
REGULAR SESSION MARCH 28, 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: Dixie Shinaberry (Recorder), Nancy Foglesong (DD), Collin Sanders (DD) 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 MARCH 23, 2022: 22-R-259**

Mr. Abraham made a motion to approve the minutes of regular session of March 23, 2022, as recorded in the Commissioners Journal # 49.

Mr. Whiston 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-260**

Mr. Siegfried made a motion to approve payment of bills numbered 1 through 61 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-261**

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

Receipt Batch #2501	Payments received from Chesterville customers for sewer fund 5159	\$244.00
	Payments received from Johnsville customers for sewer fund 5100	\$492.00
	Payments received from Ketterman customers for sewer fund 5121	\$55.84
	Payments received from Somoco customers for sewer fund 5110	\$2,640.09
Receipt Batch #2503	Payments received from Chesterville customers for sewer fund 5159	\$546.70
Receipt Batch #2506	Payments received from Chesterville customers for sewer fund 5159	\$691.31
	Payments received from Johnsville customers for sewer fund 5100	\$180.13
	Payments received from Ketterman customers for sewer fund 5121	\$112.00
	Payments received from Somoco customers for sewer fund 5110	\$215.94

**IN THE MATTER OF
 APPROPRIATION OF UNAPPROPRIATED CERTIFIED MONIES – JOB AND FAMILY
 SERVICES FUND 2111 PUBLIC ASSISTANCE: 22-A-043**

At the request of Denise Sayre-Rogers, Fiscal Officer, a motion was made by Mr. Whiston to appropriate from the unappropriated certified monies to the following account:

2111-1048-530335	PA-IM-Program Services	\$1000.00
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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 – WHETSTONE OPERATING FUND 2010: 22-T-029**

At the request of Collin sanders, Board of DD, a motion was made by Mr. Siegfried to approve the following transfer of funds:

**Reason – for the payments of the OPERS contribution of transferred employees

From 2010-0500-510211 OPERS Employers Share to 2010-0500-510241 OPERS Employer Reimburse in the amount of \$48,000.00

Mr. Abraham duly seconded this motion.

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

**IN THE MATTER OF
 APPROVAL TO AWARD CONTRACT FOR MORROW COUNTY ROAD 11 (MRW-CR11-
 2.86; PID 106653), BRIDGE REPLACEMENT PROJECT FOR THE MORROW COUNTY
 ENGINEER: 22-R-262**

WHEREAS, on February 23, 2022, the Morrow County Commissioners approved the Morrow County Engineer to advertise for bids for MRW-CR11-2.86 (Design Build Bridge Replacements over Whetstone Creek and Big Run; and

WHEREAS, on March 23, 2022 at 10:00 a.m. a bid opening was held and the following bids were received:

R&I Construction, Inc.	\$2,305,621
Complete General Construction Co.	\$2,563,500

WHEREAS, a recommendation was received from the Morrow County Engineer that the contract for the above project be awarded to R&I Construction, Inc. as the lowest and best bid submitted and which was below our Engineer’s Estimate of \$2,364,759.

THEREFORE, Mr. Abraham made a motion to award the contract for Morrow County Road 11 (MRW-CR11.286; PID 106653), Bridge Replacement Project to R&I Construction in the amount of \$2,305,621 as recommended by the Morrow County Engineer.

Mr. Whiston duly seconded this motion.

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

**IN THE MATTER OF
APPROVAL TO SUBMIT REQUEST FOR QUALIFICATIONS FOR COUNTY PARK
MASTER PLANNING SERVICES – MORROW COUNTY COMMISSIONERS/MORROW
COUNTY PARK DISTRICT: 22-R-263**

Mr. Abraham made a motion to approve the submission for Request For Qualifications for County Park Master Planning Services:

**REQUEST FOR QUALIFICATIONS FOR
COUNTY PARK MASTER PLANNING SERVICES
Morrow County Commissioners/Morrow County Park District**

Issued March 28, 2022

Deadline for Submissions April 13, 2022 at 10 a.m.

The Morrow County Commissioners working collaboratively with the Morrow County Park District request statements of qualifications for county park master planning services for the new Flying Squirrel Preserve located in Chester and Franklin Townships. The Morrow County Park District, with funding support in part provided by the Morrow County Commissioners, seek a Master Plan for the new Flying Squirrel Preserve that will include ingress and egress recommendations, a list of mandatory grant obligations, a suggested maintenance program, a recommendation for multiple trail opportunities for various users, and a schedule for park improvements.

The following background information for the Flying Squirrel Preserve is available at the below links:

- 2020 Clean Ohio Grant Application and Grant Agreement
- 2021 Clean Ohio Grant Application and Grant Agreement
- Current Park Map
- Draft and historic trail map

Submission Requirements and Consultant Selection Criteria

Five (5) copies of a qualifications statement, including a letter of interest, shall be submitted in 8 ½” x 11” bound format containing no more than 20 pages, not including separation or index pages or cover sheet, and also an electronic copy in PDF format on a standard flash drive. The statements shall contain the following information in the order listed below.

Statements of qualifications will be evaluated on the below criteria:

- Familiarity with CleanOhio grant requirements (20%); and
- Experience in writing county park master plans (20%); and
- Experience delivering quality planning services with limited funds (20%); and
- Ability to provide a maintenance plan and schedule for the new park and in identifying problematic structures or facility issues (10%); and
- Familiarity with proposing capital and operational budgets for county parks (10%); and
- Experience working with county government business practices (10%); and
- Understanding and familiarity with the Ohio Ethics Law and Ohio Sunshine laws (10%).

The qualification statement shall be received by the Morrow County Commissioners Clerk Cheryl Heacock, 80 North Walnut Street, Mount Gilead, Ohio 43338 no later than 10 a.m. on April 13, 2022. The Morrow County Commissioners reserve the right to accept or reject any or all Requests for Qualifications (RFQ) responses without further action.

Questions concerning the RFQ shall be submitted in writing/email to:

Andy Ware, Director
Morrow County Development Office
80 North Walnut Street
Mt. Gilead, Ohio 43338
andy.ware@co.morrow.oh.us
419.947.7535

Mr. Siegfried duly seconded this motion.

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

**IN THE MATTER OF
APPROVAL TO SUBMIT REQUEST FOR QUALIFICATIONS – MORROW COUNTY TWO-
YEAR GRANT CONSULTANT SERVICES: 22-R-264**

Mr. Whiston made a motion to approve the submission for Request For Qualifications, Morrow County Two-Year Grant Consultant Services:

**MORROW COUNTY TWO-YEAR GRANT CONSULTANT SERVICES
Morrow County Commissioners Request for Qualifications
March 28, 2022**

The Morrow County Commissioners invite professional grant management statements of qualifications for providing oversight of Morrow County’s various grant opportunities and obligations, including Community Development Block Grant opportunities, applications, oversight, and implementation; potential Ohio EPA grants; Ohio Department of Development Water Infrastructure grants; Ohio Department of Transportation Jobs & Commerce/Transportation Improvement District grants and Federal Aviation Administration grants;

All provided services must met relevant federal and state grant standards, i.e., Ohio Department of Development, Ohio Department of Transportation, Ohio EPA, Ohio Department of Natural Resources, and potentially Federal Aviation Administration standards.

The deadline for qualification submissions is April 13, 2022 at 10 a.m.

This opportunity includes a total budget of up to \$40,000 over a two-year term from the Morrow County Commissioners for providing oversight and implementation of County grant opportunities and obligations through March 1, 2024.

The Commissioners anticipate that this work may or may not include, or be limited to the following:

Necessary services to be provided:

1. Maintain necessary reporting requirements for all grants in conjunction with the Morrow County Development Office, any associated county partner as needed, and relevant state and federal agencies.
2. Develop a strategic grant plan, calendar of activities, and specifications for successful grant delivery.
3. Engage in community outreach as needed in collaboration with the Morrow County Development Office.
4. Perform any and all technical grant duties such as income surveys, Davis Bacon duties, Environmental Reviews, and grant monitoring coordination.

Submission Requirements and Consultant Selection Criteria

Five (5) copies of a qualifications statement, including a letter of interest shall be submitted in 8 ½" x 11" bound format containing no more than 20 pages not including separation or index pages or cover sheet. The submission should also include an electronic version on a standard flash drive.

The statements shall contain the following information:

Transmittal Letter

The firm's experience in county government, or other public agency services, comparable to the proposed project. *Evaluation criteria: 20 points*

The professional background and qualifications of the firm's key personnel, i.e., those who will be in charge of the work. *Evaluation criteria: 10 points*

The firm's demonstrated record in meeting project guidelines, schedules, and deadlines. *Evaluation criteria: 20 points*

The firm's success and capacity in obtaining available grants and conducting grant administrative services. *Evaluation criteria: 20 points*

The firm's current workload. *Evaluation criteria: 10 points*

The firm's understanding of Ohio's Sunshine laws. *Evaluation criteria: 10 points*

Qualification statements (5 copies) shall be received by the Morrow County Commissioners, c/o Ms. Cheryl Heacock, Suite A, 80 North Walnut Street, Mount Gilead, Ohio 43338 no later than 10 a.m. April 13, 2022.

The Morrow County Commissioners, reserve the right to accept or reject any or all Requests for Qualifications (RFQ) responses without further action.

Questions concerning the RFQ shall be submitted in writing to:

Morrow County Development Office

Andy Ware, Director

andy.ware@co.morrow.oh.us

80 North Walnut Street, Suite B

Mount Gilead, Ohio 43338
419.947.7535

Mr. Siegfried duly seconded this motion.

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

**IN THE MATTER OF
APPROVAL TO SUBMIT REQUEST FOR CONSULTANT QUALIFICATION
STATEMENTS – MORROW COUNTY ECONOMIC DEVELOPMENT STRATEGIC PLAN &
COMPREHENSIVE LAND USE PLAN UPDATE: 22-R-265**

Mr. Abraham made a motion to approve the submission for Request For Consultant Qualification Statements, Morrow County Economic Development Strategic Plan & Comprehensive Land Use Plan Update:

**Morrow County Economic Development Strategic Plan
& Comprehensive Land Use Plan Update
Request for Consultant Qualification Statements
March 28, 2022**

The Morrow County Commissioners seek qualification statements for professional economic development/land use strategic planning services.

The Morrow County Commissioners commit \$50,000 in county funds towards this effort, that may include additional funds from partner agencies and cooperating non-profit organizations.

The selected consultant is to deliver the following planning services:

Action items

1. Assemble, organize, and analyze Morrow County data, including;
 - a. Assess community priorities for rural character and agribusiness opportunities:
 - i. Chart farming and ag industry trends from past USDA Ag Census reports and USDA National Agricultural Statistics Service studies
 - ii. Current Agricultural Use Valuation trends
 - iii. Rural housing
 - iv. Farm and forest fragmentation trends
 - b. Community asset assessment
 - i. Workforce
 - ii. Transportation
 - iii. Educational
 - iv. Private sector
 - v. Healthcare
 - vi. Government/Non-Profit Resources
 - c. Workforce analysis
 - i. Availability and readiness of workforce
 - ii. Commuting patterns
 - iii. Wage data

- iv. Skill level
- v. Educational status

- d. Meta analysis of existing strategic plans
 - i. Health-Social Services-Housing

- e. Transportation analysis
 - i. Examine recent ODOT-MORPC studies
 - ii. Assess and prioritize need

- f. Site development and infrastructure analysis
 - i. Assess top development sites for existing and necessary upgrades

- g. Zoning analysis
 - i. Review county, township, and village zoning practices for efficiency and best management practices

- h. Cost competitive analysis
 - i. Review comparable costs of land, taxes, business costs

- i. SWOT analysis
 - i. Develop those areas of competitive advantage for Morrow County

- 2. Conduct direct feedback sessions for qualitative input via;
 - a. Focus group sessions and one-on-one meetings
 - b. Public surveys

- 3. Goal Setting and Strategy Development
 - a. Quality of Life Improvements
 - b. Workforce Development
 - c. Marketing Strategies

Specific Deliverables

- Recommendations for a Private Public Partnership model of economic development in Morrow County, or alternative approaches and potential funding sources; and
- GIS mapping of all current electric, natural gas, drinking water, wastewater, and broadband infrastructure in Morrow County; and
- SiteSelection/Zoom Prospector review and updating of all pertinent development sites in Morrow County; and
- An infrastructure and capital development review, and
- A transportation review and GIS integration of current traffic count studies for Morrow County roadways as available through the Ohio Department of Transportation
- Update of the Morrow County Land Use Plan
- Assess and recommend opportunities for county promotion/use of bed tax funds

Desired Timeline

Release RFQ
 Approve RFQ/Scoring Matrix/Establish Scoring Team
 RFQ Deadline
 Evaluate and Rank RFQ Submissions

Target Date

March 28
 April 6
 April 13
 April 14

Approve Rankings
 Negotiation Process and Award Contract
 Conduct Study and Issue Report

April 18
 April 25
 September 5

Qualification scoring Measure

Based on 100 Points

Experience developing land use and economic development plans	20 Points
Quality of previous projects	20 Points
Consultant qualifications	20 Points
Ability to start and complete within four months	20 Points
Experience working in rural county	10 Points
Understanding of Ohio Sunshine Laws	10 Points

Potential invitees

Montrose	BGSU Center for Regional Development
Poggemeyer	Ohio State
Kleingers	Ohio University
DLZ	Ohio Wesleyan University
MS Consultants	
Environmental Design Group	

Submission Requirements and Consultant Selection Criteria

Five (5) copies of a qualifications statement, including a letter of interest shall be submitted in 8 1/2" x 11" bound format containing no more than 20 pages not including separation or index pages or cover sheet. The submission should also include an electronic version on a standard flash drive.

The statements shall contain the following information:

Transmittal Letter

The consultant's experience in developing land use and economic development plans comparable to the proposed project.

Evaluation criteria: 20 points

The quality of projects previously undertaken by the consultant.

Evaluation criteria: 20 points

The professional background and qualifications of the consultant's key personnel, i.e., those who will be in charge of the work.

Evaluation criteria: 20 points

The consultant's ability to start and complete the project within four months

Evaluation criteria: 20 points

The consultant's experience working in a rural county

Evaluation criteria: 10 points

The consultant's understanding of Ohio's Sunshine Laws.

Evaluation criteria: 10 points

Qualification statements (5 copies) shall be received by the Morrow County Commissioners, C/O Ms. Cheryl Heacock, Suite A, 80 North Walnut Street, Mount Gilead, Ohio 43338 no later than 10 a.m. April 13, 2022.

The Morrow County Commissioners, reserve the right to accept or reject any or all Requests for Qualifications (RFQ) responses without further action.

Questions concerning the RFQ shall be submitted in writing to:

Morrow County Development Office
Andy Ware, Director
andy.ware@co.morrow.oh.us
80 North Walnut Street, Suite B
Mount Gilead, Ohio 43338
419.947.7535

Mr. Siegfried duly seconded this motion.

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

**IN THE MATTER OF
APPROVAL OF CHANGE ORDER REQUEST#1, PROFESSIONAL SERVICE INDUSTRIES,
INC - GEOTECHNICAL ENGINEERING SERVICES – SOMOCO WWTP IMPROVEMENTS
AND APPROVAL FOR CHAIRMAN TO SIGN: 22-R-266**

Mr. Whiston made a motion to approve the following Change Order Request#1 from Professional Service Industries, Inc. for GeoTechnical Engineering Services as presented and approval for Chairman Timothy R. Siegfried to sign:

CONFIRMATION OF CONTRACT CHANGE

Change Order No. 1

Client: Morrow County Commissioners
80 N. Walnut Street
Suite A
Mt. Gilead, OH 43338

Project: SoMoCo Sewer

Date: 3/25/2022

PSI Project No. 01252801

Description of Changes: Design team requested extending borings 7 & 8 to 25’ deep and boring 9 to 50’ deep. Bedrock is anticipated around 20 to 30’ deep. Upon refusal, a 5-foot rock core will be obtained at each boring location that refusal is experienced before the requested boring depth. Estimated change in contract amount \$2,000.00

s/Timothy R. Siegfried, Commissioner’s Chairman

s/PSI Representative

Mr. Abraham 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-267**

Mr. Siegfried made a motion to recess session at 9:26 a.m.

Mr. Abraham 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-268**

Mr. Siegfried made a motion to return to regular session at 2:46 p.m.

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, AUDITOR: 22-T-030**

At the request of Patricia Davies, Auditor, a motion was made by Mr. Whiston to approve the following transfer of funds:

From 1000-7002-550745 Computer Software to 1000-7002-550740 Equipment/Computer/Furniture in the amount of \$1,100.00

Mr. Abraham duly seconded this motion.

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

**IN THE MATTER OF
APPROVAL TO AWARD CAREPT TILE BID FOR THE MORROW COUNTY
PROSECUTOR’S OFFICE: 22-R-269**

WHEREAS, the following 2 bids were received for carpet tile in the Morrow County Prosecutor’s office:

My Floors	\$3,184.12
Georgia Mills Carpet Outlet	\$3,871.61

THEREFORE, Mr. Siegfried made a motion to award the carpet tile bid to My Floors in the amount of \$3,184.12 for work in the Prosecutor’s Office.

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 – FUND
4121 AMERICAN RESCUE PLAN: 22-A-044**

Mr. Whiston made a motion to appropriate from the unappropriated certified monies to the following account due to approved change order for GeoTechnical Engineering Services at Somoco WWTP:

4121-0101-530310	Professional Services – Sewer	\$2,000.00
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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
APPROPRIATION OF UNAPPROPRIATED CERTIFIED MONIES – FUND
4041 TIF PUBLIC INFRASTRUCTURE: 22-A-045**

At the request of Patricia Davies, Auditor, a motion was made by Mr. Siegfried to appropriate from the unappropriated certified monies for the REA settlement:

4041-0180-530372	Aud/Treas Fees (SR61 TIF)	\$1,382.00
4041-0181-530372	Aud/Treas Fees (SR95 TIF)	\$30.99

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. Whiston and duly seconded by Mr. Abraham.

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

We hereby certify the foregoing to be true and correct.

CHAIRMAN

CLERK

ASSISTANT CLERK

MORROW COUNTY COMMISSIONERS