

AGENDA
SCIO VILLAGE COUNCIL MEETING
September 9, 2020

Kindly mute all electronics-thank you!

Pledge of Allegiance

Roll Call

Approval of Minutes

Visitors- Thrasher Group

1. Clerk/ Treasurer- Insurance Policy
2. Water/WW-Income Tax Dept.
3. Solicitor- Res 2020-010
4. Mayor-
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 / Sept 2020 notification
- WTP: Water lines to be replaced, planning and development stage
- Oil and Shale: SR 646 112295 HAS-646-6.37 Grant awarded
- Thrasher Group updates on the pending projects, funding status, and potential funding sources.

WTP:

- The water line projects are in the planning review stages, **The** Village has received the initial plans, Specification sheets, and Cost analysis. This is currently under review.
- The new meter installation is progressing smoothly; progress is being made.

WWTP:

- **PENDING** Clarifier Project:
- June 1st the Pre-application was submitted.
- June 8th at the first public meeting was held at 4 pm

The completed application was submitted June 17th,

Update: The Grant authority did not approve the application for the Village, the status of the current Clarifier was changed to critical and the package will be resubmitted. The application is pending at this stage. Thrasher Group brief will address this.

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

OEPA:

- The OEPA will hold a virtual meeting Sept 21 -22 at various times to assist in Compliance review for any community. This is open for all officials, the email listed is for registration:

https://epa.ohio.gov/compliance_conference

Oil and Shale Program:

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

UPDATE: The current storm drains will need to be rerouted to the ditch line behind the old fire station on East College St.

Reference Thrasher Groups proposed solutions for potential funding during the Council briefing.

Roadways/ Equipment/ Buildings:

-Durapatching will be completed by October, it is scheduled over the next several weeks to finish the remaining emulsions the Village has on hand.

General:

- mosquito spraying is scheduled for September 10th. If council would like an additional date scheduled, a two-week notice is requested.

-The Village website has been updated; all old information has been removed.

*Request an executive session for pending litigation.

August 26, 2020

Scio Village Council met in regular session at the Scio Village Hall on August 26, 2020 at 6 pm with Mayor Michelle Carpenter presiding. Council members present were Carol Davy, Andrew Turner, Betty Gotschall, James Clark, Erin Thompson, and Kari Salsberry. Others included Village Administrator Jason Tubaugh, Clerk-Treasurer Heidi Trice, Janeen Scott, Water/WW/Income Tax, Jack Felgenhauer-Solicitor. Visitor- Ernie Bradly and Bonnie Rutledge from the Harrison News-Herald.

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

Visitors: Ernie Bradly addressed council with questions about the roadway of Allensworth Drive paving.

Clerk-Treasurer: Reminded council of the free webinar classes

Water/WW: Addressed council about resolving the water wells in town

Income Tax: Some people have yet to file their taxes.

Solicitor:

Mavor:

Village Administrator

Current Project Overview:

- WWTP: Clarifier / pending Grant approval / Sept 2020 notification
- WTP: Water lines to be replaced, planning and development stage
- Oil and Shale: SR 646 112295 HAS-646-6.37 Grant awarded

WTP:

- WSRLA water line project loan documents received. The Village solicitor has reviewed the documents, the Mayor is required to sign the contract. **This is pending.**
- The new Meter installations have begun; the goal is to complete the remaining installations within the next six months.
- The ten lead and copper samples are completed, the test results were received from the Lab, the results were delivered to the residents who participated in the testing.
- The OEPA has requested that all public water sources provide the water metrics for 2019, they are to be submitted NLT 1 November 2020.

WWTP:

- **PENDING** Clarifier Project: Initial planning is completed.
- June 1st the Pre-application was submitted.
- June 8th at the first public meeting was held at 4 pm
- The completed application was submitted June 17th,
- The Grant authority will publish the selected projects in the **September** time frame, anticipating notification during that period.
- Estimated Cost **\$565,132.00** Village cost share is 10%. (\$56,514.0)

OEPA:

- Nothing significant for this period

Oil and Shale Program:

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

UPDATE: The current storm drains will need to be rerouted to the ditch line behind the old fire station on East College St.

The ARC grant for this project was not selected, several other funding options are being explored at this time. The Thrasher Group will attend the September 9th Council meeting to brief the new course of action.

Roadways/ Equipment/ Buildings:

-Salt order has been submitted for 40 Tons, expected delivery is November

- The rubber mulch has been applied to two of the three pieces of play equipment at the park, the remaining piece will be completed within the next several weeks

- F450 factory recall. The F450 factory recalls have been repaired.

- SR151 repairs, completed by Shelly and Sands under contract from ODOT.

General:

- mosquito spraying was done August 24th, the next scheduled date is September 10th. If council would like an additional date scheduled, a two-week notice is requested.

-Summer youth program: One summer youth participant will remain until October and work three hours a day in the morning. The one remaining participant will work 37.5 hours a week until the program ends in December of this year.

-The Village website has been updated; all old information has been removed.

-Recommend a personnel committee meeting be scheduled prior to the September 9th Council meeting.

OLD BUSINESS

Turner questioned the possibility for amending the water ordinance for shut off and delinquencies. A Water/WWTP Committee meeting was set for September 2, 2020 at 5:00 pm.

A meeting for the Personnel Committee was also set for September 2, 2020 at 3:30 pm.

NEW BUSINESS

Carol Davy, Finance Committee Chairperson presented council with the recommendations from the meeting held on August 25, 2020. The installation of the fence for the park's baseball field has been put on hold until the spring.

Salsberry made a motion to acquire a loan for the purchase of the new truck that will be picked up around September 14-17th, Davy seconded the motion. Roll call: Thompson, yea; Davy, yea; Salsberry, yea; Gotschall, yea; Turner, yea; Clark, yea. Motion carried.

Davy made a motion to pay the 1-2% share of the Village for the WWTP Clarifier project out of the general fund under lease capital outlay. Gotschall seconded. . Roll call: Thompson, yea; Davy, yea; Salsberry, yea; Gotschall, yea; Turner, yea; Clark, yea. Motion carried.

Halloween Trick or Treat will be held in the Village of Scio on October 31st from 3:00pm-6:00pm.

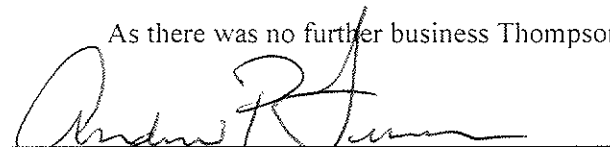
Davy made a motion to enter executive session pending litigation, Thompson seconded the motion. Roll call: Davy, yea; Salsberry, yea; Gotschall, yea; Clark, yea; Turner, yea; Thompson, yea. Motion carried at 6:44 pm.


At 6:56 pm Salsberry made a motion to exit executive session, Thompson seconded: Roll call: Clark, yea; Thompson, yea; Davy, yea; Salsberry, yea; Gotschall, yea; Turner, yea; Motion carried.

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

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

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


Mayor COUNCIL PRESIDENT


Clerk-Treasurer

CHECK REGISTER REPORT - CHECKS ONLY
FROM DATE : 08/26/20 TO DATE : 09/09/20

PAGE : 1
COMPUTER DATE : 9/9/2020 12:23:42 PM

DATE	CHECK # PAY IN #	VEN #	VENDOR NAME RECEIVED FROM	CHECK AMOUNT	PAY IN AMOUNT	ENDING BALANCE	RECORD #
08/27/2020	2036	09021	JOHNKRISTIN Properties LT	750.00		1,302,489.34	18598
09/01/2020	2037	16031	QUILL	116.73		1,310,961.24	18613
09/01/2020	2038	23012	STACY L WOODS	240.00		1,310,721.24	18614
09/08/2020	2039	01001	ACTION NOW PEST CONTROL	400.00		1,304,437.01	18623
09/08/2020	2040	02002	BAKER'S MANAGEMENT	19.96		1,304,417.05	18624
09/08/2020	2041	10001	KAMSTRUP	1,034.45		1,303,382.60	18625
09/08/2020	2042	17003	REAM & HAAGER Environ Lab	1,575.00		1,301,807.60	18626
09/08/2020	2043	18999	SCIO NAPA AUTO PARTS	114.03		1,301,693.57	18627
09/08/2020	2044	19003	SAL CHEMICAL CO INC.	723.00		1,300,970.57	18628
09/09/2020	2045	20010	Ronald Thompson II	88.00		1,296,048.89	18633
08/27/2020	082720	03004	COLUMBIA GAS	34.31		1,291,391.12	18584
08/28/2020	082820	18012	SCIO PAYROLL	9,194.11		1,291,391.12	18584
08/28/2020	082820	18012	SCIO PAYROLL	1,296.38		1,290,094.74	18585
08/28/2020	082820B	18012	SCIO PAYROLL	150.00		1,310,571.24	18615
09/01/2020	090120	02988	THE CITIZENS BANK	69.98		1,310,501.26	18616
09/01/2020	090120B	20400	UNIFIEDCREDIT	75.78		1,300,894.79	18629
09/08/2020	090820	03031	CENTRAL PAYMENT	11.99		1,300,882.80	18630
09/08/2020	090920	21002	USA BLUE BOOK	125.43		1,300,757.37	18631
09/08/2020	090920B	19799	T-MOBILE	4,620.48		1,296,136.89	18632
09/08/2020	090920C	15002	AMERICAN ELECTRIC POWER		20,639.63	0.00	

Carol Henry

Matthew Stachurski

Kari Saloberg

RECONCILIATION REPORT FOR THE MONTH AUGUST

DATE: 09/01/20 PAGE: 1
COMPUTER DATE 9/1/2020 12:08:22 PM

2 HT

DATE	BANK ACCT #	BANK ACCOUNT NAME	CASH BALANCE
08	1045841	CITIZENS BANK	1,239,343.32
08	10458PAYROLL	CITIZENS BANK PR	0.00
08	4227351786	PNC	0.00
08	6736763	CD # 3	1,021.45
08	6766316	CD # 1	55,961.13
08	8366936	CD # 2	12,273.88
08	90100	BANK ERROR	-0.01
08	90200	PAYROLL TO BUDGET ACCT	0.00
08	90300	DEPOSITS NOT POSTED	0.00
TOTAL CASH BALANCES			1,308,599.77
TOTAL OUTSTANDING CHECKS			-893.30
TOTAL DEPOSITS IN TRANSIT			113.32
TOTAL RECONCILED BALANCE			1,307,819.79
TOTAL COMPUTER FUND BALANCE			1,307,819.79
RECONCILED DIFFERENCE			0.00

Carol Perry

Billy Detterline

Kari Salaberry

OPEN ITEMS REPORT - ALL ITEMS
AUGUST 2020

DATE: 09/01/20 PAGE: 2
COMPUTER DATE 9/1/2020 12:04:24 PM

DATE	CHECK # PAY IN #	VEN #	VENDOR NAME RECEIVED FROM	CHECK AMOUNT	PAY IN AMOUNT
3/31/2005	1				
8/13/2020	2029	07002	HR DIRECT/POSTERGUARD	85.79	
8/18/2020	081820E	21002	USA BLUE BOOK	57.51	
8/27/2020	2036	03021	JOHNKRISTIN Properties LP	750.00	
8/29/2020	015478		INCOME TAX		113.32
			GRAND TOTALS	893.30	113.32

REPORTING YEAR	2020	EXPENSE DESCRIPTION	APPROPRIATION	CARRY OVER	M-T-D	Y-T-D	ENCUMBERED	UNENCUMBERED	PERCENTAGE
EXPENSE #			AMOUNT	AMOUNT	EXPENSE	EXPENSE	AMOUNT	AMOUNT	
A01-1A-211-0		POLICE WAGES	24,719.00	0.00	0.00	14,427.00	0.00	10,292.00	41.64%
A01-1A-212-0		POLICE BENEFITS	3,735.00	0.00	0.00	2,451.06	0.00	1,283.94	34.38%
A01-1C-230-0		STREET LIGHTING	18,500.00	0.00	0.00	12,118.75	6,381.25	0.00	.00%
A01-2B-230-0		COUNTY HEALTH DEPT.	250.00	0.00	0.00	103.61	0.00	146.39	58.56%
A01-7A-211-0		MAYOR & VA WAGES	62,250.00	0.00	0.00	16,859.48	0.00	45,390.52	72.92%
A01-7A-212-0		MAYOR & VA BENEFITS	4,100.00	0.00	0.00	2,737.69	73.00	1,289.31	31.45%
A01-7B-211-0		COUNCIL WAGES	7,625.00	0.00	0.00	0.00	0.00	7,625.00	100.00%
A01-7B-212-0		COUNCIL BENEFITS	645.00	0.00	0.00	0.00	0.00	645.00	100.00%
A01-7B-240-0		COUNCIL SUPPLIES & MATERIALS	50.00	0.00	0.00	0.00	0.00	50.00	100.00%
A01-7D-211-0		CLERK/TREASURER WAGES	24,970.00	0.00	0.00	11,787.80	0.00	13,182.20	52.79%
A01-7D-212-0		CLERK/TREASURER BENEFITS	3,100.00	0.00	0.00	1,901.25	0.00	1,198.75	38.67%
A01-7D-240-0		ADMIN SUPPLIES & MATERIALS	6,800.00	0.00	0.00	4,179.69	1,655.05	965.26	14.20%
A01-7E-230-0		UTILITIES	15,950.00	0.00	0.00	8,442.10	5,453.80	2,054.10	12.88%
A01-7E-240-0		LAND/BUILD SUPPLIES & MATERIAL	46,000.00	0.00	0.00	23,500.00	3,000.00	19,500.00	42.39%
A01-7F-230-0		ELECTION EXPENSE	520.00	0.00	0.00	0.00	0.00	520.00	100.00%
A01-7G-230-0		COUNTY AUDITOR FEE	1,400.00	0.00	0.00	598.30	0.00	801.70	57.26%
A01-7H-230-0		DELIQ LAND TAX ADVERT	50.00	0.00	0.00	0.10	0.00	49.90	99.80%
A01-7H-231-0		DEL REAL EST. TAX & COLL. FEES	180.00	0.00	0.00	152.28	0.00	27.72	15.40%
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	0.00	4,000.00	0.00	2,000.00	33.33%
A01-7J-212-0		SOLICITOR BENEFITS	2,000.00	0.00	0.00	618.00	0.00	1,382.00	69.10%
A01-7J-230-1		SOLICITOR CONTRACTUAL SERVICE	1,000.00	0.00	0.00	0.00	0.00	1,000.00	100.00%
A01-7K-211-0		IT-WAGES	3,520.00	0.00	0.00	1,933.08	0.00	1,586.92	45.09%
A01-7K-212-0		IT-BENEFITS	700.00	0.00	0.00	325.64	38.00	336.36	48.05%
A01-7K-230-0		IT-STATE AUDITOR FEE	350.00	0.00	0.00	0.00	0.00	350.00	100.00%
A01-7K-230-1		IT-SOLICITOR CONTRACT SERV	300.00	0.00	0.00	0.00	0.00	300.00	100.00%
A01-7K-240-0		IT-SUPPLIES/MATERIALS	300.00	0.00	0.00	123.60	85.00	91.40	30.47%
A01-7K-250-0		INCOME TAX REFUND	200.00	0.00	0.00	0.00	0.00	0.00	0.00%
A01-7K-272-0		BONUS COVID 19 WAGES	1,750.00	0.00	0.00	1,748.57	0.00	47.05	47.05%
A01-7K-273-0		BONUS COVID 19 BENEFITS	25.00	0.00	0.00	0.00	0.00	25.00	100.00%
A01-7K-211-0		PART TIME LABOR WAGES	10,000.00	0.00	0.00	5,294.64	0.00	4,705.36	47.05%
A01-7K-212-0		PART TIME LABOR BENEFITS	750.00	0.00	0.00	39.35	0.00	710.65	94.75%
A01-7K-212-1		CONTRACTUAL SERVICE	1,400.00	0.00	0.00	846.97	41.06	511.97	36.57%
A01-7K-230-2		ENGINEERING SERVICES	13,000.00	0.00	0.00	11,131.50	1,320.00	548.50	4.22%
A01-7K-240-0		OTHER SUPPLIES & MATERIALS	9,410.00	0.00	0.00	519.75	0.00	12,480.25	96.00%
A01-7K-250-0		LEASE CAPITAL OUTLAY	94,771.00	0.00	0.00	953.02	1,475.00	6,981.98	74.20%
A01-7K-251-0		SPECIAL PROJECTS	0.00	0.00	0.00	14,121.64	901.00	79,748.36	84.15%
A01-7K-271-0		TRANSFER OUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
A01-7K-272-0		ADVANCE TO BE REIMBURSED	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
A01-7K-273-0		BALANCE CORRECTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
A01-7K-999-0		OTHER FINANCIAL USES	36,900.00	0.00	0.00	20,444.33	4,068.20	11,567.47	31.40%
GENERAL FUND SUB TOTAL			418,720.00	0.00	0.00	161,393.18	25,291.36	232,035.46	55.42%
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%
A03-7X-271-0	TRANSFERS OUT		0.00	0.00	0.00	0.00	0.00	0.00	0.00%
GENERAL FUND CD#2 FUND SUB TOT			0.00	0.00	0.00	0.00	0.00	0.00	.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%

Carol Henry

Debbie Stetson

Kari Salasberry

REPORTING YEAR	2020	APPROPRIATION	CARRY OVER	M-T-D	Y-T-D	ENCUMBERED	UNENCUMBERED	PERCENTAGE
EXPENSE #	EXPENSE DESCRIPTION	AMOUNT	AMOUNT	EXPENSE	EXPENSE	AMOUNT	AMOUNT	
B01-6B-211-0	WAGES	29,000.00	0.00	0.00	19,458.61	0.00	9,541.39	32.90%
B01-6B-212-0	BENEFITS	4,000.00	0.00	0.00	3,006.36	0.00	1,793.64	37.37%
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	300.00	0.00	0.00	.00%
B01-6X-240-0	SUPPLIES & MATERIALS	5,050.00	0.00	0.00	2,980.44	161.41	1,908.15	37.79%
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	39,250.00	0.00	0.00	25,745.41	161.41	13,343.18	34.00%
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	166.48	0.00	1,933.52	92.07%
B02-6C-240-0	CLEANING/SNOW REMOVAL	800.00	0.00	0.00	112.79	0.00	687.21	85.90%
B02-6E-230-0	TRAFFIC SIGNS/SIGNALS	1,100.00	0.00	0.00	58.26	0.00	1,041.74	94.70%
B02-6E-231-0	UTILITIES	1,000.00	0.00	0.00	584.67	365.33	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	0.00	922.20	365.33	5,662.47	81.47%
B04-3B-231-0	UTILITIES	3,000.00	0.00	0.00	1,971.81	953.19	75.00	2.50%
B04-3B-240-0	SUPPLIES & MATERIALS	19,800.00	0.00	0.00	9,462.80	8,557.27	1,779.93	8.99%
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	64.34	0.00	85.66	57.11%
B04-3X-230-2	DEL. REAL EST. TAX & COLL. FEE	40.00	0.00	0.00	17.72	0.00	22.28	55.76%
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	0.00	11,516.67	9,510.46	2,362.87	10.10%
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	.00%
B08-1A-211-0	POLICE WAGES	5,100.00	0.00	0.00	5,184.00	0.00	-84.00	-1.65%
B08-1A-212-0	POLICE BENEFITS	1,300.00	0.00	0.00	800.91	0.00	499.09	38.39%
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%
B08-7C-230-0	COUNTY AUDITOR FEE	130.00	0.00	0.00	52.10	0.00	77.90	59.92%
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	13.05	0.00	21.95	62.71%
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	6,705.00	0.00	0.00	6,050.06	0.00	654.94	9.77%
B09-7X-272-0	REIMBURSEMENT	0.00	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	.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	0.00	0.00	0.00	2,120.00	100.00%
	PERMISSIVE NWL FUND SUB TOTAL	2,200.00	0.00	0.00	0.00	0.00	2,200.00	100.00%

REPORTING YEAR	2020	EXPENSE DESCRIPTION	APPROPRIATION AMOUNT	CARRY OVER AMOUNT	M-T-D EXPENSE	Y-T-D EXPENSE	ENCUMBERED AMOUNT	UNENCUMBERED AMOUNT	PERCENTAGE
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	0.00%
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	0.00%
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	0.00	5,662.73	0.00	4,837.27	46.07%
D03-7K-212-0		BENEFITS	3,000.00	0.00	0.00	949.98	127.00	1,923.02	64.10%
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	0.00	3,157.81	140.00	702.19	17.55%
D03-7K-250-0		CAPITAL OUTLAY	130,000.00	0.00	0.00	37,915.00	0.00	92,085.00	70.83%
D03-7K-272-0		INCOME TAX REFUNDS	700.00	0.00	0.00	101.92	0.00	598.08	85.44%
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	171,413.84	0.00	0.00	47,787.44	267.00	123,359.40	71.97%
E01-5A-211-1		SUPERINTENDENT WAGES	11,200.00	0.00	0.00	7,000.56	0.00	4,199.44	37.50%
E01-5A-211-2		CLERK WAGES	5,200.00	0.00	0.00	3,271.23	0.00	1,928.77	37.09%
E01-5A-211-3		METER READER WAGES	1,400.00	0.00	0.00	784.55	0.00	615.45	43.96%
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	1,700.00	0.00	0.00	1,385.55	0.00	314.45	18.50%
E01-5A-211-7		LABORER WAGES	45,000.00	0.00	0.00	17,701.04	0.00	27,298.96	60.66%
E01-5A-212-1		SUPERINTENDENT BENEFITS	1,800.00	0.00	0.00	1,197.81	24.49	577.70	32.09%
E01-5A-212-2		CLERK BENEFITS	900.00	0.00	0.00	552.23	36.99	310.78	34.53%
E01-5A-212-3		METER READER BENEFITS	250.00	0.00	0.00	136.69	5.98	107.33	42.93%
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	225.00	0.00	0.00	219.78	0.00	5.22	2.32%
E01-5A-212-7		LABORER BENEFITS	14,700.00	0.00	0.00	3,453.83	284.14	10,962.03	74.57%
E01-5B-240-0		BUILDING SUPPLIES & MATERIALS	1,600.00	0.00	0.00	1,437.03	53.00	109.97	6.87%
E01-5B-241-0		CREDIT CARD CHARGES	1,100.00	0.00	0.00	633.74	356.59	109.67	9.97%
E01-5D-250-0		CDBG-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%
E01-5H-243-0		ARC OMEGA GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
E01-5I-230-0		AUTO REPAIR & MAINT	1,100.00	0.00	0.00	301.13	57.43	741.44	67.40%
E01-5I-230-1		LANDS & BUILDINGS	9,000.00	0.00	0.00	1,112.94	0.00	7,887.06	87.63%
E01-5I-231-0		UTILITIES	28,900.00	0.00	0.00	21,786.01	4,729.35	2,384.64	8.25%
E01-5X-230-0		STATE AUDITOR FEE	5,880.00	0.00	0.00	0.00	0.00	5,880.00	100.00%
E01-5X-230-1		SOLICITOR CONTRACTUAL SERVICE	200.00	0.00	0.00	0.00	0.00	200.00	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	4,000.00	0.00	0.00	3,131.03	548.01	320.96	8.02%
E01-5X-240-0		SUPPLIES & MATERIALS	40,000.00	0.00	0.00	12,734.77	16,873.48	10,391.75	25.98%
E01-5X-260-0		LOAN PRINCIPLE	22,401.24	0.00	0.00	9,803.17	11,791.23	806.84	3.60%
E01-5X-261-0		LOAN INTEREST	1,770.00	0.00	0.00	393.46	393.46	983.08	55.54%
E01-5X-273-0		MISC REFUNDS	150.00	0.00	0.00	5.48	0.00	144.52	96.35%
		WATER FUND FUND SUB TOTAL	202,476.24	0.00	0.00	87,042.03	35,154.15	80,280.06	39.65%
E02-5A-211-1		SUPERINTENDENT WAGES	12,500.00	0.00	0.00	6,970.36	0.00	5,529.64	44.24%

REPORTING YEAR	2020	EXPENSE DESCRIPTION	APPROPRIATION AMOUNT	CARRY OVER AMOUNT	M-T-D EXPENSE	Y-T-D EXPENSE	ENCUMBERED AMOUNT	UNENCUMBERED AMOUNT	PERCENTAGE
E02-5A-211-2		LABORER WAGES	39,760.00	0.00	0.00	18,594.07	108.25	20,997.68	52.89%
E02-5A-211-3		METER READER WAGES	1,400.00	0.00	0.00	784.55	0.00	615.45	43.96%
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	0.00	3,271.08	0.00	1,928.92	37.09%
E02-5A-211-6		CLERK HELPER WAGES	1,100.00	0.00	0.00	290.07	0.00	809.93	73.63%
E02-5A-212-1		SUPERINTENDENT BENEFITS	1,900.00	0.00	0.00	1,326.42	24.54	549.04	28.90%
E02-5A-212-2		LABORER BENEFITS	6,700.00	0.00	0.00	3,218.84	176.00	3,305.16	49.33%
E02-5A-212-3		METER READER BENEFITS	300.00	0.00	0.00	136.69	40.98	122.33	40.78%
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	810.00	0.00	0.00	552.23	36.99	220.78	27.26%
E02-5A-212-6		CLERK HELPER BENEFITS	190.00	0.00	0.00	50.54	0.00	139.46	73.40%
E02-5B-240-0		BUILDING SUPPLIES & MATERIALS	1,300.00	0.00	0.00	653.54	125.00	521.46	40.11%
E02-5D-240-0		AUTO SUPPLIES & MATERIALS	1,200.00	0.00	0.00	287.92	59.07	853.01	71.08%
E02-5E-230-0		LAND & BUILDINGS	16,910.00	0.00	0.00	8,769.15	195.98	7,944.87	46.98%
E02-5E-231-0		UTILITIES	30,000.00	0.00	0.00	15,025.94	14,399.06	575.00	1.92%
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	0.00	1,564.50	414.00	521.50	20.86%
E02-5X-243-0		SUPPLIES & MATERIALS	34,000.00	0.00	0.00	11,130.74	21,582.78	1,286.48	3.78%
E02-5X-260-0		LOAN PRINCIPLE	6,236.00	0.00	0.00	2,250.00	2,250.00	1,736.00	27.84%
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	5.47	0.00	74.53	93.16%
		SEWER FUND SUB TOTAL	164,326.00	0.00	0.00	74,882.11	39,412.65	50,031.24	30.45%
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	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 FUND SUB TO	12,300.00	0.00	0.00	0.00	0.00	12,300.00	100.00%
		GRAND TOTAL	1,060,631.08	0.00	0.00	415,339.10	110,162.36	535,129.62	50.45%

REPORTING YEAR	2020	REVENUE DESCRIPTION	ESTIMATED REVENUE	M-T-D REVENUE	Y-T-D REVENUE	UNCOLLECTED BALANCE	PERCENT COLLECTED
A01-A-111-0	PROPERTY TAX	45,200.00	0.00	27,513.90	17,686.10	60.87%	
A01-A-112-0	TANGIBLE PERSONAL PROPERTY INCOME TAX COLLECTIONS	4,000.00	0.00	1,900.92	2,099.08	47.52%	
A01-A-114-0	INC TAX DEL COLLECTIONS	26,000.00	0.00	14,006.42	11,993.58	53.87%	
A01-A-114-1	TRAILER TAX	0.00	0.00	0.00	0.00	.00%	
A01-A-115-0	STATE SHARED TAX PERMITS	60.00	0.00	23.97	36.03	39.95%	
A01-B-121-0	INHERITANCE TAX	0.00	0.00	0.00	0.00	.00%	
A01-B-122-0	CIGARETTE TAX	0.00	0.00	450.00	-450.00	****%	
A01-B-123-0	LIQUOR & BEER PERMITS	300.00	0.00	323.00	-23.00	107.67%	
A01-B-125-0	LOCAL GOVERNMENT	20,000.00	0.00	14,156.38	5,843.62	70.78%	
A01-B-126-0	HOMESTEAD ROLBACK	4,000.00	0.00	0.00	4,000.00	.00%	
A01-B-128-0	STATE SHARED TAXES AND PERMITS	0.00	0.00	0.00	0.00	.00%	
A01-D-290-0	FINES LICENSES PERMITS	1,000.00	0.00	700.00	300.00	70.00%	
A01-E-162-0	GAS LEASE	64,000.00	0.00	14,107.60	49,892.40	22.04%	
A01-F-162-1	FERA REIMB TO GEN	0.00	0.00	0.00	0.00	.00%	
A01-H-141-0	GENERAL - CK ACCT INTEREST	1.00	0.00	0.00	1.00	.00%	
A01-H-182-1	MISC.	3,000.00	480.00	5,026.83	-2,026.83	167.56%	
A01-H-184-0	REFUNDS OF PRIOR YR EXPENSES	0.00	0.00	0.00	0.00	.00%	
A01-I-190-0	ADVANCE FROM INCOME TAX	0.00	0.00	0.00	0.00	.00%	
A01-I-191-0	TRANSFER FROM INCOME TAX	0.00	0.00	0.00	0.00	.00%	
A01-I-192-0							
GENERAL FUND SUB TOTAL			167,561.00	480.00	78,209.02	89,351.98	46.68%
A02-H-182-0	CD#1 INTEREST	150.00	0.00	320.68	-170.68	213.79%	
A03-H-182-0	CD#2 INTEREST	115.00	0.00	53.06	61.94	46.14%	
GENERAL FUND CD#2 FUND SUB TOT			265.00	0.00	373.74	-108.74	141.03%
B01-B-124-0	MVL TAX	4,200.00	0.00	2,877.73	1,322.27	68.52%	
B01-B-126-0	GAS & PERM TAX	30,000.00	0.00	18,365.81	11,634.19	61.22%	
B01-H-182-1	STREET - CK ACCT INTEREST	0.00	0.00	0.00	0.00	.00%	
B01-H-184-0	MISC.	0.00	0.00	0.00	0.00	.00%	
B01-I-191-0	ADVANCE FROM INCOME TAX	0.00	0.00	0.00	0.00	.00%	
B01-I-192-0	TRANSFER IN	0.00	0.00	0.00	0.00	.00%	
STREET FUND SUB TOTAL			34,200.00	0.00	21,243.54	12,956.46	62.12%
B02-B-124-0	MVL TAX	40.00	0.00	233.32	-193.32	583.30%	
B02-B-126-0	GAS & PERM TAX	2,500.00	0.00	4,239.88	-1,739.88	169.60%	
B02-H-182-1	STHWY - CK ACCT INTEREST	0.00	0.00	0.00	0.00	.00%	
B02-I-192-0	TRANSFER IN	0.00	0.00	0.00	0.00	.00%	
STATE HIGHWAY FUND SUB TOTAL			2,540.00	0.00	4,473.20	-1,933.20	176.11%
B04-A-111-0	PROPERTY TAX	5,100.00	0.00	3,174.20	1,925.80	62.24%	
B04-A-112-0	TANGIBLE PERSONAL PROPERTY	450.00	0.00	1,487.68	-1,037.68	330.60%	
B04-A-115-0	TRAILER TAX	7.00	0.00	2.80	4.20	40.00%	
B04-B-128-0	HOMESTEAD ROLBACK	480.00	0.00	0.00	480.00	.00%	
B04-D-290-0	STATE SHARED TAXES AND PERMITS	0.00	0.00	0.00	0.00	.00%	
B04-E-153-0	PARK RENTAL FEES	200.00	0.00	0.00	200.00	.00%	
B04-H-183-0	DONATIONS	0.00	0.00	0.00	0.00	.00%	
B04-H-184-0	MISC.	13,000.00	3,101.44	9,574.58	3,425.42	73.65%	
B04-I-192-0	TRANSFER IN	0.00	0.00	0.00	0.00	.00%	
PARK FUND SUB TOTAL			19,237.00	3,101.44	14,239.26	4,997.74	74.02%

REVENUE STATEMENT - BY ACCOUNT #	REPORTING YEAR	2020	REVENUE DESCRIPTION	ESTIMATED REVENUE	M-T-D REVENUE	Y-T-D REVENUE	UNCOLLECTED BALANCE	PERCENT COLLECTED
B05-D-141-0			FEMA FEDERAL RESTRICTED	0.00	0.00	0.00	0.00	.00%
B05-D-144-0			FEMA STATE	0.00	0.00	0.00	0.00	.00%
B05-D-191-0			FEMA TRANSFER	0.00	0.00	0.00	0.00	.00%
B05-D-192-0			FEMA ADVANCE	0.00	0.00	0.00	0.00	.00%
B05-H-182-0			CDBG ACCT INTEREST	0.00	0.00	0.00	0.00	.00%
B05-H-184-0			MISC.	0.00	0.00	0.00	0.00	.00%
B05-I-191-0			ADVANCE FROM GENERAL	0.00	0.00	0.00	0.00	.00%
			FEMA FUND SUB TOTAL	0.00	0.00	0.00	0.00	.00%
B08-A-111-0			PROPERTY TAX	4,200.00	0.00	2,611.17	1,588.83	62.17%
B08-A-112-0			TANGIBLE PERSONAL PROPERTY	345.00	0.00	1,425.68	-1,080.68	413.24%
B08-A-115-0			TRAILER TAX	7.00	0.00	2.03	4.97	29.00%
B08-B-128-0			REAL PROPERTY ROLBACK	350.00	0.00	0.00	350.00	.00%
B08-D-290-0			STATE SHARED TAXES AND PERMITS	0.00	0.00	0.00	0.00	.00%
B08-I-191-0			ADVANCE FROM STREET	0.00	0.00	0.00	0.00	.00%
B08-I-192-0			TRANSFER IN	0.00	0.00	0.00	0.00	.00%
B08-I-193-0			OTHER FIN SOURCES	0.00	0.00	0.00	0.00	.00%
			POLICE LEVY FUND SUB TOTAL	4,902.00	0.00	4,038.88	863.12	82.39%
B10-D-128-0			PERMISSIVE MVL	1,800.00	0.00	1,737.02	62.98	96.50%
			PERMISSIVE MVL FUND SUB TOTAL	1,800.00	0.00	1,737.02	62.98	96.50%
C01-I-192-0			TRANSFER IN/TAX	0.00	0.00	0.00	0.00	.00%
			TRUCK DEBT SERVICE FUND SUB TO	0.00	0.00	0.00	0.00	.00%
D01-D-142-0			OPWC GRANT	0.00	0.00	0.00	0.00	.00%
			OPWC GRANT FUND SUB TOTAL	0.00	0.00	0.00	0.00	.00%
D03-A-114-0			INCOME TAX COLLECTIONS	79,000.00	0.00	42,018.61	36,981.39	53.19%
D03-A-114-1			INC TAX DELINQUENT COLL	0.00	0.00	0.00	0.00	.00%
			INCOME TAX/PERM IMPROVE FUND S	79,000.00	0.00	42,018.61	36,981.39	53.19%
E01-D-142-0			ARC OMEGA GRANT	0.00	0.00	0.00	0.00	.00%
E01-D-143-0			HARR CTY GRANT	0.00	0.00	0.00	0.00	.00%
E01-D-143-1			CDBG GRANT - WTP1	0.00	0.00	0.00	0.00	.00%
E01-D-144-0			OTHER GRANT - WTP1	0.00	0.00	0.00	0.00	.00%
E01-E-154-0			GRANT REIMBURSEMENT	0.00	0.00	0.00	0.00	.00%
E01-E-155-1			WATER COLLECTIONS	181,000.00	1,584.71	128,506.17	52,493.83	71.00%
E01-E-155-2			TAP FEE	0.00	0.00	0.00	0.00	.00%
E01-E-155-3			BULK WATER SALES	0.00	0.00	0.00	0.00	.00%
E01-E-155-4			WATER TURN OFF-ON FEES	1,800.00	139.93	2,186.47	-386.47	121.47%
E01-E-155-5			WATER COUNTY R.E. PAYMENTS	1,800.00	0.00	284.43	1,515.57	15.80%
E01-E-155-6			ADM FEE	1,900.00	20.43	1,374.12	525.88	72.32%
E01-H-156-3			MISC.	850.00	0.00	80.00	770.00	9.41%
E01-H-156-4			CREDIT CARD FEES	400.00	3.00	378.27	21.73	94.57%
E01-H-172-0			OMDA LOAN	0.00	0.00	0.00	0.00	.00%
E01-H-830-0			WATER DONATIONS	0.00	0.00	0.00	0.00	.00%
E01-I-192-0			ADVANCE IN	0.00	0.00	0.00	0.00	.00%
			WATER FUND SUB TOTAL	187,750.00	1,748.07	132,809.46	54,940.54	70.74%

REPORTING YEAR	2020	ESTIMATED REVENUE	M-T-D REVENUE	Y-T-D REVENUE	UNCOLLECTED BALANCE	PERCENT COLLECTED
REVENUE #	REVENUE DESCRIPTION					
E02-E-154-0	GRANT REIMBURSEMENT	0.00	0.00	0.00	0.00	.00%
E02-E-156-1	SEWER COLLECTIONS	150,000.00	1,337.25	110,192.21	39,807.79	73.46%
E02-E-156-2	TAP FEE	0.00	0.00	0.00	0.00	.00%
E02-E-156-5	SEWER COUNTY R.E. PAYMENTS	1,200.00	0.00	284.42	915.58	23.70%
E02-E-156-6	ADM FEE	1,900.00	17.93	1,301.54	598.46	68.50%
E02-H-156-3	MISC.	25.00	0.00	0.00	25.00	.00%
E02-I-192-0	TRANSFER IN	0.00	0.00	0.00	0.00	.00%
	SEWER FUND SUB TOTAL	153,125.00	1,355.18	111,778.17	41,346.83	73.00%
E03-F-162-1	CONTINGENCY ROYALTY	3,300.00	0.00	742.51	2,557.49	22.50%
E03-H-182-0	INTEREST TO CONTING	330.00	0.00	0.00	330.00	.00%
E03-I-192-0	TRANSFERS IN	0.00	0.00	0.00	0.00	.00%
	WATER CONTINGENCY FUND SUB TOT	3,630.00	0.00	742.51	2,887.49	20.45%
E08-E-155-4	WATER DEPOSITS	1,000.00	0.00	1,013.32	-13.32	101.33%
	WATER DEPOSIT FUND SUB TO	1,000.00	0.00	1,013.32	-13.32	101.33%
G01-X-193-0	RUMA ESCROW	20,000.00	0.00	0.00	20,000.00	.00%
	RUMA ESCROW FUND SUB TOTAL	20,000.00	0.00	0.00	20,000.00	.00%
	GRAND TOTAL	675,010.00	6,684.69	412,676.73	262,333.27	61.14%

RESOLUTION 2020- 010

A RESOLUTION AUTHORIZING A PORTION OF THE CORANVIRUS RELIEF FUNDS TO BE USED TO PROVIDE ECONOMIC SUPPORT FOR LOCAL BUSINESSES AND FAMILIES IMPACTED BY COVID-19 AND DECLARING AN EMERGENCY.

WHEREAS, the Ohio General Assembly established a process for distributing funds provided by the Coronavirus Aid, Relief, and Economic Security Act, 116 Public Law 136, (herein the CARES Act) as set forth in House Bill 481 (herein H.B. 481) of the 133rd General Assembly; and

WHEREAS, pursuant to the terms of H.B. 481 the Village of Scio is permitted to use a portion of the Corona Virus Relief Funds (herein CRF) to provide small businesses assistance related to required and/or voluntary closures and expenditures related these programs in addition to financial assistance to individuals and families directly impacted by a loss of income due to COvid-19; and

WHEREAS, Council for the Village of Scio, Ohio (herein "Council") desires to provide a portion of CRF monies to small businesses and individuals and families directly impacted by COVID-19 as it is believed that such distributions are in the best interests of the residents of the Village of Scio, Ohio.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF SCIO, OHIO, HARRISON COUNTY AS FOLLOWS:

Section I. That a portion of the funds received from the County Coronavirus Relief Distribution Fund be distributed to businesses, individuals and families located within the Village of Scio that were directly impacted by COVID-19.

Section II. That to insure that all funds awarded and distributed to businesses, individuals, and families impacted by COVID-19 are being used for permitted purposes there is established a committee consisting of the Village of Scio Clerk-Treasurer, Carol Davy, and Erin Thompson, who shall draft a standard grant application and review grant applications submitted.

Section III. That all grant monies awarded shall be administered by the Village Clerk-Treasurer.

Section IV. that all grants money approved and distributed shall be used only for purposes permitted as set forth in the CARES Act and H.B. 481, and be subject to oversight of the Village Clerk-Treasurer and the Ohio Office of Budget Management.

Section V. All formal actions and deliberations of Council relating to this Resolution were conducted in a meeting open to the public in compliance with all legal requirements, including Ohio Revised Code Section 121.22.

Section VI. This Resolution is necessary for the preservation of the health, safety, and welfare of the residents of the Village of Scio, Ohio, as there is immediate need for the passage of this Resolution to be in compliance with the CARES Act, and ensure the prompt distribution of the CRF monies within the allotted time period and is therefore declared an emergency and become effective immediately upon passage and approval by the Mayor.

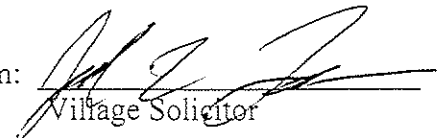
Adopted on: 9-9-2020

Approved:


Andrew Turner, Council Pres

Attest: Heidi L. Trice
Heidi Trice, Clerk-Treasurer

Approved as to Form:


Village Solicitor



Mika DeWine, Governor
Jon Husted, Lt. Governor

Office of Budget
and Management

Kimberly Mummicks, Director

Coronavirus Relief Fund (CRF)

Local Government Assistance Program

Revised 10/2020



Office of Budget
and Management

Guidance & Frequently Asked Questions

Funding Period:
March 1, 2020 – December 30, 2020

NOTE: As U.S. Department of the Treasury issues future guidance and clarifications, the specific guidelines listed in this document are subject to change. Changes will be addendums to this document in the Frequently Asked Questions section.

**CORONAVIRUS RELIEF FUND (CRF)
LOCAL GOVERNMENT
ASSISTANCE PROGRAM**



Office of Budget
and Management

The purpose of this document is to provide guidance to local governments receiving Coronavirus Relief Funding through the Ohio Office of Budget and Management as a result of legislation from the Ohio General Assembly allocating federal funding.

Funding Information

Funds were awarded to the State of Ohio as Federal Financial Assistance from the U.S. Department of Treasury. Funds were awarded under the Social Security Act, as amended by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act") as the Coronavirus Relief Fund (CRF).

Federal Assistance Information

The US Department of Treasury did not provide a notice of award to the State of Ohio, thus a Federal Award Identification Number (FAIN) is unknown and the federal award date is presumed to be the date of enactment of the CARES Act, March 27, 2020.

Funds are considered federal financial assistance and have been assigned a Catalog of Federal Domestic Assistance (CFDA) or Assistance Listing Number of 21.019. Fund payments are considered to be federal financial assistance subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance, 2 C.F.R. § 200.303 regarding internal controls, §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements.

Performance Period

The U.S. Department of Treasury has determined that CRF funds may only cover costs **incurred** between **March 1, 2020 and December 30, 2020**. The U.S. Treasury has not identified a liquidation period, thus it is assumed one does not exist and the close-out date stands at the last date of the performance period. HB 481 dictates the following timelines in use of funds:

- County auditor shall distribute returned funds on or before **October 22, 2020**; and
- The balance of unexpended funds remaining must be returned to the state treasury not later than **December 28, 2020**.

Eligibility

When determining eligibility to distribute CRF funds it received, a local jurisdiction should evaluate all proposed expenditures based on guidance contained within the U.S. Department of Treasury Guidance and Coronavirus Relief Fund Frequently Asked Questions which can be found at <https://home.treasury.gov/policy-issues/cares/state-and-local-governments>. This guidance document calls out some specific eligibility areas and related Frequently Asked Questions provide information about specific uses, but the examples are not all-inclusive.

**CORONAVIRUS RELIEF FUND (CRF)
LOCAL GOVERNMENT
ASSISTANCE PROGRAM**



Office of Budget
and Management

If a jurisdiction has any questions regarding the eligibility of a cost, please contact the Ohio Grants Partnership via e-mail at grant@obm.ohio.gov.

General Eligibility Information

The CARES Act requires that the payments from the CRF only be used to cover expenses that -

- (1) are **necessary** expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
- (2) were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the government; and
- (3) were **incurred during the period that begins on March 1, 2020 and ends on December 30, 2020**.

While the CRF distributions are not required to be the funding of last resort, the expenditures cannot be used in multiple programs or be reimbursed by other funds. Expenditures necessary to take direct action in response to the COVID-19 public health emergency are allowable. The basic eligibility requirement is "a cost is either (a) the cost cannot lawfully be funded using a line item, allotment, or allocation within that budget (recently approved as of March 27, 2020) OR (b) the cost is for a **substantially different use** from any expected use of funds in such a line item, allotment, or allocation." Expenditures are required to be related to current COVID-19 needs and not in preparation of or stock piling for future emergencies.

Permissible Use of Funds

The following list of specific permissible uses is not intended to be comprehensive:

Medical Expenses

- COVID-19-related expenses of public hospitals, clinics, and similar facilities.
- Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs.
- Costs of providing COVID-19 testing, including serological testing.
- Emergency medical response expenses related to COVID-19, including emergency medical transportation.
- Expenses for establishing and operating public telemedicine capabilities for COVID-19-related treatment.
- Personal Protective Equipment to address the current COVID-19 pandemic.

Public Health and Related Measures

- Expenses for communication and enforcement by governments for public health orders related to COVID-19.

**CORONAVIRUS RELIEF FUND (CRF)
LOCAL GOVERNMENT
ASSISTANCE PROGRAM**



Office of Budget
and Management

- Expenses for acquisition, distribution, and disposal of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency.
- Expenses for disinfection of public areas and other facilities, e.g., nursing homes, government facilities, parks, etc., in response to the COVID-19 public health emergency.
- Expenses for technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety.
- Expenses for public safety measures undertaken in response to COVID-19.
- Expenses for quarantining individuals.
- Expenses associated with COVID-19 contact tracing.
- Food delivery to vulnerable populations to enable compliance with COVID-19 public health precautions.
- Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
- Expenses of providing paid sick and paid family and medical leave to public employees who are infected/directly impacted to enable compliance with COVID-19 public health precautions. Full costs are eligible despite leave being in previously approved budget.
- COVID-19-related expenses of maintaining correctional facilities and jails, including as related to sanitation and improvement of social distancing measures, to enable compliance with COVID-19 public health precautions.
- Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions.

Personnel

Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are ***substantially dedicated*** to mitigating or responding to the COVID-19 public health emergency are allowable. Personnel that fall into these sector areas are presumed for administrative convenience to be substantially dedicated unless the chief executive determines that specific circumstances indicate otherwise. Each jurisdiction decides if their costs are appropriate by virtue of charging to the CRF, unless the chief executive determines otherwise. **OBM generally defines a benchmark for identifying substantial dedication to be a contribution of 50% or more of time; however, it is up to each jurisdiction to define its own thresholds of substantial dedication and document the justification for that decision.**

**CORONAVIRUS RELIEF FUND (CRF)
LOCAL GOVERNMENT
ASSISTANCE PROGRAM**



Office of Budget
and Management

In addition, personnel that were diverted to a substantially different function due entirely to the COVID-19 public health emergency and are supporting the response to COVID-19 are allowable. This could mean the repurpose of positions who would have been furloughed or laid off (in other words were underutilized due to COVID) to perform previously unbudgeted functions substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

This payroll topic has been a frequent discussion point among states and local leaders in discussions with officials from the U.S. Department of Treasury. Future federal guidance may clarify these requirements. In the meantime, OBM recommends that jurisdictions maintain detailed documentation about decisions to use the CRF for employee payroll.

Equipment

- Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions.
- Equipment and lease costs if previously unbudgeted and consistent with other criteria.

Economic Support

- Small business assistance related to required and/or voluntary closures and the expenditures related to providing these programs.
- Increased workers compensation related to expanded coverage due to COVID-19.
- Unemployment insurance costs incurred by the Recipient as an employer.
- Financial assistance to individuals and families directly impacted by a loss of income due to COVID-19
 - Could include payment of overdue rent and mortgage to avoid eviction or foreclosure, unforeseen costs for funerals, or other emergency individual needs.

Eligible Use of Funds

- Revenue replacement/forgone revenue including unpaid property taxes and utility fees.
- Expenses covered by business interruption insurance or reimbursed through other federal aid received in response to COVID-19.
- Expenses that have been or will be reimbursed under any other federal program.
- Any costs, including indirect, administrative, and payroll, that were already in the most recently approved budget as of March 27th.
- Personnel expenses for employees whose work duties are not substantially dedicated to mitigating or responding to COVID-19
- Personnel costs of private employees paid directly (grants or loans to private employers may be allowed to cover this).

**CORONAVIRUS RELIEF FUND (CRF)
LOCAL GOVERNMENT
ASSISTANCE PROGRAM**



Office of Budget
and Management

- Workforce bonuses, this prohibition does not include hazard pay or overtime.
- Severance Pay.
- Medicaid Match.
- Property tax assistance, some exceptions may be made if assistance is provided to individuals who have been economically impacted by COVID-19 to prevent foreclosures.
- Prepayments on contracts related to COVID-19, unless this is part of the normal policies and procedures.
- Damages covered by insurances.
- Reimbursement to donors for donated items or services.
- Legal settlements.

Reporting

OBM will require reporting in the OBM grants portal. The grants contact listed on the registration will be provided a log-in to access and complete the financial status reports. OBM is requiring an interim and a final financial status report. The interim report is due October 15th for activity through September 30th and a final financial status report is due December 30th as a close-out report for all activity, from initial payment and any redistributed funds received.

Responsibilities, Records, & Future Audits

The U.S. Treasury has limited compliance to the related provisions of the Uniform Guidance, 2 C.F.R. § 200.303 regarding internal controls, § 200.330 through § 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements. Effective internal controls must be established and maintained (2 C.F.R. § 200.303). Every CRF dollar should be accounted for with supporting documentation. Jurisdictions should maintain documentation evidencing that the funds were expended in accordance with federal, state, and local regulations.

The CRF is subject to future audits to ensure appropriate use with ultimate recoupment by Treasury. Records must be made available to OBM, the Ohio Auditor of State, Independent Public Auditors that perform audits on behalf of Ohio Auditor of State, the federal government, and/or other oversight entities for audit or review. While these funds are considered payments, they are also subject to and count towards the threshold of the Single Audit Act (31 U.S.C. § 7501-7507).

**CORONAVIRUS RELIEF FUND (CRF)
LOCAL GOVERNMENT
ASSISTANCE PROGRAM**



Office of Budget
and Management

Frequently Asked Questions

NOTE: That this information is provided as a reference and is current as of June 11, 2020. In the event of a conflict between this document and state law, federal law, or U.S. Treasury guidance, the state and federal laws and guidance supersede this document. This document will be updated if the U.S. Treasury provides future clarifications.

The registration form requires a project description, what do I need to put there?

This can be a basic description and can be as simple as “costs incurred by [insert local government] as a result of the COVID-19 public health emergency.” OBM recognizes many jurisdictions have not determined specifically how funds will be utilized at the time of registration.

What is the difference between the Authorized Representative and the Grant Contact?

OBM is collecting information from jurisdictions receiving funds to allow for future administration and monitoring. The Authorized Representative is the main executive within the jurisdiction that can authorize acceptance of the funds on behalf of the jurisdiction. The grant contact will be the main person OBM will reach out to for monitoring, obtaining resolutions, or other questions regarding the funds. This contact will be responsible for completing the reporting in the OBM grants portal on behalf of the jurisdiction. Jurisdictions can enter the same person for both contacts if applicable.

Are all jurisdictions required to register on OBM's grants site?

Yes, OBM requires jurisdictions to register on the OBM website at <https://grants.ohio.gov/fundingopportunities.aspx>. After the registration is approved, the grant contact will receive an e-mail confirmation and a temporary log-in to the OBM grants portal. Grant contacts will access the portal to complete the required interim and final financial reporting.

How do I access the OBM grants portal after receiving a log-in?

The grants portal can be accessed at <https://grantsportal.ohio.gov>.

When will the financial status reports be due to OBM?

OBM is requiring an interim and a final financial status report. The interim report is due October 15th for activity through September 30th and a final financial status report is due December 30th as a close-out report for all activity, from initial payment and any redistributed funds received.

**CORONAVIRUS RELIEF FUND (CRF)
LOCAL GOVERNMENT
ASSISTANCE PROGRAM**



Office of Budget
and Management

Is a jurisdiction required to pass a resolution stating that they do not want funding if they do not wish to receive the funds? In this case, does the funds remain in the County treasury until the October redistribution mandated under the legislation or can the share be added back into the county-wide pool and reallocated over the remaining taxing districts?

HB 481 does not contemplate an ability to redistribute across jurisdictions prior to October. It does indicate the legislative authority must adopt the resolution or ordinance, or the subdivision's share of the money shall remain in the County's fund. Therefore, a jurisdiction may elect to not participate and not adopt a resolution. In such cases, the funds would remain in the county treasury and would be redistributed in October.

HB 481 states that counties must disburse funds to cities, villages, and townships within seven days of receiving funds from the state, but also requires each local jurisdiction to pass a resolution/ordinance accepting the funding and the provisions of the CARES Act. If a county receives a local subdivision's resolution on day 8, or 10, or 30, can the county disburse the funding to the local government?

Yes. If a local subdivision submits a resolution/ordinance to the county more than seven days after the county has received the disbursement of Coronavirus Relief Funds from the state and prior to October 15, the county can disburse the funds to the subdivision. In such cases, counties should disburse the funding to the subdivision within seven days of receiving the resolution/ordinance.

Is a County required to hold funds until all jurisdictions approve resolutions?

HB 481 requires a local jurisdiction to submit a resolution or ordinance to the County Auditor and to OBM. A County is required to not disburse to a jurisdiction until a resolution or ordinance is approved and submitted as directed by HB 481. A County can distribute to all jurisdictions that met the requirements as soon as they receive the funds from OBM and should not wait until all jurisdictions comply.

Where should the resolution or ordinance required by HB 481 be sent?

A jurisdiction is required to send their resolution/ordinance to their County Auditor and to OBM. OBM is accepting electronic copies to the Ohio Grants Partnership e-mail box at grants@obm.ohio.gov.

Should my local government setup a separate fund to account for the CARES Act Coronavirus Relief Fund (CRF) distribution under HB 481?

Yes, local governments will need a separate Special Revenue Fund to separately track the receipt and expenditure activity of the CRF distributed pursuant to HB 481. Since this is a new federal program with a restricted purpose, local governments have authority under Ohio

**CORONAVIRUS RELIEF FUND (CRF)
LOCAL GOVERNMENT
ASSISTANCE PROGRAM**



Office of Budget
and Management

Revised Code Section 5705.09 to establish the new fund, without seeking Auditor of State (AOS) approval (see AOS FAQs at: https://www.ohioauditor.gov/resources/covid19/Coronavirus_new_FAQ_final.pdf).

Should my local government setup a separate fund to account for CARES Act Coronavirus Relief Fund (CRF) subawards/loans received from the City of Columbus, Cuyahoga County, Franklin County, Hamilton County, Montgomery County, or Summit County?

These six local governments are direct recipients of CRF assistance from the U.S. Department of Treasury. Under the authority of the CARES Act and guidelines published by Treasury, these six local governments can make subgrants/loans to public or private entities within their jurisdictions so long as they are consistent with the requirements established by the CARES Act and Treasury.

In addition to subawards they may receive from the six prime recipients, local governments within these jurisdictions will receive an allocation of CRF from the State of Ohio pursuant to HB 481. Where this is the case, local governments should take care to establish separate Special Revenue Funds for each CRF award.

In addition to the CARES Act CRF Fund, should my local government setup a separate fund to account for other CARES Act and federal COVID-19 financial assistance?

Local governments should refer to the terms and conditions of their federal award. Generally, federal programs with new or expanded COVID-19 assistance require separate accountability and local government will need to establish either a Special Revenue Fund (for a new program) or a subfund/special cost center (for expanded assistance within an existing federal program) to separately track the receipt and expenditure activity of the COVID-19 funding.

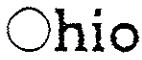
Are these funds allowed to be used as cost-share or match to other federal grant programs?

The U.S. Department of Treasury has indicated to states that these funds cannot be used for match for federal programs. There has been indication that these funds are eligible for the 25% local cost share match for disaster funds from the Federal Emergency Management Agency (FEMA); however, this has not yet been included in the U.S. Treasury guidance or FAQs. OBM does not allow use of CRF funds for this match until the U.S. Department of Treasury provides written guidance to this effect in updated Frequently Asked Questions.

What does the prohibition, or limitation against using CRF Funds for costs already in an approved budget prior to March 27 mean? Does this mean I am unable to be reimbursed if I already incurred the costs with budgeted funds?

A cost is allowable if either: 1. The cost cannot lawfully be funded using a line item, allotment, or allocation within that budget, or 2. The cost is for a substantially different use from an expected

CORONAVIRUS RELIEF FUND (CRF)
LOCAL GOVERNMENT
ASSISTANCE PROGRAM



Office of Budget
and Management

use of funds in such a line item, allotment, or allocation. A jurisdiction may have incurred costs prior to the receipt of CRF funds in response to COVID-19 utilizing budgeted resources that were previously budgeted for another purpose. Thus, necessitating a reimbursement – and that is allowable.

This may be best explained by considering the following hypothetical example: If the jurisdiction's most recently approved budget prior to March 27, 2020 had a provision to allocate \$10,000 for personal protective equipment (PPE) to address COVID-19. The jurisdiction must use their funds to purchase \$10,000 of PPE and any amounts spent over \$10,000 for PPE can be covered by CRF monies.

What is "the most recently approved" budget and how do adjustment, amendment or supplemental appropriations effect the use of CRF funds?

The "most recently approved" budget refers to the enacted budget for the relevant fiscal period for your jurisdiction, which includes subsequent supplemental appropriations or other budgetary adjustments, or amendments made in response to COVID-19 that were approved prior to March 27, 2020. Temporary appropriation measures allowable by Ohio law that were passed prior to March 27, 2020 are considered an approved budget.

Generally, what expenses related to cleaning government buildings and facilities are allowable uses of the CRF funds?

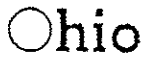
Expenses for disinfection of public areas, buildings, parks, and other facilities, e.g., nursing homes, in response to the COVID-19 public health emergency, is an allowable expense.

Can payroll expenses, which are already budgeted, be funded by CRF funds?

CRF money can be used for payroll expenses for public safety, public health, health care, human services, and similar employees whose services are **substantially dedicated** to mitigating or responding to COVID-19 public health emergency. Further, personnel that were diverted to a **substantially different function** due entirely to the COVID-19 public health emergency to mitigating or responding to COVID-19 are allowable expenses.

Per US Treasury guidance, the basic eligibility requirement is for a "cost" is either (a) the cost cannot lawfully be funded using a line item, allotment, or allocation within that budget (recently approved as of March 27, 2020) **OR** (b) the cost is for a **substantially different use** from any expected use of funds in such a line item, allotment, or allocation." Personnel that were diverted to a **substantially different function** due to the COVID-19 public health emergency are eligible regardless of being previously budgeted. It may be necessary to show **substantially dedicated** personnel costs were not accounted for in the budget as it was on March 27, 2020.

CORONAVIRUS RELIEF FUND (CRF)
LOCAL GOVERNMENT
ASSISTANCE PROGRAM



Office of Budget
and Management

Jurisdictions should look to additional areas where there are costs that were not originally planned or there were increases to the budgeted amounts such as hazard pay, overtime, backfill, increased personnel, Families First COVID leave time, increased shifts, etc. In addition, a jurisdiction may find **substantially dedicated** personnel are performing **substantially different functions** responding to the COVID-19 public health emergency which then allows costs for previously budgeted personnel. An example may be law enforcement personnel performing support to a food bank mission.

CRF funds can also be used for payroll expenses of staff hired to meet COVID-19 response needs (such as additional EMS, additional health department personnel, additional sanitation staff, contact tracers, COVID grant monitors, etc.)

What constitutes "substantially dedicated" for payroll expenses of which employees can be funded with CRF funds?

OBM generally defines a benchmark for identifying substantial dedication to be a contribution of 50% or more of time; however, it is up to a jurisdiction to define its own thresholds of substantial dedication and to maintain clear documentation of the justification for that decision.

Must jurisdictions keep time sheets or other accounting of the time that an employee spends on COVID-19 related work to document that the employee is "substantially dedicated"?

For public safety, public health, health care, human services, and similar employees whose services are **substantially dedicated** it is presumed for administrative convenience that personnel costs related to these areas are substantially dedicated unless the chief executive determines that specific circumstances indicate otherwise. For personnel that were diverted to a **substantially different function** due entirely to the COVID-19 public health emergency to mitigating or responding to COVID-19 there must be some supporting documentation or evidence which corroborates the substantially different use and the time charged. Time sheets may be useful documentation for audit purposes.

When can CRF funds be used to cover payroll expenses of employees on leave?

In order to use CRF money to pay for leave, the leave must comply with the leave required in the Families First Coronavirus Response Act (FFCRA). If the jurisdiction cannot ensure that the leave was taken for reasons outlined in FFCRA, then CRF money cannot be used for leave (such as leave taken because an employee cannot work from home). Regardless of what your government calls the leave - bonus leave, emergency leave, etc. - the leave is reimbursable if used for FFCRA leave. OBM suggests structuring leave under the FFCRA leave types and making sure that employees are properly recording time. Budget amendments and changes to your government's budget do not affect the ability to reimburse these expenses.

**CORONAVIRUS RELIEF FUND (CRF)
LOCAL GOVERNMENT
ASSISTANCE PROGRAM**



Office of Budget
and Management

Can CRF be used for hazard pay and how should hazard pay be determined?

Hazard pay is an allowable expense; however, please note that the U.S. Treasury guidance has limited allowable hazard pay to those employees who are performing hazardous duty work directly responding to the COVID-19. The local government must determine the rate of hazard pay

to be provided and that should be set forth in a policy. Hazard pay cannot be across the board to all employees and must relate to COVID-19. Hazard pay is a form of payroll expense and so CRF payments may only be used to cover hazard pay for individuals that meet the other requirements for eligible CRF payroll expenses.

Can my jurisdiction use a portion of its distribution to set up a grant program, including programs to non-profits that serve homeless, hungry, mental health or other impacted groups?

Yes, your jurisdiction can set up and administer a grant program if the grants are directly related to remediating or responding to COVID-19 and meet the requirements for eligibility in the US Department of Treasury guidance. Keep in mind the Uniform Guidance, 2 C.F.R. §§ 200.330 through 200.332 regarding subrecipient monitoring and management, are applicable.

Can my jurisdiction provide funds to another governmental entity such as a health department, fire district, agricultural society, school district, etc.?

Yes, provided the funds are to be used as a necessary expenditure due to the public health emergency and meet the eligibility criteria as outlined in this guidance document and the US Treasury guidance. Revenue replacement or losses in revenue are not eligible. Jurisdictions should evaluate and document the relationship when providing funds to determine if a contractor or subrecipient relationship exists. Jurisdictions can find a checklist for use to make this determination and document at <https://www.a3acqfm.org/Intergov/More-Tools/Subrecipient-vs-Contractor-Checklist.aspx>. Keep in mind the Uniform Guidance, 2 C.F.R. §§ 200.330 through 200.332 regarding subrecipient monitoring and management, are applicable.

Can I dispose of assets purchased with CRF funds?

If assets are disposed of prior to December 30, 2020, then the proceeds are subject to the restrictions on eligible use of payments from the Fund.

What happens if there is interest earned on CRF funds?

Funds are not subject to the Cash Management Improvement Act of 1990. Interest funds earned must be used place back into the program and used in a manner consistent with the U.S. Department of Treasury guidance on eligible costs within the performance period.

**CORONAVIRUS RELIEF FUND (CRF)
LOCAL GOVERNMENT
ASSISTANCE PROGRAM**



Office of Budget
and Management

Under FEMA, there are equipment use rates to determine cost. Is there something comparable under this funding?

There are no schedules for equipment time.

Are in-kind costs such as donated time allowable to be reimbursed using a standard labor rate?

No, only actual costs incurred.

Can CRF funds be used to reimburse for expenses already incurred (dating back to 3/1/2020) or only for new expenses going forward?

CRF monies can be used to reimburse expenses already incurred dating back to March 1, 2020 assuming the expense meets the other requirements for use of the Coronavirus Relief Fund. Per U.S. Treasury Guidance, costs must have been incurred on or after March 1, 2020. Treasury guidance defines "incurred" as being "when the responsible unit of government has expended funds to cover the cost." Thus, if a jurisdiction obligated funds for COVID-19 related expenses prior to March 1, 2020 but had not yet expended those funds as of March 1, 2020 those expenses are an allowable use.

Can CRF funds be used to pay for expenses in preparation for a future COVID-19 outbreak or for pandemic public health measures for a future pandemic or disaster?

CRF funds may be used only for expenditures necessary to address the current COVID-19 public health emergency. CRF funds cannot be used to prepare for or stockpile excess supplies for possible use related to future disasters. However, it may be necessary to create a reserve of eligible items to address areas that are likely to be impacted by the current COVID-19 pandemic.

When is a cost incurred?

A cost is incurred when the responsible party has expended funds to cover the cost. This means when a check or electronic fund transfers are issued. This includes subawards to municipalities or businesses.

Can we prepay for services or goods that will be provided or received after December 30, 2020?

No. Prepayment for any goods or services is not allowed.

If the funds are encumbered, would they be considered spent?

No. The US Treasury considers "incurred" as money being spent, checks issued, payments made, etc. Therefore, encumbrances and/or obligations are not considered an incurred expense.

**CORONAVIRUS RELIEF FUND (CRF)
LOCAL GOVERNMENT
ASSISTANCE PROGRAM**



Office of Budget
and Management

Will receiving CRF funds impact or limit the amount of FEMA Category B reimbursement that my jurisdiction is eligible for?

Unlike CRF funding, which was appropriated in specific total dollar amounts, the total dollar amounts of FEMA Category B reimbursement that an applicant may receive is not capped at an overall dollar amount. If a local government exhausts its CRF funds and still has COVID-19 expenses that are eligible for FEMA Category B reimbursement, it may still apply to FEMA for reimbursement of those funds. It is important to avoid duplication of benefits. Expenses paid for with CRF funds cannot also be reimbursed by FEMA, and vice versa. Jurisdictions should carefully track both their COVID-19 expenses along with all sources of federal funds used to pay for those expenses to avoid duplication of benefits and to be prepared to document no duplication of benefits if requested by OBM, the Auditor of State, or federal oversight agency.

Is the County I received funds through responsible for monitoring my activities with the funds?

No, the Office of Budget and Management will be performing subrecipient monitoring of the financial activities with the funds. The County will be responsible for the distribution of the funding within the guidelines of the enacted legislation.

Who is my grant contact at OBM for questions or concerns?

The Ohio Grants Partnership is available to answer any questions or concerns that you may have via e-mail at grants@obm.ohio.gov.

What is the process for returning funds to the State of Ohio?

Final returns of payment must be received by the Office of Budget and Management no later than December 28, 2020. Returns can be made via check payable to the Treasurer of the State of Ohio and mailed to:

Ohio Office of Budget and Management
ATTN: Fiscal Section
30 E. Broad St., 34th Floor
Columbus, OH 43215





Development Services Agency

Mike DeWine, Governor
Jon Husted, Lt. Governor

Lydia L. Mihalik, Director

June 30, 2020

Allison M. Anderson, Auditor
Harrison County
100 West Market Street
Cadiz, OH 43907

RE: Single Audit Report for fiscal year 2019

Dear Ms Anderson:

OMB 2 CFR 200, also known as the Uniform Guidance, establishes audit requirements for states, local governments, and nonprofit institutions that receive federal awards, whether received directly from a federal agency or indirectly through a state or local governmental unit.

OMB 2 CFR 200 requires those organizations that expend \$750,000 or more a year in federal awards shall have a Single Audit (organization-wide) made in accordance with OMB 2 CFR 200 and Government Auditing Standards. In addition, this Uniform Guidance states that submission of audit reports should be within 30 days of receipt of the audit report or 9 months after fiscal year end, whichever comes first.

However, due to the ongoing pandemic, on March 29, 2020, OMB issued M-20-17 allowing an extension of six months beyond the normal deadline to submit audit reports. This is applicable to fiscal year-ends through June 30, 2020.

Our records indicate that Harrison County received funds from the Ohio Development Services Agency (ODSA) under one or more federally assisted programs. If bound by OMB 2 CFR 200 as discussed above, you are required to send us a copy of the audit report that covers the funds received/expended in fiscal year 2019. If you are not bound by OMB 2 CFR 200 and will not be submitting a report, please describe, in writing, the reasons for your exclusion. Additionally, please forward us a copy of your organization's regular annual/biennial audit report upon completion.

If your audit will not be completed within 9 months after fiscal year-end and you will need the additional extension of time, up to 6 months, please send an email notifying us of that and the estimated time when the audit will be submitted.

Please email your response or your audit to Dan Workman, dan.workman@development.ohio.gov, Special Projects Coordinator, Ohio Development Services Agency, or e-mail it to singleaudit@development.ohio.gov.

If you have any questions, please feel free to contact me.

Sincerely,

Dan Workman, CPA
Special Projects Coordinator

cc: Brian Cunningham, Fiscal Grants Manager, Office of Community Development

Audit File

77 South High Street
Columbus, Ohio 43215 U.S.A.

614 | 466 3379
600 | 643 1300
www.development.ohio.gov

The State of Ohio is an Equal Opportunity Employer and Provider of ADA Services.

Coronavirus Relief Fund Distribution Timeline

June 23	Receive Funds from OBM
7 Days	From receipt of resolution, Auditor to distribute county, township, municipality share Auditor must have a resolution or ordinance from entity to participate before releasing the funds
?	Upon making distribution, Auditor shall report to OBM amount distributed to each subdivision (still unclear on when to do this as not everyone will be distributed at the same time.)
October 15	Interim Report due to OBM – activity through September 30 th
October 15	Unencumbered Funds from entities returned to Auditor
October 22	Auditor Redirect additional funds to entities
(No Timeline)	Auditor to report to OBM amounts paid back to the county, and the redistributions
December ?	Entities return unexpended funds to the Auditor
December 28	Return unexpended funds to OBM
December 30	Final Closeout Report due to OBM

Dated: June 30, 2020

Batch Posted By:
Village Of ScioBatch Posted At:
2020-09-09 14:42:17Processed Date:
09-09-2020 14:42:19Posting Date:
09-10-2020

Village of Scio - (x5841)

Transit	Account	Check Num	Amount	CT
x0124	x2526	004766	235.46	21
x5032	x7653	088286	17,567.74	21
x5032	x7653	088289	8,783.87	21


Checks Deposited	Items:	0	Amount:	0.00
Checks Converted	Items:	0	Amount:	0.00
Check21 Items	Items:	3	Amount:	26,587.07

Sub Total	Items:	3	Amount:	26,587.07
-----------	--------	---	---------	-----------

Total Checks Deposited	Items:	0	Amount:	0.00
Total Checks Converted	Items:	0	Amount:	0.00
Total Check21 Items	Items:	3	Amount:	26,587.07

Grand Total	Items:	3	Amount:	26,587.07
-------------	--------	---	---------	-----------

HARRISON COUNTY COURT
100 WEST MARKET STREET
CADIZ, OHIO 43907
(740) 942-8865

 **Huntington**
56-1503/412

027481

PAY TO THE
ORDER OF Village of Scio

*** FOUR HUNDRED THIRTY AND 00/100 DOLLARS ***

\$ 430.00

DOLLARS

Village of Scio

MEMO 2020 Remittance - Scio Fines

⑈027481⑈ ⑆041215032⑆ 01780398992⑈


Pamela S. Bracey
AUTHORIZED SIGNATURE

Case Number:

Date ..: 09/01/2020

Plaintiff

Amount : \$ 430.00

-VS-

Defendant

08/07/2020	90648	TRD	2000985	Custer, John K	70.3	75.00
08/17/2020	90708	TRD	2000987	Martig, Adam F	73.10	35.00
08/17/2020	90710	TRD	2000983	Garablandt, David B	70.3	75.00
08/17/2020	90716	TRD	2001027	Fewell, Darin J	70.3	75.00
08/24/2020	90757	TRD	2000952	Miller, David N	73.10	20.00
08/28/2020	90785	TRD	2001038	Pratt, Randy E	72.015	75.00
08/31/2020	90796	TRD	2000984	Funkhouser, James R	70.3	75.00

Aug. 2020

Sub-Total By Agency SPD ----->

Fines

430.00

027481

revised 3/13/19

Capital Improvement Plan
Compiled by Village Administrator Jason Tubaugh
As Adopted at Regular Meeting of March 28, 2018

Water Line Replacement and Paving Projects:

Phase I - Second Street in between Carrollton Street 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 streets such as School House 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

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

Phase IV - Maple and Walnut Street 2021

Engineering and grant proposal for upgrading from a 4 inch main line to a 6 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 Cdrmm Road 2022-2023

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

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

College Lift Station

New T6 pump purchase and install in 2018 [\$14,000 purchase price has already been approved]

Proposed second new T6 pump installation in 2020 with new control panel and well casing inspection

Church St Lift Station

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

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

Wastewater Treatment Plant:

- New T4 pumps installed in 2016 - inspect and possible rebuild in 2024, replace in 2036 (20 year usable life span)
- Clarifiers - In need of new weirs, flights, new chains and possible sprockets (replace every 10-15 yrs.)
- Digesters- Inspect annually, repair or replace as needed (associated equipment and bubbler)
- Inner and outer oxidation ditches- ~~Repairs done in 2016-2016~~ Inspect concrete walls annually - repair as needed. Drain each oxidation ditch every two years for inspection, cleaning, and repair as needed. Alternate between each ditch to ensure both are cleaned and inspected every two years
- Screw Screen - Inspect semi-annually, Replace brushes annually or as needed
- Generator - Inspect annually and service (they are diesel engines)
- 3 way Valves - Inspect annually
- Inner and outer paddle wheels - estimated life span of 5 yrs. before rebuild is required / recommend one spare on hand for emergency repair if needed

Vehicles:

- WWTP Service Truck - 2005 Chevy 2500 4x2 (bought in 2012)
 - Street Department Truck - 2008 Dodge Ram 2500 4x4 (bought in 2014)
 - Backhoe
 - Plow Truck - 2009 F450 requires a new bed (bought in 2008) [New truck price \$60,000 to \$70,000?]
 - Tractor- New 2018 Massey Ferguson 4x4 with brush hog
- A vehicle replacement program is recommended for every 5 years.

Lawn equipment:

- JD diesel mower with new (2018) mower deck
- Zero turn Toro mower - 2014 model
- Small JD lawn mower- 2009 model (Needs replaced)
- Various weed eaters; replaced as needed

Those attending the 3/26/18 meeting that was called to order by Mayor Carpenter at 5:30 pm were: Heidi Trice, Carol Davy, George Tubaugh, Jake Tubaugh & Clerk-Treas. Trish Copeland.

Purpose of the meeting was to discuss the mandated Capital Improvement Plan that needs to be put into place this year.