

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON JULY 26, 2012 IN ACCORDANCE WITH OHIO REVISED CODE 305.05, WITH THE FOLLOWING MEMBERS PRESENT: TIMOTHY C. IRVINE, PRESIDENT, CORA A. MARSHALL, 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 David White, Sam Shawver of *The Marietta Times*, and Clerk Rick Peoples.

COMMISSIONERS AGENDA

July 26, 2012

8:30 Judges Boyer & Lane (Pre-Sentence Investigations)
9:00 Business Meeting
10:00 Comp Management (Workers Comp and Unemployment Comp - planning for 2013)
11:00 Chris Painter, Common Pleas Court, & Eric Skomra, I.T. Director (document mgt.)
1:00 Eric Skomra, I.T. Director (Wireless Internet Service Provider recommendation)
2:00 Bid Opening - Medical Services for Washington County Jail
2:30 Jeremy Barth, OSU Extension (Summer 4-H Programs)

UNFINISHED BUSINESS

Dental & Vision Insurance
Utility Construction Permits
Request to Invoice Veterans Services for non-participation in CORSA Incentive Program

NEW BUSINESS

Approve Agenda
Approval of previous meeting's minutes
Bills from various departments
Resolution to create new fund, 2012 Sheriff OCJS Drug Law Enforcement
Resolution to create new fund, 2012 CDBG Broadband
Additional Appropriation - County Home
Additional Appropriation - FCF (2)
Additional Appropriation - ARRA Water & Sewer
Additional Appropriation - JFS
Advance of Funds - FCF
Transfer - FCF
Then & Now
Travel - FCF
Travel - EMA
Cover Letter to U.S. Army Corps of Engineer (Duck Creek timesheet review)
Appointment of Brent Powell to Local Emergency Planning Committee
Ballot Language for Children Services Levy
Agreement with Pickering Associates for Professional Services for CDBG Project
OWDA Drawdown Request
OBM Claim for Reissuance of Voided Warrant
Engineer - Request for Permissive Tax Funds from City of Marietta
Construction and Material Specifications and Standard Drawings Manual

INFORMATION

Township Trustees Quarterly Meeting, 7:00 p.m., **Today**

RE: AGENDA

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

Add: Notice of Commencement - CR 8 Landslip Project
Add: Project Cost Exhibit, Water Pollution Control Loan Fund

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

RE: APPROVAL OF MINUTES

Mr. Weber moved and Ms. Marshall seconded a motion to dispense with the reading of the July 19, 2012 minutes, and to approve them as submitted.

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

RE: PAYMENT OF BILLS

Mr. Weber moved and Ms. Marshall seconded a motion to approve the payment of bills from various departments.

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

RE: PRE-SENTENCE INVESTIGATIONS

Judges Ed Lane and Susan Boyer talked with the Commissioners about the need for pre-sentence investigations, which is critical to their responsibilities to the County. They indicated that reductions in state funding have resulted in the County having to provide for an investigator of criminal backgrounds.

The judges said they intend to hire a criminal background investigator, and are hopeful they can share the cost with other Southeast Ohio counties. Morgan County has expressed interest, but Noble County indicated they will contract on their own for services. Judge Lane said he will contact Vinton and Jackson Counties to see if they are interested. He noted that Washington County would bear most of the shared-cost for the position, as it has the most activity. He indicated there is \$30,000 in the current year budget for the position, but nothing yet for next year.

The judges said that changes in sentencing laws will result in more felony 4 and 5 inmates being incarcerated locally. Appropriate consideration of bond and sentencing can't be accomplished without complete, accurate information relating to each defendant's criminal background.

They informed the Commissioners they intend to fill the position, and they asked the Commissioners for office space. The Commissioners requested the judges provide a budget for this new venture.

RE: RESOLUTION CREATING NEW FUND, SHERIFF OCJS DRUG LAW ENFORCEMENT

Mr. Weber moved and Ms. Marshall seconded a motion to adopt the following resolution, as recommended by County Auditor Bill McFarland:

***WHEREAS**, the Fiscal Office of the Washington County Auditor's Office has advised the Commissioners of funds that need to be established by resolution, and*

***WHEREAS**, the fund established for the OCJS Drug Law Enforcement, and*

***WHEREAS**, funds requested by the Fiscal Office are as follows:*

215-0386 SHERIFF OCJS DRUG LAW ENFORCEMENT

***NOW, THEREFORE BE IT RESOLVED**, by the Board of Washington County Commissioners, to hereby add the foregoing fund to the financial system of Washington County.*

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

RE: RESOLUTION CREATING NEW FUND, CDBG BROADBAND

Mr. Weber moved and Ms. Marshall seconded a motion to adopt the following resolution, as recommended by County Auditor Bill McFarland:

***WHEREAS**, the Fiscal Office of the Washington County Auditor's Office has advised the Commissioners of funds that need to be established by resolution, and*

***WHEREAS**, the fund established for the CDBG, and*

***WHEREAS**, funds requested by the Fiscal Office are as follows:*

215-0863 CDBG BROADBAND

***NOW, THEREFORE BE IT RESOLVED**, by the Board of Washington County Commissioners, to hereby add the foregoing fund to the financial system of Washington County.*

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

RE: ADDITIONAL APPROPRIATIONS

Ms. Marshall moved and Mr. Weber seconded a motion to approve the following requests for additional appropriations:

200-0630-54400	Equipment	\$ 300,000.00
602-2033-51002	Salaries - Program	\$ 72,938.00
602-2033-51101	Medicare	\$ 1,303.00

602-2033-51102	OPERS	\$ 11,063.00
602-2033-51104	Health Insurance	\$ 20,069.00
602-2033-51105	Life Insurance	\$ 21.00
602-2033-52001	Program Mileage	\$ 4,800.00
602-2033-53200	HMG Phone Lines	\$ 458.00
602-2033-53201	Internet Service	\$ 302.00
602-2033-53202	HMG Cell Phones	\$ 350.00
602-2033-53500	Copier Maintenance	\$ 350.00
602-2033-55202	Training	\$ 230.00
602-2033-55203	PR & Marketing	\$ 500.00
602-2033-56000	Copier Expense	\$ 588.00
602-2031-53000	Contract Services	\$ 25,000.00
210-0113-53000	Contract Services	\$ 12,216.00
200-0720-53400	Purchase of Services	\$ 100,000.00

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

RE: TRANSFER

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

	<u>From</u>	<u>To</u>	<u>Amount</u>
Family & Children First	602-2033-51001	602-2033-51002	\$ 22.00
Family & Children First	602-2033-51110	602-2033-51002	\$ 11,149.00
Family & Children First	602-2033-53203	602-2033-51002	\$ 1,802.00
Family & Children First	602-2033-53501	602-2033-51002	\$ 861.00
Family & Children First	602-2033-55205	602-2033-51002	\$ 2,773.00

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

RE: THEN & NOW'S

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

<u>Dept</u>	<u>Account</u>	<u>Vendor</u>	<u>Amount</u>
DJFS	200-0720-5-3400	Community Action	\$ 2,745.78
CSEA	200-0730-5-3503	Ct. Common Pleas Juvenile Ct.	\$ 2,132.17
DJFS	200-0720-5-3400	Rebecca Foster	\$ 111.38

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

RE: TRAVEL REQUESTS

Ms. Marshall moved and Mr. Weber 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 2012 and any and all amendments subsequent thereto:

FCF

Gina Messer: One-day trip to Columbus to attend CASII training; August 8, 2012.

EMA

Jeff Lauer: One-day trip to Columbus to pick up 2012 Emergency Response Guidebooks; July 25, 2012.

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

RE: LETTER TO U.S. ARMY CORPS OF ENGINEER (DUCK CREEK TIMESHEET REVIEW)

Ms. Marshall moved and Mr. Weber seconded a motion to approve sending a letter to Michael McComas II of the U.S. Army Corps of Engineers notifying him that the Commissioners have reviewed the spreadsheet document *Duck Creek Flood Warning System - Timesheet - After August 1, 2010*, and have found the information within the document to be true and accurate, as requested by Darlene Lukshin, OSU Extension Office.

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

RE: APPOINTMENT OF BRENT POWELL TO LEPC

Ms. Marshall moved and Mr. Weber seconded a motion to appoint Brent Powell to the Local

Emergency Planning Committee (LEPC) for the period July 26, 2012 through August 15, 2013, and to allow Mr. Irvine to sign the Application for Appointment.

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

RE: BALLOT LANGUAGE FOR CHILDREN SERVICES LEVY

Ms. Marshall moved and Mr. Weber seconded a motion to approve the following language to place on the ballot for the November 6, 2012 election, as presented by Tara Hupp of the Washington County Board of Elections and approved by the Secretary of the State of Ohio, and to allow Mr. Irvine to sign the approval cover page:

*PROPOSED TAX LEVY
(ADDITIONAL)
WASHINGTON COUNTY*

A majority affirmative vote is necessary for passage.

*An additional tax for the benefit of WASHINGTON COUNTY for the purpose of **PROVIDING FUNDS TO SUPPORT THE WASHINGTON COUNTY CHILDREN SERVICES BOARD AND THE CARE AND PLACEMENT OF CHILDREN** at a rate not exceeding one and forty-six hundredths (1.46) mills for each dollar of valuation, which amounts to fourteen and six tenths cents (\$0.146) for each one hundred dollars of tax valuation, for a period of ten (10) years, commencing in 2012, first due in calendar year 2013.*

_____ *FOR THE TAX LEVY*

_____ *AGAINST THE TAX LEVY*

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

RE: AGREEMENT WITH PICKERING ASSOCIATES FOR PROFESSIONAL SERVICES

Ms. Marshall moved and Mr. Weber seconded a motion to approve the Agreement for the Provision of Professional Services to provide construction administration services for the Lower Salem Community Hall Building Community Development Block Grant Project, for the amount of \$3,000.00, with an expiration date 30 days from July 18, 2012, and to allow Mr. Irvine to sign the Agreement, as requested by Michelle Hyer, Buckeye Hills-Hocking Valley Regional Development District.

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

RE: WATER POLLUTION CONTROL LOAN FUND EXHIBIT 1 REVISION, DEVOLA LIFT STATION PHASE II

Ms. Marshall moved and Mr. Weber seconded a motion to approve the revised Exhibit 1 for the Water Pollution Control Loan Fund, Devola Lift Station, Forcemain and Sewer Improvements Project, Phase 1, and to allow Mr. Irvine to sign the document, as requested by Paula Reed.

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

RE: OWDA DRAWDOWN REQUESTS

Ms. Marshall moved and Mr. Weber seconded a motion to approve the following Ohio Water Development Authority (OWDA) Fund Payment Requests, as requested by John Grosse, Consulting Engineer:

Woodlawn Acres Improvements Design Project, contractor Stantec Consulting, \$2,034.78
Devola Sanitary Sewer Imp. Project, Phase II, contractor Stantec Consulting, \$3664.84
Devola Lift Station, Forcemain/Sewer Imp. Project, contractor Zemba Bros., \$50,445.72

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

RE: OBM CLAIM FOR REISSUANCE OF VOIDED WARRANTS

Mr. Weber moved and Ms. Marshall seconded a motion to approve the Office of Budget and Management (OBM) Claims for Reissuance of Voided Warrants, as follows, and to allow Ms. Marshall to sign the Claims:

Payee Wash. Co., voided warrant no. 18691146, issued 12/13/11, \$218.85
Payee Wash. Co., voided warrant no. 0015389598, issued 12/9/10, \$450.00

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

RE: REQUEST FOR PERMISSIVE TAX FUNDS FROM CITY OF MARIETTA

Ms. Marshall moved and Mr. Weber seconded a motion to approve a request from the City of Marietta for \$60,126.69 in permissive license plate fees for the 2012 ADA Curb Ramps and Asphalt Paving Project, as requested by County Engineer Bob Badger.

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

RE: NOTICE OF COMMENCEMENT OF PUBLIC IMPROVEMENT, CR 8-0525 PROJECT

Ms. Marshall moved and Mr. Weber seconded a motion to approve the Notice of Commencement for the CR 8-0525 Landslip Repair Project, and to allow Mr. Irvine to sign the Notice, as requested by County Engineer Bob Badger.

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

RE: SANITARY SEWER CONSTRUCTION AND MATERIAL SPECIFICATIONS AND STANDARD DRAWINGS MANUAL

Ms. Marshall moved and Mr. Weber seconded a motion to approve an update of the Washington County Sanitary Sewer Construction and Material Specifications Standard Drawings Manual, subject to grammar and/or format improvements, as prepared by Stantec Consulting Services, Inc.

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

RE: WORKERS' COMPENSATION PROGRAM UPDATE

CompManagement representatives Todd Keserich, Adam Lessman, and Kristen Troesch talked with the Commissioners and Safety & Loss Control Coordinator Susan Burkhart about Washington County's Workers' Compensation claims and experience, and about options available for next year and beyond.

They indicated that current year experience results in the County being ineligible to participate in the Group Rating Program next year. Options available for consideration are paying the full premium amount to BWC, enrolling in a Group Retrospective Plan, or enrolling in an Individual Retrospective Plan. Estimated premium without any discounts is \$331,439. The Individual Retrospective Plan would allow for an up-front discount, while the Group Retrospective Plan is reliant upon the experience of not only Washington County, but also approximately 25 other participating Ohio counties.

The CompManagement representatives provided much detailed information to the Commissioners, and noted that a decision needs to be made by October 31, 2012.

RE: DOCUMENT MANAGEMENT

Chris Painter, Common Pleas Court, and Eric Skomra, I.T. Director, informed the Commissioners that the courts are in desperate need of a way to better manage the many documents they handle, and to archive old documents. Ms. Painter noted they are required to keep records in a format that is readable by the public, and the records must be appropriately preserved. She suggested that digitizing the records would be an option that would reduce the effort of retrieving, providing, and returning, and would increase accessibility to records.

Ms. Painter and Mr. Skomra indicated the County currently has records stored at a variety of places, including Marietta College, the Washington County Public Library, and Ohio University, and that it would be ideal to be able to house all County records in one location. Many of the documents are delicate and require special handling and environment.

There will be an expense to remedy the situation, and Ms. Painter suggested there may be grants available for the preservation and recording of official historical documents, or the Commissioners might implement a fee that is permitted by the Ohio Revised Code. Ms. Marshall said the County might work with other public entities (City of Marietta, Municipal Court, surrounding cities and counties, public schools) to request a grant from the Local Government Innovation Fund to conduct a feasibility study for this project.

Ms. Painter said she will talk with Clerk of Courts Brenda Wolfe about her interest in the project, and communication will be made with other Clerks and organizations.

RE: BROADBAND SERVICE TO REMOTE PORTIONS OF WASHINGTON COUNTY

I.T. Director Eric Skomra shared the results of his review of Wireless Internet Service Provider (WISP) proposals. Joining the discussion was Sheriff Larry Mincks.

Mr. Skomra indicated he has reviewed proposals from Smart Networks, Cue Band, and Agile Networks, and commented in their experience, financing, backing, deployment schedule, marketing and promotion, and levels and cost of services to residents. He recommended proceeding with discussions with Smart Networks.

Ms. Marshall moved and Mr. Weber seconded a motion to enter into discussions and negotiations with Smart Networks to provide Wireless Internet services to remote portions of Washington County.

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

RE: PROPOSAL OPENING, MEDICAL SERVICES FOR THE WASHINGTON COUNTY JAIL

Joining the Commissioners for the opening of sealed proposals to provide medical services to the Washington County Jail were Sheriff Larry Mincks, Lieutenant Bradley Thorpe from the Sheriff's Office, and Karen Craig and Kathy Kratche representing Interim Healthcare.

At 2:00 p.m. Mr. Irvine opened two sealed proposals. The proposal from Marietta Ambulance Service indicated they would charge \$19.50 per hour of service. The proposal from Interim Healthcare offered service at the rate of \$26.00 per hour.

The proposals were given to Sheriff Mincks for review and recommendation.

RE: OSU EXTENSION OFFICE, 4-H PROGRAM

Tracy Waite, Maggie Webster, and Jeremy Barth from the OSU Extension Office updated the Commissioners on the local 4-H Program, and expressed their appreciation for the support from the County. Ms. Webster noted the summer 4-H camps have gone very well, an experience that allows kids to make new friends, have fun, bond with peers, and develop leadership skills.

Ms. Waite invited each of the 4-H kids to introduce themselves:

Sierro Glozier: Sierro commented that this is her seventh year in 4-H, her first year as camp counselor, and her fourth year at the State Fair. She enjoys teaching others how to handle and shoot a rifle.

Marlee Stollar: Marlee is in her ninth year of 4-H. She is in training to be a Car Teen leader, and she enjoys public speaking and making new friends.

Mariah Stollar: Mariah is a member of two 4-H clubs, has been working with the Car Teen program for three years, and enjoys public speaking, the State Fair, and making new friends.

John Moore: John has been a camp counselor for five years and is president of his 4-H club. Due to his age, this will be his final year as a 4-H club member. He noted that he "grew up" in 4-H, which has helped him develop his organization skills and level of maturity.

Jeremy Barth: Jeremy also grew up in 4-H, and is now a summer intern with the program. He has helped teach classes, helped with the County Fair, and set up a tour of a local dairy farm for visiting 4-H members.

Ms. Waite commented that she is proud of the local 4-H program, and that it is instrumental in developing social and leadership skills of thousands of youth in Washington County.

RE: CORSA INCENTIVE PROGRAM PARTICIPATION

Ms. Marshall moved and Mr. Weber seconded a motion to remove the request to invoice for non-participation in the CORSA Incentive Program, as there will be no action taken on it.

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

RE: ADJOURNMENT

Ms. Marshall 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 2:55 p.m.

_____, President

_____, Vice President

_____, Member

_____, Clerk

