
REGULAR SESSION MARCH 16, 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), Joe Carroll (Airport), Ryan Lawson (Veterans), Sarina Atwell (Dog Warden), Alberta Stojkovic (Sentinel), John Harsch (EMA), Mike Goff (Treasurer), Pat Davies (Auditor via speaker phone), Sundie Brown (JFS), Denise Sayre-Rogers (JFS), Lori Epling (Sheriff) and Troy Landon (Sheriff).

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 MARCH 11, 2020: 20-R-224**

Mr. Whiston made a motion to approve the minutes of regular session of March 11, 2020, as recorded in the Commissioners Journal # 48.

Mr. Castle 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-225**

Mr. Davis made a motion to approve payment of bills numbered 1 through 114 submitted by the Morrow County Auditor's office.

Mr. Whiston duly seconded this motion

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

**IN THE MATTER OF
PAY-INS: 20-R-226**

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

Pay-in #200805 Payment received from Ketterman customers for sewer fund 5121 \$55.84
Pay-in #200806 Payment received from Chesterville customers for sewer fund 5159 \$60.00
Pay-in #200807 Payment received from Chesterville customers for sewer fund 5159 \$60.00
Pay-in #200812 Payment received from Johnsville customers for sewer fund 5100 \$118.00
Pay-in #200813 Payment received from Chesterville customers for sewer fund 5159 \$100.00
Pay-in #200814 Payment received from Chesterville customers for sewer fund 5159 \$311.50
Pay-in #200837 Payment received from DKMM for 2nd Quarter 2020 education 2006-1050-450545 \$19,621.00
Pay-in #200838 Payment received from AVI Food Systems for January 2020 vending machine sales 1000-1090-480808 \$48.44
Pay-in #200839 Payment received from Ketterman customers for sewer fund 5121 \$55.84
Pay-in #200840 Payment received from Johnsville customers for sewer fund 5100 \$896.80
Pay-in #200841 Payment received from Chesterville customers for sewer fund 5159 \$240.00

**IN THE MATTER OF
TRANSFER OF FUNDS – MCAT FUND 2061: 20-T-012**

At the request of Becky Hightower, MCAT Fiscal, a motion was made by Mr. Whiston to approve the following transfer of funds.

**Reason – have exceeded appropriations in uniforms, have bill coming in for Cintas roughly to pay rest of 2020 and have exceeded appropriations in dues and fees and have invoice due to Community Transportation Association of America for \$775.00

From 2061-0163-530360 Contracted Services to 2061-0163-540422 Uniforms in the amount of \$2,500.00

From 2061-0163-530360 Contracted Services to 2061-0163-520350 Dues and Fees in the amount of \$2,000.00

Mr. Davis duly seconded this motion.

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

**IN THE MATTER OF
TRANSFER OF FUNDS – GENERAL FUND, COMMISSIONERS: 20-T-013**

Mr. Whiston made a motion to approve the following transfer of funds:

**Reason – short on appropriations for this reimbursement

From 1000-0101-540410 Comm Office Equipment to 1000-0134-540410 Engineer’s Office Supply Reimbursement in the amount of \$4.07

Mr. Castle 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 – GENERAL FUND,
COMMISSIONERS: 20-A-028**

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

**Reason – cover legal fees

1000-0134-530310	Professional Services/Legal	\$25,000.00
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Mr. Castle duly seconded this motion.

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

**IN THE MATTER OF
APPROVAL FOR THE MORROW COUNTY ENGINEER’S OFFICE TO ADVERTISE NOTICE
TO BIDDERS FOR BRIDGE REHABILITATION PROJECT KNOWN AS MRW-CR23-6.71: 20-R-227**

Mr. Davis made a motion to approve the Morrow County Engineer’s office to advertise notice to bidders for Bridge Rehabilitation Project known as MRW-CR23-6.71:

NOTICE TO BIDDERS

Sealed proposals will be received at the Office of the Board of Morrow County Commissioners, 80 North Walnut Street, Suite A, Mount Gilead, Ohio 43338, until

10:00 A.M. local time on Wednesday, April 8, 2020

For furnishing all design, labor, materials and equipment necessary to complete the bridge rehabilitation project known as MRW-CR23-6.71, and at said time and place, publicly opened and read aloud.

Contract documents, bid sheets, plans and specifications can be obtained at said office on or after March 19, 2020. *ODOT Construction and Material Specifications 2019 Edition* shall govern the construction of this project.

Each bidder is required to furnish with its proposal, a Bid Guaranty and Contract Bond in accordance with Section 153.54 of the Ohio Revised Code. Bid security furnished in Bond form, shall be issued by a Surety Company or Corporation licensed in the State of Ohio to provide said surety.

Each proposal must contain the full name of the party or parties submitting the proposal and all persons interested therein. Each bidder must submit evidence of their experience on projects of similar size and complexity. The owner intends and requires that this project be completed no later than September 30, 2020.

All contractors and subcontractors involved with the project will, to the extent practical, use Ohio products, materials, services and labor in the implementation of their project. Additionally, contractor compliance with equal employment opportunity requirements of Ohio Administrative Code Chapter 123, the Governor's Executive order of 1992, and Governor's Executive order 84-9 shall be required.

Bidders must comply with the prevailing wage rates on Public Improvements in Morrow County, Ohio as determined by the Ohio Bureau of Employment Services, Wage and Hour Division, (614) 644-2239.

This project contains an EDGE required percentage of 5% pursuant to ORC 123.152

Note:

Domestic Steel use requirements as specified in Section 153.001 of the Ohio Revised Code apply to this project, if it is used in the design. Copies of Section 153.001 of the Revised Code can be obtained from any of the offices of the Department of Administrative Services.

The Board of Morrow County Commissioners reserves the right to waive irregularities and to reject any or all bids.

By order of the Board of Morrow County Commissioners

Mr. Castle 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-228**

Mr. Whiston made a motion to recess session at 9:22 a.m.

Mr. Davis 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-229**

Mr. Castle made a motion to return to regular session at 10:03 a.m.

Mr. Whiston duly seconded this motion.

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

**IN THE MATTER OF
PROCLAMATION FOR DEVELOPMENTAL DISABILITIES AWARENESS MONTH: 20-R-230**

Mr. Whiston made a motion to adopt the following Proclamation:

**Proclamation for Developmental Disabilities Awareness Month
March 1-31, 2020**

WHEREAS Ohio's county boards of developmental disabilities were established by the Ohio General Assembly on October 25, 1967; and

WHEREAS the mission and purpose of Ohio's county boards of DD remain as strong as ever, with county boards continuing to provide vital supports and resources to Ohioans with developmental disabilities and their families; and,

WHEREAS the nearly 300 people with developmental disabilities served by the Morrow County Board of Developmental Disabilities, their families, friends, neighbors, and co-workers encourage everyone to focus on the abilities of all people; and

WHEREAS the most effective way to increase this awareness is through everyone's active participation in community activities and the openness to learn and acknowledge each individual's contribution; and

WHEREAS policies must be developed, attitudes shaped, and opportunities offered that are critical for individuals and vital for their future, and allow people with developmental disabilities to live as independently and productively as possible in our community; and

WHEREAS in recognition of this important goal, the theme for 2020 Developmental Disabilities Awareness Month is "**Brighter to-Morrow**," and

WHEREAS we encourage all citizens to foster and support such opportunities that include full access within the community to education, housing, employment, and recreational activities; and

NOW, THEREFORE, we, the Morrow County Commissioners, do hereby proclaim March 2020 as

DEVELOPMENTAL DISABILITIES AWARENESS MONTH

and offer full support to efforts that assist people with disabilities to make choices that enable them to live successful lives and realize their potential; and

FURTHERMORE, we urge all citizens to join in this celebration by spreading awareness of the many contributions offered by people with developmental disabilities in our community, and

IN WITNESS WHEREOF, we have hereunto set our hand and caused our seal this 16th day of March, 2020.

s/Tom E. Whiston

s/Burgess W. Castle

s/Warren E. Davis

Mr. Castle duly seconded this motion.

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

**IN THE MATTER OF
DECLARING A STATE OF EMERGENCY IN MORROW COUNTY, OHIO DUE TO THE COVID-19
(CORONAVIRUS) OUTBREAK: 20-R-231**

Mr. Whiston made a motion to approve the following Resolution declaring a State of Emergency in Morrow County due to the Covid-19 (Coronavirus) outbreak.

WHEREAS: Morrow County, Ohio has been or is immediately threatened by an outbreak of the Covid-19 Coronavirus;

NOW, THEREFORE BE IT RESOLVED: That the **Morrow County Board of Commissioners**, declare that a state of emergency exists in Morrow County, Ohio and that we hereby invoke and declare those portions of the Ohio Revised Code, which are applicable to the conditions and have caused the issuance of this proclamation, to be in full force and effort in the county for the exercise of all necessary emergency authority for protection of the lives and property of the people of Morrow County, Ohio and the restoration of local government with a minimum of interruption.

Reference is hereby made to all appropriate laws, statutes, ordinances and resolutions, and particularly to Section 5502 of the Ohio Revised Code.

All public offices and employees of Morrow County, Ohio are hereby directed to exercise the utmost diligence in the discharge of duties required of them for the duration of the emergency and in execution of emergency laws, regulations, and directives – state, local and federal.

All citizens are called upon and directed to comply with necessary emergency measures, to cooperate with public officials and disaster services forces in executing emergency operation plans, and to obey and comply with the lawful directions of properly identified officers.

All operating forces will direct their communications and requests for assistance and operations directly to the County Emergency Operations Center.

In witness, whereof, we have hereunto set our hand this 16th day of March, 2020 A.D.

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-232**

Mr. Whiston made a motion to recess session at 10:12 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-233**

Mr. Castle made a motion to return to regular session at 10:30 a.m.

Mr. Whiston duly seconded this motion.

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

**IN THE MATTER OF
APPROVAL OF TITLE IV-D CONTRACT BETWEEN MORROW COUNTY CHILD
SUPPORT ENFORCEMENT AGENCY AND THE MORROW COUNTY CLERK OF COURT:
20-R-234**

Mr. Whiston made a motion to approve IV-D contract between Morrow County Child Support Enforcement Agency and the Morrow County Clerk of Courts, as submitted by Sundie Brown, Director Job & Family Services. The contract will be effective January 1, 2020 through December 31, 2020, unless terminated according to the terms of the contract.

Payment for all services provided in accordance with the provisions of this contract are contingent upon the availability of the non-federal share and FFP reimbursement as follows:

	AMOUNT	SOURCE
Non-Federal Share	\$10,016.40	Local Sources
FFP Reimbursement	\$19,443.60	
Total IV-D Contract Cost	\$29,460.00	

Mr. Davis duly seconded this motion.

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

**IN THE MATTER OF
APPROVAL OF PROPOSED AMENDMENTS TO THE MORROW COUNTY JOB &
FAMILY SERVICES PERSONNEL POLICIES AND PROCEDURES MANUAL AS WELL
AS ADD TO MORROW COUNTY PERSONNEL POLICIES & PROCEDURES
MANUAL: 20-R-235**

WHEREAS, Sundie Brown, Director, Morrow County Job and Family Services is proposing the following changes to Chapter 4 – Conditions of Employment, Section 4.02 – Hours of Work, Overtime and Flextime of the Job and Family Services Personnel Policies and Procedures Manual as follows (which only denotes the changes being made):

B. Overtime

1. Overtime may be necessary and required. Supervisors shall attempt to distribute overtime as equally as practicable among qualified employees within those classifications in which overtime compensation is required. An employee who refuses to work a mandatory overtime assignment may be considered insubordinate and disciplined accordingly.
2. Employees not exempt from the overtime provisions of the FLSA shall be considered to be working overtime for all hours worked in excess of forty in any one work week, regardless of the employee’s regularly scheduled work day. **Vacation, sick, compensatory time, and personal leave are not counted towards the calculation of overtime.**

WHEREAS, Sundie Brown, Director, Morrow County Job and Family Services is proposing the following changes to Chapter 6 – Employee Benefits and Leave Provisions, Section 6.04 – Sick Leave of the Job and Family Services Personnel Policies and Procedures Manual as follows (which only denotes the changes being made):

- A. Accrual** Each employee shall be entitled to four and six-tenths (4.6) hours of paid sick leave upon completion of each eighty (80) hours of service. ~~with a maximum accumulation of one hundred twenty (120) hours per year.~~ **However,** this accrual rate will be prorated for employees who are otherwise eligible for sick leave, and who work more or less than eighty (80) hours in a biweekly pay period. Employees absent on paid sick leave will be paid at their

THEREFORE, Mr. Whiston made a motion to approve the proposed changes to the Job and Family Services Personnel Policies and Procedures Manual, Section 4.02 Hours of Work, Overtime and Flextime and Section 6.04 Sick Leave as presented and add to Morrow County Personnel Policies and Procedures Manual all effective March 1, 2020.

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-236**

Mr. Davis made a motion to recess session at 11:17 a.m.

Mr. Whiston 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-237**

Mr. Castle made a motion to return to regular session at 12:16 p.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. Davis and duly seconded by Mr. Whiston.

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

We hereby certify the foregoing to be true and correct.

CHAIRMAN

CLERK

ASSISTANT CLERK

MORROW COUNTY COMMISSIONERS