

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON MAY 4, 2017 IN ACCORDANCE WITH OHIO REVISED CODE 305.05, WITH THE FOLLOWING MEMBERS PRESENT: RONALD L. FEATHERS, PRESIDENT, DAVID A. WHITE, VICE PRESIDENT, AND RICK WALTERS, MEMBER. THE MEETING WAS CALLED TO ORDER AT 9:00 A.M. BY THE PRESIDENT OF THE BOARD. MR. FEATHERS LED THOSE ATTENDING IN THE PLEDGE OF ALLEGIANCE TO OUR FLAG.

Also attending were Erin O'Neill from *The Marietta Times* and Clerk Rick Peoples.

**Washington County Commissioners
AGENDA
9:00 a.m., May 4, 2017**

9:00 Business Meeting
10:00 Dustin Napier & Todd Keserich, CompManagement – BWC Plan Renewal
10:30 Amanda Bohlen, OSU Extension – Program Update
11:00 Steve Keiser, Dennis Blatt, & Tom Webster, SE Ohio Port Authority – Search for Exec. Director

UNFINISHED BUSINESS

Memorandum of Understanding with Dan Breece, D.O.
Proposal to Study Effectiveness of Courthouse Back-Up Generator

NEW BUSINESS

Approve Agenda
Approval of previous meeting's minutes
Bills from various departments
Additional Appropriation – Job and Family Services
Additional Appropriation – Auditor (Unclaimed Funds)
Additional Appropriation – Motor Vehicle Gas Tax
Transfer – Auditor
Transfer - Maintenance
Transfer – Veterans (2)
Then & Now's
Travel – Job and Family Services
Travel – Child Support Enforcement Agency
Travel – Family & Children First
Travel – County Home
Agreement between Job and Family Services and Children Services
Contract with Career Center Adult Technical Training, JFS
Contract with Building Bridges to Careers, JFS
Maintenance Agreement with Joy Exterminators, Job and Family Services
Monthly Report on Care of Prisoners at County Jail
Appointment to Local Emergency Planning Committee
Appointment to Board of Directors, SE Ohio Port Authority
Delinquent Sewer Accounts
Certification of Delinquent Sewer Accounts to County Auditor

Dates to Remember

"National Day of Prayer" on Courthouse Steps, 12:00 p.m., **Today**
Monthly Meeting at County Home, 8:30 a.m., **Tuesday**, May 9
Monthly Finance Committee Meeting, 10:00 a.m., **Tuesday**, May 9
CORSA Training on "Social Media in the Workplace", 1:30 p.m., **Thursday**, May 11, at JFS
Planning Commission, 7:00 p.m., **Monday**, May 15
Courthouse Closed, Memorial Day, **Monday**, May 29

RE: AGENDA

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

Add: 9:20 Chris Wilson, Building Official – Department Update
9:30 Alison Cauthorn, Assist. Prosecutor – Contract with City of Marietta for Bldg. Dept. Services
Delete: 11:00 Steve Keiser, Dennis Blatt, & Tom Webster, SEOPA

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

RE: APPROVAL OF MINUTES

Mr. Walters moved and Mr. White seconded a motion to dispense with the reading and approve the minutes of the April 27, 2017 meeting.

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

RE: BILLS FOR PAYMENT

Mr. Walters 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: Ronald Feathers aye, David White aye, Rick Walters aye. Motion passed.

RE: ADDITIONAL APPROPRIATIONS

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

| | | |
|---------------------------|----------------|---------------|
| Job and Family Services | 200-0720-53400 | \$ 100,000.00 |
| Auditor (Unclaimed Funds) | 200-0106-57400 | \$ 111.50 |
| MVGT | 200-0540-52002 | \$ 3,000.00 |
| | 200-0540-54301 | \$ 200,000.00 |
| | 200-0540-55201 | \$ 8,000.00 |

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

RE: TRANSFERS

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

| | <u>From</u> | <u>To</u> | <u>Amount</u> |
|----------------|----------------|----------------|---------------|
| County General | 100-0130-57100 | 200-0540-48200 | \$ 2,072.48 |
| | 100-0109-53000 | 100-0109-55200 | \$ 11,425.00 |
| | 100-0700-57401 | 100-0700-51000 | \$ 6,400.00 |
| | 100-0700-57401 | 100-0700-51001 | \$ 21,530.00 |
| | 100-0700-57401 | 100-0700-51101 | \$ 100.00 |
| | 100-0700-57401 | 100-0700-51102 | \$ 1,100.00 |
| | 100-0700-57401 | 100-0700-51120 | \$ 1,170.00 |
| | 100-0700-57401 | 100-0700-53000 | \$ 5,000.00 |
| | 100-0700-57401 | 100-0700-54000 | \$ 3,000.00 |
| | 100-0700-57401 | 100-0701-51001 | \$ 22,700.00 |
| | 100-0700-57401 | 100-0701-51101 | \$ 350.00 |
| | 100-0700-57401 | 100-0701-51102 | \$ 2,900.00 |
| | 100-0700-57401 | 100-0701-51120 | \$ 1,400.00 |

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

RE: THEN & NOW'S

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

| Dept | Account | Vendor | Amount |
|-------------|----------------|-----------------------------|---------------|
| Maintenance | 100-0109-54000 | Contractors Building Supply | \$ 276.00 |
| Sewer | 400-0113-54000 | Advance Auto Parts | \$ 201.98 |
| Maintenance | 100-0109-53000 | Morrison, Inc. | \$ 282.00 |

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

RE: TRAVEL REQUESTS

Mr. Walters moved and Mr. White 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 2017, and any and all amendments subsequent thereto:

JFS

Mashellda Gibbs: One-day trip to Columbus to attend OJFSDA Annual Training Conference; May 18, 2017.

CSEA

Kim Hinkle: One-day trip to Columbus to attend JCARR Public Hearing on State Allocation; May 24, 2017.

Family & Children First

Elaine Corbitt: One-day trip to Wooster to begin HOME Choice transition efforts for client; May 11, 2017.

County Home

Diana Hall: One-day trips as follows:

May 4, 2017 Resident lunch outing in St. Marys, WV
May 16, 2017 Pick up supplies in Vienna, WV
May 24, 2017 Resident outing to mall, Vienna, WV

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

RE: AGREEMENT BETWEEN JOB AND FAMILY SERVICES AND CHILDREN SERVICES

Mr. White moved and Mr. Walters seconded a motion to approve an Agreement to Amend the Memorandum of Understanding between Washington County, Washington County Department of Job and Family Services, and Washington County Children Services Agency, dated October 20, 2016, to increase the award amount from \$60,000.00 to \$160,000.00, as prepared and requested by Tom Ballengee, Washington County Department of Job and Family Services.

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

RE: CONTRACT BETWEEN JFS AND THE WASHINGTON COUNTY CAREER CENTER

Mr. Walters moved and Mr. White seconded a motion to approve a Contract between the Washington County Department of Job and Family Services (JFS) and the Washington County Career Center Adult Technical Training, for the period May 8, 2017 through June 30, 2017, for an amount not to exceed \$6,750.00, to provide appropriate training and support services to eligible individuals, as prepared and requested by Tom Ballengee, Washington County Department of Job and Family Services.

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

RE: CONTRACT BETWEEN JFS AND BUILDING BRIDGES TO CAREERS

Mr. White moved and Mr. Walters seconded a motion to approve a Contract between the Washington County Department of Job and Family Services (JFS) and Building Bridges to Careers, for the period May 8, 2017 through June 30, 2017, for amounts as specified in the Contract, to provide appropriate mentoring, career counseling, skills training, and leadership development programs to eligible individuals, as prepared and requested by Tom Ballengee, Washington County Department of Job and Family Services.

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

RE: MAINTENANCE AGREEMENT WITH JOY EXTERMINATORS, JFS

Mr. Walters moved and Mr. White seconded a motion to approve a maintenance agreement with Joy Exterminators to provide service on the Sentricon Termite Control System at the Washington County Department of Job and Family Services facility, during the period May 28, 2017 through May 27, 2018, for the amount of \$536.80, as requested by Ruth Burdette, Washington County Department of Job and Family Services.

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

RE: MONTHLY REPORT ON CARE OF PRISONERS AT WASHINGTON COUNTY JAIL

The Commissioners acknowledged receipt of a monthly report on the care of prisoners at the Washington County Jail for the month of April 2017, revealing a prisoner count of 344 and total revenues of \$184,260.00.

RE: APPOINTMENT TO LOCAL EMERGENCY PLANNING COMMISSION

Mr. Walters moved and Mr. White seconded a motion to appoint Charles Bradley, Terminal Manager at Marathon Petroleum Company, to the Washington County Local Emergency Planning Commission, for the period May 4, 2017 through August 14, 2017, and to allow Mr. Feathers to sign the application, as requested by Glen Kelly, EMA Director.

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

RE: APPOINTMENT TO THE SOUTHEASTERN OHIO PORT AUTHORITY

Mr. White moved and Mr. Walters seconded a motion to appoint Matthew Edgell, Senior Vice President and Director of Human Resources at Peoples Bank, to the Board of Directors of Southeastern Ohio Port Authority, for the period beginning May 4, 2017 and extending through January 31, 2020, as requested by Tom Webster, Southeastern Ohio Port Authority Board of Directors.

Commissioner Walters said he recently talked at length with Mr. Edgell about his interest in serving on the Board of Directors of the Port Authority. He reported he found Mr. Edgell very optimistic about the

future of the Port Authority. Mr. Walters said he was pleased to hear of his interest in finding alternative methods of funding the Port Authority, primarily away from business and industry contributions to generating revenues through bonding. Noting Mr. Edgell was born and raised in Washington County, Commissioner Walters said he is an excellent addition to the Port Authority Board and will likely bring with him much enthusiasm, creativity and new ideas.

Commissioner White said Peoples Bank has had significant involvement with the Port Authority since its inception, and it is fitting with this appointment to replace outgoing Port Authority Board member Dan McGill, a Peoples Bank employee, with Matt Edgell, a Peoples Bank employee.

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

RE: DELINQUENT SEWER ACCOUNTS

Mr. Walters moved and Mr. White seconded a motion to approve sending notice to the following holders of delinquent sewer accounts, requesting them to immediately make payment on those accounts:

| | | |
|-----------------------------|----------------------------------|--------------|
| U.S. Post Office (Vincent) | Shannon Reynolds | Randy Norris |
| John and Joanne Edwards | Heather Mannix/Bretthauer | Sally Turner |
| Caroline Putnam | Dan Turner (apts. & mobile home) | |
| Dan Turner (service center) | Anthony & Emma Wiley-Adams | |

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

RE: CERTIFICATION OF DELINQUENT SEWER ACCOUNTS

Mr. White moved and Mr. Walters seconded a motion to certify the following seriously delinquent sewer accounts to County Auditor Bill McFarland, requesting him to place delinquent amounts on property tax bills:

| | | |
|-------------------|-------------------|------------------|
| Angel Johnson | John Church | Charles Randolph |
| Dawn Rachell Yost | Kelly Offenberger | |

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

RE: BUILDING DEPARTMENT UPDATE

Building Official Chris Wilson informed the Commissioners of upcoming staffing changes:

Larry Richcreek is retiring from Muskingum Co., and will likely terminate service for Wash. Co.
David Haught is resigning effective May 12, 2017

Mr. Wilson said he has a temporary plan in place to cover the responsibilities of these two employees. He said Larry Richcreek will stay on as part-time back-up Building Official and Plans Examiner through June 30, 2017, and Jason Baughman will pick up the duties of David Haught.

Mr. Wilson shared with the Commissioners a report of departmental activity during the month of April, noting total revenues of \$36,405. He said year-to-date revenues are approximately \$171,807. He noted outside of Marietta the majority of permits were issued in Belmont County and the City of Belpre.

RE: CONTRACT WITH CITY OF MARIETTA FOR BUILDING DEPARTMENT SERVICES

Assistant Prosecutor Alison Cauthorn and Building Official Chris Wilson presented an Amendment to the Agreement between the City of Marietta and the Board of Washington County Commissioners approved by the City of Marietta on March 16, 2017, and approved by the Washington County Commissioners on March 30, 2017. Ms. Cauthorn said the only change to the original agreement for the Building Department to provide services to the City of Marietta is to exclude issuance and maintenance of flood development permits from the County's responsibilities, beginning June 1, 2017, and adding those responsibilities to the City of Marietta. Ms. Cauthorn said all parties are well aware of this change in terms of the contract, and Mr. Wilson said he has offered and intends to work closely with the City of Marietta during transition of flood development permit responsibilities.

Mr. White moved and Mr. Walters seconded a motion to approve an Amendment to Agreement between the City of Marietta and the Board of Washington County Commissioners of Washington County, Ohio, allowing the Washington County Building Department to provide building permit services to the City of Marietta, with the City of Marietta assuming responsibility for flood development permits beginning June 1, 2017.

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

RE: 2018 BWC GROUP RETROSPECTIVE RATING PROGRAM ENROLLMENT

Dustin Napier and Todd Keserich from CompManagement LLC presented renewal information for Washington County to participate in the 2018 Bureau of Workers' Compensation (BWC) Group

Retrospective Rating Program. Also attending was Kathy Thieman, Director of Human Resources, Safety & Loss Control.

Mr. Keserich said although Washington County is not now eligible to participate in the BWC Group Rating Program due to high claim(s) in 2015, the BWC Group Retrospective Rating Program remains a viable option for the County. He noted Washington County has been a member of the group retro program since 2013, and has received sizeable annual refunds since that time. Mr. Keserich said there are now 55 Ohio counties participating in the group retro program. Mr. Keserich and Mr. Napier said Washington County's target refund is \$56,569 (23% of the estimated premium of \$246,342, net of administrative fees). Mr. Keserich advised the Commissioners to maintain their BWC Self Insurance Fund, with a current balance of \$108,522. He said although the County has never received an "assessment" from BWC, this reserve fund will offset such assessment if it ever does receive one.

Mr. White moved and Mr. Walters seconded a motion to approve participation in the County Commissioners Association Bureau of Workers' Compensation Retro Group for the policy year beginning January 1, 2018, with CompManagement LLC as administrator, and to allow Mr. Feathers to sign the application form and participation agreement.

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

RE: OSU EXTENSION UPDATE

OSU Extension Educator Amanda Bohlen, Family and Consumer Sciences, updated the Commissioners on the following programs:

Food Safety Certification: She reported she has been busy teaching food safety courses to allow area food handlers to become certified, now required by the State of Ohio. She reported she has recently taught 113 individuals, including 12 from outside Washington County. She said she is concerned about the 75% pass rate for certification test, and is considering change in curriculum to address this.

Budgeting Classes: Ms. Bohlen is teaching Budgeting classes at Washington-Morgan Community Action Program to address requirements by the Office of Housing and Urban Development.

New Course: Ms. Bohlen said she is soon to offer a new course, "Grilling with My Grandchild".

Co-Parenting: Ms. Bohlen teaches "Successful Co-Parenting" to individuals mandated by the court to attend. She said she is making some adjustment to the schedule for these classes, to better meet the needs of both participants and providers.

Ongoing Programs: Ms. Bohlen said both "Cooking Matters" and "Lunch and Learn" are continuing, and surveys are being taken to determine what topics best meet the needs of participants.

Ms. Bohlen informed the Commissioners OSU President Drake will visit Marietta to learn more about the riverbank stabilization project.

RE: ADJOURNMENT

Mr. Walters 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 10:40 a.m.

_____, President

_____, Vice President

_____, Member

_____, Clerk