

SEPTEMBER 26, 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 19, 2024 minutes. David K. Smith made and Leslie Henry 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
9/22	4	1	1	0	0	0	0	0	0	25	0	0	0	19

CORONER – SUPPLEMENTAL APPROPRIATION

County Administrator Brian Rutherford presented the Commissioners with a need for a supplemental appropriation of \$20,000.00 in contract services for the Coroner. President Stapleton entertained a motion to approve the supplemental appropriation as requested by Mr. Rutherford. David K. Smith moved and Leslie Henry seconded the motion. Roll call: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea.

GALLIA COUNTY AIRPORT TERMINAL PROJECT

County Administrator Brian Rutherford presented the Commission with a Notice of Commencement for the Gallia County Airport Terminal Project from Delta. President Stapleton entertained a motion that would allow him to sign the letter as presented by Mr. Rutherford. David K. Smith moved and Leslie Henry seconded the motion. Roll call: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea.

RECORDS COMMISSION MINUTES

Recorder, Roger Walker submitted the minutes from the September 19, 2024 Records Commission Meeting to be signed by the Commission. President Stapleton entertained a motion that would allow him to sign the minutes on behalf of the Commissioners. David K. Smith moved and Leslie Henry seconded the motion. Roll call: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea.

2024 TAX BUDGET

County Administrator Brian Rutherford submitted the final Tax budget for the fiscal year beginning January 1, 2025 for adoption. President Stapleton entertained a motion to adopt and sign the budget as presented. David K. Smith moved and Leslie Henry seconded the motion. Roll call: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea.

DD BOARD APPOINTMENT LETTER

County Administrator Brian Rutherford presented the Commissioners with a Declaration for the Board appointment that was approved on 9/19/24 from Developmental Disabilities Superintendent Melinda Kingery. President Stapleton entertained a motion that would allow him to sign the Declaration as presented. Leslie Henry moved and David K. Smith seconded the motion. Roll call: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea.

BID AWARD

County Administrator Brian Rutherford informed the Commission that he had reviewed the bids turned in for the Shawnee Lane/Sewer Lagoon brush hogging Project and recommended to accept the bid from Running G Farms. President Stapleton entertained a motion to accept the bid for \$1485.00 as recommended by Mr. Rutherford. David K. Smith made and Leslie Henry seconded the motion. Roll call: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea.

EXECUTIVE SESSION – COMMISSIONERS – PERSONNEL

9:50 a.m., the President entertained a motion to enter into executive session with the County Administrator to discuss contracts. David K. Smith made and Leslie Henry seconded the motion. Roll call: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea. Returned to regular session at 10:02 a.m. No action taken.

LEAVE DONATION APPLICATION

Commissioners received leave donation applications going to Gary Waldron (Sheriff's Dept.) from Chris Gruber (Sheriff's Dept.). Total hours 64.12 for the pay period dated 10/4/2024.

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David K. Smith moved to approve the leave donation as requested and Leslie Henry seconded the motion. Roll call: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea.

CHANGE ORDER #2 – JFS WORKFORCE CENTER BUILDING B INTERIOR ONLY PROJECT

Grants Administrator Karen Sprague presented the Commission with Change Order No. 2 paperwork for the JFS Workforce Center Building B Interior Only Project with Neals Home Improvements. The change order is being requested as follows:

- Change order requests time extension for actual project completion date of 9/19/2024.

Ms. Sprague advised JFS & RVC have inspected the Building B and approved the work as complete. Therefore, the contractor requests an increase in contract time from 8/31/2024 to 9/19/2024, an increase of 19 days. Ms. Sprague noted Neals Home Improvements, JFS & RVC have all signed change order form #2. Mr. Stapleton entertained a motion to approve the change order form as requested. Leslie Henry made and Q. Jay Stapleton seconded that motion. Upon roll call votes were as follows: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea. Form was signed by Q. Jay Stapleton, as President of the Commission.

CHANGE ORDER #2 – JFS WORKFORCE CENTER BUILDING A PROJECT

Grants Administrator Karen Sprague presented the Commission with Change Order No. 2 paperwork for the JFS Workforce Center Building A Project with Neals Home Improvements. The change order is being requested as follows:

- Deduction for painting exterior of Building A = (\$4,000.00)
- Increase for metal siding exterior of Building A = \$18,223.60
- Increase for replacement of porch posts on Building A = \$3,276.00
- Increase for electric upgrades on Building A = \$6,378.00
- Total change order 2 increase = \$23,877.60
- No change in contract time; completion date remains 10/31/2024

Contract amount adjustments as follows:

- Original contract price = \$228,900.00
- Change order #1 = \$8,700.00
- Change order #2 = \$23,877.60
- New contract total = \$261,477.60

Ms. Sprague informed the Commission that RVC Architect Jon Stevison has advised the exterior wood siding of Building A is in very poor condition due to water damage along with age of the siding to the point where paint will not adhere properly therefore he recommends metal siding be installed instead of painting. Also, JFS requested an estimate for replacing porch posts that are rotten/rough in places and RVS & JFS have determined there are electrical upgrades that are needed that were not included in the original plans. JFS has notified they have funds available for this change order in Fund #400 and they too recommend the Commission approve the change order as submitted. Ms. Sprague noted Neals Home Improvements, JFS & RVC have all signed change order form #2. Mr. Stapleton entertained a motion to approve the change order form #2 as requested. 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. Form was signed by Q. Jay Stapleton, as President of the Commission.

GRANT APPLICATION APPROVAL – OPWC GRANT FOR CLEARVIEW ESTATES WWTP UPGRADE PROJECT

Grants Administrator Karen Sprague presented the Commission with the OPWC grant application for approval and signing 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

The OPWC grant application requests \$500,000 in grant with matching funds of \$2,058,530 from OEPA WPCLF.

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

GREEN SEWER PHASE 2 PAYMENT RESOLUTION # 33

GMCAA Grants Administrator Karen Sprague presented the Commission with Payment Resolution # 33 for the Green Sewer Phase 2 Project for the following items:

- Construction - \$350,176.59
- Legal Fees = \$48,678.46
- Engineering: \$21,897.27
- Administration: \$1,913.57
- Bond/Loan payments: \$0.00
- Other: \$3,934.36
- Total = \$426,600.25

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Invoices to be paid as follows:

- Bricker Graydon invoice 2044328 = \$16,492.50 paid by Gallia County from Settlement Fund #410
- Bricker Graydon invoice 2046905 = \$32,185.96 paid by Gallia County from Settlement Fund #410
- GMCAA August 2024 Administration Billing = \$1,913.77 paid by Gallia County from Settlement Fund #410
- Field Excavating Pay Application #11 = \$350,176.59 payment broken down as follows:
 - \$87,544.15 (25%) paid by Gallia County from USDA Grant Fund #372
 - \$262,632.44 (75%) paid by Gallia County from Settlement Fund #410
- DLZ invoice 223500 = \$21,897.27 broken down as follows:
 - \$5,474.32 (25%) paid by Gallia County from USDA Grant Fund #372
 - \$16,422.95 (75%) paid by Gallia County from Settlement Fund #410
- AEP invoice 250-215144396 = \$3,934.36 broken down as follows:
 - \$983.59 (25%) paid by Gallia County from USDA Grant Fund #372
 - \$2,950.77 (75%) paid by Gallia County from Settlement Fund #410

Leslie Henry moved and David K. Smith seconded a motion to approve payment resolution # 33 as submitted. Upon roll call votes were as follows: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea.

USDA - GREEN SEWER PHASE 2 DISBURSEMENT #27

GMCAA Grants Administrator Karen Sprague presented the Commission with USDA Disbursement #27 for the Green Sewer Phase 2 Project for the following items:

- Field Excavating Pay Application #11 = \$87,544.15 partial payment (25%) by Gallia County from USDA Grant Fund #372
- DLZ invoice 223131 = \$5,474.32 partial payment (25%) by Gallia County from USDA Grant Fund #372
- AEP invoice 250-215144396 = \$983.59 partial payment (25%) by Gallia County from USDA Grant Fund #372
- Total USDA Disbursement Request = \$94,002.06

David K. Smith moved and Leslie Henry seconded a motion to approve and sign the USDA Disbursement #27 as submitted. Upon roll call votes were as follows: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea.

GREEN SEWER PHASE 2 SETTLEMENT FUND DISBURSEMENT #11

GMCAA Grants Administrator Karen Sprague presented the Commission with Settlement Fund Disbursement #11 for the Green Sewer Phase 2 Project for the following items:

- Bricker Graydon invoice 2044328 = \$16,492.50 paid by Gallia County from Settlement Fund #410
- Bricker Graydon invoice 2046905 = \$32,185.96 paid by Gallia County from Settlement Fund #410
- GMCAA August 2024 Administration Billing = \$1,913.57 paid by Gallia County from Settlement Fund #410
- Field Excavating Pay Application #11 = \$262,632.44 partial payment (75%) by Gallia County from Settlement Fund #410
- DLZ invoice 223500 = \$16,422.95 partial payment (75%) by Gallia County from Settlement Fund #410
- AEP invoice 250-215144396 = \$2,950.77 partial payment (75%) by Gallia County from Settlement Fund #410
- Total Settlement Fund Disbursement Request = \$332,598.19

Leslie Henry moved and David K. Smith seconded a motion to approve the Green Sewer 2 Settlement Fund Disbursement #11 as submitted. Upon roll call votes were as follows: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea.

DJFS – EXECUTIVE SESSION

At 10:19 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, yea. Returned to regular session at 10:36 a.m.; No action taken.

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911 – TREE REMOVAL

911 Director Sherry Daines recommended to the Commission the removal of two trees at the 911 center to be done by Mounts in the amount of \$1200.00. President Stapleton entertained a motion to approve the recommendation from Ms. Daines to hire Mounts to remove the trees at the 911 center. David K. Smith moved and Leslie Henry seconded the motion. Roll call: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea.

911 – TRAVEL REQUEST

911 Director Sherry Daines presented a request for Tim Miller to travel to Franklin County Common Pleas Court in Columbus, Ohio on Wednesday October 2, 2024. This travel request is for a court case related to 911. David K. Smith moved and Leslie Henry seconded the motion. Roll call: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, yea.

OSU EXTENSION OFFICE – MONTHLY UPDATE

Michelle Stumbo, and Micha Holcomb, 4-H Program Assistant presented the Commission with an agency update for September of various activities and presented a copy of their newsletter and upcoming events. Also in attendance was Tracy Winter for an introduction. No action taken.

EMS – EMT TRAINING

EMS Director Keith Wilson met with the Commissioners to provide an update on possible funding from the Gallia County Fire Fighters Association for the EMT training for the Volunteer Firefighters. Mr. Wilson stated that he will attend a meeting with them and return with updates. No action taken.

***Commissioner Stapleton attended the Pre-bid meeting for the Roof Replacement Project at the Outreach Center.**

IT – ANTI VIRUS

IT Director John Grubb met with the Commissioners to discuss the Trend Micro Anti-Virus grant from CORSA. Mr. Grubb stated that the up front costs for the County would be up to \$7800.00 and CORSA would reimburse the County with a \$5500.00 grant. David K. Smith moved to allow Mr. Grubb to purchase Trend Micro and also to accept the reimbursement from CORSA in the amount of \$5500.00. Leslie Henry seconded the motion. Roll call: Mr. Stapleton, absent; Ms. Henry, yea; Mr. Smith, yea

***12 pm – Commissioner Smith left the meeting.**

GREEN SEWER 2 CONSTRUCTION MEETING

At 1:30 p.m. the Commissioners, County Administrator Brian Rutherford, Grant Administrator Karen Sprague, and Clerk to the Board Amanda Phillips attended the Green Sewer 2 Construction monthly meeting in the Commissioners' office. Others in attendance were: DLZ Reps. Gary Silcott, Rob Snedden & Eli Walker and Tracy Shoultz, Sewer Dept. Tommy Dillon, Josh Fields and Bo Cox from Fields Excavating.

***2 pm The Commissioners attended the Planning Commission Meeting.**

APPROPRIATION – AMENDMENT

Deputy Auditor Anette Brown presented the Commission with an incorrect Appropriation that was approved on 9/19/24. The appropriation approved was:

General Fund \$30, 779.68 General Fund Transfers 001.1203.535900

The amended entry should be:

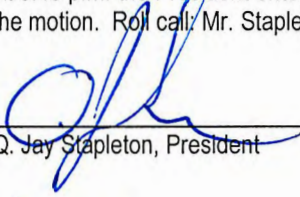
General Fund \$27, 739.68 General Fund Transfers 001.0102.530400

Q. Jay Stapleton entertained a motion to accepted the amended entry as presented by Ms. Brown. Leslie Henry moved and Mr. Stapleton seconded the motion. Upon roll call votes were as follows: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, absent.

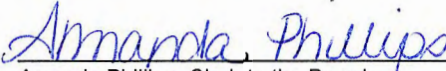
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ADJOURN

At 3:40 p.m. the President entertained a motion for adjournment. Leslie Henry moved and Q. Jay Stapleton seconded the motion. Roll call: Mr. Stapleton, yea; Ms. Henry, yea; Mr. Smith, absent.



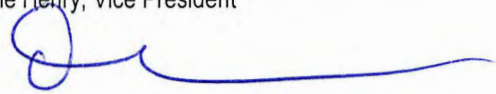
Q. Jay Stapleton, President



Amanda Phillips, Clerk to the Board

Absent

Leslie Henry, Vice President



David K. Smith, Commissioner