

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON NOVEMBER 10, 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 Mike Webber and Clerk Rick Peoples.

**Washington County Commissioners
AGENDA
9:00 a.m., November 10, 2016**

9:00 Business Meeting
9:30 Rick Venham, Transportation Administrator, & Casey Hanbel, Transportation Manager, ODOT-
Project Updates
11:30 Dawn Rauch & Kenny Vigneron, Washington-Morgan Community Action Program - Transit
Contract Proposal

UNFINISHED BUSINESS

None

NEW BUSINESS

Approve Agenda
Approval of previous meeting's minutes
Bills from various departments
Resolution to Create New Fund
Additional Appropriation – Sheriff
Additional Appropriation - Auditor
Transfer – Treasurer
Transfer – Commissioners
Transfer – Sheriff (3)
Then & Now's
Travel – County Home (2)
Travel – Family & Children First
Request from City of Marietta for Release from Reversion Clause in River Trail Phase III
Easement
Request from Soil & Water Conservation District to Purchase Vehicle
Reappointment of Board Members to Washington County Board of Developmental Disabilities
Monthly Report on Care of Prisoners from Sheriff Mincks
Change Order #2, Liberty Township 2015 CDBG Project
Engineer – Change Order #1, Hopkins Bridge Replacement Project

INFORMATION

Courthouse Closed, **Friday**, November 11, for Veterans Day
Senior Levy Committee, 4:00 p.m., **Thursday**, November 17
Planning Commission, 7:00 p.m., **Monday**, November 21
Regular Meeting of Commissioners, 9:00 a.m., **Wednesday**, November 23
Courthouse Closed, **Thursday** and **Friday**, November 24 & 25, for Thanksgiving

RE: AGENDA

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

Add: Transfer – Sheriff
Travel – EMA
Travel – County Home
10:00 Jamie Vuksic, Sherri Tucker, and Alice Stewart, Children Services – Budget Update

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. Feathers moved and Mr. White seconded a motion to dispense with the reading and approve the minutes of the November 3, 2016 meeting.

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

RE: BILLS FOR PAYMENT

Mr. White moved and Mr. Feathers 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: RESOLUTION TO CREATE NEW FUNDS

Mr. White moved and Mr. Feathers seconded a motion to create new funds to account for 2017 Transit Program activity, as follows:

210-0850 Transit – Federal 2017
 215-0850 Transit – State & Local 2017

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:

Sheriff's Sales Tax	100-0384-53140	\$ 1,000.00
Unclaimed Monies	200-0106-57100	\$ 344.29

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 Transfers of funds:

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Misc., County General	100-0101-53000	100-0130-54000	\$ 4,500.00
Maint., County General	100-0109-53101	100-0109-53100	\$ 1,500.00
Sheriff's Sales Tax	100-0384-53405	100-0384-54406	\$ 2,040.00
	100-0384-53406	100-0384-54002	\$ 4,000.00
Sheriff, County General	100-0381-52100	100-0381-53403	\$ 435.61
	100-0381-52200	100-0381-53403	\$ 71.68
Sheriff, Civil	100-0380-54200	100-0380-54400	\$ 250.00

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

<u>Dept</u>	<u>Account</u>	<u>Vendor</u>	<u>Amount</u>
CDBG	210-0827-53000	Mar-Zane, Inc.	\$ 2,570.12
CDBG	210-0827-53000	Iddings Trucking	\$ 502.36
Job & Family Services	200-0720-59001	Ohio Valley Cab	\$ 140.00
Commissioners	100-0101-53400	Denyse Fordham	\$ 1,220.00
Commissioners	100-0101-53400	Beau Cross	\$ 165.00
Probate-Juvenile Court	100-0220-57400	West Payment Center	\$ 1,995.00
Maintenance	100-0109-53000	Treasurer, St. of Ohio	\$ 271.25
Maintenance	100-0109-53000	Treasurer, St. of Ohio	\$ 271.25
Maintenance	100-0109-53000	Treasurer, St. of Ohio	\$ 259.25

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:

County Home

Twila Arbaugh: One-day trips with residents for doctor appointments, as follows:

Williamstown, WV	November 7
Parkersburg, WV	November 8
Williamstown, WV	November 9
Cambridge	November 9
Williamstown, WV	November 10

Diana Hall: One-day trips with residents for lunch or mall outings, as follows:

Parkersburg, WV	November 9
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Parkersburg, WV
St. Marys, WV

November 17
November 23

Susie Arbaugh: One-day trips with residents for doctor appointments, as follows:

Williamstown, WV
Williamstown, WV
Lancaster
Williamstown, WV

November 14
November 16
November 17
November 18

Family & Children First

Elaine Corbitt: One-day trip to Mansfield to meet with youth in placement; November 18, 2016.'

EMA

Jeff Lauer: One-day trip to Logan for Southeast Emergency Management meeting;
November 15, 2016.

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

RE: REQUEST FROM CITY OF MARIETTA FOR RELEASE FROM REVERSION CLAUSE IN RIVER TRAIL PROJECT EASEMENT

Mr. White moved to invoke the reversion clause in the WAS-River Trail Phase project easement signed by the Washington County Commissioners on May 19, 2011.

Commissioner White said this easement contains a clause that allows reconveying of the easement granted to the City of Marietta if the River Trail Phase project did not commence within five (5) years of the date of execution of the easement. He said the City has not been able to complete the entire project, and after consulting with other County elected officials he believes it to be in the best interest of the County to not release from the reversion clause, but instead to invoke the reversion clause.

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

RE: REQUEST FROM SOIL & WATER CONSERVATION DISTRICT TO PURCHASE VEHICLE

Mr. Feathers moved and Mr. White seconded a motion to approve the purchase of a 2016 Chevrolet 1500 Silverado, VIN 3GCUKNFC3GG283379, for the amount of \$31,548.51 from Pioneer Chevrolet, trading in a 2004 Dodge Dakota, VIN 1D7F161K84S585863.

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

RE: REAPPOINTMENT OF BOARD MEMBERS TO WASHINGTON COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

Mr. White moved and Mr. Feathers seconded a motion to table a request from Superintendent Susan Tilton to reappoint four (4) members to the Washington County Board of Developmental Disabilities, upon expiration of their current terms, pending opportunity to consult with the four individuals.

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

RE: MONTHLY REPORT ON CARE OF PRISONERS

The Commissioners acknowledged receipt of a monthly report on the care of prisoners at the Washington County Jail for the month of October 2016, revealing a prisoner count of 324 and revenues of \$181,950.00.

RE: CHANGE ORDER #2, LIBERTY TOWNSHIP CDBG PROJECT

Mr. White moved and Mr. Feathers seconded a motion to approve Change Order #2 for the Liberty Township 2015 Community Development Block Grant (CDBG) Project, adding \$157.48 to the adjusted contract amount of \$14,582.38, for a new contract total of \$14,739.80, contractor Shelly & Sands, Inc., due to the purchase of additional limestone for the project, and to allow Mr. Walters to sign the Change Order, 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, Ron Feathers aye, David White aye. Motion passed.

RE: CHANGE ORDER #1, HOPKINS BRIDGE REPLACEMENT PROJECT

Mr. White moved and Mr. Feathers seconded a motion to approve Change Order #1 for the Hopkins Bridge Replacement Project on Washington County Road 3, adding \$5,112.83 to the original contract amount of \$196,843.00, for a new contract amount of \$201,955.83, contractor R.C. Construction Company, due to relocation of existing waterline, as prepared and requested by County Engineer

Roger Wright.

RE: CONSIDERATION OF CHANGE TO PURCHASING PROCEDURES

Commissioner Feathers said he received a request from Building and Grounds Superintendent Tim Marty to revise the existing Purchasing Procedures of the Commissioners, originally adopted October 24, 2013 and revised May 15, 2014 as follows:

Increase from \$500.00 to \$750.00 the amount under which competitive quotes are required for jobs and projects.

Increase from \$250.00 to \$500.00 the amount under which competitive quotes are required for the purchase of supplies.

Increase from \$100.00 to \$250.00 the lower limit for purchasing individual items with no competitive quotes.

Commissioner White noted the Purchasing Procedures were revised just two years ago, and the dollar amounts in the document were set at those amounts for good reason. He said these amounts not only protect the County from misuse of public funds, but also provides a safety net for the Building and Grounds Superintendent. He said it is fiscally responsible to have this fail-safe policy in place.

Commissioner Feathers said Mr. Marty is welcome to get a Commissioner's approval each time he needs to purchase items over the limits for no competitive quotes, which will help him to receive the items in a timely manner.

President Walters asked Commissioner Feathers to inform Mr. Marty the Commissioners will not be revising the Purchasing Policy at this time.

RE: OHIO DEPARTMENT OF TRANSPORTATION PROJECTS

Rick Venham, Transportation Administrator, and Casey Hanbel, Transportation Manager, shared with the Commissioners a list of projects scheduled to be undertaken by District 10 of the Ohio Department of Transportation, most of which will begin in 2017. Also attending was County Engineer Roger Wright.

Mr. Venham introduced Casey Hanbel as the new Transportation Manager.

President Walters expressed concern about the contractor doing work on State Route 60. He specifically noted the poor quality of surface application and inappropriate language used by site workers to the general public. Mr. Venham agreed this particular contractor is sub-par, as he has heard many similar complaints. He said he would share the concerns of Mr. Walters with his construction department manager. He noted there have been multiple issues with this contractor.

Mr. Wright said he very much appreciates the cooperation of and collaboration with the Ohio Department of Transportation. He noted the many times his department has benefitted from this good relationship with the local ODOT team.

Commissioner Feathers exited the meeting at 10:00 a.m.

RE: CHILDREN SERVICES BUDGET STATUS

Jamie Vuksic, Sherri Tucker, and Alice Stewart from Washington County Children Services updated the Commissioners on the status of their budget. Also attending was Children Services Board Member Mike Webber.

Ms. Tucker noted the cash balance on October 31, 2016 was \$351,579, down from \$461,094 at the end of September. She said a third payday in October resulted in higher than normal operating expenses for the month. Ms. Tucker reviewed the revenue and expense reports with the Commissioners. She said placement costs in October were \$138,000, but only \$101,000 is encumbered for the expense. She said she will soon be asking for an additional appropriation to pay these placement costs of 82 children.

Commissioner White initiated discussion of Children Services pursuing other resources for their consistently increasing costs of operations. He noted many other counties operate with significant support from levies. Mr. Vuksic said his Board of Directors is considering placement of a levy on an upcoming ballot.

RE: CERTIFICATION OF FINDING OF CONTINUED RELEVANCE, CHIP PROGRAM

Mr. White moved and Mr. Feathers seconded a motion to approve a Certification of Finding of Continued Relevance (Environmental Review) for Washington County CHIP Grant Agreements B-C-16-1CY-1 and B-C-16-1CY-2, and to allow Mr. Walters to sign the Certification, as prepared by Dawn Rauch, 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: TRANSIT CONTRACT PROPOSAL

The Commissioners interviewed Dawn Rauch and Kenneth Vigneron from Washington-Morgan Community Action Program (WMCAP), specifically about WMCAP's recent proposal to provide

services to Washington County in operating the Community Action Bus Line. The Clerk noted the current contract for such services expires December 31, 2016, and a request for proposal had been issued, with only WMCAP submitting a proposal. He noted the contract beginning January 1, 2017 will be for a three-year period, renewable for an additional two years.

Ms. Rauch said she considers WMCAP qualified for the project for the following reasons:

- Her agency has the capacity to administer an effective, efficient rural transit program.
- WMCAP has a significant amount of experience of operating a transit system in Washington County, having initiated such a system even before the County was involved.
- WMCAP is intimately familiar with Federal Transit Administration rules and regulations, as well of Ohio Department of Transportation requirements.
- WMCAP works with a variety of agencies to provide transportation service, including Developmental Disabilities, Children Services, EVE, Inc., and the local Veterans Services office.
- WMCAP is willing and able to provide a "complete" package of services to the County, including drivers and dispatchers, fuel and insurance, maintenance, and a bus garage.
- Her agency closely monitors drivers, who are drug-tested and background-checked.

Commissioner White said he believes marketing of the system by WMCAP might be improved, with the intent of increasing ridership. Mr. Vigneron said he is designing a new brochure. Mr. White said signs or posters in appropriate locations might help as well.

The Commissioners said they will act on a contract on November 17, 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 1:25 p.m.

_____, President

_____, Vice President

_____, Member

_____, Clerk