

Owen County Commissioners Meetings

April 19, 2021

President Gary Burton called the meeting to order at 6pm.

Pledge of Allegiance was said, and Prayer was given by Polly Chesser.

Roll was called; all members present, and Public signed in. Sheet attached for permanent record.

A motion to approve the minutes as presented from April 5th was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

A motion to approve the claims except for Epic Insurance-\$24591 was made by Bob Curry; seconded by Dale Dubois. Mr. Burton noted that the Insurance Company was reviewing further data to possibly reduce the bill. Motion carried 3-0. The approved amount was for \$225825.18. Also, out-of-cycle claims were submitted for signatures for \$449.66, 2158.19, 31.87, 6101.74, 473.79, 436.05, 869.18, and 10673.83.

Mr. Curry also agreed to come in and sign Maintenance and Custodial Timesheets.

Old Business

Mr. Burton added Insurance-John Parmley and Proactive MD Representatives Charles Harris and Julia Curry.

Mr. Parmley reviewed the prior meeting information that the County had signed a two-year rate hold agreement with the understanding that at least 50% of County Insured employees would sign up for the Health Plans Benefits Program. He also provided an Employees Group Insurance Expense Report showing The plan will provide FREE Onsite-Health Screenings for A1C, Lipid Panels, Blood Pressure, Height/Weight/Body Mass Index, Waist Circumference, Health Coaching, Nurse Education for nine common chronic conditions, myStrength that includes exercises/videos and learning modules, Tobacco Cessation. An accounts manager will schedule an on-site screening with a required minimum of 30 employees. Ms. Curry will contact Meet with Mr. Burton and Ms. Reeves to start scheduling dates. Marketing Information to promote the Plan will be provided by Ms. Curry for the Departments. Report will be attached for permanent record.

Commissioners discussed the current financial situation and agreed to put the hiring of a part-time maintenance position on hold at this time. However, they will include it for the 2022 Budget.

Attorney Jim Bryan presented and read an amended Credit Card Policy Ordinance 2021-008; original was 2018-002. A total of five Visa Cards will be issued in the amount of \$2500 each. One (1) card to Sheriff's Dept, one (1) card to EMS, one (1) card to Highway and two (2) will remain in the Auditor's Office. One (1) card will be used by all other Departments and one (1) card will be for emergency and conferences only. Specific guidance is included in the ordinance. (attached for permanent record) Receipts and Claims paperwork will be submitted within 72 hours of purchases to the Auditors office. "ALL" other County Credit Card Accounts will be closed immediately: Amazon, Ebay, Office Supplies etc. Ms. Reeves will provide a copy of the Ordinance to all Elected Officials/Department Heads. Mr. Curry made the motion to approve the Ordinance as presented; seconded by Dale Dubois. Motion carried 3-0.

Commissioner Burton and Attorney Bryan related that a review of the Crowe LLC Financial Audit Report was to be presented in a joint meeting with the Council on April 22nd at 6:30pm. Mr. Melton suggested that they consider doing it as a "State of the County" address for all county residents. Members agreed.

New Business

Sheriff Hobbs related that he did not have anything to present at this time. He did ask for the Commissioners and the public to keep his "Officers" in their prayers as they have had a hard week with the passing of Officer James Driver.

Highway Superintendent Greg Melton gave a brief update on Bridge#139 with 60ft of culvert being done. #140 was repaired now and expected to open on the 23rd.

Community Crossing Grant; filling potholes. Down seven employees working on Steubenville, Pleasant Bethel. Hole patching expected two times in each Commissioners District. Paver waiting for direction per grant notice. Mr. Burton stressed that due to Covid that the highway had lost over \$600000 in fuel and excise tax.

Attorney Bryan presented and read the American Rescue Plan Ordinance 2021-009. The Ordinance is required per Federal Guidelines. It is required to establish a new Fund in the Auditors Office, State Board of Accounts Directive 2021-1 to prescribe the accounting procedures for the federal assistance received as set forth in section 603(c) of the ARP. All Funds shall be appropriated by the Owen County Council before use and approved by the Commissioners in their claim's approval process. Complete guidance lists are expected shortly and the first payment due around the first of May. Mr. Burton stated that he had worked with the attorney extensively to assure that all verbiage was included in the Ordinance. A copy of the Ordinance will be attached for permanent record. A motion to approve the Ordinance was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

Copies of "Guardian Fire Systems Inc." paperwork for Inspection Repair Quotes, Contract and Deficiency Report were provided for review. Based upon discussion and further information to be obtained a motion to table until the May 3rd meeting was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0. Mr. Burton did ask that they consider accepting/signing the Deficiency Report, so it was on record. A motion was made by Dale Dubois; seconded by Bob Curry to accept the report. Motion carried 3-0.

Attorney Bryan provided information regarding the Surveyors Corner Perpetuation Fund and possible allowable uses. Specifically relating to the Building Department GIS Coordinator; It must show a direct correlation for a percentage to be used. Mr. Burton is their Liaison and will work with the Director and Attorney and present at the next meeting.

Economic Development Coordinator Marce King and Matt Sword presented sealed Bids from two Companies, noting that five were sent; 1.) SV Research & Planning and 2.) Taylor Seifker Design that had replied to RFQ's that had been advertised and that the required six copies each had been received. Mr. Sword took one copy of each. Their next steps are to go before the Steering Committee and scoring process and Interviews tentatively set for the week of May 3rd. The results will then come back before the Commissioners at their May 17th meeting. A motion was made by Gary Burton to accept both Bids and take them under advisement; seconded by Dale Dubois. Motion carried 3-0.

Next Bill & Regina Greenwood, Peggy Wolfe and Lindsay Edwards related concerns for the condition of Oberholtzer Road, Marion Twp. and asking for it to be resurfaced/paved to bring it back to the same condition as it was when they originally moved on that road. He also added that he had called, stopped at Hwy Dept and talked with past Commissioners and even offered to pay half of the cost to just get it done; with no action taken. Mr. Melton and Mr. Dubois were to go take a look and bring information back to the May 3rd Meeting. They also asked about who oversaw dust control; Mr. Melton said he was under the direction of the Commissioners; they would also look at that request too.

Brenda Miller was not present for discussion, tabled.

Director Kathleen Lamb was present and along with Ms. Reeves related that an "Audit" was being done on the 911 Dispatch Records. Unfortunately, minimal records could be located at this time and the report is due on April 20th. She has reached out to her State Advisor Barry Ritter to see if he has any of the necessary

information. A letter was presented to be signed by Mr. Burton and Ms. Reeves to be included with the submission of the Report.

Attorney Bryan had no further items to present at this time.

Auditor Reeves provide a copy of a bill from OCB for the Storage Units in the amount of \$40649.10.

In review of the Fund that a claim would be submitted from; it does not have the amount necessary to process. She was instructed to take it before County Council and request direction to pay.

In further discussion Mr. Burton explained that it is wrong to keep paying a company when it could be handled here in the county; especially with the financial deficit we are facing. No advertising has been done or maintenance and upkeep was of concern as well. Sheriff Hobbs was present and asked if he could meet with the Commissioners to present a proposal. Attorney Bryan will look at the necessary timeline to make a transition and present the information back to the Commissioners No action was taken at this time.

She next presented a copy of the TIF Management Redevelopment Report as required by Code, noting that it was submitted on time. She also thanked Craig Coffman and Don Bingham for helping collect the information as the report had not been submitted for two years from the prior auditor. Only one area of concern was noted, and she felt it was related to the AFR and LOW system for Grant revenues expended. A copy of the Report will be attached for record.

Next, she related that she had registered in the Federal "SAMS" Program as required to receive the American Rescue Plan monies. She also provided a Company Proposal to oversee the entire Federal Management of the ARP in the amount of \$599. It will be placed on the next agenda.

Commissioner Dubois asked if the County had considered selling any of the properties it owns to help with the financial deficit, specifically the property by the Landfill. Mr. Burton feels they should not work on it until after they get the financial under control and dig out of the hole but will be looked at in the future.

No other comments/discussion came before the Commissioners.

A motion to adjourn was made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0.