

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON JUNE 9, 2011, IN ACCORDANCE WITH OHIO REVISED CODE 305.05, WITH THE FOLLOWING MEMBERS PRESENT: CORA A. MARSHALL, PRESIDENT, TIMOTHY C. IRVINE, VICE PRESIDENT, AND STEVEN W. WEBER, MEMBER. THE MEETING WAS CALLED TO ORDER AT 9:00 A.M. BY THE PRESIDENT OF THE BOARD WITH THE PLEDGE OF ALLEGIANCE TO OUR FLAG.

Also attending were Ashley Hill of *The Marietta Times*, Sheriff Larry Mincks, and Clerk Rick Peoples.

Kenneth Edsall, Clemans-Nelson Associates, joined Tom Ballengee in his meeting with the Commissioners.

Kathleen Meckstroth and Court Witschey, from the Washington County Health Dept., joined Wendy Dillingham and Kathy Knight as they met with the Commissioners.

COMMISSIONERS AGENDA

June 9, 2011

9:00 Minutes
9:30
9:45 Darlene Lukshin - OSU Extension
10:00 Tom Ballengee - JFS
10:30
11:00 Wendy Dillingham & Kathie Knight - CEBCO
12:00
1:00 Kathy Gramkow - WIA
1:30
2:00
3:00

OLD BUSINESS

Engineer Request to Dispose of Old Tax Map Copies

NEW BUSINESS

Approve Agenda
Approval of previous meeting's minutes
Larry Mincks, Sheriff - Fact-Finders Report
Bills from various departments
Resolution - Ohio Department of Development
Additional Appropriation - Mental Health & Addiction Recovery
Transfer - Commissioners
Then & Nows
Travel - FCF (3)
Permissive Sales Tax Requests
FCF - Pooled Funding Agreement
SEOPA Project Review
Contract for Annex Roof Project
Area Agency on Aging - Revised FY 2011 Grant Award
BWC - Authorization
Department of Development - Extension of Grant
Department of Development - Amendment Request
Sheriff - Signature Authorization for Grants
JFS - Contract Amendment
CDBG - Status Report
Disposition of Donated 1992 Ford Ambulance
Engineer - Load Rating Contract
Engineer - Larry Lang Contract
Engineer - WAS-C-9-0492 Forest Highway & OPWC Asphalt Paving Project

RE: AGENDA

Mr. Irvine moved and Mr. Weber seconded a motion to accept the agenda, with the following amendment:

Add: Copier Lease Agreement/Service Plan for Family & Children First
Delete: Additional Appropriation - Mental Health & Addiction Recovery
Travel - FCF (1)

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: MINUTES

Mr. Irvine moved and Mr. Weber seconded a motion to dispense with the reading of the minutes from the Regular Meeting on June 2, 2011, and to approve them as submitted.

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: FACT-FINDER'S REPORT, SHERIFF'S OFFICE

Mr. Irvine moved and Mr. Weber seconded a motion to accept the Fact-Finder's Report and Recommendation presented by and recommended by Sheriff Larry Mincks

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye.

RE: TRANSFER OF DOG WARDEN TO SHERIFF'S DEPARTMENT

The Commissioners discussed with Sheriff Larry Mincks the proposal to shift responsibility for the operation of the Dog Warden's department from the Commissioners to the Sheriff. Administrator Paul Cunningham provided some data for a variety of options, but more information is needed on that data before it is considered relevant. The Sheriff indicated that:

- If there is a transfer, he would require an additional OPOTA-trained deputy.
- The move would provide 24/7 answering of calls.
- The Sheriff's Department has been fielding occasional weekend calls for the Dog Warden, so the responsibility would not be completely new to the department.
- Radio communication for the Dog Warden would be an advantage.

All agreed that more information is needed in order to continue the discussion.

RE: PAYMENT OF BILLS

Mr. Weber moved and Mr. Irvine seconded a motion to approve the payment of bills from various departments.

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: CDBG FY 11 FORMULA ALLOCATION RESOLUTION

Mr. Irvine moved and Mr. Weber seconded a motion to adopt the following resolution:

Whereas, the Ohio Department of Development has designated funds for Fiscal year 2011 (FY 11) Community Development Block Grant (CDBG) Formula Allocation to Washington County; and

Whereas, the Commissioners have advertised and held the public hearing required by the Ohio Department of Development.

Now, Therefore Be It Resolved, by the Board of Commissioners that the following projects have been selected and prioritized and will be submitted to the Ohio Department of Development for potential approval based on FY 11 allocation:

Administration	\$ 20,000
Fair Housing	\$ 5,000
City of Belpre	\$ 30,000
Village of Matamoras	\$ 10,700
Village of Lower Salem	\$ 16,000
L-A Fire Department	\$ 9,900
Watertown Vol. Fire Dept	\$ 31,800
Little Muskingum VFD	\$ 17,700

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: TRANSFERS

Mr. Weber moved and Mr. Irvine seconded a motion to approve the following transfers:

<u>From</u>	<u>To</u>	<u>Amount</u>
County General		
100-0100-53401	100-0100-53700	\$ 5,000.00

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: THEN AND NOW'S

Mr. Irvine moved and Mr. Weber seconded a motion to approve the following Then & Now's:

<u>Dept</u>	<u>Account</u>	<u>Vendor</u>	<u>Amount</u>
Commissioners	700-0113-5-6200	Ohio Treasurer OPWC	\$ 401.38
FCF	602-2032-5-3400	More Than Horsin'	\$ 300.00
Salem Township	100-0578-5-3000	Iddings Trucking	\$ 436.43
Sheriff's Department	215-0385-5-5100	Lowes	\$ 9,605.00
Sheriff's Department	100-0381-5-4000	CDW Government	\$ 436.32
Decatur Township	100-0566-5-3000	Shelly Materials, Inc.	\$ 178.04
Decatur Township	100-0566-5-3000	Shelly Materials, Inc.	\$ 337.94
Decatur Township	100-0566-5-3000	Shelly Materials, Inc.	\$ 483.61
Decatur Township	100-0566-5-3000	Shelly Materials, Inc.	\$ 478.93
Decatur Township	100-0566-5-3000	Shelly Materials, Inc.	\$ 492.00
Decatur Township	100-0566-5-3000	Shelly Materials, Inc.	\$ 507.40
Decatur Township	100-0566-5-3000	Shelly Materials, Inc.	\$ 481.07
Liberty Township	100-0565-5-3000	Diamond Stone Quarries	\$ 1,021.00
Commissioners	100-0568-5-3000	D&B Gill Trucking	\$ 206.76
Fearing Township	100-0568-5-3000	Sharon Stone Company	\$ 306.16

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: TRAVEL REQUESTS

Mr. Weber moved and Mr. Irvine seconded a motion to approve the following requests for reimbursement of expenses for training and travel pursuant to the policies and procedures and in compliance with the Annual Appropriations for Fiscal Year 2011, and any and all amendments subsequent thereto:

Family & Children First

Cindy Davis: One-day trip to Columbus to attend Help-Me-Grow Advisory Council meeting on June 8, 2011; estimated expense \$110.

Cindy Davis: One-day trip to Columbus to attend Ohio Family & Children First Coordinators Association Meeting on June 24, 2011; estimated expense \$85.

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: REQUESTS FOR PERMISSIVE SALES TAX FUNDS

Mr. Weber moved and Mr. Irvine seconded a motion to approve the following requests from Townships for the use of Permissive Sales Tax funds:

Watertown Township	\$10,000	Road Materials & Hauling
Fairfield Township	\$10,000	Road Materials & Hauling
Decatur Township	\$ 5,000	Road Materials & Hauling

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: POOLED FUNDING AGREEMENT

Mr. Irvine moved and Mr. Weber seconded a motion to approve a Pooled Funding Agreement in the amount of \$2,093.00, as requested by Cindy Davis, Washington County Family & Children First Council.

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: COPIER LEASE/EXTENDED SERVICE PLAN, FAMILY & CHILDREN FIRST

Mr. Weber moved and Mr. Irvine seconded a motion to table the request from Family & Children First Council to enter into a copier lease agreement with Canon Financial Services, and an extended service plan with CWS, as more information is needed to determine if comparison quotes were received and if the IT Department was involved in the recommendation.

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: PROJECT REVIEW, BUCKEYE HILLS

Mr. Irvine moved and Mr. Weber seconded a motion to approve of the Southeast Ohio Port Authority Ingenuity Center Project, to indicate on the form "Clearance of the project should be granted", and to allow Ms. Marshall to sign.

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: CONTRACT FOR COURTHOUSE ANNEX ROOF PROJECT

Mr. Irvine moved and Mr. Weber seconded a motion to award the Courthouse Annex Roof Project to E.W. Drake, Inc., for the amount of \$124,574.00, as recommended by Barry Ingham, Consulting Architect for the project, subject to review of contract form by the County Prosecutor. The lower sealed bid opened on June 2, 2011, from Promanco, in the amount of \$86,700.00, was withdrawn by Promanco on June 3, 2011, due to "honest mistakes" they made in the preparation of that bid.

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: REVISION TO FY 2011 NATIONAL SENIOR SERVICE CORPS GRANT

Mr. Irvine moved and Mr. Weber seconded a motion to acknowledge the reduction of \$432.00 in the National Senior Service Corps Grant for Fiscal Year 2011, resulting in a new total of \$3,894.00 for the grant to the Area Agency on Aging, and to allow Ms. Marshall to sign the Memorandums of Understanding.

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: BWC TEMPORARY AUTHORIZATION TO REVIEW INFORMATION

Mr. Irvine moved and Mr. Weber seconded a motion to approve the Temporary Authorization to Review Information at the Ohio Bureau of Workers' Compensation for the Frank Gates Service Company, as requested by Susan Burkhart, Safety & Loss Control Coordinator.

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: CDBG PROGRAM GRANT AGREEMENT EXTENSION

Mr. Weber moved and Mr. Irvine seconded a motion to accept the Community Development Block Grant Stimulus Funds (ARRA) Grant No. B-R-09-1CY-1, Water and Sanitary Sewer Grant Program, extension of grant completion to December 31, 2011, and to allow Ms. Marshall to sign the form, as requested by Michelle Hyer, Buckeye Hills-Hocking Valley Regional Development District.

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: CDBG PROGRAM GRANT AGREEMENT AMENDMENT

Mr. Irvine moved and Mr. Weber seconded a motion to accept the Community Development Block Grant Stimulus Funds (ARRA) Grant No. B-R-09-1CY-1, Water and Sanitary Sewer Grant Program, amendment reflecting the extension of grant completion to December 31, 2011, and to allow Ms. Marshall to sign the form, as requested by Michelle Hyer, Buckeye Hills-Hocking Valley Regional Development District.

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: SIGNATURE AUTHORIZATION FOR GRANTS, SHERIFF'S OFFICE

Mr. Irvine moved and Mr. Weber seconded a motion to request that the Ohio Office of Criminal Justice Services authorize Sheriff Larry Mincks and Chief Mark Warden to sign documents for the following grants:

2010-JG-LLE-5147
2010-DL-LEF-5852
2009-JG-OPD-3752
2010-JG-AO2-6805
2009-RA-CO1-2093

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: JFS CONSULTANT CONTRACT AMENDMENT

Mr. Irvine moved and Mr. Weber seconded a motion to approve Amendment 01 to the contract between the Washington County Department of Job and Family Services and Chris Innis for consulting services, extending the term to July 1, 2011 through June 30, 2012, as requested by Tom Ballengee, Department of Job and Family Services.

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: CDBG STATUS REPORT

Mr. Weber moved and Mr. Irvine seconded a motion to approve the Ohio Community Development Block Grant Program (ARRA) Status Report on Grant Activity for Grant Number B-R-09-1CY-1, and to allow Ms. Marshall to sign the form, as requested by Michelle Hyer, Buckeye Hills-Hocking Valley Regional Development District.

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: REQUEST TO DISPOSE OF DONATED 1990 FORD AMBULANCE

Mr. Weber moved and Mr. Irvine seconded a motion to table the request from Safety & Loss Coordinator Susan Burkhart to consider the disposition of the 1990 Ford Ambulance currently used by the Washington County EMS, pending conversation with Jeff Lauer, Washington County EMS Coordinator.

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: LOAD RATING CONTRACT

Mr. Weber moved and Mr. Irvine seconded a motion to approve the load rating contract with Hammontree and Associates, Ltd., for the following bridges, as requested by Bob Badger, County Engineer:

C-14-0006
C-14-0316
C-4-0270
C-4-0293

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: CONTRACT WITH LARRY LANG EXCAVATING, INC.

Mr. Weber moved and Mr. Irvine seconded a motion to approve the contract with Larry Lang Excavating, Inc., in the amount of \$13,121.85, for the repair of a landslip on County Road 12, as requested by Bob Badger, County Engineer.

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: BID AND CONTRACT PACKAGE FOR THE FOREST HIGHWAY AND ASPHALT PAVING PROJECT

Mr. Weber moved and Mr. Irvine seconded a motion to approve the advertising for sealed bids for the WAS-C-9-0492 Forest Highway and OPWC-Asphalt Paving Project, as requested by Bob Badger, County Engineer.

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: FAIR HOUSING SUPPORT AGREEMENT

Mr. Irvine moved and Mr. Weber seconded a motion to approve the Fair Housing Support Agreement with the Ohio State University Extension Office for education, analysis of impediment documentation, and complaint intake, in the amount of \$5,000, payable by April 1, 2012, as requested by Darlene Lukshin, OSU Extension Office.

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed.

RE: OSU EXTENSION OFFICE PROJECTS UPDATE

Darlene Lukshin of the OSU Extension Office updated the Commissioners on several projects, including:

- Road slips - working with townships to pursue disaster assistance through FEMA for the repair of slips caused by severe weather conditions.
- Flood Warning System - USGS gauges to cost about \$30,000 (\$24,000 less than anticipated due to no need for phone modems). Still don't know specific location for Whipple monitor. Anxious to proceed with Feasibility Study.
- ODNR Tree Farm - continuing to determine the endangered plant area(s).
- Township Support - receiving good response to request for financial support for the Extension Office.

RE: EXECUTIVE SESSION

Mr. Weber moved and Mr. Irvine seconded a motion to enter into Executive Session to discuss collective bargaining matters pertaining to the Washington County Department of Jobs and Family Services. Invited to attend the Session were Tom Ballengee of the Department of Jobs and Family Services, Kenneth Edsall, Account Manager for Clemans-Nelson & Associates, Inc., and Rick Peoples, Clerk.

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed, and at 10:05 a.m. the Board entered Executive Session.

The Board returned to Regular Session at 10:30 a.m.

RE: CLEMANS-NELSON SERVICES

Kenneth Edsall, Account Manager with Clemans-Nelson & Associates, Inc., described the services provided to the County. Specifically, the monthly retainer of \$175.00 allows for consultation by telephone and presentations (sick leave, discipline, etc.) to elected officials. He indicated that his company is interested in continuing the relationship with the County, and he suggested that the retainer expense might be “shared” among the departments utilizing their services (primarily JFS and County Home). According to Mr. Edsall, Clemans-Nelson has a long-standing relationship with the County in providing cost-effective, valuable service to the County.

Ms. Marshall commented that the County also has a long-standing relationship with CORSA, which provides many of the same services but at no additional cost. She explained that during these times of declining resources, the Commissioners have to ensure appropriate use of County funds and have asked department heads to consider using CORSA for their personnel and legal issues.

RE: CEBCO WELLNESS GRANT PROGRAM

Wendy Dillingham and Kathie Knight, representing CEBCO, asked the Commissioners to consider participating in the newly-developed Wellness Grant Program. They described the Program as one that will educate County employees on how to:

- Change their behaviors
- Access plan benefits
- Improve their health
- Ensure behavior changes are long-lasting

The Grant Program will provide \$7,500 to Washington County for this year, and likely a comparable amount for the next two years, as CEBCO has committed resources for a three-year period. Up to \$5,500 of the amount can be used as wages for a Washington County Wellness Contact.

Kathie indicated that she will work very closely with the Wellness Contact, whose major responsibilities will include:

- Promoting effective wellness programs for County employees
- Preparing and submitting quarterly reports
- Pursuing additional resources to administer the program (possibly from Anthem and/or CVS)
- Periodically meeting with other Wellness Contacts to share “best practices”

Dr. Meckstroth and Court Witchey talked with Wendy, Kathie, and the Commissioners about the feasibility of such a program in Washington County. Court commented that he is “willing and able” to be the appointed Wellness Contact for Washington County, but he and Dr. Meckstroth agreed that it would need to be above and beyond his current responsibilities to the Health Department and his funding grant.

With the support of the Commissioners, Kathie will work with Court, Susan Burkhart, and Paul Cunningham on how to best establish this new Wellness Program effort for the County.

RE: QUARTERLY REVIEW FROM CEBCO

Wendy Dillingham of CEBCO reviewed with the Commissioners the first quarter reports of usage from Anthem and Caremark. The summary and detailed report are on file in the office of the Safety & Loss Coordinator.

RE: WORKFORCE INVESTMENT ACT FUNDING

Kathy Gramkow shared with the Commissioners her concerns about current and future funding for workforce development. While the Area 15 Council has been receiving more than \$3,000,000 per year for workforce development initiatives, that will likely drop to approximately \$800,000. The significant reduction is a result not only of state and federal budget reductions, but also the fact that some counties in the Council aren’t spending their fair share. One of the advantages of being in the Council is the ability to “transfer” funds among the counties, and funds have indeed come to Washington County when not needed by others. Kathy informed the Commissioners that immediate attention will be needed to address the multiple issues resulting from funding reductions.

RE: ADJOURNMENT

Mr. Irvine moved and Mr. Weber seconded a motion to adjourn.

A calling of the roll resulted in a unanimous vote in favor. The meeting adjourned at 2:00 p.m.

_____, President

_____, Vice President

_____, Member

_____, Clerk