

SEPTEMBER 19, 2024

The Gallia County Board of Commissioners met on this date for the purpose of approving the minutes of the previous meeting and current transfers, appropriations and bills. At 9:00 a.m. the meeting was called to order by President Q. Jay Stapleton. Roll Call: President Q. Jay Stapleton, present; Vice President Leslie Henry, present; Commissioner David K. Smith, present.

The President entertained a motion for approval of the September 12, 2024 minutes. Leslie Henry moved and David K. Smith seconded the motion. Roll call: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea.

2024 Canine Shelter Weekly Report														
Week Ending	Came in	Adopted	Reclaimed	Euthanized	Out to Rescue	MIA	Died (Natural or unknown Causes)	Destroyed (in field)	Total Out	Remaining at shelter	Out to County Foster	In from County Foster	Died in Foster (Natural or Unknown Causes)	Total in Foster
9/15	4	1	0	0	13	0	0	0	0	25	0	0	0	19

BOARD OF DEVELOPMENTAL DISABILITIES – BOARD REAPPOINTMENT

The Commissioners received the following letters from Gallia-Jackson-Meigs Board of Developmental Disabilities Superintendent Melinda Kingery and Kim Hauck, State Director of the Department of Developmental Disabilities:

September 17, 2024

Gallia County Board of Commissioners
18 Locust Street
Gallipolis, OH 45631

Dear Commissioners:

The Gallia County Board of Developmental Disabilities was informed on September 17, 2024 that one of our board members, Lisa Thompson, was resigning and would not be able to complete her term.

Don Pearce, 608 Mount Olive Road, Bidwell, Ohio, is willing to serve the remainder of Lisa Thompson's term on our board. Don is the parent of an adult who receives services with the Gallia County Board of DD and will serve as a parent representative. Don was also previously on the board.

I recommend Don for the appointment to the Gallia county Board of DD.

The term of Don's appointment will be September 24, 2024 thru January 21, 2025.

Thank you in advance for your consideration and attention to this matter.

Respectfully submitted,

s/ Melinda Kingery
Melinda Kingery
Superintendent

Mr. Quentin J. Stapleton, Commissioner
Ms. Leslie Henry, Commissioner
Mr. David K. Smith, Commissioner
Gallia County Courthouse
18 Locust Street – Room 1292
Gallipolis, OH 45631

Dear Commissioners:

I have carefully considered your request for a waiver to permit Mr. Donald Pearce to be reappointed as a board member for a term on the Gallia County Board of Developmental Disabilities. His reappointment would be prior to the expiration of two years since his last service on the Board. I have the authority under Ohio Revised Code 5126.026 to waive the two-year requirement when "a county board experiences extenuating circumstances that would severely restrict the board from being able to fill a pending vacancy of a board member...." I have reviewed your request and have concluded that extenuating circumstances exist in this case. Therefore, I am granting a waiver for Mr. Pearce to be reappointed to serve a term on the Board.

I understand the challenges that the Gallia County Board of Developmental Disabilities faces in finding qualified and interested candidates to serve on the Board and I appreciate your ongoing work to recruit potential candidates.

Please extend my sincere appreciation to Mr. Pearce for his past and continued service to the citizens of Gallia County as a member of the Gallia County Board of Developmental Disabilities.

Sincerely,

s/ Kim Hauck
Kim Hauck
Director

The President entertained the motion as recommended by Superintendent Kingery to appoint Don Pearce to the Board of Developmental Disabilities. Leslie Henry made and David K. Smith seconded the motion. Roll call: Mr. Stapleton, yes; Ms. Henry, yea; Mr. Smith, yea.

CASTO & HARRIS, INC. — RE-ORDER NO. 25403-23

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EXECUTIVE SESSION – COMMISSIONERS – PERSONNEL

9:23 a.m., the President entertained a motion to enter into executive session with the County Administrator to discuss the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee. Leslie Henry made and David K. Smith seconded the motion. Roll call: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea. Returned to regular session at 9:49 a.m. No action taken.

AIRPORT HANGAR POLICY

County Administrator Brian Rutherford presented the following policy to be adhered to by both the Airport Manager Kaleb Arms and Assistant Clerk, Jayne Peck and a copy to be sent to all hangar clients:

1) All hangar rental payments made to the Airport Manager, Kaleb Arms, will be accepted between the hours of 9:00 AM and 5:00 PM Monday through Friday in the form of check or cash. A receipt will be given to the client upon payment, noting the following:

- The date of the transaction
- Name of client and hangar number
- The specific month(s) the payment is for.
- The type of payment – cash or check.
- Person's name who is taking receipt of the funds.

2) Hangar rental payments made to the Assistant Clerk, Jayne Peck, will be accepted Monday through Friday between the hours of 8:00 AM and 4:00 PM. A receipt will be given to that client upon payment, noting the following:

- The date of the transaction
- Name of client and hangar number
- The specific month(s) the payment is for.
- The type of payment – cash or check.
- Person's name who is taking receipt of the funds.

3) A third option would be that payments may be mailed to the Gallia County Commissioners Office at 18 Locust Street, Suite 1292 Gallipolis, Ohio 45631.

4) Hangar rental payments may be made monthly, annually (with 10% discount), or the client may opt to pay for multiple months at his/her discretion. It is highly recommended that all clients keep copies of their receipts for their own records.

5) A monthly deadline on the 10th of each month for receipt of that month's rent, otherwise a late fee shall be incurred. After the 10th, confirmation will be made between the Airport Manager and Assistant Clerk that the payment is indeed late, and a late notice will be mailed out to the client by the Assistant Clerk indicating the delinquent status and the addition of the late fee. A copy of said letter will be kept with that client's file in the County Commissioners Office to be reviewed annually but the County Administrator and/or Commissioners in order to track chronic late payments.

6) If the client feels that the late payment notice is in error, he/she may contact the County Administrator at 740-446-4612 ext. 1232, who will compare the Airport Manager's and Assistant Clerk's records as well as the County Auditor's receipt records and then notify that client of his/her findings in a timely manner.

7) Monthly reconciliation of both sets of receipt books along with the County Auditors Pay-in records and tenant accounts will be conducted by the Airport Manager and Assistant Clerk, and successful reconciliation or any discrepancies will be brought to the attention of the County Administrator, who will investigate those discrepancies.

David K. Smith moved to approve the above policy, Leslie Henry seconded the motion. Roll call: Mr. Stapleton, yes; Ms. Henry, yea; Mr. Smith, yea.

CDBG CRITICAL INFRASTRUCTURE GRANT (B-F-23-1AY-1) 2nd STATUS REPORT

GMCAA Grants Administrator Karen Sprague presented the Commission with the 2nd Status Report for the period September 1, 2023 thru August 31, 2024 for the County's FY 2023 CDBG Community Development Grant (B-F-23-1AY-1) which has been submitted to the Ohio Department of Development before the 9/15/2024 due date. The following project/activities were noted:

- Outreach Center Roof Replacement Project – Grant award \$77,500; Drawn/Expended \$0.00
 - Project Local Match – \$8,500; Expended \$0.00
- GCDD Handicap Parking Lot Paving Project – Grant award \$59,700; Drawn/Expended \$59,700
 - Project Local Match - \$8,520; Expended \$7,308.85
- Fair Housing – Grant award \$4,800; Drawn/Expended \$1,839.54
- Administration – Grant award \$20,000; Drawn/Expended \$10,951.07
- Total Grant Award \$162,000; Grant Expended \$72,490.61; Local Match expended \$7,308.85

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Ms. Sprague advised the GCDD Handicap Parking Lot Paving Project is complete and paid in full as of 8/23/2024. Outreach Center Project Engineer Randy Breech has completed the plans & specs for the roof replacement project and it will be advertised for bid September 2024. President Stapleton entertained a motion that the 2nd Status Report be approved as submitted to ODOD on 9/13/2024. David K. Smith made and Leslie Henry seconded that motion. Upon roll call votes were as follows: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea. The form is on file in the County's CDBG grant files.

CDBG COMMUNITY DEVELOPMENT GRANT (B-X-23-1AY-1) 2nd STATUS REPORT

GMCAA Grants Administrator Karen Sprague presented the Commission with the 2nd Status Report for the period September 1, 2023 thru August 31, 2024 for the County's FY 2023 CDBG Critical Infrastructure Grant (B-X-23-1AY-1) which has been submitted to the Ohio Department of Development before the 9/15/2024 due date. The following project/activities were noted:

- Professional Fees – Crown City Village Sewer Improvement Project – Grant award \$45,500; Drawn/Expended \$19,652.34
- Crown City Village Sewer Improvement Project – Grant award \$319,000; Drawn/Expended \$0.00
- Administration – Grant award \$30,000; Drawn/Expended \$18,412.10
- Total Grant Award \$394,500; Grant Expended \$38,064.44

Ms. Sprague advised the Bid Opening was held 2/22/2024, bid awarded 2/29/2024 for project (with the exception of the WWTP sand media replacement that will be awarded separately) and the county signed the contract on 3/7/2024. The pre-construction meeting has been scheduled for 3/28/2024. Change order #1 signed 5/30/2024 for WWTP sand media replacement. Ms. Sprague noted DLZ has advised the project is well underway and should be completed in a few months. The contractor has decided to submit invoices after project is complete. President Stapleton entertained a motion that the 2nd Status Report be approved as submitted to ODOD on 9/13/2024. Leslie Henry made and David K. Smith seconded that motion. Upon roll call votes were as follows: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea. The form is on file in the County's CDBG grant files.

AUTHORIZING LEGISLATION – OPWC GRANT FOR CLEARVIEW ESTATES WWTP UPGRADE PROJECT

Grants Administrator Karen Sprague presented the Commission a resolution authorizing the Commissioners to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Program(s) and to execute contracts as require for the Clearview Estates Subdivision Wastewater Treatment Plant Upgrades project. The cost estimate for this project is \$2,558,530 and includes the following:

- WWTP - \$2,263,315
- Engineering Contract & Construction Administration - \$295,215
- Total = \$2,558,530

President Stapleton entertained a motion to approve and sign the following grant resolution for this project. David K. Smith moved and Leslie Henry seconded the motion. Roll call votes: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea.

RESOLUTION - AUTHORIZING LEGISLATION OPWC APPLICATION

A RESOLUTION AUTHORIZING THE COMMISSIONERS TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND / OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and

WHEREAS, the Board of Gallia County Commissioners, Gallia County, Ohio is planning to make capital improvements to the Clearview WWTP located in Clearview Estates, and

WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs,

NOW THEREFORE, BE IT RESOLVED by the Board of Gallia County Commissioners:

Section 1: That Commission President Q. Jay Stapleton is hereby authorized to apply to the OPWC for funds as described above.

Section 2: That Commission President Q. Jay Stapleton is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

Passed: 9/19/2024

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DATE

s/ Q. Jay Stapleton
Q. Jay Stapleton, President

s/ Leslie Henry
Leslie Henry, Vice President

s/ David K. Smith
David K. Smith, Commissioner

Amanda Phillips, Clerk of the Board of Gallia County Commissioners, does hereby certify this is a true and accurate copy of the action taken this date 9/19/2024.

s/ Amanda Phillips
Amanda Phillips, Clerk of the Board

AUTHORIZING LEGISLATION – OEPA WPCLF GRANT FOR CLEARVIEW ESTATES WWTP UPGRADE PROJECT

Grants Administrator Karen Sprague presented the Commission a resolution authorizing the Commissioners to prepare and submit a nomination form with the required attachments to participate in the Ohio Environmental Protection Agency Water Pollution Control Loan Fund Principal Forgiveness Loan (Grant) and to execute documents as required for the Clearview Estates Subdivision Wastewater Treatment Plant Upgrades project. The cost estimate for this project is \$2,558,530 and includes the following:

- WWTP - \$2,263,315
- Engineering Contract & Construction Administration - \$295,215
- Total = \$2,558,530

President Stapleton entertained a motion to approve and sign the nomination form as presented for this project. David K. Smith moved and Leslie Henry seconded the motion. Roll call votes: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea.

BOARD APPOINTMENT – CHILD ABUSE AND CHILD NEGLECT REGIONAL PREVENTION COUNCIL APPOINTMENT

Dana Glassburn, Director of Gallia CDJFS, recommended the Board of County Commissioners appointment Hannah Russell to fill one of the two vacant Child Abuse and Child Neglect Regional Council seats pursuant to Ohio Revised Code (ORC) Section 3109.172 for the two-year term and send a notification letter to Ohio Children's Trust Fund (OCTF) stating said appointment. President Stapleton entertained a motion to accept Director Glassburn's recommendation to appoint Hannah Russel. Leslie Henry moved and David K. Smith seconded the motion. Roll call: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea.

BOARD APPOINTMENT – CHILD ABUSE AND CHILD NEGLECT REGIONAL PREVENTION COUNCIL APPOINTMENT

Dana Glassburn, Director of Gallia CDJFS, recommended the Board of County Commissioners appointment Kristi Smith to fill one of the two vacant Child Abuse and Child Neglect Regional Council seats pursuant to Ohio Revised Code (ORC) Section 3109.172 for the two-year term and send a notification letter to Ohio Children's Trust Fund (OCTF) stating said appointment. President Stapleton entertained a motion to accept Director Glassburn's recommendation to appoint Kristi Smith. David K. Smith moved and Leslie Henry seconded the motion. Roll call: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea.

DJFS – EXECUTIVE SESSION

At 10:20 a.m. the president entertained a motion to enter into executive session with DJFS Director Dana Glassburn and Kathy Campbell concerning the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee. David K. Smith moved and Leslie Henry seconded the motion. Roll call: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, absent. Returned to regular session at 10:36 a.m.; No action taken.

DJFS – DEMOTION

JFS Director Dana Glassburn recommended the voluntary demotion of Kelli DeWitt effective October 7, 2024 to Fiscal Officer Class #70181, Position control #10009.0, with a 4% decrease in pay. President Q. Jay Stapleton entertained the motion to accept on the Director's recommendation and authorize said demotion effective October 7, 2024. David K. Smith moved and Leslie Henry seconded the motion. Roll call votes: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea.

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DJFS – GRANT AGREEMENT

DJFS Director Dana Glassburn presented an Ohio Department of Children and Youth Grant Agreement that was signed on September 3, 2024. Mr. Glassburn requested permission from the Commission to accept the grant. President Stapleton entertained a motion that would allow Mr. Glassburn to accept the grant. Leslie Henry made and David K. Smith seconded the motion. Roll call: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea.

EMANCIPATION COMMITTEE PROCLAMATION

Grant Administrator Karen Sprague presented the following proclamation. The President entertained the motion to approve the proclamation as submitted. David K. Smith made and Leslie Henry seconded the motion. Roll call votes were as follows: Roll call: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea.

WHEREAS, The Emancipation Proclamation has been celebrated and honored in Gallia County continuously since 1863 and is reported to be the longest continuous celebration in the United States, and

WHEREAS, it began on September 22, 1863, the first anniversary of President Lincoln's Proclamation of slavery, and has continued consecutively to pay tribute to this historic document, and

WHEREAS, the 160th Annual Emancipation Celebration is scheduled for Saturday, September 16 & Sunday, September 22, 2024 at the University of Rio Grande in Rio Grande, Ohio.

THEREFORE, BE IT HEREBY RESOLVED, that the Board of Gallia County Commissioners proclaim September 21th & 22nd, 2024 as the

2024 Annual Emancipation Celebration Weekend

in Gallia County and lend our full support to the efforts of the Emancipation Celebration Committee.

Signed this 14th day of September, 2023.

Gallia County Commissioners

s/ Q. Jay Stapleton

Q. Jay Stapleton, President

s/ Leslie Henry

Leslie Henry, Vice-President

s/ David K. Smith

David K. Smith, Commissioner

*Also in attendance were Beverly Jackson and Marlin Griffin.

RECORDS COMMISSION MEETING

President Q. Jay Stapleton chaired the Record's Commission Meeting held in the Commissioner's office. The following were present: Commissioner Assistant Prosecutor Jeremy Fisher, Auditor Robert J. Jacks, and Recorder Roger Walker. Also present: Commissioners Q. Jay Stapleton, Leslie Henry and David K. Smith. Recorder Roger Walker reviewed the submitted applications to the records commission; all were approved. Minutes are on file in the Commissioner's office.

COMMISSIONERS – BID OPENING
MOWING CONTRACT

At 11:00 a.m. President Stapleton opened the following bids for Mowing contract for the following: Shawnee Lane and the Sewer Lagoon:

Company	Total Bid
Running G Farms	\$1485.00
Waugh Co. LLC	\$12,250.00
Jones-ease	\$4800.00

The bids were turned over to the County Administrator for review and recommendation.

PROSECUTOR – OPIOID DOCUMENTS

Assistant Prosecuting Attorney Jeremy Fisher met with the Commissioners to discuss Opioid Litigation documents. Mr. Fisher advised that it would be in the County's best interest to have County Administrator Brian Rutherford to send out an email to all departments informing them to go through and retain all records within their department that may be related to opioid deaths, treatment, arrests/prosecution, etc. going back to 9/13/2017. This is all due to the ongoing lawsuits that the County has joined against pharmaceutical companies and their distributors as part of the One Ohio Settlement. President Stapleton entertained a motion to allow Mr. Rutherford to send out an email to all departments

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with the above direction from the Assistant Prosecutor. David K. Smith moved and Leslie Henry seconded the motion. Roll call: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea.

CORSA – COUNTY BRIDGE COVERAGE

Nick Roach, Wiseman Insurance Agency met with the Commissioners along with County Engineer Brett Boothe, Adam Edwards and Nathaniel Abbott to have a discussion on the amount of coverage needed for County bridges. No action taken.

AUDITOR – SOFTWARE SOLUTIONS

County Auditor Robert Jacks met with the Commissioners to request direction on moving forward with the decision on the purchase of a new software program for the County. Mr. Jacks presented three different options from Software Solutions. David K. Smith moved to move forward with option 3, using Software Solutions payment plan and a cost allocation plan to charge all County agencies that use the program. Leslie Henry seconded the motion. Roll call: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea.

EXECUTIVE SESSION – COMMISSIONERS – PERSONNEL

2:00 p.m., the President entertained a motion to enter into executive session with the County Administrator to discuss the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee. Leslie Henry made and David K. Smith seconded the motion. Roll call: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea. Returned to regular session at 2:08 p.m. No action taken.

BOARD OF ELECTIONS – APPROPRIATION

Board of Elections Director Eric Whitt and Deputy Director Jerrod Roberts along with BOE board member Kennison Saunders met with the Commissioners to follow up on their previous supplemental appropriation request at the September 12th Commissioners meeting. President Stapleton entertained a motion to make a supplemental appropriation of \$9318.48 into the BOE salary line item. David K. Smith moved and Leslie Henry seconded the motion. Roll call: Mr. Stapleton, yea; Ms. Henry, nay; Mr. Smith, yea.

*Discussion by Commissioner Henry:

- She stated that her nay vote is not personal, but the County Commission and departments have processes and procedures they must follow. She added that the Board of Elections need to operate within their budget and when they don't operate that way, the Commission is forced to obligate or make cuts.
- Ms. Henry stated there needs to be better communication between the BOE and the Commissioners to better fill the gap. She stated that the BOE should have first requested a supplemental appropriation and IF approved, then gave the raises. Commissioner Henry would like to meet with the BOE and work towards working as a team so that everyone is on the same page.

EMS – EMT TRAINING

EMS Director Keith Wilson met with the Commissioners to discuss providing volunteer Firefighters an opportunity to take EMT training. Mr. Wilson stated that 15 firefighters have shown interest in the opportunity. Discussion was had for funding the training. The Commission advised Director Wilson to follow up with an update at the next Commissioners meeting. No action taken.

911 – FIRST RESPONDERS PROGRAM

911 Director Sherry Daines met with the Commissioners to discuss the final decision for calls sent out to the First Responders. Commissioner Smith and Henry both stated that they feel Ms. Daines is the expert in this area and they will back her decision. Mr. Stapleton would like to attend the next meeting with the First Responders before forming his opinion. No action taken.

EXECUTIVE SESSION – COMMISSIONERS – PERSONNEL


3:20 p.m., the President entertained a motion to enter into executive session with the County Administrator to discuss the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee. Leslie Henry made and David K. Smith seconded the motion. Roll call: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea. Returned to regular session at 3:37 p.m. No action taken.

ADJOURN

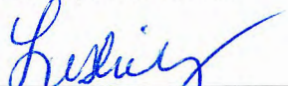
At 3:48 p.m. the Vice President entertained a motion for adjournment. David K. Smith moved and Leslie Henry seconded the motion. Roll call: Mr. Stapleton, absent (due to phone call); Ms. Henry, yea; Mr. Smith, yea.



Q. Jay Stapleton, President



Amanda Phillips, Clerk to the Board



Leslie Henry, Vice President



David K. Smith, Commissioner