

**REGULAR SESSION MARCH 25, 2020**

This day the Board of Morrow County Commissioners met in their office at 80 North Walnut St., Ste. A, Mt. Gilead, Ohio with the following members present: Mr. Davis and Mr. Whiston

Absent: Mr. Castle

Public in attendance: Ryan Lawson (Veterans) and Andy Ware (Development).

The meeting was opened with prayer and pledge of allegiance to the flag, and then called to order by Mr. Davis, who then proceeded with the business at hand. The following matters came before the Board for their consideration and approval.

**IN THE MATTER OF  
APPROVAL OF THE MINUTES  
OF REGULAR SESSION OF MARCH 23, 2020: 20-R-259**

Mr. Whiston made a motion to approve the minutes of regular session of March 23, 2020, as recorded in the Commissioners Journal # 48.

Mr. Davis duly seconded this motion

Roll Call Vote: ...,Mr. Whiston..., "yea" ...,Mr. Davis..., "yea" .., Mr. Castle..., "absent"

**IN THE MATTER OF  
APPROVAL OF BILLS FOR PAYMENT: 20-R-260**

Mr. Whiston made a motion to approve payment of bills numbered 1 through 41 submitted by the Morrow County Auditor's office.

Mr. Davis duly seconded this motion

Roll Call Vote: ...,Mr. Whiston..., "yea" ...,Mr. Davis..., "yea" .., Mr. Castle..., "absent"

**IN THE MATTER OF  
PAY-INS: 20-R-261**

The following pay-ins were made to Patricia K. Davies, Morrow County Auditor:

- Pay-in #200906 Payment from Businessolver for COBRA February 2020 payment 7222-7777-740100 \$68.60
- Pay-in #200927 Payment received from Johnsville customers for sewer fund 5100 \$646.90
- Pay-in #200928 Payment received from Ketterman customers for sewer fund 5121 \$172.98
- Pay-in #200929 Payment received from SoMoCo customers for sewer fund 5110 \$2,143.43
- Pay-in #200931 Payment received from Chesterville customers for sewer fund 5159 \$3,230.00
- Pay-in #200939 Payment received from Chesterville customers for sewer fund 5159 \$300.00

**IN THE MATTER OF  
APPROPRIATION OF UNAPPROPRIATED CERTIFIED MONIES – JOB AND FAMILY SERVICES FUND 2111 PUBLIC ASSISTANCE: 20-A-035**

At the request of Sundie Brown, Director, a motion was made by Mr. Whiston to appropriate from the unappropriated certified monies to the following account:

\*\*This allocation is being used by the Ohio Dept of Job and Family Services for TANF/PRC Disaster Assistance in response to the COVID-19 pandemic.

2111-1055-530335 PA TANF Summer Youth Program Services \$20,000.00

Mr. Davis duly seconded this motion.

Roll Call Vote: ...,Mr. Whiston..., "yea" ...,Mr. Davis..., "yea" .., Mr. Castle..., "absent"

**IN THE MATTER OF  
MORROW COUNTY JOB & FAMILY SERVICES' PREVENTION, RETENTION AND  
CONTINGENCY PLAN: 20-R-262**

**WHEREAS**, Sundie Brown, Director of Morrow County Job and Family Services (MCJFS) has submitted to the Board of Morrow County Commissioners an amendment to the Prevention, Retention and Contingency (PRC) Plan to be effective March 25, 2020;

**WHEREAS**, MCJFS has complied with Chapter 5108 of the Revised Code in amending the PRC Plan;

**THEREFORE**, Mr. Whiston made a motion to approve the PRC Plan, effective March 25, 2020 as submitted by Sundie brown and certify that MCJFS has completed with Chapter 5108 of the Revised Code in amending the PRC Plan.

Mr. Davis duly seconded this motion.

Roll Call Vote: ...,Mr. Whiston..., "yea" ...,Mr. Davis..., "yea" .., Mr. Castle..., "absent"

**IN THE MATTER OF  
APPROVAL TO REAPPOINT DON LEE ON THE MORROW COUNTY REGIONAL  
AIRPORT AUTHORITY BOARD: 20-R-263**

**WHEREAS**, the term of Don Lee on the Morrow County Regional Airport Authority Board will expire on March 31, 2020; and

**WHEREAS**, the Morrow County Regional Airport Authority Board have recommended the reappointment of Don Lee, 5037 Township Road 130, Edison, Ohio 43320 to an additional term on the Board;

**THEREFORE**, Mr. Davis made a motion to approve the reappointment of Don Lee effective April 1, 2020 through March 31, 2024.

Mr. Whiston duly seconded this motion.

Roll Call Vote: ...,Mr. Whiston..., "yea" ...,Mr. Davis..., "yea" .., Mr. Castle..., "absent"

**IN THE MATTER OF  
APPROVAL TO MOVE CRYSTAL BURCH, KENNEL MANAGER FROM PAY RANGE 3  
TO PAY RANGE 4, STEP 6: 20-R-264**

**WHEREAS**, Crystal Burch is currently being paid according to the pay-step chart Pay Range 3, Step 8; and

**WHEREAS**, there are no more steps for pay advancement in Pay Range 3; and

**WHEREAS**, it is the recommendation of the Morrow County Commissioners to move Crystal Burch, Kennel Manager to Pay Range 4, Step 6 \$13.81 effective March 21, 2020 which is her anniversary/review date.

**THEREFORE**, Mr. Davis made a motion to move Crystal Burch, Kennel Manager to Pay Range 4, Step 6 effective March 21, 2020.

Mr. Whiston duly seconded this motion.

Roll Call Vote: ...,Mr. Whiston..., "yea" ...,Mr. Davis..., "yea" .., Mr. Castle..., "absent"

**IN THE MATTER OF  
APPROVAL TO RECESS SESSION: 20-R-265**

Mr. Whiston made a motion to recess session at 9:17 a.m.

Mr. Davis duly seconded this motion.

Roll Call Vote: ...,Mr. Whiston..., "yea" ...,Mr. Davis..., "yea" .., Mr. Castle..., "absent"

**IN THE MATTER OF  
APPROVAL TO RETURN TO REGULAR SESSION: 20-R-266**

Mr. Davis made a motion to return to regular session at 12:49 p.m.

Mr. Whiston duly seconded this motion.

Roll Call Vote: ...,Mr. Whiston..., "yea" ...,Mr. Davis..., "yea" .., Mr. Castle., "absent"

**IN THE MATTER OF  
RESOLUTION AUTHORIZING MORROW COUNTY THE AUTHORITY TO UTILIZE PAID  
ADMINISTRATIVE LEAVE: 20-R-267**

**WHEREAS**, the Ohio Revised Code Section 124.388 grant the Board of Commissioners the ability to grant paid administrative leave;

**WHEREAS**, paid administrative leave may be used in circumstances where the health or safety of an employee or of any person could be adversely affected;

**WHEREAS**, due to the public health emergency, the Board of Commissioners has authorized Morrow County offices and departments to utilize paid administrative leave to preserve the health and safety of an employee or any person in connection with Morrow County;

**NOW, THEREFORE, BE IT RESOLVED**, Mr. Whiston made a motion that the Morrow County Board of Commissioners of Morrow County, Ohio, has authorized Morrow County offices and departments to utilize paid administrative leave to preserve the health and safety of an employee or any person in connection with Morrow County effective March 16, 2020.

Mr. Davis duly seconded this motion.

Roll Call Vote: ...,Mr. Whiston..., "yea" ...,Mr. Davis..., "yea" .., Mr. Castle., "absent"

**IN THE MATTER OF  
APPROVAL OF FAMILIES FIRST CORONAVIRUS RESPONSE ACT POLICY, FAMILY  
AND MEDICAL LEAVE EXPANSION AND EMERGENCY SICK LEAVE TO BE ADDED  
TO THE JOB AND FAMILY SERVICES PERSONNEL POLICY MANUAL AS WELL AS  
THE MORROW COUNTY PERSONNEL POLICY MANUAL EFFECTIVE APRIL 2, 2020:  
20-R-268**

**WHEREAS**, due to the Coronavirus pandemic, the following changes have been approved to the Job and Family Services Personnel Policy Manual as well as the Morrow County Personnel Policy Manual effective April 2, 2020, Family and Medical Leave Expansion and Emergency Sick Leave (Option 2) and approval of addition of Families First Coronavirus Response Act Request for Leave form:

**WHEREAS**, the new policy is being put in draft form by Clemans and Nelson and a copy will be sent out as soon as that is available;

**THEREFORE**, Mr. Whiston made a motion to approve the Families First Coronavirus Response Act Policy, Family and Medical Leave Expansion and Emergency Sick Leave to be added to the Job and Family Services Personnel Policy Manual as well as the Morrow County Personnel Policy Manual effective April 2, 2020.

Mr. Davis duly seconded this motion.

Roll Call Vote: ...,Mr. Whiston..., "yea" ...,Mr. Davis..., "yea" .., Mr. Castle., "absent"

There being no further matters to bring before the board, a motion to adjourn was made by Mr. Whiston and duly seconded by Mr. Davis.

Roll Call Vote: ...,Mr. Whiston..., "yea" ...,Mr. Davis..., "yea" .., Mr. Castle., "absent"

We hereby certify the foregoing to be true and correct.

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CHAIRMAN

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CLERK

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ASSISTANT CLERK

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MORROW COUNTY COMMISSIONERS