



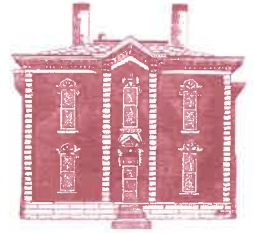
HOLMES COUNTY COMMISSIONERS

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, December 20, 2021

(Schedule Subject to Change)

9:00

Leslee Mast, Treasurer

- Investment Report

10:00

Business Meeting

- Pledge of Allegiance
- Minutes from December 13, 2021
- Paybills Motion
- Transfers/Transactions/Supplementals
- Resolution – Appointing Membership to the District 14 Public Works Integrating Committee
- Resolution – Authorizing the Holmes County Commissioners to Execute the Documents Involved as Part of the Transfer of the Old Health Department Building to the Pomerene Health Foundation, LLC
- Resolution – Authorizing a Satisfaction and Release of Mortgage
- Resolution – Accepting the Housing Revolving Loan Fund Administration Agreement
- Proclamation – Honoring the West Holmes Knights Football Team and Coaches

10:30

New Business/Old Business Discussion

**Next Business Meeting: Thursday – December 30, 2021
(Due to the End of Year Business)**

**THE MINUTES
December 20, 2021**

The Holmes County Commissioners met in regular session Monday, December 20, 2021; with Mr. Eyer absent. Chairman Ault opened the meeting:

9:30 A.M. – LESLEE MAST – TREASURER – INVESTMENT DISCUSSION

Treasurer Leslee Mast met with the Commissioners and updated them on the investments for the County. Current investment to date is \$510,371.60.

Also discussed was the renewing of the Investment Policy, the Commissioner's would like to look it over and the action at the next Business meeting, Also, the Commissioner's would like Mast to talk with the local banks and possibly get a higher rate on our investments.

10:00 A.M. – BUSINESS MEETING

PLEDGE OF ALLEGIANCE

MINUTES

On a motion by Mr. Miller, seconded by Mr. Ault (Mr. Ault - yes; Mr. Eyer – absent; Mr. Miller - yes), the Commissioners approved the minutes from December 13, 2021 as written.

PAY BILLS MOTION

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

GENERAL (A00)

Quill LLC	00010-E4001	Supplies	\$82.90
Verizon Wireless	00010-E8001	Cell Service	87.13
Jackie's Cleaning Service LLC	00125-E2001	Cleaning Service	3,363.64
Century Link	00125-E2002	Phone @ Sheriff	1,092.01
Creative Warehouse Marketing	00128-E4007	Website Service	295.00
CSB	00130-E8001	Trainings	1,445.36
Lexipol	00130-E8001	Annual DTB 2022	9,468.54
Johnson Controls	00135-E8001	Yearly Maintenance ¼ Payment	4,500.00
Charter Communications	00135-E8001	Internet	114.98
ComDoc, Inc.	00155-E2001	Lease	590.15
			\$21,039.71

JAIL KITCHEN (X03)

Johnson Controls	04001-E4001	¼ Maintenance Contract – Kitchen Hood	\$225.00
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PAY-INS TO TREASURER:

FROM:	TO:	AMOUNT:
156783 HCC	A00-00199-R6508 Legal Counsel Reimbursement	\$35,303.67
56841 HCC/CSEA	A00-00199-R6502 Collections	\$10.46

TRANSFER WITHIN:

FROM:	TO:	AMOUNT:
A00-00130-E2001 Contracts	A00-00130-E1011 Salaries	\$6,100.00
A00-00130-E4001 Supplies	A00-00130-E1011 Salaries	\$1,100.00
A00-00130-E7002 Vehicles	A00-00130-E1011 Salaries	\$4,600.00
A00-00130-E2002 Utilities	A00-00130-E1011 Salaries	\$400.00
A00-00130-E8001 Other Expenses	A00-00130-E1011 Salaries	\$3,100.00
A00-00135-E4001 Inmate Medical	A00-00135-E1011 Salaries	\$4,500.00
P40-00805-E7001 Maintenance	P40-00805-E1011 Salaries	\$5,400.00
P40-00805-E7001 Maintenance	P40-00805-E1016 PERS	\$850.00
P40-00805-E7001 Maintenance	P40-00805-E1017 Medicare	\$90.00
P40-00805-E2002 Utilities	P40-00805-E1018 Health Insurance	\$5,000.00

SUPPLEMENTAL:

FROM:	TO:	AMOUNT:
O55 Landfill Closure	O55-08043-E8001 Other Expenses	-(150.00)
A00 General	A00-05021-E9003 Grant Payment	\$13,968.37
A00 General	A00-00045-E1011 Salaries	\$626.03

TRANSFER BETWEEN:

Please Refer to the Following Resolution(s):

Resolution - #12-20-21-4

Resolution - #12-20-21-5

Resolution - #12-20-21-6

ENGINEER PERMIT(S):

By the signing of the following documents, the Commissioners approved the following Permit(s):

Unable to Read Name	Application is hereby made for a permit to pipeline abandonment, starting March 7, 2022. Location – along and intersections of County Road 51, State Route 754 and Township Road 517, in Shreve.
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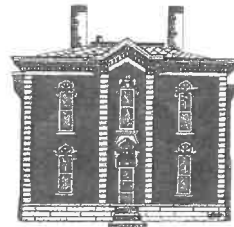
RESOLUTION(S)

A Copy of All Documents on File at the Commissioners Office



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Resolution #12-20-21-1

RESOLUTION AUTHORIZING THE HOLMES COUNTY COMMISSIONERS TO EXECUTE THE DOCUMENTS INVOLVED AS PART OF THE TRANSFER OF THE OLD HEALTH DEPARTMENT BUILDING TO THE POMERENE HEALTH FOUNDATION, LLC

WHEREAS, the Holmes County Commissioners desire to transfer the real property commonly known as the Old Health Department Building to the Pomerene Health Foundation, LLC; and

WHEREAS, this transfer is in the best interest of the County; and

WHEREAS, it is necessary to execute certain legal documents for the transfer of the Old Health Department Building property to Pomerene Health Foundation, LLC; and

WHEREAS, the following is a list of the documents that need to be executed:

1. Warranty Deed from the Holmes County Commissioners to the Pomerene Health Foundation, LLC
2. Seller's Affidavit in Relation to Closing Matters
3. Addendum No. 1 - Instructing Change of How the Deed is to be Titled

NOW THEREFORE, BE IT RESOLVED the Holmes County Commissioners will execute the aforementioned documents as a necessary part of the transfer of the Old Health Department Building to the Pomerene Health Foundation, LLC; and

NOW THEREFORE BE IT FURTHER RESOLVED those copies of the legal documentation effecting the transfer is attached to this resolution.

Mr. _____ moved for the adoption of the preceding Resolution. Mr. _____ seconded the motion. Upon call of roll, the vote was as follows:

Mr. Ault *Robert G. Ault* yes/no

Mr. Eyler _____ yes/no

Mr. Miller *[Signature]* yes/no

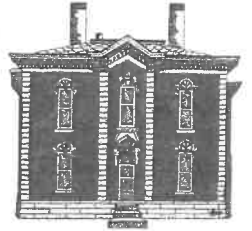
The below signed Clerk to the board hereby certifies that the preceding Resolution is a true and exact copy of a Resolution adopted during the regular business meeting of December 20, 2021 and recorded in Commissioners Journal 52 under that date.

Susan L. Schie, Clerk to the Board



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Resolution #12-20-21-2

A RESOLUTION AUTHORIZING A SATISFACTION AND RELEASE OF MORTGAGE

WHEREAS, the Board of County Commissioners has received a Satisfaction and Release of Mortgage for Matthew B. Umstead and Erica J. Umstead; and

WHEREAS, the Holmes County Commissioners have reviewed the Satisfaction and Release of Mortgage;

THEREFORE, BE IT RESOLVED, that the Board of County Commissioners hereby sign the Satisfaction and Release of Mortgage for Matthew B. Umstead and Erica J. Umstead.

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

Rob Ault *Rob Ault* yes/no

Raymond Eyer *Absent* yes/no

Joe D. Miller *Joe D. Miller* 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 December 20, 2021 and recorded in Commissioners Journal 52 under that date.

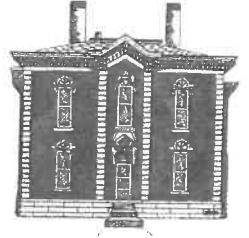
Susan L. Schie

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



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Resolution #12-21-21-3

A RESOLUTION ACCEPTING THE HOUSING REVOLVING LOAN FUND ADMINISTRATION AGREEMENT

WHEREAS, the Board of County Commissioners has received the Housing Revolving Loan Fund Administration Agreement; and

WHEREAS, the Board of Holmes County Commissioners have agreed to the terms of this Agreement;

THEREFORE, BE IT RESOLVED that the Board of County Commissioners hereby executes this Housing Revolving Loan Fund Administration Agreement.

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

Rob Ault *Robert G. Ault* yes/no

Raymond Eyler Absent yes/no

Joe D. Miller *Joe D. Miller* 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 **December 20, 2021** and recorded in Commissioners Journal 52 under that date.

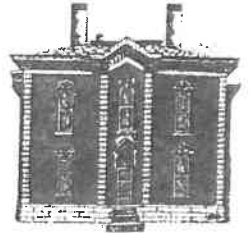
Susan L. Schie

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



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Resolution # 12-20-21-4

RESOLUTION AUTHORIZING A TRANSFER BETWEEN FUNDS

WHEREAS, The Cares Act Guidelines allow to be reimburse for Emergency Personnel.

WHEREAS, The Sheriff Dept Salaries as of 12/01/2021 is at \$2,824,734.78. Remaining Cares Act Funds will be distributed to the General Fund for Reimbursement of Sheriff Dept Salaries.

THEREFORE, BE IT RESOLVED the below listed sums be transferred, for the above stated purpose, as follows:

FROM:	TO:	AMOUNT
C19-02019-E9002 Transfers Out	A00-00199-R6501 Charges for Services	13,968.37
<small>LINE ITEM & DESCRIPTION</small>	<small>LINE ITEM & DESCRIPTION</small>	

Requested by:

Judith Duke

Signature

DEPUTY AUDITOR

Title

APPROVED

DATE 12-16-21
BY [Signature]

Department

Mr. Miller

Mr. Ault

Moved for the adoption of the preceding resolution,
seconded the motion.

Upon call of roll, vote was as follows:

Robert G. Ault Yes / No
Chairman

Absent Yes / No
Vice Chairman

[Signature] Yes / No
Commissioner

The preceding resolution is a true and exact copy of a resolution adopted during the regular business meeting of December 20, 2021 and is recorded in Commissioners Journal # 52 under that date.

[Signature]
Clerk to the Board - Holmes County Commissioners

cc
Auditor
Bookkeeping
Department
Treasurer



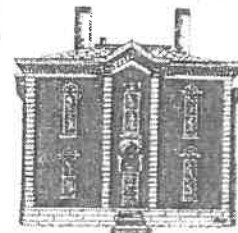
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Resolution # 12-20-21-5

RESOLUTION AUTHORIZING A TRANSFER BETWEEN FUNDS

Outstanding accounts payable warrants from 2020-2021 to unclaimed

THEREFORE, BE IT RESOLVED the below listed sums be transferred, for the above stated purpose, as follows:

FROM:	TO:	AMOUNT
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<u>SEE ATTACHED</u>	<u>U02-03000-R7504 Unclaimed</u>	<u>\$115.00</u>
<small>LINE ITEM & DESCRIPTION</small>	<small>LINE ITEM & DESCRIPTION</small>	

Requested by:

Jessica Patten

Signature

APPROVED

DATE: 12-16-21
 BY: [Signature]

Bookkeeping Supervisor

Title

Bookkeeping

Department

Mr. Miller

Moved for the adoption of the preceding resolution,

Mr. Ault

seconded the motion.

Upon call of roll, vote was as follows:

Robert G. Ault Yes / No

Chairman Absent Yes / No

Vice Chairman [Signature] Yes / No

Commissioner [Signature]

The preceding resolution is a true and exact copy of a resolution adopted during the regular business meeting of December 20, 2021 and is recorded in Commissioners Journal # 52 under that date.

Susan [Signature]

Clerk to the Board - Holmes County Commissioners

cc
 Auditor
 Bookkeeping
 Department
 Treasurer

OUTSTANDING WARRANTS

<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>VENDOR</u>	<u>CK#</u>	<u>DATE</u>
E01-00301-E6001	\$12.00	STAR BRITE EXPRESS	198239	09/01/2020
B00-00200-E8001	\$10.00	ZINA & TODD STARRETT	198604	09/15/2020
E33-00333-E4010	\$50.00	NATIONAL WIC ASSOC	199908	10/27/2020
B00-00200-E8001	\$28.00	BONNA STRAITS	203556	02/17/2021
B00-00200-E8001	\$15.00	DYLAN SNODDY	203558	02/17/2021

TOTAL \$115.00



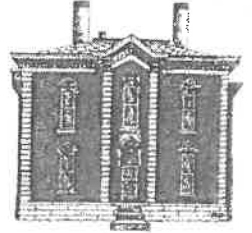
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Resolution # 12.21.20-6

RESOLUTION AUTHORIZING A TRANSFER BETWEEN FUNDS

Life Insurance rounding overage for 2021 payroll deductions

THEREFORE, BE IT RESOLVED the below listed sums be transferred, for the above stated purpose, as follows:

FROM:	TO:	AMOUNT
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<u>Y70-10010-E1025 Life Ins</u>	<u>A00-00199-R6504 Other Refunds</u>	<u>\$4.84</u>
<small>LINE ITEM & DESCRIPTION</small>	<small>LINE ITEM & DESCRIPTION</small>	

Requested by:

Jessica Patten

Signature

Bookkeeping Supervisor

Title

Bookkeeping

Department

APPROVED

DATE 12-16-21

BY [Signature]

Mr. Miller

Moved for the adoption of the preceding resolution,

Mr. Ault

seconded the motion.

Upon call of roll, vote was as follows:

<u>[Signature]</u>	<input checked="" type="radio"/> Yes / No
Chairman	
<u>Absent</u>	Yes / No
Vice Chairman	
<u>[Signature]</u>	<input checked="" type="radio"/> Yes / No
Commissioner	

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[Signature]
Clerk to the Board - Holmes County Commissioners

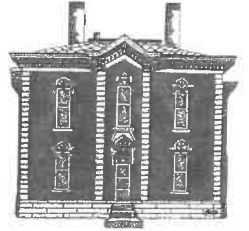
cc
Auditor
Bookkeeping
Department
Treasurer

PROCLAMATION(S)



HOLMES COUNTY COMMISSIONERS

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Proclamation #12-20-21-1P

A PROCLAMATION TO HONOR THE WEST HOLMES KNIGHTS FOOTBALL TEAM AND COACHES

WHEREAS, sports and sportsmanship are an important part of the development of an individual and a community; and

WHEREAS, the West Holmes Knights student athletes and coaches have performed and competed at the highest level; and

WHEREAS, we recognize the great achievement of this historic run and for the pride it instills in us all; and

WHEREAS, the student athletes have worked tirelessly to develop their skills, dedicating many years to training and preparation, working diligently to bring honor to themselves, their teammates and school; and

THEREFORE, the Holmes County Commissioners hereby honor the West Holmes Knights Football Team and Coaches for competing in the State Football Tournament and making school history by being the first team in the school's history to make it to the State Tournament.

Mr. Miller moved for the adoption of the preceding Proclamation. Mr. Ault seconded the motion. Upon call of roll, all voted yes.

Rob Ault Robert J. Ault yes

Raymond Eyler Absent yes

Joe D. Miller Joe D. Miller yes

The preceding Proclamation is a true and exact copy of a Proclamation adopted during the regular business day of December 20, 2021 and is recorded in Commissioners Journal 52 under that date.

Susan L. Schie
Susan L. Schie, Clerk to the Board

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

ADJOURN MOTION

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

Rob Ault

Raymond Eyler

Attest: Susan L. Schie, Clerk

Joe D. Miller