

**THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON OCTOBER 27, 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*, Clerk Rick Peoples, and Administrator Paul Cunningham.

**RE: AGENDA**

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

Add: Disposition of Dog Warden's Firearms  
Change to JFS PRC Plan  
1:00 p.m., Eric Skomra and Bill McFarland

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

**COMMISSIONERS AGENDA**

October 27, 2011

9:00 Minutes  
9:30 Ted Williams, County Home  
9:45 Dawn Rauch, Community Action  
10:00 Larry Mincks, Sheriff  
10:30 Larry Hivnor, Workforce Investment  
11:30 David Graham, Workplace Benefits

**UNFINISHED BUSINESS**

Engineer Request to Dispose of Old Tax Map Copies  
Buckeye Energy Aggregation Agreement  
Dental /Vision Insurance  
Dog Warden Firearms Policy

**NEW BUSINESS**

Approve Agenda  
Approval of previous meeting's minutes  
Bills from various departments  
Additional Appropriation - CDBG/Home Discretionary Fund  
Additional Appropriation - Sheriff  
Minus Appropriation - Bd of Dev Dis  
Transfer - Sheriff (4)  
Transfer - County General  
Transfer - FCF  
Then & Nows  
Travel - Auditor  
Travel - Commissioners  
Travel - Building Department  
Travel - EMA  
Travel - RSVP  
Travel - FCF  
Travel JFS (2)  
Letter to County Employee (AFLAC Account)  
OWDA Account Information  
Sheriff - Request to Dispose of Worn Out Property  
Appointment to Local Emergency Planning Commission  
Subrecipient Agreement with City of Marietta for CABL Transit Program  
FCF - Pooled Funding Agreement (8)  
Engineer - Contract with Axis Electric  
Contract for Snow Removal

**INFORMATION ITEMS**

2:30 Open House, WSCC Health Wing  
5:00 Area 15 Workforce Investment Board, Monroe Co. Senior Center  
7:00 Mental Health Board

**RE: APPROVAL OF MINUTES**

Mr. Weber moved and Mr. Irvine seconded a motion to dispense with the reading of the October 20 and October 25, 2011 minutes, 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. 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: ADDITIONAL APPROPRIATIONS**

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

210-0828-53000	Contract Services	\$ 250,000.00
100-0384-57100	Transfers Out	\$ 130.23

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

**RE: MINUS APPROPRIATION**

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

210-0621-53000	Contract Services	\$ (45,302.11)
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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: TRANSFERS**

Mr. Weber moved and Mr. Irvine seconded a motion to approve the following requests for transfer of funds:

<u>From</u>	<u>To</u>	<u>Amount</u>
<u>Sheriff</u>		
100-0384-57100	215-0385-49100	\$ 130.23
210-0388-51001	210-0388-57400	\$ 1,416.56
215-0400-57100	100-0384-49100	\$ 0.01 (Voided by Fiscal 10-28-11)
215-0400-54400	215-0400-57100	\$ 0.01

County General

100-0102-57401	100-0100-53000	\$ 4,250.00
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Family & Children First

602-2030-51120	602-2030-57400	\$ 217.14
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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: 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>
Veterans	100-0700-5-7400	Hyde Brothers	\$ 243.60
Commissioners	100-0101-5-7000	Wash. Co. Jobs & Family Services	\$ 2,243.52
Building	100-0170-5-3403	Water Mgt Assoc. of Ohio	\$ 180.00
Commissioners	100-0582-5-3000	John Deere Co.	\$ 22,514.47

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:

Auditor

Bill McFarland: One-day trip to Athens for a meeting with the Auditor of State; November 8, 2011.

Commissioners

Steve Weber: One-day trip to Columbus to attend CCAO Justice & Public Safety Committee meeting; November 3, 2011.

Cora Marshall: One-day trip to The Wilds, Cumberland, to attend Eastern Ohio Development Alliance (EODA) meeting; October 21, 2011.

Building Department

Larry Richcreek: One-day trip to Worthington to attend a "Legal Issues for Professional Engineers" seminary; November 2, 2011.

EMA

Jeff Lauer: One-day trip to Guernsey County EMA, Cambridge, to attend a Citizen Corps meeting; October 25, 2011.

RSVP

Lisa Valentine: One-day trip to Columbus to attend the Ohio RSVP Directors' Association Meeting; November 4, 2011.

FCF

Cindy Davis: Two-day trip to Columbus to attend the Voices for Ohio's Children Conference; November 14, 15, 2011.

JFS

Tom Ballengee: One-day trip to Columbus to attend a OJFSDA General Session; December 16, 2011.

Tom Ballengee: One-day trip to McConnelsville to attend a Canton Directors Meeting; November 1, 2011.

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

**RE: LETTER TO COUNTY EMPLOYEE (AFLAC ACCOUNT)**

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

*October 20, 2011*

*Erin Lockhart  
c/o Washington County Board of Developmental Disabilities  
1701 Colegate Drive  
Marietta, Ohio 45750*

*Dear Erin:*

*Please disregard our letter to you dated October 12, 2011. No legal action will be pursued against you in Small Claims Court, or in any court, to recover the \$500.00, which was specifically referenced to a Flexible Spending Account you had when you were an employee of the Washington County Juvenile Court. We will not seek any payroll deduction, either voluntary or involuntary, for that money from your current employer, or from any future employer.*

**/S/ WASHINGTON COUNTY COMMISSIONERS**

*Copy to: Connie Dye, Washington County Board of DD  
William D. McFarland, Washington County Auditor  
Jim Schneider, Washington County Prosecutor  
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: OWDA ACCOUNT INFORMATION**

Mr. Weber moved and Mr. Irvine seconded a motion to acknowledge agreement with information provided by the Ohio Water Development Authority (OWDA), relative to the Washington County Lift Station and Sewer Improvements Project, Account #5676, and to allow Ms. Marshall to sign the document, as follows:

Undisbursed Funds:	\$ 18,711.18
Disbursed Funds:	\$ 207,810.82
Capitalized Interest:	\$ 1,072.68
Principal Reduction Payments:	\$ <u>0.00</u>

Total Amount Financed: \$ 227,594.68

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

**RE: SHERIFF'S REQUEST TO DISPOSE OF WORN ITEMS**

Mr. Irvine moved and Mr. Weber seconded a motion to approve the Sheriff's request to dispose of the following items no longer of use or value to the Sheriff's Department:

8 County Jail Uniform Shirts  
28 County Jail Uniform Pants  
7 County Sheets  
20 Pairs of Shoes

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

**RE: APPOINTMENT OF JESSE DAUBERT TO LEPC**

Mr. Irvine moved and Mr. Weber seconded a motion to appoint Jess Daubert to the Washington County Local Emergency Planning Committee (LEPC), representing environmental interests, for the period August 15, 2011 through August 14, 2013, and to allow Ms. Marshall to sign the application, as recommended by Jeff Lauer, EMA.

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

**RE: SUBRECIPIENT AGREEMENT WITH CITY OF MARIETTA FOR CABL PROGRAM**

Mr. Weber moved and Mr. Irvine seconded a motion to approve the Subrecipient Agreement between the City of Marietta and Washington County for Community Action Bus Line (CABL) Transit Program, in the amount of \$36,845, for the period January 1 through December 31, 2012, and to allow Ms. Marshall to sign the document.

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

**RE: POOLED FUNDING AGREEMENTS**

Mr. Weber moved and Mr. Irvine seconded a motion to approve eight Pooled Funding Agreements, as requested by Cindy Davis, 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: CONTRACT WITH AXIS ELECTRIC**

Mr. Weber moved and Mr. Irvine seconded a motion to approve the contract with Axis Electric, LLC, to furnish all labor and equipment necessary to install wiring, conduit, breaker box, and lights in the Sign Storage Building at 103 Westview Avenue, in the amount of \$5,100.00, as recommended by County Engineer Bob Badger.

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

**RE: SNOW REMOVAL CONTRACT**

Administrator Paul Cunningham presented to the Commissioners an analysis of upcoming snow removal costs, comparing proposed rates from two vendors to clear the lots at the OSU Extension Office and the Health Department. Greenleaf Landscapes and Jeff Seevers provided written proposals that were reviewed by both Paul Cunningham and Tim Marty.

Mr. Irvine moved and Mr. Weber seconded a motion to table the discussion of snow removal services until more information is obtained.

**RE: CHANGE TO PRC PLAN FOR JOB & FAMILY SERVICES**

Mr. Weber moved and Mr. Irvine seconded a motion to approve the following changes to the PRC Plan for Washington County Department of Job & Family Services, as requested by Tom Ballengee, Director, Job & Family Services:

1. Change Item 2 to "each eligible child will receive \$235.00
2. Delete Item 4, Home Essential Kits
3. Delete Item 5, Summer Employment Program for Youths

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

**RE: COMMENTS FROM VISITOR**

County resident Eugene Biehl was informed that the Public Hearing to vacate a portion of Warren Township Road 648 is scheduled for 1:00 PM on November 3, 2011.

Mr. Biehl shared his concerns that the new method of distribution of Permissive Sales Tax funds in three installments, to be implemented next year, will place a burden on townships needing to utilize those funds early in the year to maintain roads and bridges, but they will appreciate being able to pay their bills directly without having to process invoices through the Commissioners and the County Auditor.

Mr. Biehl expressed his appreciation to the Commissioners for providing Senior Levy funds to install new wiring and HVAC equipment in the Stanleyville Community Center.

**RE: COUNTY HOME BALER**

County Home Administrator Ted Williams informed the Commissioners that the hay baler currently being used at the County Home is not functioning properly and, due to its age and the inability to get parts for repair, should be disposed of. He explained that he needs to be able to produce approximately 500 square bales each year. He has received the following quotes for replacement:

- Bridgeport Equipment, John Deere 328 Twine Baler, \$13,978.90 (27.25% discount from list)
- Bridgeport Equipment, John Deere 348 Series Baler, \$16,806.70 (27.25% discount from list)
- State Purchasing, New Agricultural Machinery (27.00% discount from list)

Mr. Weber moved and Mr. Irvine seconded a motion to allow County Home Administrator Ted Williams to proceed with the purchase of a hay baler from Bridgeport Equipment.

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

**RE: DISPOSITION OF DOG WARDEN UNUSED EQUIPMENT**

Mr. Weber commented that there are four pieces of equipment assigned to the Dog Warden that are no longer used, and recommended the items be disposed of as follows:

- High Point Model 995 Rifle, Serial No. B22059, transfer to the Sheriff's Office
- High Point Model 995 Rifle, Serial No. A69741, transfer to the Sheriff's Office
- Savage 222/20 Rifle, Serial No. E868590, sell at auction
- Crossman Dart Gun, Serial No. A12114, sell at auction

Mr. Weber moved and Mr. Irvine seconded a motion to transfer/dispose of unused equipment assigned to the Dog Warden as indicated above.

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

**RE: 911 SOFTWARE**

County Administrator Paul Cunningham requested the Commissioners consider purchasing software from CMI, Inc., for use in the operations of the 911 program in Washington County, as recently requested by 911 Coordinator Rich Hayes, for the amount of \$24,350.00, plus \$3,000.00 for annual maintenance for the first year. He indicated 911 funds are currently available for this equipment/operations upgrade, and that he believes ORC 4931.41 allows the County to purchase this software without competitive bidding.

Mr. Weber moved and Mr. Irvine seconded a motion to allow 911 Coordinator Rich Hayes to proceed with the purchase of software and services from CMI, Inc., for the amount of \$24,350.00, plus \$3,000.00 for first year annual maintenance, subject to review and approval of the purchasing process by the County Prosecutor.

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

**RE: SLIDE-IN UNIT FOR DOG WARDEN TRUCK**

County Administrator Paul Cunningham requested the Commissioners consider purchasing a custom-built slide-in unit to house dogs in the back of the recently-ordered new vehicle for the Dog Warden. He received a quote from Jones Trailer Company for \$6,077.51. The unit would be installed in the vehicle by Steve's Vans.

Mr. Weber moved and Mr. Irvine seconded a motion to allow County Administrator Paul Cunningham to proceed with the purchase of a slide-in unit for the Dog Warden's pick-up truck from Jones Trailer Company, for the amount of \$6,077.51, and to request Steve's Vans to install the unit.

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

**RE: CHIP PROGRAM STATUS REPORTS**

Mr. Weber moved and Mr. Irvine seconded a motion to approve the CHIP Program Status Reports for grants B-C-10-1CY-2 and B-C-10-1CY-1, as requested by Dawn Rauch, Community Action.

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

Ms. Rauch noted that there may be excess CHIP funds not used in other counties that can be transferred into Washington County for use in rehabilitating houses.

**RE: 2012 DISADVANTAGED BUSINESS ENTERPRISE LETTER TO FTA**

Mr. Irvine moved and Mr. Weber seconded a motion to approve sending a letter to Sandra McCrea, Office of Civil Rights, Federal Transit Administration, notifying her that in 2012 Washington County will exceed the threshold for Disadvantaged Business Enterprise (DBE) and is revising its DBE goal to 4.0%, as recommended by Dawn Rauch, Community Action.

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

**RE: EXECUTIVE SESSION**

Mr. Weber moved and Mr. Irvine seconded a motion to enter Executive Session to consider the appointment and/or employment of a public official, and to invite County Administrator Paul Cunningham and Sheriff Larry Mincks to attend.

A calling of the roll resulted in the following vote: Cora Marshall aye, Timothy Irvine aye, Steven Weber aye. Motion passed, and the Board entered Executive Session at 10:00 a.m.

The Board returned to Regular Session at 10:18 a.m.

**RE: DOG WARDEN DUTIES**

Mr. Irvine moved and Mr. Weber seconded a motion to authorize the County Sheriff to temporarily assume the duties of the Dog Warden.

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

**RE: WORKFORCE INVESTMENT**

Larry Hivnor of Area #15 Workforce Investment Board (WIB) updated the Commissioners on activities of WIB.

- The next meeting of the Council of Governments will be 10:00 a.m. on December 9 at Lori's Family Restaurant in Caldwell.
- The Area #15 WIB meeting is 5:00 p.m. on October 27 at the Monroe County Senior Center in Woodsfield. Mr. Hivnor distributed and discussed the agenda for this meeting.
- The July through September financial report suggests that the consortium is on track for spending all allocation funds by December 31, 2011.
- Services to area veterans should be reviewed and enhanced.
- The WIB needs to continue to be actively involved in the current and upcoming oil and gas production in this region. There seems to be some collaboration/cooperation between Washington State Community College, Washington County Career Center, and Marietta College in developing and providing training to those interested in participating in gas production, spearheaded by Dr. Bob Chase of Marietta College.

**RE: WORKPLACE BENEFITS**

David Graham of Workplace Benefits of Ohio shared with the Commissioners his “side by side comparison” of premiums and benefits of supplemental insurance programs for County employees. He proposed offering Allstate products to them through him, including life insurance, accident insurance, critical illness insurance, cancer insurance, and disability insurance. He indicated that he is now working with 22 Ohio counties, and hopes to soon be endorsed by CCAO.

The Commissioners thanked Mr. Graham for talking with them, and indicated they would review the information and that he could contact them in about two weeks.

**RE: BOND REFUND/REFINANCE VOUCHER**

Mr. Weber moved and Mr. Irvine seconded a motion to approve the voucher for bond refinancing as prepared and presented by County Administrator Paul Cunningham.

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

**RE: FINANCIAL SYSTEM UPGRADE PROJECT CHARTER**

IT Director Eric Skomra and Auditor Bill McFarland presented to the Commissioners a Project Charter for Washington County’s Financial System Upgrade Project. The documents indicates that Bill McFarland is the Project Manager, that the project will begin immediately, that the project will finish in October 2012 (tentative), that the project cost is approximately \$250,000.00, and that many people will be involved throughout the project. They requested approval of the Charter, which is the guiding document establishing the project and providing both human and financial resources to proceed with it.

Mr. Irvine moved and Mr. Weber seconded a motion to approve the Project Charter for Washington County’s Financial System Upgrade Project, as presented by IT Director Eric Skomra and County Auditor Bill McFarland, and to allow Ms. Marshall to sign the document.

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

**RE: BROADBAND PROJECT UPDATE**

IT Director Eric Skomra updated the Commissioners on the broadband project, noting that another vendor has contacted him expressing interest in the project. The Commissioners and Mr. Skomra shared their concerns that the project is not moving forward as quickly as all had hoped, and that some vendors were asking too much of the County (purchase of equipment, co-signing loan, etc.). The County’s agreement to lease MARCS towers for this project is soon to expire, and an extension has been requested. Such extension will be necessary if the project is to move forward.

**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

