

Commissioners Journal # 90 Page 129 April 16, 2019

Subject: Bills – Approved – Madison County

After reviewing each of the purchase orders, then and nows, and vouchers listed above, Dr. Xenikis moved to approve all purchase orders and allow payment of all then and nows and vouchers.

Following a second from Mr. Forrest the result of the roll call was: Mr. Hunter, yes, Mr. Forrest, yes, and Dr. Xenikis, yes.

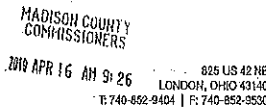
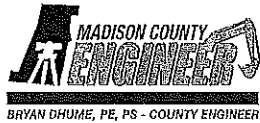
Subject: Budget Revision – Approved – Engineer

Dr. Xenikis moved per the request of Bryan Dhume, Engineer, to approve the budget revision for the following:

Increase: Roads Advertising (2000-K100-0041) in the amount of \$1,500.00.
Decrease: Roads Other (2000-K100-0046) in the amount of \$1,500.00.

Increase: Roads Equipment (2000-K100-0070) in the amount of \$27,000.00.
Decrease: New Building (2000-K100-0602) in the amount of \$27,000.00.

Increase: Roads Equipment (2000-K100-0070) in the amount of \$23,000.00.
Decrease: Road Materials (2000-K100-0601) in the amount of \$23,000.00.



April 16, 2019

Madison County Commissioners
1 N. Main Street
London, Ohio 43140

Re: Budget Changes 2019

Gentlemen:

I am requesting your approval to make the following changes in my 2019 Gas Tax Budget:

Increase (2000-K100-0041) Roads Advertising	\$ 1,500.00
Decrease (2000-K100-0046) Roads Other	\$ 1,500.00
Increase (2000-K100-0070) Roads Equipment	\$27,000.00
Decrease (2000-K100-0602) New Building	\$27,000.00
Increase (2000-K100-0070) Roads Equipment	\$23,000.00
Decrease (2000-K100-0601) Road Materials	\$23,000.00

Adjusted beginning balances will be as indicated below:

(2000-K100-0041) Road Advertising	\$ 2,700.00
(2000-K100-0046) Roads Other	\$ 180,729.61
(2000-K100-0070) Roads Equipment	\$ 661,780.00
(2000-K100-0601) Road Materials	\$1,231,400.00

Thank you for your cooperation in these necessary changes.

Sincerely,

[Signature]
Bryan D. Dhume, PE, PS
Madison County Engineer

Approved:
Disapproved: _____
Date: 4.16.19

MADISON COUNTY COMMISSIONERS
[Signatures]

Following a second from Mr. Forrest the result of the roll call was: Mr. Hunter, yes, Mr. Forrest, yes, and Dr. Xenikis, yes.

Government Forms and Supplies E1910043EA

Subject: Budget Revision – Approved – Sublease

Mr. Forrest moved to approve the budget revision for the following:

Decrease: Commissioners Other (1000-A01A-5-0046) in the amount of \$1,000.00.

Increase: Sublease (1000-A15A-5-0515) in the amount of \$1,000.00.

Following a second from Dr. Xenikis the result of the roll call was: Mr. Hunter, yes, Mr. Forrest, yes, and Dr. Xenikis, yes.

Subject: Increase PO Funding – Approved – Inmate Medical Pharmacy

Mr. Forrest moved to approve the increase of PO funding for the following:

Increase: Inmate Medical/Pharmacy (1000-A04B-5-0152) PO # 1874 in the amount of \$5,000.00.

Following a second from Dr. Xenikis the result of the roll call was: Mr. Hunter, yes, Mr. Forrest, yes, and Dr. Xenikis, yes.

Subject: Appropriation – Approved – CHIP

Mr. Forrest moved per the request of Emma Hall, CHIP Rep. to approve the appropriation for the following:

CHIP: HOME 17 (7075-T500-5-5005) in the amount of \$1,760.00.

OTHF: CHIP OHTF 17 (7075-T500-5-5006) in the amount of \$31,460.00.

Sissy Wiseman

From: emma.hall@co28.org
Sent: Tuesday, April 9, 2019 5:32 PM
To: wiseman@com.madison.ohio.us
Cc: w2skewy@stcglad.net
Subject: ash #3

Here's the account lines for draw number nlea

\$1,760.00 home
revenue 7075-0500-40610
expense 7075-7500-55005

\$31,460.00 ohtf
revenue 7075-0500-40210
expense 7075-7500-55005

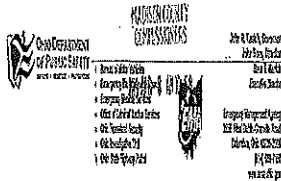
Juste when Sissy has has paid these all paid in can you please increase Po #1658 by \$1760.00 then increase po #1658 by \$31,460.00 thank you emma

Following a second from Dr. Xenikis the result of the roll call was: Mr. Hunter, yes, Mr. Forrest, yes, and Dr. Xenikis, yes.

Government Forms and Supplies ERM 00435A

Subject: Agreement – Approved – EMA

Mr. Forrest moved per the request of John Swaney, Sheriff, to approve the State – Local grant agreement Pre – Disaster Mitigation – CFDA 97.047 PDM Fiscal Year 2017 between the Ohio Department of Public Safety and Madison County Emergency Management Agency.



Ohio Department of Public Safety
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specifically authorized by the Recipient. Only those costs, which are allowable as defined in 2 CFR Part 200, will be paid. All funds received by the Subrecipient pursuant to this Agreement shall be deposited in a separate, non-interest bearing account specifically designed for this Project or accounted for separately by the Subrecipient.

a. This Grant Agreement to the amount of \$29,670.00

("Funds") will serve as the contract between the Recipient, Ohio BMA and the Subrecipient for the purpose of the approved project. This grant amount represents the total Federal, State and Local share of the cost of the Project plus indirect management cost allowance as described below.

b. Total estimated cost of the mitigation project is \$ 29,670.00
Total PDM (Federal) contribution is: \$ 22,252.50
Local contribution: \$ 7,417.50

c. Subrecipient agrees to provide the necessary local cost share as required by 2 CFR Parts 200.306 and 200.434. The funding will be available within the specified period of time for completion of the Project. Documentation of the use of the local cost share is required.

d. Obligations of Recipient are subject to provisions of Section 126.07 of the Ohio Revised Code.

7. Subrecipient shall return to Recipient any PDM funds, which are not supported by audit or other federal or state review of documentation maintained by the Subrecipient. (2 CFR Part 200-Subpart F)

8. Subrecipient shall maintain records for the period set forth in 2 CFR Part 200.333 and shall give access to said records in accordance with 2 CFR Part 200.336.

9. Subrecipient shall comply with all applicable state and local ordinances, laws, regulations, building codes and standards applicable to this Project.

10. Subrecipient shall comply with 2 CFR Part 200.318 in all procurements, including the contract provisions found in 2 CFR Parts 200.319 thru 200.326. In particular,

a. Subrecipient shall comply, as applicable, with provisions of federal laws and regulations pertaining to labor standards, and the State of Ohio Prevailing Wages laws and regulations.

b. Subrecipient shall not enter into any contract with any party which is debarred or suspended from participating in federal assistance programs, or is otherwise ineligible pursuant to R.O. 12549, Debarment and Suspension, as implemented at 44 CFR Part 67.

11. Subrecipient has read, understands, and shall comply with the State of Ohio Audit Requirements/Compliance Standards (attached), and 2 CFR Part 200 Subpart F – Audit Requirements.

12. Subrecipient shall submit to the Recipient quarterly progress reports (QPR), due the 15th day of the month following the end of the quarter on the following schedule:

a. January – March	Due April 15
April – June	Due July 15
July – September	Due October 15
October – December	Due January 15

STATE-LOCAL GRANT AGREEMENT
PRE-DISASTER MITIGATION - CFDA 97.047
PDM FISCAL YEAR 2017

This Grant Agreement ("Agreement") is made and entered into by and between the State of Ohio, Department of Public Safety, Ohio Emergency Management Agency, located at 285 West Dublin-Georgetown Road, Columbus, Ohio 43260-3910 (Federal) funds allocated to as the "Recipient", and the Madison County Emergency Management Agency, Madison County, located at 701 Elm Street, Lebanon, Ohio 43034 (Local) funds allocated to as the "Subrecipient".

This agreement will be in effect for the period beginning July 1, 2017 and ending March 31, 2018.

1. Pursuant to the provisions of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 USC 5121, et seq. ("Stafford Act") as amended, the Federal Emergency Management Agency ("FEMA") has been authorized by Congress to make grants to states to mitigate natural disasters. The Ohio Emergency Management Agency ("Ohio EMA") has received grant funds for this purpose.

2. The Ohio Emergency Management Agency has been designated as the Recipient to receive, administer, and disburse FEMA mitigation funds for local government mitigation projects in areas of this state in specific technical assistance with the Pre-Disaster Mitigation (PDM) grant program. The FEMA is authorized by Section 63 of the Stafford Act, Public Law 94-289. The Recipient shall exercise and evaluate the implementation of mitigation projects and control the disbursement of FEMA funds from FEMA.

3. Madison County Emergency Management Agency, Madison County, is the Subrecipient and has accepted its obligations which it has assumed under its authority to the Recipient and shall be held accountable for the performance of the project. The Recipient and FEMA have approved the Project along with any conditions that have been made pursuant to this agreement. The Subrecipient agrees to complete the project within two years of FEMA approval, when a time extension is granted by the Recipient.

4. Subrecipient shall participate in the development of, and the coordination and execution of the implementation of the local hazard mitigation measures, and shall report and maintain records in accordance with local laws.

5. Subrecipient has the legal authority to accept mitigation funds and the project of necessary financial management resources to meet the terms and conditions of receiving federal and state mitigation funds. The financial management system must comply with 11 Code of Federal Regulations (CFR) Part 200 and Auditing of State Policies (ASAP).

6. Subrecipient hereby agrees that grant funds shall be used solely for the intended and acceptable intended mitigation projects and that the expenditure of grant funds shall be reported by necessary invoices, receipts, and receipts and other documentation, in accordance with the actual cost incurred by the Subrecipient. Cost incurred prior to the execution of this Agreement is not allowable, when

Rec'd: Robert
It is certified that this copy is a true and correct copy.

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b. Where in possible the recipient reports will result in suspension of grant funds will be required reports as provided and approved by the recipient.

11. Obligations available to the Subrecipient for the project of grant funds

d) Upon receipt of a proposed project, Notice of Intent (Notice of Intentional Agency Internal Review) from the Ohio RMA and a list of all persons participating in Grant Group sessions with their associated agency or agency the Grantor shall receive 10% of the Federal share of the total project cost to Subrecipient to start the Project.

e) Upon receipt of a completed based on the project, the recipient shall provide and complete a final progress report and financial report, which is accepted by the Ohio RMA and which has been forwarded to the FEMA Region V, the Subrecipient shall be entitled to reimbursement of 93% of the Federal share of the total project cost. Payment shall be based on reimbursement for actual expenses and is contingent upon receipt of quarterly financial and narrative reports and dissemination of the local meeting plan.

f) Upon receipt of a final based on the project plan which has incorporated all previous comments on the document previously provided, which is accepted by the Ohio RMA and which has been forwarded to the FEMA Region V, the Subrecipient shall be entitled to reimbursement of 93% of the Federal share of the total project cost. Payment shall be based on reimbursement for actual expenses and is contingent upon receipt of quarterly financial and narrative reports and dissemination of the local meeting plan.

g) Upon receipt of a final and signed based on the project plan, which has incorporated all previous comments on the document previously provided and which is accepted by the Ohio RMA and which has been forwarded to the FEMA Region V, the Subrecipient shall be entitled to reimbursement of 93% of the Federal share of the total project cost. Payment shall be based on reimbursement for actual expenses and is contingent upon receipt of quarterly financial and narrative reports and dissemination of the local meeting plan.

h) The Subrecipient shall be entitled to reimbursement of the final 93% of the Federal share of the total project cost when the plan is approved by FEMA and USARP? has been updated with pertinent information from the signed plan. Payment shall be based on reimbursement for actual expenses and is contingent upon receipt of quarterly financial and narrative reports and dissemination of the local meeting plan.

12. Requirements (2 CFR PART 200.313)

a. If the Subrecipient fails to comply with the terms of the award, including those in a federal statute or regulation, in a contract, or in any plan, agreement, or contract, the awarding agency may take any action that is appropriate in the circumstances.

- 1) The agency will hold and prepare pending execution of the obligation;
- 2) Under all of part of the cost of the activity or action not to be financed;
- 3) Withhold or suspend or terminate the contract award for the program;
- 4) Withhold further awards for the program;
- 5) Take other actions that may be legally available.

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b. In taking an action to remedy noncompliance, the awarding agency and/or the Recipient will provide an opportunity for such hearing, appeal, or other administrative proceeding to which the Recipient or Subrecipient is entitled under any statute or regulation applicable to the action involved.

c. Costs resulting from obligations incurred by the Subrecipient during a suspension or after termination of an award are not allowable unless the awarding agency expressly authorizes them in the notice of suspension or termination. Other costs during suspension or after termination which are necessary and not reasonably avoidable are allowable if:

- 1) The costs result from obligations which were properly incurred before the effective date of suspension or termination, are not in anticipation of it, and, in the case of a termination, are not avoidable; and,
- 2) The costs would be allowable if the award were not suspended or expired normally at the end of the funding period in which the termination takes place.

15. CLOSURE (2 CFR PART 200.343)

a. Subrecipient will notify the Recipient as soon as the Project has been completed, and will provide a Final Progress Report and financial report within 30 days. Recipient will conduct a final site visit within 30 days of receiving the final progress report and financial report, and provide the Subrecipient with a their findings within 30 days of the visit. The findings will confirm the results of the site visit and in particular any upward or downward adjustment to allowable costs.

b. Subrecipient will immediately refund any balance of unobligated cash advanced that is not authorized to be retained for use on other grants.

c. The closure of the grant does not affect the right of the awarding agency to disallow costs and recover funds on the basis of a later audit or other review, the obligation to retain any funds due as a result of later refunds, corrections, or other transactions, records retention as required in 2 CFR Part 200.333, property management requirements in Parts 200.311 and 200.312, and audit requirements in Part 200 Subpart F-Audit Requirements.

d. Any funds not returned within a reasonable period of time after request, may result in an administrative offset against other requests for assistance, withholding advance payments otherwise due, and other action permitted by law.

16. AUDIT REQUIREMENTS (44 CFR 200 Subpart F)

In accordance with the Single Audit Act of 1984 as amended, and 2 CFR 200, the following procedures will assure compliance with those standards in the administration of the PDM to eligible Sub-recipients.

a. The Ohio RMA Executive Director will provide the Auditor of State a listing of all State agencies and local governments which have been approved to receive Federal funds under the PDM. This will serve as notice to State field examiners to inquire about the funds at the time of the respective Sub-recipients single audit, ensuring at a minimum, the inclusion of those funds in the Audit Report's "Schedule of Federal Financial Assistance".

b. The Sub-recipient has the obligation to comply with all applicable rules and regulations of the PDM, to include 2 CFR 200. If the applicant desires copies of 2 CFR 200 they are available from the County and/or State Auditor's Office.

Government Forms and Supplies E1810043EA

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STATE OF OHIO
PRE-DISASTER MITIGATION (PDM)
GRANT AGREEMENT

c. The Single Audit Act of 1998 is amended require local government, state agencies, departments, and public and private organizations operating a total of \$50,000 or more in federal financial assistance to report their performance in a single audit procedure.

These local government, state agencies, departments, and public and private organizations operating less than \$50,000 of federal financial assistance must comply with the Single Audit Act, however, for each local government, state agency, department, and public organization.

d. Each recipient must be notified by the Subrecipient within one (1) month of the Local Report publication. Failure to do so, within reasonable justification, will result in suspension of any further advancement of federal funds received by the Recipient under the PDM.

e. If the recipient is not the Subrecipient, the Recipient has been informed of any compliance history regarding this program, the Subrecipient will notify the Recipient in writing and provide copies of the Local Report.

f. The Subrecipient will accept the Single Audit Act (S) days of written notification of non-compliance of the Recipient, including the Recipient in writing of the written notice.

g. The recipient of the Subrecipient funding agreement by the Subrecipient will be informed from the recipient's local website or by the Recipient in the event of such reported in the Local Report. If the Recipient has already reported such information, and a subsequent report indicates non-compliance by the Subrecipient, additional processing will be handled by the Recipient against the Subrecipient in the amount of the questioned funds.

h. Throughout the duration of the PDM grant program, it is the responsibility of the Subrecipient to address the State (or private) questions of their participation in this program at the time of their respective Single Audit.

i. The Recipient will receive a listing from the National Automated Directories system which will be completed for each Subrecipient participating organization. The results will be forwarded to the Recipient, which is an additional requirement for each Subrecipient to complete.

j. The Recipient will review each recipient's records to ensure that:

1. If applicable, the grantee received the local portion included in the Schedule for Federal Financial Assistance System of the Local Report, and that the report properly witnesses the PDM, as required under the Single Audit Act and applicable OMB guidance.

2. Any of the program activities, which may have been notified by the State Department in compliance with all applicable provisions to the PDM and Single Audit requirements.

3. Each the recipient of the Subrecipient's participation in this grant will be notified within thirty (30) days of receipt of the Local Report by the Subrecipient, either via publication from or website by the State.

k. From the amount of questions reported, the Recipient will work closely with the Subrecipient to enable the recipient to address and inspection of completed program projects.

IN WITNESS WHEREOF, the parties hereto have executed this Grant Agreement on the day and year set forth below:

SUBRECIPIENT - Madison County Emergency Management Agency, Madison County

Deborah S. Sims

8/27/18
Date

Date

Date

RECIPIENT
Shirley S. Matlock
Shirley S. Matlock, Executive Director
Ohio Emergency Management Agency

8/28/18
Date

Following a second from Dr. Xenikis the result of the roll call was: Mr. Hunter, yes, Mr. Forrest, yes, and Dr. Xenikis, yes.

Subject: Agreement – Approved – EMA

Mr. Forrest moved per the request of John Swaney, Sheriff, to approve the consulting agreement for technical assistance associated with the Madison County Local Hazard Mitigation 2019 Five Year Plan Update between Mote & Associates and the Board of Madison County.

CONSULTING AGREEMENT FOR

TECHNICAL ASSISTANCE ASSOCIATED WITH
THE MADISON COUNTY LOCAL HAZARD MITIGATION
AND FIVE YEAR PLAN UPDATE

BOARD OF COUNTY COMMISSIONERS OF MADISON COUNTY, OHIO

This Consulting Agreement entered into on this 16th day of April, 2019,
by and between the Board of County Commissioners of Madison County, Ohio, hereinafter
referred to as the OWNER, and Mote & Associates, Inc., whose office is located at 211 First
West Street, Coshocton, Ohio, hereinafter referred to as the CONSULTANT.

The OWNER and the CONSULTANT have mutually agreed upon the following:

CLASSIFICATION OF SERVICES

Except as provided or otherwise provided for in this Consulting Agreement, the CONSULTANT agrees to provide consulting
services as indicated by the OWNER by written notice or verbal to proceed as stated in the
attached Scope of Services.

CLASSIFICATION OF SERVICES

In reliance on the OWNER, the CONSULTANT agrees that the work to be performed shall
be done in and comply with the time schedule as required and detailed upon written notice from the OWNER
and CONSULTANT.

CLASS II - THE CONSULTANT

The OWNER agrees to compensate the CONSULTANT for the performance of the work
specified in the Scope of Services Agreement, as well as any other work not specified in the
Scope of Services.

CLASS III - AGREEMENT

As compensation for the CONSULTANT'S services rendered in the performance of the work
specified under this Consulting Agreement, and in accordance with the terms hereof, if
applicable, shall be made to the following person:

(a) The OWNER shall process the CONSULTANT'S billings within thirty (30) days
following submission; or, if a billing is not acceptable, the OWNER shall provide the
CONSULTANT a clear statement regarding its intelligibility or the deficiencies to be
eliminated prior to acceptance and processing.

No acceptance given or payment made under this Consulting Agreement, and supplements
hereto, shall be conclusive evidence of the performance of said agreement(s) either wholly or in
part, and no payment shall be construed to be an acceptance of defective work or improper
materials.

CLAUSE V - CHANGES IN CONSULTANT'S ORGANIZATION

It is mutually understood and agreed, by and between the OWNER and the CONSULTANT,
that this Consulting Agreement constitutes a contract to provide professional consulting services
of a highly specialized and technical nature, and that, in the event of any substantial change in
the character or organization of the CONSULTANT'S association, including but not necessarily
limited to the death, resignation or incapacity of any one or more of the individual partners of the
CONSULTANT'S principal or key personnel, the OWNER, at its own option, may terminate this
Consulting Agreement without further liability, if the OWNER should consider such change or
loss to be of sufficient magnitude to affect materially the CONSULTANT'S capacity or ability to
complete satisfactorily the performance of the work specified in this Consulting Agreement in
the time allowed; provided however, that the death, resignation or incapacity of any one or more
of the individual partners hereunder shall not relieve the CONSULTANT or the remaining or
surviving partners of their continuing obligation to complete performance according to the terms
and provisions of the Consulting Agreement.

CLAUSE VI - COVENANT AGAINST CONTINGENT FEES

The CONSULTANT warrants that he has not employed or retained any company or person,
other than a bona fide employee working solely for the CONSULTANT to solicit or secure this
contract, and that he has not paid or agreed to pay any company or person, other than a bona fide
employee working solely for the CONSULTANT, any fee, commission, percentage, brokerage
fee, gifts, or any other consideration contingent upon or resulting from the award of making this
contract. The CONSULTANT warrants if any subcontracts shall be awarded by the
CONSULTANT it shall only be after approval by the OWNER. For breach or violation of this
warranty, the OWNER shall have the right to annul this contract without liability, or in its

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Consent to be held from the record prior to consideration, or otherwise convey, the full extent of such fee, including recording, to be held for the full term of the contract.

CLAUSE VII - ACCEPTANCE OF WORK

The CONSULTANT shall be responsible for obtaining all books, documents, papers, necessary records and other information, including but not limited to, that shall be necessary to complete the work of this respective office and shall be the responsibility of the CONSULTANT from the date of final payment under the contract, for inspection by the OWNER, or any authorized representative of the OWNER.

IN WITNESS WHEREOF, the parties hereto have caused this Consulting Agreement to be executed in duplicate, one of the copies to be retained by the OWNER.

Witness: Charles W. Anderson for Mote & Associates, Inc.
By: Michael W. Anderson
Vice President, Surveying

Witness: Keith W. Anderson for Board of County Commissioners of Madison County, Ohio
By: [Signature]
By: [Signature]
By: [Signature]

MADISON COUNTY
COMMISSIONERS
Mote & Associates
Engineering, Land Surveying
1000 Peach Street, Greenville, Ohio 45331
Phone 937.548.2511 Fax 937.548.7484
www.moteco.com
APR - 8 AM 10: 30

Forwarding Engineering Expedients Under the Projects of the Bureau

To: Deb Sims, Director
Madison Co. BMA
271 Elm St.
London, OH 43140
Date: April 4, 2019
Re: Madison Co. BMA - 5-Yr Plan
Consulting Agreement

We are sending you:

- Prints Plans Shop Drawings
- Attached Change Order Other

No.	Originals	Date	Description
1	2 Sets	04-04-19	Consulting Agreement

These are transmitted as checked below:

- For Approval Approved as Submitted Approved as Noted
- For Your Use For Review & Comments As Requested

Remarks: Deb, Enclosed are 2 sets of the Consulting Agreement between Madison County Commissioners and Mote & Associates to update the BMA Hazard Mitigation Plan. Please return 1 signed set to me. If you have any questions let me know.

Signed Mary Keeler



211 West Fourth Street, Green 26, Ohio 43101
Phone 614.543.7511 Fax 614.543.7511
Email info@moteassociates.com
www.moteassociates.com

Consulting Proposal - Exhibit "A"

To: Rob Dyer, Director
Madison County Emergency Management Agency
2711th St.
London, Ohio 43140

Date: April 1, 2019

Project Name & Description

Hazard Mitigation 5 Year Plan Update
Planning Services to be provided as part of the Madison County Hazard Mitigation Grant Agreement.

Consultant's Objective

It is anticipated that the engineering/hazard services proposed herein will be completed per FEMA standard.

Quote Definition

This quote is valid until June 3, 2019.

Payment Terms

Invoices will be sent monthly for the amount of the completed milestones. Your convenience will be expected within 30 days of the invoice date. A 1.5% monthly late rate will be applied to all past due invoices.

Comments

Please contact if you have any questions, concerns, or comments regarding this services proposal. We would be happy to discuss these or other questions and options as necessary if they need to vary from those described herein. We are looking forward to working with you on this project.

Sincerely,

Michael W. Robinson

Michael W. Robinson
Design Manager
Email: mrobinson@moteassociates.com



211 West Fourth Street, Green 26, Ohio 43101
Phone 614.543.7511 Fax 614.543.7511
Email info@moteassociates.com
www.moteassociates.com

Consultant Services

Consultant Fee

1) Services to be Provided \$29,570.00

Provide technical assistance to the Madison County Board of County Commissioners in conjunction with the Madison County Emergency Management Agency preparing a countywide 5-year plan update for the Hazard Mitigation Plan. Mote & Associates will assist Madison County in updating the Ohio Natural Hazards Mitigation Planning Guidelines and in preparing 5-year plan updates to its Hazard Mitigation Plan to comply with the Public Law 106-390 Disaster Mitigation Act of 2000 as amended by the National Flood Insurance Reform Act of 2004 (P.L. 108-264) and 44 Code of Federal Regulations, CFR Part 201 Mitigation Planning inclusive of all amendments.

A. Meeting Coordination - Public Input: \$6,500.00

- Assist local mitigation committees in planning process.
- Assist in updating the core committee's problem statements and supporting data.
- Prepare agenda, attend up to six hazard mitigation committee meetings.
- Record and distribute minutes.

B. Research and Data Collection - Hazard Assessment: \$7,500.00

- Work with local county GIS coordinator to gather pertinent local information.
- Update hazard assessment data.

C. Drafting of Plan - Editing and Revising Mitigation Strategies: \$7,500.00

- Recording of local hazard mitigation committee's goals that are measurable, effective, and achievable.
- Assisting in developing and updating action plans.
- Prepare and update 5-Year Draft Plan.

D. Plan Submitted to FEMA: \$2,500.00

- Submit Draft Plan for hazard mitigation committee's review.
- Coordinate Draft Plan submitted to Ohio EMA and FEMA.

E. Address Ohio EMA and FEMA Review Comments: \$2,500.00

- Prepare responses to be made based on Ohio EMA and FEMA's review.

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1. Adopting of Fee: \$1,000.00

- Provide sample the need for local commission for adoption.
- Assist in developing a way to implement, monitor, and report the plan.

6. Enter Data into SHSP Reporting System: \$1,000.00

- Assist local EMA Director in entering of data into the SHSP system.

Consulting Services NOT Included in This Proposal

1) Work Performed by Others

- Completion of State of Ohio monthly and quarterly reports by local EMA office.
- Completion of State of Ohio bi-annual fee payment for only local EMA office.
- Issuing of local services by local EMA office.
- Obtaining County, City, and Village resolutions adopting the Plan by local EMA office.
- Establishing Hazard Mitigation Committee by local EMA office.
- Placement of required public notification in local publications by local office.

2) Materials/Supplies

- Materials: \$500 (includes cost to Columbus)
- Printing Costs: \$250



211 West Tower 3 Street, Columbus, Ohio 43211
 Phone: 614.598.7311 Fax: 614.591.7414
 Email: info@moteandassociates.com
 www.moteandassociates.com

Authorization for Requested Services

Client: Deb Sims, Director
 Madison County Emergency Management Agency

Date: April 3, 2019

Project Name & Description:

Hazard Mitigation 5-Year Plan Update
 Planning Services to be provided as a part of the Madison County Hazard Mitigation Grant Agreement.

I authorize Mote & Associates, Inc. to begin the proposed work on the above project according to the services listed in the Engineering/Surveying Services Proposal and I understand the payment terms for said services.

Signature _____

Date _____

Billing, Contact, and Project Information

Billing To: Name: _____
 Street: _____
 City: _____ State: _____ Zip: _____
 Attn: _____
 Phone: _____ Fax: _____ Cell: _____
 Email: _____ Website: _____

Purchase Order Number (for Billing Purposes, if Applicable): _____

Contact Person (if Different than Billing Contact): Name: _____
 Phone: _____ Fax: _____ Cell: _____
 Email: _____

Alternate Contact Person: Name: _____
 Phone: _____ Fax: _____ Cell: _____
 Email: _____

Project location: Street: _____
 City: _____ State: _____ Zip: _____
 Township: _____ County: _____

Picture Permission: Please check this box if you DO NOT grant permission to Mote & Associates, Inc. to use pictures of this project for promotional purposes.



214 West Fourth Street, Greenville, Ohio 45331
 Phone 937.548.7311 Fax 937.548.7404
 Email info@moteassociates.com
 www.moteassociates.com

Exhibit "B"
 Hourly Rates

Job Title	Hourly Rate
Project Engineer III	\$125.00
Principal Engineer	\$120.00
Professional Engineer	\$120.00
Design Manager	\$120.00
Field Operations Manager	\$115.00
Professional Surveyor	\$95.00
Environmental Project Manager	\$105.00
Structural Design Engineer	\$100.00
Civil Design Engineer	\$100.00
Engineering Designer II	\$95.00
Project Engineer II	\$85.00
Construction Project Manager	\$85.00
Structural Design Coordinator	\$80.00
Grants & Funding Specialist	\$80.00
Engineering Designer I	\$75.00
Project Engineer I	\$80.00
Business Administrator	\$75.00
Engineering Associate	\$70.00
Construction Project Associate	\$75.00
Assistant Grant Writer	\$60.00
CAD Technician II	\$55.00
CAD Technician I	\$45.00
Technician	\$35.00

Note: The above rates are subject to change without notice.

Following a second from Dr. Xenikis the result of the roll call was: Mr. Hunter, yes, Mr. Forrest, yes, and Dr. Xenikis, yes.

Government Forms and Supplies: E191004DEA

Subject: Agreement – Approved – Park District

Mr. Forrest moved to approve the agreement for the Recreational Trails Program State/Local Project between Ohio Department of Natural Resources and Madison County Park District.

RECREATIONAL TRAILS PROGRAM
STATE/LOCAL PROJECT AGREEMENT
MADISON COUNTY
COMMISSIONERS

The State of Ohio, represented by the Ohio Department of Natural Resources (ODNR) and the Madison County Park District (the "Project Sponsor") agree to provide a Recreational Trails Program State/Local project (the "Project") on the property or facilities acquired, developed or maintained pursuant to the Recreational Trails Program and this Agreement (the "Property") as follows:

New seal coating to prolong the life and improve the condition of the asphalt surface and maximize enjoyment of 6.5 miles of Ohio to Erie Trail known as Robert Pass Trail.

1. Project Sponsor shall perform its duties and responsibilities under this Agreement in compliance with the terms, promises, conditions, plans, specifications, estimates, procedures, maps, and assurances set forth in the Project Proposal, incorporated herein by reference as though fully set out herein, as well as the terms set forth in this Agreement. Project Sponsor shall: (1) promptly submit to ODNR, such reports and documents as the State may request; (2) report any and all income obtained on the Property during the Project; (3) operate, maintain, and keep the Property for public recreation; (4) not change the use of the Property unless a proposed change is approved by ODNR; and (5) display a suitable sign acknowledging the Recreational Trails Program assistance.

2. This Agreement shall be effective as of the date on which ODNR signs this Agreement (the "Effective Date") and shall terminate on July 31, 2020, unless the Project is completed or terminated sooner, in which event this Agreement shall terminate on the date of completion or termination (the earlier of the dates shall be referred to as the "Termination Date"). The parties, by mutual written consent, may agree to extend the July 31, 2020 Termination Date.

3. ODNR may, at any time after the Effective Date, upon 14 days written notification, terminate any or all rights, duties and responsibilities under this Agreement. In the event of such termination, Project Sponsor shall be paid a pro rata amount for that portion of the Project completed through the Termination Date.

4. ODNR hereby agrees to: (1) reimburse funds for the Project, not to exceed \$13,208.00 from ODNR's fiscal allocations made available under the provisions of the Recreational Trails Program and the Transportation Equity Act for the 21st Century (P.L. 105-206) subject to any use restrictions contained therein; and (2) upon receipt of acceptable proof of actual eligible costs incurred by Project Sponsor in performing this Agreement, reimburse Project Sponsor funds equal to no more than eighty percent (80%) of such eligible costs, not to exceed \$13,208.00.

5. Funds for the Project have been encumbered by Central Encumbrance Record Number 000041796 and were so certified by the Director of Budget and Management on February 15, 2019. Obligations of ODNR are subject to the provisions of the Ohio Revised Code Section 126.07 which provide that the Director of Budget and Management must certify that there is a balance in the appropriation which will satisfy the contractual obligation.

6. ODNR and Project Sponsor mutually agree to perform this Agreement in accordance with the policies and procedures set forth by ODNR and the guidelines set forth in the Recreational Trails Program Project Guidelines and Application Booklet. Failure to comply with, or show sufficient progress in complying with, such requirements may result in the termination of this Agreement.

7. Project Sponsor affirmatively represents and warrants to ODNR that neither it nor any of its contractors are subject to a finding for recovery under R.C. 9.24, or that it has taken appropriate remedial steps required under R.C. 9.24 or otherwise qualifies under that section. Project Sponsor agrees that if this representation and warranty is determined to be false, this Agreement shall be void ab initio, and any funds paid by State Treasurer shall be immediately repaid to ODNR, or an action for recovery may be immediately commenced by ODNR for recovery of said funds.

RECREATIONAL TRAILS PROGRAM
STATE/LOCAL PROJECT AGREEMENT
MADISON COUNTY
COMMISSIONERS

The State of Ohio, represented by the Ohio Department of Natural Resources (ODNR) and the Madison County Park District (the "Project Sponsor") agree to provide a Recreational Trails Program State/Local project (the "Project") on the property or facilities acquired, developed or maintained pursuant to the Recreational Trails Program and this Agreement (the "Property") as follows:

New seal coating to prolong the life and improve the condition of the asphalt surface and maximize enjoyment of 6.5 miles of Ohio to Erie Trail known as Robert Pass Trail.

1. Project Sponsor shall perform its duties and responsibilities under this Agreement in compliance with the terms, promises, conditions, plans, specifications, estimates, procedures, maps, and assurances set forth in the Project Proposal, incorporated herein by reference as though fully set out herein, as well as the terms set forth in this Agreement. Project Sponsor shall: (1) promptly submit to ODNR, such reports and documents as the State may request; (2) report any and all income obtained on the Property during the Project; (3) operate, maintain, and keep the Property for public recreation; (4) not change the use of the Property unless a proposed change is approved by ODNR; and (5) display a suitable sign acknowledging the Recreational Trails Program assistance.

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5. Funds for the Project have been encumbered by Central Encumbrance Record Number 000041796 and were so certified by the Director of Budget and Management on February 15, 2019. Obligations of ODNR are subject to the provisions of the Ohio Revised Code Section 126.07 which provide that the Director of Budget and Management must certify that there is a balance in the appropriation which will satisfy the contractual obligation.

6. ODNR and Project Sponsor mutually agree to perform this Agreement in accordance with the policies and procedures set forth by ODNR and the guidelines set forth in the Recreational Trails Program Project Guidelines and Application Booklet. Failure to comply with, or show sufficient progress in complying with, such requirements may result in the termination of this Agreement.

7. Project Sponsor affirmatively represents and warrants to ODNR that neither it nor any of its contractors are subject to a finding for recovery under R.C. 9.24, or that it has taken appropriate remedial steps required under R.C. 9.24 or otherwise qualifies under that section. Project Sponsor agrees that if this representation and warranty is determined to be false, this Agreement shall be void ab initio, and any funds paid by State Treasurer shall be immediately repaid to ODNR, or an action for recovery may be immediately commenced by ODNR for recovery of said funds.

Reberis Pass Trail RT18(S)

be responsible for any charges to actual levels for employees of Project Sponsor that may result from existing jobs (in Agreement), or shall ODNR make any modifications to FES on behalf of any of the individuals employed by Project Sponsor, or its contractors or other agents. Project Sponsor certifies that it is a governmental entity with fire or emergency services as defined in R.C. § 145.01 (A) for the purposes of the application of R.C. Chapter 149, or that Project Sponsor has completed the necessary forms and returned it to ODNR if Project Sponsor is an employer with an active fire (F) employee.

17. Project Sponsor shall comply with all applicable state and federal laws regarding drug testing. Project Sponsor shall make a good faith effort to ensure that all of Project Sponsor's employees while working on the property, shall not purchase, transfer, use or possess illegal drugs or alcohol or those prescription drugs in any way.

18. Project Sponsor certifies that, as applicable to it, no party listed in Division (C) or (D) of Section 3117.13 of the Ohio Revised Code or spouse of such party has made, or is an individual, within the two previous calendar years, one or more contributions totaling in excess of \$1,000.00 to the Governor or to his campaign committee.

19. Project Sponsor shall comply with all applicable federal, state, and local laws in the conduct of the work hereunder. Project Sponsor and its employees are not employees of ODNR with respect to the application of the Fair Labor Standards Act, Federal Insurance Contributions Act, Social Security Act, Federal Unemployment Tax Act, Internal Revenue Code, and state revenue and tax laws. Project Sponsor accepts full responsibility for payment of payroll and other insurance premiums, or payroll deductions required for all employees engaged by Project Sponsor in the performance of the work authorized by this Agreement, including without limitation, unemployment compensation, workers' compensation, and all health care, pension, and social security, and Medicare deductions. ODNR is exempt from federal, state, and local taxes and shall not be liable for any taxes under this Agreement.

20. Project Sponsor shall comply with the prevailing wage requirements, as may be applicable, established in federal law for federal projects. When required by prevailing wage law, Project Sponsor shall pay to workers and mechanics performing work under this Agreement the prevailing wage rates of the locality where the work shall be performed, as determined by the United States Department of Labor. When required by law, Project Sponsor shall submit payroll reports to the federal regulatory agency that are certified by it that the payroll is correct and complete and the wage rates shown are not less than those required by this Agreement. When required by law, Project Sponsor shall be responsible for submitting payroll reports of contribution to the appropriate federal regulatory agency.

21. Project Sponsor shall comply with the prevailing wage requirements, as may be applicable, established under R.C. Chapter 149. When required by prevailing wage law, Project Sponsor shall pay to laborers and mechanics performing work under this Agreement the prevailing wage rates of the locality where the work shall be performed, as determined by the Ohio Department of Commerce, Division of Industrial Compliance, Wage and Hour Bureau. When required by law, Project Sponsor shall submit payroll reports to the Ohio Department of Commerce that are certified by it that the payroll is correct and complete and the wage rates shown are not less than those required by this Agreement. When required by law, Project Sponsor shall be responsible for submitting payroll reports of contribution to the appropriate Ohio regulatory agency.

22. ODNR is not licensed for the licensure of its officers and employees in the various appropriate areas of occupation that may be necessary in compliance with sections 3111 of the Ohio Revised Code.

23. Project Sponsor shall be solely responsible for any and all claims, demands, or causes of action arising from Project Sponsor's obligations under this Agreement, including any costs, attorney fees or expenses, in any litigation that may arise from the performance of this Agreement. Project Sponsor shall indemnify and hold ODNR and its officers, agents and employees harmless against any expenses (including attorney fees) and losses

Reberis Pass Trail RT18(S)

resulting from the publication of the content of the advertisement(s), including, without limitation, claims or suits for libel, violation of privacy, copyright infringement or plagiarism. It is specifically understood and agreed that neither Project Sponsor, nor ODNR indemnifies the other. Nothing in this Agreement shall be construed to be a waiver of the sovereign immunity of ODNR or the immunity of any of its employees or agents for any purpose. In no event shall ODNR be liable for indirect, consequential, incidental, special, liquidated, or punitive damages, or lost profits.

24. The laws of the state of Ohio shall govern this Agreement and any claims arising out of this Agreement. Any provision of this Agreement prohibited by the law of Ohio shall be deemed void and of no effect, including, without limitation, Revised Code Section 149.43. Any litigation arising out of or relating in any way to this Agreement or the performance hereunder shall be brought only in a court of competent jurisdiction located in Franklin County, Ohio, and Project Sponsor hereby irrevocably consents to such jurisdiction.

25. In case any one or more of the provisions previously contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

26. This Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original and taken together shall be deemed to be one and the same instrument. This Agreement may be executed and delivered by facsimile or electronically in Microsoft Word or PDF format.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date entered below:

STATE: Ohio Department of Natural Resources
Paul R. Babinbridge, Chief
Office of Real Estate
Designate For: Mary Merit, Director
Date:

PROJECT SPONSOR:
Madison County Park District
David O. Hunter
By: [Signature]
(Signed)
Title: Commissioner (CMA)

Following a second from Dr. Xenikis the result of the roll call was: Mr. Hunter, yes, Mr. Forrest, yes, and Dr. Xenikis, yes.

Government Forms and Supplies E1810042EA

Subject: Co - Op Agreement - Approved - Park District

Mr. Forrest moved to approve the Co - Op agreement between Madison County Senior Center and Madison County Park District.

Cooperative Agreement
between the Madison County Park District
and the Madison County Senior Citizens Center
MADISON COUNTY COMMISSIONERS
2019 APR 16 AM 9:52

Representatives from the Madison County Engineer's Office, Friends of Madison County Parks and Trails (FMCPT) and the Madison Senior Citizens Center met on March 1, 2019 to discuss the cooperative agreement passed in 2005. Along with the cooperative agreement, cost were reviewed for the services as they have not been adjusted since 2008.

This agreement shall supersede the previous agreement passed on 8/1/2005.

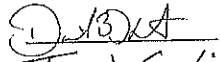
The Senior Citizens Center agrees to the following:

- 1) Provide water and electric service from the Senior Center to the restroom and shelter house;
- 2) Purchase and stock restroom with paper towels, soap, and toilet paper
 - a) Stock items are to be provided for FMCPT to replenish restroom on the weekends
 - b) Purchased items are to be inventoried separately from Senior Citizens Center products
 - c) Sold products will be invoiced for actual cost at the end of each year;
- 3) Maintain a clean facility which includes checking the restroom on a daily basis during the week;
- 4) Allow public access to the restroom facility;
- 5) Schedule maintenance on items in order to keep a working facility and invoice the park for these items; and
- 6) Receive prior approval for any repairs that exceed \$250.00

The Madison County Park District agrees to the following:

- 1) To compensate for water and electricity in the amount of \$750.00 per year starting in 2020. (the amounts may be adjusted on a yearly basis)
- 2) To compensate for the cleaning of the restroom in the amount of \$25.00 per month to be invoiced on an annual basis.
- 3) To pay for repairs or damages that may result from any cause within the facility and pipes leading into or from the facility including scheduled maintenance

Based upon these conditions, the Madison County Park District and Madison County Senior Center agree to the long term maintenance plan for this facility to be reviewed annually.


Tom Xenikis
Madison County Park District


Mitchell Bradley, Exec. Director
Madison County Senior Citizens Center
4/11/2019

Following a second from Dr. Xenikis the result of the roll call was: Mr. Hunter, yes, Mr. Forrest, yes, and Dr. Xenikis, yes.

Subject: Engagement Letter – Approved – State of Ohio Auditor

Mr. Forrest moved to approve the engagement letter between the State of Ohio Auditor and the Madison County Park District to perform the audit services for the Madison County Park District.



April 2019

City Manager, Treasurer
Madison County Park District
Madison County
1600 Main Street
P.O. Box #1
London, Ohio 43130

This engagement letter between the Board of Trustees and Management of Madison County Park District, referred to hereon as the District and the Auditor of State sets forth the nature and scope of the services we will provide, the District's required involvement and assistance in a typical audit, our services, the related fee arrangements, and other terms and conditions designed to govern our professional services satisfy the District's statutory and regulatory requirements.

Summary of Services

We will apply auditing procedures to the District's accounting records to satisfy the audit requirements of Ohio Rev. Code Sections 117.02(3) and 117.11(A) for the fiscal year ended December 31, 2018 and 2019.

The nature of the engagement is to issue a report to satisfy the District's statutory and regulatory requirements.

We request to deliver our report on or about May 15, 2019.

Our Responsibilities

The Auditor of State is an elected official that works in the shoes of the public. We are responsible for completing procedures to satisfy the District's statutory and regulatory requirements. Our procedures are designed to detect significant accounting errors, if any, and to report them. However, because of your Government's limited resources and because our procedures will be necessarily limited in scope, we are not required to provide assurance on your financial statements.

However, it is not our role to detect irregularities, significant errors, known or suspected fraud, non-compliance with laws and regulations, or other issues of abuse that are not the objective of these engagements with your consent. We will describe this matter in our report. There are other individuals with access to the same information that we have described above. For example, we will generally limit our procedures to inquiry and scanning of records, and only limited tests of transactions. Therefore, we might not detect material errors that do exist. It is not our intent to design procedures to detect irregularities or other abuse of funds. The nature of the engagement is to issue a report to satisfy the District's statutory and regulatory requirements.

Statutory or regulatory requirements may affect the legal obligations.

Madison County Park District
April 3, 2019
Page 3

1. All the accounting records and supporting documents listed in the Appendix must be available to us on site, and orderly filed, etc.
2. The fiscal officer must be available on site during our procedures to respond to our inquiries and assist us in retrieving records we choose to examine.
3. The governing board chairman must be available on the agreed to date, either on site, or by phone.
4. Reconciliations of bank balances (and investments, if applicable) to fund balances must be completed for:
 - a. The last day of both fiscal years of the audit period
 - b. The most recent month ended prior to the scheduled basic audit date.
5. All receipts and disbursements occurring during the following periods must be posted to the accounting records:
 - a. Both fiscal years of the audit period
 - b. The most recent month ended prior to the scheduled basic audit date.
6. The Acceptance Form must be returned to the AOS by the date listed on the top of the Acceptance Form. NOTE: If the acceptance form is not received by the deadline, your entity will forfeit eligibility for a basic audit and a full GAGAS audit will be performed.

Access to Records

To help meet our mutual objectives, the District will provide to us in a timely manner accounting records, schedules and supporting information (an initial list of which we will furnish to you) as well as working space and clerical assistance as mutually agreed upon and as is normal and reasonable in the circumstances. When and if for any reason the District is unable to provide these schedules, information or assistance, the Auditor of State and the District will mutually revise the fee to reflect additional costs, if any.

Confidential Information

You should redact personal information from all documents (paper or electronic) you provide to the Auditor of State (AOS). All documents you provide to the AOS in connection with our services including financial records and reports, payroll records, employee rosters, health and medical records, tax records, etc. Personal information includes social security numbers, date of birth, drivers' license numbers or personal financial institution account numbers. The District should redact all personal information from electronic records before they are transmitted to the AOS. This information should be fully blacked out in all paper documents prior to sending to the AOS. If you cannot redact personal information from any records or documents, the public office must identify these records to us.

Fee

We expect our fees and expenses for our basic audit will not exceed \$8200.

We must stress that we cannot meet this cost estimate unless you meet all of your responsibilities listed above and on the Acceptance Form.

Pursuant to Ohio Rev. Code Section 117.13, you may charge this entire basic audit's cost to the general fund or you may allocate the cost among the general fund and other eligible funds in accordance with Auditor of State Bulletin 2009-011.

Reporting

Government Forms and Supplies E1910048EA

Madison County Park District
April 13, 2019
Page 5

Appendix Accounting Records and Documents Required for this Basic Audit

Notes:

- All of the documents listed apply to both entities. You must submit the documents listed for both fiscal years subject to our basic audit.
- Please prepare your reports on the fiscal year ended 12/31 for the most recent full fiscal year completed prior to our scheduled audit year.

Accounting Records:

- Cash book
- Receipt journal
- Accounts payable
- Check register
- Payroll register
- Year end balance reports
- Schedule of transactions by fund (prior years identified in the accounting reports listed above)

Outgoing Receipts:

- Certified true and correct true and correct copies of all certified checks of outside agencies
- Digital copies of all checks

Cash & Investment Records:

- All investment records for both fiscal years in all both fiscal years, and for the most recent month ended prior to our scheduled audit year
- Outstanding check list, list of deposits in transit and report for any other monetary fund
- General ledger of financial statements
- Investment statements
- Checkbook stubs - Investment statements
- Outstanding checks for deposits as of both fiscal year ends (for accounts payable)
- Depositary checks
- Investment policy and documentation for any other investments held during the audit period (if any)

Cash Receipt Records:

- County and/or vendor payment approval sheets
- Cash receipts for any fund, other than from the local pay (PAP)
- Receipt books (pay to order) receipts on agency's and report
- Checkbook stubs, including approval sheet, if applicable
- For agencies with utility services: Accounting reports of utility usage and billing (power purchase, electric usage, water usage, sewer usage, telephone usage, etc.)

Please return a signed copy of this page to our regional office at 88 East Broad Street, 10th Floor Columbus, Ohio 43215 no later than 4/22/2019 if you agree to the terms and conditions described in this letter, and with the additional requirements below. Failure to return the signed copy by the deadline will result in forfeiture of eligibility for a basic audit as indicated in Item 8 under the "Your Responsibilities" section.

Basic Audit Acceptance Form

To the best of our knowledge and belief, our Government:

1. Spent \$200,000 or less for the two year period subject to this basic audit.
2. Is not subject to other audit requirements, such as those grants or lenders might impose.
3. Has had a complete set of financial statements in the HUNKLE System in accordance with Auditor of State Directive 2015-407.
4. Is not aware of the District's intent to enter into debt arrangements that would require a full GAGAS audit.
5. Is not currently in a state of fiscal emergency, as defined in Ohio Rev. Code Chapter 118.

We will also fulfill our aforementioned responsibilities in the engagement letter. Specifically:

6. Our fiscal officer will be at Madison County Commissioner's Office, 1 North Main Street, London, Ohio 43140 on April 25, 2019 to answer your inquiries and assist you in retrieving records and documents you require for your basic audit.
7. The governing board chairman will be available on the agreed to date, either on site, or at the following phone number Commissioner David Hunter 740-852-2872.
8. All the applicable accounting records and supporting documentation listed in the Appendix are available and filed in an orderly and easily retrievable condition.
9. Include, if Applicable: Our fiscal officer has reconciled our bank accounts (and investments, if applicable) to our fund balance records as of:
 - a. The last day of both fiscal years of the audit period
 - b. The most recent month ended prior to the scheduled basic audit date.
10. Include, if Applicable: Our fiscal officer has posted all receipts and disbursements occurring through:
 - a. The last day of both fiscal years of the audit period
 - b. The most recent month ended prior to the scheduled basic audit date.

Finally, we understand your procedures will be considerably fewer than those required by generally accepted auditing standards and Government Auditing Standards. Accordingly, we understand that your audit might not detect errors, fraud or noncompliance an audit performed in accordance with these standards might detect.

Following a second from Dr. Xenikis the result of the roll call was: Mr. Hunter, yes, Mr. Forrest, yes, and Dr. Xenikis, yes.

Note - This document is for the Chairman on the Board to sign.

Subject: Resolution – Approved – Engineer

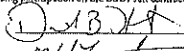
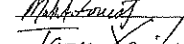
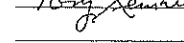
Mr. Forrest moved per the request of Bryan Dhume, Engineer, to approve the resolution authorizing participation in the ODOT road salt contract awarded in 2019.

RESOLUTION AUTHORIZING PARTICIPATION MADISON COUNTY
IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2019 COMMISSIONERS

WHEREAS, the (Madison County Engineer, Madison County, Ohio) [hereinafter referred to as the "Political Subdivision"], submits this written agreement to participate in the Ohio Department of Transportation's (ODOT) annual road salt bid in accordance with Ohio Revised Code 5513.01(f) and hereby agrees to all of the following terms and conditions in its participation of the ODOT road salt contract:

- a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and
- b. The Political Subdivision hereby acknowledges that upon the Director of ODOT's signing of the road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT road salt contract and agrees to hold the Department of Transportation harmless for any claims, actions, expenses, or other damages arising out of the Political Subdivision's participation in the road salt contract; and
- d. The Political Subdivision's electronic order for Sodium Chloride (2,000 tons) will be the amount the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and
- e. The Political Subdivision hereby agrees to purchase a minimum of 90% of its electronically submitted salt quantities from its awarded salt supplier during the contract's effective period; and
- f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT salt contract; and
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than Friday, April 19 by 12:00 p.m. The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: Contracts.Purchasing@dot.ohio.gov by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision's participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision's participation agreement and/or a Political Subdivision's request to rescind its participation agreement.

NOW, THEREFORE, be it ordained by the following authorized person(s) that this participation agreement for the ODOT road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT salt contract:

 (Authorized Signature) 4.16.19 Approval Date
 (Authorized Signature) 4.16.19 Approval Date
 (Authorized Signature) 4.16.19 Approval Date
 _____ (Authorized Signature) _____ Approval Date
 _____ (Authorized Signature) _____ Approval Date

THIS RESOLUTION MUST BE UPLOADED TO THE SALT PARTICIPATION WEBSITE THAN BY NO LATER FRIDAY, APRIL 19, 2019.

PLEASE NOTE THE DEPARTMENT WILL NOT ACCEPT TO BID SALT PARTICIPATION AGREEMENTS SUBMITTED WITH TYPED SIGNATURES WILL BE REJECTED AND DISQUALIFIED FOR OFFICIAL YOU CAN NOT SIGN A WRITTEN DOCUMENT BASED ON THE FACT THAT IT IS A LEGAL DOCUMENT. NO EXCEPTIONS.

Following a second from Dr. Xenikis the result of the roll call was: Mr. Hunter, yes, Mr. Forrest, yes, and Dr. Xenikis, yes.

Subject: Resolution – Approved – Executive Session

Mr. Forrest moved to enter into executive session at 10:14 a.m. for consulting with attorney purposes.

Following a second from Dr. Xenikis the result of the roll call was: Mr. Hunter, yes, Mr. Forrest, yes, and Dr. Xenikis, yes.

Subject: Resolution – Approved – Executive Session

Mr. Forrest moved to exit out of executive session at 10:49 a.m. No action was taken.

Following a second from Dr. Xenikis the result of the roll call was: Mr. Hunter, yes, Mr. Forrest, yes, and Dr. Xenikis, yes.

Government Forms and Supplies ERI 0043EA

Subject: Park District

The monthly Park District meeting took place on April 16, 2019.

Those Present

MADISON COUNTY COMMISSIONERS

Park Board
April 16, 2019 9:30 a.m.

- 1. Kristy Zuback
- 2. Jeff Coleman
- 3. Bryan Dhome
- 4. Rob Spivey
- 5. Sharon Brown
- 6. Mark Young
- 7. Tom Xenakis
- 8. (Signature)
- 9. _____
- 10. _____
- 11. _____
- 12. _____
- 13. _____
- 14. _____
- 15. _____
- 16. _____
- 17. _____
- 18. _____
- 19. _____
- 20. _____
- 21. _____
- 22. _____
- 23. _____

Subject: Park District – Approved – Financial Sheet

Mr. Forrest moved to approve the monthly Park District financial sheet.

MADISON COUNTY METROPOLITAN PARK BOARD
March 2019

Balance as of Park Board March, 2019	\$3,161.18
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Expenses

Sterts - Port-A-John – Rental	\$120.00
Prime Plumbing – Shut off water fountain	\$120.00

Revenue

<u>Balance</u>	\$4,921.18
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Double Bond Balance	Balance is 20,184.64
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Expenses

Howard Yoder – Mowing Expenses	\$900.00
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Revenue

	\$ 0.00
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<u>Balance</u>	\$ 20,184.64
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Following a second from Dr. Xenikis the result of the roll call was: Mr. Hunter, yes, Mr. Forrest, yes, and Dr. Xenikis, yes.

Park BoardEngineer's Report

- Bryan Dhume, Engineer, conducted Trail Maintenance Worker interviews last week. According to Bryan the mowing season is ready to begin and in the near future he will select a candidate to fill this position.
- The Commissions approved the seal coat contract with ODNR.
- Bryan Dhume, Engineer, and Joe Mosier, London Safety Director, have been discussing the Engineer's department mow the bike trail section within city limits. More than likely the Engineer's department will be performing these mowing services but as of this time nothing has been determined.
- ~37K will be used this year for potential projects along the bike trail. Some trees will be removed along the bike trail after the seal coat project is complete. These trees have caused disturbance along the bike trail and is affecting ditches.
- The Commissioners approved the Cooperative Agreement between Park Board and the Senior Center.

FMCPPT Report

- Some dead trees along the trail have been removed by the Engineer's Department.
- The bike trail opening season began April 13, 2019 and went well.

Old Business

- There is no update about the West Jefferson High School ecological project.

New Business

- Earth Day event will take place on April 22, 2019. A Deputy Sheriff is scheduled to direct traffic.
- The Community Action Service Day will take place on April 26, 2019 at the Little Darby Preserve. VIP parking will be available for elected officials and press.

Subject: Meeting Request – Approved – Engineer

Mr. Forrest moved per the request of Bryan Dhume, Engineer, to approve the required meeting request required and in compliance of Section: 325.20 or ORC for the following:

Bryan Dhume, Mariin Bradley, Aaron Rapp, and Mark Crews to attend "Move Concrete Bridge Forms". April 22 – 24, 2019 in Moulton, Al. Cost \$1,600.00.

Following a second from Dr. Xenikis the result of the roll call was: Mr. Hunter, yes, Mr. Forrest, yes, and Dr. Xenikis, yes.

Subject: Meeting Request – Approved – Engineer

Mr. Forrest moved per the request of Nate Ernst, Engineer's Department, to approve the required meeting request required and in compliance of Section: 325.20 or ORC for the following:

Corey Pruitt, Aaron Rapp, and Phil Sparks to attend "Trenching Safety" May 13, 2019 in Columbus, Ohio. Cost \$144.00.

Following a second from Dr. Xenikis the result of the roll call was: Mr. Hunter, yes, Mr. Forrest, yes, and Dr. Xenikis, yes.

Subject: Meeting Request – Approved – Job & Family Services

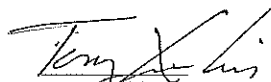
Dr. Xenikis moved per the request of Lori Dodge – Dorsey, Job & Family Services Director, to approve the required meeting request required and in compliance of Section: 325.20 or ORC for the following:

Valene Rudd to attend "Child Support Case Management Training" May 1, 2019 in Columbus, Ohio. Cost \$50.00.

Following a second from Mr. Forrest the result of the roll call was: Mr. Hunter, yes, Mr. Forrest, yes, and Dr. Xenikis, yes.


David Hunter


Mark Forrest


Dr. Xenikis

ATTEST: Katie Weir