

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON JUNE 2, 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., June 2, 2016**

9:00 Business Meeting
9:30 Amanda Bohlen, OSU Extension – Project Update
10:00 Dorothy Peppel, Washington County Treasurer – Investment Committee
10:30 Michelle Hyer, Buckeye Hills – Contracts and Pre-Construction Meeting, CDBG Projects
1:00 Interview for Plans Examiner
1:30 Jim Black, Southeastern Ohio Port Authority – Conduit Financing

UNFINISHED BUSINESS

Proposal for Architectural/Engineering Services, Jail Security Screens Project
Additional Appropriation – Sheriff (water softener system for jail)
Request to Dispose of Bus by Transfer to WASCO
Notice of Change of Ownership from Division of Liquor Control

NEW BUSINESS

Approve Agenda
Approval of previous meeting's minutes
Bills from various departments
Resolution, Retirement Recognition
Additional Appropriation – Clerk of Courts
Additional Appropriation – Building Department
Transfer – Family & Children First
Then & Now's
Travel – Family & Children First
Travel – Building Department (2)
Travel – Job & Family Services
Travel – EMA
Contract with Ohio Dept. of Rehab. and Corrections for Pre-Sentence Investigation Program
Certificate of Estimated Property Tax Revenue, 911 Levy
Ballot Language for Senior Citizens Levy
Request to Donate Sheriff's Unwanted Vehicle to Village of New Matamoras
Notice of Change of Ownership from Division of Liquor Control (4)
Delinquent Sewer Accounts
Certification of Delinquent Sewer Accounts to County Auditor
Engineer – Bid Specs and Notice for Masonic Park Road Paving Project

INFORMATION

County Home Ice Cream Social, 6:00 p.m., **Today**, at County Home
2nd Public Hearing on Transit Route Change, 2:00 p.m., **Thursday**, June 9
Bid Opening, JFS Non-emergency Transportation Service, 2:30 p.m., **Thursday**, June 9
Shale Crescent USA, 3:30 p.m., **Thursday**, June 9, at Peoples Bank Theatre
Monthly County Home Meeting, 8:30 a.m., **Tuesday**, June 14, at County Home
Monthly Finance Committee Meeting, 10:00 a.m., **Tuesday**, June 14
Planning Commission, 7:00 p.m., **Monday**, June 20
Township Trustees Association Meeting, 7:00 p.m., **Thursday**, June 23, at County Engineer's

RE: AGENDA

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

Add: Ohio Dept. of Youth Services Subsidy Grant Agreement, Juvenile Court

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 26, 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, RETIREMENT OF CINDY MARTIN FROM PUBLIC SERVICE

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

***WHEREAS**, Cindy Martin began her service to Washington County on June 23, 1986, in the Office of the County Auditor; and*

***WHEREAS**, Cindy Martin continued working in the Auditor’s Office for nine years, and then transferred to the Office of the County Engineer; and*

***WHEREAS**, in 2007 Cindy Martin returned to the Office of the County Auditor to serve an additional six years; and*

***WHEREAS**, Cindy Martin transferred to the Department of Job and Family Services in 2013, and has served that agency as Unit Support Worker for nearly three years; and*

***WHEREAS**, Cindy Martin has provided exemplary service to the citizens of Washington County, displaying a high level of competence, cooperation and good customer service; and*

***WHEREAS**, Cindy Martin is retiring from public service June 23, 2016, after having completed thirty (30) years of employment with Washington County.*

***NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of Washington County, Ohio that we, on behalf of the citizens of Washington County, congratulate Cindy Martin on her retirement from public service in Washington County, having served the public for thirty (30) years.*

***BE IT FURTHER RESOLVED** that we extend our thanks and appreciation to Cindy Martin for serving the citizens of Washington County so well and in so many capacities, exhibiting throughout her years of service professionalism, expertise, dedication and enthusiasm.*

***BE IT FURTHER RESOLVED** that we, the Board of Commissioners of Washington County, Ohio, on behalf of the citizens of Washington County, wish Cindy Martin the very best in her retirement years, filled with good health and much enjoyment.*

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

Clerk of Courts	200-0234-54000	\$ 3,995.00
County General	100-0170-57400	\$ 47,000.00

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>
Family & Children First	602-2030-51120	602-2030-53403	\$ 85.07
	602-2030-53203	602-2030-53403	\$ 200.00
	602-2030-53501	602-2030-53403	\$ 90.64
	602-2030-55200	602-2030-53403	\$ 76.74
	602-2030-57401	602-2030-53403	\$ 269.48

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

<u>Dept</u>	<u>Account</u>	<u>Vendor</u>	<u>Amount</u>
Commissioners	100-0101-53400	Dennis Sipe	\$ 277.50
Commissioners	100-0100-57501	Mtta Area Chamber of Commerce	\$ 205.00

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:

Family & Children First

Elaine Corbitt: Two-day trip to Columbus to attend Trauma Informed Care Training; June 9-10, 2016.

Building Department

Chris Wilson: Five-day trip to Emmitsburg, MD, to attend floodplain administration training; June 26-30, 2016 (lodging and transportation to be paid by National Emergency Training Center).

Connie Hoblitzell: Five-day trip to Emmitsburg, MD, to attend floodplain administration training; July 10-14, 2016; (lodging and transportation to be paid by National Emergency Training Center).

JFS

Judy Rutherford, Brenda Robinson, Peggy McElfresh, Tracie Francie, Samantha Delbaugh, Kerry Grimm, Matt Joy, Mary Lou Griffin, Kendra Landaker: One-day trip to Gallia County to attend ABD Training; June 9, 2016.

EMA

Jeff Lauer: One-day trip to Morgan County EMA to participate in LEPC exercise; June 22, 2016.

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

RE: AGREEMENT WITH OHIO DEPARTMENT OF REHABILITATION AND CORRECTION FOR PRE-SENTENCE INVESTIGATION PROGRAM

Mr. Feathers moved and Mr. White seconded a motion to approve a Subsidy Grant Agreement with the Ohio Department of Rehabilitation and Correction for \$60,000.00 to be used to support the Pre-Sentence Investigation Program in Washington County during the period July 1, 2016 through June 30, 2017, as prepared and requested by Chris Painter, Common Pleas Court.

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

RE: AGREEMENT WITH OHIO DEPARTMENT OF YOUTH SERVICES FOR JUVENILE COURT FUNDING

Mr. Feathers moved and Mr. White seconded a motion to approve a Subsidy Grant Application Update with the Ohio Department of Youth Services, allowing the County to receive \$98,151.00 during fiscal year 2017 and \$19,516.25 expected to be carried over from fiscal year 2016, and to allow Mr. Walters to sign the Application Update, as prepared and requested by Rae Ward, Juvenile Court.

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

RE: CERTIFICATE OF ESTIMATED PROPERTY TAX REVENUE, 911 LEVY

The Commissioners acknowledged receipt from County Auditor Bill McFarland of a Certificate of Estimated Property Tax Revenue for the proposed 911 Levy to be on the November 8, 2016 ballot containing the following information:

Total tax valuation used to estimate revenue	\$ 1,260,739,950
Estimated annual property tax revenue	\$ 441,259

RE: BALLOT LANGUAGE FOR SENIOR CITIZENS LEVY

Mr. White moved and Mr. Feathers seconded a motion to approve ballot language as follows for the Senior Citizens Renewal Levy on the November 8, 2016 ballot, as reviewed and accepted by the Ohio Secretary of State:

A replacement of a tax for the benefit of Washington county, Ohio, for the purpose of PROVIDING OR MAINTAINING SENIOR CITIZENS SERVICES OR FACILITIES at a rate not exceeding eighty-five hundredths (0.85) mill for each one dollar of valuation, which amounts to eight and one-half cents (\$0.085) for each one hundred dollars of tax valuation, for a period of five years, commencing in 2016, first due in calendar year 2017.

() For the Tax Levy

() *Against the Tax Levy*

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

RE: REQUEST TO DONATE SHERIFF'S VEHICLE TO VILLAGE OF NEW MATAMORAS

Mr. White moved and Mr. Feathers seconded a motion to approve a request from Sheriff Larry Mincks to dispose of the following vehicle, rendered of no value to his department due to condition and high mileage, by donation to the Village of New Matamoras Police Department:

2008 Dodge Charger, VIN 2B3KA43HO8H251835

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

RE: NOTICES OF CHANGE OF OWNERSHIP FROM DIVISION OF LIQUOR CONTROL

Mr. White moved and Mr. Feathers seconded a motion to table a request to consider four (4) Notices of Change of Ownership from the Ohio Division of Liquor Control, (Par-Mar Stores, from William C. Hollister to Croton Holding Company), allowing opportunity to receive comments from citizens prior to response date of June 23, 2016.

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

RE: DELINQUENT SEWER ACCOUNTS

Mr. Feathers moved and Mr. White seconded a motion to approve sending letters to the following holders of delinquent sewer accounts, requesting them to immediately make payment on their accounts: Alice Welsh (for 211 Alden Ave.), Nathan and Melissa Arnold, Timothy Vaughn, Darren White, Amy and Zack Huffman, Helen Jones, Melinda Hapney, Jason, Barnum, Jerry Biehl, Kareem Wright, Edward Pifer, Ted Williams, Michelle Wiltse, Erica Counts, Tina McClung, Trista Wick, Larry Carney, Angela Parker, Fred and Savannah Newlon, Natalie Snyder.

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

RE: CERTIFICATION OF DELINQUENT SEWER ACCOUNTS

Mr. White moved and Mr. Feathers seconded a motion to certify the following seriously delinquent sewer accounts to County Auditor Bill McFarland, requesting him to add delinquent amounts to property tax bills: H. Clifton Spencer II, Christopher Marshall, Robert Strong, Linda Lorentz, Kimberly Hammond.

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

RE: BID SPECIFICATIONS AND NOTICE FOR MASONIC PARK ROAD PAVING PROJECT

Mr. White moved and Mr. Feathers seconded a motion to approve specifications and bid notice for the Masonic Park Road Paving Project, 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: REQUEST TO FILL VACANCY AT JFS

Mr. Feathers moved and Mr. White seconded a motion to approve a request from Tom Ballengee to hire Alisha Lass as Eligibility Referral Specialist II at the Washington County Department of Job and Family Services, start date July 5, 2016, hourly rate \$16.40.

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

RE: OSU EXTENSION OFFICE PROJECTS UPDATE

Amanda Bohlen, Family & Consumer Sciences Educator from the OSU Extension Office, updated the Commissioners on projects and initiatives:

- Conducting cooking classes at four sites
- Conducting Lunch & Learn programs for County's Wellness Program
- Conducting food safety classes, levels 1 and 2, addressing requirement that local commercial kitchen operations have a certified operator on site
- Assisted with outdoor education activities at area schools
- Participating in Safetytowns
- Conducting healthy cooking classes
- Developing a lifestyle change network in Washington County
- Working closely with SNAP-Ed Program

Continuing to offer Dining with Diabetes sessions

RE: INVESTMENT COMMITTEE

Washington County Treasurer Dorothy K. Peppel provided the following information on interest earnings of Washington County this fiscal year:

U.S. Bank, 1/1/16 – 4/30/16	\$ 127,484.44
Peoples Bank, 1/1/16 – 5/31/16	\$ 24,295.28

She noted the amount from U.S. Bank does not reflect fees paid during the period.

RE: CDBG PROJECTS

President Rick Walters invited Michelle Hyer, Buckeye Hills-Hocking Valley Regional Development District, to conduct a Pre-Construction Conference for the Village of Beverly 2015 Community Development Block Grant (CDBG) Fence Project. Attending was contractor Mike Babcock of Babcock Fence Company.

Ms. Hyer reviewed payroll procedures, job requirements and Prevailing Wage rates with Mr. Babcock. She identified President Walters as the Labor Compliance Officer. Mr. Babcock indicated site work would likely take no more than four days. Ms. Hyer set the completion date at July 31, 2016. Mr. Babcock provided Workers' Comp certificate and liability insurance documents.

Mr. Feathers moved and Mr. White seconded a motion to approve the Notice of Award, the Contract, and the Notice to Proceed for the Village of Beverly 2015 Community Development Block Grant Fence Project, contractor Babcock Fence Company, contract amount \$9,700.00, as prepared by Michelle Hyer, Buckeye Hills-Hocking Valley Regional Development District.

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

Ms. Hyer informed the Commissioners she has been able to secure vendors to provide materials for the Liberty Township 2015 Community Development Block Grant Culvert Installation Project. She said Crescent-McConnell Supply was selected from three quotes to provide the piping, and Shelly & Sands, Inc., was selected to provide the limestone and cold mix.

Mr. Feathers moved and Mr. White seconded a motion to approve the Notice of Award, the Contract, and the Notice to Proceed for the Liberty Township 2015 Community Development Block Grant Culvert Installation Project, vendor Crescent-McConnell Supply, LLC, contract amount \$23,160.14, for the purchase of culvert piping, as prepared by Michelle Hyer, Buckeye Hills-Hocking Valley Regional Development District.

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

Mr. Feathers moved and Mr. White seconded a motion to approve the Notice of Award, the Contract, and the Notice to Proceed for the Liberty Township 2015 Community Development Block Grant Culvert Installation Project, vendor Shelly & Sands, Inc., contract amount \$9,963.00, for the purchase of limestone and cold mix, as prepared by Michelle Hyer, Buckeye Hills-Hocking Valley Regional Development District.

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

RE: INTERVIEW FOR PLANS EXAMINER

Mr. Feathers moved and Mr. White seconded a motion to enter into Executive Session to discuss the hiring and compensation of a public employee.

A calling of the roll resulted in the following vote: Rick Walters aye, Ronald Feathers aye, David White aye. Motion passed, and the Commissioners entered Executive Session at 1:00 p.m. President Walters invited David Haught to attend.

The meeting returned to Regular Session at 1:25 p.m.

Mr. White moved and Mr. Feathers seconded a motion to hire David Haught as part-time Plans Examiner for the Southeast Ohio Building Department, anticipating an upcoming retirement of a part-time Plans Examiner, approximately 16 hours per week, start date on or about June 6, 2016, hourly rate \$28.00, as recommended by Building Official Chris Wilson.

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

RE: SOUTHEASTERN OHIO PORT AUTHORITY

Jim Black, Executive Director of the Southeastern Ohio Port Authority, talked with the Commissioners about initiatives and projects of the Port Authority. He reported:

The Polymer Alliance Zone of West Virginia invited the Port Authority to be included in its region. Mr. Black said the annual cost would be \$1,000 for membership, but this might be a good investment. He said the Alliance Zone markets, both nationally and internationally, on behalf of local plastics-related companies. Commissioner Feathers said the Port Authority should evaluate its membership after the initial year to determine if it would be responsible to remain a member in subsequent years.

The Port Authority is considering a program of "Conduit Financing", an economic incentive to promote new business and industry in the County. He said such an investment would mean a loss of sales tax revenues to the County, but no loss of property taxes. The Commissioners expressed concern that such a policy might be abused and/or too frequently used by existing companies. Mr. Black assured them each application would be thoroughly reviewed to determine what economic gain there would be to the County.

The Port Authority is considering construction of a sewer line to extend from the Ingenuity Center on State Route 7 for a distance toward Willow Island locks. Mr. Black said this \$1.1 M project would be funded primarily through ARC and CDBG funds. He said he is working with Buckeye Hills-Hocking Valley Regional Development Center to secure funding. Even though this new sewer line will be a part of the City sewer line, Mr. Black said the Commissioners will need to be involved in the grant application. He noted there will likely be multiple users of the new sewer line.

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 2:00 p.m.

_____, President

_____, Vice President

_____, Member

_____, Clerk