

THE BOARD OF ATHENS COUNTY COMMISSIONERS, met in regular session, with Lenny Eliason presiding, Chris Chmiel and Charlie Adkins in attendance.

Agenda

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the following agenda:

Athens County Board of County Commissioners

Meeting Agenda for Tuesday, October 28, 2025 Convenes at 9:30 a.m.

Approve Agenda

Approve Minutes October 14, 2025

Approve Appropriations, Transfers, New Line Items Requests/Changes, Then & Nows, & Bills

- 9:30 Annexation - Columbus Road
- 10:00 Sheriff Smith - Motorola Body Camera Agreement
- 10:15 EMS - Contract Medical Director
- 10:30 W&S Supt Oscar Carson - weekly updates
- 10:35 DJFS Dir Jean Demosky - weekly updates
- 10:45 Crissa Cummings
- 11:00 Mark McIntyre - AFG grant
- 11:15 Taylor Sappington - Quarterly Investments/September Monthly Report
- 11:30 LUNCH
- 1:00 Ohio EPA re: New Marshfield connections

Agenda Items

- Amended Certificate
- Utility Permits
- Assigned Counsel Report from Auditors Office
- W&S Extensions/Payment Agreements (Ratify Commissioner Eliason's Signature)
- Probate/Juvenile Court - Request for Funds to pay-out Vacation & Sick Time
- Common Pleas - Request for funds to pay-out Magistrate Perrin
- Acknowledge Receipt of My Sisters Place Annual Audit 2024-2025
- Resolution approving the New Marshfield Sewer Project
- DLZ Contract- New Marshfield
- Award Bid for New Marshfield Sewer
- WPCLF New Marshfield
- Health Insurance Incentive
- CBTS Phone System DJFS
- Agreement between Children Service & Prosecuting Attorney
- Everett J Prescott, Inc Invoice \$35,450.00 for Village of Trimble Water Meters to be paid with ARPA Funds
- 2026 VOCA Award Letter
- Liquor Permit
- Budget Hearings
- Maximus
- Bridge Replacement Agreement 2025-01CA
- Bridge Replacement Agreement 2025-02CA
- SAOP Letter of support
- Surplus - Treasurer's Office
- CEBCO Contract

-TRAVEL

- Treasurer: Taylor Sappington; CTAO Conference, Columbus OH; 11/12- 11/14/25
- Treasurer: Taylor Sappington; Landbank One Day Conference, Marietta OH; 10/23/25
- Engineer: Jeff Maiden; Mid-Western Bridge Preservation Partnership Meeting, Columbus OH; 10/20 - 10/22/25
- Commissioners, JoAnn Rockhold, Alison Pierson and Mike Biggins December 3-5, 2025 CCAO Conference
- Sheriff: Ryan Gillette; 2025 CCAO Winter Conference, Columbus OH; 12/02 - 12/05/25
- COC: Candy Russell; 2025 Winter Conference, Lewis Center OH; 12/02 - 12/05/25
- EMA: Teresa Imler & Melissa Blank; Winter EMAO Conf, Salt Fork State Lodge; 12/04 - 12/05/25

ADJOURNMENT

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Minutes

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the minutes of October 14, 2025.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Appropriations, Transfers, New Line Items Requests/Changes, Then & News, & Bills

A motion was made by Mr. Adkins and seconded by Mr. Chmiel approving the Appropriations, Transfers, New Line Items Requests/Changes and approving the payment of the required County Bills, which are included in the Auditor's Office INVOICE TRACKING REPORT - From: 10/09/2025 To: 10/14/2025, INVOICE TRACKING REPORT - From: 10/14/2025 To: 10/16/2025, INVOICE TRACKING REPORT - From: 10/16/2025 To: 10/21/2025, INVOICE TRACKING REPORT - From: 10/21/2025 To: 10/23/2025, INVOICE TRACKING REPORT - From: 10/23/2025 To: 10/28/2025 and the bills are hereby the same and authorize the County Auditor to issue warrants on the County Treasurer for payment in the same. Complete list of bills maintained in the Auditor's office.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Annexation - Columbus Road

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to table due to missing City-Township Agreement for the Type 2 Expedited Annexation on Columbus Road.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Amended Certificate

A motion was made by Mr. Adkins and seconded by Mr. Chmiel acknowledging receipt of the Amended Certificate for Athens County, Athens County Commissioners, dated October 21, 2025 prepared by Jill Davidson, Athens County Auditor.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Utility Permit

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the following Utility Permits:

Permit No. 25-634
From: Columbia Gas of Ohio
290 W Nationwide Blvd
Columbus, Ohio 43215

We hereby request permission to install utility lines within public right-of-way limits.

Location of work: County Rd Name: Old SR 56
Description of Work: Gas
Type of Installation: Other: Abandon Gas Service Line
Estimated Project Schedule: 10/10/25 - 03/16/25
Agreed to by: /s/Jean Hartwell, Columbia Gas

Athens County Commissioners
/s/ Lenny Eliason
/s/ Chris Chmiel
/s/ Charlie Adkins
/s/Jeff Maiden, Athens County Engineer

Permit No. 25-635
From: Le-Ax Water District
6000 Industrial Dr
Athens, Ohio 45701

We hereby request permission to install utility lines within public right-of-way limits.

Location of work: Co Rd # 16, County Rd Name: Pleasanton Rd
Description of Work: Water
Type of Installation: Underground (buried) Line Crossing Rd
Estimated Project Schedule: ASAP

Agreed to by: /s/Christina Richey, Le-Ax Water District
Athens County Commissioners
/s/ Lenny Eliason

/s/ Chris Chmiel
/s/ Charlie Adkins
/s/Jeff Maiden, Athens County Engineer

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

W&S Extensions/Payment Agreements

A motion was made by Mr. Adkins and seconded by Mr. Chmiel ratifying Commissioner Eliason's Signature authorizing a payment agreement as requested by Mike Gibson for monies owed the Athens County Water and Sewer District for water and sewer service, the total amount due is \$315.31 with \$105.00 payments plus current due on 10/31/25, 11/30/25, and 12/31/25. If the terms of this agreement are not met, the account will be considered delinquent and service could be shut off.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

A motion was made by Mr. Adkins and seconded by Mr. Chmiel ratifying Commissioner Eliason's Signature authorizing a payment agreement as requested by Angel Martin for monies owed the Athens County Water and Sewer District for water and sewer service, the total amount due is \$150.00 with \$50.00 payments due on 11/30/25, 12/31/25, and 01/31/25. If the terms of this agreement are not met, the account will be considered delinquent and service could be shut off.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Probate/Juvenile Court - Request for Funds to pay-out Vacation & Sick Time

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the Probate/Juvenile Court request for funds to pay-out Vacation & Sick Time for Chief Probation Officer Brenda Wachenschwanz in the amount of \$23,223.96.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Common Pleas - Request for Funds to pay-out Magistrate Perrin

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the Common Pleas Court request for funds to pay-out in the amount of \$8,158.40.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Acknowledge Receipt of My Sisters Place Annual Audit 2024-2025

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to acknowledge receipt of My Sisters Place Annual Audit 2024-2025. Document on file in the Commissioners Office.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Health Insurance Incentive

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to adopt the annual resolution continuing the \$1,800.00 employee health insurance incentive.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

CBTS Phone System DJFS

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the CBTS Phone System Contract for DJFS.

See back of page 355 for CBTS Contract.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Agreement between Children Service & Prosecuting Attorney

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the agreement between Children Service & Prosecuting Attorney. Document on file in the Commissioners Office.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Project Overview

CRTS has a clear understanding of the requirements and resource needs for ATHENS COUNTY JFS phone services (MSTV CALLING) implementation initiative and is proposing a scope of work as outlined below. For this engagement CRTS will provide a team of qualified Business Analyst for services required.

The scope of services for this effort includes delivery of:

- 1. The build and configuration of 100 profiles utilizing the State of Ohio MSTV CALLING environment hosted by CRTS. This effort includes the full SDLC comprised of Requirements & Design, Build/Configuration, User Acceptance Testing, and Training & Implementation.

Project Scope

CRTS agrees to provide consulting services to support the effort as outlined in the scope below:

1.0 ATHENS COUNTY JFS MSTV CALLING

1.1 MSTV CALLING Discovery & Design: Initial discovery and requirements step to understand the current environment relative. The goal will be to develop the high-level call flows required to support the MSTV CALLING solution. As an outcome of this phase, CRTS will develop and document a call flow diagram.

1.2 Build, MSTV CALLING Configuration: The CRTS team will coordinate all go-live related activities (training, final configuration, troubleshooting and remediation) related to CRTS MSTV CALLING. A single remote training session will be held (additional documentation will be included). CRTS will provide remote support for go-live day and the remainder of the go-live week.

1.3 MSTV CALLING Testing: CRTS will facilitate a User Acceptance Test (UAT) to ensure all aspects of the solution are tested and validated prior to go-live. CRTS will ensure all issues are identified, corrected and retested.

1.4 MSTV CALLING Implementation: The CRTS team will coordinate all go-live related activities (training, final configuration, troubleshooting and remediation) related to CRTS MSTV CALLING. A single remote training session will be held (additional documentation will be included). CRTS will provide remote support for go-live day and the remainder of the go-live week.

CRTS understands the services requested to assist ATHENS COUNTY JFS for their migration to MSTV CALLING. CRTS will provide the following: Voice Design Document (VDD) and Call-Over Support.

CRTS will deliver services for ATHENS COUNTY JFS (offsite). The ATHENS COUNTY JFS location(s) will be migrating and may require the building of a Hunt Group and / or basic front-end Auto-Attend. The following outlines the scope of each of the services CRTS will perform in partnership with ATHENS COUNTY JFS.

SOW for ACES

VDD will be prepared: CRTS will assist, remotely, with the review of the current deployed phone, phone lines coming in from the carriers. The result will produce a workbook (VDD) that includes user profile information and phone configuration settings (e.g. secondary line appearance, monitored lines, class of service settings, etc.), auto attenders, hunt groups, intercom groups, call pick up groups, and automated call distributor.

Deployment: Deploy new phone system - ATHENS COUNTY JFS will be responsible for the phones, putting the phones on desks, and power & Ethernet connection. CRTS remotely assists in the phone's MAC ID, setting any Voice Gateway and VO services as needed to meet ATHENS COUNTY JFS needs for analog to VoIP conversions.

Training: 1) CRTS will provide ATHENS COUNTY JFS employees with prerecorded detailed video that will demonstrate the following: features, overview of voice system, voicemail, operator stations (e.g. sideman) and available end-user's custom configuration (e.g. setting up personal speed dials, passwords, etc.) CRTS will assist if needed via Phone, Webex, etc. 2) 10-End User Training: ATHENS COUNTY JFS elects to pay for End User Training. CRTS can facilitate it based on the following criteria: 1. ATHENS COUNTY JFS can choose the number of sessions. Costs per session will be listed on the Pricing/Services page of this agreement. 2. Each training session is for up to 90 minutes with a maximum capacity of 200 participants. 3. Training Agenda topics include: a. PSTN Calling Overview in Teams Application b. Calling on Supported Teams Handsets (Poly CCK Series and Yealink MP Series of Handsets) c. Overview of Placing/Receiving Calls, Holding and Resuming Calls, Blind Transfer, Consultative Transfer, Voicemail, Greetings, Conference Calls, Park and Pickup. 4. Training sessions will not cover features of the Microsoft Teams app unrelated to PSTN calling. However, the trainer will be able to answer questions regarding the following should the ATHENS COUNTY JFS request specific guidance or questions: a. Downloading/Installing/Signing into the Teams app b. Teams App Quick Tour c. Contacts d. Messaging e. Scheduling & Hosting Meetings

Call-Over Support: CRTS will provide remote support resources to assist ATHENS COUNTY JFS employees on the day of their migration to the MSTV CALLING solution, and will be available remotely, via Webex, the day after to provide any required support.

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Vendor: CRTS is not responsible for any configuration of ATHENS COUNTY JFS's phone system or any data network reconfiguration. The cost of phone and network reconfiguration will be the sole responsibility of ATHENS COUNTY JFS. If the ATHENS COUNTY JFS does not have an IT or Phone Vendor, CRTS will provide a quote to perform services or will refer ATHENS COUNTY JFS to a CRTS approved Vendor.

6- Repair: Prior to requesting a repair service from CRTS, ATHENS COUNTY JFS will use commercially reasonable efforts, including but not limited to performing reasonable diagnostic tests, to verify whether any trouble with the Service is a result of ATHENS COUNTY JFS's equipment or facilities or with the Microsoft Teams service. ATHENS COUNTY JFS shall be solely responsible for any such issue resulting from ATHENS COUNTY JFS's equipment or facilities or the Microsoft Teams service. ATHENS COUNTY JFS will cooperate with any joint testing of Service reasonably requested by CRTS.

7- Compliance with Laws: ATHENS COUNTY JFS agrees to comply with CRTS's policies as provided from time to time, or to which ATHENS COUNTY JFS is directed, when using the Service. ATHENS COUNTY JFS shall not transmit or otherwise distribute information constituting or encouraging conduct that would constitute a criminal offense or give rise to civil liability or otherwise use the Service in a manner which is contrary to CRTS's policies. In addition, without incurring liability, CRTS may immediately and without notice: (i) discontinue or suspend the Service; (ii) cancel a request for Service; or (iii) temporarily block Service to a particular authorization code, if it deems such action is necessary to prevent improper use, to protect against fraud or the commission of suspected illegal activities, or to protect to personnel, assets, facilities or services.

8- Acceptable Use: ATHENS COUNTY JFS is solely responsible for all information, communications, software, photos, video, graphics, music, sounds, and other material and services (collectively referred to as "Content") that is transmitted through the ATHENS COUNTY JFS Account and/or made available on or through the ATHENS COUNTY JFS Web site or any of the ATHENS COUNTY JFS's clients web sites. If CRTS becomes aware, through user/complaint or otherwise, of any Content that it considers, in its sole discretion, to be obscene, indec, lascivious, excessively violent, harassing, harmful, offensive, or otherwise objectionable or violating applicable law, CRTS shall have the right, but not the responsibility, to immediately remove such Content and/or to terminate Service without notice. This policy applies to any Content made available by ATHENS COUNTY JFS ATHENS COUNTY JFS's clients or generally made available through ATHENS COUNTY JFS account.

9- Third Party Terms: To the extent that any products or Services provided under this Microsoft Teams Voice Supplement are governed by any third party terms (e.g. an end user license agreement), then such terms shall be in addition to the terms of this Microsoft Teams Voice Supplement, and ATHENS COUNTY JFS shall be responsible for compliance with those terms.

10- Hardware Installation: CRTS will be responsible for coordinating the shipment of the rented and/or purchased hardware listed on the Pricing & Services page of this agreement. CRTS will ship the hardware directly to the Service location listed in the agreement. If an alternative shipping address is required, ATHENS COUNTY JFS must provide that address to the CRTS Project Manager during the Project Kickoff Call.

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Additional detailed information: For additional information regarding the contract terms under master agreement MCA0003, implementation, training, onboarding and after cutover handoff to operation, please reference the State of Ohio CRTS MCA0003.

Hardware Installation: CRTS will be responsible for coordinating the shipment of the rented and/or purchased hardware listed on the Pricing & Services page of this agreement. CRTS will ship the hardware directly to the Service location listed in the agreement. If an alternative shipping address is required, ATHENS COUNTY JFS must provide that address to the CRTS Project Manager during the Project Kickoff Call. Phones: Unless ATHENS COUNTY JFS has paid for professional on-site installation, ATHENS COUNTY JFS is responsible for the installation of all devices being purchased and/or rented from CRTS. Miscellaneous Equipment: CRTS will coordinate an installation technician to arrive onsite to install any overhead paging, door buzzer, or analog overhead light units purchased and/or rented from CRTS. The technician will not install phones unless the ATHENS COUNTY JFS has paid for professional on-site installation.

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Location listed in the agreement. If an alternative shipping address is required, ATHENS COUNTY JFS must provide that address to the CRTS Project Manager during the Project Kickoff Call.

Phones: Unless ATHENS COUNTY JFS has paid for professional on-site installation, ATHENS COUNTY JFS is responsible for the installation of all devices being purchased and/or rented from CRTS.

Miscellaneous Equipment: CRTS will coordinate an installation technician to arrive onsite to install any overhead paging, door buzzer, or analog overhead light units purchased and/or rented from CRTS. The technician will not install phones unless the ATHENS COUNTY JFS has paid for professional on-site installation.

11- Professional Services Engagements: CRTS can provide Professional Services Engagements to ATHENS COUNTY JFS's who seek assistance with Microsoft Phone System tasks/responsibilities that fall outside the services outlined in this Service Agreement. These PS engagements are billable on a time/materials basis.

A ATHENS COUNTY JFS, seeking additional assistance with the Microsoft Phone System, should contact their CRTS Account Manager for a quote. CRTS will not begin work on PS Engagement requests until ATHENS COUNTY JFS has reviewed and signed the pricing quote.

End User Training: If ATHENS COUNTY JFS elects to pay for End User Training, CRTS can facilitate it based on the following criteria: 1. ATHENS COUNTY JFS can choose the number of sessions. Costs per session will be listed on the Pricing/Services page of this agreement. 2. Each training session is for up to 90 minutes with a maximum capacity of 200 participants. 3. Training Agenda topics include: a. PSTN Calling Overview in Teams Application b. Calling on Supported Teams Handsets (Poly CCK Series and Yealink MP Series of Handsets) c. Overview of Placing/Receiving Calls, Holding and Resuming Calls, Blind Transfer, Consultative Transfer, Voicemail, Greetings, Conference Calls, Park and Pickup. 4. Training sessions will not cover features of the Microsoft Teams app unrelated to PSTN calling. However, the trainer will be able to answer questions regarding the following should the ATHENS COUNTY JFS request specific guidance or questions: 1. Downloading/Installing/Signing into the Teams app 2. Teams App Quick Tour 3. Contacts 4. Messaging 5. Scheduling & Hosting Meetings

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Assumptions

CRTS estimates all work to be remote and will not require a user onsite services at ATHENS COUNTY JFS. Should onsite services be required, CRTS charges for hours travel and expenses (at actual amounts). ATHENS COUNTY JFS will provide the appropriate resources to approve and accept project milestones. ATHENS COUNTY JFS will work with Garmin air MAC to connect to CRTS Voice Network. Any efforts not included in the SOW are considered out of scope.

ATHENS COUNTY JFS Obligations

- Microsoft Licensing: 1. All Microsoft licensing is independent of the pricing and services referenced in this Agreement. The Microsoft licensing outlined in this section must be obtained by ATHENS COUNTY JFS through Microsoft or its Cloud Solution Provider (CSP). CRTS assists with adding/updating Microsoft licensing only when CRTS is ATHENS COUNTY JFS's Microsoft CSP. 2. User Licenses: Configuration of Microsoft Teams Voice requires End Users to be licensed with the acceptable Microsoft Licensing that includes access to the Microsoft Teams Phone system. 3. Microsoft Teams Admins & Management: ATHENS COUNTY JFS agrees to provide and grant CRTS all necessary/required access and administrative rights to its Microsoft Teams in order for CRTS to install, configure, and/or support the Microsoft Teams Voice solution. 4. Bandwidth and Wiring: ATHENS COUNTY JFS is responsible for supplying bandwidth with adequate quantity and quality to accommodate all of its data and voice transport. 5. IT Vendors: Unless otherwise provided by CRTS, ATHENS COUNTY JFS is responsible for communicating with its Phone and IT Vendors about any Service change and ensuring the Phone and IT Vendors are present at the proposed live and date of the Service go-live. CRTS will notify ATHENS COUNTY JFS at least five (5) days prior to the actual go-live date to allow ATHENS COUNTY JFS to coordinate with its phone and IT vendors.

SOW for ACES

Investment Summary

CRTS proposes executing the scope of work as detailed herein on a fixed-fee / not-to-exceed basis. The following table covers the five items and costs associated for the project:

Item	Quantity	Unit Price/Charge	Amount (\$)	Subtotal (\$)
Basic Profile	83		\$0.29	\$24.07
Supplemental: Greeting, Welcome, Hold, End User Virtual Training Session	1	\$150.00		
Hardware (not included in this SOW)				
Total Fee		\$150.00		\$174.07

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Change Control Process

Any changes to scope or delays beyond CRTS's control may lead to and require changes to cost, time, quality, or other project objectives. In the event that it may become necessary to amend the Statement of Work, the change management process shall apply.

CRTS utilizes a formal Change Control procedure in response to and manage the change that may occur on the project. Either party to the project, ATHENS COUNTY JFS or CRTS, may initiate a change by agreeing to the scope, terms and cost of the desired change. Both parties must sign off on the change request. CRTS will review, together with the ATHENS COUNTY JFS project team, any requested changes in scope or pricing, evaluate available options and come to a consensus decision on the final course of action.

Changes to the project may be made for reasons including, but not limited to, the following:

- Scope of work
- Specifications of the deliverables
- Non-availability of resources that is beyond party's control
- Environmental or architectural impediments have not previously been identified

The Change Request Form is a document used to track requests for changes or document schedule changes to any portion of a project. The CRTS Project Manager will be responsible for logging and tracking the progress of all Change Requests; this will be communicated regularly as part of the project status reports. CRTS' Change Control procedure is a summary below:

Proposed Changes: ATHENS COUNTY JFS or CRTS may initiate a change. The requirements for change are defined and managed using a Change Request Form. A review of the proposed change takes place between ATHENS COUNTY JFS Project Manager and CRTS Project Manager. This gives all parties a better understanding of why the change is being submitted and what impact it has from the perspective of the building party.

Assessing the Impact of Changes: CRTS investigates and documents the effects of implementing the proposed change. Estimated costs, benefits, risks and impact on the existing design are captured in a project schedule and incorporated into the Change Request Form. This assessment will be completed in a report.

Approving or Rejecting Proposed Changes: CRTS reviews the completed Change Request Form so that ATHENS COUNTY JFS Project Manager for review and a decision is reached regarding the proposed request, or its substitute. If the change results in a change to the cost, time, quality, or project objectives all project documentation is updated to reflect the approved change. If additional findings are required, changes will take place after all funding documents are approved.

For major change requests where the ATHENS COUNTY JFS project manager's approval is not sufficient, CRTS will work with the ATHENS COUNTY JFS project manager to formulate a recommendation on the proposed change and present it to Executive leadership for their approval.

No work on the change is undertaken without the signed approval of both ATHENS COUNTY JFS and CRTS.

Implementation: The change is implemented when all project documents are updated, ATHENS COUNTY JFS and CRTS have approved the change, and, if required, funding is approved.

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Agreement of the Parties

The parties acknowledge that any change to this Statement of Work will be incorporated through a Change Document, and further that any such change may result in revised schedules and/or revised fees.

IN WITNESS WHEREOF, the parties have caused the Statement of Work to be executed by their duly authorized representatives. All terms and conditions of the Agreement, unless specifically amended herein, shall remain in full force and effect.

Signature: Roy Shinn, Leora Collins, Title: President, Date: 10/28/20

Approved as to form:

Signature: [Handwritten Signature], Title: [Handwritten Title], Date: [Handwritten Date]

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Everett J. Prescott, Inc invoice \$35,450.00 for Village of Trimble Water Meters to be paid with ARPA Funds

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the Everett J Prescott, Inc invoice \$35,450.00 for Village of Trimble Water Meters to be paid with ARPA Funds.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

2026 VOCA Award Letter

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to authorize Commissioner Eliason to sign the 2026 VOCA Award Letter:

Grant Period: 10/01/25 - 09/30/26

Award Number: 2026-VOCA-136359713

VOCA Award: \$28,933.14

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Liquor Permit

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to Not Request a Hearing for the Liquor Permit # FEB TRFO 10007619-1.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Budget Hearings

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve scheduling budget hearings across the next two (2) meetings (11/04/25 & 11/12/25) and circulate an updated letter. Additional reporting requested each office/department must provide:

List of all outside (non-General Fund) revenue sources and uses.

Identification of any General Fund support (salaries/benefits/health care) tied to those outside funds.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Maximus

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the 3 year indirect cost plan services at \$12,250/year and authorize Administrator JoAnn Rockhold to execute/process electronically. See documents on back of page 356.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Motorola Body Camera Agreement - Sheriff Smith

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the Motorola Body Camera Agreement for 2028-2031 at locked 2028 pricing and authorize Sheriff Smith to execute the agreement electronically.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Bridge Replacement Agreement 2025-01CA

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the Bridge Replacement Agreement 2025-01CA as provided by Engineer Jeff Maiden.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Bridge Replacement Agreement 2025-02CA

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the Bridge Replacement Agreement 2025-02CA as provided by Engineer Jeff Maiden.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

SAOP Letter of Support

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve issuing a letter of support for the SAOP Pathways to Resilience. See Letter of Support on back of page 357.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

SERVICE AGREEMENT

This Service Agreement, (the "Agreement"), is entered into this 17/12/2020 (the "Effective Date") by and between Maximus US Services, Inc., "Maximus", and Adams County Board of Supervisors, "Adams County".

- 1. Scope of Services.
2. Term.
3. Compensation.
4. Termination.
5. Invoicing and Payment.

- 6. Data Accuracy.
7. Records and Inspections.
8. Warranties.
9. Maximum level of performance.

- 10. Ownership of Intellectual Property.
11. Compatible Platforms/Hardware.
12. Copyright for Maximus's Proprietary Software.

- 13. Maximum Liability / Audit.
14. Indemnification.
15. Limitation of Liability.

- 16. Notices.
17. Changes.
18. Miscellaneous.
19. Force Majeure.
20. Assignment.

For Adams County Board of Supervisors,
By: [Signature]
Title: [Title]
Date: [Date]

- 21. Force Majeure.
22. Assignment.
23. Termination.
24. Entire Agreement.

By: [Signature]
Title: [Title]
Date: [Date]

- 25. Force Majeure.
26. Assignment.
27. Termination.
28. Entire Agreement.

By: [Signature]
Title: [Title]
Date: [Date]

- 29. Force Majeure.
30. Assignment.
31. Termination.
32. Entire Agreement.

By: [Signature]
Title: [Title]
Date: [Date]

EXHIBIT A
Scope of Services & Compensation
ONCO Athens CAP 20-27
SCOPE OF SERVICES:

- 1. Development of a service contract addendum plan, which identifies the services to be provided...
2. Preparation of a contract addendum plan, which identifies the services to be provided...
3. Preparation of a contract addendum plan, which identifies the services to be provided...

COMPENSATION:

Table with 2 columns: Month, Rate. Rows for Annual Year 2020, Annual Year 2021, Annual Year 2022.

Surplus - Treasurer

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the Surplus for the Treasurer's Office, redistribute where useful; destroy as designated. See back of page 357 for Surplus List.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

CEBCO Contract

A motion was made by Mr. Adkins and seconded by Mr. Eliason to approve entering into a 3-year CEBCO Agreement.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, no; Mr. Adkins, yea.

Outside Counsel Authorization

A motion was made by Mr. Adkins and seconded by Mr. Eliason to approve the use of Ohio Revised Code 305.14(B) and 309.09© to authorize Jeff Stankunas to review the CEBCO Agreement so the County can move forward.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, no; Mr. Adkins, yea.

Travel

A motion was made by Mr. Adkins and seconded by Mr. Eliason to approve the following travel:

- Treasurer: Taylor Sappington; CTAO Conference, Columbus OH; 11/12- 11/14/25
- Treasurer: Taylor Sappington; Landbank One Day Conference, Marietta OH; 10/23/25
- Engineer: Jeff Maiden; Mid-Western Bridge Preservation Partnership Meeting, Columbus OH; 10/20 - 10/22/25
- Commissioners, JoAnn Rockhold, Alison Pierson and Mike Biggins December 3-5, 2025 CCAO Conference
- Sheriff: Ryan Gillette; 2025 CCAO Winter Conference, Columbus OH; 12/02 - 12/05/25
- COC: Candy Russell; 2025 Winter Conference, Lewis Center OH; 12/02 - 12/05/25
- EMA: Teresa Imler & Melissa Blank; Winter EMAO Conf, Salt Fork State Lodge; 12/04 - 12/05/25

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

DJFS Assist Dir Lisa Radford - Weekly Updates

Assist Dir. Lisa Radford provided the following DJFS Weekly Updates:

- 1) SNAP/Government Shutdown – Status & Local Response
 - * County caseload: 4,612 SNAP households; 8,887 total members (5,493 adults, 2,594 children).
 - * October/November issuance: October benefits issued. Some expedited November SNAP issued last week were subsequently pulled back by the State.
 - * Current communications & outreach:
 - * Updates posted on County social media and notices sent directly to SNAP customers.
 - * Operation Full Belly ramp-up; countywide food distributions scheduled (flyer circulated).
 - * Community support noted: local pantries/food drives and several businesses offering meals with SNAP card.
 - * Program impacts from federal shutdown:
 - * Some local/state-linked agencies temporarily shuttered or reduced (e.g., Athens Soil & Water, Agriculture Dept. grant activity paused).
 - * WIC reportedly funded through November; distributions may halt if shutdown persists afterward.
 - * HEAP funded through year-end; risks if shutdown extends past December.
 - * School meals: Unaffected (issue pertains to household SNAP, not school nutrition programs).
- 2) NET Transportation
 - * Status: Fully resumed; all vendors are operating.
 - * Operations: Staff are notifying riders; expectation is that service continues stable
- 3) Facilities & Operations Updates
 - * 510 W. Union Auction
 - * Date/Time: Nov 6 at 5:00 PM.
 - * Status: Collins handling advertising; posted to social media and local channels.
 - * Revised Office Hours (effective Nov 3)
 - * Mon–Thu: 7:30 AM–4:30 PM
 - * Fri: 7:30 AM–12:00 PM (noon)
 - * Notes/Discussion:
 - * New schedule tied to 36-hour workweek and union agreement.

Athens County Commissioners



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national growth. Continued progress depends on addressing structural barriers like transportation and childcare, which are areas that SAOP's wraparound services are designed to tackle.

This alignment extends to the Ohio ARC Strategy Statement for FY2025, which prioritizes workforce readiness, entrepreneurship, and community revitalization. Leveraging local assets and partnerships, rather than focusing on deficits, is essential for creating the conditions for long-term resilience and prosperity.

The Athens County Board of Commissioners strongly supports SAOP's application to the Appalachian Regional Commission and views this project as a cornerstone for building a more diversified, competitive, and resilient economy.

Sincerely,

Lenny Elason

Lenny Elason, President

Charlie Adkins

Charlie Adkins

Chris Chmiel

Chris Chmiel

October 28, 2025

Madison Trace
SAOP Executive Director
145 Columbus Road, Suite 201
Athens, Ohio 45701

Dear Mrs. Trace:

On behalf of the Athens County Board of Commissioners, we are writing in support of SAOP's Pathways to Resilience: Food Industry Careers and 3D Printing Trades in Coal-Impacted Communities project. Athens County has been recognized as a success case in economic transition, with the capacity and leadership to extend that success to our coal-impacted village of Glouster.

SAOP's record of service demonstrates deep engagement in Athens County: of the 464 individuals served in the last state fiscal year, 241 were Athens County residents, or 52% of the total. This reach reflects community trust in helping residents overcome barriers and connect to training and employment.

This project is aligned with the Buckeye Hills Regional Council's Comprehensive Economic Development Strategy (CEDS 2025-2030). Vitruvian's training in digital masonry and additive manufacturing strengthens the regional manufacturing base by providing state-recognized credentials and union pathways into high-demand occupations. At the same time, ACEnet's food industry cluster expansion in Glouster will increase agricultural processing and small business entrepreneurship, with deliverables including 120 ServSafe certifications, 30 food entrepreneurs supported, and 24 participants in the Food Industry Ready program.

The project responds to broader trends highlighted by recent regional and state analyses. Southeast Ohio has a food processing workforce concentration 51% above the national average, with more than 5,600 workers and average annual wages of \$61,658. National companies such as General Mills and Kraft Heinz have already invested in the region, underscoring the strength of this sector. At the same time, data from the Appalachian Regional Commission shows labor force participation in Appalachian Ohio increased by 1.2 percentage points between 2019-2023 compared to the prior 5 years, which matches

The Board of Athens County Commissioners is an Affirmative Action employer and does not discriminate for reasons of race, gender, age, religion or disability.



RECEIVED
OCT 21 2025
Athens County Commissioners

RECEIVED
OCT 21 2025
Athens County Commissioners

County Property Declared Surplus

Treasurer's Office
Department

Property Description	Model #	Serial #
File Cabinet Broken drawer		Athens CO 0110000120
File Cabinet Black		Athens CO 0110000189
File Cabinet Black		Athens CO 0110000199
File Cabinet Black		Athens CO 0110000200
File Cabinet Black		Athens CO 0110000210
File Cabinet Black		Athens CO 0110000219
File Cabinet Black		Athens CO 0110000218
File Cabinet Black		Athens CO 0110000218
File Cabinet Black Broken bottom drawer		Athens CO 0150-000056
VeriFone Pin pad X2	1400SE	292-142-58-2
VeriFone Credit Card Machine X2	100K-3700	1122-2018AET1007
IBM Wheel writer 3 word processor		Athens CO 00143
File Cabinet Black		Athens CO 0280
3 drawer file cabinet black		Athens CO CO-0105-000057
3 drawer file cabinet black		Athens CO Unavailable
4 drawer file cabinet beige		Athens CO CO-0110-000171
File Cabinet Black Broken bottom drawer		Athens CO 0150-000056

10-29-25
Athens County Treasurer's Office

10-29-25
Date

Lenny Elason
Athens County Treasurer's Office

10/27/25
Date

Redistribute Surplus Property Destroy Surplus Property

Auction or Sale

County Property Declared Surplus

Treasurer's Office
Department

Property Description	Model #	Serial #
File Cabinet Black		Athens Co 0280
2 drawer file cabinet black	Broken	Athens Co Co 0100000002
2 drawer file cabinet black	Broken	Athens Co Co 0115000004
2 drawer file cabinet black	Broken	Athens Co 1335000018
2 drawer file cabinet black	Broken	Unavail
Broken Shelf beige		Athens Co 0110-000171

10-29-25
Athens County Treasurer's Office

10-29-25
Date

Lenny Elason
Athens County Treasurer's Office

10/27/25
Date

Redistribute Surplus Property Destroy Surplus Property

Auction or Sale

* Question raised about staggered staffing to avoid reduced public hours; concern that staggering would reduce service quality during open hours. Comparable schedules in several other counties reportedly working well.

4) Dispositions / Surplus & GovDeals

* GovDeals results:

* Van: Pickup scheduled tomorrow.

* Chairs: 94 stacking chairs sold for \$430; plan to continue using GovDeals for future items.

* Certificate of Destruction

* Athens-Hocking Solid Waste asked about certificate of destruction for prior surplus list.

* Clarification: covered when surplus was declared; form located and acknowledged.

Executive Session - DJFS

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to enter into executive session at 10:05 with DJFS Assist Dir Lisa Radford to discuss discipline of a public employee.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Regular Session

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to return to regular session at 10:13 and to approve the Last Chance Agreement and authorize Dir. Jean Demosky to sign it.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Food Pantry - MOU Agreement

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to table pending legal review and retrieval of previous agreement.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

ARPA Funds - DJFS Final Draw

A motion was made by Mr. Adkins and seconded by Mr. Eliason to approve the final draw for ARPA Funds for DJFS 510 W. Union Street Building (Gray Construction) in the amount of \$66,159.39 for work performed on 08/15/2024.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, no; Mr. Adkins, yea.

EMS - Medical Director Contract

A motion was made by Mr. Chmiel and seconded by Mr. Adkins to approve the EMS - Medical Director Contract between Athens County EMS and Dr. Gwendolyn J. Millesen. Terms of contract shall commence on October 19, 2024 and shall end on October 19, 2027. ACEMS shall pay the rate of \$7,290.40 a year, to be paid in bi-weekly installments.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

EMS - Weekly Updates

1) Tuition Reimbursement – Returning Employee (D. Hendershot)

* Item: Clarification on tuition reimbursement eligibility for Derek Hendershot, who left in July, is returning Nov 15.

* Discussion/Consensus:

* Current understanding: tuition reimbursement is payable only while employed; no provision requiring a service commitment after payment, but benefits cease upon separation.

* Because employment was severed, no reimbursement is owed for the separated period.

* Policy Improvement: Commissioners want the written program to explicitly state (a) reimbursement applies only during active employment, and (b) any continuation/recoupment or service-time expectations, if desired, going forward.

* Action: No reimbursement.

* Follow-up: Bring back updated written tuition policy language for Board review and adoption (include service-commitment and repayment terms, if proposed).

2) Medicare Payments Halted (Federal Shutdown Impact)

* Report: Billing company notified that Medicare payments are halted due to federal shutdown.

* Operational Impact: Cash flow not yet affected but likely soon; delays could spill into next year as the system catches up.

* Board Direction:

- * Draft a letter describing operational and public-safety impacts of payment suspension.
- * Commissioners will forward to Congressional delegation (Senators & Representative) urging prompt resolution and payment resumption.
- * Follow-up: Prepare and send impact letter; provide copy to the Board.

Executive Session - EMS

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to enter into executive session at 10:26 with Chief Amber Pyle and Assist Chief Randy Crossen Jr. to discuss discipline of a public employee.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Regular Session

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to return to regular session at 10:49, No discipline actions needs to be taken at this time.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

W&S Supt Oscar Carson - Weekly Updates

Supt Carson provided the following updates:

1) Developer tap purchases & policy consistency

- * Discussion: Mr. Funk (developer) did not attend. Board reviewed a draft letter regarding purchasing multiple sewer taps/EDUs.
- * Concerns & Direction:
 - * Add firm time frames (connection deadlines) — current letter is open-ended.
 - * Minimum/debt service billing: To remain consistent with past practice, if taps are purchased in advance, the debt-retirement/minimum charge should begin even if not yet connected (after a reasonable grace period).
 - * Refunds/forfeiture: Clarify whether capacity/tap payments are non-refundable if deadlines are missed and outline consequences for non-performance.
 - * Reservation language: County can state capacity exists but should not "reserve" taps without standard terms and billing.
 - * Grace period: Proposed 90 days from purchase to begin billing if not connected.
 - * Policy reference: Cite the policy manual in the letter; add missing provisions during upcoming policy update.
- * Actions:
 - * Staff to revise the letter: add timelines, start of billing (debt service) after 90 days, non-refund ability, and policy citations; circulate for review.
 - * Staff to update the policy manual (billing on unconnected taps, refunds, deadlines).

2) Smith Concrete – sewer billing approach

- * Issue: Smith uses ~50,000 gal/month of process water (not entering sewer). Only restrooms/lavs discharge to sewer. Originally calculated at 1 EDU.
- * Options debated: Employee-based EDU vs. water-use vs. sub-metering sanitary-only flows.
- * Decision: Allow a dedicated sub-meter on sanitary fixtures and bill based on the sub-metered sanitary flow (exception to standard water-meter basis), with:
 - * County/right-of-way access to read the meter (no customer photo submissions).
 - * Written separate agreement documenting method, access, and audit/verification.
 - * Until the sub-meter is installed and active, continue billing by the existing water meter.
- * Status/Logistics: Tap completion targeted tomorrow; Davidson & Bush to install meter for LeAx while on site.

W&S - Smith Concrete

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve an agreement with Smith Concrete that the meter will be read by W&S department once the meter is installed, this is an exception to the policy per Commissioner Eliason.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Resolution approving the New Marshfield Sewer Project

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the Resolution for the New Marshfield Sewer Project: Resolution – New Marshfield Sewer Project

A RESOLUTION AUTHORIZING THE ATHENS COUNTY BOARD OF COMMISSIONERS TO PROCEED WITH THE NEW MARSHFIELD SEWER PROJECT (THE "PROJECT"), WITH CONSTRUCTION ANTICIPATED TO BEGIN IN 2026

WHEREAS, The Athens County Commissioners recognizes the need to improve public health, environmental quality, and regulatory compliance within the New Marshfield area, and;

WHEREAS, The existing wastewater conditions in and around New Marshfield present risks to water resources and impede community development; and

WHEREAS, The Athens County Commissioners, finds it in the best interest of the community to move forward with the New Marshfield Sewer Project.

Signed this 28th day of October 2025

/s/Lenny Eliason, President

/s/Charlie Adkins

/s/Chris Chmiel

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

DLZ Contract - New Marshfield

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to table the DLZ Contract for New Marshfield Sewer Project pending counsel's comments.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Award Bid for New Marshfield Sewer

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to award the bid for Contract A of the New Marshfield Sewer Project to D.V. Weber Construction in the amount of \$4,934,095.00.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

WPCLF New Marshfield

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to authorize Commissioner Eliason to sign the WPCLF New Marshfield document. See document on back of page 360.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Recycling Center/COG - OPERS funds

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to authorize release and issuance of a check for \$10,122.26 to the appropriate COG/Recycling entity for the OPERS balance.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

AFG Grant - Mark McIntyre

A motion was made by Mr. Chmiel and seconded by Mr. Adkins to approve entering into an agreement with Merchant McIntyre Associates in the amount of \$5,750.00 to help prepare and submit a competitive application for the FY2025 AFG Grant. See agreement on back of page 363.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

September Monthly Report - Treasurer Taylor Sappington

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to acknowledge the September Monthly Report and authorize Commissioner Eliason to sign.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Water Pollution Control Loan Fund

Exhibit 1

Project Name: US 50 New Marshfield Gravity Sanitary Sewer
 Borrower: Athens County
 Address: 15 S. Coast Street, Rm 234
 City & State: Athens, OH

Loan Number: CS390005-0015
 Zip Code: 45701
 Phone: (740) 592-3219

Borrower's Authorized Representative: Lenny Eliason

Project Description

The project proposes the regionalization of the New Marshfield sewer system by integrating it with Athens County's centralized system. The main aim is to transition from the existing deteriorating individual septic tanks in New Marshfield to a more sustainable and efficient regional sewer system. This initiative has become imperative due to the imminent environmental and public health risks posed by the poor condition of many of the septic tanks.

Cost Data

Activities	Fiscalin	CDRI	Total Project Cost
Technical Services			
Administration	\$5,890.00	\$30,000.00	\$35,890.00
Engineering Services	\$350,000.00		\$350,000.00
Construction			
D V Weber Construction Inc. - US 50 New Marshfield Gravity Sanitary Sewer	\$4,114,095.00	\$520,000.00	\$4,934,095.00
Other Costs			
Contingency	\$440,000.00		\$440,000.00
Total Estimated Cost	\$5,200,985.00	\$550,000.00	\$5,750,985.00

WPCLF Loan Information

Interest Rate:	0.0%	Principal Amount:	\$1,459,985.00
Term in Years:	40.0	Interest:	\$0.00
Number of Payments:	60	Total Cost of Borrowing:	\$1,459,985.00
Participation Rate:	0.0125	Payment:	\$18,249.82
Principal Forgiveness Amount:	\$3,750,000.00		

Project Schedule

Application Date:	09/29/2025	Initiation of Operation:	02/01/2027
Resolution Date:	05/24/2025	Date of Initial Payment:	01/01/2028
Performance Certification:	02/01/2028		

Pledged Revenues

Section 603(d)(1)(C) of the Clean Water Act requires one or more dedicated sources of revenue for repayment of the loan. The following information specifies these sources:

Revenue Source	
Special Assessments	
General Taxes	
Wastewater Service Charge	\$1,459,985.00
Other	
Total	\$1,459,985.00

To the best of my knowledge and belief, the information contained on this exhibit represents the actual project costs being requested from the WPCLF. I hereby acknowledge that the non-eligible and not funded costs identified above, if any, will be provided from sources other than the WPCLF as to allow the project to be fully implemented.

Lenny Eliason

Lenny Eliason

11/4/25

Date

Q3 Investment Report - Treasurer Taylor Sappington

Treasurer Sappington provided the following Investment Report:

- * **Format/Process:** Treasurer noted the investment report is traditionally reviewed by the Investment Committee (two commissioners). He brought it to the full board for transparency but acknowledged it should go through the committee.
- * **Portfolio Snapshot (as of Q3):**
 - * Average weighted yield: 3.71% (now ~3.84% per current figures).
 - * Credit quality: Portfolio maintains investment-grade standards (details in report).
 - * Duration profile: Heavier in 3–5 year maturities; actively adding 1–3 year positions to balance liquidity and cash-flow flexibility.
- * **Notable Transactions / Policy Change:**
 - * **Israeli State Bonds:** Position matured Oct 1; Treasurer did not reinvest/renew.
 - * **Rationale:**
 - * **Liquidity:** Instruments are illiquid (funds cannot be accessed prior to maturity), creating cash risk.
 - * **Policy philosophy:** Avoid investing county tax dollars in foreign governments; preference for domestic/local placements.
- * **Reinvestment:** Proceeds placed into a Certificate of Deposit at Hocking Valley Bank at 4.05% after negotiating improved county rate.
 - * **Local impact:** CD funds are largely deployed into local mortgages, expected to produce broader economic benefits within Athens County in addition to the interest income.
- * **Forward Look / Risk Note:**
 - * **Interest-rate outlook:** Based on expected Fed funds rate declines, county investment yields are likely to trend lower in 2026 and more so in 2027.
 - * **Budget context:** Current year pressure is limited, but the General Fund's ~\$2.2M interest income could decrease as rates fall; strategy includes extending duration judiciously to lock in rates while maintaining appropriate liquidity.
- * **Action/Next Steps:**
 - * **Investment Report acceptance:** No formal acceptance by the Board at this meeting; Treasurer to route the report to the Investment/Finance Committee for the customary review/acceptance.

W&S - Tanner Property**Tanner Sewer Connection**

- * **Background & site check:** Staff met onsite with Davidson & Bush (D&B); property line was marked and a revised route selected (curve toward existing septic—must be crushed—then up by the house). Existing tap is ~80–90 ft short of the property line.
- * **Scope split & costs:**
 - * **County/D&B:** Extend the public line to Mr. Tanner's property line (County responsibility).
 - * **Mr. Tanner/D&B:** Complete the private lateral from property line to the house.
 - * D&B's rough estimate: \$4,500–\$5,000 total to the house.
- * **Payments & refunds:**
 - * **Board approved refunding** roughly \$2,300 (previous fees Mr. Tanner paid when the tap wasn't on his property).
 - * **Account cleanup:** Board approved writing off the remaining balance to zero out Mr. Tanner's account (noted prior outstanding of about \$2,002 in discussion).
 - * **Mr. Tanner will pay D&B directly** for the portion from property line to his house; the refunded \$2,300 can be applied toward that bill.
- * **Next steps/coordination:**
 - * **County/D&B** to move the tap to the property line.
 - * **Mr. Tanner** to contact D&B to meet onsite and receive a formal price; proceed with his portion after the County's extension is in place.

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to refund \$2,340.59 Mr. Tanner and write off the remaining balance to \$0.00; proceed with County Extension to property line and homeowner's connection by Davidson Bush.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

Ohio EPA - New Marshfield Connections

New Marshfield Lateral-Connection Funding Call

Attendees (high level):

Ohio EPA/DEFA (Katie Courtright, Amy Watkinson), DLZ (Tracy Schultz, Sarah Peden, Gary Silcott), RCAP (Ben Howard), Athens County Commissioners (Charlie Adkins, Lenny Eliason, Chris Chmiel-absent), Clerk Alison Pierson, Admin (JoAnn Rockhold), W&S Office Manager (Stephanie Morris), W&S Supt. (Oscar Carson), Health Dept. (Pat McGarry, Ben Avery), Township (Greg Andrews), others.

Purpose:

Coordinate grant support for private lateral connections associated with the New Marshfield sewer project; clarify eligibility, timing, amounts, and administration.

Project snapshot & timing:

- * Users: ~138 projected; ~87% LMI at project start.
- * Construction: Contract A (collection system) to start ~Mar 2026 (contractor indicated spring start) with ~1-year duration; Contract B (force main) to bid around the same time. Conservative full-connection readiness late 2026–Mar 2027.
- * County local funds: ~\$200k ARPA earmarked for laterals; HSTS assistance expected to stack.

Grant discussed (Ohio EPA/US EPA funds):

- * Program: Sewer Overflow & Stormwater Reuse Municipal Grant (OSG).
- * Allocation targeted to Athens Co.: \$245,000 for homeowner lateral connections (construction of private lateral + septic abandonment + related permits/inspection).
- * Administration: Grant to County; funds held/dispensed via OWDA (invoice-for-work-performed). Quarterly reporting; federal funds must appear on County SEFA.
- * Typical grant period: 1 year from agreement effective date; Ohio EPA will likely delay issuing the subaward to better match the project's later connection window (current US EPA grant ends end of 2026; a follow-on US EPA grant beginning early 2026 is anticipated to cover later timing).

Eligibility & coordination:

- * Homeowner-occupied only (no rentals/businesses, e.g., post office; churches not eligible if not owner-occupied residences).
- * Income: Must meet federal poverty guidelines (100% FPL for OSG).
 - * Strategy: Use OSG for 100% FPL households; use WPCLF HSTS tiered aid for >100% FPL (85% or 50% cost-share bands).
- * What's covered: One connection from house to main, septic abandonment, health dept permits/inspection fees.
 - * Not covered: Interior plumbing modifications; single connection only (multiple discharge points may be tied in externally; interior changes are homeowner's responsibility).
- * Procurement: Best practice is to bid laterals as one package (single contractor) for price efficiency; may combine with CDBG/HSTS-funded connections but must still verify household-by-household eligibility for each funding source.

Key concerns & answers:

- * Timing mismatch: Since connections likely occur late 2026–2027, Ohio EPA will hold off on the subaward and shift Athens to the next OSG grant cycle to match timing.
- * HSTS continuity (2026–2027): Funding expected; timing of federal approvals may delay awards (shutdown dependent), but program anticipated to continue.
- * Income-year basis: Will use the current HHS FPL guidelines applicable at the time of application (likely 2026 if administered then).

Next steps:

1. Ohio EPA to send a follow-up email with program details: eligibility criteria, reporting, procurement guidance, examples (e.g., Columbiana Co. bid specs/applications), and contacts.
2. County/Health/RCAP/DLZ to begin front-end prep: homeowner application workflow, eligibility verification process, and packaging laterals for a single bid aligned with construction completion.
3. County to monitor construction schedule and coordinate grant timing with Ohio EPA so the subaward aligns with actual connection window.
4. Health Dept to explore outreach and, if helpful, consult with Harrison/Columbiana peers on forms and process.
5. Consider zoning/planning implications given anticipated new small-lot development post-sewer.

Outcome:

Consensus to proceed with OSG-funded connections timed to construction completion (likely via the next OSG grant window), stack HSTS for partial-aid households, and prepare the administrative framework now to expedite homeowner hookups when the system is ready.


Adjourn

A motion was made by Mr. Adkins and seconded by Mr. Eliason to adjourn the above meeting.

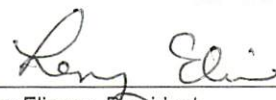
The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, absent; Mr. Adkins, yea.




JoAnn Rockhold, Administrator




Alison Pierson, Clerk



Lenny Eliason, President



Charlie Adkins, Vice-President



Chris Chmiel



SERVICE AGREEMENT

ATHENS COUNTY, OH (the "County") agrees to retain MERCHANT MCINTYRE & ASSOCIATES, LLC, a Delaware limited liability company with a principal place of business in Washington, D.C. ("MM") (together, the "Parties"), for grant writing services commencing on November 1, 2025 (the "Effective Date") and continuing until completion of the Deliverables set forth in Exhibit A (the "Expiration Date") (together, the "Term").

Fee. The County agrees to pay MM a total professional fee of \$5,750, billed in advance. Payment shall be made to MM at the address listed on the MM invoice(s). Federal funds may not be used to pay MM professional fees.

Deliverables. MM agrees to provide the deliverables set forth in EXHIBIT A, attached hereto, during the Term of this Agreement.

Assignment. No other party shall assign any of its rights or delegate any of its duties or obligations under this Agreement without the express written consent of the other party.

IN WITNESS THEREOF, the parties hereto have executed or approved this Agreement on the dates below their signatures.

[Signature]
Brynt Walton Merchant
Principal and Co-Founder
Merchant/McIntyre & Associates, LLC

[Signature]
Lenny Eliason
President
Athens County Commission

Date: [Signature] 11/6/25

Date: 11/6/25

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Merchant McIntyre & Associates, LLC | 1634 Eye Street, NW, Suite 200 | Washington, DC 20006

EXHIBIT A
SCOPE OF WORK

MERCHANT MCINTYRE & ASSOCIATES, LLC ("MM") will provide strategic grant development services to support the ATHENS COUNTY FIREFIGHTERS ASSOCIATION (the "County") in preparing and submitting a competitive application for the FY25 FEMA ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM ("AFG"). This scope covers full application lifecycle support, from planning and narrative development through submission and post-award advocacy.

Deliverables. MM will provide support and services in the following areas:

- 1. Project Management and Coordination
a. Serve as lead project manager for all grant-related activities.
b. Develop and maintain a detailed application work plan and timeline.
c. Coordinate regularly with the County's designated lead and other key stakeholders, including external project partners.
2. Narrative and Application Development
a. Prepare and finalize all required narrative components per FEMA's Notice of Funding Opportunity (NOFO) structure.
b. Draft, edit, or coordinate the collection of all required and supplemental attachments.
c. Coordinate the identification and engagement of a qualified third-party evaluator.
3. Standard Forms Completion and Submission Support
a. Provide guidance and review for all required standard federal forms (SF-424, SF-L11, SF-424A, etc.).
b. Assemble the final FEMA GO submission package.
c. Review the full application for formatting, compliance, and completeness.
d. Coordinate with the County on submission and confirmation receipt.
e. Lead congressional outreach, including drafting and securing letters of support, to build support for the application.

Assurances. In its capacity as a consultant, MM shall make its best effort to the County in developing and submitting a complete and competitive grant application. The scope of MM's responsibilities includes:

- 1. Developing a detailed grant development timeline and coordinating milestone management.
2. Leading strategy and content development for all narrative components required by the FEMA NOFO.
3. Drafting and assembling required attachments such as budget narrative, staffing plan, letters of support, organizational chart, etc.
4. Supporting final review and submission through the FEMA GO portal.
5. Providing technical assistance in response to any post-submission clarifications from FEMA.

The County's responsibilities in support of the above-described services shall include:

- 1. Participate substantively in initial and ongoing meetings with MM to provide context, feedback, and direction on proposal development.
2. Share timely access to background materials relevant to the proposal (e.g., strategic plans, prior applications, key personnel bios, department data).
3. Maintain adherence to an agreed-upon preparation schedule to meet submission deadlines.
4. Facilitate introductions to internal staff, partners, or external collaborators involved in the grant process, as needed.
5. Ensure that all relevant SAM.gov and FEMA GO registrations are complete and active prior to the grant submission window.
6. Promptly respond to any MM requests for missing or incomplete information required to fulfill its obligations. If the County is unable to provide such information, MM will notify the County immediately.

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