

**REGULAR SESSION JUNE 1, 2022**

This day the Board of Morrow County Commissioners met in their office at 80 North Walnut St., Ste. A, Mt. Gilead, Ohio with the following members present: Mr. Abraham, Mr. Whiston and Mr. Siegfried.

Public in attendance: Mike Goff (Treasurer), Alberta Stojkovic (Sentinel), Dixie Shinaberry (Recorder) and Andy Ware (Development).

The meeting was opened with prayer and pledge of allegiance to the flag, and then called to order by Mr. Siegfried, who then proceeded with the business at hand. The following matters came before the Board for their consideration and approval.

**IN THE MATTER OF  
APPROVAL OF THE MINUTES  
OF REGULAR SESSION OF MAY 25, 2022: 22-R-464**

Mr. Whiston made a motion to approve the minutes of regular session of May 25, 2022, as recorded in the Commissioners Journal # 50.

Mr. Abraham duly seconded this motion

Roll Call Vote: ..,Mr. Whiston..., “yea” ..,Mr. Abraham..., “yea” .., Mr. Siegfried.., “yea”

**IN THE MATTER OF  
APPROVAL OF BILLS FOR PAYMENT: 22-R-465**

Mr. Siegfried made a motion to approve payment of bills numbered 1 through 90 submitted by the Morrow County Auditor’s office.

Mr. Abraham duly seconded this motion

Roll Call Vote: ..,Mr. Whiston..., “yea” ..,Mr. Abraham..., “yea” .., Mr. Siegfried.., “yea”

**IN THE MATTER OF  
PAY-INS: 22-R-466**

The following pay-ins were made to Patricia K. Davies, Morrow County Auditor:

Receipt Batch #2650 Payments received from Chesterville customers for sewer fund 5159 \$180.00  
 Payments received from Johnsville customers for sewer fund 5100 \$283.00  
 Payments received from Somoco customers for sewer fund 5110 \$1,694.61

Receipt #221373 Payment from Morrow County JFS for June 2022 rent fund 2072-1070-470802 \$36,331.10.

Receipt Batch #2652 Payments received from Johnsville customers for sewer fund 5100 \$118.77

Receipt Batch #2654 Payments received from Chesterville customers for sewer fund 5159 \$639.17  
 Payments received from Johnsville customers for sewer fund 5100 \$360.00  
 Payments received from Ketterman customers for sewer fund 5121 \$336.00  
 Payments received from Somoco customers for sewer fund 5110 \$284.34

Receipt #221419 Payment from Morrow County Services for Older Citizens for insurance premium 7222-7777-740100 \$3,571.37

Receipt Batch #2660 Payments received from Chesterville customers for sewer fund 5159 \$3,685.45  
 Payments received from Johnsville customers for sewer fund 5100 \$537.00  
 Payments received from Ketterman customers for sewer fund 5121 \$112.00  
 Payments received from Somoco customers for sewer fund 5110 \$2,780.35

**IN THE MATTER OF  
APPROPRIATION OF UNAPPROPRIATED CERTIFIED MONIES – JOB AND FAMILY  
SERVICES FUND 2152 WORKFORCE INNOVATION OPPORTUNITY ACT: 22-A-074**

At the request of Sundie Brown, Director, a motion was made by Mr. Siegfried to appropriate from the unappropriated certified monies to the following accounts:

2152-1108-530334	WIOA RESEA Shared Costs	\$6,000.00
2152-1108-530335	WIOA RESEA Program Services	\$2,000.00

Mr. Abraham duly seconded this motion.

Roll Call Vote: ..,Mr. Whiston..., “yea” ..,Mr. Abraham..., “yea” .., Mr. Siegfried.., “yea”

**IN THE MATTER OF  
APPROPRIATION OF UNAPPROPRIATED CERTIFIED MONIES – AMERICAN RESCUE  
FUND 4121 (SEWER): 22-A-075**

Mr. Whiston made a motion to appropriate from the unappropriated certified monies to the following account to encumber money to pay for the PTI Plan review by Ohio EPA for Somoco WWTP expansion:

4121-0101-530310	Sewer Professional Services	\$15,100.00
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Mr. Siegfried duly seconded this motion.

Roll Call Vote: ..,Mr. Whiston..., “yea” ..,Mr. Abraham..., “yea” .., Mr. Siegfried.., “yea”

**IN THE MATTER OF  
TRANSFER OF FUNDS – JOB AND FAMILY SERVICES FUND 2111 PUBLIC  
ASSISTANCE: 22-T-049**

At the request of Sundie Brown, Director, a motion was made by Mr. Siegfried to approve the following transfer of funds:

\*\*Reason – need appropriation for additional shared/fiscal program advertising

From 2111-1051-530335 PA NET Program Services to 2111-1044-530345 PA Admin Legal Advertising in the amount of \$1,000.00

Mr. Whiston duly seconded this motion.

Roll Call Vote: ..,Mr. Whiston..., “yea” ..,Mr. Abraham..., “yea” .., Mr. Siegfried.., “yea”

**IN THE MATTER OF  
TRANSFER OF FUNDS – SHERIFF FUND 2941 OPIATE ENGAGEMENT FUND: 22-T-050**

At the request of Melissa Caldwell, Office Administrator, a motion was made by Mr. Siegfried to approve the following transfer of funds:

\*\*Reason – Transfer is requested to cover OPERS

From 2941-9041-510120 Employee Wages to 2941-9041-510211 OPERS in the amount of \$500.00

Mr. Abraham duly seconded this motion.

Roll Call Vote: ..,Mr. Whiston..., “yea” ..,Mr. Abraham..., “yea” .., Mr. Siegfried.., “yea”

**IN THE MATTER OF  
TRANSFER OF FUNDS – GENERAL FUND, BOARD OF ELECTIONS: 22-T-051**

At the request of April Brown, Deputy Director, a motion was made by Mr. Siegfried to approve the following transfer of funds:

\*\*Reason – for election site support for May 2022 primary

From 1000-0015-540410 Office Supplies to 1000-0015-530319 Professional Services in the amount of \$1,295.70

Mr. Whiston duly seconded this motion.

Roll Call Vote: ..,Mr. Whiston..., "yea" ..,Mr. Abraham..., "yea" .., Mr. Siegfried.., "yea"

**IN THE MATTER OF  
APPROVAL OF RECORDROOM RENEWAL SERVICES CONTRACT FOR THE MORROW  
COUNTY RECORDER'S OFFICE AND APPROVAL FOR CHAIRMAN TO SIGN: 22-R-467**

Mr. Whiston made a motion to approve the RecordRoom Renewal Services contract for the Morrow County Recorder's Office as presented and approval for Chairman Timothy R. Siegfried to sign:

**MASTER AGREEMENT FOR PRODUCTS AND SERVICES**

This Master Agreement for Products and Services ("Master Agreement") is by and between Cott Systems, Inc., an Ohio Corporation with principal offices at 2800 Corporate Exchange Drive, Suite 300, Columbus, Ohio 43231 ("Cott") and Morrow County, Ohio ("Customer").

Cott will provide, and Customer will acquire, the products and services described in any applicable Addendum(s) to be executed by the parties. One or more Addendum(s) may be executed at any time during the term of this Master Agreement and will become part of, and be incorporated in, this Master Agreement at the time of execution.

**RECORDROOM SERVICE ADDENDUM**

This RecordRoom Service Addendum ("Addendum") is by and between Cott Systems, Inc. ("Cott") and Morrow County, Ohio ("Customer"). This Addendum is being "Executed" (signed) under the Terms and Conditions of Cott's Master Agreement for Products and Services.

RecordRoom is a comprehensive records management software solution service ("Service"). The Service provides the Customer with the ability to connect and subscribe to a software application which receives, records, stores, and archives the Customer's records on a shared infrastructure through the internet, ("Cloud"). The Cloud based Service also provides secure public access to data and images of the Customer's choosing.

**ADDENDUM FOR OFFSITE STORAGE SERVICES**

This Addendum for Offsite Storage Services ("Addendum") is by and between Cott Systems, Inc. ("Cott") and Morrow County, Ohio ("Customer"). This Addendum is being "Executed" (signed) under the Terms and Conditions of Cott's Master Agreement for Products and Services.

1. Service. Cott will receive, catalog and transfer Customer's microfilm, computer media, books and/or papers (collectively, the "Deposit Materials") to Access Information Protected, Cott's preferred storage partner, as specified. On an annual basis, Cott will provide a list of Deposit Materials stored for Customer whereby identifying Deposit Materials by quantity, type and description. Cott will facilitate the return of Deposit Materials upon request and/or as specified. Customer acknowledges that Cott is providing these storage services through an arrangement with Access Information Protected Document Management LLC ("Access Information Protected").

**HARDWARE AND THIRD PARTY SOFTWARE ADDENDUM**

This Hardware and Third Party Software Addendum ("Addendum") is by and between Cott Systems, Inc. ("Cott") and Morrow County, Ohio ("Customer"). This Addendum is being "Executed" (signed) under the Terms and Conditions of Cott's Master Agreement for Products and Services.

Hardware located at Customer's office is owned by Cott and includes: see RecordRoom Renewal Order Summary.

Lease Fees/Schedule of Payments/Service Term 36 month

\$1,625 / month

Effective 7/1/2022 – 6/30/2025

Mr. Abraham duly seconded this motion.

Roll Call Vote: ..,Mr. Whiston..., "yea" ..,Mr. Abraham..., "yea" .., Mr. Siegfried.., "yea"

**IN THE MATTER OF  
APPROVAL FOR CHAIRMAN TIMOTHY R. SIEGFRIED TO SIGN SUBSIDY GRANT FOR  
MORROW COUNTY JUVENILE COURT: 22-R-468**

Mr. Abraham made a motion to approve Chairman Timothy R. Siegfried to sign the FY 2023 Ohio Department of Youth Services Subsidy Grant Juvenile Court Funding Application update as presented.

Mr. Siegfried duly seconded this motion.

Roll Call Vote: ..,Mr. Whiston..., "yea" ..,Mr. Abraham..., "yea" .., Mr. Siegfried.., "yea"

**IN THE MATTER OF  
APPROVAL TO RECESS SESSION: 22-R-469**

Mr. Abraham made a motion to recess session at 9:27 a.m.

Mr. Siegfried duly seconded this motion.

Roll Call Vote: ..,Mr. Whiston..., "yea" ..,Mr. Abraham..., "yea" .., Mr. Siegfried.., "yea"

**IN THE MATTER OF  
APPROVAL TO RETURN TO REGULAR SESSION: 22-R-470**

Mr. Siegfried made a motion to return to regular session at 2:27 p.m.

Mr. Abraham duly seconded this motion.

Roll Call Vote: ..,Mr. Whiston..., "yea" ..,Mr. Abraham..., "yea" .., Mr. Siegfried.., "yea"

There being no further matters to bring before the board, a motion to adjourn was made by Mr. Siegfried and duly seconded by Mr. Whiston.

Roll Call Vote: ..,Mr. Whiston..., "yea" ..,Mr. Abraham..., "yea" .., Mr. Siegfried.., "yea"

We hereby certify the foregoing to be true and correct.

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CHAIRMAN

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CLERK

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ASSISTANT CLERK

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MORROW COUNTY COMMISSIONERS