

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON FEBRUARY 1, 2018 IN ACCORDANCE WITH OHIO REVISED CODE 305.05, WITH THE FOLLOWING MEMBERS PRESENT: RICK G. WALTERS, PRESIDENT, DAVID A. WHITE, VICE PRESIDENT, AND RONALD L. FEATHERS, 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 County Engineer Roger Wright, County Auditor Bill McFarland, Glen Pawloski, Erin O'Neill from *The Marietta Times*, and Clerk Rick Peoples.

**Washington County Commissioners
AGENDA
9:00 a.m., February 1, 2018**

9:00 Business Meeting
9:30 Flite Freimann, JFS – Use of Credit Card and New Staff Hires

UNFINISHED BUSINESS

Proposal to Study Effectiveness of Courthouse Back-Up Generator
Addendum to Labor Agreement, Developmental Disabilities
Liquor Permit Application, Dollar General Store, Waterford

NEW BUSINESS

Approve Agenda
Approval of previous meeting's minutes
Bills from various departments
Resolution to Create New Transit Funds (4)
Additional Appropriation – 911
Additional Appropriation – Engineer
Minus Appropriation – Auditor (Unclaimed Funds)
Transfer – CSEA
Transfer – 911 Levy
Then & Now's
Travel – JFS (2)
Travel – Auditor
Travel – Family & Children First
Drawdown of CHIP Funds
Designation of Community Action as Administering Agent for CHIP Program
Ballot Language for Children Services Levy
Agreements with Nationwide Children's Hospital, Family & Children First
Auditor's Recommendation on Distribution of Payments Received on Behalf of
Wayne National Forest
Memorandum of Understanding, 2018-19 Wage Reopener, Sheriff's Department
Request from Belpre Senior Center for Additional Senior Levy Funds
Engineer – Agreement with Popa Consulting for Bridge Inspection Services
Delinquent Sewer Accounts
Certification of Delinquent Sewer Accounts

DATES TO REMEMBER

Council of Governments Meeting, 12:00 p.m., **Monday**, February 5, in Caldwell
Monthly Meeting at County Home, 8:30 a.m., **Tuesday**, February 13
Finance Committee, 10:00 a.m., **Tuesday**, February 13
Courthouse Closed, **Monday**, February 19, Presidents' Day

RE: AGENDA

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

Add: Additional Appropriation – Family & Children First
Travel – Family & Children First
Travel – County Home
Sheriff's Report of Dog Bite at Dog Shelter

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

RE: APPROVAL OF MINUTES

Mr. White moved and Mr. Feathers seconded a motion to dispense with the reading and approve the minutes of the January 25, 2018 Regular meeting.

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

RE: BILLS FOR PAYMENT

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

RE: RESOLUTION TO CREATE NEW FUNDS

Mr. White moved and Mr. Feathers seconded a motion to approve creation of the following funds, as requested by County Auditor Bill McFarland:

- 210-0854 Transit Federal – 2018
- 215-0854 Transit State & Local – 2018
- 210-0855 Transit Federal – 2019
- 210-0855 Transit State & Local – 2019

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

RE: ADDITIONAL APPROPRIATIONS

Mr. Feathers moved and Mr. White seconded a motion to approve the following requests for additional appropriations:

911 Levy	200-0364-53000	\$ 50,000.00
MVGT	200-0540-56100	\$ 202,222.39
Family & Children First	602-2035-53000	\$ 16,853.73

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

RE: MINUS APPROPRIATION

Mr. Feathers moved and Mr. White seconded a motion to approve the following request for minus appropriation:

Unclaimed Moneys	200-0106-57400	\$ (2,224.53)
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A calling of the roll resulted in the following vote: Rick Walters aye, David White aye, Ron Feathers aye. Motion passed.

RE: TRANSFERS

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

	<u>From</u>	<u>To</u>	<u>Amount</u>
CSEA	200-0730-53502	200-0730-53503	\$ 836.58
911 Levy	200-0650-57100	200-0364-49100	\$ 50,000.00

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

RE: THEN & NOW'S

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

Dept	Account	Vendor	Amount
Commissioners	100-0100-53500	City of Marietta Eng. Dept.	\$ 3,100.00
Auditor	100-0120-54000	Wash. Co. Commissioners	\$ 225.00
Maintenance	100-0109-54000	Jani Source	\$ 237.16
911	200-0364-53000	Miller Communications	\$ 167.00
Maintenance	100-0109-53000	Simplex Grinnell	\$ 1,806.34
Transit	210-0850-53000	CAP of Wash-Morgan	\$ 22,581.00
Transit	210-0850-53000	CAP of Wash-Morgan	\$ 12,620.00
Juvenile Center	100-0330-53000	Miller Communications	\$ 795.00
Veterans	100-0700-52000	Fleet Car/Super Fleet	\$ 466.34
Veterans	100-0700-57401	AEP	\$ 253.65
Commissioners	100-0101-53400	Loughry, Buell, & Sipe	\$ 110.00
Sheriff	100-0384-54002	Galls	\$ 107.13
Maintenance	100-0109-53102	City of Marietta	\$ 250.13
Maintenance	100-0109-53102	City of Marietta	\$ 280.13
Maintenance	100-0109-53102	City of Marietta	\$ 260.13
Maintenance	100-0109-53102	City of Marietta	\$ 225.29

A calling of the roll resulted in the following vote: Rick Walters aye, David White aye, Ron Feathers 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 2018, and any and all amendments subsequent thereto:

JFS

Flite Freimann: One-day trip to Columbus to attend Statehouse Day event; March 13, 2018.

Flite Freimann: One-day trip to Caldwell to attend Workforce Development Board meeting; February 5, 2018.

Auditor

Bill McFarland: One-day trips to Columbus to attend CAAO committee meetings; February 7 and 14, 2018.

Bill McFarland: One-day trip to Union County (or another location) to attend CAAO committee meeting; February 20, 2018.

Bill McFarland: One-day trip to Columbus to attend Ohio Conference of County Officials; February 13, 2018.

Family & Children First

Sheila Bates, LeAnn Welch, Jennifer Klintworth, Terri McGoye: Three-day trip to Canfield to attend required Help Me Grow training; March 14-16, 2018.

Jon Higgins: One-day trip to Noble County Correctional Institute to pick up blankets for Help Me Grow Program; February 6, 2018.

County Home

Diana Hall: One- day trips as follows:

St. Marys, WV	Lunch outing with residents	February 1, 2018
Vienna, WV	Lunch outing with residents	February 8, 2018
Parkersburg, WV	Pick up activity supplies	February 9, 2018

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

RE: DRAWDOWN OF CHIP FUNDS

Mr. Feathers moved and Mr. White seconded a motion to approve drawdown of CHIP grant funds, grant B-C-16-1CY-2, in the amount of \$7,001.00, and to allow Mr. Walters and Mr. White to sign the request, as prepared by Susan Henrie, Washington-Morgan Community Action Program.

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

RE: DESIGNATION OF COMMUNITY ACTION AS ADMINISTERING AGENT FOR CHIP

Mr. White moved and Mr. Feathers seconded a motion to approve sending a letter to David Brightbill, Executive Director, Washington-Morgan Community Action Program (Community Action), requesting his agency to serve as administering agent for the Fiscal Year 2018 CHIP Program for Washington County.

The Clerk explained it is time to apply for grant funds for this program, and approximately \$700,000 is available through a partnership between Washington County and the City of Belpre. He said Community Action will assist with application.

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

RE: BALLOT LANGUAGE FOR CHILDREN SERVICES LEVY

Mr. Feathers moved and Mr. White seconded a motion to approve ballot language for the Washington County Children Services Levy on the May 8, 2018 ballot, as prepared and provided by Washington County Board of Elections.

The Clerk said the Board of Elections worked on this language with the Prosecutor's Office, and it has been approved by the Secretary of State.

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

RE: AGREEMENTS WITH NATIONWIDE CHILDREN'S HOSPITAL

Mr. White moved and Mr. Feathers seconded a motion to approve agreements with Nationwide Children's Hospital in the amounts of \$2,596.00 and \$944.00, during the period January 1, 2017 through December 31, 2018, to provide appropriate consultation services, as requested by Cindy Davis, Washington County Family & Children First Council.

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

RE: AUDITOR'S RECOMMENDATION ON DISTRIBUTION OF WAYNE NATIONAL FOREST REVENUES

Mr. White moved and Mr. Feathers seconded a motion to approve County Auditor Bill McFarland's recommendation on distribution of receipts made on behalf of Wayne National Forest, beginning November 2017.

Mr. McFarland explained distribution of PILT (Payment in Lieu of Taxes) will be as follows:

Frontier Local Schools	79.3%
Washington County	8.4%
Townships split	12.3%

He said the PILT split among townships will be based upon prorating the effective millage for Class II property for the three townships having a portion of Wayne National Forest in them.

Mr. McFarland said the natural forest products revenues will be split as follows:

Frontier Local Schools	50.0%
Wash. Co. Engineer, for bridges	25.0%
Townships and Co. Eng. split	25.0%

He said the natural forest products split among County Engineer and townships will be based upon prorating of road mileage within the Forest area in Washington County. He said these funds must be used for road and/or bridge maintenance.

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

RE: MEMORANDUM OF UNDERSTANDING, 2018-19 WAGE REOPENER (SHERIFF)

Mr. Feathers moved and Mr. White seconded a motion to approve a Memorandum of Understanding for 2018 and 2019 Wage Reopener for the labor union agreement with the Washington County Sheriff's Office, as provided by the Washington County Sheriff.

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

RE: REQUEST FROM BELPRE SENIOR CENTER FOR ADDITIONAL SENIOR LEVY FUNDS

Mr. Feathers moved and Mr. White seconded a motion to approve a request from Belpre Senior Center for additional Senior Levy funds in the amount of \$3,634.47 for recent emergency HVAC work done at the Center, including installment of a new heat exchanger and replacement of a belt.

President Walters said the Belpre Senior Center is used on a daily basis, and is an integral part of the City of Belpre. Commissioner White noted if this amount is approved for Belpre, remaining funds left through the remainder of the fiscal year are only \$7,345.63. Mr. Walters reminded everyone the Senior Levy Advisory Committee in November approved \$7,000.00 of remaining Senior Levy funds to go to RSVP, with residual to be split among RSVP, the O'Neal Center, and Washington-Morgan Community Action Program.

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

The Clerk said he will notify the Belpre Senior Center of this action, and will prepare a voucher for payment.

RE: REPORT OF DOG BITE AT ANIMAL SHELTER

The Commissioners acknowledged receipt of a report of a recent dog bite incident at the Humane Society of the Ohio Valley Animal Shelter. President Walters said the report was made by Dog Warden Sgt. Kelly McGilton, and it raises some concern over procedures at the Shelter. He said the Commissioners will expect to hear how the Humane Society Board of Directors reacts to this report. Mr. White noted the report includes a new policy requiring immediate reporting of dog bites. Mr. Walters said this policy was delivered to the Humane Society Board of Directors as well, and he intends to attend the next meeting of the Humane Society Board of Directors to see hear discussion about this particular incident and how the Shelter's procedures

will change to avoid this from happening again.

RE: AGREEMENT WITH POPA CONSULTING, LLC FOR BRIDGE INSPECTION SERVICES

Mr. White moved and Mr. Feathers seconded a motion to approve an Agreement with Popa Consulting, LLC to provide bridge inspection services for eight (8) fracture critical bridges and ten (10) structures for QA/QC inspection, for the amount of \$11,000.00, as prepared and recommended by County Engineer Roger Wright.

Mr. Wright said this work could be done by his employees, but Popa has the appropriate equipment and expertise to make a more complete and timely report of condition of bridges.

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

RE: DELINQUENT SEWER ACCOUNTS

Mr. Feathers moved and Mr. White seconded a motion to approve sending notice of delinquency to the following sewer account holders, requesting they immediately make payment on their accounts:

White Oak Dental	Michael Moore	Mike Matheny
Steven Richardson	Eric Leonard	Angela Parker
Allyson Call	Fred Newlon	Amy Fallon
Nathan Arnold	William Ford	Scott Fitch
Lisa Willey	Caroline Putnam	Chris Dickson
John Albrecht		

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

RE: CERTIFICATION OF DELINQUENT SEWER ACCOUNTS

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

Helen Jones	Robert Strong	Michael Williamson
Anthony Hapney	Steve Rood	Tina McCloung
Christopher Marshall	H. Clifton Spencer II	

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

RE: COMMENTS FROM VISITOR

Glen Pawloski provided to each of the Commissioners a copy of a petition signed by 296 residents in Phase II area of Devola objecting to the proposed construction of a sewer line in their community, and the Ohio EPA's requirement of transitioning from septic to sewer. He noted this represents a majority of the estimated 557 homes to be sewerred in Devola, even without yet asking for signatures along Chamberlain Drive, Masonic Park Road, and Sylvan Way.

RE: JFS UPDATE

Flite Freimann, Executive Director, Washington County Department of Job and Family Services (JFS), updated the Commissioners on JFS actions and initiatives.

Use of credit card(s). Mr. Freimann asked the Commissioners to approve their use of credit card(s) for appropriate travel. He said he lowered the County's credit card policy limit from \$5,000 to \$2,000 for JFS purposes.

New hires. Mr. Freimann said he is ready to hire three new Eligibility Referral Specialists II, as they have completed background checks and drug screens.

Lease of vehicles. Mr. Freimann said he intends to enter into a three-year lease of two vehicles from Pioneer Chevrolet, and those vehicles will be made available for use by other County departments on an as-needed/as-available basis.

Mr. Feathers moved and Mr. White seconded a motion to allow the use of credit card(s) by Washington County Department of Job and Family Services for appropriate approved travel expenses, in accordance with the Washington County Credit Card Policy.

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

Mr. White moved and Mr. Feathers seconded a motion to approve the hiring of the following individuals as Eligibility Referral Specialist II, starting February 20, 2018, hourly rate \$17.06:

Amanda Eason
Megan Smith
Casey Strauss

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

RE: ADJOURNMENT

Mr. White moved and Mr. Feathers seconded a motion to adjourn. A calling of the roll resulted in a unanimous vote in favor. The meeting adjourned at 10:45 a.m.

_____, President

_____, Vice President

_____, Member

_____, Clerk