

**AUGUST 31, 2023**

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 David K. Smith. Roll Call: President David K. Smith, present; Vice President Q. Jay Stapleton, present; Commissioner Leslie Henry, present.

The President entertained a motion for approval of the August 24, 2023 minutes. Leslie Henry moved and Q. Jay Stapleton seconded the motion. Roll call: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea.

2023 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
8/27	06	2	0	0	11	0	0	0	13	21	0	0	0	10

**LETTER OF SUPPORT – GALLIPOLIS RAILROAD FREIGHT STATION MUSEUM**

Clerk to the Board, Amanda Phillips presented the Commission with the following letter of support for Gallipolis Railroad Freight Station Museum. The President entertained a motion to approve the letter as presented. Q. Jay Stapleton made and Leslie Henry seconded the motion. Roll call votes: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea.

8/31/2023

Mr. Jerry Davis, Vice-President  
The Gallipolis Railroad Freight Museum, Inc.  
P O Box 1217  
Gallipolis, OH 45631

Dear Mr. Davis,

We are writing today to express our support for the Gallipolis Railroad Freight Museum Project that is underway in Gallipolis.

The station undergoing this renovation was originally built in 1901 and served as a busy freight depot. We are proud to endorse the concept of a railroad museum to house railroad memorabilia (assisted by the Ohio Historical Connection), as well as a working telegraph office, period furnishings, possible store, model train displays, a rail yard with a working hand car, and rolling stock.

It is our understanding that the Gallipolis Railroad Freight Museum will not only be a museum in the traditional sense, but will also be a hub for education to celebrate our area's rich history and teach future generations about the contributions and significance of railroads in Southeastern Ohio and the rest of the nation. We can think of no greater place for such project than southeastern Ohio and downtown Gallipolis.

We are also excited about the potential economic development benefits such a project will bring to Gallipolis and the surrounding area. With increased tourism revenue from the museum itself, new jobs and an increased focus on education and history, we think the museum could serve as the driving force behind resurgence of Gallipolis.

Finally, we are thrilled to support a project that will tell the railroad story.

We look forward to hearing how the museum project is progressing in the months and years to come. Thank you for embarking on such an ambitious project.

Respectfully submitted,  
Gallia County Commissioners Office  
*of David K. Smith, President*  
*of Q. Jay Stapleton, Vice President*  
*of Leslie Henry, Commissioner*

**PARTIAL RELEASE OF REAL ESTATE MORTGAGE**

**GALLIA COUNTY CHIP PROGRAM (B-C-11-025-1)**

Grants Administrator Karen Sprague advised the Commission that the following deferred mortgage from a previous round of Community Housing Improvement Program (CHIP) grant has met the term of the mortgage being 10 years and a partial release is now warranted. A partial release is required since the county can only release 85% of the mortgage, which amount equals \$30,844.80. The balance of 15% which amount equals \$5,443.20, must remain in effect until paid in full. The Prosecuting Attorney prepared the Partial Release of Real Estate Mortgage forms. David K. Smith entertained a motion that the Partial Release of Real Estate Mortgage for the following persons be approved and signed as presented:

- Laurie Cardillo

Q. Jay Stapleton made and Leslie Henry seconded the motion. Roll call: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea.

Release of real estate mortgage forms will be signed by David K. Smith, as President of the Commission, and is on file in the County's CHIP files.

**911 – EMPLOYMENT – NEW HIRE**

Sherry Daines, 911 Director recommended to the commission to hire Cody Greer as a part-time employee effective on September 2, 2023, at \$14.00 per hour with a one-year probationary period. The President entertained a motion to hire Cody Greer as a part-time 911 Operator as recommended by Sherry Daines. Q. Jay Stapleton moved and Leslie Henry seconded the motion. Roll call: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea.

AUGUST 31, 2023

**EXECUTIVE SESSION – COMMISSIONERS – PERSONNEL**

9:35 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. Q. Jay Stapleton made and Leslie Henry seconded the motion. Roll call: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea. Returned to regular session at 9:58 a.m. No action taken.

**GALLIA COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES****PURCHASE OF SERVICE CONTRACT  
CONTRACT EXTENSION NO. 3**

Director Dana Glassburn presented the following contract for approval. Leslie Henry moved and Q. Jay Stapleton seconded the motion to approve. Roll calls: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea.

This extension will amend/extend the Non-Emergency Medical Transportation (NEMT) contract, originally dated July 1, 2021 through June 30, 2022 with extension # 2 effective July 1, 2022-September 30, 2023 and extension # 3, to run October 1, 2023-June 30, 2024, **between the Gallia County Department of Job and Family Services (GCDJFS) and Gallia Council on Aging** for the purchase of service under authority of 93.778 NET Transportation.

## I. Extension of Contract

The original SFY21 with contract extension # 2 is to end September 30, 2023. This statement is to extend the current NEMT contract as per the section "Extension" of the 2021 Request for Bid and section "I Term" on page 1 of the Purchase of Service Vendor Contract. This extension will be in effect October 1, 2023 through June 30, 2024 at which time a new contract will be effective July 1, 2024, after request for bid process has been completed, unless otherwise canceled prior to June 30, 2024. There will be no change in the rate per mile which will remain at \$2.40 within the "Medical Community" as defined in the NEMT Plan.

## II. Change in Process of Approvals

As per section "Extension" of the 2021 Request for Bid, GCDJFS has determined that a change to how calls are received and rides are distributed may be necessary during the period in which this contract will be extended, (in that between October 1, 2023 and June 30, 2024). Determination as to when this change will occur depends on obtaining an ODOT grant to establish a Transportation Hub in accordance with the Gallia County Coordinated Transportation Plan (GCCTP). In essence, the GCCTP will require clients to call one centralized number to act as a Hub who will then dispatch or distribute rides according to availability and client choice. To do this, there will need to be an appropriate computer software and other equipment purchased for the Hub to work as intended. Upon the development of the Hub parties will be notified of the process and a start date. Until the official start of the Hub, the client ride scheduling process will remain the same as it was in the July 1, 2021 to June 30, 2022 original contract.

In addition, ODOT grants will also be pursued for a Rural Transit system, as described in the GCCTP. In order for the transit system to work, NEMT contracts will need to be re-evaluated to allow for the transit option. Although this process is expected to co-exist with the next contract bidding cycle, please accept this as notification that a Rural Transit system will be considered grounds for termination of NEMT contracts in order to allow for a rebidding process to incorporate the transit system into the existing NEMT process. Although there will be a need for change in contracts, as per the GCCTP, the intent is to expand services rather than eliminate providers.

The full agreement is on file at the commissioner's office and DJFS.

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AUGUST 31, 2023

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**GALLIA COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES**

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

AUGUST 31, 2023

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The full agreement is on file at the commissioner's office and DJFS.

**DJFS – SUBGRANT AGREEMENT**

**GALLIA COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES  
SUBGRANT AGREEMENT**

**RECITALS**

*This Subgrant Agreement is entered into between the Gallia County Department of Job and Family Services, (hereinafter referred to as "CDJFS"), located at 848 3<sup>rd</sup> Avenue, Gallipolis, OH 45631 and Gallia county Council on Aging, (hereinafter referred to as "SUBGRANTEE COA"), AT 1165 St Rt 160, Gallipolis, Ohio 45631 SUBGRANTEE hereby accepts the Subgrant and agrees to comply with all the terms and conditions set forth in this agreement.*

This Subgrant is made pursuant to the following federal award: Title XX Base CFDA 93.667 (original award date 10/1/2022; FAIN# 2301OHSOSR Title XX Base Subsidy).. At the time of signing the subgrant the FFY21 Title XX Base CFDA Federal Awards had not been signed. CDJFS will place updated Federal Award sign date once received as administered by the U.S. Department of Health and Human Services. This Subgrant is not for research and development purposes.

This Subgrant Agreement will be in effect from August 24, 2023 to September 30, 2023 unless this Subgrant Agreement is suspended or terminated pursuant to ARTICLE VII prior to the above termination date.

This grant is in the total amount of hundred thousand dollars (\$17,512.00).

The full subgrant agreement is on file at the commissioner's office and DJFS.

The President entertained the motion to sign the subgrant agreement amendment as recommended. Q. Jay Stapleton moved and Leslie Henry seconded the motion to approve. Roll calls: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea.

**AUDITOR – MANAGEMENT REPRESENTATION LETTER**

Auditor Robert Jacks submitted a Management Representation letter for the Commission to approve to sign. President Smith entertained a motion to sign the letter. Q. Jay Stapleton moved and Leslie Henry seconded the motion to approve. Roll calls: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea.

**\*The Commissioners left to attend EMS staff meeting to discuss personnel.**

**EXECUTIVE SESSION – COMMISSONER – CONTRACTS**

1:30 P.m., the President entertained a motion to enter into executive session with Gary Silcott, DLZ to discuss contracts. Q. Jay Stapleton made and Leslie Henry seconded the motion. Roll call: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea. Returned to regular session at 2 p.m. No action taken.

**PLANNING COMMISSION – BOARD APPOINTMENTS**

Nick Mills, secretary of the Planning Commission made a recommendation to the Commissioners to appoint the following candidates to serve on the Planning Commission Board:

- Cole Massie

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

AUGUST 31, 2023

- Leslie Henry
- David K. Smith
- Tom White

President Smith entertained approving the recommendation by Mr. Mills. Q. Jay Stapleton made and Leslie Henry seconded the motion. Roll call: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea.

**PLANNING COMMISSION – BOARD APPOINTMENTS – AMENDMENT**

Vice President Stapleton requested to amend the Planning Commission Board Appointment decision to add John White as a candidate to serve on the Planning Commission. President Smith entertained the amendment as requested by Mr. Stapleton. Q. Jay Stapleton made and Leslie Henry seconded the motion. Roll call: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea.

**RECESS**

At 2:08 p.m. the President entertained a motion to recess today's meeting to attend the Planning Commission Meeting held in the Commissioner's office. Ms. Henry moved and Mr. Stapleton seconded the motion. Roll call: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea.

The Gallia County Board of Commissioners reconvened at 2:45 p.m. for the purpose of completing unfinished business from the earlier commissioner meeting. At 2:45 p.m. the meeting was called to order by President David K. Smith. Roll Call: President David K. Smith, present; Vice President Q. Jay Stapleton, present; Commissioner Leslie Henry, present.

**LETTER OF SUPPORT**

Dana Glassburn

Gallia County Job & Family Services

848 Third Avenue

Gallipolis, Ohio

RE: Gallia County Coordinated Transportation Plan

Dear Mr. Glassburn,

The Gallia County Commissioners wholeheartedly supports Gallia County Job & Family Services' application to ODOT for funding to meet the goals of the Gallia County Coordinated Transportation Plan. The funding would allow JFS to support a centralized scheduling and dispatch system, a rural transit system, increase the number of wheelchair accessible vehicles and allow for expansion of services beyond non-emergency medical transportation.

In our 2022-2024 Community Needs Assessment, transportation is identified as an unmet need in our county. While there are transportation options for medical appointment, transportation to get groceries, trips to the pharmacy, workforce transportation, and other necessary appointments continue to be challenging for many residents. Many of these are elderly and/or low income and rely on others for transportation sometimes at a great expense.

For these reasons we are pleased to support Gallia County Job & Family Services in their efforts to secure transportation for the residents of Gallia County.

Sincerely,

David K. Smith

Leslie Henry

Q. Jay Stapleton

**Resolution**

The Board of County Commissioners of Gallia County, Ohio, met in regular sessions on the 31<sup>st</sup> day of August 2023, with the following members present: David K. Smith, Q. Jay Stapleton, and Leslie Henry.

David K. Smith moved for passage of the following

Resolution:

AUGUST 31, 2023

RESOLUTION APPROVING DANA GLASSBURN, DIRECTOR OF GALLIA COUNTY JOB AND FAMILY SERVICE TO ACT ON BEHALF OF THE OCMMISSIONERS DURING THE FILING OF (AN) APPLICATIONS(S) WITH THE OHIO DEPARTMENT OF TRANSPORATION.

WHEREAS, the Director of the Ohio Department of Transportation is authorized to make grants for the US DOT Federal Transit Administration (FTA) funds and the State of Ohio;

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of the project costs in the program if applicable;

WHEREAS, it is required by the U.S. Department of Transportation in accordance with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance the applicant gives an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements thereunder; and

NOW, THEREFORE, BE IT RESOLVED BY the Board of Gallia County Commissioners do hereby resolve that:

1. That Dana Glassburn, Director of Gallia County Job and Family Service is authorized on the behalf of the Board of County Commissioners of Gallia County, Ohio

a. To execute and file

i. Proposals to aid in the financing of capital, operating, and planning assistance projects;

ii. Grant agreements with the Ohio Department of Transportation for aid in the financing of capital, operating, and planning assistance projects;

iii. An assurance or any other document required by the U.S. Department of Transportation effectuating the purposes of Title VI of the Civil Rights Act of 1964; and

iv. Set forth affirmative disadvantage business policies in connection to any procurement made as part of the project

2. Dana Glassburn, Director of Gallia County Department of Job and Family Service is authorized to furnish such additional information as the Ohio Department of Transportation may require in connection with the proposal for the program of projects submitted to the Federal Transit Administration and the State of Ohio.

The foregoing resolution was introduced upon a motion by Board member

Q. Jay Stapleton, and seconded by Board member

Leslie Henry and the vote taken thereon resulted in the following:

Votes in favor of the resolution: 3

Votes opposed to the resolution: 0

*s/David K. Smith*

Gallia County Commissioner, President

*s/Q. Jay Stapleton*

Gallia County Commissioner. Vice President

*s/Leslie Henry*

Gallia County Commissioners

**COMMISSIONERS – NEW HIRE**

Brian Rutherford, County Administrator recommended to the commission to hire Andrew Parsons as a full-time Maintenance/Custodial worker, a classified position, at a pay rate of \$15.00 per hour with a 180-day probationary period, effective 9/5/2023. The President entertained a motion to hire Andrew Parson as a full-time Maintenance/Custodial worker as recommended by Mr. Rutherford. Leslie Henry moved and David Smith seconded the motion. Mr. Stapleton spoke on his concern for the starting pay rate. He had also recommended and presented a quote from a local resource on cleaning the courthouse three days a week. Roll call: Mr. Smith, yea; Mr. Stapleton, nay; Ms. Henry, yea.

**COMMISSIONERS – NEW HIRE**

Brian Rutherford, County Administrator recommended to the commission to hire Christopher Derrick Burger as a full-time Maintenance/Custodial worker, a classified position, at a pay rate of \$15.00 per hour with a 180-day probationary period effective 9/18/2023. The President entertained a motion to hire Mr. Burger as a full-time Maintenance/Custodial


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

AUGUST 31, 2023

worker as recommended by Mr. Rutherford. Leslie Henry moved and David K. Smith seconded the motion. Mr. Stapleton spoke on his concern for the starting pay rate. He had also recommended and presented a quote from a local resource on cleaning the courthouse three days a week. Roll call: Mr. Smith, yea; Mr. Stapleton, nay; Ms. Henry, yea.

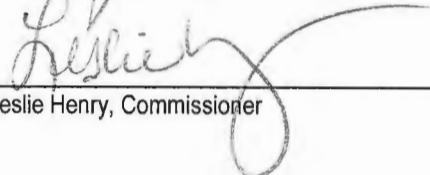
ADJOURN

At 4:00 p.m. the President entertained a motion for adjournment. Q. Jay Stapleton moved and Leslie Henry seconded the motion. Roll call: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea.

  
\_\_\_\_\_  
David K. Smith, President

  
\_\_\_\_\_  
Amanda Phillips, Clerk to the Board

  
\_\_\_\_\_  
Q. Jay Stapleton, Vice President

  
\_\_\_\_\_  
Leslie Henry, Commissioner