

COMMISSIONER'S JOURNAL

Wednesday                                      Regular                                      September 17, 2025

The Coshocton County Commissioners met in regular session on Wednesday, September 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 and Mrs. Mary Beck, County Administrator.

Approve Minutes

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

Vote: Shryock	yea
Fischer	yea
Bigrigg	abstain

Approve 9/10/2025 Minutes

Mr. Shryock made a motion, seconded by Mr. Bigrigg to approve the September 10, 2025 minutes as presented.

Vote: Shryock	yea
Fischer	abstain
Bigrigg	yea

Approve Bills

Mr. Fischer made a motion, seconded by Mr. Bigrigg to approve the bills per computer printout dated September 17, 2025.

Vote: Shryock	yea
Fischer	yea
Bigrigg	yea

Resolution 2025-042, DJFS Food

Mr. Bigrigg made a motion, seconded by Mr. Fischer to sign Resolution 2025-042, a resolution to use Child Support Awareness Month funding expenditures, not to exceed \$325.00 for staff appreciation, team building, recognition and public awareness, with the ability to provide food and light refreshments.

Vote: Shryock	yea
Fischer	yea
Bigrigg	yea

Resolution 2025-043, PRC-DJFS

Mr. Fischer made a motion, seconded by Mr. Bigrigg to sign Resolution 2025-043, a resolution to update The Department of Job and Family Services Prevention, Retention and Contingency (PRC) Plan.

Vote: Shryock	yea
Fischer	yea
Bigrigg	yea

COMMISSIONER’S JOURNAL

Wednesday

Regular

September 17, 2025

Community Room Rental-McKenna Franks

Mr. Bigrigg made a motion, seconded by Mr. Fischer granting permission to McKenna Franks for use of the Commissioners Community Room on December 17, 2025, from 8:00 a.m. until 4:00 p.m. for the Coshocton Public Health District Christmas Party.

Vote: Shryock	yea
Fischer	yea
Bigrigg	yea

3<sup>rd</sup> Quarter Activity Report

Received the 3<sup>rd</sup> Quarter Activity Report for Coshocton County Litter Control with the following items collected and disposed of: 25 bags of trash, 28 tires, 1 water closet, 3 mattresses, 1 recliner, 2 couches and 3 chairs.

CEBCO 2026 Rate Renewal

Mr. Fischer made a motion, seconded by Mr. Bigrigg to sign the Coshocton County 2026 Rate Renewal Acceptance with the County Employee Benefit Consortium of Ohio, Inc., (CEBCO) as presented

Vote: Shryock	yea
Fischer	yea
Bigrigg	yea

CEBCO Agreement-3 year

Mr. Bigrigg made a motion, seconded by Mr. Fischer to sign the participation agreement between the County Employee Benefit Consortium of Ohio, Inc., (CEBCO) and Coshocton County, Ohio for the purpose of employee benefit plan cost, effective January 1, 2026 until December 31, 2028.

Vote: Shryock	yea
Fischer	yea
Bigrigg	yea

Mr. Chad Lawrence & Mr. Ike Reger – Internet/Office Relocation

At 9:30 a.m. Mr. Chad Lawrence and Mr. Ike Reger had general discussion with the Commissioners about internet/office relocation.

Mr. Todd Shroyer and Ms. Kayla Chapman-EMS Payroll Software Discussion

At 10:07 a.m., Mr. Todd Shroyer, EMS Director and Ms. Kayla Chapman, Assistant Chief of Administration attended the Commissioners meeting to discuss new payroll software that would greatly assist their department. They explained that, as a major fund, they are now under closer review by the auditors. Currently, payroll is being managed through multiple Excel spreadsheets, including local income tax spreadsheets, with manual timesheets still in use. This process requires excessive time and effort to complete payroll accurately. The proposed solution, *The Right Stuff* software, works with VIP for data entry and would allow multiple spreadsheets to be consolidated into a single program. The system also tracks employee anniversary dates for pay changes, municipal tax calculations, and PTO accruals. The company, located in Dublin, Ohio, would provide an upgrade in technology, including

COMMISSIONER’S JOURNAL

Wednesday

Regular

September 17, 2025

Mr. Todd Shroyer and Ms. Kayla Chapman-EMS Payroll Software Discussion-Continued

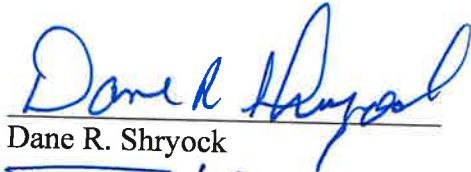
time clocks to replace paper timesheets. Time entries would flow directly into the software for approval and then into VIP, with the ability to run payroll remotely. The upfront cost for consulting, installation, and training is \$18,500, with an estimated implementation period of 6–9 months, including three time clocks. The annual fee for licensing, support, and off-site hosting is \$11,940. This system would streamline the payroll process and reduce administrative burdens. Fayette and Shelby Counties currently use the program, with Shelby County implementing it county-wide. Employees would also be able to view their live time-off balances. Mr. Shryock expressed support for the system, Mr. Bigrigg recognized its value, and Mr. Fischer agreed that it made sense.

Meetings Attended

Mr. Bigrigg attended the Conesville Village Council meeting last Wednesday, September 10<sup>th</sup>, on Friday, September 12<sup>th</sup> he also attended the Chamber of Commerce dinner and lastly on Tuesday eveing, September 16<sup>th</sup> he had a Kno-Ho-Co Board meeting. On Monday evening, September 15<sup>th</sup> Mr. Shryock attended the Department of Job and Family Services campaign informational meeting.

Adjourn

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

  
Dane R. Shryock

  
Robert W. Bigrigg

  
Gary L. Fischer

  
Clerk