

AGENDA
 SCIO VILLAGE COUNCIL MEETING
 March 24, 2021

Kindly mute all electronics-thank you!

Pledge of Allegiance

Roll Call

Approval of Minutes

Visitors-

1. Clerk/ Treasurer-
2. Water/WW-Income Tax Dept.- Change of tax due date
3. Solicitor-
4. Mayor- Job description in packets
5. Village Administrator- See below
6. Old Business
7. New Business
8. Financial Report Approval
9. Pay bills.
10. Adjourn.

Village Administrator

Current Project Overview:

- WWTP: Clarifier
- WTP: Water lines to be replaced / plans completed, pending grant submission
- Oil and Shale: SR 646 112295 HAS-646-6.37 -Planning Phase, Stage one completion estimated 1 April 2021.

WTP:

- Water line project
- Water Production
- Water line disruptions
- Cu / Pb testing

WWTP:

- Clarifier project
- UV installation

- Sanitary service, Hilltop Dr septic

Oil and Shale Program:

-Project ID: **112295 HAS-646-6.37**

-Phase 1 in progress

Roadways/ Equipment/ Buildings:

-Clarifier building roof

-Electrical, auto sampler bld

-DuraPatcher

-Garage doors

-Mirrors

-Road closures

-SR646

General:

-employee annual review

-part time employee status

-Mosquito Spraying for Spring/ Summer 2021 schedule

March 10, 2021

Scio Village Council met in regular session on March 10, 2021 at 6 pm with Mayor Michelle Carpenter presiding. Council members present were Carol Davy, Betty Gotschall, Erin Thompson, Andrew Turner, and Kari Salsberry. Others included Village Administrator Jason Tubaugh, Clerk-Treasurer Heidi Trice, Janeen Scott, Water/WW/Income Tax.

Thompson moved to approve minutes from the previous meeting as presented and Gotschall seconded. All present voted in the affirmative.

Visitors: Paul Ciccsrello- Electric Aggregation renewal was presented. A motion was made by council person Turner to accept the Electric Aggregation Agreement with Energy Harbor at .0487 for 24 months. Thompson seconded. Roll call: Davy, yea; Gotschall, yea; Thompson, abstain; Salsberry, yea; Turner, yea. Motion carried.

Clerk-Treasurer: Requested a motion to amend the Appropriations to reflect the OWDA loan. Council person Davy made a motion to Amend Appropriations for the OWDA loan. Salsberry seconded. Roll call: Davy, yea; Gotschall, yea; Thompson, abstain; Salsberry, yea; Turner, yea. Motion carried.

Presented information to council on the American Rescue Plan Act. Will move forward as needed.

Water/WW: . Ms. Scott spoke about issues with highlighting water bills. Will continue to do so.

Income Tax: .

Solicitor:

Mayor: The Health Department will hold their annual County Health Update on March 16, 2021 at 6pm in the garage of the Health Department.

Committee Meetings: Personnel, March 24th at 5pm in the Village Hall. Land and Business on March 24th at 5:45pm.

Village Administrator

Current Project Overview:

- WWTP: Clarifier / Pending / April-May 2021
- WTP: Water lines to be replaced / plans completed, pending grant submission
- Oil and Shale: SR 646 112295 HAS-646-6.37 -Planning Phase, Stage one completion estimated 1 April 2021.

WTP:

-Pending Water line project: Final design is completed, the grant paperwork is signed, the grant application is pending submission.

- **Above normal water production:** The water line repair was done 2/25-2/26 on SR 646 for the main 6" line that feeds into the distribution system. Type 3 reportable repair, the associated paperwork is in your Council packets.

A 1" water line repair was repaired 3/7, this is a type 1 non reportable repair.

Estimated cost associated with the repairs: Labor, equipment, and materials \$7600-\$8000.

Additional cost to come.

-Several residents were notified of leaks detected in their homes, the Kamstrup metering system is working to assist the Village in leak detection during each meter reading interval.

-Kamstrup ready read equipment needed replaced, a new unit was purchased at a cost of \$1000.00

WWTP:

- **PENDING** Clarifier Project: Village, County, and OMEGA

Grant award notification is pending, it is at the director's office. The slate for projects is completed, we are awaiting release of approved projects.

Estimated Cost \$565,132.00 Village cost share is 10%. (\$56,514.0)

-Inner paddle wheel is slated to be repaired this week, awaiting on parts and the use of the track hoe, scheduled 3/11.

Oil and Shale Program:

-Project ID: 112295 HAS-646-6.37

UPDATE:

Phase one is scheduled to be completed in April 2021.

Environmental surveys, scope of work, engineering, and right of way survey and purchase will be forthcoming. Funds are allocated for the project, Thrasher and ODOT are working on additional funding resources for any shortfalls.

Roadways/ Equipment/ Buildings:

-The Clarifier building roof will need to be repaired this year. The assessment will be done this Spring and bids will be requested.

-Garage doors, the current timeline is an eight-to-ten-week order period, then proceed to installation Estimated June 2021.

-The cub cadet has been returned; it was repaired under warranty at no cost to the Village.

General:

-The personnel committee was sent the employee evaluation; I defer the details to the committee chairperson.

-The new employee is currently in training on both facilities. His probation period will be until July 31, 2021.

-water shut off is marked at the Village car wash

- SR 646 and E College are being monitored and backfilled as needed.
 - SR 646 towards New Rumley will need to be repaired with floatable fill this Spring to complete the repair on the State route
 - Emulsions this season will not be provided by ODOT, the Village will need to obtain a storage tank and order the supplies to use the DuraPatcher Machine.
- It is recommended that the Finance and Street committee meet and determine the best course of action.
- Mosquito Spraying for Spring/ Summer 2021 dates?
 - Recommended the Park committee discuss the opening of the park, the park restrooms. The park maintenance will start mid-April.

OLD BUSINESS

Village Administrator acquired two fish-eye mirrors for the intersection of Carrollton Street and Eastport Street.

Councilperson Davy presented the recommendation for evaluation and raise for Brian Jurosko. Davy made a motion to increase Mr. Jurosko's pay by 2% starting on March 13, 2021, seconded by Turner. Roll call: Davy, yea; Gotschall, yea; Thompson, abstain; Salsberry, yea; Turner, yea. Motion carried.

Park laborer will start the season sometime in April, left to the discretion of the Village Administrator.

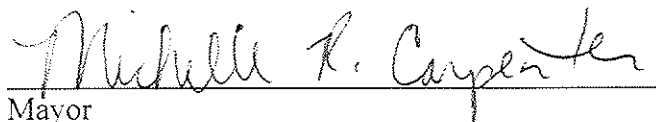
NEW BUSINESS

Council had an open discussion on the Park opening and how to move forward with the park restrooms. No definitive response. Will revisit.

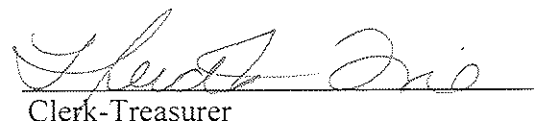
Thompson moved to approve the Financial Report and Davy seconded. Roll call: Davy, yea; Gotschall, yea; Thompson, yea; Salsberry, yea; Turner, yea. Motion carried.

Thompson moved to pay the bills as presented and seconded by Davy. Roll call reflected: Thompson, yea; Gotschall, yea; Davy, yea; Salsberry, yea; Turner abstain. motion carried.

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



 Mayor



 Clerk-Treasurer

CHECK REGISTER REPORT - CHECKS ONLY
 FROM DATE : 03/11/21 TO DATE : 03/24/21

PAGE: 1
 COMPUTER DATE: 3/24/2021 1:26:00 PM

DATE	CHECK # PAY IN #	VEN #	VENDOR NAME RECEIVED FROM	CHECK AMOUNT	PAY IN AMOUNT	ENDING BALANCE	RECORD #
03/17/2021	2173	08007	HARRISON REGIONAL PLANNIN	15.26		1,321,961.83	19215
03/17/2021	2174	09011	IRISH CREEK INDUSTRIAL	1,500.00		1,320,461.83	19216
03/17/2021	2175	19029	STULL EXCAVATING LLC	1,198.00		1,319,263.83	19217
03/17/2021	2176	20019	THRASHER GROUP	32,470.00		1,286,793.83	19218
03/17/2021	2177	20046	TOTTERDALE BROS SUPPLY CO	1,443.40		1,285,350.43	19219
03/17/2021	31721	10003	Kimble Recycling & Dispos	97.50		1,285,252.93	19220
03/17/2021	31721B	17003	REAM & HAAGER Environ Lab	1,222.00		1,284,030.93	19221
03/17/2021	31721C	20399	UNIFIED BANK	19.98		1,284,010.95	19222
03/17/2021	31721D	21002	USA BLUE BOOK	81.90		1,283,929.05	19223
03/17/2021	31721E	19042	SPECTRUM BUSINESS	62.95		1,283,866.10	19224
03/17/2021	31721F	21002	USA BLUE BOOK	8.89		1,283,857.21	19225
03/22/2021	32621	18012	SCIO PAYROLL	11,399.03		1,281,748.18	19232
03/22/2021	32621B	18012	SCIO PAYROLL	1,062.93		1,280,685.25	19233
				50,581.84	0.00		

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Carol King

Drew Pollock

Kari Salaber

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REPORTING YEAR FUND DESCRIPTION	BEGINNING BALANCE	REVENUE	EXPENSE	ENDING BALANCE	ENCUMBERED AMOUNTS	AVAILABLE BALANCE
A01 GENERAL FUND	454,650.13	1,398.34	14,674.22	441,374.25	43,093.36	398,280.89 MTD 398,280.89 YTD
A02 GENERAL FUND CD#1	470,193.94	14,060.79	42,880.48	441,374.25	43,093.36	
A02 GENERAL FUND CD#1	26,986.99	0.00	0.00	26,986.99	0.00	26,986.99 MTD 26,986.99 YTD
A02 GENERAL FUND CD#1	26,980.33	6.66	0.00	26,986.99	0.00	
A03 GENERAL FUND CD#2	216.03	0.00	0.00	216.03	0.00	216.03 MTD 216.03 YTD
A03 GENERAL FUND CD#2	215.82	0.21	0.00	216.03	0.00	
A04 GENERAL FUND CD#3	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00 MTD 1,000.00 YTD
A04 GENERAL FUND CD#3	1,000.00	0.00	0.00	1,000.00	0.00	
B01 STREET FUND	-571.92	2,671.07	263.80	1,835.35	383.55	1,451.80 MTD 1,451.80 YTD
B01 STREET FUND	789.52	8,299.67	7,253.84	1,835.35	383.55	
B02 STATE HIGHWAY	13,430.46	216.57	72.72	13,574.31	711.59	12,862.72 MTD 12,862.72 YTD
B02 STATE HIGHWAY	13,139.77	672.95	238.41	13,574.31	711.59	
B04 PARK FUND	26,977.96	3,224.27	626.44	29,575.79	3,355.94	26,219.85 MTD 26,219.85 YTD
B04 PARK FUND	27,679.21	3,224.27	1,327.69	29,575.79	3,355.94	
B05 FEMA	0.00	0.00	0.00	0.00	0.00	0.00 MTD 0.00 YTD
B05 FEMA	0.00	0.00	0.00	0.00	0.00	
B08 POLICE LEVY	16,878.83	0.00	0.00	16,878.83	0.00	16,878.83 MTD 16,878.83 YTD
B08 POLICE LEVY	16,878.83	0.00	0.00	16,878.83	0.00	
B09 BLOCK GRANT WATERLINE REPLACE	0.00	0.00	0.00	0.00	0.00	0.00 MTD 0.00 YTD
B09 BLOCK GRANT WATERLINE REPLACE	0.00	0.00	0.00	0.00	0.00	
B10 PERMISSIVE MVL	1,467.40	225.00	870.30	822.10	0.00	822.10 MTD 822.10 YTD
B10 PERMISSIVE MVL	1,057.00	635.40	870.30	822.10	0.00	
B11 COVID RELIEF	0.00	0.00	0.00	0.00	0.00	0.00 MTD 0.00 YTD
B11 COVID RELIEF	0.00	0.00	0.00	0.00	0.00	
C01 TRUCK DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00 MTD 0.00 YTD
C01 TRUCK DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	
D01 OPWC GRANT	0.00	0.00	0.00	0.00	0.00	0.00 MTD 0.00 YTD
D01 OPWC GRANT	0.00	0.00	0.00	0.00	0.00	
D03 INCOME TAX/FERM IMPROVE	157,730.22	3,586.81	1,251.04	160,065.99	1,274.00	158,791.99 MTD 158,791.99 YTD
D03 INCOME TAX/FERM IMPROVE	152,855.22	10,697.90	3,487.13	160,065.99	1,274.00	
E01 WATER FUND	375,100.21	49,635.04	51,353.35	373,381.90	34,638.47	338,743.43 MTD 338,743.43 YTD
E01 WATER FUND	365,100.43	81,456.31	73,174.84	373,381.90	34,638.47	
E02 SEWER FUND	165,399.29	13,948.61	15,985.86	163,362.04	43,748.87	119,613.17 MTD 119,613.17 YTD
E02 SEWER FUND	156,909.69	40,831.72	34,379.37	163,362.04	43,748.87	
E03 WATER CONTINGENCY	50,050.92	0.00	0.00	50,050.92	0.00	50,050.92 MTD 50,050.92 YTD
E03 WATER CONTINGENCY	49,736.24	314.68	0.00	50,050.92	0.00	

Carol Deary

Patty Johnson

Kari Salberney

REPORTING YEAR FUND DESCRIPTION	BEGINNING BALANCE	REVENUE	EXPENSE	ENDING BALANCE	ENCUMBERED AMOUNTS	AVAILABLE BALANCE
E08 WATER DEPOSIT FUND	16,238.92	129.98	0.00	16,368.90	0.00	16,368.90 MTD
	16,042.10	389.84	63.04	16,368.90	0.00	16,368.90 YTD
G01 ROMA ESCROW	0.00	0.00	0.00	0.00	0.00	0.00 MTD
	0.00	0.00	0.00	0.00	0.00	0.00 YTD
GRAND TOTAL ALL FUNDS MONTH-TO-DATE	1,305,555.44	75,035.69	85,097.73	1,295,493.40	127,205.78	1,168,287.62 MTD
GRAND TOTAL ALL FUNDS YEAR-TO-DATE	1,298,578.10	160,590.40	163,675.10	1,295,493.40	127,205.78	1,168,287.62 YTD

REPORTING YEAR	EXPENSE #	EXPENSE DESCRIPTION	APPROPRIATION AMOUNT	CARRY OVER AMOUNT	M-T-D EXPENSE	Y-T-D EXPENSE	ENCUMBERED AMOUNT	UNENCUMBERED AMOUNT	PERCENTAGE
2021	B01-6B-211-0	WAGES	26,222.02	0.00	0.00	5,641.74	0.00	20,580.28	78.48%
	B01-6B-212-0	BENEFITS	3,800.00	0.00	0.00	871.65	0.00	2,928.35	77.06%
	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	300.00	0.00	0.00	0.00	0.00	300.00	100.00%
	B01-6X-240-0	SUPPLIES & MATERIALS	3,627.98	0.00	263.80	740.45	383.55	2,503.98	69.02%
	B01-6X-272-0	ADVANCE TO BE REIMBURSED	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
		STREET FUND SUB TOTAL	34,050.00	0.00	263.80	7,253.84	383.55	26,412.61	77.57%
	B02-6B-240-0	SUPPLIES & MATERIALS	1,800.00	0.00	0.00	0.00	0.00	1,800.00	100.00%
	B02-6C-211-0	STATE HWY/WAGES	2,100.00	0.00	0.00	0.00	0.00	2,100.00	100.00%
	B02-6C-240-0	CLEANING/SNOW REMOVAL	800.00	0.00	0.00	0.00	0.00	800.00	100.00%
	B02-6E-230-0	TRAFFIC SIGNS/SIGNALS	1,100.00	0.00	0.00	0.00	0.00	1,100.00	100.00%
	B02-6E-231-0	UTILITIES	1,000.00	0.00	72.72	238.41	711.59	50.00	5.00%
	B02-6X-230-0	STATE AUDITOR FEE	150.00	0.00	0.00	0.00	0.00	150.00	100.00%
		STATE HIGHWAY FUND SUB TOTAL	6,950.00	0.00	72.72	238.41	711.59	6,000.00	86.33%
	B04-3B-231-0	UTILITIES	3,200.00	0.00	278.07	862.00	2,063.00	275.00	8.59%
	B04-3B-240-0	SUPPLIES & MATERIALS	19,600.00	0.00	348.37	465.69	1,292.94	17,841.37	91.03%
	B04-3X-230-0	STATE AUDITOR FEE	400.00	0.00	0.00	0.00	0.00	400.00	100.00%
	B04-3X-230-1	COUNTY AUDITOR FEE	150.00	0.00	0.00	0.00	0.00	150.00	100.00%
	B04-3X-230-2	DEL. REAL EST. TAX & COLL. FEE	40.00	0.00	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	0.00%
	B04-7H-230-0	DELIQ LAND TAX ADVERT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
		PARK FUND SUB TOTAL	23,390.00	0.00	626.44	1,327.69	3,355.94	18,706.37	79.98%
	B05-7A-230-0	FEMA ADMINISTRATION COSTS	0.00	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	0.00%
	B05-7X-250-0	CDGB SEWER PLANT PROJECT	0.00	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	0.00%
	B05-8X-255-0	FEMA REPAIRS	0.00	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	0.00%
	B08-1A-211-0	POLICE WAGES	15,184.00	0.00	0.00	0.00	0.00	15,184.00	100.00%
	B08-1A-212-0	POLICE BENEFITS	1,216.00	0.00	0.00	0.00	0.00	1,216.00	100.00%
	B08-1A-240-0	SUPPLIES & MATERIALS	50.00	0.00	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	0.00%
	B08-7G-230-0	COUNTY AUDITOR FEE	130.00	0.00	0.00	0.00	0.00	130.00	100.00%
	B08-7H-230-0	DELIQ LAND TAX ADVERT	90.00	0.00	0.00	0.00	0.00	90.00	100.00%
	B08-7H-230-1	DEL. REAL EST. TAX & COLL FEES	35.00	0.00	0.00	0.00	0.00	35.00	100.00%
	B08-7H-272-0	ADVANCE TO BE REIMBURSED	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
		POLICE LEVY FUND SUB TOTAL	16,705.00	0.00	0.00	0.00	0.00	16,705.00	100.00%
	B09-7X-272-0	REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
		BLOCK GRANT WATERLINE REPLICE	0.00	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	0.00	80.00	100.00%
	B10-6X-240-0	SUPPLIES AND MATERIALS	2,120.00	0.00	870.30	870.30	0.00	1,249.70	58.95%
		PERMISSIVE MVL FUND SUB TOTAL	2,200.00	0.00	870.30	870.30	0.00	1,329.70	60.44%

ENTITY NAME : VILLAGE OF SCIO
 EXPENSE STATEMENT - BY ACCOUNT #

REPORTING PERIOD: MAR 2021

PAGE: 3

COMPUTER DATE 3/24/2021 1:08:52 PM

REPORTING YEAR EXPENSE #	EXPENSE DESCRIPTION	APPROPRIATION AMOUNT	CARRY OVER AMOUNT	M-T-D EXPENSE	Y-T-D EXPENSE	ENCUMBERED AMOUNT	UNENCUMBERED AMOUNT	PERCENTAGE
B11-7X-240-0	COVID RELIEF EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	COVID RELIEF FUND SUB TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	.00%
C01-7X-261-0	TRUCK PRINCIPLE	0.00	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	0.00%
	TRUCK DEBT SERVICE FUND SUB TO	0.00	0.00	0.00	0.00	0.00	0.00	.00%
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	.00%
D03-7I-271-0	TRANSFER TO TRUCK DEBT	12,511.84	0.00	0.00	0.00	0.00	12,511.84	100.00%
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	10,500.00	0.00	737.16	2,599.14	0.00	7,900.86	75.25%
D03-7K-212-0	BENEFITS	3,000.00	0.00	113.88	401.54	0.00	2,598.46	86.62%
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	500.00	0.00	0.00	0.00	0.00	500.00	100.00%
D03-7K-240-0	IT SUPPLIES & MATERIALS	4,000.00	0.00	400.00	486.45	1,274.00	2,239.55	55.99%
D03-7K-241-0	CREDIT CARD FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
D03-7K-250-0	CAPITAL OUTLAY	130,000.00	0.00	0.00	0.00	0.00	130,000.00	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/FERM IMPROVE FUND S	171,413.84	0.00	1,251.04	3,487.13	1,274.00	166,652.71	97.22%
E01-5A-211-1	SUPERINTENDENT WAGES	11,200.00	0.00	836.64	3,020.53	814.00	7,365.47	65.76%
E01-5A-211-2	CLERK WAGES	5,200.00	0.00	418.84	1,465.94	0.00	3,734.06	71.81%
E01-5A-211-3	METER READER WAGES	1,400.00	0.00	46.15	276.90	0.00	1,123.10	80.22%
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	2,300.00	0.00	204.08	749.88	0.00	1,550.12	67.40%
E01-5A-211-7	LABORER WAGES	42,100.00	0.00	4,595.29	11,716.27	0.00	30,383.73	72.17%
E01-5A-212-1	SUPERINTENDENT BENEFITS	1,800.00	0.00	129.27	449.27	0.00	1,350.73	75.04%
E01-5A-212-2	CLERK BENEFITS	900.00	0.00	64.72	226.52	0.00	673.48	74.83%
E01-5A-212-3	METER READER BENEFITS	250.00	0.00	7.13	42.78	0.00	207.22	82.89%
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	380.00	0.00	31.52	115.84	0.00	264.16	69.52%
E01-5A-212-7	LABORER BENEFITS	14,625.00	0.00	753.96	1,942.12	396.00	12,286.88	84.01%
E01-5B-240-0	BILLING SUPPLIES & MATERIALS	1,800.00	0.00	546.52	546.52	125.00	1,128.48	62.69%
E01-5B-241-0	CREDIT CARD CHARGES	1,300.00	0.00	0.00	499.20	0.00	800.80	61.60%
E01-5D-250-0	DBG-CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
E01-5D-250-1	HARR CITY GRANT CAP OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
E01-5D-250-2	ASC 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	0.00	126.64	73.36	900.00	81.82%
E01-5I-230-0	LANDS & BUILDINGS	8,500.00	0.00	1,198.00	1,198.00	0.00	7,302.00	85.91%
E01-5I-231-0	UTILITIES	31,380.00	0.00	2,808.01	8,481.72	11,966.21	10,932.07	34.84%
E01-5K-230-0	STATE AUDITOR FEE	5,880.00	0.00	0.00	0.00	0.00	5,880.00	100.00%
E01-5K-230-1	SOLICITOR CONTRACTUAL SERVICE	200.00	0.00	0.00	0.00	0.00	200.00	100.00%
E01-5K-230-2	ENGINEERING SERVICE	4,000.00	0.00	0.00	0.00	0.00	4,000.00	100.00%
E01-5K-230-4	CONTRACTUAL SERVICES	4,000.00	0.00	2,134.01	1,608.03	1,608.03	257.96	6.45%
E01-5K-240-0	SUPPLIES & MATERIALS	39,340.00	0.00	5,357.22	7,712.70	19,655.87	11,971.43	30.43%
E01-5K-250-0	OMDA GRANT CAP OUTLAY	32,470.00	0.00	32,470.00	32,470.00	0.00	0.00	0.00%
E01-5K-260-0	LOAN PRINCIPLE	22,401.24	0.00	0.00	0.00	0.00	22,401.24	100.00%

REPORTING YEAR EXPENSE #	2021 EXPENSE DESCRIPTION	APPROPRIATION AMOUNT	CARRY OVER AMOUNT	M-T-D EXPENSE	Y-T-D EXPENSE	ENCUMBERED AMOUNT	UNENCUMBERED AMOUNT	PERCENTAGE
E01-5X-261-0	LOAN INTEREST	1,770.00	0.00	0.00	0.00	0.00	1,770.00	100.00%
E01-5X-273-0	MISC REFUNDS	650.00	0.00	0.00	0.00	0.00	650.00	100.00%
	WATER FUND FUND SUB TOTAL	234,946.24	0.00	51,353.35	73,174.84	34,638.47	127,132.93	54.11%
E02-5A-211-1	SUPERINTENDENT WAGES	12,500.00	0.00	828.36	2,899.26	0.00	9,600.74	76.81%
E02-5A-211-2	LABORER WAGES	38,700.00	0.00	6,083.27	12,518.13	0.00	26,181.87	67.65%
E02-5A-211-3	METER READER WAGES	1,400.00	0.00	46.15	276.90	0.00	1,123.10	80.22%
E02-5A-211-4	TEMP LABOR WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
E02-5A-211-5	CLERK WAGES	5,200.00	0.00	418.86	1,466.01	0.00	3,733.99	71.81%
E02-5A-211-6	CLERK HELPER WAGES	1,100.00	0.00	0.00	0.00	0.00	1,100.00	100.00%
E02-5A-212-1	SUPERINTENDENT BENEFITS	1,900.00	0.00	128.00	448.00	0.00	1,452.00	76.42%
E02-5A-212-2	LABORER BENEFITS	6,700.00	0.00	983.87	2,066.04	396.00	4,237.96	63.25%
E02-5A-212-3	METER READER BENEFITS	300.00	0.00	7.13	42.78	0.00	257.22	85.74%
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	833.35	0.00	64.72	226.52	0.00	606.83	72.82%
E02-5A-212-6	CLERK HELPER BENEFITS	166.65	0.00	0.00	0.00	0.00	166.65	100.00%
E02-5B-240-0	BILLING SUPPLIES & MATERIALS	1,300.00	0.00	0.00	0.00	125.00	1,175.00	90.38%
E02-5D-240-0	AUTO SUPPLIES & MATERIALS	1,200.00	0.00	34.53	155.00	45.00	1,000.00	83.33%
E02-5E-230-0	LAND & BUILDINGS	16,910.00	0.00	1,540.82	1,668.32	309.18	14,932.50	88.31%
E02-5E-231-0	UTILITIES	30,000.00	0.00	1,199.73	3,837.62	24,327.38	1,775.00	5.92%
E02-5E-250-0	CAP OUT-OWDA CLARIFIER	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
E02-5X-230-0	STATE AUDITOR FEE	1,800.00	0.00	0.00	0.00	0.00	1,800.00	100.00%
E02-5X-230-1	SOLICITOR CONTRACTUAL SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
E02-5X-230-2	ENGINEERING SERVICES	500.00	0.00	0.00	0.00	0.00	500.00	100.00%
E02-5X-230-4	CONTRACTUAL SERVICES	2,500.00	0.00	400.00	676.00	750.00	1,074.00	42.96%
E02-5X-243-0	SUPPLIES & MATERIALS	35,000.00	0.00	4,250.42	8,038.79	17,796.31	9,164.90	26.19%
E02-5X-260-0	LOAN PRINCIPLE	6,236.00	0.00	0.00	0.00	0.00	6,236.00	100.00%
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	80.00	0.00	0.00	0.00	0.00	80.00	100.00%
	SEWER FUND FUND SUB TOTAL	164,326.00	0.00	15,985.86	34,379.37	43,748.87	86,197.76	52.46%
E03-5D-250-0	CONTINGENCY CAPITAL OUTLAY	12,900.00	0.00	0.00	0.00	0.00	12,900.00	100.00%
	WATER CONTINGENCY FUND SUB TOT	12,900.00	0.00	0.00	0.00	0.00	12,900.00	100.00%
E08-5A-000-0	DEPOSITS REFUNDED	9,000.00	0.00	0.00	63.04	0.00	8,936.96	99.30%
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 FUND SUB TO	12,300.00	0.00	0.00	63.04	0.00	12,236.96	99.49%
G01-7X-273-0	RUMA BOND REFUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	RUMA ESCROW FUND SUB TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	.00%
	GRAND TOTAL	1,095,401.08	0.00	85,097.73	163,675.10	127,205.78	804,520.20	73.45%

735.273 Village administrator powers and duties.

The village administrator appointed under section 735.271 of the Revised Code shall manage, conduct, and control the water works, electric light plants, artificial or natural gas plants, or other similar public utilities, furnish supplies of water, electricity, or gas, and collect all water, electric, and gas rents.

The village administrator may make such bylaws and regulations as it deems necessary for the safe, economical, and efficient management and protection of such works, plants, and public utilities. Such bylaws and regulations, when not repugnant to municipal ordinances and resolutions or to the constitution of this state, shall have the same validity as ordinances.

The rates for service and charges for municipally owned utilities shall be determined by the legislative authority of the village.

The village administrator shall have the same powers and perform the same duties as are provided in sections 743.05 to 743.07, inclusive, 743.10, 743.11, 743.18, and 743.24 of the Revised Code, and all powers and duties relating to water works in any of such sections shall extend to and include electric light, power, and gas plants, and other similar public utilities.

The village administrator shall supervise the improvement and repair of streets, avenues, alleys, lands, lanes, squares, landings, market houses, bridges, viaducts, sidewalks, sewers, drains, ditches, culverts, ship channels, streams, and water courses as well as the lighting, sprinkling, and cleaning of all streets, alleys, and public buildings and places.

The village administrator shall appoint officers, employees, agents, clerks, and assistants, provided such positions are first authorized by the legislative authority of the village; but such appointments shall be subject to approval by the mayor. Such appointments and the mayor's approval thereof shall be in writing, and shall be filed with the village clerk.

The village administrator shall be under the general supervision and control of the mayor, and shall have such other powers and duties as are prescribed by ordinance or by law and which are not inconsistent herewith. The village administrator shall perform all duties and shall have all powers of boards of public affairs and street commissioners as prescribed by law, except as otherwise provided by this section and in sections 735.271 and 735.272 of the Revised Code.

Effective Date: 09-28-1965 .

743.05 Disposition of surplus funds.

After payment of the expenses of conducting and managing the water works, any surplus of a municipal corporation may be applied to the repairs, enlargement, or extension of the works or of the reservoirs, the payment of the interest of any loan made for their construction, or for the creation of a sinking fund for the liquidation of the debt. In those municipal corporations in which water works and sewerage systems are conducted as a single unit, under one operating management, a sum not to exceed ten per cent of the gross revenue of the water works for the preceding year may be taken from any surplus remaining after all of the preceding purposes have been cared for and may be used for the payment of the cost of maintenance, operation, and repair of the sewerage system and sewage pumping, treatment, and disposal works and for the enlargement or replacement thereof. Each year a sum equal to five per cent of the gross revenue of the preceding year shall be first retained from paid surplus as a reserve for waterworks purposes.

The amount authorized to be levied and assessed for waterworks purposes shall be applied by the legislative authority to the creation of the sinking fund for payment of any indebtedness incurred for the construction and extension of water works and for no other purposes; provided, where such municipal corporation does not operate or maintain a water works or a sewage pumping, treatment, and disposal works, any or all such surplus may be transferred to the general fund of the municipal corporation in the manner provided for in sections 5705.15 and 5705.16 of the Revised Code.

Effective Date: 03-18-1969 .

743.07 Director may make certain contracts.

Subject to Title VII [7] of the Revised Code, the director of public service may make contracts for the building of machinery, water-works buildings, reservoirs, and the enlargement and repair thereof, the manufacture and laying down of pipe, the furnishing and supplying with connections all necessary fire hydrants for fire department purposes, keeping them in repair, and for all other purposes necessary to the full and efficient management and construction of water works.

Effective Date: 10-01-1953 .

733.261 Village clerk-treasurer.

(A) The legislative authority of a village may, by ordinance or resolution passed by at least a majority vote, combine the duties of the clerk and the treasurer into one office, to be known as the clerk-treasurer. The combination shall be effective on the first day of January following the next regular municipal election at which the village clerk is to be elected, provided that a clerk-treasurer shall be elected at such election pursuant to this section and shall be elected for a term of four years, commencing on the first day of April following election. Between the first day of January and the first day of April following such an election, the clerk shall perform the duties of clerk-treasurer. The legislative authority of the village shall file certification of such action with the board of elections not less than one hundred twenty days before the day of the next municipal primary election at which the village clerk is to be elected; provided that in villages under two thousand population in which no petition for a primary election was filed pursuant to section 3513.01 of the Revised Code, or in villages in which no primary is held pursuant to section 3513.02 of the Revised Code, such action shall be certified to the board of elections not less than one hundred twenty days before the next general election at which the village clerk is to be elected.

At such succeeding regular municipal election and thereafter, the clerk-treasurer shall be elected for a term of four years, commencing on the first day of April following the clerk-treasurer's election. The clerk-treasurer shall be an elector of the corporation.

(B) In addition to the circumstances described in division (A) of this section, when a vacancy exists in the office of village treasurer or village clerk the legislative authority of a village may, by ordinance or resolution passed by at least a majority vote, combine the duties of the clerk and the treasurer into one office, to be known as the clerk-treasurer. The combination shall be effective on the effective date of the ordinance or resolution combining the duties of the offices of clerk and treasurer. At the next regular municipal election at which the village clerk would have been elected and each four years thereafter, the clerk-treasurer shall be elected for a term of four years, commencing on the first day of April following the clerk-treasurer's election. The clerk-treasurer shall be an elector of the municipal corporation.

(C) The clerk-treasurer shall perform the duties provided by law for the clerk and the treasurer. All laws pertaining to the clerk and to the treasurer shall be construed to apply to the clerk-treasurer, provided that the initial compensation for the office of clerk-treasurer shall be established by the legislative authority and that action shall not be subject to section 731.13 of the Revised Code relating to the time when the compensation of village elected officials shall be fixed and pertaining to changes in compensation of officials during the term of office.

(D) The legislative authority of a village having a clerk-treasurer may separate the offices by ordinance or resolution passed by at least a majority vote. The action to separate the offices may be taken in either of the following circumstances:

(1) When a vacancy exists in the office of clerk-treasurer, in which case the separation shall be effective upon the effective date of the ordinance or resolution;

(2) When the action of the legislative authority is certified to and filed with the board of elections not less than one hundred twenty days before the day of the next primary election at which the village clerk and treasurer are to be elected; provided that in villages under two thousand population in which no petition for a primary election was filed pursuant to section 3513.01 of the Revised Code, or in villages in which no primary is held pursuant to section 3513.02 of the Revised Code, such action shall be certified to the board of elections not less than one hundred twenty days before the next general election at which the village clerk and treasurer are to be elected.

Amended by 128th General Assembly File No.29, HB 48, §1, eff. 7/2/2010.

Effective Date: 08-22-1995 .

733.27 Powers and duties of village clerk - training programs.

(A) The village clerk shall attend all meetings of the legislative authority of the village, and keep a record of its proceedings and of all rules, bylaws, resolutions, and ordinances passed or adopted, which shall be subject to the inspection of all persons interested. In case of the absence of the clerk, such legislative authority shall appoint one of its members to perform the clerk's duties.

(B) The village clerk shall attend training programs for new village clerks and annual training programs of continuing education for village clerks that are provided by the auditor of state pursuant to section 117.44 of the Revised Code.

Effective Date: 09-27-1996 .

Operations and Maintenance Full-Time Employees

Position with the Village of Scio: Description

The Public Works Maintenance and Operations worker is a position designated by the Village Council for the Village of Scio.. The primary responsibilities of this position are the operation of the water and wastewater treatment facilities, the maintenance of Village property as well as the use of light and heavy duty Village equipment, and maintenance of underground infrastructure. The position of Public Works Maintenance and Operations worker has specific responsibilities for operation of public utilities, removal of snow and ice, repairing water service leaks, maintenance and repair of the sewer system, tree maintenance, brush cleanup, sign maintenance, Village property maintenance, etc. To perform these major duties, maintenance and Operations workers will be expected to maintain and clean their equipment, restock depleted inventories, work cooperatively with co-workers and contractors, and continue their education and training as specified by the Village Administrator or direction of the Mayor. The following requirements are normal for this position. These are not to be construed as exclusive or all-inclusive. It is in the best interest of the taxpayers to receive services at the lowest possible cost, other tasks as from time to time assigned shall be deemed to be included in this position description.

ESSENTIAL JOB FUNCTIONS AND RESPONSIBILITIES

1. Perform daily tasks and operations at either water or wastewater treatment facility
2. Troubleshoot and repair equipment that is needed at the water or wastewater facilities.

Additional job requirements:

1. Snow and Ice removal on Village roadways
2. Operates Village heavy and light duty equipment.

Repair line breaks in water line infrastructure

1. Repair water main breaks in accordance with approved Village policy and procedures.
2. Assists in all water main repairs.
3. Restore water service and check for leaks
4. Document repairs with GIS software

Repair line breaks in sanitary infrastructure

1. Repair sanitary main breaks in accordance with approved Village policy and procedures
2. Document repairs with GIS software

PERFORMS RIGHT-OF-WAY AND PARK MAINTENANCE

1. Repairs and maintains street markers and signage.
2. Removes animals and storm damage debris from right-of-way and Village properties.
3. Performs public inspections as directed .
4. Removes, repairs, and/or secures damaged equipment.
5. Maintains ball fields and Village property.

WORK ORDERS

1. Analyzes equipment as directed by general work order.
2. Removes, replaces, and repairs meter equipment as required

PUBLIC WORKS MAINTENANCE REQUIREMENTS:

- 2 Removes debris related to weather in a timely manner and with caution.
3. Readies equipment for removal efforts by assuring proper operation of plow and providing for adequate salt
4. Provides snow and ice removal efforts on Village roadways
5. Required twenty-four (24) hour "on-call" status for snow removal in accordance with Village policy and procedures.

Minimal Requirements

1. High School diploma
2. Valid Driver's license, no serious traffic violations within the past 24 months
3. No felony convictions
4. Pass initial drug test and follow on random testing

Preferred and required Skills and Abilities:

1. Ability to perform critical thinking .
2. Must be able to lift an object of forty (40) pounds
3. The employee must be physically able to drive trucks, heavy equipment, tractors and basic lawn equipment
4. Employee must possess and maintain a Valid State Driver's License
5. Employee must demonstrate mechanical aptitude.
6. Employee must be able to read, write, and have the ability to learn and apply technical knowledge regarding facility operations as well as the use of special equipment and machinery operated by the Village.
7. Must have the physical health and ability to work in all kinds of weather conditions.
8. Must have the physical ability to function effectively in varied terrain, i.e., hilly, unpaved, in trenches, etc.
9. Must have the ability and aptitude for working alone without supervision and for completing tasks and duties as assigned.
10. Ability to sit, stand, and walk for extended periods of time.
11. All employees are expected to practice safe work habits at all times. Please refer to the safety manuals, Village Ordinances, and directives given by competent authority
12. The employee will be required to obtain immunization shots for this position

Resumes can be dropped off at the Village office in a sealed envelope in the drop box for water bills at the Village of Scio Municipal building. Resumes will be accepted until January 13, 2021 at 3pm. Applicants will be contacted by the Village for interviews. The Village reserves the right to refuse any applicants or not fill this position due to budgetary constraints.

Park Employee Job Description: Village of Scio

Park Maintenance - Seasonal, This position shall be employed from April to October each year or at the discretion of the Village Council.. The employee will be under the supervision and direction of the Village Administrator and Mayor.

Part Time Scio Park employee(s) will perform a wide range of grounds and facility maintenance duties including, but not limited to: mowing, weeding, ball field preparation, maintaining playground and equipment, mulching, painting, and restroom clean up. Performs basic maintenance on mowing and weed eating equipment, this entails checking fluid levels, air in equipment tires, and removal and replacement of spark plugs and air filters.

The removal of litter, emptying trash cans, raking/blowing leaves, watering/trimming/removing debris from the park shall be part of the park maintenance employee's duties.

The park is to be mowed and weeded at a minimum of once a week. The park shall be well maintained and grounds maintenance shall be done prior to all Holidays to be available for public use. The restrooms shall be maintained, when open, on a daily basis. General cleaning and replacement of hygiene products will be done Monday - Friday each week.

The position is salary, and shall be paid on the same pay schedule as all Village employees. The starting salary for this position is \$425.00 per month.

PART TIME LABORER FOR SEASONAL WORK.

Job Type: General Laborer

Part time employment, April – October seasonal

Seeking hard working self-starter General laborer 15-20 hours per week

Job Type: Part-time, Seasonal General labor

The position will include general labor: mowing, weed eating, painting, mechanical maintenance on equipment, and assisting the Village employees in emergencies as needed and directed.

Schedule: Mon-Sun as required to complete assigned tasks.

Work Location: Village of Scio Property and roadways, majority of work will be performed outdoors.

Hours per week: 15-20, wages based on experience and are set by the Village Council.

Employment Length: Estimated to be six months per years, weather dependent.

Requirements for employment: Valid Driver's license. Pass a drug screening test. The ability to lift 40 pounds, walk, stand, and sit for extended periods. To perform assigned tasks with little supervision. Utilize proper PPE during all work periods.

8/21/12

Village of Scio Water/Wastewater Clerk
Job Description

ESTABLISH POSTED HOURS FOR PUBLIC (*THESE DO NOT HAVE TO BE DURING DAY, JUST AT LEAST ONE EVENING A WEEK FOR PEOPLE TO COME INTO THE OFFICE IF THEY HAVE TO JUST BECAUSE THERE ARE POSTED HOURS DOES NOT MEAN YOU ARE NOT SITTING IN THE OFFICE WORKING OR THAT YOU LEAVE JUST BECAUSE THOSE POSTED HOURS ARE OVER*)

PRINT OUT METER READING SHEET IN A TIMELY MANNER FOR METER READER AND WORK WITH READER TO ASSURE ACCURATE READINGS. IF THERE ARE QUESTIONS, ASK METER READER TO RE-CHECK THE METER OR DO IT YOURSELF. YES, ADJUSTMENTS WILL NEED MADE IF READINGS ARE COMPLETELY OUT OF LINE. MAIL ALL WATER BILLS IN A TIMELY MANNER.

KEEP ACCURATE ACCOUNTS OF ALL RECEIPTS AND DISBURSEMENTS-THE VILLAGE IS AUDITED EVERY TWO YEARS BY THE STATE OF OHIO.

ACT AS COLLECTION AGENT I.E. COLLECT ALL WATER & SEWER & WATER DEPOSIT PAYMENTS AND SEE THAT THEY ARE DEPOSITED TO PNC IN A TIMELY MANNER. ORC SAYS CANNOT EXCEED 3 BUSINESS DAYS AFTER RECEIPT OF SAME

ANSWER CUSTOMER QUESTIONS/REQUESTS, ATTEND COUNCIL MEETINGS AND SHARE REPORTS SO COUNCIL IS AWARE OF DELINQUENT ACCOUNTS , AND ALSO PROBLEMS WITH METERS.

MAKE SURE NEW CUSTOMERS RECEIVE COPIES OF ORDINANCES FOR THEIR INFORMATION AND ALSO THE WATER CONTRACT. RECORDS ANY CHANGES OF PROPERTY OWNERSHIP OR ADDRESSES.

SEND SHUT OFF LETTERS AND THEN DEAL WITH WHAT YOU HAVE MAILED.

DEAL WITH ALL EPA REPORTING AND OTHER WATER-RELATED REPORTS I.E CONSUMER CONFIDENCE REPORTS

ALERT MEDIA TO WATER BOIL ORDERS; WORK CLOSELY WITH VILLAGE ADMINISTRATOR, EMPLOYEES AND CLERK TO KEEP OFFICE RUNNING SMOOTHLY.

HE/SHE NEEDS TO BE DISCREET; KNOW HOW TO WORK WITH THE PUBLIC AND NOT TO BE INTIMIDATED BY CERTAIN CUSTOMERS. ALTHOUGH WHAT GOES ON IN WATER/WW DEPT IS PUBLIC RECORD, IT NEED NOT BE PUBLIC KNOWLEDGE.

FYI - TIMELY RECEIPT OF WATER PAYMENTS IS HOW THE WATER & WASTEWATER DEPARTMENTS ARE FUNDED AND UNTIMELY PAYMENTS ARE NOT FAIR TO THE VAST MAJORITY OF THE APPROX 360 CUSTOMERS WHO PAY THEIR BILLS ON TIME.

718.24 Authority of tax administrator.

Nothing in this chapter shall limit the authority of a tax administrator to perform any of the following duties or functions, unless the performance of such duties or functions is expressly limited by a provision of the Revised Code or the charter or ordinances of the municipal corporation:

(A) Exercise all powers whatsoever of an inquisitorial nature as provided by law, including, the right to inspect books, accounts, records, memorandums, and federal and state income tax returns, to examine persons under oath, to issue orders or subpoenas for the production of books, accounts, papers, records, documents, and testimony, to take depositions, to apply to a court for attachment proceedings as for contempt, to approve vouchers for the fees of officers and witnesses, and to administer oaths; provided that the powers referred to in this division of this section shall be exercised by the tax administrator only in connection with the performance of the duties respectively assigned to the tax administrator under a municipal corporation income tax ordinance or resolution adopted in accordance with this chapter;

(B) Appoint agents and prescribe their powers and duties;

(C) Confer and meet with officers of other municipal corporations and states and officers of the United States on any matters pertaining to their respective official duties as provided by law;

(D) Exercise the authority provided by law, including orders from bankruptcy courts, relative to remitting or refunding taxes, including penalties and interest thereon, illegally or erroneously imposed or collected, or for any other reason overpaid, and, in addition, the tax administrator may investigate any claim of overpayment and make a written statement of the tax administrator's findings, and, if the tax administrator finds that there has been an overpayment, approve and issue a refund payable to the taxpayer, the taxpayer's assigns, or legal representative as provided in this chapter;

(E) Exercise the authority provided by law relative to consenting to the compromise and settlement of tax claims;

(F) Exercise the authority provided by law relative to the use of alternative apportionment methods by taxpayers in accordance with section 718.02 of the Revised Code;

(G) Make all tax findings, determinations, computations, and orders the tax administrator is by law authorized and required to make and, pursuant to time limitations provided by law, on the tax administrator's own motion, review, redetermine, or correct any tax findings, determinations, computations, or orders the tax administrator has made, but the tax administrator shall not review, redetermine, or correct any tax finding, determination, computation, or order which the tax administrator has made as to which an appeal has been filed with the local board of tax review or other appropriate tribunal, unless such appeal or application is withdrawn by the appellant or applicant, is dismissed, or is otherwise final;

(H) Destroy any or all returns or other tax documents in the manner authorized by law;

(I) Enter into an agreement with a taxpayer to simplify the withholding obligations described in section 718.03 of the Revised Code.

Added by 130th General Assembly File No. TBD, HB 5, §1, eff. 3/23/2015, applicable to municipal taxable years beginning on or after 1/1/2016.

VILLAGE OF SCIO

MICHELLE CARPENTER, MAYOR
JASON TUBAUGH, VILLAGE ADMINISTRATOR
HEIDI L. TRICE, CLERK-TREASURER
COUNCIL: CAROL DAVY, ERIN THOMPSON, KARI SALSBERY,
BETTY GOTSCHALL, JAMES CLARK, & ANDREW TURNER
JANEEN SCOTT, WATER/WW CLERK & INCOME TAX ADM.

210 EAST MAIN STREET
P.O. BOX 307
SCIO, OH 43988

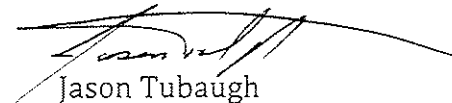
VILLAGEOFSCIO.COM

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November 10, 2020

Under Ohio Revised Code 735.273 and in accordance with the Village of Scio council past practices, Heidi Trice is hereby appointed as the Income Tax assistant and Water-Wastewater assistant. The rate shall be \$230 per month to commence April 1, 2020. The monetary payment shall be per ordinance 2018-003 from both the Income Tax, Water, and Wastewater accounts. Each account will pay towards the total of \$230 for the assistant positions. This appointment is only applicable to Heidi Trice, and upon her departure from the Village office this vacancy shall be filled by the incoming clerk-treasurer for the Village of Scio.

Sincerely


Jason Tubaugh
Village Administrator

735.273 Village administrator powers and duties.

The village administrator appointed under section 735.271 of the Revised Code shall manage, conduct, and control the water works, electric light plants, artificial or natural gas plants, or other similar public utilities, furnish supplies of water, electricity, or gas, and collect all water, electric, and gas rents.

The village administrator may make such bylaws and regulations as it deems necessary for the safe, economical, and efficient management and protection of such works, plants, and public utilities. Such bylaws and regulations, when not repugnant to municipal ordinances and resolutions or to the constitution of this state, shall have the same validity as ordinances.

The rates for service and charges for municipally owned utilities shall be determined by the legislative authority of the village.

The village administrator shall have the same powers and perform the same duties as are provided in sections 743.05 to 743.07, inclusive, 743.10, 743.11, 743.18, and 743.24 of the Revised Code, and all powers and duties relating to water works in any of such sections shall extend to and include electric light, power, and gas plants, and other similar public utilities.

The village administrator shall supervise the improvement and repair of streets, avenues, alleys, lands, lanes, squares, landings, market houses, bridges, viaducts, sidewalks, sewers, drains, ditches, culverts, ship channels, streams, and water courses as well as the lighting, sprinkling, and cleaning of all streets, alleys, and public buildings and places.

The village administrator shall appoint officers, employees, agents, clerks, and assistants, provided such positions are first authorized by the legislative authority of the village; but such appointments shall be subject to approval by the mayor. Such appointments and the mayor's approval thereof shall be in writing, and shall be filed with the village clerk.

The village administrator shall be under the general supervision and control of the mayor, and shall have such other powers and duties as are prescribed by ordinance or by law and which are not inconsistent herewith. The village administrator shall perform all duties and shall have all powers of boards of public affairs and street commissioners as prescribed by law, except as otherwise provided by this section and in sections 735.271 and 735.272 of the Revised Code.

Effective Date: 09-28-1965 .



JAKE TUBAUGH
GENERAL MANAGER
VILLAGE OF SCIO-OH
PO BOX 307
SCIO, OH 43988-0307

March 15, 2021

Dear ORWA Member Utility,

Aging infrastructure is causing more and more water leaks each year, which can negatively impact utility budgets, efficiency, and customer perception. For utility customers, a high-water bill can result in a long payment plan and a feeling of dissatisfaction with the water utility.

ServLine is an affinity partner of the Ohio Rural Water Association as well as the National Rural Water Association. ServLine offers a Leak Protection Program which protects the utility customer from the expense of a high water bill due to a leak and delivers a seamless claims experience, which increases utility customer satisfaction. It also helps utilities recapture lost revenue and bad debt.

In January 2020, ServLine was acquired by HomeServe USA, a leading provider of utility solutions. HomeServe has more than 4.2 million customers across the U.S. and Canada and is A+ rated with the BBB. HomeServe's 24/7/365 customer contact center in Chattanooga, TN, has also received numerous awards for service and excellence.

ServLine and HomeServe have over 150 partnerships with rural and municipal water utilities and understand the needs of the utilities, their customers, and communities.

Benefits to customers:

- Financial protection from excess water bill
- No deductible
- Seamless processing of claims
- Peace of mind that unexpected expenses will be covered

Benefits to utilities:

- Lower utility costs, recapture lost revenue and bad debt associated with water leaks
- Reduced and simplified staff workload
- Enhanced public relations
- Improved customer experience and satisfaction

In addition to leak protection, ServLine offers homeowners optional, affordable repair plans for water, sewer, and interior plumbing lines. Customers call to receive prompt emergency repairs provided by local, licensed, and insured contractors.

For more information about how these programs can benefit your utility and community, please contact Mike Chambers from ServLine. Mike Chambers can be reached at 724-678-6075 or mike.chambers@homeserveusa.com. Please also visit their website at www.servline.com for more information. You may also reach out to our office.

Sincerely,

A handwritten signature in black ink that reads "Joseph Pheil". The signature is written in a cursive, flowing style.

Joseph Pheil, Executive Director
Ohio Rural Water Association

Capital Improvement Plan: updated / revised 3/1/2021

Water Line replacement and paving projects:

Phase I- Second street in between Carrollton St and Eastport street in 2017 **(Completed)**

The Village will purchase the material and bid the labor work to a local contractor.

Phase II - Second street from Eastport to Custer way alley to encompass all cross street such as schoolhouse junction and masonic way, projected date 2019 for initial planning and cost assessment, engineering and grant possibilities for upgraded line from a four inch to a six inch line. Project start will be 2020 depending on grant and allocated funds available. **(Completed)**

Phase III- Proposed engineering and grant feasibility for Eastport street

This would encompass the intersection of SR 151 (Main Street) and Eastport to the intersection of Carrollton street 2020/ 2021 would be the projected period. Extended timeline, this Phase has been reassigned to Phase VI, due to EPA's guidance for Lead service lines.

Phase IV- Maple and Walnut street 2021/2022 (Moved to Phase III)

Engineering and grant proposal for upgrading from a 4 inch main line to a six inch main line for proper fire coverage and removal of any lead joints, fixtures, and service lines.

Phase V- Eastport street

Eastport from the intersection of West College st to the intersection of Crimm road 2023-2024

Engineering services and grant possibilities, move the existing four inch water line to the sidewalk area and replace it with a new six inch line , replace any fire hydrants that are needed.

Phase VI- Brown street / Elm street / Grandview Street from west College st to the Village limit at Cemetery road replace existing line with new C900 plastic , repave as needed

Proposed for 2024/2025. Reassigned to Phase III due to funding agencies and EPA grant monies for replacing lead service lines.

Update: Phase III will encompass Brown, Maple, Walnut, and Grandview Streets. Change due to Funding and EPA Guidelines on lead service lines.

Lift Station Upgrades:

East Port Lift station

New T6 pump 2017

Proposed second new T6 pump installation in 2019 with new control panel and instruments, well casing inspection **(Completed)**

College Lift Station

New T6 pump purchase and install in 2018

Proposed second new T6 pump installation in 2020 with new control panel and well casing inspection. **(Completed)**

Church St lift station

Currently up to specs / Recommend in 2025 a possible overhaul if needed of existing equipment.

Scheduled for 2025.

Water Treatment plant

-Filter media - Recommend testing on filter media in 2025 to assess its expected shelf life

-Well #1 and #2 - Well cleaning and assessment of pumps and associated equipment to be conducted per manufacturer's guidelines in 2026 (every 7-10 years)

-Aerator, Tanks, and surface pumps - Condition assessment, maintenance, and service life inspection in summer of 2023 (every 5 years)

-Water Storage Tank - Inspection and cleaning required in 2022 (every 5 years per EPA guidelines)

-EZ chemical pumps- Inspected, repaired or replaced every 12 months (estimated cost \$680 per pump) The WTP will have 4 pumps in service and 4 spares on hand

- Schedule 80 pipe-Plumbing is rated for 40-year life span at 120 PSI, inspect annually

-Additional equipment and inspections will be required with the upgrade project in 2018 **(WTP upgrade completed November 2018)**