

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON JUNE 23, 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 Rittenhouse of *The Marietta Times*, visitor Jack Brum, Administrator Paul Cunningham and Clerk Rick Peoples.

Ruth Burdette and Autumn Green, Washington County Department of Job and Family Services, attended the bid opening, as did representatives from Marietta Office Supply, Noe Office Supply, and Parkersburg Office Supply.

IT Director Eric Skomra and Horizon Telecom representative Scott Lewellen spoke with the Commissioners about County Internet service and facility upgrades.

Children Services Board members Caroline Fouss, Sally Evans, Dottie Erb, Gregg Emrick, and Jim Vuksic joined the meeting at 10:30 a.m.

Carolyn Becker, Fearing Township, and Michelle Hyer, Buckeye Hills-Hocking Valley Regional Development District, met with the Commissioners in CDBG Public Hearings.

COMMISSIONERS AGENDA

June 23, 2011

9:00 Minutes
9:30 Ruth Burdette - JFS Supplies Bid
9:35 Scott Lewellen - Horizon Telecom
10:00
10:30 Children Services Board
11:00 2nd Public Hearing - CDBG Formula 2011 Funds
1st Public Hearing to Reallocate CDBG Formula 2010 Funds
12:00
1:00
1:30
2:00
3:00

UNFINISHED BUSINESS

Engineer Request to Dispose of Old Tax Map Copies
Copier - Lease Agreement - FCF
Disposition of 1990 Ford Ambulance
Area 15 WIB and Youth Council Appointments

NEW BUSINESS

Approve Agenda
Approval of previous meeting's minutes
Bills from various departments
Resolution - Proclamation Recognizing John Polomik
Additional Appropriation - Sanitary Sewer
Transfer - Engineer
Transfer - FCF
Then & Nows
Travel - JFS (2)
Travel - CSEA (2)
Travel - RSVP
Travel - Commissioners
Permissive Sales Tax Request
Sheriff's Request to Dispose of Vehicles and Other Items at Auction
ODJFS Agreements for Children Services Board
Sheriff's Contract with Downes Fishel Hass Kim LLP
CSEA - Contract with Maximus Consulting Services
Removal of Delinquent Sewer Account Tax Assessments
Board of Dev Disabilities Recommendation to Award Bid to Purchase Bus

UPCOMING EVENTS

Monday, July 4 - HOLIDAY
Thursday, July 7, 6:00 pm - Regular Meeting in Lower Salem
Tuesday, July 26, Noon - Joint Meeting, Economic Devel., Caldwell

RE: AGENDA

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

Add: Travel - County Auditor
Resolution - CDBG Formula Allocations

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

RE: MINUTES

Mr. Weber moved and Mr. Irvine seconded a motion to dispense with the reading of the minutes from the Regular Meeting on June 16, 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: PAYMENT OF BILLS

Mr. Irvine moved and Mr. Weber 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: RECOGNITION OF COUNTY EMPLOYEE JOHN POLOMIK

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

Whereas, John A. (Tony) Polomik, Income Maintenance Supervisor for the Washington County Department of Job and Family Services, intends to retire June 30, 2011; and

Whereas, Tony Polomik will have served the citizens of Washington County from November 18, 1974 to June 30, 2011, a total service of more than thirty-six years; and

Whereas, service provided to Washington County by Tony Polomik has been consistently professional, responsible, and dedicated to the mission of Jobs and Family Services ... indeed exemplary.

Now, Therefore, Be It Resolved that the Board of Commissioners of Washington County, on behalf of the citizens of Washington County, extends to Tony Polomik our thanks and gratitude for the thirty-six years of fine service to Washington County, and congratulates him on a job **Well done!**

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

RE: ADDITIONAL APPROPRIATION

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

300-0113-53000 Contract Service \$ 1,550,860.78

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>
Special Revenue		
200-0540-55501		\$ 200,000.00
	200-0540-55501	\$ 100,000.00
	200-0540-54301	\$ 100,000.00
Family & Children First		
602-2033-55204		\$ 800.00
	602-2033-51002	\$ 60.00
	602-2033-52003	\$ 40.00
	602-2033-54000	\$ 700.00

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>
JFS	200-0720-5-3400	Timothy C. Loughry	\$ 1,500.00
Sewer Department	400-0113-5-3000	Pace Analytical Services	\$ 1,133.60
Sewer Department	400-0113-5-3000	Pace Analytical Services	\$ 257.40
Commissioners	210-0826-5-1000	Ohio Dept. of Development	\$ 2,540.00
JFS	200-0720-5-7400	N & W Sealing	\$ 1,400.00

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:

Job and Family Services

Tom Ballengee, Candy Nelson: One-day trip to Columbiana County for Canton Directors' Meeting on July 5, 2011.

Candy Nelson: One-day trip to Guernsey County for Internal Forms Committee Meeting on July 11, 2011.

Child Support Enforcement Agency

Lori Schott: One-day trip to Akron for Performance Improvement & District Charge Meeting on June 23, 2011.

Barb Tergolina: Two-day trip to Dublin for Ohio Child Support Directors' Association General Membership Meeting on July 21-22, 2011.

RSVP

Lisa Valentine: One-day trip to Columbus for Common Work Plans Committee meetings on June 23, 2011.

Commissioners

Paul Cunningham: One-day trip to Columbus for DAS Cooperative Purchasing Program Open House on June 30, 2011.

Auditor

Bill McFarland: One-day trip to Columbus for County Auditors' Association Meeting on July 13, 2011.

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

RE: REQUEST FOR PERMISSIVE SALES TAX FUNDS

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

Decatur Township	\$ 5,000	Road Materials & Hauling
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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 SHERIFF'S DEPARTMENT VEHICLES AND EQUIPMENT

Mr. Weber moved and Mr. Irvine seconded a motion to approve the request to dispose of vehicles, equipment, and evidence, at a public auction to be held July 9, 2011 at McLeish Auction House (list on file in the Commissioners' Office).

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

RE: OHIO DEPARTMENT OF JOB AND FAMILY SERVICES SUBGRANT AGREEMENT

Mr. Irvine moved and Mr. Weber seconded a motion to approve the Subgrant Agreement G-1213-11-0130 between the Ohio Department of Job and Family Services, the Washington County Board of Commissioners, and the Washington County Children Services Board, for the period July 1, 2011 through June 30, 2013, as requested by Dave Copen, Children Services.

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

RE: JFS CONTRACT WITH R.W. MILLER

Mr. Weber moved and Mr. Irvine seconded a motion to approve an agreement between the Washington County Job and Family Services and R.W. Miller for preventive maintenance on a heating and cooling system, during the period July 1, 2011 through June 30, 2012, in an amount not to exceed \$15,000.00, as requested by 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: JFS CONTRACT WITH SPECIALTY PIPING CORPORATION

Mr. Irvine moved and Mr. Weber seconded a motion to approve an agreement between the Washington County Job and Family Services and Specialty Piping Corporation to provide plumbing service and repair, during the period July 1, 2011 through June 30, 2012, in an amount not to exceed \$5,000.00, as requested by 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: JFS CONTRACT WITH COMMUNITY ACTION

Mr. Irvine moved and Mr. Weber seconded a motion to approve the extension of a contract between the Washington County Department of Job and Family Services and Community Action Program Corporation of Washington-Morgan Counties for non-emergency transportation services, for the period July 1, 2011 through June 30, 2012, as requested by 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: JFS CONTRACT WITH WASCO

Mr. Weber moved and Mr. Irvine seconded a motion to approve the contract between the Washington County Department of Job and Family Services and WASCO Mail Service for mail services, for the period July 1, 2011 through June 30, 2012, for the rates indicated in the agreement, as requested by 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: CHANGE TO WASHINGTON COUNTY JFS PRC PLAN

Mr. Irvine moved and Mr. Weber seconded a motion to accept the changes to the Washington County Department of Jobs and Family Services PRC Plan, deleting Item #3 (TANF Subsidized Employment Program) and adding Item #5 (Summer Employment Program for Youths), as requested by Tom Ballengee, Department of Job and Family Services.

RE: JFS CONTRACT WITH SCHAFFER AUTO CENTER, INC.

Mr. Weber moved and Mr. Irvine seconded a motion to approve an agreement between the Washington County Job and Family Services and Schaffer Auto Center, Inc., to provide vehicle diagnostic and repair services, during the period July 1, 2011 through June 30, 2012, in an amount not to exceed \$15,000.00, as requested by 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: SHERIFF'S CONTRACT WITH DOWNES FISHEL HASS KIM, LLP

Mr. Weber moved and Mr. Irvine seconded a motion to approve the contract for legal services between the Washington County Sheriff's Department and Downes Fishel Hass Kim, LLP, Attorneys at Law, at the hourly rate of \$175.00, during the period January 1, 2011 through December 31, 2011, as requested by Sheriff Larry Mincks and approved by Prosecutor Jim Schneider.

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

RE: CSEA CONTRACT WITH MAXIMUS CONSULTING SERVICES

Mr. Weber moved and Mr. Irvine seconded a motion to approve the contract for maintenance

of the Quarterly Information Consolidation System Plus (QuIC+) between Maximus Consulting Services and Washington County CSEA, in the amount of \$2,150.00, for the period July 1, 2011, through June 30, 2012, as requested by Barb Tergolina, CSEA.

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

RE: REQUEST TO REVERSE DELINQUENT SEWER ACCOUNT ASSESSMENTS

Mr. Irvine moved and Mr. Weber seconded a motion to request the County Auditor to reverse the tax assessments of delinquent sewer account holders, as they have paid their balances owed to the County: Sarah Carpenter, Alvie & Sally Turner, Jr., David Carpenter.

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

RE: PURCHASE OF BUS FOR BOARD OF DEVELOPMENTAL DISABILITIES

Mr. Irvine moved and Mr. Weber seconded a motion to approve the purchase of one 60-passenger school bus for the Washington County Board of Developmental Disabilities from Edwin H. Davis and Son, Inc., for the amount of \$87,315.00, as recommended by Susan Tilton, Superintendent of the Washington County Board of Developmental Disabilities.

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

RE: VISITOR'S COMMENTS

Ms. Marshall invited Mr. Brum to offer his comments.

Mr. Brum expressed his concerns about the Sheriff utilizing outside legal counsel without the agreement for those services having first been approved by the Commissioners. He said that he has read the Commissioners' Handbook, which says that contracts for legal services should be approved each year. Ms. Marshall commented that Prosecutor Jim Schneider has reviewed the situation and approves the Sheriff using Downes Fishel Hass Kim, LLP, to provide specific services to the County, and that the Commissioners have signed an agreement with the legal firm. She indicated that, according to the Prosecutor, the existing contract signed in 1993 should be updated and that is being done today. Mr. Brum suggested that those funds spent for legal services without a written contract over the past several years should be recovered, and the Sheriff should not be permitted to enter into such agreements without the consent of the Commissioners.

RE: JOB AND FAMILY SERVICES BID OPENING FOR OFFICE SUPPLIES

Ms. Marshall opened sealed bids for the purchase of office supplies for the Washington County Department of Job and Family Services. Bids were received from the following vendors:

Marietta Office Supply
Noe Office Supply
Parkersburg Office Supply

The proposals were given to Ruth Burdette and Autumn Green of Job and Family Services for review and recommendation. Ms. Burdette informed the Commissioners and the vendors that these bids will allow the County to purchase individual items from different vendors, rather than committing to only one vendor for the entire year.

RE: INFORMATION TECHNOLOGY PROJECTS

IT Director Eric Skomra introduced Scott Lewellen of Horizon Telecom, and presented the following issues for discussion:

Cooling Unit Sound-Deadening: To re-direct sound and to protect newly-installed equipment, Eric proposed that a shed roof be installed over cooling units. He has received quotes from the following contractors:

Ohio Valley Construction Services, LLC	\$9,276.00
Malone Renovations, Inc.	\$9,982.00

Mr. Irvine moved and Mr. Weber seconded a motion to approve the contract with Ohio Valley Construction Services, LLP, to install a new roof for sound deadening, for the estimated cost of \$9,276.00, as recommended by Eric Skomra and Tim Marty.

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

Request for Proposal (RFP) for Wireless Internet Service Provider (WISP): As only one proposal was submitted for this project by the June 16 deadline, Eric doesn't consider this a

pool from which to select. He is aware of another vendor that has requested an extension of time. Eric informed the Commissioners that the original RFP allows for such an extension, and that he could broadcast the extension to all interested parties, hoping to secure more proposals from which to choose.

Mr. Irvine moved and Mr. Weber seconded a motion to extend the Request for Proposal for Wireless Internet Service Provider submission date by up to forty-five days, and to allow IT Director Eric Skomra to notify interested/prospective vendors of such extension, as recommended by Eric Skomra.

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

Request to Place Horizon Telecom Building on County Property: Eric informed the Commissioners that Horizon Telecom has requested to enter into agreement for the placement of a prefabricated building on Washington County property to house equipment to manage a developing network of fiber strands in the County. Scott indicated that Horizon could pursue placement on private property, but would prefer public property as there is significant benefit available to the property owner. Eric suggested that benefit might be to provide the County with solid redundant Internet connection, which is now needed and would otherwise be very expensive. Horizon is interested in bringing fiber-based phone and Internet access to the area in this project that will benefit not only local government entities, but also businesses, healthcare facilities, educational institutions, and County residents. Eric and Scott proposed placement of the building on County property near the Children Services building. The Commissioners expressed their interest in this project, but suggested placement of the building at the former County Garage on Colegate Drive.

The Commissioners requested Eric and Scott to consider the site on Colegate Drive, and asked Eric to consult with the County Prosecutor to determine if the proposed relationship between the County and Horizon Telecom is feasible.

RE: DISCUSSION WITH REPRESENTATIVES OF THE CHILDREN SERVICES BOARD

Gregg Emrick, President of the Washington County Children Services Board, spoke to the Commissioners on behalf of the Children Services Board. He expressed his Board's interest in moving forward with analysis of the proposed merger with Job and Family Services as quickly as possible, as the uncertainty of such a move is taking its toll and has generated much discussion. In presenting the Commissioners with a letter dated June 23, 2011, he made the following points:

- The analysis of the proposed merger may appear to be of financial benefit to the County, but review of volume and quality of continuing services by both agencies is difficult to assess.
- It has been suggested that \$200,000 could be "saved" in a merger of the agencies, but that might not take into consideration the salary changes that might be necessary to provide parity.
- Children Services will likely lose IV-E funds as a result of merging.
- There is a cost to renovate facilities and to move.
- Children Services is on-call at all hours, and that must continue.
- The mileage rate at Children Services is much less than that of Job and Family Services, and to make them equal might result in additional cost of \$20,000 annually.
- Employees of Job and Family Services are in a union, but employees of Children Services are not.
- Reduction of staff from Children Services as a result of merging must not lessen the services provided to the County.

Ms. Marshall expressed her appreciation to the representatives of the Children Services Board for talking with the Commissioners. She noted that while the Commissioners continue to analyze a merger of not only the Department of Job and Family Service and Children Services, but also other agencies, it takes much time and effort. The Commissioners continue to consult with other Ohio county representatives about their organization of these departments. She agreed with Mr. Emrick that it is critical that the quantity and quality of services be maintained while looking at ways to become more efficient, which will likely be primarily in overhead costs including facilities, administration, and equipment. Ms. Marshall noted that it has been determined that the Children Services building could accommodate the merged agencies.

Mr. Emrick suggested that it might be good to have a joint committee working on reviewing the financial impact of such a merger. All agreed that two representatives from both JFS and Children Services, and Administrator Paul Cunningham, should be included in the committee. Others should be consulted as needed throughout the process of review. The committee might conclude that there is indeed a projection of savings by reorganization, or they might realize that there is no savings at all. At least, though, there will be concerted effort by knowledgeable parties to move forward in a structured manner to determine financial impact.

Mr. Emrick reiterated that by today's conversation his Board is not suggesting that the merger review and analysis be discontinued, but that it moves along at a steady pace to avoid further distraction and concerns among those likely to be affected.

RE: CDBG PUBLIC HEARINGS

Michelle Hyer, Buckeye Hills-Hocking Valley Regional Development District, facilitated in the Public Hearings for the Community Development Block Grant (CDBG) Formula 2011 Funds (2nd public hearing) and the Re-allocation of CDBG Formula 2010 Funds (1st public hearing). She was pleased to report that the County will receive \$184,000 in 2011 CDBG funds, allowing all selected projects to not only be funded as originally planned, but also paying the projects' local contributions as well.

Mr. Weber moved and Mr. Irvine 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	\$11,900
Village of Lower Salem	\$18,900
LA Fire Department	\$ 9,900
Watertown Volunteer Fire Dept.	\$40,100
Little Muskingum VFD	\$19,700
Liberty Township	\$28,500

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

Mr. Weber moved and Mr. Irvine seconded a motion to approve the Application to the Ohio Department of Development for Community Development Block Grant Formula 2011 Funds in the amount of \$184,000, and to allow Ms. Marshall to sign the form, as recommended 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: COPIER LEASE AGREEMENT FOR FAMILY AND CHILDREN FIRST

Mr. Irvine moved and Mr. Weber seconded a motion to return to the table discussion of a copier lease and maintenance agreement for Family and Children First.

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

Mr. Weber moved and Mr. Irvine seconded a motion to approve the Copier Lease Agreement with Canon Financial Services for the lease of a Canon IR3245 (with finisher and cabinet), for a term of sixty (60) months, with a monthly payment of \$135.00 and an option to purchase for \$1.00 at the completion of the lease period, and to allow Ms. Marshall to sign the Lease Agreement, and to approve the Extended Service Plan with CWS for \$89.00 per month, allowing for up to 11,000 copies per month with any overage to cost \$0.009 per copy, and to allow Ms. Marshall to sign the Plan Agreement, as requested by Cindy Davis, Family and Children First.

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

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 11:37 a .m.

_____, President

_____, Vice President

_____, Member

_____, Clerk