

**THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON AUGUST 25, 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, Darlene Lukshin from OSU Extension, County Engineer Roger Wright, Austin James from WMOA Radio, and Clerk Rick Peoples.

**Washington County Commissioners  
AGENDA  
9:00 a.m., August 25, 2016**

9:00 Business Meeting  
9:30 Darlene Lukshin, OSU Extension – Round 31 OPWC Applications  
10:00 Cindy Styer, OSU Extension – SNAP-Ed Update  
11:00 Cindy Davis, Family & Children First – Salary Schedule Proposal

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

Approve Agenda  
Approval of previous meeting's minutes  
Bills from various departments  
Additional Appropriation – Family & Children First (2)  
Additional Appropriation – Recaptured CHIP  
Additional Appropriation - CEBCO  
Transfer – RSVP (2)  
Transfer – Family & Children First  
Then & Now's  
Travel – Building Department  
Travel – Child Support Enforcement Agency (2)  
Travel – Auditor  
Travel – Coordinator of Human Resources & Safety/Loss Control  
Travel – Family & Children First (2)  
Application for Local Emergency Planning Committee (2)  
Agreements for Services, Family & Children First (5)  
Official Application for Service to Family Member – Community Action  
Filling of Receptionist Position in Commissioners' Office  
Engineer – Bid Recommendation for County Roads 59 and 98 Chip Seal Project  
Engineer – Notice to Proceed and Contract for County Roads 59 and 98 Chip Seal Project  
Engineer – Request to OPWC for County Roads 27, 805, 806, and 3 Paving Project Funding  
Engineer – Request to OPWC for County Road 806 Base Stabilization Project

**INFORMATION**

Joint Solid Waste Management Meeting, 12:00 p.m., **Monday**, August 29, at Lori's Courthouse Closed for Labor Day, **Monday**, September 5  
Monthly County Home Meeting, 8:30 a.m., **Tuesday**, September 13, at County Home  
Public Viewing of Unnamed Alley in Lake Breeze Village Subdivision, 10:00 a.m., **Wednesday**, September 14  
Public Hearing on Request to Vacate Unnamed Alley in Lake Breeze Village Subdivision, 11:00 a.m., **Thursday**, September 15  
Planning Commission, 7:00 p.m., **Monday**, September 19  
Monthly Finance Committee, 10:00 a.m., **Tuesday**, September 20

**RE: AGENDA**

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

Add: Transfer – Developmental Disabilities  
Change to Personnel Policy

A calling of the roll resulted in the following vote: Rick Walters aye, Ron 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 August 18, 2016 meeting.

A calling of the roll resulted in the following vote: Rick Walters aye, Ron Feathers abstain, 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, Ron 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:

Family & Children First	602-2033-54000	\$ 1,000.00
	602-2033-55204	\$ 4,000.00
	602-2032-53800	\$ 250.07
Recaptured CHIP	200-0800-53000	\$ 4,500.00
CEBCO Wellness	200-2050-54000	\$ 3,804.00
	200-2050-54400	\$ 4,348.00

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

**RE: TRANSFERS**

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

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
RSVP	210-0710-51001		\$ 5,980.00
	210-0710-51120		\$ 30.00
	210-0710-52002		\$ 260.00
	210-0710-53401		\$ 30.00
		210-0710-52000	\$ 30.00
		210-0710-52001	\$ 540.00
		210-0710-52004	\$ 1,500.00
		210-0710-53000	\$ 2,050.00
		210-0710-54100	\$ 400.00
		210-0710-57400	\$ 1,780.00
RSVP	210-0710-51001	210-0710-51004	\$ 3,217.00
Family & Children First	602-2030-51104	602-2030-53403	\$ 300.00
Developmental Disabilities	200-0620-52000	200-0620-57402	\$ 300.00

A calling of the roll resulted in the following vote: Rick Walters aye, Ron 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>
Bd. of Developmental Disabilities	215-0620-53420	Beth Hanes	\$ 450.00
Commissioners	100-0100-53700	Parkersburg Newspapers	\$ 454.46
Maintenance	100-0109-53000	Sterling Service	\$ 670.76
Maintenance	100-0109-54000	Marietta Office Supply	\$ 150.00
Maintenance	100-0109-53000	DuBois Chemicals	\$ 3,650.00
CDBG	210-0827-52000	Babcock Fence Co.	\$ 11,300.00

A calling of the roll resulted in the following vote: Rick Walters aye, Ron 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: Ten-day trip to Kansas City, Missouri to attend International Code Council Conference; October 16-25, 2016 (County obligation is estimated to be \$350.00 or less, with majority of trip expenses to be paid by International Code Council, Ohio Building Officials Association, and/or Central Ohio Code Officials Association.

CSEA

Kim Hinkle: One-day trip to Delaware to attend JFSHRA; September 7, 2016.

Kim Hinkle: One-day trip to Akron to attend OCDA Canton/Cleveland District Meeting; September 13, 2016.

Barb Danford: One-day trip to Lancaster for attorney networking; August 25, 2016.

#### Auditor

Bill McFarland: One-day trip to Columbus to attend CAAO Legislative/Executive Committee Meeting; September 7, 2016.

Bill McFarland: One-day trip to New Lexington to attend SE Ohio CAAO District Meeting; September 9, 2016.

#### HR

Kathy Thieman: One-day trip to Walnut Creek to attend County Loss Control Coordinators Fall Meeting; September 23, 2016.

#### Family & Children First

Elaine Corbitt: One-day trip to Columbus to attend Trauma in School Train the Trainer session; August 31, 2016.

Elaine Corbitt: One-day trip to Wooster to update plan meeting for a youth in placement; August 29, 2016.

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

#### **RE: CHANGE TO PERSONNEL POLICY**

Mr. Feathers moved and Mr. White seconded a motion to approve the following addition to the Washington County Personnel Policy, as recommended by Coordinator of Human Services, Safety & Loss Control Kathy Thieman and the County Risk Sharing Authority (CORSA).

*The County has a zero tolerance policy for employees who are under the influence of drugs or alcohol while at work. Employees who are using medicinal marijuana as authorized by Ohio law are not exempt from this policy in any way. The use of marijuana in any form for any purpose, authorized for medicinal purposes or unauthorized, will be treated the same as the use of all other Schedule 1 controlled substances, illegal drugs, or the abuse of legal drugs. Employees using Schedule 1 controlled substances or illegal drugs, including medical marijuana authorized by and in accordance with Ohio law, are still subject to all provisions of this policy and may be subject to discipline including termination for such use.*

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

#### **RE: APPLICATIONS FOR LOCAL EMERGENCY PLANNING COMMITTEE (2)**

Mr. Feathers moved and Mr. White seconded a motion to appoint the following new members to the Washington County Local Emergency Planning Committee (LEPC), with terms beginning immediately and extending through August 15, 2017, and to allow Mr. Walters to sign the applications:

Trevor Irwin, Ohio EPA  
Charlie Bradley, Marathon Petroleum

A calling of the roll resulted in the following vote: Rick Walters aye, Ron Feathers aye, David White no. Motion passed.

Commissioner White said he is not in favor of having a representative of the Ohio EPA serving on the LEPC, and that he believes the Committee is already too large to manage.

#### **RE: AGREEMENTS FOR SERVICES, FAMILY & CHILDREN FIRST**

Mr. White moved and Mr. Feathers seconded a motion to approve the following Agreements for services to Washington County Family & Children Services, as prepared and requested by Cindy Davis, Family & Children First:

Royetta Cline, Strengthening Families, 9/1/16 – 6/30/17, not to exceed \$680.00  
Jennifer Klintworth, Strengthening Families, 9/1/16 – 6/30/17, not to exceed \$1,275.00  
LeAnn Welch, Strengthening Families, 9/1/16 – 6/30/17, not to exceed \$680.00  
Terri McGoye, Strengthening Families, 9/1/16 – 12/1/16, not to exceed 350.00  
Lashley Moser, Help Me Grow, 8/8/16 – 6/30/17, not to exceed \$5,000.00

A calling of the roll resulted in the following vote: Rick Walters aye, Ron Feathers aye, David White

aye. Motion passed.

**RE: OFFICIAL APPLICATION FOR SERVICE TO FAMILY MEMBERS**

Mr. White moved and Mr. Feathers seconded a motion to approve an Official Application for Service to Family Members for Trinity Rauch, a relative of an employee of Washington-Morgan Community Action Program, to receive educational benefits through Community Action, as requested by Wendy Ketelsen, Washington-Morgan Community Action Program.

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

**RE: FILLING OF VACANCY**

Mr. White moved and Mr. Feathers seconded a motion to approve hiring Ashley R. Lamp as full-time Receptionist in the Commissioners' Office, with an hourly rate of \$9.10, and a start date of August 29, 2016.

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

**RE: BID RECOMMENDATION FOR COUNTY ROADS 59 AND 98 CHIP SEAL PROJECT**

Mr. Feathers moved and Mr. White seconded a motion to approve awarding contract to Tom Mayle & Sons, Inc., for the County Roads 59 and 98 Chip Seal Project, in the amount of \$136,125.00, as recommended by County Engineer Roger Wright.

The Clerk noted the Engineer's estimate for this project was \$125,663.13.

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

**RE: NOTICE TO PROCEED AND CONTRACT FOR COUNTY ROADS 59 AND 98 CHIP SEAL PROJECT**

Mr. White moved and Mr. Feathers seconded a motion to approve a Notice to Proceed and Contract for the County Roads 59 and 98 Chip Seal Project, contractor, Tom Mayle & Sons, Inc., as prepared and requested by County Engineer Roger Wright.

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

**RE: REQUEST TO OPWC FOR COUNTY ROADS 27, 805, 806, AND 3 PAVING PROJECT**

Mr. White moved and Mr. Feathers seconded a motion to approve a request from County Engineer Roger Wright to proceed with application to Ohio Public Works Commission (OPWC) for the County Roads 27, 805, 806, and 3 Paving Project, as follows:

Grant from OPWC	\$ 399,905.00
Loan from OPWC	140,507.00
Local Resources	<u>206,013.00</u>
Total Project Cost	\$ 746,425.00

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

**RE: REQUEST TO OPWC FOR COUNTY ROAD 806 BASE STABILIZATION PROJECT**

Mr. White moved and Mr. Feathers seconded a motion to approve a request from County Engineer Roger Wright to proceed with application to Ohio Public Works Commission (OPWC) for funding for the County Road 806 Base Stabilization Project, a shared project between Washington County Engineer (15%), Barlow Township (31%), Dunham Township (36%), and Watertown Township (18%), as follows:

Grant from OPWC	\$ 399,883.00
Loan from OPWC	140,500.00
Local Resources	<u>206,003.00</u>
Total Project Cost	\$ 746,386.00

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

**RE: RESOLUTION AUTHORIZING COMMISSIONERS TO SUBMIT APPLICATION TO OPWC, AND PRESIDENT TO EXECUTE CONTRACTS AS REQUIRED**

Mr. Feathers moved and Mr. White seconded a motion to adopt the following Resolutions authorizing the Commissioners to participate in the Ohio Public Works Commission (OPWC) state capital improvement and/or local transportation improvement programs, and allowing the Commissioners'

President to sign applicable agreements as necessary:

Base Stabilization Project

**WHEREAS**, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure; and

**WHEREAS**, the Washington County Commissioners are planning to make capital improvements, including 2017 Combined Road Base Stabilization Project; and

**WHEREAS**, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of Washington County, Ohio:

Section 1: The Commissioners' President is hereby authorized to apply to the OPWC for funds as described above.

Section 2: The Commissioners' President is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

Paving Project

**WHEREAS**, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure; and

**WHEREAS**, the Washington County Commissioners are planning to make capital improvements, including 2017 County Roads 27, 805, 806, and 98 Paving Project; and

**WHEREAS**, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of Washington County, Ohio:

Section 1: The Commissioners' President is hereby authorized to apply to the OPWC for funds as described above.

Section 2: The Commissioners' President is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

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

**RE: APPLICATION AND COOPERATIVE AGREEMENT TO OPWC**

Darlene Lukshin, OSU Extension Office, asked the Commissioners to approve application and cooperative agreement for the County Road 806 Base Stabilization Project, a shared project between Washington County Engineer (15%), Barlow Township (31%), Dunham Township (36%), and Watertown Township (18%), and application for the County Road 27, 805, 806, and 3 Paving Project. She said she appreciates very much the cooperation and enthusiasm of the Barlow, Dunham and Watertown Township Trustees as she worked on this project. County Engineer Roger Wright said total cost for this project is \$746,386. He said this application is for a grant and a -0-% interest loan, payable over a ten-year period.

Mr. Feathers moved and Mr. White seconded a motion to approve an application and cooperative agreement to the Ohio Public Works Commission for the County Road 806 Base Stabilization Project, and an application to the Ohio Public Works Commission for the County Road 27, 805, 806, and 3 Paving Project, as prepared by Darlene Lukshin, OSU Extension Office, and to allow Mr. Walters to sign the documents.

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

**RE: COMMENTS FROM COMMISSIONER WHITE**

Mr. White said he attended a very nice Annual Meeting of the Washington County Farm Bureau. At that meeting, he reported, Chief Deputy Mark Warden from the Sheriff's Office gave a presentation on the need to pass a 911 System Operating Levy in November. He said the Farm Bureau not only agreed to support this levy, but also to provide assistance in promoting it.

**RE: SNAP-ED PROGRAM**

Cindy Styer from OSU Extension Office updated the Commissioners on the SNAP-Ed Program (Supplemental Nutrition Assistance Program). She thanked the Commissioners for supporting her efforts throughout Washington County. She said she is now working with K-2 elementary students in New Matamoros, and with K-1 students at Harmar Elementary. She reported she also conducts educational sessions for adults throughout the County. Her current emphasis, she said, is encouraging

a shift to healthier food and beverages. Ms. Styer displayed for the Commissioners a variety of educational materials she uses in her presentations.

**RE: FAMILY & CHILDREN FIRST**

Cindy Davis and Jon Higgins from Washington County Family & Children First talked with the Commissioners about a proposed new salary schedule for staff at Family & Children First. Ms. Davis said this was prompted by loss of staff member(s) due to higher salaries and/or benefits available from other employers. Mr. Higgins said costs for these proposed increases can all be absorbed in the Help Me Grow Fund. Ms. Davis said her Executive Committee has approved this salary schedule revision, but it has not yet been taken to her Council for consideration.

President Walters said he disagrees with awarding pay increases to employees identified as needing to improve. He noted that current base wages appear to be low relative to job titles and responsibilities. He said, though, that employees in the public sector are now better compensated than employees in the private sector, when benefits are included. He said he personally prefers to award bonuses, rather than across-the-board increases.

Mr. White said he opposes giving pay raises merely for longevity, as they should be awarded based upon quality of service.

Commissioner Feathers said the financial picture for Washington County looks less-than-favorable for fiscal year 2017 and beyond, with significantly declining revenues. He said ongoing financial support for agencies is at risk, including that of Family & Children First. He reminded Ms. Davis that if her grant funds are lost or reduced, her staffing may also have to be reduced. He noted the risk involved in relying so heavily on grant funding.

The Commissioners said they will consider the proposal and will respond within a few weeks. Ms. Davis said her hope is that, if approved, these changes can be implemented October 1, 2016.

**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 11:40 a.m.

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

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

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

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