

**SEPTEMBER 23, 2019 – REGULAR MEETING - #38**  
**VOLUME 22**

**MEETING**

The Ross County Board of Commissioners met on this day, September 23, 2019, in regular session.

Mr. R. Douglas Corcoran, President, called the meeting to order at 9:09 a.m., with Commissioners Stephen A. Neal and Dwight A. Garrett also in attendance.

**MINUTES APPROVED**

Mr. Neal moved, Mr. Garrett seconded, that the minutes of the previous meeting of the Ross County Board of Commissioners, of September 16, 2019, be approved as submitted.

On call of the roll, the vote was: Mr. Neal, yes; Mr. Garrett, yes; Mr. Corcoran, yes. Motion carried.

**BILLS APPROVED FOR PAYMENT**

Mr. Garrett moved, Mr. Neal seconded, that the following bills of the county be approved for payment:

Invoice Date	Purchase Order	Pay To Name	Total Value
9/5/2019	2018002342	Advantage Data Systems	487.85
9/10/2019	2019002205	Alan Lewis	17.19
9/9/2019	2019001740	Alan Stone Co., Inc.	2000.00
9/12/2019	2019001595	American Electric Power	300.00
9/11/2019	2019000580	AT&T Mobility	108.30
9/18/2019	2019000072	B & C Communications	1073.63
9/18/2019	2019000070	B & C Communications	846.37
9/16/2019	2019000053	Barrington, James E. CO, LPA	594.00
9/18/2019	2019000053	Barrington, James E. CO, LPA	1720.00
9/17/2019	2019000053	Benson & Sesser, LLC	176.36
9/18/2019	2019000053	Bevins, Walter A.	220.00
9/18/2019	2019000053	Bevins, Walter A.	282.00
9/4/2019	2019002148	Bob Sumerel Tire Co	488.94
9/9/2019	2019001849	Brandy Morris-Hafner	108.00
9/9/2019	2019001538	Bud's Septic Tank Cleaning LLC	400.00
9/13/2019	2019000053	Bunstine Law Office	574.25
9/18/2019	2019000053	Bunstine Law Office	404.30
6/25/2019	2019001777	Carr Supply Chillicothe	323.77
6/5/2019	2019001628	CDW Government, Inc.	2171.23
4/30/2019	2019001408	CDW Government, Inc.	279.80
7/16/2019	2019001818	CDW Government, Inc.	419.87
8/10/2019	2019001723	CDW Government, Inc.	22.99
6/12/2019	2019001621	CDW Government, Inc.	301.60
4/30/2019	2019002212	CDW Government, Inc.	554.85
8/20/2019	2019002032	CDW Government, Inc.	354.99
9/18/2019	2019002201	City of Chillicothe Building Dept.	815.11
9/18/2019	2019000908	City of Chillicothe Building Dept.	2687.71
9/18/2019	2019002202	Cook, Sherie K	129.00
9/11/2019	2019001338	Cutright, James K	200.00
9/18/2019	2019000760	Dakotas Chillicothe, LLC	942.72
9/18/2019	2019000932	Dale Throckmorton	50.00
7/3/2019	2019001786	Dell Marketing L.P.	34.82
9/1/2019	2019001407	Dept of Veterans Affairs	584.00
9/10/2019	2019001990	Downtown Auto Body Repair, Inc.	350.85
9/11/2019	2019000386	DTE Distributors, Inc.	440.29

Invoice Date	Purchase Order	Pay To Name	Total Value
9/1/2019	2019000554	Ecolab	159.95
9/6/2019	2019002220	Fastenal Company	216.56
9/6/2019	2019000186	First Communications, LLC	40.66
9/5/2019	2019002037	Fishel, Downey, Albrecht & Riepenhoff LLP	6080.00
8/12/2019	2019000554	Fishel, Downey, Albrecht & Riepenhoff LLP	760.00
9/10/2019	2019001194	Fisher, Brent	240.00
9/10/2019	2019001216	Fisher, Brent	75.00
9/10/2019	2019001189	Fisher, Brent	175.00
9/10/2019	2019001187	Fisher, Brent	240.00
9/10/2019	2019001213	Fisher, Brent	280.00
9/10/2019	2019001214	Fisher, Brent	175.00
9/10/2019	2019001188	Fisher, Brent	240.00
9/10/2019	2019001215	Fisher, Brent	175.00
9/10/2019	2019001211	Fisher, Brent	150.00
9/10/2019	2019001312	Fisher, Brent	350.00
9/10/2019	2019001193	Fisher, Brent	75.00
9/10/2019	2019001898	Franklin County Probate Court	664.00
8/28/2019	2019002083	G&J Asphalt & Materials, Inc.	1100.93
9/9/2019	2019001758	Glacier Mountain Bottled Water	13.00
9/5/2019	2019002148	Glockner Auto	815.51
9/10/2019	2019000064	Gordon Flesch Co, Inc.	11.78
9/10/2019	2019000269	Gordon Flesch Co, Inc.	10.07
9/9/2019	2019000276	Grigsby Environmental Consulting Services, LLC	1300.00
9/10/2019	2019000837	Haller Funeral Home, LLC	1000.00
9/5/2019	2019002148	Harper's Garage	547.50
9/12/2019	2019002200	Herlihy Jr, John	150.00
9/10/2019	2019002083	Hiser Seeds	482.50
7/20/2019	2019000390	Horizon Chillicothe Telephone	125.00
9/10/2019	2019000606	Horizon Chillicothe Telephone	112.48
9/12/2019	2019000285	J. Jeffrey Benson	109.80
9/10/2019	2019002205	John Strawser	17.19
9/10/2019	2019002205	Jon E Long	16.00
9/12/2019	2019000589	Judge Michael Ater	26.81
9/3/2019	2019000612	Juvenile Detention Center	61876.67
9/12/2019	2019000055	Kendrick, Linda L.	437.15
9/8/2019	2019000585	Kent Harshbarger, M D.	3200.00
9/10/2019	2019002205	Larry McGarvey	23.00
9/10/2019	2019001990	Leo Meyers, Inc.	83.88
8/23/2019	2019000482	Leo Meyers, Inc.	80.39
8/31/2019	2019000477	Lexis-Nexis	187.31
9/4/2019	2019002148	Machinery & Tool Rentals	359.10
8/29/2019	2019002146	Madru Plumbing	58.74
9/6/2019	2019000482	Master Locksmith and Safe Service, Inc	1040.00
8/30/2019	2019000030	Media Network of Central Ohio	412.50
8/31/2019	2019001275	Media Network of Central Ohio	4202.40
8/22/2019	2019002082	Melvin Stone Co.	2136.30
8/22/2019	2019001808	Melvin Stone Co.	3649.32
9/15/2019	2019002125	Michael R Rathliff	107.24
9/1/2019	2019000358	Modern Leasing	142.37
9/1/2019	2019000356	Modern Leasing	187.32
8/1/2019	2019000127	Modern Leasing	217.20
9/1/2019	2019000359	Modern Leasing	363.21

Invoice Date	Purchase Order	Pay To Name	Total Value
9/1/2019	2019000357	Modem Leasing	126.59
9/6/2019	2019000605	Modem Office Methods, Inc.	396.55
8/29/2019	2019000554	Morrow County Sheriff's Office	720.00
9/19/2019	2019000056	Newman, Steven C.	125.00
9/11/2019	2019001726	Office City Express	105.00
9/9/2019	2019002190	Office City Express	595.85
9/11/2019	2019000482	Office City Express	96.20
9/16/2019	2019002171	Office City Express	18.42
9/17/2019	2019002171	Office City Express	512.55
7/29/2019	2019000509	Office City Express	609.89
9/16/2019	2019001921	Office City Express	80.78
9/11/2019	2019001725	Office City Express	19.79
9/4/2019	2019000587	Office Depot Inc.	180.92
9/19/2019	2019002247	Office of Criminal Justice	4296.70
6/14/2019	2019000509	Parcel N Post Express	114.09
8/20/2019	2019000482	Penwell, Julia	55.45
8/26/2019	2019001990	Penwell, Julia	47.45
6/12/2019	2019001690	Philip A Wettersten	48.21
9/10/2019	2019000012	Printex Printing	19.00
8/30/2019	2019000716	Quill Corporation	8.02
8/30/2019	2019000539	Quill Corporation	69.93
8/30/2019	2019000540	Quill Corporation	312.99
9/4/2019	2019002145	Rick's Park-N-Save	165.30
9/18/2019	2019000589	Robin Buskirk	36.47
7/8/2019	2019000068	Ross Co. Water Company	102.44
9/10/2019	2019002107	Ross Co. Water Company	50.00
9/16/2019	2019002207	Ross County Sheriff's Dept.	2397.75
9/18/2019	2019002206	Ross County Sheriff's Dept.	7602.25
9/1/2019	2019000117	Rumpke Of Ohio, Inc	101.76
9/1/2019	2019000561	Rumpke Of Ohio, Inc	599.98
9/9/2019	2019001156	Rumpke Of Ohio, Inc	282.20
9/18/2019	2019000053	Rutherford, Chase Colin	300.00
9/11/2019	2019002083	Scioto Farm Supply	100.95
9/19/2019	2019002238	Scioto-P.V. Mental Health	850.00
7/26/2019	2019001965	Sprint PCS	54.85
8/6/2019	2019000202	Sprint PCS	51.29
9/5/2019	2019000488	State Electric Supply, Inc.	709.66
9/18/2019	2019000491	State Electric Supply, Inc.	274.93
8/26/2019	2019002148	The McGlaughlin Oil Co.	998.00
8/31/2019	2019000492	Thomas Gas Services, Inc.	6.60
9/4/2019	2019001276	Thomson Reuters - West	195.64
8/28/2019	2019002083	Tow Path Materials	789.45
8/1/2019	2019000836	Treasurer, State of Ohio	1700.06
8/31/2019	2019000185	Treasurer, State of Ohio	6563.60
6/1/2019	2019000836	Treasurer, State of Ohio	18.10
6/1/2019	2019000836	Treasurer, State of Ohio	1823.55
8/1/2019	2019000836	Treasurer, State of Ohio	9.50
9/10/2019	2019002205	Treg Brown	23.00
9/8/2019	2019001990	US Cavalry, A Galls LLC Co.	622.80
8/29/2019	2019000482	US Safety Gear, Inc.	40.00
8/28/2019	2019001990	US Safety Gear, Inc.	43.80
9/10/2019	2019001929	Value Added Business Services	84.72

Invoice Date	Purchase Order	Pay To Name	Total Value
9/10/2019	2019002148	Value Added Business Services	79.68
9/18/2019	2019001248	Verizon Wireless	208.28
9/10/2019	2019002009	Ware Funeral Home	468.82
9/4/2019	2019000615	Waste Management of Ohio	493.78
9/4/2019	2019000608	Waste Management of Ohio	183.02
9/4/2019	2019000613	Waste Management of Ohio	110.34
9/4/2019	2019000610	Waste Management of Ohio	159.65
8/5/2019	2019000476	West Group	1034.00
9/12/2019	2019000221	Wex Bank	24.96
8/28/2019	2019002245	Wex Bank	40.90
8/30/2019	2019000712	Wex Bank	181.25
			<b>\$ 153,313.25</b>

On call of the roll, the vote was: Mr. Garrett, yes; Mr. Neal, yes; Mr. Corcoran, yes. Motion carried.

THEN & NOW CERTIFICATES APPROVED

Mr. Garrett moved, Mr. Neal seconded, that the Ross County Board of Commissioners approve "Then & Now" Certificates, dated September 16, 2019 through September 20, 2019, in the amount of \$35,407,.42 prepared by the Office of the Ross County Auditor and certified by the auditor as to the appropriation of funds for the purpose of encumbering the sum of the contract(s) or order(s) outlined therein, or the imminent collection of funds for credit to the appropriated fund(s) of the county, and as to the availability of funds for transfer within the appropriate department(s).

On call of the roll, the vote was: Mr. Garrett, yes; Mr. Neal, yes; Mr. Corcoran, yes. Motion carried.

18<sup>th</sup> ADDENDUM RECEIVED TO 2019 AMENDED OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES – VARIOUS FUNDS

The commisisoners noted receipt of the following eighteenth addendum to the 2019 Amended Official Certificate of Estimated Resources, from the Ros sCounty Budget Commisison , for Various Funds:

AMENDED OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

18th ADDENDUM

Office of Budget Commission  
Ross County, Ohio  
Chillicothe, Ohio

Date: September 23, 2019

To the Taxing Authority of Ross County:

The following is the amended official certificate of estimated resources for the year beginning January 1, 2019 as revised by the Budget Commission of Ross County, which shall govern the total of appropriations made at any time during such fiscal year:

FUND	Unencumbered Balance January 2, 2019	Taxes	Other Sources	Total
General Fund	9,509,018.07	4,351,182.00	23,277,858.69	37,138,058.76
Special Revenue Funds	14,153,800.02	10,659,024.00	26,861,333.03	51,674,157.05
Debt Service Funds	401,369.90	0.00	1,574,068.50	1,975,438.40
Capital Projects Funds	5,008,137.63	0.00	338,324.26	5,346,461.89
Special Assessment Fund	0.00	0.00	0.00	0.00
Enterprise Fund	236,923.74	0.00	57,000.00	293,923.74
Internal Service Fund	1,456,478.37	0.00	9,150,000.00	10,606,478.37
Trust Funds	11,694.25	0.00	11,271.00	22,965.25
TOTAL	30,777,421.98	15,010,206.00	61,269,855.48	107,057,483.46

AMENDMENTS:

Motor Vehicle & Gas Fund - Increase Other Sources - \$350,000.00  
Correctional & Law Enforcement Fund - Increase Other Sources - \$100,000.00  
Drug Court Subsidy - Common Pleas Fund - Increase Other Sources - \$40,000.00  
ATP Grant - Common Pleas Fund - Increase Other Sources - \$26,482.11

RECEIVED

SEP 23 2019

Ross County Commissioners  
Chillicothe, Ohio

Budget  
Commission

List all funds separately				
FUND	Unencumbered Balance January 2, 2019	Taxes	Other Sources	Total
General Fund	9,509,018.07	4,351,182.00	23,277,858.69	37,138,058.76
Special Revenue Funds:	XXXX	XXXX	XXXX	XXXX
Dog & Kennel	93,683.02	0.00	313,000.00	406,683.02
Drug Law Enforcement	42,954.62	0.00	0.00	42,954.62
Law Enforcement	0.00	0.00	34,245.47	34,245.47
Litter Control & Recycling	134,582.57	0.00	132,590.00	267,082.57
Real Estate Assessment	1,051,858.32	0.00	770,650.00	1,822,508.32
Motor Vehicle & Gas	948,247.88	0.00	5,546,518.55	6,494,766.43
Correctional & Law Enforcement	21,750.56	0.00	10,205,334.28	10,227,084.84
Law Enforcement - Canine Donations	710.85	0.00	0.00	710.85
Treasurer Prepayment Interest	30,824.65	0.00	10,000.00	40,824.65
Emergency Management	(13,571.53)	0.00	174,625.00	161,053.47
Marriage Licenses	11,299.45	0.00	19,000.00	30,299.45
Enforcement and Education	10,181.96	0.00	0.00	10,181.96
Sheriff Concealed Weapon	195,426.03	0.00	120,000.00	315,426.03
General Special Projects	146,540.09	0.00	1,000.00	147,540.09
Prerital Diversion Program	1,600.00	0.00	0.00	1,600.00
911 Equipment	124,272.04	0.00	150,000.00	274,272.04
Mediator Fee	293,179.78	0.00	45,500.00	338,679.78
Probate Court - Conduct of Business	12,386.62	0.00	546.00	12,932.62
Law Library	16,397.34	0.00	100,000.00	116,397.34
Computerized Research	110,130.20	0.00	7,500.00	117,630.20
Del. R.E. Tax & Assessment Collection	128,464.64	0.00	143,000.00	271,464.64
Indigent Guardianship	35,181.60	0.00	47,000.00	82,181.60
Children Services	0.00	1,082,693.00	22,771.00	1,105,464.00
Indigent Drivers Alcohol	4,728.48	0.00	197.93	4,926.41
Board of Developmental Disabilities	7,609,482.04	8,620,145.00	5,304,678.00	21,534,305.04
Senior Citizens Tax Levy	0.00	956,186.00	10,300.00	966,486.00
Computer Systems Services	107,933.91	0.00	60,000.00	167,933.91
Certificate of Title	203,073.50	0.00	510,000.00	713,073.50
County Recorder's Equipment	81,469.07	0.00	15,000.00	96,469.07
Drainage Ditch	62,061.26	0.00	0.00	62,061.26
Local Law Enforcement Block Grant	18,503.40	0.00	0.00	18,503.40
US 23 Pipeline Taskforce	261,148.93	0.00	0.00	261,148.93
Prosecutor's Diversion Program	15,992.27	0.00	0.00	15,992.27
Septic Improvement	13,791.06	0.00	201,912.83	215,703.89
Small Cities Formula	319,592.61	0.00	750,000.00	1,069,592.61
Housing Loan Repay	5,039.96	0.00	0.00	5,039.96
Prison Diversion Subsidy	45,077.74	0.00	179,067.10	224,144.84
ATP Grant - Juvenile	35,304.09	0.00	15,266.71	50,570.80
401 Care & Custody	138,896.17	0.00	471,020.62	609,916.79
Drug Court Subsidy - Juvenile	(7,756.16)	0.00	20,000.00	12,243.84
Court Technology Grant - Juvenile	422.22	0.00	37,908.00	38,330.22
VOCA - Juvenile Court	5,670.34	0.00	67,423.00	73,093.34
Ohio CASA - Juvenile	3,816.07	0.00	44,622.00	48,438.07
Juv Ct CTF	1,795.21	0.00	0.00	1,795.21
Juv Cr IV-E	1,227,238.16	0.00	245,000.00	1,472,238.16
Smart Ohio	0.00	0.00	0.00	0.00
Drug Court Subsidy - Common Pleas	40,000.00	0.00	40,000.00	80,000.00
Court Technology Grant - Common Pleas	31,267.10	0.00	0.00	31,267.10
Heroin (Hope) Partnership	(13,400.56)	0.00	83,114.50	69,713.94
T-CAP Grant	196,569.14	0.00	169,315.00	365,884.14
ATP Grant - Common Pleas	37,908.05	0.00	56,482.11	94,390.16
JRIG Grant	93,313.74	0.00	70,625.00	163,938.74
SIM Implementation Grant	1,936.00	0.00	30,314.00	32,250.00
OCJS Drug Law Enforcement	102,568.24	0.00	134,578.93	237,147.17
Marine Patrol	6,965.97	0.00	29,500.00	36,465.97
Jail Release Program	18,868.50	0.00	0.00	18,868.50
Sheriff Jail Diversion	4,118.84	0.00	139,784.75	143,903.59
HB66 Drug Task Force	0.00	0.00	252.29	252.29
Residential Services	61,420.09	0.00	254,000.00	315,420.09
VOCA/SVAA	22,883.90	0.00	77,779.96	100,663.86
Total Special Revenue Funds	14,153,800.02	10,659,024.00	26,861,333.03	51,674,157.05

FUND	Uncumbered Balance January 2, 2019	Taxes	Other Sources	Total
Debt Service Funds:	XXXX	XXXX	XXXX	XXXX
Notes Payable	41,001.34	0.00	0.00	41,001.34
Bond Retirement	360,368.56	0.00	1,574,068.50	1,934,437.06
Total Debt Service Funds	401,369.90	0.00	1,574,068.50	1,975,438.40
Capital Projects Funds:	XXXX	XXXX	XXXX	XXXX
Road & Bridge	0.00	0.00	0.00	0.00
Bd of DD Capital	142,094.55	0.00	60,000.00	202,094.55
Permanent Improvement	0.00	0.00	0.00	0.00
Airport Construction	5,402.82	0.00	278,324.26	283,727.08
Western Ave & Annex	24,017.90	0.00	0.00	24,017.90
Law Enforcement Complex	4,821,403.65	0.00	0.00	4,821,403.65
VA Facility Reserve	15,000.00	0.00	0.00	15,000.00
Service Center Improvements	218.71	0.00	0.00	218.71
Total Capital Projects Funds	5,008,137.63	0.00	338,324.26	5,346,461.89
Special Assessment Fund:	XXXX	XXXX	XXXX	XXXX
Various County Assessments	0.00	0.00	0.00	0.00
Total Special Assessment Fund	0.00	0.00	0.00	0.00
Enterprise Fund:	XXXX	XXXX	XXXX	XXXX
Countywide Sewer	236,923.74	0.00	57,000.00	293,923.74
Total Enterprise Fund	236,923.74	0.00	57,000.00	293,923.74
Internal Services Fund:	XXXX	XXXX	XXXX	XXXX
Group Insurance	1,456,478.37	0.00	9,150,000.00	10,606,478.37
Total Internal Service Fund	1,456,478.37	0.00	9,150,000.00	10,606,478.37
Trust Funds:	XXXX	XXXX	XXXX	XXXX
Bd of DD Bequest	279.98	0.00	0.00	279.98
Prevention of Juvenile Delinquency	6,043.00	0.00	0.00	6,043.00
Rehab. Center - Rowetson Trust	5,371.27	0.00	11,271.00	16,642.27
Total Trust Funds	11,694.25	0.00	11,271.00	22,965.25
TOTAL ALL FUNDS	30,777,421.98	15,010,206.00	61,269,855.48	107,057,483.46

\*\*\*\*\*END\*\*\*\*\*

APPROPRIATION OF FUNDS – VARIOUS

Mr. Neal moved, Mr. Garrett seconded, that \$26,482.11 be appropriated in the ATP Grant 2019/20 Fund, from unappropriated funds, to account codes listed below, according to a request of September 16, 2019 and the 18<sup>th</sup> addendum to the 2019 Amended Official Certificate of Estimated Resources:

AMOUNT	TO
\$20,000.00	420-20+-19-7550, Other Expense
<u>6,482.11</u>	420-20-19-7801, Reimb General
\$26,482.11	TOTAL

On call of the roll, the vote was: Mr. Neal, yes; Mr. Garrett, yes; Mr. Corcoran, yes. Motion carried.

Mr. Garrett moved, Mr. Neal seconded, that \$40,000.00 be appropriated in the Specialized Subsidy Grant 2019/20 Fund, from unappropriated funds, to account code #420-20-15-7801, Reimburse General, according to a request of September 16, 2019 from the common pleas court 1.

On call of the roll, the vote was: Mr. Garrett, yes; Mr. Neal, yes; Mr. Corcoran, yes. Motion carried.

Mr. Neal moved, Mr. Garrett seconded, that \$350,000.00 be appropriated in the Motor Vehicle & Gas Tax Fund, from unappropriated funds, to account codes listed below, according to a request of September 18, 2019 from the county engineer:

AMOUNT	TO
\$250,000.00	210-58-66-7204, Contract Projects
<u>100,000.00</u>	210-58-66-7115, Materials
\$350,000.00	TOTAL

On call of the roll, the vote was: Mr. Neal, yes; Mr. Garrett, yes; Mr. Corcoran, yes. Motion carried.

Mr. Neal moved, Mr. Garrett seconded, that \$74,500.00 be appropriated in the Correctional & Law Enforcement Fund, from unappropriated funds, to account code #212-29-56-7103, Contract Services, according to a request of September 18, 2019 from the sheriff.

On call of the roll, the vote was: Mr. Neal, yes; Mr. Garrett, yes; Mr. Corcoran, yes. Motion carried.

Mr. Garrett moved, Mr. Neal seconded, that \$4,440.00 be appropriated in the General Fund, from unappropriated funds, to account code #100-11-00-7757, Electronic Monitoring, according to a request of this date from the commissioners.

On call of the roll, the vote was: Mr. Garrett, yes; Mr. Neal, yes; Mr. Corcoran, yes. Motion carried.

Mr. Neal moved, Mr. Garrett seconded, that \$100,000.00 be appropriated in the General Fund, from unappropriated fund, to account code #100-29-56-7935, Transfer CLE, according to a request of this date from the county auditor.

On call of the roll, the vote was: Mr. Neal, yes; Mr. Garrett, yes; Mr. Corcoran, yes. Motion carried.

TRANSFER OF FUNDS - VARIOUS

Mr. Neal moved, Mr. Garrett seconded, that \$4,117.24 be transferred within the Correctional & Law Enforcement Fund, from account code #212-29-01-7001, Salaries-Law, to #212-29-01-7842, Reimb-State Funds, according to a request of this date from the sheriff.

On call of the roll, the vote was: Mr. Neal, yes; Mr. Garrett, yes; Mr. Corcoran, yes. Motion carried.

Mr. Garrett moved, Mr. Neal seconded, that \$10,000.00 be transferred within the Operating Fund Board of Developmental Disabilities (DD), from account code #233-46-85-7550, Other Expense, to #233-46-85-7200, Equipment, according to a request of September 18, 2019, from the Board of DD.

On call of the roll, the vote was: Mr. Garrett, yes; Mr. Neal, yes; Mr. Corcoran, yes. Motion carried.

Mr. Neal moved, Mr. Garrett seconded, that \$2,998.37 be transferred within the JRIG Fund, from account codes listed below, according to a request of September 17, 2019 from the Common Pleas General Division 1:

AMOUNT	FROM
\$ 818.98	420-20-20-7001, Salaries
185.76	420-20-20-7012, PERS
856.20	420-20-20-7014, Group Insurance
144.59	420-20-20-7017, Medicare
78.49	420-20-20-7100, Travel
200.00	420-20-20-7103, Contract Services
30.00	420-20-20-7104, Alcohol & Drug Testing
544.35	420-20-20-7110, Electronic Monitoring
<u>140.00</u>	420-20-20-7125, Staff Training & Dev
<b>\$2,998.37</b>	<b>TOTAL</b>

  

AMOUNT	TO
\$2,998.37	420-20-20-7800, Reimburse Unused Grant

On call of the roll, the vote was: Mr. Neal, yes; Mr. Garrett, yes; Mr. Corcoran, yes. Motion carried.

Mr. Garrett moved, Mr. Neal seconded, that \$4,296.70 be transferred within the Task Force 2017-DL-LEF-5811 Fund, from account codes listed below, according to a request of September 16, 2019 from the Task Force:

AMOUNT	FROM
\$1,009.26	420-29-03-7103, Workers Comp
21.20	420-29-03-7014, Group Insurance
0.06	420-29-03-7017, Medicare
104.52	420-29-03-7150, Supplies
<u>3,161.66</u>	420-29-03-7550, Other Expense
<b>\$4,296.70</b>	<b>TOTAL</b>

  

AMOUNT	TO
\$4,296.70	420-29-03-7800, Reimb Unused Funds

On call of the roll, the vote was: Mr. Garrett, yes; Mr. Neal, yes; Mr. Corcoran, yes. Motion carried.

Mr. Neal moved, Mr. Garrett seconded, that \$75,560.00 be transferred within the Law Enforcement Fund, from account code #557-01-00-7551, Housing Relocation to #557-01-00-7123, Legal Counsel, according to a request of this date from the commissioners.

On call of the roll, the vote was: Mr. Neal, yes; Mr. Garrett, yes; Mr. Corcoran, yes. Motion carried.

**APPROPRIATION APPLICATION APPROVED FOR MEETING ATTENDANCE – RECORDER**

Mr. Neal moved, Mr. Garrett seconded, that the Ross County Board of Commissioners approve an application for an appropriation of \$1,094.00 (approx.), submitted by Todd Holdren, Deputy Recorder, for his attendance upon the ORA Winter CE Conference, to be held on November 17-20, 2019, at Columbus, Ohio.

On call of the roll, the vote was: Mr. Neal, yes; Mr. Garrett, yes; Mr. Corcoran, yes. Motion carried.

**ASSET DISPOSAL FORM APPROVED – LITTER**

Mr. Neal moved, Mr. Garrett seconded, that the Ross County Board of Commissioners approve an Asset Disposal Form submitted by the Ross County Litter Control, for disposal of the following surplus personal property of the county as indicated:

QUANTITY	DESCRIPTION	METHOD OF DISPOSAL
Three (3)	File cabinets-4 drawer, Tag #00606, 00636	Transfer to Surplus Property

On call of the roll, the vote was: Mr. Neal, yes; Mr. Garrett, yes; Mr. Corcoran, yes. Motion carried.

**QUOTE APPROVED – ROSS COUNTY COMMON PLEAS COURT #1**

Mr. Neal moved, Mr. Garrett seconded, that the Ross County Board of Commissioners, approves a quote submitted by Dawson Designs, LLC., to reupholster with foam cushion and vinyl cloth for eleven (11) pews, for the Ross County Common Pleas Court #1, to be paid from Capital Improvement Fund account code #100-01-03-7204, in the amount of \$5,460.00.

On call of the roll, the vote was: Mr. Neal, yes; Mr. Garrett, yes; Mr. Corcoran, yes. Motion carried.

PROPOSAL APPROVED – ROSS COUNTY JAIL

Mr. Neal moved, Mr. Garrett seconded, that the Ross County Board of Commissioners, approves a proposal, submitted by ATECH Fire & Security, in the amount of \$3,345.00 per year, to conduct annual fire alarm, semiannual alarm inspections, fire extinguishers, backflows, yearly monitoring by phone, for the Ross County Jail.

On call of the roll, the vote was: Mr. Neal, yes; Mr. Garrett, yes; Mr. Corcoran, yes. Motion carried.

TENT PERMIT/INSPECTION FEE WAIVED – ROSS COUNTY HISTORICAL SOCIETY

Mr. Neal moved, Mr. Garrett seconded, that the Ross County Board of Commissioners, hereby authorizes waiving the tent permit/inspection fees for the Ross County Historical Society, “Schmidt’s Night” to be held on October 11, 2019, commencing at 5:00 p.m., and will continue until 7:00 p.m., located at 45 W. 5<sup>th</sup> Street, Chillicothe, Ohio.

On call of the roll, the vote was: Mr. Neal, yes; Mr. Garrett, yes; Mr. Corcoran, yes. Motion carried.

PROPOSAL AMENDED – SOS ELECTRIC

Mr. Neal moved, Mr. Garrett seconded, that the Ross County Board of Commissioners, approve an amended proposal, submitted by SOS Electric, for the labor and material to change a 200a, 10 panel, in the basement of 15 N. Paint Street, Chillicothe, Ohio, amending the original proposal of \$2,956.00, to \$3,636.00, an increase of \$680.00, to be paid from account code #100-01-03-7204, Capital Improvement.

On call of the roll, the vote was: Mr. Neal, yes; Mr. Garrett, yes; Mr. Corcoran, yes. Motion carried.

AMENDED JOB DESCRIPTIONS APPROVED – BUILDING MAINTENANCE WORKER 1 & LABOR CREW LEADER

Mr. Garrett moved, Mr. Neal seconded, that the Ross County Board of Commissioners approve amended job descriptions and worker characteristics, as set forth below, for the Building Maintenance Worker 1 & Labor Crew Leader, for the Ross County Maintenance Department, under the direction of this Board of Commissioners.

On call of the roll, the vote was: Mr. Garrett, yes; Mr. Neal, yes; Mr. Corcoran, yes. Motion carried.

ROSS COUNTY An Equal Opportunity Employer			ROSS COUNTY An Equal Opportunity Employer		
Position Description			Position Description		
Agency:	Board of Commissioners	Employee Name:	Agency:	Board of Commissioners	Employee Name:
Position Title:	Building Maintenance Worker	Class Title:	Position Title:	Labor Crew Leader	Class Title:
Position Number:		Class Number:	Position Number:		Class Number:
Department:	Commissioners	Civil Service Status:	Department:	Commissioners	Civil Service Status:
Reports To:	Building Maintenance Supervisor	Employment Status:	Reports To:		Employment Status:
Pos. # of Supervisor:		Wage per Hour:	Pos. # of Supervisor:		Wage per Hour:
JOB DESCRIPTION AND WORKER CHARACTERISTICS JOB DUTIES in order of importance			JOB DESCRIPTION AND WORKER CHARACTERISTICS JOB DUTIES in order of importance		
ESSENTIAL FUNCITONS OF THE POSITION: For purposes of 4 USC 12101			ESSENTIAL FUNCITONS OF THE POSITION: For purposes of 4 USC 12101		
40%	(1) Uses hand and power tools to perform minor carpentry, electrical, plumbing, and other semi-skilled building and mechanical repair tasks to maintain county property; repairs and replaces lights; unclogs drains; paints interior and exterior of buildings, repairs and maintains fountain and grounds.		15%	(1) Leads work crew engaged in building and property maintenance and repair projects (e.g. assigns and reviews work, provides training and instruction, prepares related job records, etc.).	
15%	(2) Assists in major repair and remodeling projects as required; installs and/or builds partitions, installs paneling, drywall molding, and trim; operates motorized vehicles to haul materials to and from worksites.		40%	(2) Performs a variety of semi-skilled and unskilled tasks to maintain and upkeep county property (e.g. mows grass, loads trucks, rakes leaves, mixes paint, shovels gravel, cleans debris from public property, hauls materials removes and constructs interior walls, etc.).	
25%	(3) Performs unskilled task to assist in the cleaning and upkeep of property; rakes leaves, mows grass, cleans debris from grounds, etc.		30%	(3) Operates motorized vehicle and equipment in performing assigned duties (e.g. dump truck to haul materials and/or spread salt, tractor and/or mower to trim grass, chainsaw to trim trees, etc.).	
	(4) Maintains valid Ohio driver's license.			(4) Maintains valid Ohio driver's license.	
	(5) Demonstrates regular and predictable attendance.			(5) Demonstrates regular and predictable attendance.	
OTHE DUITES AND RESPONSIBILITIES:			OTHE DUITES AND RESPONSIBILITIES:		
10%	(6) Assists other work units as assigned; removes snow and ice, etc.		15%	(6) Assists skilled workers in building and grounds maintenance repair projects as assigned (e.g. repairs doors, windows, locks; installs partitions, paneling drywall, roofs; washes vehicles and other equipment).	
	(7) Performs other related duties as required.			(7) Performs other related duties as required.	
POSITIONS SUPERVISED:			POSITIONS SUPERVISED:		
None			Labor Crew		
MINIMUM ACCETPABLE CHARACTERISTICS: (*Indicates developed after employment)			MINIMUM ACCETPABLE CHARACTERISTICS: (*Indicates developed after employment)		
Knowledge of: *Department policy and procedure; *methods, tools, and practices used in building and property maintenance repair.			Knowledge of: *Department policy and procedure; *techniques and methods used in street and other maintenance and repair; methods, tools, and practices used in building and property maintenance and repair.		
Skill in: *Maintenance repair tools and equipment			Skill in: N/A		
Ability to: Interpret general instructions; use some independent judgement; maintain effective working relationships; perform moderately heavy manual labor; safely operate a motor vehicle.			Ability to: Interpret basic instructions; use some independent judgement; maintain effective working relationships; perform heavy manual labor; use hand tools; safely operate a motor vehicle or motorized equipment; use hand power tools.		
EQUIPMENT OPERATED:			EQUIPMENT OPERATED:		
Hand tools, power tools, ladders, trucks, tractor, and mower.			Dump truck, mower, tractor, pickup truck, snow blower.		
HAZARDOUS AND PHYSICALLY DEMANDING WORK CONDITIONS INHERENT IN THIS POSITION:			HAZARDOUS AND PHYSICALLY DEMANDING WORK CONDITIONS INHERENT IN THIS POSITION:		
QUALIFICATIONS: Any combination of training and work experience which indicates possession of the skills, knowledge, and abilities listed above. An example of an acceptable qualification for this position is:			QUALIFICATIONS: Any combination of training and work experience which indicates possession of the skills, knowledge, and abilities listed above. An example of an acceptable qualification for this position is:		
One (1) year vocational training or experience in semi-skilled building and mechanical maintenance repair work, or equivalent.			Ability to perform heavy manual labor tasks and recognize safety warnings.		
LICENSURE OR CERTIFICATION REQUIREMENTS: Valid Ohio Driver's license.			LICENSURE OR CERTIFICATION REQUIREMENTS: Valid Ohio Driver's license.		
This position description in no manner states or implies that these are the only duties and responsibilities to be performed by the position incumbent. My signature below signifies that I have reviewed and understand the contents of my position description.			This position description in no manner states or implies that these are the only duties and responsibilities to be performed by the position incumbent. My signature below signifies that I have reviewed and understand the contents of my position description.		

\*\*\*\*\*END\*\*\*\*\*



**2019 OUTREACH SPECIALISTS’ ACTIVITY REPORT APPROVED – ROSS COUNTY RECYCLING OUTREACH**

Mr. Neal moved, Mr. Garrett seconded, that the Ross County Board of Commissioners, by its President, R. Douglas Corcoran, approve the 2019 Outreach Specialists’ Activity Report, to receive payment in the amount of \$5,330, from the Solid Waste District, for the 3<sup>rd</sup> quarter; and, activity reported for the 2<sup>nd</sup> quarter by the Outreach Specialists.

On call of the roll, the vote was: Mr. Neal, yes; Mr. Garrett, yes; Mr. Corcoran, yes. Motion carried.

**AGREEMENT ENTERED INTO – HOUSING PRISONERS IN MORROW COUNTY, OHIO**

Mr. Garrett moved, Mr. Neal seconded, that the Board of County Commissioners of Ross County, Ohio, jointly with the Sheriff of Ross County, Ohio, on behalf of Ross County, Ohio, enter into an Agreement with Morrow County Commissioners and Morrow County Sheriff’s Office, providing for the incarcerating prisoners of Ross County, in the Morrow County Correctional Facility, effective the August 1, 2019 and shall continue until December 31, 2019, a rate of \$60.00 per prisoner per day.

On call of the roll, the vote was: Mr. Garrett, yes; Mr. Neal, yes; Mr. Corcoran, yes. Motion carried.

**MEMORANDUM OF AGREEMENT ENTERED INTO – JAIL SERVICES MIAMI COUNTY SHERIFF**

Mr. Neal moved, Mr. Garrett seconded, that the Board of County Commissioners of Ross County, Ohio, jointly with the Sheriff of Ross County, Ohio, on behalf of Ross County, Ohio, enter into a Memorandum of Agreement with Miami County Commissioners and Miami County Sheriff’s Office, providing for the incarcerating prisoners of Ross County, in the Miami County Incarceration Facility, effective this date and shall continue until December 31, 2020, at a rate of \$55.00 per prisoner per day.

On call of the roll, the vote was: Mr. Neal, yes; Mr. Garrett, yes; Mr. Corcoran, yes. Motion carried.

**SUBJECTS BROUGHT BEFORE THE BOARD**

Andy Wettersten, county IT coordinator, met with the commissioners to discuss where we are now compared to where we were.

Mr. Wettersten reports that we are better than we were. We removed jump drives from individual computers because this was one of our audit findings and government offices are a hot target for cyberattacks. However, the judge was not happy when I showed up in his office to remove their jump drives. The judge’s office has six (6) staff members and I was bombarded when I asked to remove the jump drives. We need to secure those computers so that they do not bring in a virus from their home computers. I understand that the clerks take home the dictation and transcript at their homes. We are a target. There are easy alterations we can do. You have hired me to do a job and I feel that I cannot fulfill my duties. You have also paid good money for an audit which suggested to remove all jump drives so there are no threats of viruses.

Mr. Garrett said what do you want us to do?

Mr. Wettersten said I would like to see a policy put into place. I don’t want my voice to be the only opinion.

Mr. Corcoran said that we cannot mandate the issue. It would be safer to buy a laptop.

Mr. Wettersten said that two (2) main staff people take home so four (4) laptops is needed. The equipment we share but we are providing the equipment which could infect all and put everyone at risk. To separate them out would be very expensive.

Mr. Neal said that we need to come up with a plan.

Mr. Corcoran said I can talk to Mike and see what he can be talked into.

**OTHER BUSINESS**

The Ross County Employee Appreciation & Wellness Picnic was at the Camp Sherman Park, sponsored by Ross County Board of Commissioners, Ross County Wellness Team and 2019 CEBCO Wellness grant.

**ADJOURNMENT**

Mr. R. Douglas Corcoran, President, adjourned the regular meeting of, September 23, 2019, at 3:39 p.m.

Board of Commissioners of Ross County, Ohio

R. Douglas Corcoran, President

Stephen A. Neal, Vice President

Dwight A. Garrett

Clerk



