

REGULAR SESSION MARCH 9, 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)

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 7, 2022: 22-R-194**

Mr. Abraham made a motion to approve the minutes of regular session of March 7, 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-195**

Mr. Siegfried made a motion to approve payment of bills numbered 1 through 133 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-196**

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

Receipt Batch # 2462 Payments received from Chesterville customers for sewer fund 5159 \$ 180.00
Payments received from Johnsville customers for sewer fund 5100 \$ 300.90
Payments received from Somoco customers for sewer fund 5110 \$52.71

Receipt Batch # 2464 Payments received from Chesterville customers for sewer fund 5159 \$60.00
Payments received from Ketterman customers for sewer fund 5121 \$56.00
Payments received from Somoco customers for sewer fund 5110 \$202.05

**IN THE MATTER OF
APPROPRIATION OF UNAPPROPRIATED CERTIFIED MONIES – CAPITAL
IMPROVEMENT FUND 4111 (WALNUT PLACE): 22-A-032**

Mr. Whiston made a motion to appropriate from the unappropriated certified monies to the following account for new carpet in the Commissioner's hearing room:

4111-0117-550720 Buildings (Walnut Place) \$3,060.09

Mr. Siegfried duly seconded this motion.

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

**IN THE MATTER OF
APPROVAL TO AMEND RESOLUTION# 22-R-166, APPROVAL FOR CHAIRMAN TO SIGN
NOTICE TO PROCEED – MT. GILEAD LINCOLN AVENUE PAVEMENT
IMPROVEMENTS: 22-R-197**

WHEREAS, on February 28, 2022, the Morrow County Commissioners passed Resolution# 22-R-166, Approval for Chairman to sign Notice To Proceed – Mt. Gilead Lincoln Avenue Pavement Improvements; and

WHEREAS, the date to proceed was journalized as February 24, 2022 and should be February 28, 2022 which is the date the agreement was approved and signed.

THEREFORE, Mr. Siegfried made a motion to approve amending the Notice To Proceed with the date of February 28, 2022.

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 SECURITY CAMERA SYSTEM FOR THE
MORROW COUNTY COURTHOUSE: 22-R-198**

WHEREAS, on March 2, 2022, the Morrow County Commissioners received bids for the Security Camera System at the Morrow County Courthouse; and

WHEREAS, the following bids were received:

Johnson Control	\$137,930.00
Cable Communications	\$57,483.28
Central OH Security	\$46,751.07
Integrated Protection Services	\$52,707.80

WHEREAS, upon review of the proposals and some follow-up questions by our IT Director, Michael Struck, he is recommended that we move forward with the proposal from Integrated Protection Services in the amount of \$52,707.80. While they are not the lowest bid, after further research we are confident their solution and company will meet our needs and based on their thorough approach to developing a proposal, we expect a successful project/implementation.

THEREFORE, Mr. Whiston made a motion to approve awarding the bid for the Courthouse Security Camera System to Integrated Protection Services in the amount of \$52,707.80 as the best bid based upon the review and recommendation by our IT Director Michael Struck.

Mr. Abraham duly seconded this motion.

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

**IN THE MATTER OF
APPROVAL OF JOB DESCRIPTION FOR DEPUTY DOG WARDEN, MORROW
COUNTY DOG SHELTER: 22-R-199**

Mr. Siegfried made a motion to approve the Deputy Dog Warden Job Description as presented:

**MORROW COUNTY
BOARD OF COUNTY COMMISSIONERS
Job Description**

Job Title: Deputy Dog Warden	
Job Location: Morrow County Dog Shelter	
Reports to: Dog Warden	Department: Morrow County Dog Shelter
Date: March 4, 2022	Approved: March 9, 2022

Job Summary

Under the general direction of the Board of Morrow County Commissioners, and the direct supervision of the County Dog Warden, the Deputy Dog Warden enforces state animal ordinances and addresses after hour complaints and emergency calls.
Must be able to work without direct supervision

Additional Responsibilities

- Patrol assigned area of the County
- Seize and impound all dogs not confined or under their owners reasonable control
- Conduct periodic checks for valid dog licenses, issue citations for violations of relevant laws concerning control and registration of dogs
- Respond to animal control calls regarding stray, hostile dogs, and injured or sick animals
- Take required actions to impound, save, or humanely destroy animals as appropriate to circumstances involved
- Sets and monitor live traps to capture roaming dogs
- Document, investigate, and follow up on incoming calls and complaints; follow up on verbal and written warnings
- Answer questions from public regarding legal requirements, dog control and effective methods of pet care
- Complete forms and prepares reports of actions taken for purposes of documentation, legal requirements, statistical records, or as dictated by policy
- Appear in court when necessary to give testimony in the prosecution of cases involving animal control
- Issue citations in accordance with the Ohio Revised Code and appear in court as needed, to give testimony in the prosecution of cases involving animal control
- Maintain reports as required by Morrow County Health Department for quarantine animals
- Clean and provides routine care of equipment and vehicles used to perform duties

Qualifications/Skills/Education

- Ability to operate a Morrow County vehicle; maintain vehicle for cleanliness, well-equipped, and properly serviced; reports needed repairs to the Chief Dog Warden
- Ability to operate and dispatch radio and telephone communications systems
- Ability to define problems, collect data, establish facts and draw valid conclusions
- Thorough knowledge of the occupational hazards and corresponding safety precautions necessary for the safe performance of assigned duties
- Thorough knowledge of animal control ordinances
- Graduation from a standard high school or the equivalency
- Knowledge of animal behavior patterns, disease symptoms and general animal care
- Preference of a minimum of one-two years' experience with dogs (not owned by applicant) and with the general public
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Work Environment

- Danger from moving traffic
- Exposure to aggressive and sick animals
- Exposure to zoonotic diseases and parasites
- Temperature level will vary from extreme cold to extreme heat
- Moisture level will vary from extreme dry to rain, snow and ice conditions and may require immersion in water

Note: This position description in no manner states or implies that these are the only duties and responsibilities to be performed.

Mr. Abraham duly seconded this motion.

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

**IN THE MATTER OF
APPROVAL OF BID ADVERTISEMENT FOR SNOW REMOVAL EQUIPMENT
FOR THE MORROW COUNTY AIRPORT: 22-R-200**

Mr. Whiston made a motion to approve the following Bid Advertisement for snow removal equipment at the Morrow County Airport:

**ADVERTISEMENT
NOTICE TO BIDDERS
FOR THE PROCUREMENT OF
SNOW REMOVAL EQUIPMENT (TRUCK AND PLOW)
AT THE MORROW COUNTY AIRPORT
MOUNT GILEAD, OHIO**

Sealed proposals for the procurement of Snow Removal Equipment (Pick-Up Truck and Plow Blade) Contract will be received at the Morrow County Commissioner's Office, 80 N. Walnut St, Ste A, Mount Gilead, Ohio 43338 until 11:00 a.m., local time, April 4, 2022, and there, at said office, at said time, publicly opened and read aloud.

Procurement of a new 2022, or newer, all-wheel drive, Class 5 (16,000 lbs minimum GVWR) with 9' snowplow blade with adjustable 1' foot plow wings.

The Contract Documents (consisting of the Advertisement, the Proposal, the Contract Form, and the Specifications) may be obtained from Crawford, Murphy & Tilly Engineers, Mr. Ben Cooley at bcooley@cmtengr.com or at 614-468-1205.

Every request concerning this project must be emailed to Ben Cooley at bcooley@cmtengr.com and to be given consideration must be received at the above address at least seven (7) days prior to the date fixed for opening of bids. Any supplemental instructions will be in the form of written addenda, which, when issued, will be sent and or posted not later than twenty-four (24) hours prior to the date fixed for the opening of bids. All addenda so issued shall become Part of the Contract and acknowledged by Bidder.

The Owner reserves the right to waive any informality in the proposal, and to reject any and all proposals.

Morrow County Board of Commissioners

Advertise: March 16 and March 23, 2022

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-201**

Mr. Whiston made a motion to recess session at 9:09 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-202**

Mr. Whiston made a motion to return to regular session at 3:01 p.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 AMEND RESOLUTION# 22-R-178, ADVERTISE FOR
NORTH PAVING BID, MORROW COUNTY ENGINEER: 22-R-203**

WHEREAS, an amendment is needed for Resolution# 22-R-178 from a bid opening date of March 23, 2022 at 9:30 a.m. to March 30, 2022 at 2:15 p.m.; and

THEREFORE, Mr. Abraham made a motion to amend Resolution# 22-R-178 with a change in the bid opening date 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 AMEND RESOLUTION# 22-R-179, ADVERTISE FOR
SOUTH PAVING BID, MORROW COUNTY ENGINEER: 22-R-204**

WHEREAS, an amendment is needed for Resolution# 22-R-179 from a bid opening date of March 23, 2022 at 9:45 a.m. to March 30, 2022 at 2:30 p.m.; and

THEREFORE, Mr. Abraham made a motion to amend Resolution# 22-R-179 with a change in the bid opening date as presented.

Mr. Siegfried 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. 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