



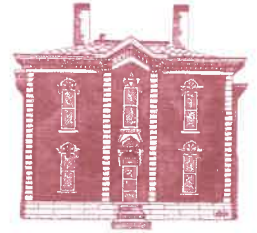
HOLMES COUNTY COMMISSIONERS

2 COURT STREET, SUITE 14

MILLERSBURG, OHIO 44654-2001

PHONE (330) 674-0286 FAX (330) 674-0566

E-MAIL: HCC@CO.HOLMES.OH.US



AGENDA

Monday, November 29, 2021

(Schedule Subject to Change)

9:00 Jon Beam, Dog Warden

- Budget Hearing

10:00 Business Meeting

- Pledge of Allegiance
- Minutes from November 22, 2021
- Paybills Motion
- Transfers/Transactions/Supplementals
- Plat – RJJ Kandel Subdivision
- Resolution – Approving a WE Quicksall & Associates Agreement for Engineering Services

10:30 New Business/Old Business Discussion

Next Business Meeting: Monday – December 06, 2021

**THE MINUTES
November 29, 2021**

The Holmes County Commissioners met in regular session Monday, November 29, 2021; with Mr. Miller absent. Chairman Ault opened the meeting:

9:00 A.M. – JOHN BEAM – DOG WARDEN – BUDGET HEARING

10:00 A.M. – BUSINESS MEETING

PLEDGE OF ALLEGIANCE

MINUTES

On a motion by Mr. Eyler, seconded by Mr. Ault (Mr. Ault - yes; Mr. Eyler – yes; Mr. Miller - absent), the Commissioners approved the minutes from November 22, 2021 as written.

PAY BILLS MOTION

On a motion by Mr. Miller seconded by Mr. Ault (Mr. Ault - yes; Mr. Eyler – yes; Mr. Miller - yes), Commissioners authorized the following bills to be paid as they were presented:

GENERAL (A00)

Jeff Kellogg	00010-E2004	Legal Counsel	\$877.50
National Association of Counties	00010-E6001	2022 Dues	847.00
Verizon Wireless	00010-E8001	Cell Service	433.71
MT Business Technologies, Inc.	00015-E2001	Contract Services	89.79
U.S. Bank Equipment Finance	00040-E2001	Copier Lease	146.76
Crystal Clear Water Co.	00070-E4001	Water for Court	6.50
Independence Business Supply	00070-E4001	Projector for Court	259.00
Graphic Enterprises, Inc.	00070-E4007	Printer Maintenance Contract	50.72
Rodhe's Supercenter	00075-E4001	Coffee & Supplies for Jury	30.31
Lab Corp	00085-E2001	Genetic Testing	375.00
Verizon Wireless	00085-E2002	Cell Phones	217.26
Independence Business Supply	00085-E4001	Chair Mat	35.65
Holmes County Sheriff	00090-E4007	2 x 2-Way Radios	1,000.00
Cintas	00125-E2001	Mats & Service	120.24
American Electric Power	00125-E2002	Electric	110.30
Northeast Ohio Natural Gas Corp.	00125-E2002	Heat	2,828.05
Fastenal Company	00125-E4001	Supplies	713.13
Friendly Wholesale Company, Inc.	00125-E4001	Supplies	502.87
East Holmes Veterinary Clinic, Inc.	00130-E4013	K9 Exam & Shots	122.28
Red Diamond Uniforms	00130-E4013	Uniform Supplies	263.95
Charm Harness & Boot	00130-E4013	2022 Boots	2,562.90
Gall's, Inc.	00130-E4013	2022 Boots	1,095.12
COMDOC, Inc.	00130-E8001	Printer Service	549.71
Source One Group	00130-E8001	October-December EAP Service	672.00
Wayne County Schools Career Center	00135-E8001	Work Key Testing	60.00
Independence Business Supply	00140-E8001	Supplies	7.81

U.S. Bank	00155-E4001	Lease	38.29
Buckeye Contractors	05021-E9003	Visitation Room Upgrade	2,650.00
The Source One Group	07002-E1018	Employee Assistance Program	1,416.00
			\$18,081.85

COVID-19 GRANT (C19)

Gov Connection, Inc.	02019-E4007	Refresh Project	\$14,351.68
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ENGINEER (K00)

Time Warner	00700-E2002	Internet	\$221.91
Time Warner	00700-E2002	Internet	199.09
Palmer Engineering Company	00700-E2014	CR 61	1,804.74
Ohm Advisors	00700-E2014	Mohican Valley Corridor	1,500.00
Palmer Engineering Company	00700-E2014	CR 61	3,186.63
Staples Credit Plan	00700-E4001	Office Supplies	460.00
Osburn Associates, Inc.	00700-E4003	Signs	7,060.25
MT Business Technologies, Inc.	00700-E4016	Copier Lease	272.37
Verizon Wireless	00700-E4016	Cell Phone Expense	326.44
Fastenal Company	00701-E4001	Garage Supplies	529.12
Fastenal Company	00701-E4001	Garage Supplies	140.22
			\$15,700.77

COUNTY ROAD SALES TAX (K25)

Treasurer, State of Ohio	00702-E3003	Payoff SIBS Loan #170006	\$327,707.78
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FDCC (M30)

Holmes County Sheriff	01002-E4007	2 x 2-Way Radios	\$2,000.00
Verizon Wireless	01002-E8001	Cell Phone Contract	91.52
			\$2,091.52

CAPITAL IMPROVEMENT (N10)

Midstate Contractors, Inc.	00500-E2009	Courthouse Improvement Project	\$93,909.78
Fenton Bros. Electric, Inc.	00500-E2009	Lighting Improvements	35.70
			\$93,945.48

SOLID WASTE (P34)

Summit Environmental Technologies	00800-E2099	Landfill Groundwater Analysis	\$3,912.50
Verizon Wireless	00800-E4017	Cell Phone	160.44
			\$4,072.94

WASTEWATER (P40)

Ackerman's Equipment & Rental LLC	00805-E2001	Rental – Tractor & Spreader	\$866.00
American Electric Power	00805-E2002	WC WWTP, WC PS #7, #8 & #9	4,149.57
Frontier Communications	00805-E2002	Dialer Service	65.52
Staples Credit Plan	00805-E4001	Ink & Misc.	125.24
Wolff Bros. Supply, Inc.	00805-E4012	Conduit, Switch & Splicer	762.62
Holmes County Engineer	00805-E7001	Sewer Plants Maintenance	24,837.85
D & M Rocks LLC	00805-E7001	Berlin #2 Shale	1,467.60
			\$32,274.40

IT FUND (S38)

Time Warner	01062-E7005	Services	\$274.98
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911 WIRELESS (S54)

Tritech Software Systems	01059-E2001	911 Maintenance	\$4,600.66
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9-1-1 (S71)

Tritech Software Systems	01024-E2001	911 Maintenance	\$4,600.65
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COMPUTERIZATION / PROBATE COURT (S81)

CourtView Justice Solutions, Inc.	01032-E2001	Software Support	\$132.00
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COUNTY HOME (S85)

Northeast Ohio Natural Gas Corp.	01036-E2001	Natural Gas Service	\$319.92
Northeast Ohio Natural Gas Corp.	01036-E2001	Addendum	1,194.32
Holmes Lumber	01036-E4001	Maintenance Supplies	11.99
Qual-Med Supply, Inc.	01036-E4001	Nursing Supplies	702.11
U.S. Foods	01036-E4001	Dietary Supplies	1,489.04
Holmes Oil Distributing	01036-E4001	Maintenance Supplies	352.93
Holmes Plumbing LLC	01036-E7001	Gas Line Repair	145.21
Berlin Plumbing	01036-E7001	Water Line Repair	519.51
			\$4,735.03

JAIL KITCHEN (X03)

Holmes County Sheriff's Office	04001-E4001	Juice Reimbursement	\$23.54
Holmes County Senior Center	04001-E4001	Soup	32.04
U.S. Foods, Inc.	04001-E4001	Food Supplies	1,249.57
			\$1,305.15

TRANSFER WITHIN:

FROM:

TO:

AMOUNT:

A00-00121-E4007 CP Equipment	A00-00010-E8001 Other	\$10,000.00
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SUPPLEMENTAL:

FROM:

TO:

AMOUNT:

P34 Solid Waste	P34-00800-E8001 Other	\$10,000.00
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PAYROLL

Total Gross Payroll for pay-ending 11-26-21 was \$677,933.92

Total General Fund Payroll for pay-ending 11-26-21 was 284,047.41

PLAT – RJJ KANDEL SUBDIVISION

On a motion by Mr. Eyler, seconded by Mr. Ault (Mr. Ault - yes; Mr. Eyler – yes; Mr. Miller - absent), the Commissioners authorized the Chairman to sign the RJJ Kandel Subdivision Plat, Berlin Township, 1st Qtr., Lot 18, T-9N; R-6W.

RESOLUTION(S)

A Copy of All Documents on File at the Commissioners Office

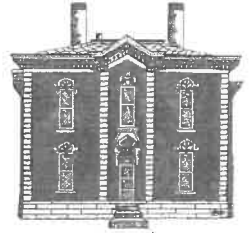


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Resolution #11-29-21-1

A RESOLUTION APPROVING A W.E. QUICKSALL & ASSOCIATES AGREEMENT FOR ENGINEERING SERVICES

WHEREAS, the Board of Holmes County has received a Engineering Services Agreement with W.E. Quicksall & Associates, Inc.; and

WHEREAS, the Board of Holmes County Commissioners have reviewed this Agreement;

THEREFORE, BE IT RESOLVED that the Board of County Commissioners hereby approves Engineering Services Agreement with W.E. Quicksall & Associates, Inc., for 2022

Mr. *Eyler* moved for adoption of the preceding Resolution. Mr. *Ault* seconded the motion. Upon roll call the vote was as follows:

Rob Ault	<i>Rob Ault</i>	<input checked="" type="radio"/> yes/no
Raymond Eyler	<i>Raymond Eyler</i>	<input checked="" type="radio"/> yes/no
Joe D. Miller	<i>Absent</i>	yes/no

The below signed Clerk to the Board hereby certifies that the preceding Resolution is a true and exact copy of a Resolution adopted during the regular business meeting of November 29, 2021 and recorded in Commissioners Journal 52 under that date.

Susan L. Schie, Clerk to the Board
Holmes County Board of Commissioners



W. E. Quicksall and Associates, Inc.

554 West High Avenue
P.O. Box 646
New Philadelphia, Ohio 44663

Civil Engineers

November 11, 2021

Holmes County Commissioners
2 Court Street, Suite 14
Millersburg, Ohio 44654-2001

Re: Professional Engineering Services
Agreement Number 9328

Dear Commissioners:

As discussed, W.E. QUICKSALL AND ASSOCIATES, INC., hereafter called the "ENGINEER", is pleased to submit a proposal for furnishing professional services to the Holmes County, hereafter referred to as the "COUNTY".

As you are aware, our current agreement expires December 31, 2021. We would like to offer an extension of our services through December 31, 2022.

This proposal contains two (2) parts. Part I will consist of general engineering advice and recommendations as needed by the COUNTY. Part II includes services requiring detailed engineering services as requested by the COUNTY.

PART I

Work under Part I of this Agreement will include but not be limited to the following services:

1. Attend any County Meetings, such as
 - a. Commissioners Meetings
 - b. Planning Commission Meetings
2. Research funding options (excluding CDBG Program) for COUNTY infrastructure projects and prepare grant/loan applications. As requested by the commissioners, provide full or part time administration of grants and loans, assist with close out and audit of grants and loans, and act as the COUNTY's representative at grant and loan related meetings, seminars, etc.
3. Provide advice and recommendations as may be needed by the COUNTY on a day-to-day basis for the operation of existing water and sewer facilities in the COUNTY.
4. Provide advice and recommendations as may be needed by the COUNTY on a day-to-day basis for the operation of the existing landfill in the COUNTY.
5. Act as the COUNTY Sanitary Engineer when requested by the Commissioners.

W.E. QUICKSALL AND ASSOCIATES, INC.
Holmes County Commissioners
November 11, 2021
Page 2 of 4

Our fee for the services described in Part I will consist of the ENGINEER's salary cost times a multiplier of 1.65 plus reimbursable expense as described in Attachment "A" of this Agreement.

PART II

Work under Part II of this Agreement will include but not be limited to the following services:

1. CDBG Applications (which are approved and funded)
2. Preliminary Studies and Reports
3. Final Design (Construction Plans and Specifications)
4. Assistance in Bidding and Negotiation
5. Construction Administration
6. Project Representation

A "Scope of Services" meeting will be held prior to commencement of any work under Part II of this Agreement. This meeting will establish the responsibilities of the ENGINEER and will result in a supplemental agreement and an estimate of engineering fees.


This Agreement may be terminated by either party upon a seven (7) day written Notice of Termination. In the event of termination of this Agreement, the ENGINEER will be paid for all services rendered to date of termination.

If this proposal meets with the Commissioner's approval, please sign the enclosed copy in the space provided below and return it to us.

Thank you for asking us to present this proposal for your consideration. We sincerely appreciate your consideration in allowing us to present this proposal and for showing your continued confidence in our services since June 1, 1993 when our original contract was authorized.

Respectfully,

W.E. QUICKSALL AND ASSOCIATES, INC.


Donald R. Quicksall, P.E.
President

DoQ/jab
Enclosures
File: 9328-01 Contract; Reading

W.E. QUICKSALL AND ASSOCIATES, INC.

Holmes County Commissioners

November 11, 2021

Page 3 of 4

ACCEPTED THIS 29th DAY OF November, 2021.

HOLMES COUNTY COMMISSIONERS' OFFICE

By: Robert Ault
Robert L. Ault

Title: Commissioner, President

By: Ray Eyle
Ray Eyle

Title: Commissioner, Vice-President

By: Absent
Joe D. Miller

Title: Commissioner

W.E. QUICKSALL AND ASSOCIATES, INC.

Holmes County Commissioners

November 11, 2021

Page 4 of 4

ATTACHMENT "A"

AGREEMENT NO. 9328

DEFINITION OF TERMS

SALARY COST

Payroll cost is defined as the actual wages of engineers, technicians, draftsman, clerical personnel, surveyors, clerks and other employees of the engineering firm when directly engaged on the project, plus related fringe benefit costs, such as, but not limited to, sick leave, vacation time, holiday pay, unemployment and payroll taxes, social security, retirement benefits and employment and medical insurance.

Wages or imputed wages of principals or partners of the engineering firm shall be included in the payroll costs for all time they are productively engaged in work on the project.

MULTIPLIER

The multiplier which is applied to the payroll cost compensates the engineer for overhead, plus a reasonable margin for professional risk, contingencies, interest on capital, readiness to serve, duration of project and a reasonable profit.

For average professional engineering services, a multiplier range of 2.0 to 3.0 times the payroll cost is appropriate.

REIMBURSABLE EXPENSES

Reimbursable expenses shall mean the actual expenses of transportation and subsistence of principals and employees of the engineer for normal services incidental thereto when traveling in connection with the project; expenses incidental to obtaining bids or proposal from contractors; expenses of furnishing and maintaining field office facilities; subsistence and transportation of resident project representatives and their assistants; toll telephone calls and telegrams; reproduction of reports, drawings and specifications and other similar project related items; expense of computer time including an appropriate charge for previously established programs; special equipment rental and materials; special insurance for the project; and, if authorized in advance by the client, expense of overtime work requiring higher than regular rates; and similar related items. As an alternate, these expenses may be provided for in the agreement by adjusting the multiplier.

The above has been reprinted from the *Code of Professional Practice*.



HOLMES COUNTY COMMISSIONERS

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MILLERSBURG, OHIO 44654-2001
PHONE (330) 674-0286 FAX (330) 674-0566
E-MAIL: HCC@CO.HOLMES.OH.US



Resolution #11-29-21-2

A RESOLUTION APPROVING THE CONTRACT FOR SALE AND PURCHASE OF REAL PROPERTY

WHEREAS, the Board of Holmes County has received a Contract for Sale and Purchase of Real Property; and

WHEREAS, the Board of Holmes County Commissioners have reviewed this Contract for Sale and Purchase of Real Property;

THEREFORE, BE IT RESOLVED that the Board of County Commissioners hereby approves the Contract for Sale and purchase of Real Property. The Contract is between the Holmes County Engineer's Office and Bunny John, LLC in the amount of \$15,000.00.

Mr. *Eyler* moved for adoption of the preceding Resolution. Mr. *Ault* seconded the motion. Upon roll call the vote was as follows:

Rob Ault	<i>Robert Ault</i>	<input checked="" type="radio"/> yes/no
Raymond Eyler	<i>Raymond Eyler</i>	<input checked="" type="radio"/> yes/no
Joe D. Miller	<i>Absent</i>	yes/no

The below signed Clerk to the Board hereby certifies that the preceding Resolution is a true and exact copy of a Resolution adopted during the regular business meeting of November 29, 2021 and recorded in Commissioners Journal 52 under that date.

Susan L. Schie, Clerk to the Board
Holmes County Board of Commissioners

10:30 A.M. – NEW BUSINESS/OLD BUSINESS DISCUSSION

ADJOURN MOTION

With no further business to come before the Board, Mr. Eyler moved that the meeting be adjourned at 4:30 p.m.; Mr. Ault, seconded the motion (Mr. Ault - yes; Mr. Eyler – yes; Mr. Miller - absent), the next scheduled business meeting of the Holmes County Commissioners is Monday December 06, 2021.

Rob Ault

Raymond Eyler

Attest: Susan L. Schie, Clerk

Joe D. Miller

Voucher Number	Warrant Number	Account	PO Number	Vendor Number	Vendor Name	Voucher Date	Batch Number	Header Description	Voucher Amount
3395		S50-00404-E2001	100257	16317	WEX Bank	11/24/21	6	Oct. 21/gasoline	\$35.00
3396		S50-00404-E2038	100258	17540	Michael & Tanya Franks	11/24/21	6	Oct. 21/mileage	\$56.61
									\$91.61

HOLMES COUNTY COMMISSIONERS:

Robert L. Auld
Raymond E. Goff

APPROVED:

Danny S. Jackson
 Director, Holmes Co. DJFS

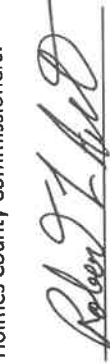
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 NOV 23 2021
 Julie M. [unclear]
 Auditor

RECEIVED
 NOV 24 2021
 Holmes County
 Commissioners

Vouch er/Rec	Header Description	Vendor Number	Vendor Name	Voucher/Rec eipt/Service	Period	Warrant/Pay-in Number	Batch Numbe	Account	PO Number	Project	Account1	Total Amount
6992	PER DIEM	15556	Lindsay Niles	11/24/2021	Nov-21		PA546	H00-00400-E6001	100265	30	521092	\$ 64.00
6993	PER DIEM	19173	Nichole Hepner	11/24/2021	Nov-21		PA546	H00-00400-E6001	100265	30	521092	\$ 96.00
6994	CHILDREN SERVICE SUPPLY	9083	Forensic Fluids Laboratories	11/24/2021	Nov-21		PA546	H00-00400-E8001	100266	30	521092	\$ 2,600.00
6995	AGENCY VEHICLE GAS	16317	WEX Bank	11/24/2021	Nov-21		PA546	H00-00400-E6001	100265	10	521092	\$ 1,025.82
6996	GAS VOUCHERS	16317	WEX Bank	11/24/2021	Nov-21		PA546	H00-00400-E8001	100266	203	510051	\$ 44.00
6997	GAS VOUCHERS	16317	WEX Bank	11/24/2021	Nov-21		PA546	H00-00400-E8001	100266	281	510050	\$ 10.00
6998	AGENCY PHONES	4594	CBTS LLC	11/24/2021	Nov-21		PA546	H00-00400-E2017	100262	10	521092	\$ 897.18
6998	IM CB & CH SRVS	27407	Verizon Wireless	11/24/2021	Nov-21		PA546	H00-00400-E8001	100266	20	521092	\$ 49.58
6999	WATER TESTING	27407	Verizon Wireless	11/24/2021	Nov-21		PA546	H00-00400-E8001	100266	30	521092	\$ 842.86
7000	SPECIAL REQUESTS TESTING	17540	Michael & Tanya Franks	11/24/2021	Nov-21		PA546	H00-00400-E8001	100266	30	521092	\$ 20.00
7001	OCT 21 NET	9083	Forensic Fluids Laboratories	11/24/2021	Nov-21		PA546	H00-00400-E8001	100266	30	521092	\$ 13.00
7002	M. SHALOY CAR INSURANCE	601176	Reuben & Mary Hostetler	11/24/2021	Nov-21		PA546	H00-00400-E8001	100266	850	510050	\$ 177.60
7003	DEC 2021 TRASH	25658	State Farm Insurance	11/24/2021	Nov-21		PA546	H00-00400-E8001	100266	242	510050	\$ 131.94
		23417	Republic Waste Services	11/24/2021	Nov-21		PA546	H00-00400-E2017	100262	10	521092	\$ 548.28
												\$ 6,520.26

Holmes County Commissioners:

Approved By:





Director JFS

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NOV 24 2021

Holmes County
Commissioners

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NOV 23 2021

Jackie McXee
Auditor

VOUCHER RECAP SHEET

11/23/2021

Voucher Number	Vendor Number	Vendor Name	Voucher Date	Warrant Number	Voucher Amount	Account
988	11620	Holmes Co Juvenile Court	11/23/2021		\$ 3,023.23	H10-00401-E2018
989	27407	Verizon Wireless	11/23/2021		\$ 247.90	H10-00401-E8001
990	20090	Ohio CSEA Directors Assoc.	11/23/2021		\$ 4,033.00	H10-00401-E8001
					\$ 7,304.13	

HOLMES COUNTY COMMISSIONERS:

Robert J. Ault

Raymond E. Egan

APPROVED:

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 NOV 23 2021
 JAC
 Auditor

Danny S. Jackson

 DIRECTOR - JFS

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 NOV 24 2021
 Holmes County
 Commissioners

Voucher Number	Vendor Number	Vendor Name	Voucher Date	Account	PO Number	Total Amount
PF585	11600	Holmes Co. Dept. Job & Fam Srv	11/23/2021	552-00405-E2045	100253	2,801.27

Jackie McKee
 Auditor
 NOV 23 2021

Total \$ 2,801.27

Holmes County Commissioners:

RECEIVED

Approved By:

Robert L. Hill

Danny S. Jackson

Raymond E. Zylstra

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 NOV 24 2021
 Holmes County
 Commissioners