

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON MAY 12, 2016 IN ACCORDANCE WITH OHIO REVISED CODE 305.05, WITH THE FOLLOWING MEMBERS PRESENT: RICK G. WALTERS, PRESIDENT, RONALD L. FEATHERS, VICE PRESIDENT, AND DAVID A. WHITE, MEMBER. THE MEETING WAS CALLED TO ORDER AT 9:00 A.M. BY THE PRESIDENT OF THE BOARD. MR. WALTERS LED THOSE ATTENDING IN THE PLEDGE OF ALLEGIANCE TO OUR FLAG.

Also attending were Muskingum Township Trustee Gary Doan, Karen Doan, Brittany Landers from *The Marietta Times*, and Clerk Rick Peoples.

**Washington County Commissioners
AGENDA
9:00 a.m., May 12, 2016**

9:00 Business Meeting
9:30 Quote Opening, Village of Beverly 2015 CDBG Project
10:00 Public Hearing on Request to Vacate Wesley Twp. Road 303
10:30 Chris Wilson, Building Department – Project Update

UNFINISHED BUSINESS

Annual WIOA Subgrant Agreement and Data Share Agreement
Proposal for Architectural/Engineering Services, Jail Security Screens Project
Consideration of Sewer Rate Change
Additional Appropriation - Sheriff

NEW BUSINESS

Approve Agenda
Approval of previous meeting's minutes
Bills from various departments
Resolution to Proceed with Community and Resource Center, RSVP
Resolution to Vacate Wesley Township Road 303
Additional Appropriation – Sheriff (2)
Transfer - EMA
Then & Now's
Travel – Building Department
Travel – Job and Family Services (4)
Drawdown of CHIP Funds (2)
Mandated Share for the State Fiscal Year 2017, JFS
Request to Hire Social Service Worker 2, JFS
Request to Dispose of Developmental Disabilities Buses
Engineer – Request to Participate in ODOT Cooperative Salt Bid
Engineer – Hopkins Bridge Replacement Project Specifications and Bid Notice
Engineer – Notice of Commencement, 2016 Asphalt Paving Project

INFORMATION

Planning Commission, 7:00 p.m., **Monday**, May 16
Monthly Finance Committee, 10:00 a.m., **Tuesday**, May 17
CORSA HR Training for Elected Officials, 2:00 p.m., **Tuesday**, May 17, at JFS
Council of Governments, 12:00 p.m., **Monday**, May 23, at JFS
Township Trustees Association Meeting, 7:00 p.m., **Thursday**, May 26, at Engineer's
Courthouse Closed, Memorial Day, **Monday**, May 30
County Home Ice Cream Social, 6:00 p.m., **Thursday**, June 2

RE: AGENDA

Mr. Feathers moved and Mr. White seconded a motion to accept the agenda, with the following adjustment:

Add: Selection of 2016 CDBG Projects

A calling of the roll resulted in the following vote: Rick Walters aye, Ronald Feathers aye, David White aye. Motion passed.

RE: APPROVAL OF MINUTES

Mr. White moved and Mr. Feathers seconded a motion to dispense with the reading and approve the minutes of the May 5, 2016 meeting.

A calling of the roll resulted in the following vote: Rick Walters aye, Ronald Feathers aye, David White aye. Motion passed.

RE: BILLS FOR PAYMENT

Mr. Feathers moved and Mr. White seconded a motion to approve the list of bills from various

departments for payment, as prepared by the County Auditor.

A calling of the roll resulted in the following vote: Rick Walters aye, Ronald Feathers aye, David White aye. Motion passed.

RE: RESOLUTION TO PROCEED WITH COMMUNITY AND RESOURCE CENTER

Mr. White moved and Mr. Feathers seconded a motion to adopt the following Resolution:

WHEREAS, the Retired and Senior Volunteer Program (RSVP) of Washington County intends to pursue building a local community and resource center; and

WHEREAS, property commonly known as "The Old County Garage" at 1405 Colegate Drive in Marietta, Ohio, owned by Washington County Commissioners, is not currently occupied and is considered "unusable" in its current condition; and

WHEREAS, RSVP desires to utilize the property at 1405 Colegate Drive in Marietta to develop a community and resource center for Washington County, and will apply for 501(C)(3) status from the Internal Revenue Service to operate and manage the community and resource center.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Washington County, Ohio that the property at 1405 Colegate Drive in Marietta may be leased for the purpose of providing location for a community and resource center, with specific terms of the agreement yet to be determined.

Commissioner White said this Resolution will allow Washington County RSVP to proceed with application to the Internal Revenue Service for 501(C)(3) designation, as it shows intent of the Commissioners to lease property and/or facility to that organization for use as a community and resource center. He said the facility will likely include meeting room(s), kitchen, laundry, and showers.

A calling of the roll resulted in the following vote: Rick Walters aye, Ronald Feathers aye, David White aye. Motion passed.

RE: ADDITIONAL APPROPRIATIONS

Mr. White moved and Mr. Feathers seconded a motion to approve the following requests for Additional Appropriations:

Sheriff	100-0384-57100	\$ 1,147.50
	210-0396-54400	\$ 11,475.00

A calling of the roll resulted in the following vote: Rick Walters aye, Ronald Feathers aye, David White aye. Motion passed.

RE: TRANSFER

Mr. Feathers moved and Mr. White seconded a motion to approve the following request for Transfer of funds:

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
EMA	200-0315-57400	200-0315-51001	\$ 936.00
	200-0315-57400	200-0315-51101	15.00
	200-0315-57400	200-0315-51102	132.00

A calling of the roll resulted in the following vote: Rick Walters aye, Ronald Feathers aye, David White aye. Motion passed.

RE: THEN & NOW'S

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

Dept	Account	Vendor	Amount
Children Services	200-0743-53000	Once Upon A Child	\$ 225.00
Children Services	200-0740-53000	Once Upon A Child	\$ 150.00
RSVP	210-0710-53000	Mancan	\$ 430.92
Sewer	400-0113-54000	State Chemical Manufacturing	\$ 1,347.30
Developmental Disabilities	210-0620-53000	Wash. Co. Commissioners	\$ 131.38
CSEA	200-0730-53501	Wash. Co. Sheriff	\$ 1,079.08
CSEA	200-0730-53501	Wash. Co. Sheriff	\$ 1,001.29
CSEA	200-0730-53501	Wash. Co. Sheriff	\$ 823.03
CSEA	200-0730-53501	Wash. Co. Sheriff	\$ 647.16
JFS	200-0720-59000	Par Mar Oil	\$ 7,350.00

A calling of the roll resulted in the following vote: Rick Walters aye, Ronald Feathers aye, David White aye. Motion passed.

RE: TRAVEL REQUESTS

Mr. White moved and Mr. Feathers 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 2016 and any and all amendments

subsequent thereto:

Building Department

Chris Wilson: One-day trip to Reynoldsburg to attend COCOA General Membership Meeting; June 8, 2016.

JFS

Candy Nelson, Laura Tornes, Terri Long: One-day trip to Columbus to attend CCMEP training; June 14, 2016.

Candy Nelson, Laura Tornes, Terri Long: One-day trip to Zanesville to attend CCMEP training; May 24, 2016.

Dawn Lucas, Ruth Burdette: Two-day trip to Columbus to attend CCMEP training; June 6-7, 2016.

Anita Vaughan: One-day trip to Newark to attend Central Region APS meeting; May 25, 2016.

A calling of the roll resulted in the following vote: Rick Walters aye, Ronald Feathers aye, David White aye. Motion passed.

RE: DRAWDOWNS OF CHIP FUNDS

Mr. White moved and Mr. Feathers seconded a motion to approve the following requests for drawdown of Community Housing Impact and Improvement Program (CHIP) funds, as prepared by Susan Henrie, Washington-Morgan Community Action Program, and to allow Mr. Walters and Mr. Feathers to sign the requests:

B-C-14-1CY-1	\$ 23,187.00
B-C-14-1CY-2	\$ 31,518.00

A calling of the roll resulted in the following vote: Rick Walters aye, Ronald Feathers aye, David White aye. Motion passed.

RE: MANDATED SHARE FOR THE STATE FISCAL YEAR 2016-2017

The Commissioners acknowledged receipt of notice of mandated share for fiscal year July 1, 2016 through June 30, 2017, requiring the County to pay to Job and Family Services the amount of \$177,982.00 over the 12-month period. Mr. Feathers said this is a requirement for the County to pay the mandated share of expenses, as determined by the Ohio Department of Job and Family Services.

RE: REQUEST TO HIRE SOCIAL SERVICE WORKER 2 AT JFS

Mr. White moved and Mr. Feathers seconded a motion to approve the hiring of Stephanie Canfield for the position of Social Service Worker 2 at Job and Family Services, beginning June 1, 2016, at the hourly rate of \$16.40, as requested by Tom Ballengee, Job and Family Services.

A calling of the roll resulted in the following vote: Rick Walters aye, Ronald Feathers aye, David White aye. Motion passed.

RE: REQUEST TO DISPOSE OF BUSES AT DEVELOPMENTAL DISABILITIES

Mr. White moved and Mr. Feathers seconded a motion to approve a request from Susan Tilton, Washington County Board of Developmental Disabilities, to dispose of the following four (4) buses, via public auction at GovDeals.com, as they are no longer of use to Developmental Disabilities:

VIN 1HVBDABN2WH538165
VIN 1HVBOABNOWH538164
VIN 4UZAAXAK62CJ45356
VIN 1HVBDAAN1TH265118

A calling of the roll resulted in the following vote: Rick Walters aye, Ronald Feathers aye, David White aye. Motion passed.

Mr. White moved and Mr. Feathers seconded a motion to table a request from Susan Tilton, Washington County Board of Developmental Disabilities, to dispose of a bus, VIN 1HVBDAAN5TH318502, by transfer or sale to WASCO, Inc., until they receive a determination by the Prosecutor as to the legality of such action.

A calling of the roll resulted in the following vote: Rick Walters aye, Ronald Feathers aye, David White aye. Motion passed.

RE: REQUEST TO PARTICIPATE IN THE ODOT COOPERATIVE SALT BID

Mr. White moved and Mr. Feathers seconded a motion to approve County Engineer Roger Wright's request to participate in the 2016-2017 Ohio Department of Transportation Cooperative Salt Bid Program.

A calling of the roll resulted in the following vote: Rick Walters aye, Ronald Feathers aye, David White aye. Motion passed.

RE: HOPKINS BRIDGE REPLACEMENT PROJECT

Mr. Feathers moved and Mr. White seconded a motion to approve the bid specifications and notice for the Hopkins Bridge Replacement Project (WAS-C-3-1151 DU), as prepared and requested by County Engineer Roger Wright.

A calling of the roll resulted in the following vote: Rick Walters aye, Ronald Feathers aye, David White aye. Motion passed.

RE: NOTICE TO PROCEED, 2016 ASPHALT PAVING PROGRAM

Mr. White moved and Mr. Feathers seconded a motion to approve a Notice to Proceed for the 2016 Asphalt Paving Program, contractor Shelly & Sands, Inc., as prepared and requested by County Engineer Roger Wright, and to allow Mr. Walters to sign the Notice.

A calling of the roll resulted in the following vote: Rick Walters aye, Ronald Feathers aye, David White aye. Motion passed.

RE: COMMENTS FROM VISITORS

Karen Doan informed the Commissioners the Washington County Relay for Life event is scheduled for May 13-14, 2016 in Belpre. She said the Git-R-Done Girls in the courthouse will participate in the festivities.

Glen Pawloski asked the Commissioners for assurance the proposed monthly sewer rate increase isn't a result of any proposed sewer construction project in Devola, as the Devola residents are not in favor of installing an unnecessary, unwarranted sewer line which would be an unreasonable financial burden. Commissioner Feathers said a rate change has nothing to do with the situation in Devola.

Mr. Pawloski provided to each of the Commissioners a copy of an article describing the Olathe Republican Party, and informed the Commissioners the state of Kansas is having "tremendous success" in fighting the Environmental Protection Agency.

RE: QUOTE OPENING, 2015 CDBG PROJECTS

At 9:30 a.m. President Walters welcomed those attending the quote opening for the 2015 Community Development Block Grant (CDBG) projects in the Village of Beverly and Liberty Township. Attending were Michelle Hyer from Buckeye Hills-Hocking Valley Regional Development District and the Commissioners.

President Walters opened and read aloud the following quotes:

Village of Beverly Fence Project

Larry Lang Excavating	\$ 11,875.00
Mike Babcock Fence Co.	\$ 9,700.00

Liberty Township Culvert Project

No quotes

Commissioner White said the apparent low quote for the Beverly project is \$9,700.00 from Babcock Fence Company, and it is within the allocation of \$11,700 in CDBG funds for the project.

President Walters asked Ms. Hyer to review the quotes and contractors, and to return at a later date with a recommendation. Ms. Hyer said she can solicit quotes from contractors for the Liberty Township project as well.

RE: SELECTION OF 2016 CDBG PROJECTS

Mr. Feathers and Mr. White seconded a motion to approve the following projects for 2016 Community Development Block Grant (CDBG) funding:

City of Belpre	Sidewalk Improvements	\$ 31,800.00
Little Muskingum VFD	Equipment Purchase	27,300.00
Little Muskingum VFD	Facility Rehabilitation	38,000.00
Fair Housing		5,000.00
Administration		<u>17,900.00</u>
Total		\$120,000.00

A calling of the roll resulted in the following vote: Rick Walters aye, Ronald Feathers aye, David White aye. Motion passed.

RE: PUBLIC HEARING ON REQUEST TO VACATE WESLEY TOWNSHIP ROAD 303

At 10:00 a.m. the Commissioners opened a Public Hearing to consider a request to vacate Wesley Township Road 303 (Brill Road). The Clerk said a petition had been received, notice of public viewing and public hearing was made, 911 Coordinator, Township Trustees and neighbors were notified, and public viewing was held. Commissioner Feathers said one neighbor attended the public viewing, and expressed his concern that vacating the entire distance may be detrimental to his property value. Mr. Feathers said the Commissioners and the Wesley Township Trustees do not object to altering the length of the requested vacation of Brill Road in accordance with the neighbor's desire to not vacate the roadway along his property.

Mr. White moved and Mr. Feathers seconded a motion to table the Resolution to vacate Wesley Township Road 303 (Brill Road) to allow County Engineer Roger Wright to change the legal description of the property in the Resolution.

A calling of the roll resulted in the following vote: Rick Walters aye, Ronald Feathers aye, David White aye. Motion passed.

RE: BUILDING DEPARTMENT UPDATE

Building Official Chris Wilson updated the Commissioners on projects and initiatives of the Building Department:

Connect 2016 Conference: Mr. Wilson said he appreciates the opportunity for his department to participate in the recent Tyler Technologies Connect 2016 Conference held May 1-4 in Phoenix. He reported the Conference was of great value as his staff is learning use of the EnerGov system. He said the classes were excellent, and the networking was great.

System Accessibility: Mr. Wilson said Tyler Technologies is working to make the EnerGov system more user-friendly to those with special needs, and product upgrade should be available in the next year or so.

Plans Approval: Mr. Wilson reported the State of Ohio is planning to implement a significant change in the approval of drawings. He said beginning July 1, 2016 only Plans Examiners will be able to approve drawings, and he will not be able to.

Staff Transition: Anticipating retirement in the next year of one of his key staff members, Mr. Wilson asked permission to hire a part-time Plans Examiner to train for about a year, working approximately 16 to 20 hours per week alongside the current Examiner. Commissioner White expressed his concern that the budget may not accommodate such a lengthy training period. Mr. Feathers said he appreciates Mr. Wilson being pro-active, rather than re-active, in succession planning. He asked Mr. Wilson to develop a budget request to allow for hiring of a part-time Plans Examiner to be in training for one year.

Tyler Technologies Contract: Mr. Wilson said it appears the County hasn't appropriated sufficient funds to complete the contract with Tyler Technologies. He said he believes an additional \$20,000 to \$40,000 may be needed. Mr. Wilson said this isn't a result of change orders or supplements to the contract, but failure to encumber sufficient funds at the outset of the project. Mr. Feathers asked Mr. Wilson to develop a request for additional appropriations needed to complete the terms of the contract.

Discretionary Merit: Commissioner Feathers defined appropriate use of the Discretionary Merit budget line item for Mr. Wilson. Mr. Wilson was encouraged to use it only for "merit" pay changes for department staff who performed above and beyond expectations, or whose job responsibilities increased, or who have earned certification or recognition for accomplishments. Mr. Feathers said the Commissioners' intent is for Discretionary Merit pay to not be across-the board, and to not be awarded at the start of the year. Instead, he said it should be awarded at anniversary date or date of annual evaluation, and should be awarded responsibly.

RE: ADJOURNMENT

Mr. Feathers moved and Mr. White seconded a motion to adjourn.

A calling of the roll resulted in a unanimous vote in favor. The meeting adjourned at 11:00 a.m.

_____, President

_____, Vice President

_____, Member

_____, Clerk

