

**REGULAR SESSION JUNE 15, 2020**

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. Davis, Mr. Whiston and Mr. Castle.

Public in attendance: Andy Ware (Development), Mike Goff (Treasurer), Joe Carroll (Airport), John Harsch (EMA), Alberta Stojkovic (Sentinel) and Sarah Cleveland.

The meeting was opened with prayer and pledge of allegiance to the flag, and then called to order by Mr. Castle, 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 JUNE 10, 2020: 20-R-459**

Mr. Castle made a motion to approve the minutes of regular session of June 10, 2020, as recorded in the Commissioners Journal # 48.

Mr. Whiston duly seconded this motion

Roll Call Vote: ...,Mr. Whiston..., "yea" ...,Mr. Davis..., "yea" .., Mr. Castle..., "yea"

**IN THE MATTER OF  
APPROVAL OF BILLS FOR PAYMENT: 20-R-460**

Mr. Whiston made a motion to approve payment of bills numbered 1 through 51 submitted by the Morrow County Auditor's office.

Mr. Davis duly seconded this motion

Roll Call Vote: ...,Mr. Whiston..., "yea" ...,Mr. Davis..., "yea" .., Mr. Castle..., "yea"

**IN THE MATTER OF  
PAY-INS: 20-R-461**

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

- Pay-in #201729 Payment received from Ketterman customers for sewer fund 5121 \$167.52
- Pay-in #201730 Payment received from Johnsville customers for sewer fund 5100 \$118.00
- Pay-in #201731 Payment received from Chesterville customers for sewer fund 5159 \$120.00
- Pay-in #201745 Payment received from Chesterville customers for sewer fund 5159 \$486.00
- Pay-in #201746 Payment received from Ketterman PNP customers for sewer fund 5121 \$55.84
- Pay-in #201746 Payment received from Johnsville PNP customers for sewer fund 5100 \$43.00
- Pay-in #201747 Payment received from Ketterman customers for sewer fund 5121 \$55.84
- Pay-in #201748 Payment received from Johnsville customers for sewer fund 5100 \$175.00
- Pay-in #201758 Payment received from Ketterman customers for sewer fund 5121 \$55.84
- Pay-in #201759 Payment received from Johnsville customers for sewer fund 5100 \$413.00
- Pay-in #201760 Payment received from Chesterville customers for sewer fund 5159 \$529.91

**IN THE MATTER OF  
APPROPRIATION OF UNAPPROPRIATED CERTIFIED MONIES – IBERIA FUND 5194: 20-A-056**

Mr. Whiston made a motion to appropriate from the unappropriated certified monies to the following account:

\*\*Reason – final step to process payment to pay off Iberia OWDA loan

5194-5101-560820	OWDA Loan Payment	\$12,330.00
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Mr. Davis duly seconded this motion.

Roll Call Vote: ...,Mr. Whiston..., "yea" ...,Mr. Davis..., "yea" .., Mr. Castle..., "yea"

**IN THE MATTER OF  
APPROPRIATION OF UNAPPROPRIATED CERTIFIED MONIES – PARK DISTRICT  
FUND 2025: 20-A-057**

Mr. Whiston made a motion to appropriate from the unappropriated certified monies to the following account:

2025-0025-530310	Professional and Tech Services	\$5,000.00
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Mr. Davis duly seconded this motion.

Roll Call Vote: ...,Mr. Whiston..., “yea” ...,Mr. Davis..., “yea” .., Mr. Castle.., “yea”

**IN THE MATTER OF  
APPROVAL TO APPOINT JODIE SNIDER TO FLOODPLAIN APPEALS BOARD: 20-R-462**

**WHEREAS**, there is an open seat on the Floodplain Appeals Board; and

**WHEREAS**, Brent Russell, Planning/Zoning Director has recommended the appointment of Jodie Snider to fulfill this seat;

**WHEREAS**, Jodie has indicated her acceptance of this position;

**THEREFORE**, Mr. Whiston made a motion to approve the appointment of Jodi Snider effective June 15, 2020 through June 14, 2022.

Mr. Castle duly seconded this motion.

Roll Call Vote: ...,Mr. Whiston..., “yea” ...,Mr. Davis..., “yea” .., Mr. Castle.., “yea”

**IN THE MATTER OF  
APPROVAL OF SERVICES CONTRACT BY AND BETWEEN THE MORROW COUNTY LOCAL EMERGENCY  
PLANNING COMMITTEE, THE MORROW COUNTY OFFICE OF HOMELAND SECURITY AND  
EMERGENCY MANAGEMENT AND THE MORROW COUNTY COMMISSIONERS AND APPROVAL FOR  
CHAIRMAN TO SIGN: 20-R-463**

Mr. Davis made a motion to approve the services contract by and between Morrow County LEPC, Homeland Security and Emergency Management and the Morrow County Commissioners and approval for Chairman Burgess Castle to sign.

**SERVICES CONTRACT BY AND BETWEEN THE MORROW COUNTY LOCAL  
EMERGENCY PLANNING COMMITTEE, THE MORROW COUNTY OFFICE OF  
HOMELAND SECURITY AND EMERGENCY MANAGEMENT AND THE MORROW  
COUNTY COMMISSIONERS**

This agreement, made and entered into the 11<sup>th</sup> day of June, 2020 by and between the Morrow County Local Emergency Planning Committee (MCLEPC) and the Morrow County Office of Homeland Security and Emergency Management Agency (MCOHS/EMA) and the Morrow County Commissioners:

**WHEREAS**, the contract shall include, but not be limited to the following services:

1. Serving as the MCLEPC emergency information coordinator.
2. Coordinating and assisting in the preparation of the Hazardous Materials Emergency Response Plan for Morrow County.
3. Conducting field exercises of the Emergency Response Plan.
4. Investigation of alleged violations of reporting hazardous or extremely hazardous chemicals.
5. Conducting field visits to industries and others that may use hazardous chemicals that come under SARA Title III.

- 6. Representing the MCLEPC at the sites of spills or other unauthorized releases to the environment.
- 7. Maintain all required chemical filing forms.
- 8. To complete the annual grant for the MCLEPC.

**THEREFORE**, the parties agree:

- 1. MCOHS/EMA Director shall be the person to provide such services and agrees to notify MCLEPC of any changes in this designation.
- 2. In order to facilitate the services described in this agreement the MCLEPC agrees to:
  - a. Voucher to the MCOHS/EMA, EMA Assistance Fund, in the amount of (Grant determined yearly by the State of Ohio EPA office)
  - b. Hold the MCOHS/EMA harmless from any and all liability, suits, losses, judgments, damages or any other demand brought as a result of the actions or omissions in the performance of this contract.
- 3. The MCLEPC and MCOHS/EMA agree that in the performance of this contract, there will be no discrimination against any person because of race, color, sex, religion, national origins, age, handicap, or any other factor as specified in the Civil Rights Act of 1964, as amended, in Section 504, of the Rehabilitation Act of 1973, as amended, and in any subsequent law or regulation pertaining to Civil Rights.
- 4. The term of this contract shall be twelve (12) months, beginning on July 1, 2020 and ending on June 30, 2021. This contract may be canceled by either party with 30 days of written notice of such cancellation to be transmitted by personal mail or personal delivery to the other party.

MORROW COUNTY LOCAL EMERGENCY PLANNING COMMITTEE  
s/ John Harsch, Chairman

MORROW COUNTY EMERGENCY MANAGEMENT AGENCY EXECUTIVE COMMITTEE  
s/ Jamie L. Brucker, Chairman

BOARD OF MORROW COUNTY COMMISSIONERS  
s/ Burgess W. Castle, Chairman

Mr. Whiston duly seconded this motion.

Roll Call Vote: ...,Mr. Whiston..., “yea” ...,Mr. Davis..., “yea” .., Mr. Castle..., “yea”

**IN THE MATTER OF  
APPROVAL OF LEASE AGREEMENT BETWEEN MORROW COUNTY FIREFIGHTER AND SQUADSMEN’S  
ASSOCIATION AND THE MORROW COUNTY COMMISSIONERS FOR SPACE AT 140 S. MAIN STREET:  
20-R-464**

Mr. Davis made a motion to approve the following Lease Agreement between the Morrow County Firefighter and Squadsmen’s Association and the Morrow County Commissioners for space at 140 S. Main Street:

**LEASE AGREEMENT**

This lease is between the Morrow County Firefighter and Squadsmen’s Association at 140 S. Main St., Mt. Gilead, OH 43338 herein referred to as the “Lessor” and the Morrow County Commissioners at 80 N. Walnut St., Mt. Gilead, OH 43338 herein referred to as the “Lessee”, collectively referred to herein as the “Parties”.

**Description and Use of Leased of Premises**

The Lessor hereby agrees to lease to the lessee and the Lessee does hereby lease from the Lessor with full right, title and enjoyment thereto the following described space within the following premises; 140 S. Main St. Mt. Gilead, OH 43338, referred to herein as the "Premises"

More particularly, the Lessor shall lease office space to be used by the Morrow County Emergency Management Agency in the building it currently occupies. The office space shall consist of 340 square feet located in the northwest portion of the facility to include an office with a locking door and space for a permanent Emergency Operations Center. The Lessor will allow the Morrow County EMA employees and invitee's use of the common areas at the front of the building for the purpose of meetings, training, etc. Also, the Lessor will allow the access to the outside parking area. Further the Lessor shall provide access to the garage space and allow the storage of the EMA vehicle, EMA command vehicle, two metal cabinets and miscellaneous small equipment. The Lessor will provide utilities, phone and internet as part of the agreement.

**Original Term**

The term of the lease shall be twelve (12) months, beginning on July 1, 2020 and ending June 30, 2021.

**Rent**

The rent for the term shall be \$500 per month which will be payable in monthly installments with the first payment due upon commencement of the lease and each monthly installment payable thereafter on the first day of each month.

**Gross Lease**

It is the intention of the Parties, and they hereby agree, that this Lease be considered a Gross Lease and as such, the above Base Rent is the entirety of the monthly rent and expenses payable by Lessee to Lessor and Lessee is not obligated to pay any additional expenses including utilities, real estate taxes, insurance (other than on the Lessee's property) liens, charges or expenses of any nature whatsoever in conjunction with the ownership and operation of the Premises.

**Indemnification**

The Lessee hereby covenants and agrees to indemnify, defend and hold the Lessor harmless from any and all claims or liabilities which may arise from any cause whatsoever as a result of the Lessee's use and occupancy of the Premises.

**Amendment**

No amendment of this Lease shall be effective unless reduced to writing and subscribed by the parties with all the formality of the original.

**Binding Effect**

This Lease and any amendments thereto shall be binding upon the Lessor and the Lessee and/of their respective successors or administrators.

Approved By:

MORROW COUNTY FIREFIGHTER AND SQUADSMEN'S ASSOCIATION  
s/Jeff Sparks

MORROW COUNTY COMMISSIONERS  
s/Tom Whiston  
s/Burges Castle  
s/Warren Davis

Mr. Castle duly seconded this motion.

Roll Call Vote: ...,Mr. Whiston..., "yea" ...,Mr. Davis..., "yea" .., Mr. Castle., "yea"

**IN THE MATTER OF  
APPROVAL OF EMERGENCY OPERATIONS CENTER, ANNEX A OF THE MORROW COUNTY  
EMERGENCY OPERATIONS PLAN AND APPROVAL FOR CHAIRMAN TO SIGN: 20-R-465**

Mr. Davis made a motion to approve the Emergency Operations Center, Annex A of the Morrow County Emergency Operations Plan as presented by John Harsch, EMA Director and approval for Chairman Burgess Castle to sign.

I. **Purpose**

The purpose of this annex is to provide direction and guidance about the function and management of the Morrow County Emergency Operations Center (EOC).

Primary functions of the EOC include:

- Collecting, analyzing and sharing information
- Supporting resource needs and requests, including allocation and tracking
- Coordinating plan and determining current and future needs
- In some cases, providing coordinating and policy direction

The EOC is a part of the Command and Management component of the National Incident Management System (NIMS).

s/EMA Director  
s/Chairperson, Morrow County EMA Executive Board  
s/Chairperson, Morrow County Board of Commissioners

\*\*A complete copy of this document will be on file with the Morrow County Commissioners' office

Mr. Whiston duly seconded this motion.

Roll Call Vote: ...,Mr. Whiston..., "yea" ...,Mr. Davis..., "yea" .., Mr. Castle.., "yea"

**IN THE MATTER OF  
APPROVAL OF EVACUATION, ANNEX J OF THE MORROW COUNTY  
EMERGENCY OPERATIONS PLAN AND APPROVAL FOR CHAIRMAN TO SIGN: 20-R-466**

Mr. Whiston made a motion to approve the Evacuation, Annex J of the Morrow County Emergency Operations Plan as presented by John Harsch, EMA Director and approval for Chairman Burgess Castle to sign.

A. **Purpose**

The Morrow County Evacuation Plan articulates Morrow County's operational priorities, goals, and objectives when making and implementing evacuation, sheltering, and shelter-in-place decisions. This plan is consistent with the Morrow County Emergency Operations Plan (EOP), Ohio law and regulations, the National Incident Management System (NIMS), and the National Response Framework (NRF).

Planning principles and methods specific to evacuation are embedded within this plan and prioritize the shortest possible movement of the fewest numbers of people who are most at risk, while the remaining population shelters-in-place. Additionally, this plan includes mass care and sheltering concepts where relevant to evacuation decisions. For more detailed information on mass care and sheltering, reference the Morrow County Mass Care/Sheltering Functional Annex.

B. **Scope**

This plan describes a coordinated and scalable approach to evacuation, sheltering, and shelter-in-place operations that take place or affect all or any part of Morrow County. County authorities will implement this plan in conjunction with local police and fire departments, area

transportation authorities, the division of public works, public health and medical facilities, and other agencies and departments consistent with their respective roles and authorities.

County level emergency management or response stakeholders will be responsible for coordinating response actions together with other stakeholders. As and if the complexity of an event increases, it is likely that the county will be requested to support evacuation coordination amongst multiple jurisdictions and with the State of Ohio. Additional factors when considering the need for a regional response may include:

- The magnitude and type of the incident.
- Notice or no-notice type of incident.
- The location, expanse, terrain, and accessibility of the impacted area.
- Whether multiple counties are affected and whether the incident requires a multi-jurisdictional response.
- The ability to identify, access, and provide assistance to affected populations, and the anticipated rate of recovery.
- The number of reported injured, missing, or deceased.
- The availability of evacuation-related resources within and outside the affected area and the speed at which they can be deployed.

Evacuation planning addresses the use of shelter-in-place and the use of self-directed and government assisted to facilitate the movement of evacuation related services, equipment, response personnel, and evacuees, including Critical Transportation Needs (CTN) populations.

s/Regional Disaster Office, American Red Cross  
 s/Chairperson, Morrow County Board of Commissioners  
 s/Director, Morrow County Emergency Management Agency  
 s/President, Morrow County Firefighters and Squadsmen Association  
 s/Sheriff, Morrow County

\*\*A complete copy of this document will be on file with the Morrow County Commissioners' office

Mr. Davis duly seconded this motion.

Roll Call Vote: ...,Mr. Whiston..., "yea" ...,Mr. Davis..., "yea" .., Mr. Castle., "yea"

**IN THE MATTER OF  
APPROVAL OF PAY REQUEST #1 ADENA CORPORATION FOR PROJECT MRW-CR40-1.58, PID 111025 AND APPROVAL FOR CHAIRMAN TO SIGN: 20-R-467**

**WHEREAS**, Pay Request #1 for Adena Corporation has been submitted from the Morrow County Engineer Bart Dennison; and

**WHEREAS**, it is noted that the Ohio Department of Transportation will be paying 95 percent of the total invoice and the County will be paying the remaining 5 percent;

**THEREFORE**, Mr. Whiston made a motion to approve Pay Request #1, Adena Corporation for Project MRW-CR40-1.58, PID 111025 as submitted and approval for Chairman Burgess W. Castle to sign.

**PAY REQUEST**

Estimate No. 1  
 Date: 6/9/2020  
 Invoice# 4186

Project: MRW-CR40-1.58, PID 111025

Owner Address: Morrow County Commissioner's  
 80 North Walnut Street  
 Mount Gilead, OH 43338

Contractor Address: Adena Corporation  
 1310 West Fourth St.  
 Mansfield, OH 44906

Engineer Address: Morrow County Engineer  
50 East High Street  
Mount Gilead, OH 43338

Original Contract	\$264,085.79
Change Orders	<u>\$ 3,603.18</u>
Total Contract Amount	\$267,688.97

Amount Completed to Date \$ 76,274.20

**TOTAL AMOUNT DUE THIS REQUEST \$76,274.20**

s/Contractor  
s/Bart Dennison, Engineer  
s/Burgess W. Castle, Commissioner's Chairman

Mr. Davis duly seconded this motion.

Roll Call Vote: ...,Mr. Whiston..., "yea" ...,Mr. Davis..., "yea" .., Mr. Castle.., "yea"

**IN THE MATTER OF  
APPROVAL TO RECESS SESSION: 20-R-468**

Mr. Whiston made a motion to recess session at 9:28 a.m.

Mr. Castle duly seconded this motion.

Roll Call Vote: ...,Mr. Whiston..., "yea" ...,Mr. Davis..., "yea" .., Mr. Castle.., "yea"

**IN THE MATTER OF  
APPROVAL TO RETURN TO REGULAR SESSION: 20-R-469**

Mr. Castle made a motion to return to regular session at 10:59 a.m.

Mr. Davis duly seconded this motion.

Roll Call Vote: ...,Mr. Whiston..., "yea" ...,Mr. Davis..., "yea" .., Mr. Castle.., "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. Davis.

Roll Call Vote: ...,Mr. Whiston..., "yea" ...,Mr. Davis..., "yea" .., Mr. Castle.., "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