HARRISON COUNTY COMMISSIONERS

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Amy Norris • Paul Coffland • Dustin Corder

December 13, 2023

Commissioners Attendees: Amy Norris, Paul Coffland and Dustin Corder

Other Attendees: Corrie Hobbs, Kailey Carpino, Paul Prevot, Bobbie Prevot, Bill Steinbach III

Meeting was called to order by: Commissioner Norris

Minutes:
Minutes from the November 29, 2023 meeting were reviewed. Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

Minutes from the December 4, 2023 meeting were reviewed. Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

Purchase Orders /Vouchers:
Job and Family Services requested approval of their vouchers in the Public Assistance Fund totaling $12,029.09 and $5,075.46; Children Services Fund totaling $60,339.60; and Workforce Investment Opportunity Act totaling $3,512.55 and $2,191.65. Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

The Auditor requested approval of their voucher list totaling $400,000.00 for the 2023-911 Dispatcher Salaries Reimbursement. Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

County Home requested approval of their purchase orders and vouchers totaling $8,845.99. Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

Water/Sewer District Board requested approval of their purchase orders and vouchers totaling $28,961.75. Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

Appropriations:
Water/Sewer District Board requested an increase in appropriations by $28,961.75 in U046-U03 (Freeport Sanitary System). Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

Clerk of Courts requested an increase in appropriations by $1,000.00 in A040-E14 (Contracts/Repairs) to finish out the year. Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

Commissioners' Office requested an increase in appropriations by $151,595.00 in E0010-A015-A15.240 (Transfers). Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

Commissioners' Office requested an increase in appropriations by $1,700.00 in E0010-A004-B10.010 (Courthouse Salaries Employees). Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

Commissioners' Office requested an increase in appropriations by $5,000.00 in A104-B14 (Various Vendors). Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

Appropriations Cont.:
County Home requested an increase in appropriations by $200,000.00 in S00-N04 to make it easier to track expenses. Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

EMA:
EMA requested to rescind an appropriation that was approved during the December 13, 2023 meeting due to the incorrect amount being requested. The EMA previously requested an increase in appropriations by $400,000.00 in E0210-U091-U01.140. Commissioner Coffland motioned to rescind the appropriation, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

EMA requested an increase in appropriations by $387,000.00 in E0210-U091-U01.140 to satisfy dispatcher salary obligations. Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

Transfers:
Common Pleas Court General Division stated the balance in fund A002-B07 (Juror's Fees) is in the negative prior to the close of the year. They requested a transfer of $1,200.00 from A002-B10 (Travel) to A002-B12 (Juror's Fees). Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

Commissioners' Office requested a transfer of $1,200.00 from E0160-B000-B01.010 (Asst. Dog Warden) to E0160-B000-B02.010 (Dog Warden). Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

Job and Family Services requested a transfer of $3,500.00 from H000-H33 to H000-H31, and $10,000.00 from H000-H33 to H000-H25. The transfers were requested so that negative balances in the line items can be avoided. Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

Public Transit requested a transfer of $40,000.00 from T-46 (Transfers Out) to B55-B2 (Transfers In). Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

Public Transit requested a transfer of $5,300.00 from B55-B08 (Utilities/Rent) to B55-B07 (Health Insurance), and $2,000.00 from B55-B08 (Utilities/Rent) to B55-B11 (Purchased Services). Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

Public Transit requested a transfer of $40,000.00 from B55-B01 (Salaries) to B55-B10 (Vehicle Operations). Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

Sheriff's Office requested the following transfers:

$10,317.98	From: A206-A14 (Workers Comp.)	To: A006-A04 (Equipment)
$20,222.01	From: A106-A14 (PERS)	To: A006-A04 (Equipment)
$10,687.24	From: A006-A12 (Hospitalization)	To: A006-A04 (Equipment)
$280,000.00	From: A006-A07 (Prisoner Keep)	To: R0280-X012-X02 (Corrections—Transfers In)
$37,500.00	From: A006-A02 (Salaries)	To: R0280-X001-X10 (Transfers In)

Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

Contracts:
Contract 13-23:
A contract between Monroe County Board of Commissioners and Harrison County Board of Commissioners for housing prisoners in the Monroe County Jail. The cost to be paid to Monroe County shall be the amount of $75.00 per day for each person incarcerated in the Monroe County Jail. The agreement shall be effective on January 1, 2024 and terminate on December 31, 2024. Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

Resolutions:
Resolution 51-23:
A Commercial Card Resolution including the policy regarding the issuance of county credit cards. Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

Resolutions Cont.:

Resolution 52-23:

A resolution supporting Comcast's application to the Ohio Residential Broadband Expansion Grant Program and committing to working with Broadband Ohio and Comcast to expand broadband to unserved and underserved locations in Harrison County. Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion was carried with Coffland, Corder and Norris all voting yes.

Agreements:

Agreement 90-23:

A survey permission agreement granting permission to Ohio Gathering Company, LLC to enter upon the County's land located in the Township of Athens, Parcel Identification Number: 02-0000184-003. Commissioner Coffland motioned to approve, seconded by Commissioner Corder. The motion carried with Coffland, Corder and Norris all voting yes.

Other:

1. Water/Sewer District Board members recommended Erika Battistel of the Harrison County Health Department to replace previous board member, Jody Hyde. Commissioner Coffland motioned to approve the recommendation, seconded by Commissioner Corder. The motion carried with Coffland, Corder and Norris all voting yes.
2. Commissioner Coffland read a letter to be sent to Representative Don Jones to express support for the Muskingum Watershed Conservancy District's One Time Strategic Community Investment Fund appropriations request to establish a Regional Safety Center for public service agencies at their Buxton Farm property in the Tappan Lake area in Harrison County. Coffland made a motion to sign and send the letter, seconded by Commissioner Corder. The motion carried with Coffland, Corder and Norris all voting yes.

Claims Docket Report:

Claims docket report batch #5135 was received, totaling $692,120.33. Commissioner Coffland motioned to approve, abstaining from Lines 161 and 163. Commissioner Corder seconded the motion, abstaining from Line 159. Commissioner Norris abstained from Lines 160, 162 and 164. The motion carried with Coffland, Corder and Norris all voting yes.

Adjourn: Motion to adjourn made by Commissioner Coffland and seconded by Commissioner Corder. The motion carried with Coffland, Corder and Norris all voting yes.

Amy Norris, President

Paul Coffland

Dustin Corder

Carri Graham, Administrative Assistant