

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON DECEMBER 22, 2011 IN ACCORDANCE WITH OHIO REVISED CODE 305.05, WITH THE FOLLOWING MEMBERS PRESENT: CORA A. MARSHALL, PRESIDENT, TIMOTHY C. IRVINE, VICE PRESIDENT, AND MEMBER STEVEN W. WEBER. 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*, Administrator Paul Cunningham and Clerk Rick Peoples.

## COMMISSIONERS AGENDA

December 22, 2011

9:00 Minutes

11:00 Jason Brown - Ohio Deferred Comp.

1:00 Bid Opening - Sale of CABL Bus

### UNFINISHED BUSINESS

Engineer Request to Dispose of Old Tax Map Copies  
EMA Memo of Understanding  
Dental / Vision Insurance  
Wellness Coordinator Contract  
Vacate Portion of Decatur Township Road 96

### NEW BUSINESS

Approve Agenda  
Approval of previous meeting's minutes  
Bills from various departments  
Resolution - Establish Fund 210-0830, 2011 CDBG  
Minus Appropriation - CDBG Sewer (6)  
Minus Appropriation - Clerk of Courts  
Minus Appropriation - ARRA Sewer  
Minus Appropriation - Chip (5)  
Minus Appropriation - 2008 CDBG  
Minus Appropriation - 2011 CDBG  
Minus Appropriation - 2010 Clean & Green  
Minus Appropriation - Sanitary Sewer Capital Improvement  
Minus Appropriation - Urban Mass Transit  
Transfer - Sanitary Sewer (2)  
Transfer - Mental Health  
Transfer - Children Service (2)  
Transfer - Recorder  
Then & Now  
Travel - JFS (2)  
Travel - CSEA  
OWDA - Pay Request #4, Insituform  
WCDJFS - Renewal of Vision & Dental Plan for Management Team  
Letter to Clemans-Nelson & Assoc.  
Public Official Bonds  
Engineer - Change Order #1, OWDA Project NBR 5874, Zemba Brothers  
Engineer - Change Order #1, CR 14 Landslip Repair, Bob Lane's Welding, Inc.

### INFORMATION

Courthouse is closed on Monday, December 26  
Next Regular Meeting - **Friday**, December 30  
Courthouse is closed on Monday, January 2

### RE: AGENDA

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

Add: Resolution to Award Bid to Furler Backhoe Service  
Resolution to Create Transit Fund  
Minus Appropriation - JFS

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

### RE: APPROVAL OF MINUTES

Mr. Irvine moved and Mr. Weber seconded a motion to dispense with the reading of the December 15, 2011 minutes, and 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: RESOLUTION TO ESTABLISH NEW FUND, 210-0830 CDBG**

Mr. Irvine moved and Mr. Weber seconded a motion to create new fund 210-0830, 2011 CDBG Fund.

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

**RE: RESOLUTION TO AWARD CONTRACT TO FURLER BACKHOE SERVICE**

Mr. Weber moved and Mr. Irvine seconded a motion to enter into contract with Furler Backhoe Service, for the amount of \$21,800.00, for work on the HSTS Project Number CS390085-007, as recommended by Ken Robinson, Director of Environmental Health, Washington County General Health District.

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

**RE: RESOLUTION TO ESTABLISH NEW FUND, 210-0847 TRANSIT**

Mr. Irvine moved and Mr. Weber seconded a motion to create new fund 210-0847, 2010 Transit Fund.

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

**RE: MINUS APPROPRIATIONS**

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

210-0823-58000	Washington County Sewer	\$ ( 15,585.50)
210-0823-54000	Little Muskingum	\$ ( 16.00)
210-0823-55000	City of Belpre	\$ ( 9,360.00)
210-0823-57000	Administrative	\$ ( 8,350.00)
210-0823-53000	Wesley Township	\$ ( 4,506.56)
210-0823-51000	Village of Matamoras	\$ ( 982.94)
200-0704-57400	Assistance - Divorce Fees	\$ ( 67.71)
210-0113-53000	Contract Services	\$ (116,991.99)
210-0804-51000	Home Building Repair	\$ ( 70,640.00)
210-0805-51000	Private Rehabilitation	\$ (157,252.00)
210-0805-52000	Down Payment Asst. Rehab.	\$ ( 79,600.00)
210-0805-53000	General Admin.	\$ ( 22,841.00)
210-0805-54000	New Const. Habitat	\$ ( 20,000.00)
210-0826-55000	CDBG Belpre Senior Center	\$ ( 501.50)
210-0828-53000	Contract Services	\$ (250,000.00)
210-0846-55201	Equipment	\$ ( 69,440.00)
300-0113-53000	Contractual Services	\$ (1,558,117.65)
210-0844-53000	Contract Services	\$ ( 36,757.00)
200-0720-51001	Salaries	\$ ( 195,000.00)
200-0720-51101	Medicare	\$ ( 8,000.00)
200-0720-51102	PERS	\$ ( 15,000.00)
200-0720-51104	Health Insurance	\$ ( 40,000.00)
200-0720-51105	Life Insurance	\$ ( 225.00)
200-0720-51110	Unemployment	\$ ( 1,000.00)
200-0720-51120	Workers Comp	\$ ( 7,000.00)
200-0720-53000	Workfare	\$ ( 1,000.00)
200-0720-53301	Facilities	\$ ( 45,000.00)
200-0720-53405	Medical Assist.	\$ ( 9,500.00)
200-0720-53500	Contract Repair	\$ ( 1,000.00)
200-0720-54000	Supplies	\$ ( 3,000.00)
200-0720-54400	Equipment	\$ ( 1,000.00)
200-0720-59000	TANF	\$ ( 160,000.00)

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:

Sanitary Sewer

<u>From</u>	<u>To</u>	<u>Amount</u>
300-0113-53000	300-0113-57200	\$ 5,000.00
300-0113-57200	100-0102-49200	5,000.00

Mental Health

100-0101-57100	200-0610-49100	\$ 30,000.00
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County General

100-0102-57401	100-0702-53000	\$ 10,000.00
100-0702-53000	200-0740-49100	10,000.00

Recorder

100-0150-51102	100-0150-51001	\$ 100.00
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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 NOWS**

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

<u>Dept</u>	<u>Account</u>	<u>Vendor</u>	<u>Amount</u>
Commissioners	100-0101-5-3000	Miller Communications	\$ 195.00
Commissioners	100-0100-5-7400	OWDA	\$ 560.00
Commissioners	100-0361-5-3000	Montgomery County Coroner	\$ 1,200.00
Commissioners	100-0109-5-3100	AEP	\$ 389.71
Commissioners	100-0109-5-3100	AEP	\$ 5,267.45
Commissioners	400-0113-5-3100	AEP	\$ 49.36
Commissioners	400-0113-5-3100	AEP	\$ 1,122.15
Commissioners	400-0113-5-3100	AEP	\$ 406.21
Commissioners	400-0113-5-3100	AEP	\$ 34.62
Commissioners	400-0113-5-3100	AEP	\$ 480.63
Commissioners	400-0113-5-3100	AEP	\$ 28.03
Commissioners	400-0113-5-3100	AEP	\$ 12.09
Commissioners	400-0113-5-7400	Training Committee of Ohio	\$ 285.00
Commissioners	100-0100-5-2000	Cora Marshall	\$ 430.24
Sheriff	100-0380-5-3000	Marietta Times	\$ 584.76
Sheriff	100-0384-5-3000	American Electrical Power	\$ 813.71

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 & Family Services

Tom Ballengee: One-day trip to Guernsey County to attend Canton District Directors Meeting; January 3, 2012.

Candy Nelson: One-day trip to Guernsey County to attend a Forms Committee Meeting; January 25, 2012.

CSEA

Barb Tergolina: Three-day trip to Columbus to attend OCDA General Membership Meeting; January 11-13, 2012.

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

**RE: OWDA PAY REQUEST #4, INSITUFORM TECHNOLOGIES**

Mr. Weber moved and Mr. Irvine seconded a motion to approve the Ohio Water Development Authority pay request #4 for contractor Insituform Technologies, Inc., in the amount of \$63,135.45, and to allow Ms. Marshall to sign the form, as requested by Consulting Engineer

John Grosse.

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

**RE: VISION & DENTAL INSURANCE PLANS FOR JOBS & FAMILY SERVICES**

Mr. Weber moved and Mr. Irvine seconded a motion to approve contracts with Vision Service Plan and Delta Dental to provide insurance coverage to management/confidential employees of Washington County Department of Jobs & Family Services, during the period January 1, 2012 through December 31, 2013, as requested by Tom Ballengee, Director, Washington County Department of Jobs & Family Services.

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

**RE: LETTER TO CLEMANS-NELSON & ASSOCIATES**

Mr. Irvine moved and Mr. Weber seconded a motion to send the following letter to Clemans-Nelson & Associates, Inc., terminating contract with them effective December 31, 2011:

*December 22, 2011*

*Kenneth I. Edsall  
Clemans-Nelson & Associates, Inc.  
6500 Emerald Parkway, Suite 100  
Dublin, Ohio 43016-6236*

*Dear Ken:*

*Please cancel our contract with Clemans-Nelson, effective December 31, 2011. We appreciate the service you've provided to Washington County, but during these times of reducing expenses and working more efficiently we do not intend to pay a monthly retainer to Clemans-Nelson.*

*Respectfully,*

**/s/ WASHINGTON COUNTY COMMISSIONERS**

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

**RE: PUBLIC OFFICIALS' BONDS**

Mr. Weber moved and Mr. Irvine seconded a motion to approve bonds of the following Washington County public officials for 2012:

Donald Wilson	Ted Williams	Renee Marshall
Dave Copen	Jim Schneider	Bob Badger
Larry Mincks	Ken Leopold	Tracey Wright

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

**RE: CHANGE ORDER #1, OWDA PROJECT #5874, ZEMBA BROTHERS**

Mr. Weber moved and Mr. Irvine seconded a motion to approve change order #1 for the OWDA Project #5874 for contractor Zemba Brothers, extending the project completion date to December 30, 2011, as requested by Consulting Engineer John Grosse.

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

**RE: CHANGE ORDER #1, CR 14 LANDSLIP REPAIR PROJECT, BOB LANE'S WELDING**

Mr. Irvine moved and Mr. Weber seconded a motion to approve change order #1 for the County Road 14 Landslip Repair Project, adding \$1,416.80 to the contract, for a new total \$7,603.05, contractor Bob Lane's Welding, Inc., as requested 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: PURCHASE OF COPIER FOR CLERK OF COURTS**

Mr. Weber moved and Mr. Irvine seconded a motion to purchase a copier for use by the Clerk of Courts from Poynter's Best Products for the amount of \$7,649.00, as recommended by 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: OHIO DEFERRED COMPENSATION**

Jason Brown, representing Ohio Deferred Compensation, talked with the Commissioners about a way to increase employee awareness of, and participation in, deferred compensation plans offered by the County. One way he suggested is to utilize a newly-developed election form provided by Ohio Deferred Compensation. The Commissioners and Safety & Loss Control Coordinator Susan Burkhart expressed interest in using the form, but have reservations about requiring all employees to sign the document even if they are not interested in the program. Mr. Brown will forward to Susan copies of cover memo's used by other counties as that may be a way to clarify instructions to existing 457 plan participant, current non-participating employees, and new employees.

**RE: COPIER FOR EMA**

The Commissioners instructed County Administrator Paul Cunningham to proceed with the purchase of a copier for \$2,795 from Poynter's Best Products for use in the Commissioners' Office. The existing copier will be sold to Washington County EMA for the current market value of \$1,250.

**RE: EXECUTIVE SESSION**

Mr. Weber moved and Mr. Irvine seconded a motion to enter into Executive Session for the purpose of discussing the compensation and benefits of county employees, and to invite Administrator Paul Cunningham and Clerk Rick Peoples 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 Commissioners entered Executive Session at 11:20 a.m.

The Commissioners returned to Regular Session at 11:37 a.m.

**RE: BID OPENING FOR PURCHASE OF CABL TRANSIT BUS**

At 1:00 p.m. Ms. Marshall proceeded with the opening of sealed bids for the purchase of a 2001 transit bus, VIN #1GBJG31F411143134, once used for urban transit by Washington-Morgan County Community Action Program. Attending the bid opening were Commissioners Cora Marshall, Tim Irvine, and Steve Weber, Administrator Paul Cunningham, Clerk Rick Peoples, and Dawn Rauch from Community Action.

The one bid that was received was from The Community Action Program Corporation of Washington-Morgan Counties in the amount of \$2,000.00. A check for 10% of the bid amount was received with the bid.

Mr. Irvine moved and Mr. Weber seconded a motion to sell the 2001 transit bus, VIN #1GBJG31F411143134, to The Community Action Program Corporation of Washington-Morgan Counties for the amount of \$2,000.00.

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

**RE: CONTRACT FOR CEBCO HEALTH PROMOTIONS COORDINATOR**

Mr. Irvine moved and Mr. Weber seconded a motion to approve the contract for Court Witschey to serve as the CEBCO Health Promotions Coordinator for Washington County, effective December 1, 2011 until grant funding terminates or until either Mr. Witschey or the Commissioners opt to terminate (with 30 days written notice). Compensation will be \$18.00 per hour, not to exceed a total of \$4,000.00.

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 1:15 p.m.

\_\_\_\_\_, President

\_\_\_\_\_, Vice President

\_\_\_\_\_, Member

\_\_\_\_\_, Clerk

