

COMMISSIONER'S JOURNAL

Monday

Regular

March 17, 2025

The Coshocton County Commissioners met in regular session on Monday, March 17, 2025 at 8:30 a.m. with Mr. Dane Shryock, Mr. Robert Bigrigg and Mr. Gary Fischer. Also, in attendance was Mrs. Brooke Alverson, Clerk, Mrs. Mary Beck, County Administrator, Mr. Mark Hiner, Ohio State Representative, Mr. Chuck Selders and Leonard Hayhurst, Tribune.

Approve Minutes

Mr. Bigrigg made a motion, seconded by Mr. Fischer to approve the minutes from last meeting as presented.

Vote: Shryock yea
Fischer yea
Bigrigg yea

Permission to Engineers Office to Advertise

Mr. Fischer made a motion, seconded by Mr. Bigrigg granting permission to the Coshocton County Engineer's office to advertise for the replacement of the Court Square sidewalks on March 27th and April 3rd with a bid opening on April 16th at 9:00 a.m., as requested by Mr. Joshua Kempf, Coshocton County Deputy Engineer.

Vote: Shryock	yea
Fischer	yea
Bigrigg	yea

Community Room Rental-Katie Hultz

Mr. Bigrigg made a motion, seconded by Mr. Fischer granting permission to Katie Hultz, use of the Commissioners Community Room on April 21st and May 19th from 6:00 p.m. until 8:00 p.m. for a BPW meeting.

Vote: Shryock	yea
Fischer	yea
Bigrigg	yea

Community Room Rental-Township Association

Mr. Fischer made a motion, seconded by Mr. Bigrigg granting permission to the Coshocton County Township Association use of the Commissioners Community Room on April 25, 2025 from 5:00 p.m. until 8:00 p.m. for a township meeting.

Vote: Shryock	yea
Fischer	yea
Bigrigg	yea

Community Room Rental-John Smilo

Mr. Bigrigg made a motion, seconded by Mr. Fischer granting permission to John Smilo, a County Employee, use of the Commissioners Community Room on October 25, 2025 from 2:00 p.m. until 7:00 p.m. for a party.

Vote: Shryock	yea
Fischer	yea
Bigrigg	yea

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Resignation-Dawn Landis, CPT

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Mr. Fischer made a motion, seconded by Mr. Bigrigg to accept the resignation of Ms. Dawn Landis from her part-time position as a dispatcher with Coshocton Public Transit, effective March 27, 2025, as requested by Ms. Valerie Shaw, CPT Director.

Vote: Shryock

Fischer

Bigrigg

yea

yea

yea

Notice to Proceed-Stanley Miller

Mr. Bigrigg made a motion, seconded by Mr. Fischer to sign the Notice to Proceed with Stanley Miller Construction for the Coshocton County-WWTP MCC Project, as requested by Mrs. Jillian Flower, CDC of Ohio.

Vote: Shryock

Fischer

Bigrigg

yea

yea

yea

Resolution 2025-014, Fund #157

Mr. Fischer made a motion, seconded by Mr. Bigrigg to sign Resolution 2025-014, a resolution establishing Fund #157, the Sheriff’s Gym Fund within the county financial records.

Vote: Shryock

Fischer

Bigrigg

yea

yea

yea

Resolution 2025-015, Fund #158

Mr. Bigrigg made a motion, seconded by Mr. Fischer to sign Resolution 2025-015, a resolution establishing Fund #158, the Sheriff’s Canine Fund within the county financial records.

Vote: Shryock

Fischer

Bigrigg

yea

yea

yea

Then and Now Certificate

Mr. Fischer made a motion, seconded by Mr. Bigrigg to approve the following Then and Now Certificates which have been certified by the County Auditor.

VENDOR	ACCOUNT	AMOUNT	DEPARTMENT
Keefe Commissary Network LLC	156-0100-520000	\$4,326.03	Sheriff

Vote: Shryock

Fischer

Bigrigg

yea

yea

yea

Transfers/Additional/Reductions

Mr. Bigrigg made a motion, seconded by Mr. Fischer to affirm the following Transfers/Additional/Reductions which have been approved by County Administrator Mary Beck and certified by the County Auditor.

FROM ACCOUNT	TO ACCOUNT	AMOUNT	APPROVED	AFFIRMED
001-0236-510200 (Salaries)	Transfer-Common Pleas 001-0236-530000 (Travel)	\$1,000.00	3/11/2025	3/17/2025
	Additional-Sheriff 150-0100-521000 (EQUIPMENT)	\$82,500.00	3/14/2025	3/17/2025
120-0100-525001 (Contracted Repairs - Vehicles)	Transfer-EMS 120-0100-521001 (Equipment - New Vehicles)	\$18,000.00	3/14/2025	3/17/2025

Vote: Shryock

Fischer

Bigrigg

yea

yea

yea

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Discussion-Mrs. Ashley Thomas, Coshocton County Recorder-Senate Bill 94

At 9:00 a.m. Mrs. Ashley Thomas, Coshocton County Recorder attended the Commissioners meeting to discuss Senate Bill 94, "Document Preservation Surcharge". The Document Preservation Surcharge, as outlined in CB 94 and the Ohio Revised Code: is an additional charge of up to five dollars, which shall be deposited in the county general treasury to the credit of the county general fund and is intended to support the preservation and digitization of documents and ongoing costs incurred by a county recorder's office to make available to the public a website with appropriate security features, electronic document hosting, online viewing, and print/download features that enable an individual to print or download a copy of public records from the site. Currently, the recorder's office is back scanned through the 1970s and those are available for online record searching, in which if the public is searching at home, they have the option to print any such records. Prior to the 1970s any search would need to be complete in house. The recorder's office also accepts documents to be recorded by E-Recording, currently just conveyed documents. Mrs. Thomas has begun communications with the tax map and auditor's offices to begin the steps to accepted documents that must be conveyed, such as deed, through E-recording as all three offices are needed to begin this at once and must have this in place by June 6, 2026. After many discussions, with fellow recorders and a few others, Mrs. Thomas has decided that her office will add the document preservation surcharge as of May 1, 2025. The collection of the surcharge would be beneficial for future projects of back scanning more books in the office, upgrading equipment, and maybe eventually having backups of the county records stored in the "cloud" storage versus microfilm. Additionally, the May 1st date will give the office time to make necessary changes, post to the website and to notify our customers of the additional \$5 charge. Many title agencies, lawyer's offices and banks have already reached to the Recorder's Office regarding this charge, as it seems most have/are expecting the additional fee. As the charge is intended for recorder office use, the collection of, Mrs. Thomas will request an additional line item added/account to the Auditors report for the surcharge revenue and expense. To help keep track of the collection of the charge, it will be kept in record in our county fusion software along with the breakdown of the current fees. A separate line item will allow for the use of the surcharge when the time comes for office use to help fund projects that aid in the preservation and digitization of records. Mr. Bigrigg asked if the \$5 fee is the max fee? Mrs. Thomas stated that yes, the \$5 fee is the maximum surcharge fee allowed to be collected. Mr. Bigrigg is in favor of this surcharge. Mr. Shryock stated that this decision is up to Mrs. Thomas as the Coshocton County Recorder, however this fee will help her office digitalize all records as needed. Mrs. Beck, County Administrator stated that this fund will need to be kept track of, as the funds go directly into the general fund for reappropriation each year. Mr. Fischer stated in closing that this is a great idea.

1st Public Hearing, PY 25 CDBG

At 10:00 a.m. Mr. Shryock opened the 1st Public Hearing, PY 25 CDBG with the following people present: Mr. Bob Bigrigg, Commissioner, Dane Shryock, Commissioner, Mr. Gary Fischer, Commissioners, Mrs. Brooke Alverson, Clerk, Mrs. Mary Beck, County Administrator, Mrs. Robin Schonauer, Budget Director, Mrs. Cortnie Jamison, Assistant Budget Director, Mr. Mark Hiner, Ohio State Representative, Mrs. Jillian Flowers, CDC of Ohio, Mrs. Jennifer Austin, Coshocton County Library Director, Mr. Leonard Hayhurst, Tribune, and Mr. Chuck Selders. Mrs. Jillian Flowers, CDC of Ohio opened up the Public Hearing discussing the national and state objective: The Ohio Department of Development, Office of Community Development (OCD) administers numerous CDBG, HOME, and related grants for small non-entitlement communities throughout Ohio. All funds must be used to benefit low-to-moderate income person or eliminate slum and blight. At least 51% of all grants must benefit low-to-moderate income persons. Ohio estimates it will receive approximately \$105 million in federal PY 2025 funds, of this amount, about \$45 million will be CDBG and \$27 million will in HOME funds. Mrs. Flowers listed the grants available to Coshocton County in PY 2025: 1) Community Housing Impact and Preservation Program (CHIP)-up to \$700,00 in partnership with the City of Coshocton to undertake private rehabilitation, home repairs, and tenant-based rental assistance program; 2) Residential Public Infrastructure Grant (RPIG)-up to \$750,000 to fund large scale water and sanitary sewer programs. This grant requires 1:1 match and specific rate structures; 3) Critical Infrastructure Grant-up to \$500,000 to undertake 1 critical project; 4) Economic Development Grant-up to \$500,000 to provide on-site or infrastructure improvements to a business that commits jobs for low-to-moderate income persons; 5) CDBG Allocation Program-Coshocton County is eligible to receive approximately \$192,000 in PY 2025 CDBG Allocation funds to spend on eligible activities; 6) CDBG

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1st Public Hearing, PY 25 CDBG-continued

Neighborhood Revitalization Grant-up to \$750,000 to undertake several activities in a LMI neighborhood and 7) Target of Opportunity Grant is for projects that don't fit into a normal grant, but are a priority for the state, such as revitalization of downtown buildings. The application dates are: CDBG Allocation, Neighborhood Revitalization Grants, and the first round of Critical Infrastructure Grants are due on June 11, 2025. All other applications are open-cycle beginning on July 1, 2025, until funds run out. Lastly, all CHIP, Community Development, and Residential Public Infrastructure programs have a 26-month grant period. Grant periods for Economic Development and Target of Opportunity projects are based on project needs. Coshocton County and the City of Coshocton have successfully completed numerous CHIP grants, the grants have included owner-occupied rehab and home repairs. Additionally, CDBG Community Development funds have recently completed sewer improvements in the Village of Warsaw as well as a bridge replacement in Millcreek Township. The County has also completed street, storm sewer, sidewalk, and park improvements in West Lafayette. Coshocton County completed the Veteran's Memorial Plaza using Flex/Target of Opportunity Grant funds. While this hearing discusses all of the programs available, the County is also required to hold a public hearing that is specific to each grant it applies for. The hearing will explain exactly what the County will include in each application and enable public comments. The second Public Hearing for the PY 2025 CDBG Grant Program will be in June 2025. A second public hearing will be in June 2025. Mrs. Flowers will also host a CDIS meeting this afternoon, which is required by the State and is done every 2 years, which invites in the townships and villages to hear their needs as well. The CDIS meeting is for the community to list priority projects in the county. Mr. Hayhurst asked if Mrs. Flowers knew if there is a list of projects yet. Mrs. Flowers stated she is working with the Village of Warsaw, however everything is preliminary right now, with a list of projects, such as: park improvements, Street repair, sidewalks, etc. Mrs. Austin from the library spoke briefly on the needs of the library façade project in the amount of \$394,549.00, as this project is a safety concern as sandstone is currently falling off of the 1917 part of the library. Additionally, after the façade project is complete there are many internal needs at the library that will be looked at. Mrs. Flowers will work with Mrs. Austin in get all needed documentation for the libraries needs to find out if CDBG grant funds may work for their projects. Mr. Shryock thanked Mrs. Flowers for her presentation.

Executive Session, Employee Compensation/Hiring

At 10:30 a.m. Mr. Fischer made a motion, seconded by Mr. Bigrigg to go into executive session to discuss Personnel Compensation/Hiring with Mr. Chad Lawrence, IT Director. Also in attendance per the Commissioners was Mr. Mark Hiner. All vote aye. At 10:45 a.m. Mr. Shryock returned the meeting to regular session. No action taken.

Executive Session, Compensation/Resignation

At 10:45 a.m. Mr. Bigrigg made a motion, seconded by Mr. Fischer to go into executive session to discuss Employee Compensation/Resignation. Also in attendance per the Commissioners was Mr. Mark Hiner. All Vote aye. At 11:00 a.m. Mr. Shryock returned the meeting to regular session. No action taken.

Executive Session, Opioid Litigation

At 11:00 a.m. Mr. Fischer made a motion, seconded by Mr. Bigrigg to go into executive session to discuss Opioid Litigation Update. Also in attendance per the Commissioners was Mr. Mark Hiner. All vote aye. At 11:15 a.m. Mr. Shryock returned the meeting to regular session. No action taken.

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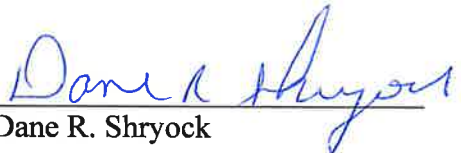
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Meetings Attended

Mr. Bob Bigrigg had a zoom meeting for the CSCI application for the Village of West Lafayette on Thursday, March 13, 2025 and on Saturday, March 15, 2025 Mr. Bigrigg spoke at the Blue Star Mother's event at the Senior Center.

Adjourn

Mr. Shryock adjourned the meeting at 12:00 p.m.


Dane R. Shryock


Robert W. Bigrigg


Gary L. Fischer


Clerk