

AGENDA  
SCIO VILLAGE COUNCIL MEETING  
October 28, 2020

*Kindly mute all electronics-thank you!*

Pledge of Allegiance

Roll Call

Approval of Minutes

Visitors-

1. Clerk/ Treasurer- Res. 20-006 Emergency  
Res. 20-007 and Res 20-008  
Application for Business Relief Fund  
Sealed bid for truck
2. Water/WW-Income Tax Dept.
3. Solicitor-
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 / Pending
- WTP: Water lines to be replaced/ Pending
- Oil and Shale: SR 646 112295 HAS-646-6.37 / Pending

**WTP:**

**-Pending:** The water line project is progressing; Thrasher has provided grant paperwork that needs reviewed by Council and the Mayor.

#### **WWTP:**

- **PENDING** Clarifier Project:

**UPDATE:** Resubmission will be done in **Feb 2021**. Grant award notification is estimated to be in **April 2021**.

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

#### **OEPA:**

- The 2019 EPA WTP metrics has been submitted to the Ohio EPA October 27, 2020.

Recommend the Mayor and Council review the Metrics.

-Discussion on leak detection equipment procurement for the Village and a comprehensive review of software and billing for the water department.

#### **Oil and Shale Program:**

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

UPDATE: Current Grant is \$500,000.00; Project shortfall is \$250,000. The Village and Thrasher Group are working to submit for Labor / Commerce and CDBG grants, pending notification in Dec 2020. Paperwork has been provided by Thrasher Group for review by the Mayor and Council.

#### **Roadways/ Equipment/ Buildings:**

- Plow equipment has been serviced and is prepared for the upcoming winter season.

- The 2020 Ford F150 will be picked up October 30th, the vehicle will be in service within several days. The price has been reduced to \$25,660.00

-The 2020 Chevy 3500 is in service for the Village

-RUMA

#### **General:**

- Salt delivery is scheduled for the first week in November (2-6)

-The Village website is updated

- The Park will be raked and cleaned up October 31st by youth needing to complete community service, Mr. Crothers will be on site to supervise.

October 14, 2020

*Scio Village Council* met in regular session at the Scio Village Hall on October 14, 2020 at 6 pm with Mayor Michelle Carpenter presiding. Council members present were Andrew Turner, Carol Davy, 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 and Village Solicitor Jack Felgenhauer. Bonnie Rutledge from the Harrison News-Herald.

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

**Visitors:**

**Clerk-Treasurer:**

Requested a motion to amend the 2020 appropriations to reflect the incoming money from the CRF and OWDA.

Turner made a motion to accept the amended appropriations. Salsberry seconded. Roll call: Thompson, yea; Davy, yea; Gotschall, yea; Turner, yea; Clark, yea Salsberry, yea. Motion carried.

Presented council with the information on flags for the Village. Salsberry made a motion to purchase flags from Mizer's Printing paid for out of Capital Outlay (General) Thompson seconded. Roll call: Thompson, yea; Davy, yea; Gotschall, yea; Turner, yea; Clark, yea; Salsberry, yea. Motion carried.

The Clerk/Treasurer briefed council on the Unified Credit card company and online access to pay water bills.

CRF Committee meeting scheduled for October 21, 2020 at 5:00 pm.

**Water/WW:**

**Income Tax:**

**Solicitor:**

**Mayor:**

Reminder that Halloween Trick or Treat will be on October 31 from 3-6pm

A motion was made by Salsberry to allow Pam Berry to hold a community yard sale on Brown street at the park on the weekend of October 24, 2020. Clark seconded. Roll call: Thompson, yea; Davy, yea; Gotschall, yea; Turner, yea; Clark, yea; Salsberry, yea. Motion carried.

### Village Administrator

#### **Current Project Overview:**

- WWTP: Clarifier / Pending
- WTP: Water lines to be replaced/ Pending
- Oil and Shale: SR 646 112295 HAS-646-6.37 / Pending

#### **WTP:**

- The water line projects are pending, plans review is completed. Submission for EPA plans approval and grant submission are currently under way.
- The new meter installation is progressing well.

#### **WWTP:**

- **PENDING** Clarifier Project:

**UPDATE:** Resubmission will be done in Feb 2021. Grant award notification is estimated to be in May 2021.

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

#### **OEPA:**

- Review of sampling procedures is pending for the WWTP.
- The 2019 Metrics submission due date is November 15, 2020. All the data is being compiled; the Metrics will be submitted prior to the deadline. (reference EPA notice within your packet)

#### **Oil and Shale Program:**

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

**UPDATE:** Current Grant is \$500,000.00; Project shortfall is \$250,000. The Village and Thrasher Group are working to submit for Labor / Commerce and CDBG grants, pending notification in Dec 2020.

#### **Roadways/ Equipment/ Buildings:**

- Minnesota Limited has completed the repairs on Cemetery road, the request to lift the RUMA will be forthcoming.
  - The new service vehicle is completed, the vehicle will be in service prior to the end of the month.
  - 6" water line repair on E Elm St 10/13/20. The one call was utilized to inform residents. A cautionary boil order was issued for 48 hours for all of E. Elm St.
- The number of occupied houses that were affected was 9.

#### **General:**

- COVID -19 additional Monies received on 10/13/20, It is recommended that the additional monies received be encumbered for the purchase of a new Water plant service vehicle that is compliant with the COVID 19 package and guidelines.
- The Village website has been updated
- The Park grounds maintenance will stop on or about October 17th.
- The Village would like to thank Probation officer Mr. Crothers for the great job cleaning up the trash and debris at the WTP and the park.

## OLD BUSINESS

Council discussed the Holiday meeting dates which will be November 10<sup>th</sup> and 24<sup>th</sup> at 6:00 pm and December 30<sup>th</sup> at 6:00 pm. A motion was already made at the beginning of the year.

Turner made a motion to purchase a new truck compliant with COVID-19 guidelines and an extra \$1,000.00 to go towards purchase of laptops. Davy seconded

Councilperson Salsberry brought to the council's attention a safety hazard at the intersection of Eastport Street and Carrollton Street. Motion was made Salsberry to purchase a fisheye mirror on Carrollton street to help traffic navigate safely. Thompson seconded. Roll call: Thompson, yea; Davy, yea; Gotschall, yea; Turner, yea; Clark, yea; Salsberry, yea. Motion carried.

## NEW BUSINESS

At 7:20 pm Turner made a motion to enter executive session for legal advice, seconded by Thompson Roll call: Thompson, yea; Davy, yea; Gotschall, yea; Turner, yea; Clark, yea; Salsberry, yea. Motion carried.

At 7:48 Turner made a motion to exit executive session. seconded by Thompson Roll call: Thompson, yea; Davy, yea; Gotschall, yea; Turner, yea; Clark, yea; Salsberry, yea. Motion carried.

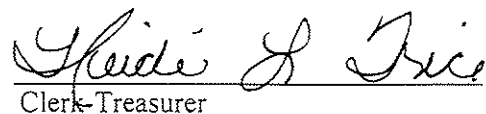
Turner made a motion to draft an ordinance for the Water Supply and connections. Seconded by Salsberry. Roll call: Thompson, yea; Davy, yea; Gotschall, yea; Turner, yea; Clark, yea; Salsberry, yea. Motion carried.

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

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

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

  
Mayor

  
Clerk-Treasurer

ENTITY NAME : VILLAGE OF SCIO

FUND CASH BALANCE STATEMENT - BY ACCOUNT # REPORTING PERIOD: OCT 2020

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REPORTING YEAR FUND	2020 FUND DESCRIPTION	BEGINNING BALANCE	REVENUE	EXPENSE	ENDING BALANCE	ENCUMBERED AMOUNTS	AVAILABLE BALANCE
A01	GENERAL FUND	500,612.82	8,667.03	21,762.31	487,517.54	16,978.51	470,539.03 MTD 470,539.03 YTD
		574,043.67	110,683.96	197,210.09	487,517.54	16,978.51	
A02	GENERAL FUND CD#1	26,973.78	0.00	0.00	26,973.78	0.00	26,973.78 MTD 26,973.78 YTD
		26,612.23	361.55	0.00	26,973.78	0.00	
A03	GENERAL FUND CD#2	215.51	0.00	0.00	215.51	0.00	215.51 MTD 215.51 YTD
		155.91	59.60	0.00	215.51	0.00	
A04	GENERAL FUND CD#3	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00 MTD 1,000.00 YTD
		1,000.00	0.00	0.00	1,000.00	0.00	
B01	STREET FUND	3,750.36	3,122.05	3,180.02	3,692.39	102.43	3,589.96 MTD 3,589.96 YTD
		7,948.19	27,705.37	31,961.17	3,692.39	102.43	
B02	STATE HIGHWAY	9,674.67	248.19	73.39	9,849.47	217.29	9,632.18 MTD 9,632.18 YTD
		5,941.44	4,978.27	1,070.24	9,849.47	217.29	
B04	PARK FUND	26,098.00	0.00	722.52	25,375.48	1,393.86	23,981.62 MTD 23,981.62 YTD
		21,413.73	16,612.37	12,650.62	25,375.48	1,393.86	
B05	FEMA	0.00	0.00	0.00	0.00	0.00	0.00 MTD 0.00 YTD
		0.00	0.00	0.00	0.00	0.00	
B08	POLICE LEVY	16,878.83	0.00	0.00	16,878.83	0.00	16,878.83 MTD 16,878.83 YTD
		16,981.99	6,013.70	6,116.86	16,878.83	0.00	
B09	BLOCK GRANT WATERLINE REPLACE	0.00	0.00	0.00	0.00	0.00	0.00 MTD 0.00 YTD
		0.00	0.00	0.00	0.00	0.00	
B10	PERMISSIVE MVL	2,259.50	322.50	0.00	2,582.00	0.00	2,582.00 MTD 2,582.00 YTD
		264.98	2,317.02	0.00	2,582.00	0.00	
B11	COVID RELIEF	26,351.61	25,801.59	0.00	52,153.20	21,500.00	30,653.20 MTD 30,653.20 YTD
		0.00	52,153.20	0.00	52,153.20	21,500.00	
C01	TRUCK DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00 MTD 0.00 YTD
		0.00	0.00	0.00	0.00	0.00	
D01	OPWC GRANT	0.00	0.00	0.00	0.00	0.00	0.00 MTD 0.00 YTD
		0.00	0.00	0.00	0.00	0.00	
D03	INCOME TAX/PERM IMPROVE	168,849.68	2,801.88	1,101.15	170,550.41	267.00	170,283.41 MTD 170,283.41 YTD
		173,621.27	46,613.87	49,694.73	170,550.41	267.00	
E01	WATER FUND	356,708.94	14,750.81	11,086.61	360,373.14	25,742.48	334,630.66 MTD 334,630.66 YTD
		302,613.89	207,293.58	149,534.33	360,373.14	25,742.48	
E02	SEWER FUND	142,273.40	41,835.80	37,188.95	146,920.25	33,565.10	113,355.15 MTD 113,355.15 YTD
		98,378.48	168,189.69	119,647.92	146,920.25	33,565.10	
E03	WATER CONTINGENCY	49,494.40	0.00	0.00	49,494.40	0.00	49,494.40 MTD 49,494.40 YTD
		48,694.61	799.79	0.00	49,494.40	0.00	

*Betty Johnson*

*Carol Davis*

*Kari Salberg*

ENTITY NAME : VILLAGE OF SCIO									
FUND CASH BALANCE STATEMENT - BY ACCOUNT #									
REPORTING YEAR 2020		REPORTING PERIOD: OCT 2020		PAGE: 2		COMPUTER DATE 10/27/2020 1:23:00 PM			
FUND	FUND DESCRIPTION	BEGINNING BALANCE	REVENUE	EXPENSE	ENDING BALANCE	ENCUMBERED AMOUNTS	AVAILABLE BALANCE		
E08	WATER DEPOSIT FUND	15,789.94	63.04	0.00	15,852.98	0.00	15,852.98	MTD	
		14,496.46	1,356.52	0.00	15,852.98	0.00	15,852.98	YTD	
G01	RUMA ESCROW	25,000.00	0.00	0.00	25,000.00	0.00	25,000.00	MTD	
		25,000.00	0.00	0.00	25,000.00	0.00	25,000.00	YTD	
GRAND TOTAL ALL FUNDS MONTH-TO-DATE		1,371,931.44	97,612.89	75,114.95	1,394,429.38	99,766.67	1,294,662.71	MTD	
GRAND TOTAL ALL FUNDS YEAR-TO-DATE		1,317,166.85	645,138.49	567,875.96	1,394,429.38	99,766.67	1,294,662.71	YTD	





## COMPUTER DATE 10/27/2020 1:27:56 PM

REPORTING PERIOD: OCT 2020

EXPENSE STATEMENT - BY ACCOUNT #

COMPUTER DATE 10/27/2020 1:27:56 PM

REPORTING YEAR	EXPENSE #	EXPENSE DESCRIPTION	APPROPRIATION	CARRY OVER	M-T-D	Y-T-D	ENCUMBERED	UNENCUMBERED	PERCENTAGE
			AMOUNT	AMOUNT	EXPENSE	EXPENSE	AMOUNT	AMOUNT	
B01-6B-211-0		WAGES	29,000.00	0.00	2,449.60	24,507.08	0.00	4,492.92	15.49%
B01-6B-212-0		BENEFITS	4,800.00	0.00	378.46	3,786.34	0.00	1,013.66	21.12%
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	0.00%
B01-6X-240-0		SUPPLIES & MATERIALS	5,050.00	0.00	351.96	3,367.75	102.43	1,579.82	31.28%
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	3,180.02	31,961.17	102.43	7,186.40	18.31%
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	73.39	732.71	217.29	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	73.39	1,070.24	217.29	5,662.47	81.47%
B04-3B-231-0		UTILITIES	3,000.00	0.00	294.87	2,550.22	374.78	75.00	2.50%
B04-3B-240-0		SUPPLIES & MATERIALS	19,800.00	0.00	427.65	9,935.26	1,019.08	8,845.66	44.68%
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	138.35	0.00	7.77%	0.00%
B04-3X-230-2		DEL. REAL EST. TAX & COLL. FEE	40.00	0.00	0.00	26.79	0.00	13.21	33.03%
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	722.52	12,650.62	1,393.86	9,345.52	39.96%
B05-7A-230-0		FEMA ADMINISTRATION COSTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
B05-7X-192-0		TRANSFER OUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
B05-7X-250-0		CDGB SEWER PLANT PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
B05-7X-272-0		REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
B05-8X-255-0		FEMA REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
		FEMA FUND SUB TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
B08-1A-211-0		POLICE WAGES	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%
B08-7G-230-0		COUNTY AUDITOR FEE	130.00	0.00	0.00	118.90	0.00	11.10	8.54%
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	6,116.86	0.00	588.14	8.77%
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	0.00%
B10-6X-230-0		STATE AUDITOR FEE	80.00	0.00	0.00	0.00	0.00	80.00	100.00%
B10-6X-240-0		SUPPLIES AND MATERIALS	2,120.00	0.00	0.00	0.00	0.00	2,120.00	100.00%
		PERMISSIVE MVL FUND SUB TOTAL	2,200.00	0.00	0.00	0.00	0.00	2,200.00	100.00%

REPORTING YEAR	EXPENSE #	EXPENSE DESCRIPTION	APPROPRIATION AMOUNT	CARRY OVER AMOUNT	M-T-D EXPENSE	Y-T-D EXPENSE	ENCUMBERED AMOUNT	UNENCUMBERED AMOUNT	PERCENTAGE
2020	B11-7X-240-0	COVID RELIEF EXPENSE	52,153.20	0.00	0.00	0.00	21,500.00	30,653.20	58.78%
		COVID RELIEF FUND SUB TOTAL	52,153.20	0.00	0.00	0.00	21,500.00	30,653.20	58.78%
	C01-7X-261-0	TRUCK PRINCIPLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	C01-7X-262-0	TRUCK INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
		TRUCK DEBT SERVICE FUND SUB TO	0.00	0.00	0.00	0.00	0.00	0.00	.00%
	D01-5D-250-0	OPWC GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
		OPWC GRANT FUND SUB TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	.00%
	D03-7I-271-0	TRANSFER TO TRUCK DEBT	12,511.84	0.00	0.00	0.00	0.00	12,511.84	100.00%
	D03-7I-271-1	TRANSFER TO WATER LOAN 5022	6,202.00	0.00	0.00	0.00	0.00	6,202.00	100.00%
	D03-7K-211-0	WAGES	10,500.00	0.00	689.60	7,041.93	0.00	3,458.07	32.93%
	D03-7K-212-0	BENEFITS	3,000.00	0.00	106.54	1,163.06	127.00	1,709.94	57.00%
	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	305.01	3,462.82	140.00	397.18	9.93%
	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	1,101.15	49,684.73	267.00	121,462.11	70.86%
	E01-5A-211-1	SUPERINTENDENT WAGES	11,200.00	0.00	1,133.31	8,962.23	0.00	2,237.77	19.98%
	E01-5A-211-2	CLERK WAGES	5,200.00	0.00	380.78	4,032.79	0.00	1,167.21	22.45%
	E01-5A-211-3	METER READER WAGES	1,400.00	0.00	92.30	969.15	0.00	430.85	30.78%
	E01-5A-211-4	TEMP LABOR WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	E01-5A-211-6	CLERK HELPER WAGES	2,100.00	0.00	221.88	1,829.31	0.00	270.69	12.89%
	E01-5A-211-7	LABORER WAGES	44,600.00	0.00	2,156.73	21,751.25	0.00	22,848.75	51.23%
	E01-5A-212-1	SUPERINTENDENT BENEFITS	1,800.00	0.00	175.11	1,500.92	24.49	274.59	15.26%
	E01-5A-212-2	CLERK BENEFITS	900.00	0.00	69.82	680.87	25.99	193.14	21.46%
	E01-5A-212-3	METER READER BENEFITS	250.00	0.00	18.76	169.71	1.48	78.81	31.52%
	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	300.00	0.00	34.28	288.34	0.00	11.66	3.89%
	E01-5A-212-7	LABORER BENEFITS	14,625.00	0.00	388.78	4,179.18	184.59	10,261.23	70.16%
	E01-5B-240-0	BILLING SUPPLIES & MATERIALS	1,600.00	0.00	0.00	1,490.03	0.00	109.97	6.87%
	E01-5B-241-0	CREDIT CARD CHARGES	1,100.00	0.00	163.15	872.67	117.66	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 CITY GRANT CAP OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	E01-5D-250-2	ARC OMEGA GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	E01-5H-243-0	AUTO REPAIR & MAINT	1,100.00	0.00	0.00	0.00	0.00	0.00	0.00%
	E01-5I-230-0	LANDS & BUILDINGS	8,500.00	0.00	90.16	412.44	146.12	541.44	49.22%
	E01-5I-231-0	UTILITIES	28,900.00	0.00	0.00	1,112.94	0.00	7,387.06	86.91%
	E01-5K-230-0	SPATE AUDITOR FEE	5,880.00	0.00	2,688.76	27,017.27	154.89	1,727.84	5.98%
	E01-5K-230-1	SOLICITOR CONTRACTUAL SERVICE	200.00	0.00	0.00	0.00	0.00	5,880.00	100.00%
	E01-5K-230-2	ENGINEERING SERVICE	4,000.00	0.00	0.00	0.00	0.00	200.00	100.00%
	E01-5K-230-4	CONTRACTUAL SERVICES	4,000.00	0.00	0.00	0.00	0.00	4,000.00	100.00%
	E01-5K-240-0	SUPPLIES & MATERIALS	40,000.00	0.00	90.00	3,221.03	548.01	230.96	5.77%
	E01-5K-250-0	OWDA GRANT CAP OUTLAY	41,513.50	0.00	3,328.97	18,814.52	12,354.56	8,830.92	22.08%
	E01-5K-260-0	LOAN PRINCIPLE	22,401.24	0.00	0.00	41,513.50	0.00	0.00	.00%
	E01-5K-261-0	LOAN INTEREST	1,770.00	0.00	0.00	9,803.17	11,791.23	806.84	3.60%
				0.00	0.00	393.46	393.46	983.08	55.54%

REPORTING YEAR EXPENSE #	2020 EXPENSE DESCRIPTION	APPROPRIATION AMOUNT	CARRY OVER AMOUNT	M-T-D EXPENSE	Y-T-D EXPENSE	ENCUMBERED AMOUNT	UNENCUMBERED AMOUNT	PERCENTAGE
E01-5X-273-0	MISC REFUNDS	650.00	0.00	53.82	519.55	0.00	130.45	20.07%
	WATER FUND FUND SUB TOTAL	243,989.74	0.00	11,086.61	149,534.33	25,742.48	68,712.93	28.16%
E02-5A-211-1	SUPERINTENDENT WAGES	12,500.00	0.00	828.36	8,627.08	0.00	3,872.92	30.98%
E02-5A-211-2	LABORER WAGES	39,700.00	0.00	2,102.55	22,804.17	97.25	16,798.58	42.31%
E02-5A-211-3	METER READER WAGES	1,400.00	0.00	92.30	969.15	0.00	430.85	30.78%
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	380.76	4,032.60	0.00	1,167.40	22.45%
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	128.00	1,582.42	24.54	293.04	15.42%
E02-5A-212-2	LABORER BENEFITS	6,700.00	0.00	367.14	3,955.57	88.00	2,656.43	39.65%
E02-5A-212-3	METER READER BENEFITS	300.00	0.00	18.76	169.71	36.48	93.81	31.27%
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	68.82	679.87	26.99	103.14	12.73%
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	BILLING SUPPLIES & MATERIALS	1,300.00	0.00	160.02	841.56	97.00	361.44	27.80%
E02-5D-240-0	AUTO SUPPLIES & MATERIALS	1,200.00	0.00	90.16	390.10	56.89	753.01	62.75%
E02-5E-230-0	LAND & BUILDINGS	16,910.00	0.00	25.42	8,794.57	170.56	7,944.87	46.98%
E02-5E-231-0	UTILITIES	30,000.00	0.00	1,184.14	17,572.91	11,852.09	575.00	1.92%
E02-5E-250-0	CAP OUT-CMDA CLARIFIER	29,550.00	0.00	29,550.00	29,550.00	0.00	0.00	0.00%
E02-5X-230-0	STATE AUDITOR FEE	1,800.00	0.00	0.00	0.00	0.00	1,800.00	100.00%
E02-5X-230-1	SOLICITOR CONTRACTUAL SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
E02-5X-230-2	ENGINEERING SERVICES	500.00	0.00	0.00	0.00	0.00	500.00	100.00%
E02-5X-230-4	CONTACTUAL SERVICES	2,500.00	0.00	55.00	1,619.50	414.00	466.50	18.66%
E02-5X-243-0	SUPPLIES & MATERIALS	34,000.00	0.00	2,117.54	15,441.38	18,451.30	107.32	.32%
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	19.98	26.72	0.00	53.28	66.60%
	SEWER FUND FUND SUB TOTAL	193,876.00	0.00	37,188.95	119,647.92	33,565.10	40,662.98	20.97%
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	1,183,847.78	0.00	75,114.95	567,875.96	99,766.67	516,205.15	43.60%

ACCT #	ACCOUNT DESCRIPTION	UNENC BAL	ORG APP	APP POST	NEW APP
E01-5A-211-6	CLERK HELPER WAGES	-18.37	1700.00	400.00	2100.00
E01-5A-211-7	LABORER WAGES	24234.67	45000.00	-400.00	44600.00
E01-5A-212-6	CLERK HELPER BENEFITS	13.80	285.00	15.00	300.00
E01-5A-212-7	LABORER BENEFITS	10428.56	14640.00	-15.00	14625.00
SUB E01				.00	
GRAND TOTAL				.00	

*Angie Mitchell*

*Carol Day*

*Kari Salasberry*

ORDINANCE NO. 2020 - 006

AN ORDINANCE AUTHORIZING AND DIRECTING THE VILLAGE ADMINISTRATOR AND CLERK-TREASURER OF THE VILLAGE OF SCIO, STATE OF OHIO TO ENTER INTO CONTRACT FOR THE PURCHASE OF A 2020 FORD F150 4X4 PICKUP TRUCK AND EQUIPPING SAME FOR VILLAGE USE AND PAYING FOR SAME FROM COUNTY CORONAVIRUS RELIEF DISTRIBUTION FUNDS AND GENERAL FUND AND DECLARING AN EMERGENCY

**WHEREAS**, the Legislative Authority of the Village of Scio, Ohio (hereinafter "Council") has determined that the current village truck fleet is not large enough to comply with the COVID19 restrictions and is in need of expanding to comply with same; and

**WHEREAS**, Council has determined that a 2020 Ford F150 pickup truck upfitted with the necessary safety equipment would permit the Village to comply with the COVID19 requirements; and

**WHEREAS**, the Village Administrator has solicited multiple bids with the lowest and best bid price being a bid price of Twenty-Five Thousand Six Hundred Sixty Dollars and No Cents (\$25,660.00) through the Ohio Department of Administrative Services contract price (known as "state-bid price"); and

**WHEREAS**, Council finds that the due and owing amount for the purchase shall be paid from the County Coronavirus Relief Distribution Fund monies received as the Truck is necessary to comply with the COVID19 requirements mandated by the State and Federal Governments.

**WHEREAS**, Council finds that this Ordinance is an emergency ordinance as it is essential to the health, safety, and general welfare of the county employees and the residents of the Village and should become effective immediately upon signature.

**NOW THEREFORE**, be it **ORDAINED** by the Village of Scio, Ohio, that the Village Administrator and Clerk-Treasurer of the Village be and hereby are, authorized and directed to enter into a contract for the purchase of the 2020 Ford F150 indicated in the attached vehicle description and upfitting same for Village use and to pay for same from the County Coronavirus Relief Distribution Fund monies received for the purpose of complying with mandated COVID19 restrictions.

Be it further **ORDAINED** that this Ordinance is an Emergency as it essential to the health, safety, and general welfare of the residents of the Village and shall become effective immediately upon signing.

Be it further **ORDAINED** that the foregoing Ordinance was adopted and all actions and deliberations of the Village Council of the Village of Scio, Harrison County, Ohio relating thereto, were conducted in meetings open to the public in compliance with all applicable legal requirements including Section 121.22 of the Ohio Revised Code.

**Dated:** 10-28-2020

**APPROVED:**

Michelle Carpenter  
Mayor

**ATTEST:**

Sheryl Drie  
Clerk-Treasurer

**Approved as to Form:**

\_\_\_\_\_  
Village Counsel

## **ORDINANCE NO. 2020 - 007**

### **AN ORDINANCE ENACTING A POLICY FOR ALL PERSONS WITHIN THE VILLAGE OF SCIO, OHIO TO CONNECT TO THE VILLAGE WATER SUPPLY SYSTEM AND DISCONTINUE USE OF ALL PRIVATE WATER SUPPLY SYSTEMS.**

**WHEREAS**, the Legislative Authority of the Village of Scio, Ohio (hereinafter "Council") has determined that the current Ordinances of the Village of Scio, Ohio do not mandate, require or provide for all persons within the Village to connect to the Village of Scio water supply system; and

**WHEREAS**, Council has determined that continued use of private water supply systems within the Village poses a threat of cross-contamination of the Village of Scio Water Supply System and thereby a threat to the health, safety and general welfare of the residents of the Village of Scio, Ohio; and

**WHEREAS**, the Village Administrator has been advised by the Ohio Environmental Protection Agency that continued use of private water systems in buildings and structures within the Village, when a public water supply system exists, could result in fines and penalties to the Village of Scio, Ohio; and

**WHEREAS**, Council finds that the an Ordinance mandating all residents in the Village to connect, at their own expense, to the Village Water Supply system is necessary.

**NOW THEREFORE**, be it **ORDAINED** by Council of the Village of Scio, Ohio, as follows:

**Section 1.** Unless context clearly indicates otherwise, the following terms shall have the meaning set forth herein; **A.** Person shall mean any natural person, or partnership, or association, private or public. **B.** Private water supply system shall mean a system owned or operated by a person for collection and delivery of piped water for human consumption into commercial, industrial, or residential buildings or structures. **C.** Public Water System shall mean the Village of Scio, Ohio Water Supply System.

**Section 2.** No person shall build, establish, expand, or maintain a private water supply system within the corporation limits of the Village of Scio, Ohio.

**Section 3.** Persons currently using a private water supply system shall discontinue, disconnect, and abandon use of all such private water supply systems.

**Section 4.** All persons shall connect to the Public Water System, at their own expense and cost, within Ninety (90) days of notification in the manner provided by Section 729.06 of the Ohio Revised Code, and only upon approval of the connection, piping for delivery, and meter, approved by the Village Administrator, or Village personnel having charge of such matters, and only in accordance with the existing ordinances, rules, and regulations regulating said connections and piping.

**Section 5.** If the person or persons notified to connect to the Public Water System fail to install those connections within 90 days the Village of Scio or an agent thereof may perform

such work and all costs thereof with a forfeiture of five percent assessed against the lots and lands for which such connections are made.

**Section 6.** All Ordinances, Resolutions, Rules, and Regulations not conflicting herewith and not amended or superseded hereby shall remain in full force and effect.

Be it further **ORDAINED** that the foregoing Ordinance was adopted and all actions and deliberations of the Village Council of the Village of Hopedale, Harrison County, Ohio relating thereto, were conducted in meetings open to the public in compliance with all applicable legal requirements including Section 121.22 of the Ohio Revised Code.

**Dated:** \_\_\_\_\_

**APPROVED:**

\_\_\_\_\_  
Mayor

**ATTEST:**

**Approved as to Form:**

\_\_\_\_\_  
Clerk-Treasurer

\_\_\_\_\_  
Village Counsel

**ORDINANCE NO. 2020 - 008**

**AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR AND VILLAGE CLERK/TREASURER OF THE VILLAGE OF SCIO, STATE OF OHIO TO ENTER INTO CONTRACT WITH ATTORNEY JACK L. FELGENHAUER FOR SERVICES AS VILLAGE SOLICITOR DURING 2021.**

**WHEREAS**, the Village has determined that there is a need for the provision of Village Solicitor services for the Village of Scio and its Officers; and

**WHEREAS**, Attorney Jack L. Felgenhauer and the Village have agreed to terms for the provision of said services; and

**WHEREAS**, this Ordinance shall be into effect upon signature hereto and the contract become effective January 1, 2021 and terminate December 31, 2021;

**NOW THEREFORE**, be it **ORDAINED** by the Council of the Village of Scio, Ohio, that the Mayor and Village Clerk-Treasurer of the Village be and hereby are, authorized and directed to enter into a contract for legal services with Attorney Jack L. Felgenhauer for the year 2021, pursuant to the terms of said contract being attached hereto as Exhibit A.

Be it further **ORDAINED** that the foregoing Ordinance was adopted as an and all actions and deliberations of the Village Council of the Village of Scio, Harrison County, Ohio relating thereto, were conducted in meetings open to the public in compliance with all applicable legal requirements including Section 121.22 of the Ohio Revised Code.

This Ordinance hereby is passed upon by a majority vote of a quorum of the Council members and shall become effective upon signature by the Mayor. Otherwise, this ordinance shall become effective at the earliest date provided by law.

**Dated:** \_\_\_\_\_

**APPROVED:**

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Village Clerk-Treasurer



Coronavirus Relief Committee  
Meeting  
October 21, 2020 at 5:00pm

Members present Michelle Carpenter, Mayor; Jason Tubaugh, Village Administrator; Heidi Trice, Clerk/ Treasurer; Janeen Scott, Water Department/Income Tax; Erin Thompson, Committee chair; Andrew Turner, and Carol Davy.

Visitor: JT Thompson- On behalf of the Scio Fire Department. Mr. Thompson briefed the committee on the need for a commercial washer/dryer for the fire department

The committee discussed the COVID-19 Relief fund for businesses and non-profit organization application. This program is intended to assist business or organizations with expenses of proper PPE and to be compliant with Responsible Restart Ohio in connection with the COVID-19 pandemic.

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Erin Thompson, Committee Chair

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Heid L. Trice, Clerk/Treasurer

Coronavirus Relief Committee  
Meeting  
October 21, 2020 at 5:00pm

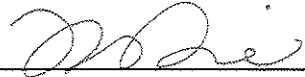
Members present Michelle Carpenter, Mayor; Jason Tubaugh, Village Administrator; Heidi Trice, Clerk/ Treasurer; Janeen Scott, Water Department/Income Tax; Erin Thompson, Committee chair; Andrew Turner, and Carol Davy.

Visitor: JT Thompson- On behalf of the Scio Fire Department. Mr. Thompson briefed the committee on the need for a commercial washer/dryer for the fire department

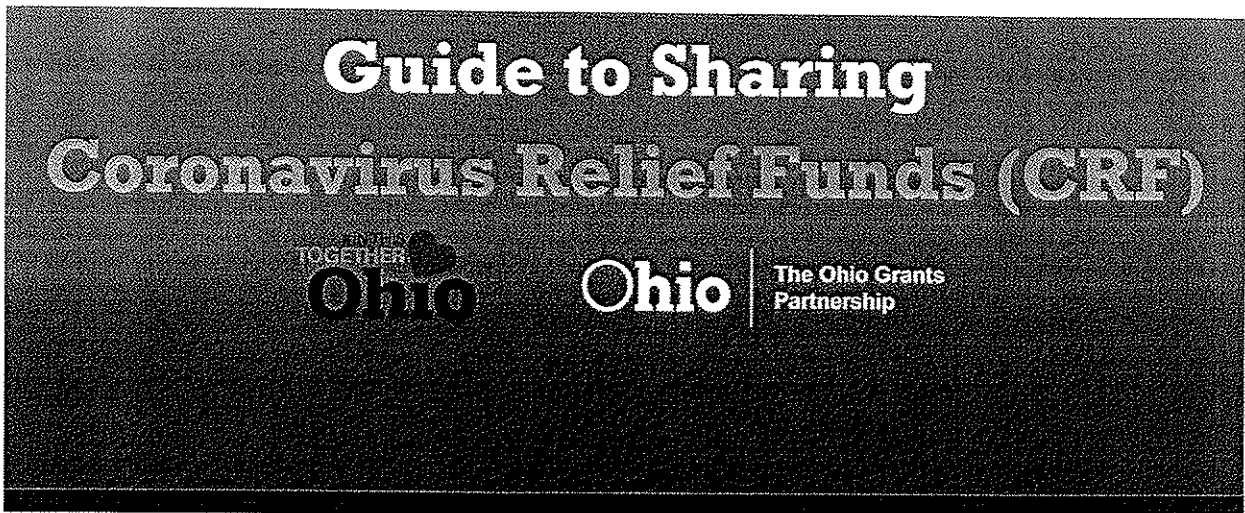
The committee discussed the COVID-19 Relief fund for businesses and non-profit organization application. This program is intended to assist business or organizations with expenses of proper PPE and to be compliant with Responsible Restart Ohio in connection with the COVID-19 pandemic.



Erin Thompson, Committee Chair



Heid L. Trice, Clerk/Treasurer



The Coronavirus Aid, Relief, and Economic Security Act ("CARES Act") established the Coronavirus Relief Fund to provide state and local governments assistance to navigate the impact of the COVID-19 public health emergency. Funding was provided from the US Department of Treasury to the State of Ohio to support state and local governments, of which \$350 million has already been distributed through House Bill 481.

When considering the needs of your jurisdiction and community, it may make sense to pass along funding to another jurisdiction such as a fire district or a non-profit that can better serve the specific needs of your community. This concept of passing along funds for use to further expand or address the needs of the community is essentially a "subgrant." A subgrant is different from a traditional contractual relationship where specific goods and/or services are procured and purchased.

Subgranting funds is allowable with Coronavirus Relief Funding if it is necessary due to the public health emergency and will be used to meet the eligibility criteria outlined in the guidance document from the US Treasury. It is important you understand that subgranting funds brings a responsibility to provide notice of the funding to the subrecipient and to monitor their activities; however, don't let that deter you if passing along funds will best serve the needs of your community.

To help simplify this process, here are some recommended steps:

**Step 1:** Determine the needs of your community and gain approval of your governing body (trustees, board, etc.) on the use of funds and any subgrants of funds.

**Step 2:** Ensure the type of relationship that exists. In simple terms, a subrecipient relationship means there are ongoing responsibilities with providing the funds. Conversely, a contractor relationship ends once the goods and/or services have been received and paid for outside of warranties or other buyer protections which may extend the relationship.

**You have a subrecipient relationship if...**

**\*\*Funding is provided with a purpose of completing the goal of a program, to assist with a need of the community, or to provide support for the common purpose of the original funding source.**

**Example-**Funds provided to a fire district from a township to assist with their impacts and continued response to the public health emergency. The fire district is a subrecipient to the township.

**You have a contractor relationship if...**

**\*\***Goods or services were procured following a procurement method and payments typically based on contract terms or a quote. A procurement method is followed, and the contractor provides the goods and/or services specifically procured.

**Example-**Funds are paid to a private ambulance service for COVID related runs based on the contractual terms in place with the jurisdiction. The private ambulance service is being paid as a contractor based upon terms negotiated, even if Coronavirus Relief Funds may be paying the cost.

There may be situations where a contractor may be passed along funds to assist with needs that are funded from the grant program. In this case, absent contractual terms to perform a service and/or provide goods, this creates a subrecipient relationship with someone that is traditionally viewed as a contractor. An example may be providing funds to a private ambulance service to deal with increased costs of sanitation or supplies due to the public health emergency. There is no expectation or procurement of a good or service, rather providing assistance or a subgrant to the entity.

This guide is for basic situations, if the relationship is more complex then it may be necessary to evaluate further. Refer to 2 CFR 200.330 (<https://ecfr.io/Title-2/Section-200.330>) when making your determination. A tool provided by the Association of Governmental Accountants at <https://www.agacgfm.org/Intergov/More-Tools/Subrecipient-vs-Contractor-Checklist.aspx> may also be able to help.

**Step 3:** Establish the protocol for the funds.

**\*\***If you identified a contractor relationship, you should have a written contract in place with terms and conditions for the procurement.

**\*\***If you identified a subrecipient relationship, then this step is a critical point in which a jurisdiction needs to decide the best approach for subgranting the funds. Will funds be advanced? Or will they be provided as reimbursement? Some grants do not allow for funds to be advanced, however the Coronavirus Relief Funds may be advanced. In making this decision, a jurisdiction needs to balance the urgency in providing funds quickly with the ongoing responsibility to monitor the activities the subrecipient has with the funds. Grants that are reimbursement allow for monitoring to occur with each payment, whereas an advance requires work on the back end to ensure all funds are expended appropriately. In all cases, a notice of award must be provided to the subrecipient with the details and requirements of the funds. See appendix A for sample notice of award.

**Step 4:** Maintain records and be mindful of monitoring and reporting requirements. Ultimately, subgranting funds carries with it the responsibility of informing the subrecipient of the requirements of the funds and monitoring the use to include fulfilling reporting requirements to your main awarding agency.

This guide provides a simple approach in subgranting funds. Specific requirements can be found in the uniform guidance at 2 CFR 200.331 (<https://ecfr.io/Title-2/Section-200.331>).

## APPENDIX A

### Sample Basic Subgrant Agreement Format

**NOTE:** This is merely provided as an example to assist in drafting the most appropriate document for your jurisdiction. Additional information or sections may be needed, so it is advised to discuss language with your legal counsel.

**Opportunity Title:** Description which makes sense with the purpose of the award

**Funding Organization:** U.S. Department of Treasury

**Prime Recipient:** Ohio Office of Budget and Management

**CFDA Number and Grant Name:** 21.019 Coronavirus Relief Fund

**Project Start Date:** March 1, 2020

**Project End Date:** December 28, 2020

**Grantor:** Local Government transferring CRF monies. This should include contact information for the awarding official(s).

**Subgrantee:** Local Government receiving CRF monies to include contact information.

**Award Amount:** List the total award amount here.

**Payment Method:** List the payment method that is planned. For example - Payment will be made to subgrantee on a reimbursement basis. Paid invoices will be submitted to Grantor for review and approval prior to receiving reimbursement.

**Project Description:** Details on the planned use of funds.

**Requirements:** This section is where you list all the requirements of the funding source. It may be appropriate to direct the requirements to other authoritative sources for the funds such as the OBM guidance document, the US Treasury guidance and frequently asked questions, and the US Treasury Office of Inspector General reporting and records retention requirements.

**Revisions:** This provides the terms on adapting to changing requirements. Example language includes "this subgrant agreement was developed and in effect as of the date the agreement was signed. Grantor reserves the right to revise agreement if guidance from the U.S. Treasury changes."

**Certification:** This is a section where both entities sign-off agreeing to the terms of the award.

## **VILLAGE OF SCIO COVID-19 RELIEF GRANT PROGRAM**

In an effort to provide additional resources to organizations or business to be compliant with the Responsible Restart Ohio due to the COVID-19 pandemic, the Village of Scio authorized the COVID-19 Relief Program. This program is intended to assist business or organizations with expenses of proper PPE and to be compliant with Responsible Restart Ohio in connection with the COVID-19 pandemic.

### **Eligible Recipients:**

- Business or organizations located in the Village of Scio (Applicant must be the business owner/operator).
- Must have fifty (50) or fewer employees or 1099 contractors.
- Must have a Federal Taxpayer Identification Number.

### **Form of Assistance Available:**

- Grants up to \$2,250.00 to be used for compliancy with Restart Ohio.

### **Application Process and Review:**

The Village of Scio Council's Coronavirus Relief Fund Committee will accept and review applications for the Business Relief Program on behalf of the Village of Scio. All applications should be mailed or turned into Scio Mayor's Office and submitted to the Coronavirus Relief Fund Committee. Applications will be evaluated on a first come-first serve basis. In the event request exceed available funds, priority will be given to applications based upon the following criteria:

- Need for assistance.
- Likelihood that grant funds will allow businesses to retain jobs in the Village of Scio
- Overall impact of the grant on qualifying business.

**Please note, the COVID-19 Relief Program is not an entitlement program, and as such, funding through this program is not guaranteed. The recommendations of the Coronavirus Relief Fund Committee and action/approval of the Council of the Village of Scio on matters related to the allocation of these funds are final.**

**VILLAGE OF SCIO**  
**COVID-19 RELIEF PROGRAM**

Applicants seeking COVID-19 Relief Program assistance through the Village of Scio must submit the following and supplemental attachments for consideration. All applicable information as requested in this form must be provided, and the applicant is responsible for the accuracy of the information submitted.

COVID Relief Program Request: \$\_\_\_\_\_

**Section A: General Information**

**-Applicant Information:** Please provide the legal name, address, and other contact information of the applicant for this request.

Applicant Business Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Applicant Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

Website: \_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_

Federal Tax ID: \_\_\_\_\_

**-SCIO LOCATION:** Please specify the street address of the supplicant business.

Address: \_\_\_\_\_

**-TIME IN BUSINESS:** How long has the company that will benefit from the Business Relief Program been in existence at this location?

Years: \_\_\_\_\_

Months: \_\_\_\_\_

**-DELINQUENCIES AND JUDGMENTS:** For each question, please mark yes or no.

Does the applicant, or affiliated company to benefit from the incentive program, owe any delinquent taxes to the State of Ohio or a political subdivision?

Yes \_\_\_\_\_ No \_\_\_\_\_

Does the applicant, or affiliated company to benefit from the incentive program, owe any money to the State of Ohio or a State of Ohio agency for the administration or enforcement of any environmental laws?

Yes \_\_\_\_\_ No \_\_\_\_\_

Does the applicant. Or affiliated company to benefit from the incentive program, owe any other money to the State of Ohio, a State of Ohio Agency, or any State of Ohio political subdivision, that are past due, whether the amounts owed are being contested in a court of law or not?

Yes \_\_\_\_\_ No \_\_\_\_\_

Are there any current or pending lawsuits involving either the principals or the company?

Yes \_\_\_\_\_ No \_\_\_\_\_

**-NEED FOR ASSISTANCE:** Applicants must demonstrate and provide an itemized estimate for use of funds.

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**Section C: List of Attachments**

- Completed W-9
- Documentation of itemized expenditures
- Tax exempt form



**Section D: Requirements and Certifications**

The undersigned, duly authorized Officers of the Applicant, hereby certify that the statements made in the foregoing application and in all attachments submitted in connection with this application are true and correct to the best information and belief of the undersigned and are submitted as a basis for determining approval of Relief Program assistance.

I/We certify that the requirements listed below will be met:

- A. I/We agree to notify the Village of Scio immediately of any project modification.
- B. The applicant agrees to supply additional information if requested.
- C. This grant is to be used for COVID-19 business related expenses only.
- D. I/We have not nor do we intend to be involved in illegal activity under federal, state, or local laws. Nor do I/We have any criminal proceeding pending against me/us.
- E. I/We do not anticipate receiving business interruption insurance or other federal aid for reimbursement of Relief Program eligible expenses.
- F. The applicant agrees to allow the Village of Scio's Income Tax Department to share relevant income tax withholding information with the Coronavirus Relief Fund Committee as part of the Relief Program application review process.
- G. The applicant agrees that the Village of Scio may share information publicly regarding grant recipients.
- H. Unspent and/or improperly grant proceeds are to be repaid by the grant recipient to the Village of Scio

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Signature of Applicant

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Applicant name (printed)

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Title

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Signature of Applicant

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Applicant name (printed)

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Title

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Signature of Applicant

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Applicant name (printed)

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Title

**Please submit completed application to:**  
**Village of Scio Mayor's Office**  
**P.O. Box 307**  
**Scio, Ohio 43988**

# COVID-19 Responsible Protocols FOR GETTING OHIO BACK TO WORK

Ohio.gov

## GUIDING PRINCIPLES

1

Protect the health  
of employees, customers  
and their families

2

Support community efforts  
to control the spread  
of the virus

3

Lead in responsibly  
getting Ohio  
back to work

## 5 PROTOCOLS FOR ALL BUSINESSES:

1



**Require face coverings** for employees and recommend them for clients/customers at all times.

2



**Conduct daily health assessments** by employers and employees (self-evaluation) to determine if "fit for duty."

3



**Maintain good hygiene** at all times – hand washing and social distancing.

4



**Clean and sanitize** workplaces throughout workday and at the close of business or between shifts.

5



**Limit capacity**  
to meet  
**social distancing**  
guidelines.

- Establish a maximum capacity.
- **And**, use appointment setting where possible to limit congestion.

Find industry-specific required criteria at [Coronavirus.Ohio.Gov/ResponsibleRestartOhio](https://Coronavirus.Ohio.Gov/ResponsibleRestartOhio)



## TAKE THE FOLLOWING ACTIONS WHEN A COVID-19 INFECTION IS IDENTIFIED:

- ✓ **Immediately report** employee or customer infections to the local health district.
- ✓ Work with local health department to identify potentially exposed individuals to help facilitate appropriate communication/**contact tracing**.
- ✓ **Shutdown** shop/floor for deep sanitation if possible.
- ✓ **Professionally clean and sanitize site/location.**
- ✓ **Reopen in consultation with the local health department.**

Questions? Visit: [Coronavirus.Ohio.Gov/ResponsibleRestartOhio](https://Coronavirus.Ohio.Gov/ResponsibleRestartOhio)

# Restart Ohio

## Restaurants, Bars, and Banquet & Catering Facilities/Services



### Mandatory

#### Employees

- Ensure minimum of six feet between employees, if not possible, utilize barriers if applicable and increase the frequency of surface cleaning, handwashing, sanitizing and monitor compliance.
- Businesses must allow all customers, patrons, visitors, contractors, vendors and similar individuals to use facial coverings, except for specifically documented legal, life, health or safety considerations and limited documented security considerations.
- Businesses must require all employees to wear facial coverings, except for one of the following reasons:
  - Facial coverings in the work setting are prohibited by law or regulation.
  - Facial coverings are in violation of documented industry standards.
  - Facial coverings are not advisable for health reasons.
  - Facial coverings are in violation of the business's documented safety policies.
  - Facial coverings are not required when the employee works alone in an assigned work area.
  - There is a functional (practical) reason for an employee not to wear a facial covering in the workplace.

*(Businesses must provide written justification to local health officials, upon request, explaining why an employee is not required to wear a facial covering in the workplace. At minimum, facial coverings (masks) should be cloth/fabric and cover an individual's nose, mouth, and chin.)*

- Employees must perform daily symptom assessment.\*
- Require employees to stay at home if symptomatic and perform daily symptom assessment requirements before returning to work.
- Provide ServSafe, or other approved COVID-19 education, as soon as possible. Add COVID-19 symptoms to the current standard Health Agreement required by the food safety code.
- Require regular handwashing by employees.
- Comply with person in charge certification requirements and manager certification requirements as set forth in OAC 3701-21-25 and OAC 3717-1-02.4 as applicable.
- Maintain compliance with ODH sanitation and food safety regulations.
- Limit number of employees allowed in break rooms at the same time and practice social distancing. Maximum to be current group size per state guidelines (currently 10).
- Banquet and catering facilities/services must not serve more than 300 guests at one time.

### Recommended Best Practices

- Encourage 3rd-party delivery staff to wait outside or in non-congested areas practicing social distancing guidelines. Encourage 3rd-party delivery staff to wear face coverings.
- Educate on proper use, disposal, and maintenance of face coverings. Enhance education on proper use of gloves, per code.
- Health checks may include temperature assessments, questionnaires, employee self-checks, screening apps or other tools. Update files with log of "health checks."
- Conduct telephone symptom assessment\* for employees who were ill and planning to return to work.
- As employee rehiring begins, consider virtual interviewing and on-boarding when possible.
- Reinforce education per current food safety code about when to wash hands. Post health department handwashing posters at sinks and stations. Set times for periodic handwashing.
- Avoid switching tasks when possible to reduce cross contamination concerns. Increase handwashing if changing tasks is necessary.

\*Per the CDC, symptoms include cough, shortness of breath, difficulty breathing, fever, chills, repeated shaking with chills, muscle pain, headaches, sore throat, and new loss of taste or smell.

## Mandatory

## Recommended Best Practices

### Customers & Guests

- Ensure a minimum of six feet between parties waiting and when dining- if not possible, utilize barriers or other protective devices.
- Customers and guests must wear face coverings at all times, except when dining.
- Post a list of COVID-19 symptoms in a conspicuous place.
- Ask customers and guests not to enter if symptomatic.
- Provide access to hand washing methods while in the food service establishment, and if possible, place approved hand washing/sanitizing products in high-contact areas.
- Food service establishments offering dine-in service must take affirmative steps with customers to achieve safe social distancing guidelines.

- Health questions for symptoms\*\* posted at the entrance.
- If possible, identify a dedicated entrance door and exit door. When possible, enable dining room ventilation (e.g. open doors and windows.)
- When possible, encourage customers to make dine-in reservations or use drive through, pick-up, call-in, curbside or delivery options.
- Encourage at-risk population to utilize alternative options such as using the drive through, pick-up, call-in, curbside, or delivery options.

### Physical Spaces

- Establish and post maximum dining area capacity using updated COVID-19 compliant floor plans. With maximum party size per state guidelines (currently 10.)
- Post a kitchen floor plan, establishing safe social distancing guidelines and following established state health dept guidance for masks and gloves.
- Daily cleaning for the entire establishment. Clean and sanitize tabletops, chairs, and menus between seatings. Clean all high touch areas every two hours, and more frequently as needed (e.g. door handles; light switches; phones, pens, touch screens.)
- Provide approved hand washing/sanitizing products in common areas.
- When appropriate, establish ordering areas and waiting areas with clearly marked safe distancing and separations per individual/social group for both restaurant and bar service.
- Remove self-service, table, and common area items (e.g. table tents, vases, lemons, straws, stir sticks, condiments.)
  - Retail food establishments regulated by the Ohio Department of Agriculture should see our self-service food sector-specific guidance.
- Salad bars and buffets are permitted if served by staff with safe six feet social distancing between parties.
- Self-service buffets and product samples are prohibited, but self-service beverage is permitted.
- Private dining and bar seating areas within a foodservice establishment must follow all approved safe social distancing guidelines.
- Open, congregate areas in restaurants and bars (for billiards, card playing, video games, arcade games, dancing, entertainment) may be open but must follow social distancing and sanitation guidelines.

- Utilize barriers in high volume areas.
- If possible, stagger workstations so employees avoid standing directly opposite or next to each other. If not possible, increase the frequency of surface cleaning, handwashing, sanitizing, and monitor compliance.
- Limit entrance and exit options when possible while still maintaining code regulations.
- Enhance weekly deep cleaning checklists. Consider posting communication to indicate table has been cleaned. Utilize disposable menus when possible.
- Post health department "best practices" highlighting continuous cleaning and sanitizing of all food equipment and common surfaces.
- Continue to emphasize employee education and compliance with hand washing, glove use, employee health, and food handler training.
- Consider air filtration improvements within HVAC system.
- Encourage and continue to use designated curbside pickup zones for customers.

### Confirmed Cases

- Immediately isolate and seek medical care for any individual who develops symptoms while at work.
- Contact the local health district about suspected cases or exposures.
- Shutdown area for deep sanitation if possible.

- Work with local health department to identify potentially infected or exposed individuals to help facilitate effective contact tracing/ notifications.
- Test all suspected infections and exposures.
- Following testing, contact local health department to initiate appropriate care and tracing.

\*\*Per the CDC, symptoms include cough, shortness of breath, difficulty breathing, fever, chills, repeated shaking with chills, muscle pain, headaches, sore throat, and new loss of taste or smell.



Jason Tubaugh &lt;jaketubaugh@gmail.com&gt;

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## Proposed \$429.5M of CARES Act Funding to Benefit Small Businesses and Additional Entities

1 message

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**Ohio Mid-Eastern Governments Association** <kwebb@omegadistrict.org>

Mon, Oct 26, 2020 at 7:03 AM

Reply-To: kwebb@omegadistrict.org

To: jaketubaugh@gmail.com



## Governor DeWine Announces \$429.5M of CARES Act Funding will Benefit Small Businesses and Additional Entities

In a press conference this afternoon, Ohio Governor Mike DeWine announced that the Controlling Board would receive a request on Monday, October 26th to approve \$429.5M of CARES Act funding to benefit small businesses, bars and restaurants, individuals struggling with rent and utilities, rural/critical access hospitals, higher education, non-profits, and arts.

Of funding announced, \$50M will go toward rent, mortgage, water and/or sewer assistance; \$125M toward small business assistance; \$37.5M for bars and restaurants; \$62M for rural and critical access hospitals; \$100M for higher education; \$25M for non-profits; and \$20M for the arts.

The grant application period for small businesses, bars, and restaurants will open on November 2, 2020. Additional information can be found at [www.businesshelp.ohio.gov](http://www.businesshelp.ohio.gov).

### SMALL BUSINESS RELIEF GRANT

- \$10,000 grant to eligible for-profit businesses with no more than 25 employees
- Eligible uses: PPE, mortgage/rent, utility payments, salaries, wages, or compensation including employer's share of health insurance benefits
- Supplies or equipment
- Funds set aside for 50 businesses in each county (first come/first served)
- Located in Ohio
- In continuous business since January 1, 2020 (except for interruptions by COVID-19 health orders)
- Click [here](#) to access additional information

### **BAR AND RESTAURANT ASSISTANCE FUND**

- \$2,500 grant to Ohio's on-premise liquor permit holders
- Active license as of October 23, 2020
- Click [here](#) to access additional information

*OMEGA's mission is to provide a pathway to enhance community and economic growth in our region. OMEGA serves 10 counties in Eastern Ohio: Belmont; Carroll; Columbiana; Coshocton; Guernsey; Harrison; Holmes; Jefferson; Muskingum; and Tuscarawas.*

### ***Connecting Communities to Resources***

Ohio Mid-Eastern Governments Association, 326 Highland Avenue,  
Suite B, Cambridge, OH 43725

SafeUnsubscribe™ [jaketubaugh@gmail.com](mailto:jaketubaugh@gmail.com)

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Sent by [kwebb@omegadistrict.org](mailto:kwebb@omegadistrict.org) powered by



**PUBLIC NOTICE**

The Village of Scio will be accepting sealed bids for a 2005 Chevy 6.0 gas, 2500 2wd Service truck with 125,073 miles on the odometer. Sealed bids will be accepted until October 28th at 3:00 pm at the Village office. For inspection of the vehicle, call 740-409-2477.

Heidi L. Trice, Clerk/Treasurer

(10:24)

**PUBLIC NOTICE**

The Village of Scio will be altering Council Meetings due to the holidays. November meetings will be held on November 10, 2020 at 6:00pm and November 24, 2020 at 6:00pm. The second meeting in December will be held on December 30, 2020 at 6:00pm.

Heidi L. Trice, Clerk/Treasurer

(10:24)

October 28<sup>th</sup>, 2020

Village of Scio  
C/o Jason Tubaugh, Village Administrator  
210 East Main Street  
PO Box 307  
Scio, OH 43988

Shell Pipeline Company LP  
150 North Dairy Ashford Drive  
Houston, TX 77252


RE: RUMA and Bond Release Request for Falcon Ethane Pipeline System Project

Dear Mr. Tubaugh,

Shell Pipeline Company LP (Shell) hereby requests that Village of Scio terminate the Road Use and Maintenance Agreement (RUMA) dated November 21, 2018 and the release of the \$25,000.00 bond written to Village of Scio being check #088770.

Shell has completed construction and restoration activities of the Falcon Ethane Pipeline System Project within Village of Scio, OH. Shell hereby acknowledges that should any additional restoration activities be required in 2021, Shell will coordinate with Jason Tubaugh and the Village of Scio.

Respectively,

  
*Robert B. Wooten*

Robert B. Wooten  
Senior Staff Land Agent  
Shell Pipeline Company LP

Dated: 10/28/2020



## Employers: Watch your mailbox!

On Friday we start mailing **more than a billion dollars in dividend checks** to our employer community to mitigate COVID-19's ongoing impact on their bottom lines. At the urging of Governor Mike DeWine, our Board of Directors [approved the distribution](#) at its Sept. 25 meeting.

All told, 178,425 private and public employers covered by the State Insurance Fund will receive \$1.34 billion in checks and credits to their BWC accounts. For more information, read our [news release](#) and [our dividend FAQs](#).

*Gov. Mike DeWine announces that BWC dividend checks will be coming soon to Ohio employers at his COVID-19 press briefing.*

Click on the image to watch a clip.



## More masks on their way



Back in May we started sending millions of face masks to our employer community to weaken the spread of COVID-19 under our **Protecting Ohio's Workforce – We've Got You Covered** initiative. Our Board of Directors recently approved a second rollout, which will begin in the coming weeks and continue over the next several months. We are sending 23 million masks, **virtually all made in Ohio**, to employers in good standing at no impact to their premium. Thank you for doing your part to keep Ohio safe!

# VILLAGE OF SCIO

MICHELLE CARPENTER, MAYOR

JASON TUBAUGH, VILLAGE ADMINISTRATOR

HEIDI L. TRICE, CLERK-TREASURER

COUNCIL: CAROL DAVY, ERIN THOMPSON, KARI SALSBERY,

BETTY GOTSCHALL, JAMES CLARK, & ANDREW TURNER

JANEEN SCOTT, WATER/WW CLERK & INCOME TAX ADM.

210 EAST MAIN STREET  
P.O. Box 307  
Scio, OH 43988

VILLAGEOFSCIO.COM

PHONE: 740-945-5571  
FAX: 740-945-5855  
SCIO1@FRONTIER.COM

## Coronavirus Relief Fund Plan:

Decontamination area in Wastewater Treatment Plant. Due to Covid-19 Village workers at the wastewater treatment plant need an area to be able to properly decontaminate themselves after exposure to waste products that could potentially have Covid-19. Estimated cost: \$7,500.00.

Air purifiers for office building. Due to Covid-19 this will eliminate airborne Covid-19 hazards.  
Estimated cost \$3,600.00.

Office and public seating chairs. The chairs in our building are currently all cloth. Due to Covid-19 we will need to replace all these chairs to cut down on Covid-19 contamination. The chairs will be replaced with vinyl or heavy-duty plastic to ensure a safe and productive decontamination. Estimated cost \$1,000.00.

Laptops for essential personnel. Due to Covid-19 and continuing shut-down of State and Local government, our essential village worker's will need the means to work from home. To accomplish this, we will need to purchase laptops with the appropriate software to do each job. A VPN will also have to be established to be in compliance with safety. Estimated cost: 4,000.00.

Purchase of PPE equipment for all facilities in the Village. Covid-19 has required extensive PPE use and new available PPE to keep the workers and public safe.  
Estimated cost: \$1,000.00

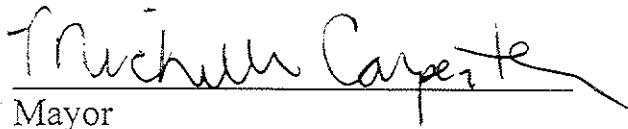
Local Business Grant monies. Proposed grant money for local businesses for safety and protection against Covid-19 for businesses and consumers. Estimated cost: \$9,000.00

Purchase of a Ford F-150 truck with vinyl seats and hard plastic flooring for individual workers to be able to ride separately to job sites. Due to Covid-19 this will allow workers to decontaminate the vehicle and provide a safe way for workers to perform their job. Estimated cost \$26,053.51

Total Estimate: \$52,153.51

Passed on: October 5, 2020

Amended on October 14, 2020

  
Mayor

  
Clerk/ Treasurer

revised 3/3/19

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 Cdrum 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 2016-2018~~ / 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 Tubaug, Jake Tubaug & 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.