



# Workforce Development Board #1

WDB #1

Crystal Keaton, Director

951 Vern Riffe Drive  
Lucasville, OH 45648  
740-259-6826

“C.B” Herrmann, WDA #1 Chair  
Daryll Gray, Chief Elected Official

[www.omjwda1.org](http://www.omjwda1.org)

## Memorandum of Understanding

### Between Workforce Development Board Area 1 (WDA 1)

### And Byrd Township Trustees, Brown County

**Parties:** This Memorandum of Understanding (hereinafter referred to as MOU) is made and entered into by and between the Workforce Development Board Area 1 (hereinafter referred to as WDA1), whose address is 951 Vern Riffe Dr., Lucasville, OH 45648 and the Bryd Township Trustees in Brown County (hereinafter referred to as Byrd Twp.), whose address is 10140 St. Rt. 125, Decatur, OH 45115

**Purpose:** The purpose of this MOU is to support the established Bryd Twp Remote Work Center developed by the GRIT Project. The support requested is to improve the heating and air conditioning inside of the Remote Work Center space.

**Term of MOU:** This MOU is effective as of June 26, 2024 and shall remain in full force and effect for not longer than June 30, 2025. This MOU may be terminated without cause, by either party upon fourteen (14) days written notice, which notice shall be delivered by hand or by certified mail to the address listed above.

**Byrd Twp. Responsibilities:** Byrd Twp will improve the heating and air conditioning within the remote work center space (1764 sq.ft.) by installing two (2)-two(2) ton 24,000 BTU 19 SEER 209-230 Volt Mini-Split A/C-Heath Pump Units. Installer to supply water-tight disconnects to each unit.

Byrd Twp. must invoice WDA1 for all cost related to the remote center project no later than June 30, 2025.

**Responsibilities of WDA1:** Providing technical assistance with using GRIT Grant funds. Reimbursing invoices related to the Remote Job Center within 30 days of receiving invoices; all invoices must be received by June 30, 2025 and shall not cost more than \$8,000.00 for the following: installing two (2)-two(2) ton 24,000 BTU 19 SEER 209-230 Volt Mini-Split A/C-Heath Pump Units. Installer to supply water-tight disconnects to each unit.

A proud partner of American Job Center network



Locations: Adams County	Brown County	Pike County	Scioto County
19221 St. Rt. 136 Winchester, OH 45697	406 W. Plum Street Georgetown, OH 45121	941 Market Street Piketon, OH 45661	433 Third Street Portsmouth, OH 45662
937-695-0316 800-233-7891	937-795-0316 800-553-7393 Ext 261	740-289-2371	740-354-7545

**General Provisions:** Either party may request changes to this MOU. Any changes, modifications, revisions or amendments to this MOU which are mutually agreed upon by and between the parties to this MOU shall be incorporated by written instrument, and effective when executed and signed by all parties to this MOU.

**By signing, each party affirms that this MOU accurately describes the negotiated responsibilities and costs.**

\_\_\_\_\_  
Representative from WDA 1 Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Byrd Twp. Trustee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Byrd Twp. Trustee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Byrd Twp. Trustee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name and Title