Purchases Approved by the IT Director

Date	Office	Description	Cost
1/5/2015	JFS	HP Envy 5530 e-All-in-One Printer	\$99.99
1/8/2015	Public Defender	Dell OptiPlex 9020 with HP LaserJet Pro 400	\$1,638.00
1/15/2015	Water and Sewer	Lexar 8GB JumpDrive and SanDisk Flashdrive 16GB	\$13.99
1/26/2015	Public Defender	(5)Microsoft Windows Server 2012 license	\$105.00
1/29/2015	CSEA	(2)Low Profile PCI Parallel Adapter Card	\$56.00
2/3/2015	Common Pleas	Adobe Acrobat XI	\$252.00
2/3/2015	Common Pleas	Wireless Mouse	\$29.99
2/9/2015	Prosecutors	Batter Backup (UPS)	\$44.00
2/9/2015	Commissioners	Dragon Naturally Speaking software	\$162.00
2/10/2015	Water and Sewer	Power Supply for Server	\$94.00
2/23/2015	Information Technology	Server Memory	\$2,000.00
2/24/2015	Sheriff	48" Monitor	\$350.00
2/26/2015	Probate/Juvenile	Printer	\$96.00
3/4/2015	Common Pleas	PC for security (half)	\$766.00
3/6/2015	Sheriff	(6)Microsoft Office OEM	\$1,950.00
3/9/2015	JFS	HP LaserJet Printer	\$255.50
3/4/2015	Probate/Juvenile	Security Computer (half)	\$766.00
3/9/2015	Common Pleas	(4)OptiPlex 9020	\$5,484.79
3/6/2015	Sheriff	Computers to replace CAD	\$11,865.00
3/10/2015	Sheriff	Media Card Reader	\$38.29
3/11/2015	Probate/Juvenile	(3)Computers	\$3,653.98
3/13/2015	Common Pleas	(3)8GB USB 2.0 Flash Drives	\$14.97
3/20/2015	Information Technology	Computer	\$2,401.00
3/27/2015	Sheriff	(3)Network Cards	\$31.50
4/2/2015	Sheriff	Panatronics P10/2550 AMP	\$254.40
4/1/2015	CSEA	Keyboard for Server	\$46.17
3/25/2015	Sheriff	Equipment for 911 upgrade	\$455,687.67
4/8/2015	Veterans Office	Cleaning Tapes	\$61.00
4/8/2015	Veterans Office	Computer, Scanner, Printer	\$2,211.60
4/13/2015	Probate/Juvenile	HP LaserJet Printer	\$149.99
4/14/2015	Public Defender	2 HP LaserJet Printers	\$182.00
3/4/2015	Common Pleas	Website Upgrade	\$11,039.95
4/13/2015	Water and Sewer	SCADA Software	\$16,570.00
4/15/2015	Clerk of Courts	Crystal Reports Writer	\$604.00
4/21/2015	Probate/Juvenile	All in One Stands	\$188.00
4/21/2015	County Court	Verbatim 8GB Store n Go Drive	\$1.49
4/17/2015	Public Defender	Computers	\$2,495.20
4/24/2015	Sheriff	Mini Display port to Display Port	\$130.68
4/29/2015	Law Library	4 Computers	\$2,240.00
5/6/2015	Common Pleas	Wireless Mouse	\$14.99
5/12/2015	CSEA	2TB External HD	\$101.50
5/19/2015	Engineer	Microsoft Surface Pro	\$1,101.00
5/20/2015	Probate/Juvenile	HP LaserJet Printer	\$124.60
5/21/2015	Sheriff	Cisco Catalyst 3750X Switch	\$7,780.00
5/21/2015	Sheriff	Virtual Server	\$46,827.80

5/27/2015	JFS	6 Scanners	\$3,401.00
6/1/2015	Clerk of Courts	4 Dell Computers	\$4,827.64
6/3/2015	Sheriff	Olympus Foot pedal	\$47.00
6/10/2015	County Court	Barcode Label printer	\$508.00
6/10/2015	Water and Sewer	External HD	\$96.00
6/10/2015	Sheriff	6 Dell Sound bars	\$156.00
6/11/2015	Sheriff	Wireless Mouse	\$8.50
6/12/2015	CSEA	Software for Door Security System	\$3,600.00
6/12/2015	CSEA	Konica Minolta Copier	\$5,995.00
6/9/2015	Information Technology	Web Server Replacement	\$6,155.00
6/16/2015	Water and Sewer	Software Upgrades	\$15,170.00
6/17/2015	Auditor	UPS	\$90.00
6/22/2015	Information Technology	HP Server	\$39,806.25
7/2/2015	OCED	Wireless Mouse	14.99 to 29.99
7/10/2015	Common Pleas	Wireless Mouse	\$19.99
7/7/2015	JFS	Xilisoft DVD Creator	\$38.42
7/13/2015	Commissioners	OptiPlex 9020	\$1,153.00
7/14/2015	Probate/Juvenile	HP LaserJet Enterprise 3015dn	\$370.00
7/13/2015	BOE	Print Absentee and Provisional Ballot	\$32,910.00
7/20/2015	Commissioners	HP LaserJet Printer	\$167.00
7/28/2015	Prosecutors	SanDisk 8GB	\$24.95
7/30/2015	Common Pleas	WordPerfect X7	\$217.72
7/30/2015	Clerk of Courts	Credit Card Machines	\$0.00
7/9/2015	JFS	7 Scanners	\$4,534.23
7/31/2015	Sheriff	Xerox ADF Roller Kit	\$70.00
7/31/2015	EMA	Xerox Lease Renewal	206.05 per month
8/4/2015	Information Technology	HD for EPO	\$434.00
8/7/2015	Veterans Office	Supplies and Work to hookup data wiring	\$1,822.84
8/7/2015	Sheriff	25FT Cat5e Snagless Molded RJ45M/M Patch Cable	\$65.00
8/7/2015	Sheriff	25FT Cat5e Snagless Molded RJ45M/M Patch Cable	\$65.00
8/24/2015	Water and Sewer	Office Home and Business	\$193.00
8/25/2015	Sheriff	Headsets	\$240.00
8/31/2015	Water and Sewer	Equipment for Wireless to Lab	\$2,247.00
9/2/2015	Common Pleas	Dell Laptop	\$996.00
9/2/2015	Common Pleas	Dell Laptop 17"	\$2,064.00
9/3/2015	Prosecutors	Scanner	\$321.00
8/28/2015	Law Library	Copier	\$1,800.00
9/8/2015	BOE	Android Tablet	\$179.99
9/3/2015	Water and Sewer	Microsoft Office	\$184.00
9/3/2015	Water and Sewer	LaserJet Printer	\$99.99
9/8/2015	Sheriff	Network Cable Cat5	\$621.06
9/4/2015	LEPC	10' HDMI cable	\$4.39
9/9/2015	CSEA	Symantec Backup Exec Renewal	\$172.00
9/14/2015	Information Technology	Malwarebytes Renewal	\$2,600.00
9/14/2015	Treasurer	Dell OptiPlex 9020	\$1,153.00
9/15/2015	CSEA	Upgrade Keri door access system	\$7,692.10
9/23/2015	Sheriff	Office Pro 2013	\$341.00
9/23/2015	Sheriff	5 8GB flash drives	\$29.95

9/23/2015	Sheriff	10' Display port to HDMI adapter	\$24.19
9/28/2015	Prosecutors	Computer	\$1,153.00
9/24/2015	Auditor	2 Epson GT-S50 Scanner	\$675.00
10/7/2015	Probate/Juvenile	2 Dell Computers	\$2,306.00
10/9/2015	CSEA	Konica Minolta Copier	\$3,517.00
10/15/2015	Auditor	Replace Copier	\$77.04/month + \$300/yr
10/16/2015	Probate/Juvenile	Multifunction Printer	\$242.00
10/26/2015	Common Pleas	TeamViewer 10	\$765.00
10/27/2015	Commissioners	32 GB Flash Drive	\$39.99
10/29/2015	JFS	Scanners	\$4,802.00
10/29/2015	Sheriff	Econoscan2	\$36.00
11/6/2015	Prosecutors	Scanner	\$313.00
11/17/2015	Probate/Juvenile	Swing Plate Assembly	\$26.00
11/20/2015	Sheriff	Card Exchange Ultimate Badging Software	\$3,995.00
11/17/2015	Common Pleas	3 Computers	\$3,705.00
11/24/2015	Information Technology	McAfee Renewal	\$2,551.90
12/11/2015	Sheriff	10 8gb flash drives	\$59.90
11/20/2015	Sheriff	Wireless Presenter laser pointer	\$31.00
12/9/2015	Probate/Juvenile	HP LaserJet Pro	\$192.00
12/11/2015	Prosecutors	5 Computers	\$5,300.00
12/14/2015	Information Technology	Renew Cisco SmartNet on VPN firewall and core switch	\$2,082.92
12/22/2015	Common Pleas	LaserJet Pro	\$149.99
12/29/2015	Common Pleas	SupportWorks	\$229.95
12/30/2015	Sheriff	Drum Cartridge printer	\$134.00

NO OTHER BUSINESS COMING BEFORE THE BOARD.

RESOLUTION (312-2016) ADJOURN

It was moved by Commissioner Everett, seconded by Commissioner Metzger, to adjourn at 1:24 p.m. to meet in Regular Session, Thursday, the 7th day of April, 2016.

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

Belle Everett

Attest: Maria Lautenschlager
Clerk of the Board