

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON AUGUST 3, 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 Muskingum Township Trustee Gary Doan, Warren Township Trustee Jeff Knowlton, Mike Webber, Karen Doan, Building Official Chris Wilson, Erin O'Neill from *The Marietta Times*, and Clerk Rick Peoples.

**Washington County Commissioners
AGENDA
9:00 a.m., August 3, 2017**

9:00 Business Meeting
9:30 Chris Wilson, Building Official – EnerGov Customer Portal
10:00 Max Harris – Floodplain Mitigation

UNFINISHED BUSINESS

Proposal to Study Effectiveness of Courthouse Back-Up Generator

NEW BUSINESS

Approve Agenda
Approval of previous meeting's minutes
Bills from various departments
Resolution to Create New Fund
Additional Appropriation – CDBG
Additional Appropriation – Commissioners
Additional Appropriation – Family & Children First
Additional Appropriation – Auditor
Additional Appropriation – Building Department
Transfer – County General, Maintenance
Transfer – County General, Jail
Then & Now's
Travel – Director of Human Resources & Safety/Loss Control
Travel – Building Department (2)
Travel – County Home (2)
Travel - Family & Children First
Travel – Job and Family Services (3)
Contract Amendment – Job and Family Services (2)
New Hire – Family & Children First
Agreement with Lashley Moser for Help Me Grow Services – Family & Children First
Help Me Grow Home Visiting Provider Agreement – Family & Children First
Jail Contract, City of Wellston
Monthly Report on Prisoner Care – July 2017
Application for Change of Corporate Stock Ownership – Bada Bing on the Waterfront
Personnel Policy Revision – Sick Leave Donation
Delinquent Sewer Accounts
Certification of Delinquent Sewer Accounts
Engineer – Notice of Commencement, OPWC Round 31 Paving Project
Engineer – Contract with Hammontree & Assoc. for Bridge Load Rating

DATES TO REMEMBER

Monthly County Home Meeting, 8:30 a.m., **Tuesday**, August 8, at County Home
Finance Committee, 10:00 a.m., **Tuesday**, August 15
Planning Commission, 7:00 p.m., **Monday**, August 21

RE: AGENDA

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

Add: Travel – Auditor
Travel – JFS
Travel – Commissioners
Delete: Additional Appropriation - Commissioners

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 July 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. White moved and Mr. Walters 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: NEW FUND

Mr. Walters moved and Mr. White seconded a motion to approve creation of the following new fund, as requested by the County Auditor:

210-0828 CDBG 2016

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:

CDBG 2016	210-0828-51000	\$ 27,300.00
	210-0828-52000	\$ 31,800.00
	210-0828-53000	\$ 38,000.00
	210-0828-54000	\$ 5,000.00
	210-0828-55000	\$ 17,900.00
Family & Children First	602-2032-53300	\$ 828.05
Real Estate Assessment	200-0122-51110	\$ 2,000.00
Co. Gen., Building Dept.	100-0170-52001	\$ 2,783.76

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>
Co. Gen., Maintenance	100-0109-53100	100-0109-53200	\$ 10,000.00
Co. Gen., Jail	100-0381-54200	100-0381-53010	\$ 4,000.00

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:

<u>Dept</u>	<u>Account</u>	<u>Vendor</u>	<u>Amount</u>
Maintenance	100-0109-53000	Double L Construction	\$ 1,550.00
Commissioners	200-0369-53200	CDW	\$ 351.88
Commissioners	200-0369-53200	Insight	\$ 662.18
Commissioners	200-0369-53200	Insight	\$ 713.34
Commissioners	200-0369-53200	Insight	\$ 419.16
Commissioners	200-0369-53200	Miller Communications	\$ 1,020.00
Miscellaneous	100-0101-53000	Unite States Geological Survey	\$ 5,990.00
Developmental Disabilities	200-0620-53400	Success Services	\$ 207.00
Commissioners	200-0369-53200	CAS Cable	\$ 670.97

A calling of the roll resulted in the following vote: Ronald Feathers 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:

Human Resources

Kathy Thieman: One-day trip to Columbus to attend CORSA Annual Meeting; August 25, 2017.

Building Department

Chris Wilson, Connie Hoblitzell: Three-day trip to Columbus to attend 2017 Ohio Statewide Floodplain Management Conference; August 22-24, 2017.

Chris Wilson, Connie Hoblitzell: Four-day trip to Columbus to attend 2017 International Code Council Conference (using scholarship of \$1,000 for each person); September 10-13, 2017.

County Home

Susie Arbaugh: One-day trip to Zanesville to transport resident to doctor; August 3, 2017.

Diana Hall: One-day trips with residents as follows:

Grand Central Mall, Parkersburg, WV; August 2, 2017 (retroactive)
Station Pizza, St. Marys, WV; August 3, 2017
Pat Catan's, Parkersburg, WV; August 8, 2017

Family & Children First

Cindy Davis: One-day trip to Columbus to attend meeting with Governor's Office of Workforce Transformation; August 8, 2017.

JFS

Tom Ballengee: One-day trips as follows:

Workforce Development meeting; Caldwell; August 7, 2017
Ohio Means Jobs Partners meeting; Caldwell; August 15, 2017
Rapid Response meeting; Caldwell, August 17, 2017

Tom Ballengee, Ruth Burdette: One-day trip to Athens to attend Quarterly Regional Fiscal Meeting; August 18, 2017.

Auditor

Bill McFarland: One-day trip to Columbus to attend County Auditors Association of Ohio Executive/Legislative meeting; August 9, 2017.

Commissioners

Ron Feathers: Two-day trip to Washington, DC to attend Ohio County Commissioners' White House Conference; August 28-29, 2017.

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

RE: CONTRACT AMENDMENTS, JFS

Mr. White moved and Mr. Walters seconded a motion to approve contract amendments as follows, as requested by Tom Ballengee, Department of Job and Family Services:

<u>Vendor</u>	<u>Original</u>	<u>Revision</u>	<u>Final</u>
Ely Chapman Ed. Found.	\$ 30,000.00	\$ 25,000.00	\$ 55,000.00
The Caring Connection	\$ 30,000.00	\$ 15,000.00	\$ 45,000.00

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

RE: NEW HIRE, FAMILY & CHILDREN FIRST

Mr. White moved and Mr. Walters seconded a motion to approve the hiring of Sheila Bates for the part-time position of Program Manager/Supervisor for Help Me Grow Home Visiting, start date August 21, 2017, approximately 24 hours per week, as requested by Cindy Davis, Washington County Family & Children First.

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

RE: AGREEMENT WITH LASHLEY MOSER

Mr. Walters moved and Mr. White seconded a motion to approve an Agreement with Lashley Moser to provide appropriate Help Me Grow services during the period July 1, 2017 through June 30, 2018, for the hourly rate of \$20.00, not to exceed \$5,000.00, as requested by Cindy Davis, Washington County Family & Children First.

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

aye. Motion passed.

RE: HELP ME GROW HOME VISITING PROVIDER AGREEMENT

Mr. White moved and Mr. Walters seconded a motion to approve the Help Me Grow Home Visiting Provider Agreement between the Ohio Department of Health and the Washington County Commissioners, for the period July 1, 2017 through June 30, 2019, as prepared and requested by Cindy Davis, Washington County Family & Children First.

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

RE: JAIL CONTRACT

Mr. Walters moved and Mr. White seconded a motion to approve a contract to house inmates from the City of Wellston in the Washington County Jail, during the period August 3, 2017 through March 31, 2018, at the daily rate of \$60.00.

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

The Commissioners acknowledged receipt of a monthly report on the care of prisoners at the Washington County Jail for July 2017, revealing a prisoner count of 380 and revenues of \$239,760.00.

RE: REQUEST TO TRANSFER LIQUOR LICENSE

Mr. White moved and Mr. Walters seconded a motion to acknowledge receipt of notice from the Ohio Division of Liquor Control that application has been made for change in ownership of Badabing on the Waterfront, from Michael B. White to Susan R. White, and to return the notice with no hearing on the matter requested.

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

RE: REVISION TO PERSONNEL POLICY

Mr. White moved and Mr. Walters seconded a motion to approve revision to Washington County Policy Manual, Section XXXVI (C), removing "normal pregnancy" and "child care" from classification as "non-serious illnesses" for the purpose of the policy, thereby allowing the request for and receipt of sick leave donation for normal pregnancy but not for child care.

The Clerk this action is taken at the request of Kathy Thieman, Director of Human Resources, and in consultation with Attorney Frank Hatfield.

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 of delinquency to the following sewer account holders, requesting them to immediately make payment on their accounts:

Sally Turner	Elizabeth Ruth	Cynthia McClay	Michael Franko
Kelly Offenberger	John Church	John Foster	Jane Cunningham
Lucille Hupp	Daniel Brown	Brad King	Adam Wark

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

RE: CERTIFICATION OF DELIQUENT SEWER ACCOUNT

Mr. White moved and Mr. Walters seconded a motion to approve certification of the following delinquent sewer accounts to County Auditor Bill McFarland, requesting him to add delinquent amounts to property taxes for those accounts:

Gale Righter	Michelle Higgins	Sherry Fulton	Sarah Carpenter
Donald Tallman	Dave Burt (10860 SR 550)	Musk. Valley Bankshares	Denise Vigneron
Nancy Nida	Dave Burt (419 Warrior)	Angela Rhodes	Zachary Ankrom
Patricia Eagle	Dave Burt (405 Warrior)	Theresa Hescht	Richard Rohr, Jr.
Chad Rowley	Dave Burt (105 Walnut)	John Raber	David Carpenter
Larry Carney	Dave Burt (10850 SR 550)	Kathryn Parsons	Timothy Vaughn

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

RE: NOTICE OF COMMENCEMENT, OPWC ROUND 31 PAVING PROJECT

Mr. White moved and Mr. Walters seconded a motion to approve a Notice of Commencement of the Ohio Public Works Commission Round 31 Paving Project, contractor Shelly & Sands, Inc., and to allow Mr. Feathers to sign the Notice, as prepared and requested by County Engineer Roger Wright.

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

RE: CONTRACT WITH HAMMONTREE AND ASSOCIATES

Mr. Walters moved and Mr. White seconded a motion to approve a contract with Hammontree and Associates LTD for load rating of several Washington County bridges, for the amount of \$2,622.00, as prepared and requested by County Engineer Roger Wright.

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

RE: DEPARTMENTAL UPDATE, BUILDING DEPARTMENT

Building Official Chris Wilson shared with the Commissioners financial activity for the Building Department for the month of July 2017 and year-to-date through July 31, 2017. He reported revenues of \$53,484.55 for the month of July, and \$377,684.26 for the year. He said non-residential building permits accounted for \$48,329.57 in July. He indicated his office is on track for exceeding revenue expectations for 2017.

Mr. Wilson said he is in discussions with other entities about the possibility of establishing a northern district office to handle the many requests for permits and inspections from Belmont, Monroe and Noble Counties. He said this might entice other entities to contract with his department as well.

Mr. Wilson reported he has received very good feedback on the use of new software in the Building Department. He said architects and contractors are very pleased they can get quick turnaround on project review and permits. He said a recent major Ohio Valley Mall project permit was issued within 24 hours using the new software.

Mr. Wilson said his new software unfortunately does not integrate with EnerGov. He said it would cost about \$17,000 for a customer portal, which would greatly enhance the documents review and project permit process for both the architect/contractor and the Building Department staff. Mr. Wilson said his goal, if the purchase is approved, is to have the system fully operational in early 2018.

Commissioner White noted Mr. Wilson has been very persistent in his pursuit of this customer portal. With an increase in contracts with other entities outside of Marietta, he said he is much more supportive of the investment. Mr. Walters said the purchase and installation of the customer portal is necessary if the Building Department continues to expand. He noted contractors and architects will appreciate the convenience and use of new technology by the Building Department. President Feathers said he doesn't know if the County can support both the creation of an additional office and the purchase of the portal. He reminded everyone that the County's budget for next year does not look good, as revenues are declining and expenses are increasing.

Mr. Feathers said the Commissioners will take this request under serious consideration, and asked Mr. Wilson to negotiate with the vendor on terms of purchase, installation and payment.

RE: FLOODPLAIN MITIGATION GRANT APPLICATION

Max Harris informed the Commissioners he is negotiating with an individual to return the vacated IGA building in Newport to use as a grocery. Also attending were Building Official Chris Wilson and Floodplain Administrator Connie Hoblitzell. He said this is a very expensive undertaking, and asked if the Commissioners would support his application for financial assistance from a floodplain mitigation grant. He said this grant requires a 25% in-kind match. Mr. Harris said he is considering moving the HVAC equipment to a second level of the building, and will need to do other upgrades to comply with floodplain regulations.

President Feathers said the Commissioners are very interested in this type of project for use of grant funds, as there is an existing empty building that can be upgraded for future use. He said he is pleased to hear that a grocery may be occupying the building, as there is none in Newport since the IGA closed. Mr. Feathers said the Commissioners will support the application by Mr. Harris, and encouraged him to work with Chris Wilson and Connie Hoblitzell to file it.

RE: ADJOURNMENT

Mr. White moved and Mr. Walters seconded a motion to adjourn.

A calling of the roll resulted in a unanimous vote in favor. The meeting adjourned at 10:15 a.m.

_____, President

_____, Vice President

_____, Member

_____, Clerk

