Finance Committee Meeting
Tuesday, January 18, 2022 - 5:00 PM
AGENDA

1. Call to Order
2. Action On Minutes
    a. December 14, 2021
3. Finance Director Reports
    a. Director Review / Final Carryover 2022 Budget / Bank to Book Rec
4. City Drone Purchase
5. SSI - Contract / Implementation Updates
6. CIP discussion
    a. AVANT Loader vs. Bobcat skid steer
    b. Dump Truck purchase
7. RITA Annual Review
    a. 2021 Review
8. HR assistance / leadership development opportunity
9. Well Pump Estimates
    a. Replacement Pump
    b. New Well & Pump
10. Licking County Public Safety Information Sharing Network Agreement - Discussion
    a. Agreement
11. County ARPA Application
12. BBB and Hartford Water Line Conversation Outcomes
13. State Capital Budget: Email
14. Goal Review from 2021 / Outline for 2022
15. Other Business
16. Adjourn

2021 Committee Goals

1. Multi-year CIP Plan; Manager to provide quarterly
2. Get Budget Stabilization Fund back to $500,000
3. Keep water sewer & rate increase to less than five percent
4. Meet annual budget deadlines

Special Finance Committee
Tuesday, December 14, 2021 - 5:00 PM
MINUTES

1. Call to Order

Committee Chair Benjamin Lee called the Special Finance Committee meeting for December 14, 2021 to order at 5:04 pm

Members Present - Ben Lee, Mayor Chip Dutcher, Cheryl Robertson
Absent - None

Staff present - Jack Liggett, Dana Steffan, Chief Haroon, Teresa Monroe.

Public present - None

2. Action On Minutes

   a. November 8, 2021 Special meeting

   b. November 16, 2021

ACTION:	Benjamin Lee moved to Approve en bloc; Chip Dutcher seconded and all were in favor.
AYES:	Benjamin Lee, Chip Dutcher, Cheryl Robertson
NOES:	None
ABSTAIN:	None
	Passed 3 - 0

2021 Committee Goals

1. Multi-year CIP Plan; Manager to provide quarterly
2. Get Budget Stabilization Fund back to $500,000
3. Keep water sewer & rate increase to less than five percent
4. Meet annual budget deadlines

3. Director's Report Review

   a. 11/2021 Bank-to-book Rec

      Discussion on checks that have not been cashed and are ultimately voided and finding out the correct process for unclaimed funds.

   b. Finance Report

      Dana Steffan reviewed her report through November 30th; noted that through December, Income tax revenue reached 2.6 million dollars; 2.5 was budgeted.

      Mr. Lee asked if there were concerns on any net profit receipts and potential "pay backs"; Ms. Steffan said not that she knows of but she did notice that net profit did go down by ten thousand dollars this month, she assumed it was Coughlin but needs to look into that. Mr. Lee asked her to send out an email to everyone when she does.

      Discussion on allocation of funds for water bill payment and explanation of a current software limitation resulting in a higher balance in water operating.

      Mr. Liggett updated on New Day's water and sewer use contract; sewer is way ahead. The outcome at this point benefits both parties, Mr. Lee said the concern is making this deviation a standard part of the expectations of the contract; asked Mr. Liggett to put something in writing for New Day that the shortage is allowed for this year.

      Mr. Lee said he would feel ok moving the budget baseline to 2.6 based on how we will actualize and add in Jack Liggett's priority three for street. $95,000 will go to CIP, $50,000 of it towards priority three.

      Review of some items budgeted; Interim Manager stipend, CAD upgrade, no clear answer yet on the new SSI software and ten thousand dollars for cloud storage if needed, discussion and update on Edwards Road paving. Discussion on General, CIP and Budget Stabilization fund balances.

4. ARPA Application Funding Request

   a. ARPA Funds Usage

      Mr. Lee noted that no money was received by the State and the County Commissioners' ARPA infrastructure project policy dissuades us from doing anything.

ACTION:	Ben Lee moved to abandon the Hartford water line project; Chip Dutcher seconded and all were in favor.
AYES:	Benjamin Lee, Chip Dutcher, Cheryl Robertson
NOES:	None
ABSTAIN:	None

Passed 3 - 0

Discussion on Delco water and supplying for a defined area.

Discussion on ARPA applications, Build Back Better grant for Mobility Hub, which was not received, commitment moving forward, the CIC, Etch contract and reimbursement of LCATS money.

5. Budget 2022 Final Review

a. Budget Ordinance 47-2021

Review and adjustments to 2022 Projected Available Funds.

Jack Liggett explanation of project total increase to 2.6 million for US62/Sportsmans Club Road realignment; cost went from 1.1 million for realignment and light to 1.8 for roundabout which did not include engineering. Mr. Liggett asks if Council still wants a roundabout there and approves of applying to borrow SIB loan money. Referenced Resolution 2021-43, discussion on new SIB loan amount of two million and asking for twenty years instead of ten.

ACTION:	Cheryl Robertson moved to go with the State Infrastructure Bank (SIB) loan for the roundabout at 62 and Sportsmans Club, new dollar amount is 2.6 million, the SIB request is two million, ODOT Jobs & Commerce $100,000, ODOT 629 $500,000 SIB term twenty years; Chip Dutcher seconded and all were in favor.
AYES:	Benjamin Lee, Chip Dutcher, Cheryl Robertson
NOES:	None
ABSTAIN:	None

Passed 3 - 0

Mayor Dutcher said all can be proud of this budget.

6. Other Business

7. Adjourn

No further business. Mr. Lee moved to adjourn, Mr. Dutcher seconded and all were in favor, motion carried 3-0.

The meeting adjourned at 6:04 pm

2022 PROJECTED AVAILABLE FUNDS W/ ACTUAL 2021 CARRYOVER AND UPDATED APPROPRIATIONS

	FUND	ANTICIPATED REVENUES	ACTUAL CARRYOVER FROM 2021	TOTAL FUNDS	TOTAL APPROPRIATIONS	12/31/2022 Balance
1000	General Fund	$ 3,482,664	$ 524,937	$ 4,007,602	$ 3,747,162	$ 260,440
2011	Street Maintenance	$ 531,640	$ 75,768	$ 607,408	$ 614,312	$ (6,904)
2021	State Highway	$ 23,360	$ 22,988	$ 46,348	$ 36,000	$ 10,348
2101	Permissive Motor License	$ -	$ 341	$ 341	$ -	$ 341
2901	Mayor's Court Computer	$ 1,000	$ 2,986	$ 3,986	$ -	$ 3,986
2903	Budget Stabilization Fund	$ 60,000	$ 361,132	$ 421,132	$ 10,000	$ 411,132
2904	FEMA Fund	$ -	$ 822	$ 822	$ -	$ 822
2906	Police Fund	$ 1,000	$ 7,231	$ 8,231	$ -	$ 8,231
2907	Right of Way Fund	$ 30,000	$ 17,550	$ 47,550	$ 6,000	$ 41,550
2908	Employee Fund	$ 9,500	$ 28,500	$ 38,000	$ -	$ 38,000
2910	American Rescue Plan Act Fund	$ 247,010	$ 166,371	$ 413,381	$ 238,751	$ 174,630
3101	Debt Service Fund	$ 336,000	$ 347,187	$ 683,187	$ 492,000	$ 191,187
4901	Capital Improvements - general	$ 633,500	$ 313,436	$ 946,936	$ 946,936	$ (0)
4902	Capital Improvements - US 62 Turn Lane	$ -	$ 152,425	$ 152,425	$ 153,400	$ (975)
4903	Capital Improvements - Traffic Circle at Leafy	$ 28,500	$ -	$ 28,500	$ 28,500	$ -
5101	Water Operating	$ 750,375	$ 590,144	$ 1,340,519	$ 887,115	$ 453,404
5201	Sewer Operating	$ 744,375	$ 1,719,422	$ 2,463,797	$ 930,539	$ 1,533,258
5701	Water Enterprise Improvement.	$ 533,000	$ 4,297,956	$ 4,830,956	$ 3,414,178	$ 1,416,778
5702	Sewer Enterprise Improvement.	$ 751,000	$ 4,058,932	$ 4,809,932	$ 2,642,761	$ 2,167,171
5721	Water Debt Service	$ 492,000	$ 533,493	$ 1,025,493	$ 391,000	$ 634,493
5722	Sewer Debt Service	$ 482,000	$ 225,812	$ 707,812	$ 479,000	$ 228,812
5781	Enterprise Deposits	$ 50,000	$ 361,162	$ 411,162	$ 48,000	$ 363,162
9904	Mayor's Court	$ 60,000	$ 14,309	$ 74,309	$ 65,000	$ 9,309
	TOTALS	**$ 9,246,925**	**$ 13,822,903**	**$ 23,069,828**	**$ 15,130,654**	**$ 7,939,174**

Bank / Account	Balance
Fifth Third Securities	6,170,280.21
Park General X9082	250,000.00
Park Payroll X9085	15,813.42
Water & Sewer X2587	277.48
Park Sweep X2608	7,504,166.12
Mayor's Court X9848	14,210.60
Total All Bank Accounts	**13,954,747.83**
Outstanding Checks	(142,176.76)
BALANCE PER BANK	**13,812,571.07**
Book Balance:	13,822,903.10
Variance:	**10,332.03**

Reconciling Items				
Q4 Unbooked Investment Income				
	Fifth/Third Securities	$	(21,869.69)	*to be booked in Jan 2022*
	Park National Bank	$	570.30	*to be booked in Jan 2022*
Water & Sewer Variances:				
	Various posted receipts, did not clear bank	$	(3,086.41)	*timing*
	Deposit received/cleared bank, not posted	$	450.00	*timing*
General Variances:				
	check clearing variances	$	0.79	
Payroll Variances:				
	OPERS employee deductions, will clear bank in next month	$	7,303.83	*timing*
	OP&F employee deductions, will clear bank in next month	$	6,298.82	*timing*
	check clearing variance	$	0.33	
Total Reconciling Items		**$**	**(10,332.03)**	
unidentifed variance		*$*	*(0.00)*	

Check No.	Check Amount	Check Date
6035	$150.00	9/17/2021
6079	$422.08	12/24/2021
6080	$163.42	12/24/2021
6083	$175.00	12/24/2021
6084	$278.88	12/24/2021
15316	$66.50	10/6/2021
15432	$133.74	11/8/2021
15444	$74.48	11/8/2021
15563	$8.51	12/3/2021
15565	$117.50	12/3/2021
15573	$117.50	12/3/2021
15575	$117.50	12/3/2021
15576	$78.31	12/3/2021
15601	$3,635.75	12/9/2021
15609	$440.00	12/9/2021
15617	$841.89	12/16/2021
15621	$1,476.00	12/16/2021
15628	$210.45	12/16/2021
15643	$110,500.00	12/16/2021
15651	$9,282.92	12/22/2021
15653	$1,681.16	12/22/2021
15660	$216.64	12/22/2021
15661	$135.00	12/22/2021
15664	$977.50	12/22/2021
15666	$443.19	12/22/2021
15670	$28.50	12/22/2021
15671	$11.87	12/29/2021
15672	$64.84	12/29/2021
15673	$3,199.01	12/29/2021
15674	$431.47	12/29/2021
15675	$714.91	12/29/2021
15676	$400.00	12/29/2021
15677	$3,998.57	12/29/2021
15678	$154.49	12/29/2021
15679	$247.15	12/29/2021
15680	$1,182.03	12/29/2021

Total O/S Checks at 12/31/21:
$142,176.76

ACCOUNT REVIEW for the CITY of JOHNSTOWN
December 21, 2021

The Regional Income Tax Agency (RITA) is proud of the long term relationship we have with the City of Johnstown since November 1, 2009. We highly value the confidence you have in us by authorizing us to act as the agency to conduct the tax collection and administration activities on your behalf.

RITA has numerous unique capabilities that allow for us to most efficiently operate to maximize the degree of tax compliancy of the residents and businesses in Johnstown as well as the tax revenue collections being distributed to your municipality. The results of these tax administration functions support this view.

The purpose of this report is to provide to you a detailed review of the results of these unique tax collection activities. The current COVID-19 environment may limit review of this information from being done in a face-to-face session. However, it would be highly welcomed to schedule a conference call to discuss this document in lieu of such a session.

1.0 Verification Information

- Municipality Address:
  599 S Main Street
  Johnstown, Ohio 43031-0457

- Finance Director – Dana Steffan
  Contact Number – 740-967-3177 ext. 3
  Contact Email – dsteffan@johnstownohio.org

- Mayor – Charles Dutcher
  Contact Number – 740-967-5706
  Contact Email – cdutcher@johnstownohio.org

- Municipal Income Tax Structure – 1.00% with No Credit

- Municipality Website – www.johnstownohio.org

- RITA Start Date – November 1, 2009

- Retainer Fee – 3.0% (Since 11/1/2009)

- Penalty & Interest Abatements – RITA has full authorization to handle all Abatement Requests

- Mayor's Court – Yes/No?

- Utility Bill Records – ?

- Legal Program – Utilizes RITA Legal Program

- TAP Portal Being Utilized. Authorized user having access to the Portal:
  - Dana Steffan

- Distribution Reports being received:
  - Monthly Distribution Summary
  - Monthly Distribution
  - Top 25 Accounts
  - Special Funds

- Tax Ordinance assessable via RITA website – Yes

- Tax Ordinance requires rental property owners to submit annually a list of the renters occupying their properties:
  - Yes. Section 191.24 in the tax ordinance indicates for rental property owners to submit by January 31 the contact information of all tenants as of December 31 of the previous year.

2.0 Tax Collections and Distributions

As you know, RITA provides semi-monthly deposits to the City of Johnstown's bank account for the tax collections obtained. Below is the latest actuals of the monthly gross collections that were distributed from January through December of 2021. The last distribution deposit that is reflected in this data was made on December 14, 2021. The chart also contains monthly comparisons against 2020 as well as 2019:

GROSS DISTRIBUTIONS

MONTH	2021	2020	DIFFERENCE	2019	DIFFERENCE
JANUARY	$145,830.72	$142,596.01	$3,234.71	$174,222.81	-$28,392.09
FEBRUARY	$225,415.99	$185,058.36	$40,357.63	$187,665.37	$37,750.62
MARCH	$130,426.42	$128,198.10	$2,228.32	$148,282.95	-$17,856.53
APRIL	$212,223.00	$192,520.73	$19,702.27	$170,761.73	$41,461.27
MAY	$297,612.71	$204,425.33	$93,187.38	$315,858.41	-$18,245.70
JUNE	$267,011.77	$141,993.76	$125,018.01	$177,924.22	$89,087.55
JULY	$258,181.67	$148,205.47	$109,976.20	$202,571.35	$55,610.32
AUGUST	$151,483.48	$280,732.51	-$129,249.03	$146,140.04	$5,343.44
SEPTEMBER	$168,697.18	$151,232.77	$17,464.41	$133,849.08	$34,848.10
OCTOBER	$214,001.53	$199,628.26	$14,373.27	$173,621.05	$40,380.48
NOVEMBER	$182,785.50	$146,581.54	$36,203.96	$145,699.14	$37,086.36
DECEMBER	$186,385.89	$136,475.09	$49,910.80	$116,887.67	$69,498.22
TOTAL	$2,440,055.86	$2,057,647.93	$382,407.93	$2,093,483.82	$346,572.04

The 2021 gross distributions are about 18.6% or $382,407.93 higher than that of 2020. The 2021 gross distributions are also higher than that of 2019 by 16.5% or $346.572.04.

Taking a closer look at the yearly gross distributions, the chart below was compiled to reflect the yearly gross distributions by type of account for the past 6 years (2016 – 2021) for the City of Johnstown:

GROSS DISTRIBUTIONS

YEAR	WITHHOLDINGS	INDIVIDUAL	NET PROFIT	TOTAL	PERCENT CHG
2021	$1,333,540.37	$951,777.59	$154,737.90	$2,440,055.86	18.6%
2020	$1,158,572.78	$777,599.07	$121,476.08	$2,057,647.93	-1.7%
2019	$1,138,227.74	$812,577.95	$142,678.13	$2,093,483.82	8.3%
2018	$1,030,975.55	$756,542.47	$144,673.21	$1,932,191.23	8.2%
2017	$959,820.12	$651,104.90	$174,227.21	$1,785,152.23	12.2%
2016	$869,810.35	$605,818.04	$114,903.46	$1,590,531.85	N/A

From the Top 25 Distribution Report for Period 11 of 2021, some of the sources of the increase occurring for 2021 can be identified. There were two Net Profit accounts (Atrium Apparel Corp. and Lash Enterprises) that had combined increases of $61,596 in 2021 over 2020. Also, there were five Withholding accounts (City of Columbus, Cheer Pack North America, Focused Employer, Abercrombie & Fitch, and First Source Employee Management) that had combined increases of $75,955.

3.0 Registrations

RITA utilizes all applicable resources at our disposal to identify all qualified taxpayers within your municipality. Our quest, like yours, is to ensure all taxpayers are contributing their share of the income tax revenues to your municipality to help finance your municipality's activities. The chart below displays our success in accomplishing this goal over the past five plus years:

REGISTRATIONS

SOURCE	2016	2017	2018	2019	2020	YTD 2021	TOTAL
Forms Registration	3	8	6	10	2	2	31
Employer W-2s	93	104	89	102	128	76	592
E-File Registrations	29	31	39	26	33	24	182
State Adds	142	101	109	86	79	106	623
Tax Form Processing	152	141	180	149	129	153	904
Tax Authority	0	0	1	0	1	0	2
Other	17	30	33	27	16	20	143
Total	436	415	457	400	388	381	2,477

NOTE: YTD 2021 is 12/21/21

A brief description of some of these registration methods is provided below.

A most unique resource RITA has for identifying non-registered taxpayers in your municipality is the agreement we have with the tax department of the State of Ohio to utilize its income tax filing database to compare such return filings against the account records in our database. This registration method is referred to as State Adds. From the identification of a non-registered taxpayer, an account is automatically created in our database with an associated letter being sent to notify the taxpayer of this action as well as to inform them of the filing requirements. The success of generating additional tax revenue for your municipality from this registration capability is presented in Section 4.2 State Adds Program of this document.

RITA also has a very robust website from which taxpayers have ready access to create their own accounts, referred to as E-File Registrations. To operate most efficiently and cost consciously as possible, we feel it is best to mechanize as many functions as possible that will minimize RITA's costs by effectively managing human intervention.

For Withholding Accounts, businesses are required to submit records of all the W-2 statements they issue to their employees. This record submittal is part of the annual withholding reconciliation process that is a required activity. RITA has been innovative by designing an application program that can compare the W-2 statements that had been filed electronically by a business to determine if an account exists in our tax database. If no account exists, one can be automatically created with a corresponding letter being issued to advise the taxpayer of this action. This registration process is referred to as Employer W-2s.

Another method that can effectively result in the creation of accounts for new residents to a municipality involves the identification of the new residents through the use of water and sewer registrations. We often received notices from the municipality as to the name and address of the new residents. From such notifications, our Records Management Department promptly issues a letter to advise of the new resident of the tax filing obligations, and provides a Registration Form to be completed and returned. Also, notifications are received from the municipality from sales of houses, annual rental property owner notifications of their renters under contract, and word-of-mouth detections of new residents. These notices typically fall under the "Tax Authority" or "Other" categories displayed on the chart.

4.0 Compliance Program Activities and Collection Results

The results of the major compliance and registration resources used by RITA are covered in this section with a list of the results accomplished over the past few years.

4.1 Federal Tax Information (FTI) Program

RITA's Federal Tax Information (FTI) Department annually receives data extracts from the Internal Revenue Service (IRS). These data files are comprised of taxpayers who file an income tax return with the IRS, and list their addresses as being within the State of Ohio.

A specially designed in-house program that was developed compares a taxpayer's IRS Form 1040 information to our tax system to identify non-filers or under reporters, and to incorporate them into delinquency letter campaigns.

A brief summary of the FTI operation is as follows: a taxpayer, residing in a RITA member municipality, either filing a federal individual annual return (Form 1040) with the IRS and not having a corresponding municipal tax return in our tax system for that tax year, or there is a discrepancy between their federal and local income amounts being reported, will receive an initial delinquency letter from the FTI Department. If the taxpayer does not respond to the initial letter, a second letter will follow which contains a tax assessment that was calculated based on the federal taxable income reported by the taxpayer to the IRS without regard to tax credits or tax credit limits. The calculated tax liability will also include applicable updated penalty and interest through the date of the letter. If the taxpayer does not respond to this assessment letter, the case will be turned over to the Legal Department. The Legal Department will send out an "Attorney" letter before attempting to receive a judgment in court against the delinquent taxpayer.

The goal of the FTI department is to take this confidential IRS data and leverage it with delinquent or under reporting taxpayers to bring them into municipal income tax reporting compliance. Once a taxpayer voluntarily supplies their income documentation to the FTI department, the information becomes no different from any other RITA income tax data and can be entered into our tax system.

Below are the annual results for the identification and tax collection efforts of our FTI Department with residents within your municipality:

FEDERAL TAX INFORMATION (FTI) PROGRAM

YEAR	LETTERS ISSUED	IDENTIFIED LIABILITIES	COLLECTIONS	COST
2016	274	$35,097.00	$16,313.00	$0.00
2017	195	$50,765.00	$44,080.00	$0.00
2018	187	$121,410.00	$74,071.00	$0.00
2019	234	$44,105.00	$73,476.00	$0.00
2020	89	$42,573.00	$61,337.00	$0.00
TOTAL	979	$293,950.00	$269,277.00	$0.00

The activities performed by the FTI Department in bringing additional tax revenue to your municipality are part of the standard tax collection and distribution processes performed for the members of the RITA family. This program is conducted year-round at no additional cost to your municipality.

4.2 State Adds Program

As described in Section 3.0 above, another unique process that RITA deploys to identify and register appropriate residents in a municipality is the State Adds program. Through the responses received from the letters issued that advised the residents of their potential municipal tax obligations, tax liabilities are identified with payments being received, including penalties and interest, from these taxpayers. Below is a summary of this activity that has been performed for your municipality as a standard operating process with no additional costs to your municipality:

STATE ADDS PROGRAM

YEAR	LETTERS ISSUED	IDENTIFIED LIABILITIES	COLLECTIONS	COST
2016	164	$13,875.95	$13,787.79	$0.00
2017	110	$7,632.19	$7,632.19	$0.00
2018	128	$11,005.80	$8,139.89	$0.00
2019	83	$4,781.05	$4,750.73	$0.00
2020	88	$9,448.03	$7,236.29	$0.00
YTD 12/21/21	121	$16,178.06	$12,594.28	$0.00
TOTAL	694	$62,921.08	$54,141.17	$0.00

4.3 Non-Filer/Delinquency and Subpoena Programs

This optional program consists of two possible activities: a Non-Filer/Delinquency Program and a Subpoena Program. With authorization from the municipality, resident taxpayers with active accounts who have not filed one or more required tax returns for your municipality are identify in our tax database. Letters are issued to advise the taxpayers of the situation. The taxpayer is provided 30 days to file the returns, submit the appropriate documents for tax returns to be compiled, or to complete an exemption section of the letter to indicate why a return was not filed. This segment of the program can be run without the Subpoena section, if desired. There is no added expense to the RITA municipality to have the Non-Filer/Delinquency letters compiled and issued.

Below are the results of Non-Filer programs that have been conducted for your municipality:

NON-FILER PROGRAM

YEAR	LETTERS ISSUED	IDENTIFIED LIABILITIES	COLLECTIONS	REV / LETTER
2017/2018	1,463	$140,093.42	$64,972.70	$44.41
2018/2019	1,318	$34,896.72	$16,066.60	$12.19
2020/2021	1,385	$114,780.19	$49,342.07	$35.63
2021/2022	1,516	$41,758.48	$19,915.11	
TOTAL	5,682	$331,528.81	$150,296.48	$31.32

Totals for 2021/2022 are as of 12/21/21 since the program has not yet completed.

The programs are typically run from June to the following May of the next year. A key statistic from this program is the average revenue that was collected for the municipality for each letter that was issued. This ratio is displayed in the last column of the chart above. Thus, there was an average of $31.32 collected for each of the 4,166 letters that were issued for the first three Non-Filer campaigns that were run.

The second part of this program, Subpoena Program, if authorized, involves sending an administrative subpoena letter after the 30 days that instructs the taxpayers to appear at your municipal hall, or other mutually agreed upon location, to meet with RITA auditors and produce tax records. This program is typically run during the same time interval as the Non-Filer Program, i.e. from June to the following May of the next year. Due to the COVID-19 situation, this program was not offered in 2020 / 2021, and a limited version (no auditor being provided) is being offered in 2021.

This process simplifies the operation of receiving and processing the taxpayer's return(s) as well as associated payments. The taxpayer is provided 30 days to respond to this letter. With the added expense involved to have an auditor on site, there is typically a charge of $8.00 for each subpoena letter that is issued. Since there is no auditor on-site for this program being run in 2021, the charge has been reduced to just $1.00 for each letter issued.

Below are the results of Subpoena Programs that have been conducted for the City of Johnstown:

SUBPOENA PROGRAM

YEAR	LETTERS ISSUED	IDENTIFIED LIABILITIES	COLLECTIONS	COST	COLLECT / COST
2018/2019	1,056	$193,483.47	$60,850.73	$8,448.00	$7.20
2021/2022	1,324	$125,546.53	$27,098.30	$1,324.00	
TOTAL	2,380	$319,030.00	$87,949.03	$9,772.00	

Totals for 2021/2022 are as of 12/21/21 since the program has not yet completed.

A key statistic here is the average revenue that was collected for cost involved for the program. This ratio is displayed in the last column of the chart above. Thus, for each $1.00 of cost to run the program in 2018/2019, an average of $7.20 was collected. A nice return on the investment.

4.4 RITA Legal Program

The Legal Program is a robust program offered to all RITA municipalities. It provides standard services in handling issues such as bankruptcies, estate claims, and foreclosures. Also offered are auxiliary litigation related services for civil suits that include all of the typical prejudgment related services and attendance at court hearings at a minimal cost that are typically billed back to the taxpayer involved in such actions.

RITA utilizes the services of a reputable experienced law firm to provide any post judgement collections needed that are outside RITA's litigation services.

As the City of Johnstown utilizes RITA's Legal resources, below are the results of collections activities conducted by our Legal Department for Johnstown:

LEGAL PROGRAM

YEAR	LAWSUITS ISSUED	IDENTIFIED LIABILITIES	COLLECTIONS	COST
2018	39	$53,210.57	$41,801.65	$5,754.63
2019	66	$86,260.67	$66,559.58	$11,427.71
2020	33	$48,518.72	$35,353.63	$5,852.32
2021	23	$48,747.01	$15,145.68	$3,369.00
TOTAL	161	$236,736.97	$158,860.54	$26,403.66

Totals for 2021 are as of 12/21/21.

The cost associated with the program are typically paid by the taxpayers involved. Also, per our records, there are 68 accounts that have been identified with liabilities totaling $67,565.21 that have potential for legal actions.

4.5 PEPSI Program (Processing Employer Provided Salary Information)

A new creative project has recently been placed into production called PEPSI (**P**rocessing **E**mployer **P**rovided **S**alary **I**nformation).

Using electronically filed employer-provided W-2 information for Tax Years 2016 - 2018, we have automated the filing of delinquent 2016 – 2018 returns for nearly 25,000 taxpayers in our tax system. Applicable taxpayers that have an identified balance due as a result of this automated filing will be sent a letter notifying them that a return has been filed for them from their employer provided information, and that a billing statement will follow. For those taxpayers that do not have a balance due as a result of the automated filing, no letter will be sent.

For the City of Johnstown, from the accounts that passed through the filtering criteria used in matching the taxpayer identification on the federal W-2s with that of an account in our tax database for the three tax years (2016 – 2018) that had been processed, the following liabilities have been identified:

PEPSI PROGRAM (Processing Employer Provided Salary Information)

TAX YEAR	IDENTIFIED LIABILITIES	COST
2016	$18,920.77	$0.00
2017	$16,338.51	$0.00
2018	$3,167.47	$0.00
TOTAL	$38,426.75	$0.00

This program was run for tax years 2016 – 2018 at no additional cost to the RITA members.

5.0 RITA Allocated Costs

RITA continues to strive to meet Agency goals and to uphold our mission to provide high quality, cost effective municipal services. Enhancing our processes and implementing new services are just two ways we work to further benefit our members.

In accordance with the Regional Council of Governments' Participation Agreement, the allocation of annual costs for the operation of the Regional Income Tax Agency is spread across all members based on the number of transactions and the collection amounts done for each member municipality. The annual costs allocated to your municipality compared to the collections achieved have been as follows:

RITA Collection Costs

YEAR	COLLECTIONS	ALLOCATED COSTS	COST/COLLECTION
2020	$2,077,560	$59,088	2.84%
2019	$2,081,503	$51,390	2.47%
2018	$1,601,772	$50,378	3.15%
2017	$2,194,970	$54,628	2.49%
2016	$1,652,126	$47,801	2.89%
AVERAGE	$1,921,586	$52,657	2.74%

Thus, over the past 5 years, your municipality has had an average percentage cost of collections of 2.74%. This means that for every $100 of taxes collected for your municipality, only $2.74 went to the administrative cost of collections, registrations, auditing, compliance, record retention, etc., leaving the balance for your fire, police, street repairs, recreational expenses, and other community expenditures.

Services provided by RITA include:

-- Proven tax administration software (RiTax)
-- Tax law expertise and monitoring for tax law changes
-- Notification of changes required in tax ordinances
-- Full time Customer Service Department
-- Full Time Collections Department
-- Full time Compliance Department
-- Full time Auditing Department for Business and Individual returns
-- Full time Legal Department
-- Providing direct interface to 3rd Party Software (H&R Block, Intuit, Drake, etc.) for filing returns
-- Access to IRS Database for return filings
-- Access to State of Ohio tax database for return filings
-- Processing Payments
-- Conducting special Collection Programs (Non-Filer, Subpoena, etc.)
-- Administering court filings and hearings for non-payments
-- Processing returns using employer received W-2s
-- Quarterly billing statements issued
-- Electronic filing of current and past years returns via website
-- Providing taxpayers with 24/7 access to their accounts
-- Providing taxpayers ability to submit payments electronically via website and IVR system
-- Interactive Voice Response (IVR) system for payments to be made
-- Disaster Recovery system in place
-- Document retention administration
-- Utilization of state-of-the-art technology for maximum productivity

QUOTE # 011322-11

Water Well, Pump, and Treatment Equipment Services

January 12, 2022

Mr. Jack Liggett
Village of Johnstown
PO Box 457
Johnstown, 43031

Re: New Pump and Motor for Well J-2

Dear Mr. Liggett:

As you requested, National Water Services (NWS) is supplying this estimate to replace the pumping equipment in the Village of Johnstown's water well J-2. The following are estimates to replace the equipment with new equipment:

Materials: $12,984.00

Goulds 8FDLC, 2-stage bowl (800 gpm @ 150' tdh)
SME 40 hp, 460-volt, 3 phase, 60 Hz, 3600 rpm submersible motor
170 feet of #4 flat double jacketed submersible cable
Splice materials & Pipe Wrap
Freight
Miscellaneous

Field Labor:

2-Men & equipment: $ 5,200.00
1st day – Pull Pump from J-2 & Install New 40 hp Pump
2nd day – Test J-2, Install Old Pump in J-3, Check Operation

Total Project Estimate

Total Estimated Project **$18,184.00**

Thank you for allowing us to be of service to you. If you have any questions, please do not hesitate to call.

Sincerely,
HD Water Services

Robert A. Hardin

Robert A. Hardin
Executive Vice President

Cc: Steve Champa – Eagon & Associates

December 13, 2021

Mr. Stephen Champa, PG
Eagon & Associates
100 W. Old Wilson Bridge Road
Suite 115
Worthington, Ohio 43085

Re: Village of Johnstown, Ohio
New Well J-4

Dear Mr. Champa:

As you requested, National Water Services has developed this proposal to drill, develop, test, and complete a new well for the Village of Johnstown, Ohio. This well is to be drilled at the location recently approved by the OEPA. The preliminary design is similar to their existing wells #j-2 and #J-3. However, as you know the geology may be somewhat different and therefore some modification may be necessary. Due to the urgency of the current situation, we are offering to complete this well using the rotary method. This technique should save time and allow us to complete the well much quicker than with cable-tool.

The initial step requires a test hole to be drilled. Drill samples will be collected every five feet or change of formation. After reaching the bottom of the formation, PVC casing will be installed. This casing will allow us to complete geophysical logging and provide you with information on screen placement. All the information collected will be provided to you for the design of the screen, gravel pack, and their placements in the new production well.

The cost of the test hole, sieve analysis, and geophysical logging is $ 34,612.00

To clarify our proposal, we wish to outline the design:

Total Depth	=	380 feet
Borehole Diameter	=	20-inches
Screen & Casing Diameter	=	12-inches
Screen Length	=	50 feet
Testing	=	4-hour Step Test & 24-hour Test
Water Analysis	=	By Others

The cost to drill, develop, and test the new production well, as outlined is $235,824.00

Mobilization/Demobilization $ 12,000.00

Other costs that will be associated with the project are as follows:

QUOTE # 010622-6

Submersible Pump (800 gpm @ 200’ tdh), 60 hp Motor, Drop Pipe, Cable	$ 29,115.00
12-inch Baker Monitor Pitless Adapter	$ 16,841.00
Labor & Equipment to Install Pitless & Pump	$ 9,883.00
Electrical Hookup (Breaker, Starter, Conduit, Wire, Directional Bore)	$ 39,935.00
Total Project Estimate	$378,210.00

We have not included prevailing wages in this proposal. If required, our prices would need to be adjusted accordingly.

Be aware that National Water Services cannot guarantee water quality or quantity. However, please be assured that we will complete the project in a professional manner and follow all state and industry guidelines.

We are assuming that others will provide all ingress and egress to the site.

We assume that others will provide protection from the electrical power lines in and around the well site(s).

We want to thank you for the opportunity to submit this proposal. Should you have any questions or wish to proceed with the work, please call me at (614) 492-9282.

Sincerely,
National Water Services

Robert A. Hardin

Robert A. Hardin
Executive Vice President

Cc: Jack Liggett – Village of Johnstown

LICKING COUNTY
PUBLIC SAFETY INFORMATION SHARING NETWORK
AGREEMENT

This AGREEMENT is made and entered into by and between the Board of County Commissioners of Licking County ("BOCC") and the Licking County Sheriff ("Sheriff"), an elected official of the State, hereinafter collectively called the "County", and the City of Newark ("City"), and the Village of Granville ("Village"), and any other Licking County Law Enforcement Agencies electing to participate in the future, for the advantage of each to share information relating to law enforcement investigations in the form of computer data and resources.

WHEREAS, the County, the City, and the Village have determined that it is in the best interest of the public to jointly operate a Countywide Public Safety Information Sharing Network ("PSISN"); and

WHEREAS, by entering into this AGREEMENT, the County, the City, and the Village expect to reduce their costs in lieu of operating individual public safety information systems separately; and

WHEREAS, a joint Public Safety Information Sharing Network is in line with goals set by the Department of Homeland Security and the Federal Emergency Management Agency; and

WHEREAS, the PSISN will not commit or require any Party to participate in the Licking County Regional Communications Center, but will provide improved access to public safety records; and

WHEREAS, prior to the execution of this AGREEMENT, the BOCC and the Sheriff executed a software license purchase agreement (the "Master Contract") with Tyler/New World Systems, a Michigan corporation which shall include the acquisition of any necessary equipment and the engineering expertise necessary to operate the PSISN Central Server Network System together with a four (4) year maintenance agreement that is operative upon expiration of the first year warranty period, for a total of five (5) years; and

WHEREAS, the Master Contract has been executed with Tyler/New World Systems in a manner legally sufficient to accord the legal status of Intended Third Party Beneficiary to the City, and the Village, or to otherwise participate under the Master Contract immediately upon its execution.

NOW, THEREFORE, the County, the City, and the Village hereby agree as follows:

1. **ESTABLISHMENT OF THE PUBLIC SAFETY INFORMATION SHARING NETWORK FUND (PSISN FUND)**: The BOCC has established the PSISN Fund (hereinafter the "Fund") for the sole purpose of servicing the obligations under the Master Contract and the terms of this AGREEMENT for the mutual and shared benefit of the County, the City, and the Village, and any other public safety entity located, in whole or in part, in Licking County, Ohio, that may subsequently join the PSISN. The County, the City, and the Village shall deposit monies into the Fund for the operation and

maintenance of the PSISN Central Server Network System as set forth herein and to otherwise participate in the Master Contract as authorized by the BOCC.

2. **PSISN BOARD**: With the consent of the BOCC, the Parties hereby agree to establish and maintain a board to be known as the PSISN Board consisting of the Sheriff, the Chief of Police of each of the Cities, Villages and/or Townships that are or may become signatories to this AGREEMENT, and the County IT Director. The PSISN Board shall meet at least semi-annually to be kept abreast of the PSISN Central Server Network System operations. The Board shall also meet in order to make recommendations necessary for the efficient operation of the network, along with funding and expenditure recommendations to the BOCC. The PSISN Board may promulgate rules, policies and procedures as necessary for the efficient operation of the system and the conduct of the PSISN Board's business. The Sheriff or his designee will be the Chair of the PSISN Board and will be responsible for monitoring income and expenditure within the PSISN Fund, reporting on the Fund at each Board meeting and chairing the meetings. The PSISN Board shall have full authority to make any and all recommendations to the BOCC regarding all aspects of the PSISN. The Board shall be subject to and operate in accordance with the Sunshine Laws of the State of Ohio, which shall explicitly include, but not be limited to, providing notice of all meetings and keeping meeting minutes.

   The BOCC and the PSISN Board shall work together to ensure the PSISN Funds are appropriately spent. All contracts and expenditures of any kind from the PSISN Fund, waivers of any fees deemed to be due and owing to the PSISN Fund under this AGREEMENT, and the establishment of reasonable fees to be collected from new public safety entities that may in the future join the PSISN shall be approved by the BOCC on behalf of, and after consideration of, the recommendations of the PSISN Board. The BOCC agrees that it shall not unreasonably withhold its approval of any recommendation received from the PSISN Board.

   In the event that the BOCC, having considered a recommendation of the PSISN Board, and having concluded it does not agree with a recommendation made by the PSISN Board, shall provide written notice to the Chair of the PSISN Board of the BOCC decision, who in turn shall notify each member of the PSISN Board that the BOCC has rejected the recommendation. The Chair of the PSISN Board shall thereafter call a meeting of the PSISN Board to consider the decision of the BOCC. If sixty percent (60%) of the PSISN Board members vote to affirm the PSISN Board's earlier recommendation, the PSISN Board Chair shall request that the BOCC Administrator initiate a review of the PSISN Board's recommendation with the appointed managers of each governmental body who is a Party to this AGREEMENT. The BOCC Administrator may convene a meeting of the appointed managers as soon as practical to consider the disagreement between the BOCC and the PSISN Board. The PSISN Board Chair or his designee and a second PSISN Board member will be allowed to attend such meeting to present the reason(s) behind the PSISN Board request. If a majority of the appointed managers disagree with the PSISN Board recommendation, the BOCC decision stands. If a majority of the appointed managers agree with the PSISN Board recommendation, they will request that the BOCC revisit the recommendation with additional input from the PSISN Board and a recommendation from the appointed managers. The second decision of the

BOCC, which will consider all additional information presented by the PSISN Board along with the recommendation of the appointed managers, shall be final.

All contracts and purchases from the PSISN Fund will be made in accordance with the expenditure policies of the BOCC utilizing the services of the Licking County Auditor and the Licking County Treasurer. The County, the City, and the Village hereby agree that expenditure recommendations of less than $1,000.00 may be forwarded to the BOCC for approval solely by the Chair of the PSISN Board. Expenditure recommendations up to $10,000.00 require formal action and approval at a PSISN Board meeting before being forwarded to the BOCC. The PSISN Board expressly agrees that it has neither actual nor apparent authority to incur any financial obligations absent the specific approval of the BOCC as provided for in this section. The County, the City, and the Village shall not be required to deposit any additional funds not specified herein into the PSISN Fund during the five (5) year Term of this AGREEMENT, unless each respective political subdivision has appropriated, through its respective legislative authority, the necessary and appropriate monies.

3. **PSISN TECHNICAL COMMITTEE**: Each member of the PSISN Board shall appoint a member of their staff to participate as a member of the Technical Committee. The Technical Committee shall be responsible for the implementation and day-to-day operation of the Public Safety Information System Network within their respective agencies. The Technical Committee answers to and is governed by the PSISN Board. Individual Technical Committee members answer to and are governed by their respective individual employing political subdivision or appointing authority.

4. **COST SHARING**:

    a. The principal Parties to this AGREEMENT are the BOCC and the Sheriff.

    b. The County, the City, the Village, and/or any other public safety entities that may become a Party to the AGREEMENT shall contribute an annual fee to assist in maintenance costs as per the formula in the following fee schedule. These annual deposits shall constitute an Annual Fee within the PSISN Fund to be used for operational costs to include annual service and maintenance on equipment and fees associated with such, and emergency repairs or upgrades to the PSISN Central Server Network System and other servers as necessary and as recommended by the PSISN Board and approved by the BOCC.

Annual Fee Schedule

CFS	Annual Fee
1 to 4999	$ 6,000
5000 to 9999	$6,500
10,000 - 14,999	$7,000
15,000 to 19,999	$7,500
20,000 to 24,999	$8,000
25,000 to 29,999	$8,500
30,000 to 34,999	$9,000
35,000 to 39,999	$9,500
40,000 to 44,999	$10,000
Over 45,000	$10,500

c. In any calendar year where the PSISN Fund balance, at the end of the year exceeds $30,000, the PSISN Board may recommend to the BOCC for its approval of the waiver or reduction of the Annual Fee requirement for the following year in proportionate share to the contribution obligations for each of the Parties.

d. The BOCC, upon the recommendation of the Sheriff, may enter into agreements with other public safety entities (not including the signatories hereto) located within Licking County, in whole or in part, to help offset the costs incurred in the Master Contract. The Sheriff shall present his recommendations to the BOCC of the amount to be charged to each newly participating public safety entity and the BOCC shall not unreasonably withhold its approval of the Sheriff's recommendation. The establishment of reasonable Annual Fees to be collected from new public safety entities that may in the future join the PSISN shall be approved by the BOCC on behalf of, and after consideration of, the recommendations of the PSISN Board.

e. Within 30 days of the execution of this AGREEMENT, the Sheriff, the City, and the Village shall deposit at least 50% of their Annual Fees to the PSISN Fund. Within 120 days of the execution of this AGREEMENT, the Sheriff, the City, and the Village shall deposit the balance of their Annual Fees into the PSISN Fund.

f. The Annual Fees owed under paragraph (b) above, shall be due by April 1st of each succeeding year unless changed by the PSISN Board with the consent of the BOCC.

g. While no cost overruns are anticipated, any cost overruns that might occur must be approved as an amendment to the Master Contract by the BOCC and the costs will be equitably apportioned among the Parties. No expenses for cost overruns shall be incurred by the BOCC unless and until each member jurisdictions' legislative authority, upon their specific authorization, has approved such additional funding.

h. If among the Sheriff, the City, or the Village, any single entity or entities among them should request services from Tyler/New World, such as training, support or upgrades beyond that provided in the Master Contract, the requesting Party or Parties shall be liable for all costs incurred unless prior approval for the services has been recommended by the PSISN Board, and approved by the BOCC subject to available funds in the PSISN Fund. The PSISN Board's recommendation shall be forwarded to the BOCC for approval or denial and such approval shall not be unreasonably withheld by the BOCC. The BOCC will determine when services are outside of the Master Contract, if that is in question, or when requested upgrades benefit the whole system and should be paid through the PSISN Fund.

5. **PSISN Central Server Network System**: The PSISN Central Server Network System of this project will consist of the primary server(s), backup redundant server(s) at disparate location(s), front end processors, switches, routers, domain controllers and other network equipment and servers necessary for the operation of the system. It shall also include any interfaces necessary to connect to LEADS, Fingerprint Live-scan, and other interfaces necessary for the system operation. The PSISN Central Server Network System will have one or more demarks whereby agencies may connect to the system. All the PSISN Central Server Network System equipment will be maintained by the BOCC based upon recommendations of the PSISN Board through the PSISN Fund. All equipment that is deemed to be a part of the Central Server Network System as determined by the PSISN Board will be jointly owned by the BOCC and the Sheriff. If deemed advisable by the BOCC and the Sheriff, and after considering the recommendation of the PSISN Board in that regard, coverage insuring against damage to or loss of the equipment shall be secured by the BOCC.

6. **EXTERNAL NETWORK SYSTEMS**: External network systems shall be those networked systems used by public safety entities to connect to the PSISN Central Server Network System at the designated demark point(s). External network systems may be used to connect the PSISN Central Server Network System to law enforcement, mobile systems or the Licking County Regional Communications Center. The connection may be through fiber, T1, microwave, VPN connection or other connection as approved by the BOCC. An outline of the agency's intended connection method(s) shall be forwarded to the Technical Committee for review and recommendation to the PSISN Board. Any and all computers, hardware or other equipment used as part of the external network system shall be the sole responsibility of the entity desiring to use that external network system to connect to the PSISN Central Server Network System. This definition may be clarified or modified by the PSISN Board from time to time as necessary.

7. **TERM**: This Countywide Public Safety Information Sharing Network AGREEMENT shall continue in effect for a period of five (5) years from the date of execution. Parties hereby agree not to withdraw from this AGREEMENT for the initial five-year period. If a Party elects to withdraw from this AGREEMENT upon completion of the initial five-year period, they must notify the BOCC and the PSISN Board of their intention to do so by or before June 1st of the fourth year of the AGREEMENT. If a Party wishes to withdraw any year thereafter, they must notify the BOCC and the PSISN Board prior to July 1st of the preceding year. The withdrawing Party shall be responsible for the current

year's Annual Fees. If a Party provides withdrawal notice on or after July 1st, the withdrawing Party shall be responsible for both the current year's Fees and the following year's Fees. All Parties hereto expressly agree that the foregoing terms are not intended to be a penalty, but rather as reasonable liquidated damages necessary to give the remaining Parties sufficient time to adjust their budgets. If a Party elects to withdraw from this AGREEMENT, the withdrawing Party agrees to relinquish any interest in the PSISN Central Server Network System, its equipment and software, or interest in any monies in the PSISN Fund.

If the County elects to withdraw from this AGREEMENT, the County shall take all steps necessary to transfer the Master Contract with Tyler/New World Systems to any of the remaining Parties that wish to assume the contractual obligations of the Master Contract.

8. **LICKING COUNTY REGIONAL COMMUNICATIONS CENTER**: This AGREEMENT does not commit or require any Party to participate in or contract for the county-wide dispatch center, but will provide improved access to public safety records.

9. **AGREEMENT**: This AGREEMENT is formed under the assurances and provisions provided in the Standard Software License and Services Agreement between Tyler/New World Systems Corporation, BOCC and the Sheriff.

10. **ENTIRE AGREEMENT; COUNTERPARTS**: This AGREEMENT constitutes the entire understanding between the Parties hereto concerning the subject matter hereof, and supersedes all prior agreements, memoranda, correspondence, conversations and negotiations between the Parties. This AGREEMENT may be executed in several counterparts that together shall constitute but one and the same executed AGREEMENT.

11. **AMENDMENTS**: This AGREEMENT may only be amended in writing upon the signature of all Parties to this AGREEMENT. The invalidation of any provision of this AGREEMENT or nullification of any provision by order of a Court of competent jurisdiction shall void this AGREEMENT and release all Parties from this AGREEMENT.

[SIGNATURES TO FOLLOW]

IN WITNESS WHEREOF, the parties hereto have set their hands to this Agreement, effective

this _________ day of ___________________________, 20____.

CITY OF NEWARK

____
Name:
Title:

VILLAGE OF GRANVILLE

____
Name:
Title:

LICKING COUNTY SHERIFF

____
Randy Thorp
Sheriff

LICKING COUNTY BOARD OF COMMISSIONERS

____
Rick Black, President
Licking County Commissioners

Approved as to form:

____
William C. Hayes
Licking County Prosecutor

Addendum

To add Heath Police Department to the Public Information Sharing Network for the advantage of each to share information relating to law enforcement investigations in the form of computer data and resources.

IN WITNESS WHEREOF, the parties hereto have set their hands to this Agreement, effective

this _________ day of ____________________________, 20____.

LICKING COUNTY SHERIFF	**CITY OF HEATH**
______________________________	______________________________
Randy Thorp Date Sheriff	Name: Date Title:
LICKING COUNTY BOARD OF COMMISSIONERS	Approved as to form:
______________________________	______________________________
Rick Black, President Licking County Commissioners	William C. Hayes Licking County Prosecutor

Addendum

To add the Pataskala Police Department to the Public Information Sharing Network for the advantage of each to share information relating to law enforcement investigations in the form of computer data and resources.

IN WITNESS WHEREOF, the parties hereto have set their hands to this Agreement, effective

this _________ day of ___________________________, 20____.

LICKING COUNTY SHERIFF	**PATASKALA POLICE DEPARTMENT**
______________________________	______________________________
Randy Thorp Date Sheriff	Name: Date Title:
LICKING COUNTY BOARD OF COMMISSIONERS	Approved as to form:
______________________________	______________________________
Rick Black, President Licking County Commissioners	William C. Hayes Licking County Prosecutor

Addendum

To add the City of Johnstown, Division of Police to the Public Information Sharing Network for the advantage of each to share information relating to law enforcement investigations in the form of computer data and resources.

IN WITNESS WHEREOF, the parties hereto have set their hands to this Agreement, effective

this ________ day of _________________________, 20____.

LICKING COUNTY SHERIFF	**CITY OF JOHNSTOWN**
______________________________	______________________________
Randy Thorp Date Sheriff	Name: Date Title:
LICKING COUNTY BOARD OF COMMISSIONERS	Approved as to form:
______________________________	______________________________
Rick Black, President Licking County Commissioners	William C. Hayes Licking County Prosecutor