

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON DECEMBER 7, 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 G. 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, Karen Doan, Glen Pawloski, County Engineer Roger Wright, County Engineer's Fiscal Officer Emily Griffin, Erin O'Neill from *The Marietta Times*, and Clerk Rick Peoples.

**Washington County Commissioners**  
**AGENDA**  
**9:00 a.m., December 7, 2017**

9:00 Business Meeting  
9:30 County Auditor's Announcement of \$1M+ Distribution to Local Entities

**UNFINISHED BUSINESS**

Proposal to Study Effectiveness of Courthouse Back-Up Generator  
Contract with Humane Society of the Ohio Valley

**NEW BUSINESS**

Approve Agenda  
Approval of previous meeting's minutes  
Bills from various departments  
Additional Appropriation – Auditor (Unclaimed Funds)  
Additional Appropriation – Clerk of Courts  
Additional Appropriation – Behavioral Health  
Additional Appropriation – OPWC Round 31  
Transfer – County General, Recorder  
Transfer – County General, Maintenance  
Transfer – County General, Municipal Court  
Transfer – County General, Board of Elections  
Transfer – County General, Probate/Juvenile  
Transfer – Clerk of Courts, Title Division  
Transfer – Sheriff' Sales Tax  
Transfer – Prosecutor's DTAC  
Transfer - Sewer  
Transfer – Developmental Disabilities  
Then & Now's  
Travel – County Home  
Drawdown of CHIP Funds (2)  
Monthly Report on Care of Prisoners at Washington County Jail  
Agreement with SmartBill for Processing of Property Tax Statements - Treasurer  
Notice of Retirement  
Engineer – Bid Specifications and Notice for Ferrebee Bridge Replacement Project  
Engineer – Bid Specifications and Notice for Needham Bridge Replacement Project  
Engineer – Change Order #1, CR 60 Asphalt Paving Project  
Engineer – Notice of Commencement, CR 3 Paving Project

**DATES TO REMEMBER**

Monthly County Home Meeting, 8:30 a.m., **Wednesday**, December 13, at Co. Home  
Finance Committee, 10:00 a.m., **Wednesday**, December 13  
Planning Commission, 7:00 p.m., **Monday**, December 18  
Courthouse Closed, **Monday**, December 25, Christmas

**RE: AGENDA**

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

Add: 10:30 Building Official Chris Wilson – Guernsey County Contract  
Additional Appropriation – Job and Family Services  
Transfer – County General, Jail  
Contract for Bed Rental Juvenile Offenders

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 November 30, 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: ADDITIONAL APPROPRIATIONS**

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

Unclaimed Funds	200-0106-57400	\$	80.00
Clerk of Courts, Title Division	200-0233-57100	\$	50,000.00
Behavioral Health	200-0610-51001	\$	8,500.00
	200-0610-51101	\$	125.00
	200-0610-51102	\$	1,000.00
	200-0610-51104	\$	2,000.00
OPWC Round 31	300-0543-55100	\$	392,801.35
	300-0543-55200	\$	387,074.68
JFS	200-0720-51110	\$	500.00

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

**RE: TRANSFERS**

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

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Co. General, Recorder	100-0150-51120	100-0150-51001	\$ 1.00

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

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

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Co. General, Maint.	100-0109-53600	100-0361-53000	\$ 5,000.00

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

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

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Co. General, Muni. Ct.	100-0240-57511	100-0240-51102	\$ 195.21

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

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

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Co. General, Bd. of Elect.	100-0160-51002	100-0160-53000	\$ 6,400.00

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

Mr. White moved and Mr. Walters seconded a motion to table the following request for transfer of funds, pending receipt of explanation of need for transfer:

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Co. General, Probate	100-0220-52000	100-0220-57400	\$ 9,500.00

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

Walters aye. Motion passed.

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

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Co. General, Jail	100-0381-51001	100-0381-53010	\$ 20,000.00

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

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

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Clerk of Courts, Title	200-0233-57100	100-0100-49100	\$350,000.00

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

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

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Sheriff's Sales Tax	100-0384-53407	100-0384-53130	\$ 2,250.00

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

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

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Prosecutor's DTAC	200-0141-53000	200-0141-51104	\$ 431.16

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

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

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Sewer	400-0113-53500	400-0113-53100	\$ 1,400.00

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

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

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Dev. Disabilities	200-0620-53410	200-0620-55300	\$ 5,000.00

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:

<b>Dept</b>	<b>Account</b>	<b>Vendor</b>	<b>Amount</b>
Sheriff	100-0381-53500	Stanley Convergent Solutions	\$ 336.00
Sheriff	100-0381-54150	Stanley Convergent Solutions	\$ 1,776.00
Maintenance	100-0109-53000	Jani-Source	\$ 395.00
Maintenance	100-0109-53000	Jani-Source	\$ 493.00
Maintenance	100-0109-53000	Jani-Source	\$ 496.00
Maintenance	100-0109-53000	Krampe Cleaning Service	\$ 733.00
Sheriff	100-0384-53500	Franklin Fire Equipment	\$ 246.56
Commissioners	100-0100-53203	Hyde Brothers Printing	\$ 2,527.00

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:

County Home

Diana Hall: One-day trip to Parkersburg, WV to pick up activity craft supplies; December 5, 2017 (retroactive).

Diana Hall: One-day trip with residents to St. Mary's, WV for lunch outing; December 8, 2017.

Diana Hall, Hollie Orders: One-day trip with residents to Parkersburg, WV for holiday lighting tour; December 14, 2017 (two separate vehicles).

Diana Hall: One-day trip with residents to Vienna, WV for lunch outing; December 21, 2017.

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

**RE: DRAWDOWN OF CHIP FUNDS**

Mr. White moved and Mr. Walters seconded a motion to approve drawdown of the following Community Housing Improvement Program (CHIP) funds, and to allow Mr. Feathers and Mr. White to sign the requests:

B-C-16-1CY-1	\$ 11,100.00
B-C-16-1CY-1	\$ 3,000.00

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 the month of November 2017, revealing a prisoner count of 336 and revenues of \$214,380.00.

**RE: BED RENTAL AGREEMENT FOR DETENTION OF JUVENILE OFFENDERS**

Mr. Walters moved and Mr. White seconded a motion to approve a Bed Rental Agreement for the Detention of Juvenile Offenders, a joint out-of-district agreement to house juvenile offenders from Washington, Fairfield, Hocking, Licking and Perry Counties at the Multi-County Juvenile Detention Center in Lancaster, Ohio, for the per diem rate of \$95.00, based upon availability of space, as requested by Judge Timothy Williams.

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

**RE: CONTRACT WITH SMARTBILL**

Mr. White moved and Mr. Walters seconded a motion to approve a contract with Smartbill, Ltd., to provide appropriate services in processing property tax statements for fiscal year 2018, as requested by County Treasurer Tammy Bates.

The Clerk noted Assistant Prosecutor Nicole Coil approved the contract as to form.

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

**RE: NOTICE OF RETIREMENT**

The Commissioners acknowledged receipt of notice of retirement from I.T. Director Gerry Lockhart, effective February 1, 2018, with last day of service to Washington County January 31, 2018. Commissioner Walters said Mr. Lockhart has served the County very well in his capacity of overseeing computer operations and telephone services. Commissioner White noted Mr. Lockhart, upon retirement in 2018, will have been with the County for seven (7) years and is an excellent director for the I.T. Department.

**RE: BID SPECIFICATIONS AND NOTICE FOR THE FERREBEE BRIDGE REPLACEMENT PROJECT**

Mr. Walters moved and Mr. White seconded a motion to approve bid specifications and notice for the Ferrebee Bridge Replacement Project on County Road 4, as prepared and requested by County Engineer Roger Wright.

The Clerk noted the Engineer's estimate for this project is \$554,540, and the completion date is August 25, 2018. Mr. Wright said this project is 80% federal funds and 20% local funds.

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

**RE: BID SPECIFICATIONS AND NOTICE FOR THE NEEDHAM BRIDGE REPLACEMENT PROJECT**

Mr. White moved and Mr. Walters seconded a motion to approve bid specifications and notice for the Needham Bridge Replacement Project on County Road 3, as prepared and requested by County Engineer Roger Wright.

The Clerk noted the Engineer's estimate for this project is \$503,605, and the completion date is September 16, 2018. Mr. Wright said this project is locally funded.

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

**RE: CHANGE ORDER #1, CR 60 ASPHALT PAVING PROJECT**

Mr. Walters moved and Mr. White seconded a motion to approve Change Order #1 for the County Road 60 Asphalt Paving Project, contractor Shelly & Sands, Inc., adding \$19,656.98 to the original contract amount of \$232,000.55, for a new contract amount of \$251,657.53, due to widening of area to be paved, 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: NOTICE OF COMMENCEMENT, CR 3 PAVING PROJECT**

Mr. Walters moved and Mr. White seconded a motion to approve a Notice of Commencement for the County Road 3 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: AUDITOR'S ANNOUNCEMENT OF DISTRIBUTION OF REA FUNDS**

County Auditor Bill McFarland informed the Commissioners and others attending that he is processing payments to Washington County entities in the total amount of \$1,133,000.00. He said these funds will be paid to local schools, municipalities, villages, and townships.

Mr. McFarland explained the receiving entities paid into the Real Estate Assessment (REA) Fund of the County over the past six years to support the appraisal process during those six years. He said the efficient manner in which the appraisal work was accomplished allowed him to use less of those collected funds than he had anticipated, and he is pleased to return such a large amount to so many Washington County entities. He said this is the second refund to local entities he has made in six years, totaling approximately \$2,000,000.

Mr. McFarland noted the cost savings he has produced for the County over the past several years. He said the cost of his current operations is actually less than it was in 2003, and he is fortunate to have many dedicated staff members, who have received good training and use good tools. He said he is very proud of the work of his staff, which enables him to manage his offices very efficiently and effectively.

**RE: CONTRACT FOR BUILDING INSPECTION SERVICES WITH GUERNSEY COUNTY**

Building Official Chris Wilson presented to the Commissioners a contract for building inspections services for Guernsey County. He said this is a standard contract he uses for the Southeast Ohio Building Department to provide inspection services to outside entities. He noted he has been negotiating with Guernsey County officials for some time, and he believes this will be a good fit for his operations. He said he continues to discuss with the Guernsey County Commissioners a location for his office in Cambridge, and it is yet to be determined if there will be a cost to Washington County for the use of such space.

Mr. White moved and Mr. Walters seconded a motion to approve a contract for the Southeast Ohio Building Department to provide appropriate building inspection services to Guernsey County, beginning January 1, 2018, as prepared and requested by Building Official Chris Wilson.

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

Mr. Wilson asked the Commissioners to consider removing the \$60.00 "Outside Washington County Fee" that is assessed to contractors outside of Washington County who use the services of his department. He noted he has received several complaints over this fee, including from contractors in Guernsey County. Mr. Wilson estimated annual revenues from this fee at \$18,000.

Mr. Walters moved and Mr. White seconded a motion to remove the Outside Washington County Fee of \$60.00 assessed by the Washington County Building Department (Southeast Ohio Building Department), beginning January 1, 2018, as recommended by Building Official Chris Wilson.

Commissioner White said this fee was likely instituted to offset costs of providing services to contractors in distant locations, but now with automation those costs aren't as prominent. Commissioners Walters said removal of this fee will allow outside contractors to feel they are not being penalized because they must be inspected by someone outside of their area.

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

**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 11:15 a.m.

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

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

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

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