

## AGENDA

### Scio Village Council

February 28, 2018

Pledge of Allegiance

Roll Call

Approval of Minutes

1. Visitors-Tom Spike and Tom Umpleby
2. Letters & Correspondence – attached in packet
3. Clerk/Treasurer -
4. Solicitor -
5. Mayor's Report -
6. Village Administrator

#### WTP

-The WTP upgrade project is well underway.

-A delay in construction was required due to flooding, thawing, and an abundance of mud from 2/16-2/23. Construction resumed on 2/26/18.

-Additional concrete pads have been formed and poured for the generator and the new sidewalk.

-AEP and AOP electricians were on site 2/26/18, the estimated power outage will be for approximately 6 hours at the WTP when the new electrical panel is installed. A notice will be provided to the Village.

-The flushing program with valve replacement or repairs submitted to the OEPA on 1/25/18 has been sent back with additional requirements and requested comments from the SE District office.

-The estimated completion date for the WTP remains ahead of schedule. The work schedule for the WTP project is posted in the Village office.

#### WWTP

-The new Auto Sampler is working very well, training for all personnel is completed on the new piece of equipment.

-The gear box on the inner ditch has been received and installed, the invoice is the finance report.

-The right hand side of the digester was pumped out due to the inner ditch being down for repairs, the invoice is in the financial report.

-New hose from McMaster-Carr was ordered, received, and installed on the digester, new hose was installed as a preventive maintenance measure due to the digester being down due to the inner ditch repairs.

-The annual Sludge report has been submitted to the OEPA by the ORC

-A sludge sample for sludge removal will be sent to the lab for the 2018 season. The Village will continue to deposit sludge at the land fill.

#### OEPA

-Cu/Pb testing will be done between April and May of 2018 for 10 residents

-Additional testing requirements have been imposed throughout Ohio for water treatment facilities, this will incur additional costs to the Village. Your finance report will reflect additional costs billed to the Village from the OEPA certified lab.

2/28/18 Agenda continued...

-Asset Management plan is due NLT August 30, 2018. The VA is currently working with RCAP Asset management personnel to get this task completed by August 2018.

**RCAP**

-The RCAP rep was on site 2/27/18 to review and formulate a plan for the asset management program that is required by 8/30/18.

-Digital GIS data was received on 2/12/18, a follow on meeting was done on 2/21/18 to correct several discrepancies noted on the digital maps, updates will be ongoing as the maps are reviewed.

-The Village will need to purchase **two windows tablets** to utilize the new water meters as well as for use with the newly acquired digital GIS mapping received from RCAP.

**General Information:**

-Flooding occurred on 2/16/18 causing several issues

- The UEO facility held a emergency meeting with Chesapeake, the Village VA, and UEO to discuss a emergency route for semi traffic in case of severe flooding. (County road 80 was closed on 2/16/18)

-Due to flooding from 2/16-2/18 Eastport St was closed

-Due to the flooding 2/16-2/18 and 2/24-2/25 additional man hours were required for employees for road closures and lift station monitoring

- HB521 Capital Improvement Plan and line replacements. This is critical for the committee to review and establish the previous plan submitted by the VA. The council will need to ratify a Capital Improvement plan to meet EPA mandates if HB521 is passed at the state legislature.

-On-call status for employees is being covered at the moment by the VA and John McCluskey for the remainder of the season.

-Finance committee meeting requested for review of current equipment, capital improvements, and recommended upgrades.

-The VA attended a meeting in St. Clairsville on 2/16/18 for a proposed pipeline from the UEO plant to the Ohio River in Belmont County. Two options are on the proposal, this is the initial phase and more information will be available as the project progresses.

**\*\*Request an executive meeting for personnel\*\***

7. Old Business
8. New Business
9. Financial Report Approval
10. Pay bills
11. Adjourn

**February 14, 2018**

**Scio Village Council** met in regular session on February 14, 2018 at 6 pm with Mayor Michelle Carpenter presiding and leading the Pledge to the Flag.

Members present were Erin Thompson, Ron Wright, Heidi Trice, and Carol Davy. Others included Village Administrator Jason Tubaugh, Water/WW Clerk & Income Tax Adm. Janeen Scott and Clerk-Treasurer Trish Copeland. J.D. Long was the representative from the News-Herald. Turner is excused.

Tom Spiker, long-time village resident was also in attendance.

Wright to approve minutes from the previous meeting and Trice seconded; all present voted yes. Motion carried.

Mr. Spiker came to the meeting to voice his concern with what he feels is a minute amount of funds the village will realize from the recent agreement made with UEO (it is not yet signed). Spiker told council that a railroad consultant with Scio ties feels that our village could be receiving money from the number of railroad cars leaving the plant and going through town every day. Spiker told everyone that Mr. Umpleby would be happy to attend a future council meeting and made sure all members had Tom Umpleby's phone number before he left the meeting. Tom Spiker said he had voiced his concern with other council members years prior and was disappointed they had not researched his questions. Spiker left at this point.

#### **Clerk-Treasurer**

Copeland asked council to approve the approximate \$350.00 cost to attend the State Auditor's Local Government Officials' Conference in Columbus to be held the last of March. Wright moved to approve and Thompson seconded. Roll call: Wright, yea; Davy, yea; Trice, yea and Thompson, yea. Motion carried.

Trish also mentioned that the unaudited 2017 Financial Report is available and a copy is on council table.

Unified Bank has sent a new depository agreement to be signed for the next year – Davy moved to approve same and Trice seconded. Roll call indicated unanimous votes in the affirmative.

#### **Income Tax/Water**

Janeen told council that the excessive water bill from the house on West College St. should be paid by next month. Also, she is asking the group their opinion on whether residents should still be charged for sewage even if the water is turned off. Scott reminded council that the village is still paying to have that water treated as well even if water is brought in from other sources to flush commodes. Mayor Carpenter feels Scio should purchase the shut-off equipment necessary to close the sewer pipes when water service is shut off. Davy wants to have a water meeting and contact Solicitor Jackson.

Ms. Scott again asked about having a Records Committee Meeting.

#### **Mayor**

Carpenter asked for passage of Ord. 18-002 Adopting the Ohio Basic Code as the Village's Legislative Authority. Trice moved, seconded by Thompson, to suspend three readings of the ordinance. Roll call: Wright, yea; Davy, yea; Trice, yea and Thompson, yea. Motion carried. Carol Davy moved to pass Ord. 18-002 as an Emergency and Trice seconded. Roll call: Wright, yea; Davy, yea; Trice, yea and Thompson, yea. Motion carried.

Mayor Carpenter announced she will attend the Annual Health Dept. meeting to be held March 6<sup>th</sup>.

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**Village Administrator**

Jake Tubaugh invited everyone to at least drive on SR 646 past the water plant to see the progress on the improvements that began in December.

**WTP**

- The WTP upgrade project is underway.
  - The new concrete pads have been formed, poured, and cured
  - The new storage tanks have been delivered 2/12/18
  - The tanks were set in place with the crane 2/13/18
  - The new high surface pumps and backwash pump was received 2/13/18
  - The water plant project will be completed NLT the end of 2018.
- The flushing program with valve replacement or repairs is under review at the OEPA SE District office.
- The baseball fields at Onslow Field will be closed until the fence is restored at the water treatment plant and construction is complete. This is for our residents' safety and integrity of the construction zone. Mr. Tubaugh wanted council to know he has had two calls asking about the use of the field this spring/summer.

**WWTP**

- Cross training is ongoing, on 2/10/18 the ORC, VA, and Brian M. conducted several hours of cross training and WWTP covering daily testing, plant maintenance, OEPA standards, and equipment usage.
- The new Auto Sampler was ordered and received. Implementation and programming was done on 2/3/18 by the ORC and the VA.
- The gear box on the inner ditch is bad, a new one is on order; estimated cost \$3600. Projected date for arrival is 2/20/18.
- The right hand side of the digester will be pumped out due to the inner ditch being down for repairs, this is required so the sludge and sediment does not go septic and cause issues at the plant, estimated cost \$2800-\$3000.

**OEPA**

- Cu/Pb testing will be required between January and June 2018 for 10 residents within the Village, this is a 50% reduction from 2017.
- Notification has been sent to the OEPA SE District office IAW the bilateral agreement in regards to the WTP project, the letter was mailed on 2/5/18. The letter is due to them by the 10th of each month.
- Additional testing requirements have been imposed throughout Ohio for water treatment facilities, this will incur additional costs to the Village.
- Asset Management plan is due NLT August 30, 2018. The VA is currently working with RCAP Asset management personnel to get this task completed by August 2018.

**RCAP**

- The paper maps and new water, wastewater, storm drain binders have been received. The new maps are up to date and in Grid format.
- Digital GIS data was received on 2/12/18. The RCAP representative and the VA reviewed the programs associated with use of the Digital GIS datum. Several changes will need to be made for updates.

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- The Village will pay approximately \$996 annually for RCAP support and data storage through the Co Op for the 3 year term.
- RCAP will be on site 2/21/18 with additional GIS map data to provide to the Village.
- 2/27/18 The VA will meet with Nathan from RCAP to review the current status on asset management requirements and formulate a plan for completion by 8/30/18.
- The Village will need to purchase two tablets to utilize the new water meters as well as for use with the newly acquired info from RCAP.

***General Information:***

- The new T-6 pump will be ordered in April 2018 at an approximate cost of \$13,000.00.
- HB521 reference in your packets, Capital Improvement Plan and line replacements. This is critical for the committee to review and establish the previous plan submitted by the VA. The council will need to ratify a Capital Improvement plan to meet EPA mandates if HB521 is passed at the state legislature.
- On-call status for employees is being covered at the moment by the VA and John McCluskey until Brian M. is confident and trained on the backhoe and F450.
- Finance committee meeting requested for review of current equipment, capital improvements, and recommended upgrades.
- Asset Management plan  
Currently working with RCAP to complete this requirement with a reduced cost to the Village.  
The deadline is 8/30/18

**RCAP**

- GIS Co-op, a service provided to the Village from RCAP, (reference attachments in your packets)
- Ohio Rural Water - Onyxpower  
The aggregate for Village power usage, a 36 month term with a fixed rate (see attached documents in your packet)

***Additional General information***

- Jake will be attending a meeting in St. Clairsville on 2/16/18 about another pipeline coming into the county soon
- We are waiting on Attorney Williams for a final draft of the pending UEO contract.
- Employee status / training; Reese Beasley has voiced his interest in the part-time job that was posted in the paper.

**OLD BUSINESS**

The group was reminded that the Personnel Committee needs to address the pending ordinance about pay raises. The group will meet on Feb. 21<sup>st</sup> at 5:30 pm. It was questioned if an increase will be included for council members.

Carol Davy moved to enter Executive Session “To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee., official licensee, or regulated individual requests a public hearing.” Wright seconded – roll call: Davy, yea; Wright, yea; Thompson, yea; Trice, yea. Motion carried.

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Wright moved to exit Executive Session and Davy seconded; again all members voted in the affirmative and the motion carried.

Davy moved the reinstate the park seasonal help (Roger Custer) for 2018 at a rate of \$425.00 monthly with the beginning depending on the weather. Ron Wright seconded and roll call as follows: Thompson, yea; Wright, yea; Davy, yea; Trice, yea. Motion carried.

In everyone's packet is information pertaining to the Personnel Committee's meeting of February 5, 2018. Davy moved to pass the proposed raises retroactive to January 1, 2018 and Trice seconded. Roll call: Davy, yea; Wright, yea; Thompson, yea; Trice, yea. Motion carried.

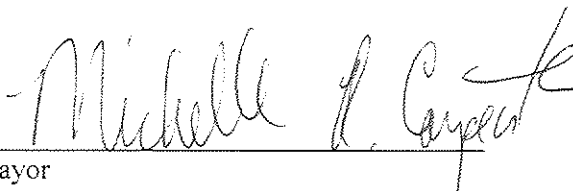
### NEW BUSINESS

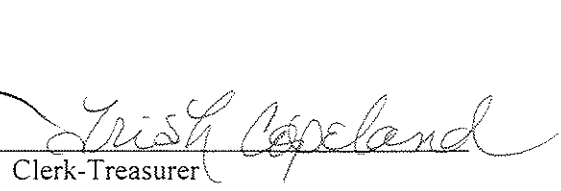
It has come to the clerk's attention that the Fire Agreement expired 12/31/17; Erin Thompson moved to renew the agreement for another five years with no changes and Carol Davy seconded. Again, roll call reflected: Wright yea; Trice, yea; Thompson, yea; Davy, yea; motion carried. Ms. Thompson offered to take the new agreement to the Scio Volunteer Fire Department for proper approval and signatures.

Wright moved to approve the Financial Report and Trice seconded. Roll call: Davy, yea; Wright, yea; Thompson, yea; Trice, yea. Motion carried.

Trice moved to pay the bills as presented and seconded by Erin Thompson. Roll call as follows: Wright yea; Trice, yea; Thompson, yea; Davy, yea; motion carried.

As there was no further business Thompson moved to adjourn the meeting.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Clerk-Treasurer

CHECK REGISTER REPORT - CHECKS ONLY  
 FROM DATE : 02/15/18 TO DATE : 02/28/18

PAGE: 1  
 COMPUTER DATE: 2/28/2018 1:44:17 PM

DATE	CHECK #	VEN #	VENDOR NAME RECEIVED FROM	CHECK AMOUNT	PAY IN AMOUNT	ENDING BALANCE	RECORD #
02/21/2018	1181a	21001	US POST OFFICE	50.00		1,141,422.11	15585
02/22/2018	1182	03004	COLUMBIA GAS	150.74		1,156,887.01	15594
02/22/2018	1183	06001	FENTON BROTHERS ELECTRIC	400.00		1,156,487.01	15595
02/22/2018	1184	07011	GIPSON BEARING AND SUPPLY	3,674.67		1,152,812.34	15596
02/22/2018	1185	11020	Kusters-Zima Water	1,540.00		1,151,272.34	15597
02/22/2018	1186	17003	REAM & HAAGER Environ Lab	675.00		1,150,597.34	15598
02/22/2018	1187	19003	SAL CHEMICAL CO INC.	697.72		1,149,899.62	15599
02/22/2018	1188	21002	USA BLUE BOOK	105.90		1,149,793.72	15600
02/28/2018	1189	07016	GOVERNMENT ACCOUNTING SOL	625.50		1,153,182.98	15609
02/28/2018	1190	08006	HARRISON NEWS HERALD	19.95		1,153,163.03	15610
02/28/2018	1191	21002	USA BLUE BOOK	601.38		1,152,561.65	15611
02/20/2018	22018	15002	AMERICAN ELECTRIC POWER	1,617.14		1,141,472.11	15584
02/16/2018	22218	12801	MCMASTER-CARR	469.97		1,137,057.26	15577
02/16/2018	2152018	15002	AMERICAN ELECTRIC POWER	3,080.59		1,137,941.68	15575
02/16/2018	2152018a	02020	BELMONT CARSON PETROLEUM	414.45		1,137,527.23	15576
02/16/2018	8212018	22013	FLEET Services	599.45		1,137,259.52	15571
				14,722.46	0.00		

*Glenn D. Tico*  
*Ronald Wright*  
*Carol Perry*

REPORTING YEAR FUND DESCRIPTION	2018	BEGINNING BALANCE	REVENUE	EXPENSE	ENDING BALANCE	ENCUMBERED AMOUNTS	AVAILABLE BALANCE
A01 GENERAL FUND		681,224.95	14,745.22	151,004.33	544,965.84	28,450.51	516,515.33 MTD 516,515.33 YTD
A02 GENERAL FUND CD#1		594,893.60	23,051.48	172,979.24	544,965.84	28,450.51	
A03 GENERAL FUND CD#2		54,242.26	0.00	0.00	54,242.26	0.00	54,242.26 MTD 54,242.26 YTD
A04 GENERAL FUND CD#3		54,241.80	0.46	0.00	54,242.26	0.00	
B01 STREET FUND		12,871.95	0.00	0.00	12,871.95	0.00	12,871.95 MTD 12,871.95 YTD
B02 STATE HIGHWAY		12,869.90	2.05	0.00	12,871.95	0.00	
B04 PARK FUND		1,000.00	0.00	0.00	1,000.00	0.00	1,000.00 MTD 1,000.00 YTD
B05 FEMA		1,000.00	0.00	0.00	1,000.00	0.00	
B08 POLICE LEVY		5,537.27	2,137.96	1,441.42	6,233.81	652.05	5,581.76 MTD 5,581.76 YTD
B09 BLOCK GRANT WATERLINE REPLACE		5,338.40	3,996.01	3,100.60	6,233.81	652.05	
B10 PERMISSIVE MVL		4,065.79	173.34	89.47	4,149.66	699.21	3,450.45 MTD 3,450.45 YTD
C01 TRUCK DEBT SERVICE		4,265.87	323.99	440.20	4,149.66	699.21	
D01 OPWC GRANT		7,652.14	6,183.64	167.55	13,668.23	2,577.10	11,091.13 MTD 11,091.13 YTD
D03 INCOME TAX/PERM IMPROVE		7,993.49	6,183.64	508.90	13,668.23	2,577.10	
E01 WATER FUND		0.00	0.00	0.00	0.00	0.00	0.00 MTD 0.00 YTD
E02 SEWER FUND		0.00	0.00	0.00	0.00	0.00	0.00 MTD 0.00 YTD
E08 WATER DEPOSIT FUND		7,223.91	0.00	0.00	7,223.91	0.00	7,223.91 MTD 7,223.91 YTD
GRAND TOTAL ALL FUNDS MONTH-TO-DATE		1,995.74	262.50	0.00	2,258.24	0.00	2,258.24 MTD 2,258.24 YTD
GRAND TOTAL ALL FUNDS YEAR-TO-DATE		1,750.37	507.87	0.00	2,258.24	0.00	2,258.24 MTD 2,258.24 YTD
		0.00	0.00	0.00	0.00	0.00	0.00 MTD 0.00 YTD
		0.00	0.00	0.00	0.00	0.00	0.00 MTD 0.00 YTD
		0.00	0.00	0.00	0.00	0.00	0.00 MTD 0.00 YTD
		134,516.98	4,351.80	282.36	138,586.42	1,501.00	137,085.42 MTD 137,085.42 YTD
		131,585.74	8,350.00	1,349.32	138,586.42	1,501.00	
		257,073.21	19,838.77	6,790.80	270,121.18	34,195.67	235,925.51 MTD 235,925.51 YTD
		257,160.15	33,289.92	20,328.89	270,121.18	34,195.67	
		95,205.62	12,686.37	18,505.74	89,386.25	38,473.42	50,912.83 MTD 50,912.83 YTD
		100,186.70	24,136.51	34,936.96	89,386.25	38,473.42	
		12,867.74	60.00	0.00	12,927.74	0.00	12,927.74 MTD 12,927.74 YTD
		12,719.32	208.42	0.00	12,927.74	0.00	
		1,275,477.56	60,439.60	178,281.67	1,157,635.49	106,548.96	1,051,086.53 MTD 1,051,086.53 YTD
		1,291,792.07	100,050.35	234,206.93	1,157,635.49	106,548.96	

*Heidi S. Bico*

*Ronald Thryft*

*Carol Davis*



REPORTING YEAR	EXPENSE #	EXPENSE DESCRIPTION	APPROPRIATION AMOUNT	CARRY OVER AMOUNT	M-T-D EXPENSE	Y-T-D EXPENSE	ENCUMBERED AMOUNT	UNENCUMBERED AMOUNT	PERCENTAGE
A01-1A-211-0		POLICE WAGES	9,762.00	0.00	247.00	351.00	0.00	9,411.00	96.40%
A01-1A-212-0		POLICE BENEFITS	2,100.00	0.00	38.16	54.23	0.00	2,045.77	97.42%
A01-1C-230-0		STREET LIGHTING	19,525.00	0.00	1,617.14	4,206.26	13,793.74	1,525.00	7.81%
A01-2B-230-0		COUNTY HEALTH DEPT.	500.00	0.00	0.00	0.00	0.00	500.00	100.00%
A01-7A-211-0		MAYOR & VA WAGES	15,600.00	0.00	1,019.23	3,076.92	0.00	12,523.08	80.28%
A01-7A-212-0		MAYOR & VA BENEFITS	2,500.00	0.00	157.47	475.38	0.00	2,024.62	80.98%
A01-7B-211-0		COUNCIL WAGES	7,320.00	0.00	0.00	0.00	0.00	7,320.00	100.00%
A01-7B-212-0		COUNCIL BENEFITS	800.00	0.00	0.00	0.00	0.00	800.00	100.00%
A01-7B-240-0		COUNCIL SUPPLIES & MATERIALS	100.00	0.00	0.00	0.00	35.00	65.00	65.00%
A01-7D-211-0		CLERK/TREASURER WAGES	15,000.00	0.00	571.35	2,285.40	0.00	12,714.60	84.76%
A01-7D-212-0		CLERK/TREASURER BENEFITS	2,700.00	0.00	88.27	353.08	0.00	2,346.92	86.92%
A01-7E-240-0		ADMIN SUPPLIES & MATERIALS	6,500.00	0.00	851.16	1,341.16	2,253.68	2,905.16	44.69%
A01-7E-231-0		UTILITIES	11,750.00	0.00	860.07	1,817.10	8,007.90	1,925.00	16.38%
A01-7E-240-0		LAND/BUILD SUPPLIES & MATERIAL	19,500.00	0.00	422.96	550.46	0.00	18,949.54	97.18%
A01-7F-230-0		ELECTION EXPENSE	20.00	0.00	0.00	0.00	0.00	20.00	100.00%
A01-7G-230-0		COUNTY AUDITOR FEE	1,500.00	0.00	0.00	0.00	0.00	1,500.00	100.00%
A01-7H-230-0		DELIQ LAND TAX ADVERT	50.00	0.00	0.00	0.00	0.00	50.00	100.00%
A01-7H-231-0		DEL REAL EST. TAX & COLL. FEES	200.00	0.00	0.00	0.00	0.00	200.00	100.00%
A01-7I-230-0		STATE AUDITOR FEE	2,500.00	0.00	0.00	0.00	0.00	2,500.00	100.00%
A01-7J-211-0		SOLICITOR WAGES	6,000.00	0.00	500.00	1,000.00	0.00	5,000.00	83.33%
A01-7J-212-0		SOLICITOR BENEFITS	1,200.00	0.00	77.25	154.50	0.00	1,045.50	87.13%
A01-7J-230-1		SOLICITOR CONTRACTUAL SERVICE	1,800.00	0.00	0.00	0.00	0.00	1,800.00	100.00%
A01-7K-211-0		IT-WAGES	2,000.00	0.00	75.00	300.00	0.00	1,700.00	85.00%
A01-7K-212-0		IT-BENEFITS	550.00	0.00	11.59	46.36	0.00	503.64	91.57%
A01-7K-230-0		IT-STATE AUDITOR FEE	500.00	0.00	0.00	0.00	0.00	500.00	100.00%
A01-7K-230-1		IT-SOLICITOR CONTRACT SERV	100.00	0.00	0.00	0.00	0.00	100.00	100.00%
A01-7K-240-0		IT-SUPPLIES/MATERIALS	650.00	0.00	8.50	69.62	29.00	551.38	84.83%
A01-7K-250-0		IT-CAPITAL OUTLAY	150.00	0.00	0.00	0.00	0.00	150.00	100.00%
A01-7K-272-0		INCOME TAX REFUNDS	150.00	0.00	0.00	0.00	0.00	150.00	100.00%
A01-7K-273-0		PRIOR YEAR REFUND	100.00	0.00	0.00	0.00	0.00	100.00	100.00%
A01-7X-211-0		JANITOR WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
A01-7X-211-1		PART TIME LABOR WAGES	11,000.00	0.00	0.00	0.00	0.00	11,000.00	100.00%
A01-7X-212-0		JANITOR BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
A01-7X-212-1		PART TIME LABOR BENEFITS	2,400.00	0.00	0.00	0.00	0.00	2,400.00	100.00%
A01-7X-230-0		CONTRACTUAL SERVICE	12,000.00	0.00	174.00	249.00	2,365.00	9,386.00	78.22%
A01-7X-230-2		ENGINEERING SERVICES	30,000.00	0.00	0.00	0.00	0.00	30,000.00	100.00%
A01-7X-240-0		OTHER SUPPLIES & MATERIALS	11,000.00	0.00	150.46	224.08	766.18	10,009.74	91.00%
A01-7X-250-0		LEASE CAPITAL OUTLAY	94,771.00	0.00	0.00	0.00	0.00	94,771.00	100.00%
A01-7X-251-0		SPECIAL PROJECTS	148,000.00	0.00	142,600.00	142,600.00	0.00	5,400.00	3.65%
A01-7X-271-0		TRANSFER OUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
A01-7X-272-0		ADVANCE TO BE REIMBURSED	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
A01-7X-273-0		BALANCE CORRECTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
A01-7X-999-0		OTHER FINANCIAL USES	45,000.00	0.00	1,534.72	13,824.69	1,200.01	29,975.30	66.61%
GENERAL FUND FUND SUB TOTAL			485,298.00	0.00	151,004.33	172,979.24	28,450.51	283,868.25	58.49%
A02-7X-250-0		CD#1	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
A03-7X-250-0		CD#2	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
A04-7X-250-0		CD#3	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
GENERAL FUND CD#3 FUND SUB TOT			0.00	0.00	0.00	0.00	0.00	0.00	.00%
B01-6B-211-0		WAGES	18,600.00	0.00	1,118.60	2,427.60	0.00	16,172.40	86.95%
B01-6B-212-0		BENEFITS	3,800.00	0.00	172.82	375.05	0.00	3,424.95	90.13%
B01-6X-230-0		STATE AUDITOR FEE	100.00	0.00	0.00	0.00	0.00	100.00	100.00%
B01-6X-230-1		STREET CONTRACTUAL SERVICES	400.00	0.00	0.00	0.00	0.00	400.00	100.00%

*Heather D. Trice*

*Ronald Wright*

*Carol Perry*

REPORTING YEAR EXPENSE #	EXPENSE DESCRIPTION	APPROPRIATION AMOUNT	CARRY OVER AMOUNT	M-T-D EXPENSE	Y-T-D EXPENSE	ENCUMBERED UNENCUMBERED AMOUNT	PERCENTAGE
B01-6X-240-0	SUPPLIES & MATERIALS	2,100.00	0.00	150.00	297.95	652.05	54.76%
B01-6X-272-0	ADVANCE TO BE REIMBURSED	0.00	0.00	0.00	0.00	0.00	0.00%
	STREET FUND SUB TOTAL	25,000.00	0.00	1,441.42	3,100.60	652.05	84.99%
B02-6B-240-0	SUPPLIES & MATERIALS	1,175.00	0.00	0.00	0.00	1,175.00	100.00%
B02-6C-211-0	STATE HWY/WAGES	720.00	0.00	0.00	164.41	0.00	77.17%
B02-6C-240-0	CLEANING/SNOW REMOVAL	600.00	0.00	0.00	0.00	600.00	100.00%
B02-6E-230-0	TRAFFIC SIGNS/SIGNALS	1,100.00	0.00	0.00	0.00	1,100.00	100.00%
B02-6E-231-0	UTILITIES	1,010.00	0.00	89.47	275.79	699.21	3.47%
B02-6X-230-0	STATE AUDITOR FEE	150.00	0.00	0.00	0.00	150.00	100.00%
	STATE HIGHWAY FUND SUB TOTAL	4,755.00	0.00	89.47	440.20	699.21	76.04%
B04-3B-231-0	UTILITIES	2,400.00	0.00	167.55	508.90	1,627.10	11.00%
B04-3B-240-0	SUPPLIES & MATERIALS	9,000.00	0.00	0.00	0.00	950.00	89.44%
B04-3X-230-0	STATE AUDITOR FEE	500.00	0.00	0.00	0.00	500.00	100.00%
B04-3X-230-1	COUNTY AUDITOR FEE	200.00	0.00	0.00	0.00	200.00	100.00%
B04-3X-230-2	DEL. REAL EST. TAX & COLL. FEE	40.00	0.00	0.00	0.00	40.00	100.00%
B04-3X-230-3	ENGINEERING SERVICES	0.00	0.00	0.00	0.00	0.00	0.00%
B04-7H-230-0	DELTAQ LAND TAX ADVERT	25.00	0.00	0.00	0.00	25.00	100.00%
	PARK FUND SUB TOTAL	12,165.00	0.00	167.55	508.90	2,577.10	74.63%
B05-7A-230-0	FEMA ADMINISTRATION COSTS	0.00	0.00	0.00	0.00	0.00	0.00%
B05-7X-192-0	TRANSFER OUT	0.00	0.00	0.00	0.00	0.00	0.00%
B05-7X-250-0	CDGB SEWER PLANT PROJECT	0.00	0.00	0.00	0.00	0.00	0.00%
B05-7X-272-0	REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00%
B05-8X-255-0	FEMA REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00%
	FEMA FUND SUB TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%
B08-1A-211-0	POLICE WAGES	3,500.00	0.00	0.00	487.50	0.00	86.07%
B08-1A-212-0	POLICE BENEFITS	1,100.00	0.00	0.00	75.32	0.00	93.15%
B08-1A-240-0	SUPPLIES & MATERIALS	50.00	0.00	0.00	0.00	50.00	100.00%
B08-1A-261-0	CRUISER PAYMENT	0.00	0.00	0.00	0.00	0.00	0.00%
B08-7G-230-0	COUNTY AUDITOR FEE	100.00	0.00	0.00	0.00	100.00	100.00%
B08-7H-230-0	DELTAQ LAND TAX ADVERT	100.00	0.00	0.00	0.00	100.00	100.00%
B08-7H-230-1	DEL. REAL EST. TAX & COLL FEES	40.00	0.00	0.00	0.00	40.00	100.00%
B08-7H-272-0	ADVANCE TO BE REIMBURSED	0.00	0.00	0.00	0.00	0.00	0.00%
	POLICE LEVY FUND SUB TOTAL	4,890.00	0.00	0.00	562.82	0.00	88.49%
B09-7X-272-0	REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00%
	BLOCK GRANT WATERLINE REPLACE	0.00	0.00	0.00	0.00	0.00	0.00%
B10-6X-230-0	STATE AUDITOR FEE	80.00	0.00	0.00	0.00	80.00	100.00%
B10-6X-240-0	SUPPLIES AND MATERIALS	1,620.00	0.00	0.00	0.00	1,620.00	100.00%
	PERMISSIVE MVL FUND SUB TOTAL	1,700.00	0.00	0.00	0.00	1,700.00	100.00%
C01-7X-261-0	TRUCK PRINCIPLE	0.00	0.00	0.00	0.00	0.00	0.00%
C01-7X-262-0	TRUCK INTEREST	0.00	0.00	0.00	0.00	0.00	0.00%
	TRUCK DEBT SERVICE FUND SUB TO	6.00	0.00	0.00	0.00	0.00	0.00%

REPORTING YEAR EXPENSE #	EXPENSE DESCRIPTION	APPROPRIATION AMOUNT	CARRY OVER AMOUNT	M-T-D EXPENSE	Y-T-D EXPENSE	ENCUMBERED AMOUNT	UNENCUMBERED AMOUNT	PERCENTAGE
D01-5D-250-0	OPWC GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	OPWC GRANT FUND SUB TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
D03-7I-271-0	TRANSFER TO TRUCK DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
D03-7I-271-1	TRANSFER TO WATER LOAN 5022	6,202.00	0.00	0.00	0.00	0.00	6,202.00	100.00%
D03-7K-211-0	WAGES	7,500.00	0.00	225.08	900.32	0.00	6,599.68	88.00%
D03-7K-212-0	BENEFITS	2,000.00	0.00	34.78	139.12	0.00	1,860.88	93.04%
D03-7K-230-0	STATE AUDIT FEE	3,000.00	0.00	0.00	0.00	0.00	3,000.00	100.00%
D03-7K-230-1	SOLICITOR CONTRACT SERVICES	1,500.00	0.00	0.00	0.00	0.00	1,500.00	100.00%
D03-7K-240-0	IT SUPPLIES & MATERIALS	8,500.00	0.00	22.50	309.88	1,501.00	6,689.12	78.70%
D03-7K-250-0	CAPITAL OUTLAY	141,950.00	0.00	0.00	0.00	0.00	141,950.00	100.00%
D03-7K-272-0	INCOME TAX REFUNDS	700.00	0.00	0.00	0.00	0.00	700.00	100.00%
D03-7K-273-0	PRIOR YEAR REFUND	1,000.00	0.00	0.00	0.00	0.00	1,000.00	100.00%
	INCOME TAX/PERM IMPROVE FUND S	172,352.00	0.00	282.36	1,349.32	1,501.00	169,501.68	98.35%
E01-5A-211-1	SUPERINTENDENT WAGES	10,200.00	0.00	392.31	1,559.24	0.00	8,630.76	84.62%
E01-5A-211-2	CLERK WAGES	3,500.00	0.00	121.15	484.60	0.00	3,015.40	86.15%
E01-5A-211-3	METER READER WAGES	1,400.00	0.00	46.15	184.60	0.00	1,215.40	86.81%
E01-5A-211-4	TEMP LABOR WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
E01-5A-211-6	CLERK HELPER WAGES	700.00	0.00	23.30	318.20	0.00	381.80	54.54%
E01-5A-211-7	LABORER WAGES	30,000.00	0.00	1,074.12	4,660.17	0.00	25,339.83	84.47%
E01-5A-212-1	SUPERINTENDENT BENEFITS	1,600.00	0.00	60.61	242.44	0.00	1,357.56	84.85%
E01-5A-212-2	CLERK BENEFITS	625.00	0.00	18.72	74.88	0.00	550.12	88.02%
E01-5A-212-3	METER READER BENEFITS	300.00	0.00	7.13	28.52	0.00	271.48	90.49%
E01-5A-212-4	TEMP LABOR BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
E01-5A-212-6	CLERK HELPER BENEFITS	125.00	0.00	3.60	49.16	0.00	75.84	60.67%
E01-5A-212-7	LABORER BENEFITS	4,900.00	0.00	209.96	808.02	440.00	3,651.98	74.53%
E01-5B-240-0	BILLING SUPPLIES & MATERIALS	1,800.00	0.00	294.11	519.11	117.00	1,163.89	64.66%
E01-5D-250-0	OMDA-CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
E01-5D-250-1	HARR CTY GRANT CAP OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
E01-5D-250-2	ARC OMEGA GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
E01-5H-243-0	AUTO REPAIR & MAINT	1,100.00	0.00	64.17	64.17	200.00	835.83	75.98%
E01-5I-230-0	LANDS & BUILDINGS	30,000.00	0.00	700.00	700.00	114.00	29,186.00	97.29%
E01-5I-231-0	UTILITIES	23,000.00	0.00	1,162.94	5,036.08	16,143.92	1,820.00	7.91%
E01-5K-230-0	STATE AUDITOR FEE	6,000.00	0.00	0.00	0.00	0.00	6,000.00	100.00%
E01-5K-230-1	SOLICITOR CONTRACTUAL SERVICE	500.00	0.00	0.00	0.00	0.00	500.00	100.00%
E01-5X-230-2	ENGINEERING SERVICE	4,000.00	0.00	0.00	0.00	0.00	4,000.00	100.00%
E01-5X-230-4	CONTRACTUAL SERVICES	15,000.00	0.00	0.00	675.00	475.00	13,850.00	92.33%
E01-5X-240-0	SUPPLIES & MATERIALS	47,000.00	0.00	2,612.53	4,069.61	15,860.66	27,069.73	57.60%
E01-5X-260-0	LOAN PRINCIPLE	26,000.00	0.00	0.00	845.09	845.09	24,309.82	93.50%
E01-5X-261-0	LOAN INTEREST	3,770.00	0.00	0.00	0.00	0.00	3,770.00	100.00%
E01-5X-273-0	MISC REFUNDS	200.00	0.00	0.00	0.00	0.00	200.00	100.00%
	WATER FUND FUND SUB TOTAL	211,720.00	0.00	6,790.80	20,328.89	34,195.67	157,195.44	74.25%
E02-5A-211-1	SUPERINTENDENT WAGES	12,000.00	0.00	300.00	1,200.00	0.00	10,800.00	90.00%
E02-5A-211-2	LABORER WAGES	12,000.00	0.00	1,145.04	4,846.92	0.00	7,153.08	59.61%
E02-5A-211-3	METER READER WAGES	25,000.00	0.00	46.15	184.60	0.00	24,815.40	99.26%
E02-5A-211-4	TEMP LABOR WAGES	2,000.00	0.00	0.00	0.00	0.00	2,000.00	100.00%
E02-5A-211-5	CLERK WAGES	3,650.00	0.00	121.15	484.60	0.00	3,165.40	86.72%
E02-5A-211-6	CLERK HELPER WAGES	650.00	0.00	23.30	93.20	0.00	556.80	85.66%
E02-5A-212-1	SUPERINTENDENT BENEFITS	3,000.00	0.00	46.35	185.40	0.00	2,814.60	93.82%
E02-5A-212-2	LABORER BENEFITS	5,000.00	0.00	220.92	836.88	440.00	3,723.12	74.46%
E02-5A-212-3	METER READER BENEFITS	400.00	0.00	7.13	28.52	0.00	371.48	92.87%

REPORTING YEAR	EXPENSE #	EXPENSE DESCRIPTION	APPROPRIATION AMOUNT	CARRY OVER AMOUNT	M-T-D EXPENSE	Y-T-D EXPENSE	ENCUMBERED AMOUNT	UNENCUMBERED AMOUNT	PERCENTAGE
	E02-5A-212-4	TEMP LABOR BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	E02-5A-212-5	CLERK BENEFITS	800.00	0.00	18.71	74.84	0.00	725.16	90.65%
	E02-5A-212-6	CLERK HELPER BENEFITS	130.00	0.00	3.60	14.40	0.00	115.60	88.92%
	E02-5B-240-0	BILLING SUPPLIES & MATERIALS	1,500.00	0.00	241.10	466.10	117.00	916.90	61.13%
	E02-5D-240-0	AUTO SUPPLIES & MATERIALS	3,000.00	0.00	117.19	117.19	200.00	2,682.81	89.43%
	E02-5E-230-0	LAND & BUILDINGS UTILITIES	44,000.00	0.00	5,214.67	5,214.67	500.00	38,285.33	87.01%
	E02-5E-231-0	STATE AUDITOR FEE	30,350.00	0.00	1,718.21	6,892.01	23,087.99	370.00	1.22%
	E02-5X-230-0	SOLICITOR CONTRACTUAL SERVICE	4,500.00	0.00	0.00	0.00	0.00	4,500.00	100.00%
	E02-5X-230-1	ENGINEERING SERVICES	3,000.00	0.00	0.00	0.00	0.00	3,000.00	100.00%
	E02-5X-230-2	CONTRACTUAL SERVICES	11,000.00	0.00	0.00	675.00	475.00	3,000.00	100.00%
	E02-5X-243-0	SUPPLIES & MATERIALS	42,000.00	0.00	9,282.22	10,504.52	10,535.32	9,850.00	89.55%
	E02-5X-260-0	LOAN PRINCIPLE	6,236.22	0.00	0.00	3,118.11	3,118.11	0.00	0.00%
	E02-5X-261-0	LOAN INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	E02-5X-273-0	MISC REFUNDS	350.00	0.00	0.00	0.00	0.00	350.00	100.00%
		SEWER FUND SUB TOTAL	213,566.22	0.00	18,505.74	34,936.96	38,473.42	140,155.84	65.63%
	E08-5A-000-0	DEPOSITS REFUNDED	9,000.00	0.00	0.00	0.00	0.00	9,000.00	100.00%
	E08-5B-000-0	DEPOSITS APPLIED	3,300.00	0.00	0.00	0.00	0.00	3,300.00	100.00%
		WATER DEPOSIT FUND SUB TO	12,300.00	0.00	0.00	0.00	0.00	12,300.00	100.00%
		GRAND TOTAL	1,143,746.22	0.00	178,281.67	234,206.93	106,548.96	802,990.33	70.21%

Trish

Please attach the committee notes to the council packets for the 2/28/18 regular meeting.  
Thank You

Personnel Committee meeting 2/21/18

Attendees

Mayor, Michelle Carpenter  
Councilwomen , Carol Davey  
Councilwomen, Heidi Trice  
Councilman, Ron Wright  
Administrator, Jason Tubaugh

Convened at 5:30 / Adjourned at 7:40

Topics of discussion:

Adopt a new ordinance for job realignments and pay scales

The Mayor opened the meeting with all members listed present.

The meeting opened with the Mayor asking the committee to address the previous draft ordinance and propose changes to suite Scio

Carol Davey, Heidi Trice and the VA worked through to establish new job titles for the labor departments, as listed on the proposed ordinance, reference attachment. Ron Wright suggested that the ordinance be done quickly since we have addressed this at serval meetings

The Mayor suggested that all the committee members keep in mind that each municipality in the county is addressing job titles and compensation.

The committee as a whole established new job titles and realignments for employees.

The starting wages, wage cap, and probationary period were established by the committee. The Administrator reviewed with the committee the use of COLA and the performance scale, as it will be incorporated into the ordinance and elevates the council from conducting no regulated pay raises.

A discussion on attracting new employees was addressed by all committee members, as well as retaining current qualified employees.

The COLA rate was discussed and the committee was shown that it is set by the federal government, to offset the inflation rate.

The committee tasked the VA with drafting the ordinance and submitting it to the Solicitor for review and presentation the next council meeting

The committee had agreed on the attached draft proposed ordinance.

The Mayor adjourned the meeting at 7:40 pm

Ordinance No. 18-003

**AN ORDINANCE ESTABLISHING POSITIONS, SALARIES AND HOURLY RATES OF  
VILLAGE OF SCIO EMPLOYEES AND DECLARING AN EMERGENCY.**

WHEREAS, The Village Council has determined that it is necessary to re-organize certain departments;

WHEREAS, The Village Council has determined that it is necessary to realign salaries, hourly wages and certain benefits to be competitive with area communities;

WHEREAS, the Village Administrator has conducted salary and benefit surveys of like sized communities;

WHEREAS, the Village Administrator has prepared position descriptions for newly created positions.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF SCIO, OHIO THAT:

SECTION 1: All prior ordinances regarding salaries of employees are hereby repealed and replaced with this Ordinance.

SECTION 2: All Village of Scio employees shall be paid biweekly and shall be compensated as set forth below. Where the rate is variable, the rate will be established by the Mayor or the Village Administrator by written notice to the Clerk-Treasurer (or Fiscal Officer). The rate shall be based upon the following factors which shall include but not be limited to: experience, education, licensure. The following positions are hereby set forth:

<u>Village Operations and Maintenance</u>	<u>Employee</u>	<u>Starting Wage</u>	<u>Wage Cap</u>
Probationary period	180 days	\$12.65	\$21.00
Post Probationary period		\$13.60	\$21.00
General Laborer		\$ 9.00	\$13.00

<u>Administrative employees</u>	<u>Starting Salary</u>	<u>Salary Cap</u>
Clerk-Treasurer	\$1462.00	Per Ordinance
Administrator		Per Council
Income Tax Department	\$425.00 monthly	\$800.00 monthly
Income Tax Assistant	\$ 75.00 monthly	\$150.00 monthly
Water/ Waste Water Department	\$425.00 monthly	\$800.00 monthly
Water/ Waste Water Assistant	\$100.00 monthly	\$400.00 monthly

SECTION 3: The Village Administrator may, upon approval from the Mayor and Council, start a new employee at a rate higher than the starting wage or salary or accelerate an existing employee based on the applicant's work experience, educational background and/or performance.

SECTION 4: Beginning with the first full period of January 2019, and each year thereafter, all levels of pay rates shall be increased based upon the Federal Government Social Security Administration's COLA for that year.

SECTION 5: In addition to the COLA adjustment, Council will have the ability to give annual performance based raises between 0% and 5%, based on performance, attitude, punctuality and other relevant factors. Performance evaluations shall be completed for each employee annually.

SECTION 6: Employees not listed in this Ordinance that hold a special license for the Water treatment plant or Wastewater treatment plant shall be paid a salary based on the Class of license held and level of experience. The Village council shall have the final determination to set and adjust salaries for Class specific Plant Operators that perform Ohio Environmental Protection Agency requirements as Village employees. Each employee shall have an annual review to determine adequate pay.

SECTION 7: Park maintenance employees shall be hired at the discretion of the Council. A part time employee shall be hired as needed for the upkeep, maintenance, and general cleanliness of the public parks within the Village. The pay for such an employee will start at \$400 per month salary, and can be adjusted if the council deems necessary based on performance, attitude, and other relevant factors. This necessity for this position will be determined by Council if adequate funds are available.

SECTION 8: Effective the date of this ordinance, any newly appointed employee shall serve a six month probationary period. Upon successful completion of the probationary period, as determined by the Mayor or the Administrator, the employee shall be receive additional compensation in the amount listed for each department.

SECTION 9: Employees that receive a salary that are absent for 30 consecutive days shall be notified by the Village that they will no longer receive compensation due to excessive absence, and can lead to termination from the hired position. Absences due to medical conditions shall be reviewed by the council and documentation from a competent licensed physician may be required for further employment with the Village. Any absence in excess of 30 days per year shall be reviewed by the Mayor or a supervisor and council is to be notified.

SECTION 10: Pay increases for the Clerk-Treasurer cannot be implemented for the current Clerk-Treasurer term pursuant to O. R.C. 731.13, this provision shall not be applicable to the current Clerk-Treasurer term of office. This provision shall be effective upon the next election cycle and swearing in of the Clerk-Treasurer for the next full term after passage of this ordinance.

SECTION 11: The Village council shall have the authority to suspend any and all pay raises based on the financial situation of the Village as determined by the Mayor, Clerk-Treasurer, and Administrator. Employees will be notified in writing of any council decision to suspend pay raises within 30 days of such vote made by council.

SECTION 12: It is determined that all formal actions of this Council concerning and relating to the adoption of this ordinance were adopted in an open meeting of this Council, and that all deliberations of Council were in meetings open to the public in compliance with legal requirements.

SECTION 13: This Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety, convenience and welfare of the Village of Scio and its residents thereof, for the reason that it provides for the daily operation of village departments and for the more specific reason that the Village needs to be competitive in attracting new employees and retaining existing employees. Therefore, this Ordinance shall go into effect and be in force upon passage by council.

Read this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

Read this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

Pay rates as passed at February 14, 2018 Regular Council Meeting which were made retroactive to January 1, 2018:

**Water Treatment Plant Licensed Operator** - \$850.00 per month. (no change) Annual anniversary review

**Wastewater Treatment Plant Operator** - \$850.00 per month

**Clerk-Treasurer** – Increase of \$225.00 to \$1463.00 *effective April 1, 2020* (Elective position)

**Assistant Water Clerk** – Increase to \$205.00 per month (from \$130.00); no change with Income Tax Helper pay amount

**Income Tax Administrator** – Increase of \$125.00 to \$650.00 per month

**Water Department Clerk** – Increase of \$125.00 to \$650.00 per month

**Street Dept/WWTP/General Labor**-Increase of \$.65 per hour to \$14.25

**WWTP/Street Dept/General Labor**-Current \$12.65; review at 2018 anniversary date.

**Seasonal General Laborer**-\$9.00 for new hires based on 30 hours/week for 8 months

**Park Maintenance/Restroom Upkeep**

Flat rate \$400.00 per month, 2018 proposal of \$425.00 for returning employee

**Flat Rate Pay**

\$50.00 per day for the WTP/WWTP daily testing & checks

2018 – proposal \$50.00 per day for 2.5 hours work or less, over 2.5 hours extra compensation

\$130.00 flat Rate for WWTP Mon-Fri testing



**Village Administrator/Supervisor**

Increase to \$3600\*/WTP Maintenance & Operations to \$680.00/retain \$150.00 monthly gas card

\*For up to 50 hours Monday thru Friday

Weekends outside of flat rate pay after 2.5 hours is time and a half, same as hourly employees.

Holiday rates are double time, same as hourly employees

For 2018 anniversary dates and beyond, recommend implementing the new proposed ordinance pay raise system *utilizing the Cost of Living Adjustment in conjunction with a performance percentage.*



DATE: February 15, 2018  
TO: ✱ Ohio Municipalities  
FROM: Garry Hunter, OMLSC CEO  
RE: OMLSC Regional Meetings Invitation

The OMLSC is pleased to announce its partnership with Palmer Energy to offer several new energy savings programs for member communities. These programs include electric, natural gas, solar and government aggregation. Utilizing the market expertise of the independent energy professionals of Palmer Energy and group buying strength, program participants will have the opportunity to secure competitive pricing for the energy needs of their community facilities and households.

We strongly encourage you and your team to attend one of the scheduled meetings to learn more about this exciting new OLMSC member benefit. Meetings will start at 10:30 AM followed by lunch at 11:30 AM. Please RSVP for the meeting and lunch to Andrea Flowers at 419-539-9180 or [aflowers@palmerenergy.com](mailto:aflowers@palmerenergy.com) or Zoë Wade at 614-221-4349 ext. 11 or [zwade@omloho.org](mailto:zwade@omloho.org)

#### Meeting Dates:

Region 1 – Thursday, March 29th

Region 4 - Monday, March 26th

Region 2 - Thursday, March 1<sup>st</sup>

Region 5 – Monday, March 19th

Region 3 – Thursday, March 8<sup>th</sup>

Region 6 – Tuesday, March 20th

Please see page two for region details. Specific meeting locations and details will be provided in a separate notice. If you are unable to attend your specified meeting, please feel free to attend any of the other available meetings.

Additional information requests may be directed to Garry Hunter, OMLSC Chief Executive Officer at (614) 221-4349, (740) 818-6490, or [Ghunter@omloho.org](mailto:Ghunter@omloho.org) or Kirkland Mizerek, Executive Vice President, Palmer Energy Company at 419-539-9180 or [kmizerek@palmerenergy.com](mailto:kmizerek@palmerenergy.com).

## OMLSC REGIONAL MEETINGS

<b>Region 1 10 Counties</b>	<b>Meeting Location - Delaware</b>		
	<b>Counties</b>		
	Franklin	Morrow	Richland
	Marion	Knox	Ashland
	Delaware	Licking	
	Wyandot	Crawford	
<b>Region 2 15 Counties</b>	<b>Meeting Location - Cambridge</b>		
	<b>Counties</b>		
	Guernsey	Columbiana	Perry
	Holmes	Jefferson	Morgan
	Coshocton	Harrison	Noble
	Tuscarawas	Muskingum	Monroe
Carroll	Belmont	Washington	
<b>Region 3 15 Counties</b>	<b>Meeting Location - Chillicothe</b>		
	<b>Counties</b>		
	Ross	Vinton	Meigs
	Pickaway	Jackson	Gallia
	Fairfield	Lawrence	Adams
	Hocking	Scioto	Highland
Athens	Pike	Brown	
<b>Region 4 19 Counties</b>	<b>Meeting Location - Xenia</b>		
	<b>Counties</b>		
	Warren	Montgomery	Champaign
	Clinton	Greene	Logan
	Clermont	Fayette	Shelby
	Hamilton	Madison	Mercer
	Butler	Clark	Auglaize
	Preble	Darke	
Union	Miami		
<b>Region 5 17 Counties</b>	<b>Meeting Location - Bowling Green</b>		
	<b>Counties</b>		
	Wood	Lucas	Sandusky
	Williams	Paulding	Seneca
	Fulton	Van Wert	Ottawa
	Henry	Allen	Erie
	Defiance	Hancock	Huron
Putnam	Hardin		
<b>Region 6 12 Counties</b>	<b>Meeting Location - Ravenna</b>		
	<b>Counties</b>		
	Portage	Wayne	Geauga
	Lorain	Stark	Lake
	Cuyahoga	Mahoning	Summit
Medina	Trumbull	Ashtabula	

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Sort by date Archive Move Delete Spam More

Inbox (1189)

- Drafts
- Sent
- Archive
- Spam
- Trash (74)
- Smart Views
- Important
- Unread
- Starred
- People
- Social
- Shopping
- Travel
- Finance

Folders (2083)

- 1 year Plans
- ADR (45)
- AndrewTur... (3)
- ArtesianoP... (6)
- AUDITOR L... (37)
- BelmontCar... (3)
- BrianBanker (4)
- BWC-COM... (14)
- CENSUS (3)
- CHAMBER (95)
- Chesapeake... (5)
- Citizens Bank (449)
- Commissioners
- COMPMAN... (6)
- Council (5)
- Credit Card... (406)
- DELL (2)
- Electric Ag... (5)
- EPA (7)
- Frontier.com (4)
- IncTaxLaws... (6)
- Insur Co A... (13)
- Jake Tubau... (329)
- JasonJacks... (72)
- JEDD emails
- LTAP (14)
- ltap@ODOT (53)
- MadisonEn... (5)
- Microsoft I... (5)
- Muni Clerks... (170)
- NationalReu... (1)
- NationalRoadUtility
- News Herald
- Ohio Insura... (1)
- OhioCheck... (1)
- OhioMuniL... (6)
- ONECALL (7)
- OPERS (7)
- ORKIN (3)
- OUPS
- Pam Ewing... (68)
- pLANNING... (6)

Today

ltap@dot.ohio.gov 9:27 AM

FHWA Update - RRFB's

Yesterday

tosohio\_hosted@tos.o 12/31/16

Proofpoint Encrypted Message to...

Unified Bank Customer Feb 22

2018 NACHA Operating Rules

Dear Corporate ACH Origination Customer

MNPTax@tax.state Feb 22

Municipal Net Profit Tax Informa...

ltap@dot.ohio.gov Feb 22

2018 National Hydraulic Enginee...

Trina, me Feb 22

Scio Documents - Water Treatment...

Jason Tubaugh Feb 22

RE: Contractor Work Schedule

CompManagemen Feb 22

2018 Workers' Compensation Str...

OMCA...me, Erin Feb 22

Fire Department lift assist

CHS Client Services Feb 22

CHS CLIENT BULLETIN - SURVEY:

Andrea, me Feb 22

OMLSC Regional Meeting - Regio...

Wednesday

Jody...me Feb 21

website for Scio Village

The, me Feb 21

OMAA/OML Webinar

Kristi...me, Kristi Feb 21

employee/meter reader

OMCA...me, Kristen Feb 21

Resolution Questions

Trina, me Feb 21

Water Treatment Project

me...Michelle, me Feb 21

Video Service Provider Fee

Trina...me, Trina Feb 21

Progress on Water Treatment Pr...

OMCA...Carolyn Feb 21

Water Services Developer

2018 NACHA Operating Rules

Unified Bank Customer Care <customercare@unifiedbank.com> Feb 22, 2018, 4:49 PM

Dear Corporate ACH origination customer:

We have sent your company the 2018 NACHA Operating Rules & Guidelines - Corporate Edition on CD via USPS. These ACH rules were agreed upon when the Cash Management Service Agreement was executed. You should be receiving this very soon.

It is our responsibility to annually make your company aware of these changes. Therefore, we are providing this information to you as our primary contact. Please review these changes and disseminate the information as you see fit.

Respectfully,

Customer Care  
Unified Bank

888.275.5566 | UnifiedBank.com | Member FDIC  
115 South 4<sup>th</sup> Street, Martins Ferry, OH 43935

To comply with GLBA regulations, do not send any sensitive information via email. Sensitive information is any personally identifiable information (PII) that could be used to steal your identity. This would include Tax ID's, Social Security Numbers, account numbers, credit and debit card numbers, driver's license numbers, passwords, PIN's, financial information, and more. Email is inherently NOT secure. Please ask about our secure alternative means of communication exchange whenever PII is involved. The Unified Bank and its affiliates will not be held responsible for any PII leaked from those not adhering to this policy.

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## CITIZEN ADVISORY

Public Interest Center (614) 644-2160

RECEIVED  
2-26-18

**FOR RELEASE:** February 21, 2018  
**CONTACT:** Kristopher Weiss, (614) 644-2160

### Ohio EPA Holding Public Hearing to Discuss Permit for Harrison County Power Plant

Ohio EPA is accepting public comments at a March 7, 2018, public meeting on a draft air emissions permit for a natural gas-fired electric generating facility. Harrison Power LLC plans to build the plant in the Harrison Industrial Park in Cadiz.

The public information session begins at 6 p.m. at Harrison Central Junior/Senior High School, 440 E. Market St., Cadiz. A hearing will immediately follow during which the public can submit comments for the record concerning the draft permit.

If approved, the permit would allow the company to construct a 1,000-megawatt combined cycle turbine electric generating plant consisting of two natural gas-fired combined cycle combustion turbines. Each combustion turbine would be equipped with heat recovery steam generators and duct burners. The draft permit includes details for four combustion turbines, two each of two different models; however, it authorizes the operation of only two turbines. The draft permit also includes two natural gas-fired auxiliary boilers, though only one would be installed, and a diesel power emergency generator engine and a diesel fire pump engine.

If the permit is approved, the total maximum air emissions would be limited to protect public health and the environment.

Written comments are considered the same as oral testimony presented at the hearing. Written comments must be received by the close of business on March 12, 2018. Comments can be mailed to Emily Deshaies, Ohio EPA DAPC, Southeast District Office, 2195 East Front St., Logan, OH 43138 or emailed to [Emily.Deshaies@epa.ohio.gov](mailto:Emily.Deshaies@epa.ohio.gov).

Interested parties may access the draft permit at: [http://wwwapp.epa.ohio.gov/dapc/permits\\_issued/1663605.pdf](http://wwwapp.epa.ohio.gov/dapc/permits_issued/1663605.pdf) or request a copy from Ohio EPA's Southeast District Office in Logan by calling (740) 385-8501.