

**Warren County Commissioners Public Meeting**  
**June 24, 2020 5:30 p.m.**  
**Main Courtroom**

Commissioner Benjamin Kafferlin called the meeting of the Warren County Commissioners to order with Commissioner Tricia Durbin and Jeff Eggleston present.

Staff Present: Pamela Matve, Chief Clerk, and Solicitor Nathaniel Schmidt

Citizens Present: Josh Cotton (WTO), Jay Cotton, and Emily Cotton

**Announcements:** None

**Meetings held since the last meeting:** Commissioner Benjamin Kafferlin stated that there has been one executive session to discuss legal agreements and to get information, the other was to discuss the CARES Act

**Correspondence:** None

**Public Comment:** None

**Consent Agenda:**

- **Agenda Content:** Commissioner Benjamin Kafferlin reviewed the items on the agenda and asked that the IDA appointments along with the USDA Communities Facilities Grant be moved to the next meeting.

**Minutes from the June 10, 2020 Public Hearing and Public Meeting:** No corrections or additions to be made.

**Fiscal Report:** Eric Hern, Fiscal Director stated that balance in the general fund is \$678,425.00 and in the Erie Bank Account, \$649,871.00.

Eric Hern, Fiscal Director stated that the new finance software is running smooth, and all of 2020 invoices have been scanned into the software.

Commissioner Benjamin Kafferlin asked if the department heads can see their invoice to which Eric Hern stated that at this point it is not feasible.

**Personnel Report:** Eric Hern reviewed the personnel report

**Proclamation(s):** None

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the agenda, the minutes from the public hearing and the commissioner meeting of June 10, 2020, and the personnel report. Motion carried unanimously.

**Old Business:** None

**New Business:**

**Resolution 3161 Authorizing revisions to the FFY 2017 CDBG funds:** Commissioner Benjamin Kafferlin stated that there are 2013 CDBG funds that need to be moved to a 2017 project as they have to be expended first. An additional \$4,737.75 will be allocated to the FFY 2017 CDBG budget, and an additional \$602.25 will be allocated to the FY 2018 CDBG budget for the reconstruction of Miley Avenue, totaling \$5,340.00 owed from County to CDBG activities.

**Resolution 3162 Authorizing application for the 2020 COVID-19 CARES Act Funding:** Commissioner Benjamin Kafferlin stated that we have applied for the funding in the amount of 3.5 million dollars. He then stated we got word this morning that the application was approved.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve both Resolution 3161 and Resolution 3162 as presented. Motion carried unanimously.

**Zelenkofske & Axelrod CARES Act Agreement:** Commissioner Benjamin Kafferlin stated that this agreement is separate from our auditing agreement. This agreement is for their services giving us guidance on the CARES Act funding.

Attorney Nathaniel Schmidt stated that there was some concern on if this service should have been bid out. Commissioner Benjamin Kafferlin stated that this is a professional service, it is basically because of an emergency, there for we did not go out to bid. Attorney Nathaniel Schmidt stated that he approves this agreement not being bid out as long as the cost does not exceed \$10,000.00.

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the agreement with Zelenkofske & Axelrod for the guidance on the CARES Act Funds. Motion carried unanimously.

Commissioner Jeff Eggleston stated that Zelenkofske & Axelrod has proven to be incredibly confident and this is a huge undertaking.

Commissioner Tricia Durbin stated that it is important to lean on their expertise about how these funds fit the uses for COVID.

**Closing:**

Commissioner Benjamin Kafferlin asked Dan Glotz, Director of Planning & Zoning to give an update on the C.O.G. meeting. Dan Glotz stated that the main program was on residential storm water management.

**Commissioner Comments:**

**Adjournment:** Motion was made Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to adjourn the meeting. Motion carried unanimously.

Meeting adjourned 5:50 p.m.

Respectfully submitted,

*Pamela J. Matve*

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Chief Clerk



Approved:

*Jeff Eggleston*

Jeff Eggleston, Secretary  
Warren County Commissioner