

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON MAY 3, 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 Director of Human Resources Kathy Thieman, Muskingum Township Trustee Gary Doan, Karen Doan, Erin O'Neill from *The Marietta Times*, and Clerk Rick Peoples.

**Washington County Commissioners
AGENDA
9:00 a.m., May 3, 2018**

9:00 Business Meeting
9:30 Alison Cauthorn, Assistant Prosecutor, & Tammy Bates, Treasurer – Credit/Debit Cards
10:00 Donnie Rader, I.T. Director – Telephone Service
10:30 Steve Fulks, Poynter's Best Products – Fax Lines
10:45 Flite Freimann, JFS Director – MOU's and Travel Requests
11:00 Kurt Bohlen, Brian Barth, Sandra Hickey, Wash. Co. Fair Board – Update on Activities

UNFINISHED BUSINESS

Addendum to Labor Agreement, Developmental Disabilities
Appointment to Children Service Board of Directors (2)
Travel Request from JFS
Application to Serve on Behavioral Health Board of Directors

NEW BUSINESS

Approve Agenda
Approval of previous meeting's minutes
Bills from various departments
Resolution Recognizing "*National Day of Prayer*"
Additional Appropriation – Behavioral Health Board
Then & Now's
Travel – Job and Family Services
Travel – County Home
Travel – Child Support Enforcement Agency (4)
Travel – Family & Children First (4)
Travel – Human Resources
Drawdown of CHIP Funds
Prevention, Retention and Contingency (PRC) Plan Revision - JFS
Delinquent Sewer Accounts
Certification of Delinquent Sewer Accounts
Engineer – Contract with Shelly and Sands, Inc., for 2018 Asphalt Paving Program

DATES TO REMEMBER

"*National Day of Prayer*", 12:00 p.m., **Today**, on Courthouse Steps
Annual Engineer/Township Trustees Meeting, 6:30 p.m., **Today**, in Lowell
Monthly Meeting at County Home, 8:30 a.m., **Tuesday**, May 15
Finance Committee, 10:00 a.m., **Tuesday**, May 15
Council of Governments, 12:00 p.m., **Monday**, May 21, at Lori's in Caldwell
Planning Commission, 7:00 p.m., **Monday**, May 21
RSVP Appreciation Cruise, 1:00 p.m., **Tuesday**, May 22

RE: AGENDA

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

Add: Refund Check from Bureau of Workers' Compensation

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. Feathers moved and Mr. White seconded a motion to dispense with the reading and approve the minutes of the April 26, 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. 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, David White aye, Ron Feathers aye. Motion passed.

RE: RESOLUTION DESIGNATING "WASHINGTON COUNTY DAY OF PRAYER"

Mr. White moved and Mr. Feathers seconded a motion to adopt the following Resolution:

***WHEREAS**, the first Day of Prayer was declared in 1775 when the Continental Congress "designated a time for prayer in forming a new nation"; and*

***WHEREAS**, George Washington proclaimed a day of public thanksgiving and prayer, February 19, 1795; and*

***WHEREAS**, a bill proclaiming an annual National Day of Prayer was unanimously passed by both Houses of Congress, and signed by President Truman on April 17, 1952, and in 1988 a bill was introduced to Congress which fixed the annual National Day of Prayer at the first Thursday in May and, having received broad bipartisan sponsorship and support, became Public Law 100-307; and*

***WHEREAS**, in 1988 a bill was introduced to Congress which fixed the annual National Day of Prayer at the first Thursday in May and, having received broad bipartisan sponsorship and support, became Public Law 100-307; and*

***WHEREAS**, on our National Day of Prayer it is our hope, then, that we join together as people of many faiths to petition God to show us His mercy and His love, to heal our weariness and uphold our hope, practice virtue ourselves and encourage it in others, that we might live ever mindful of His justice and thankful for His blessing.*

***NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of Washington County, Ohio, on behalf of the citizens of Washington County, do hereby designate Thursday, May 3, 2018, **Washington County Day of Prayer**. On that day we ask all who believe to join with us in giving thanks to Almighty God for the blessings He has bestowed on this land and the protection He affords us as a people. Let us join together before God, fully aware of the trials that lie ahead and the necessity for divine guidance. With unshakeable faith in God and the liberty which is our heritage, we as a free people will surely survive and prosper, and proclaim that righteousness exalts a nation.*

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

RE: ADDITIONAL APPROPRIATION

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

Behavioral Health	200-0610-53001	\$ 700,000.00
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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: THEN & NOW'S

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

Dept	Account	Vendor	Amount
Commissioners	100-0100-53700	Marietta Times	\$ 134.70
Sheriff	100-0380-53500	DMG Auto	\$ 195.95
CSEA	200-0730-53503	Common Pleas Ct.	\$ 1,072.88
CSEA	200-0730-53503	Common Pleas Ct.	\$ 1,332.27

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. Feathers 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 2018 and any and all amendments subsequent thereto:

JFS

Peggy McElfresh, Laura Adams, Brenda Robinson, Michelle Brown: One-day trip to Athens to attend CCMEP Training; May 31, 2018.

County Home

Susie Arbaugh: One-day trip to Zanesville to accompany resident to doctor; May 1, 2018 (retroactive).

Susie Arbaugh: One-day trips to Parkersburg, WV to accompany resident to doctor; May 7 and 8, 2018.

CSEA

Kim Hinkle, Denise Hinton: One-day trip to Columbus to attend DAS EDMS Project meeting; April 30, 2018 (retroactive).

Barb Danford, Mindie Weber: One-day trip to Akron to attend for Attorney Networking; May 4, 2018.

Kim Hinkle, Denise Hinton, Barb Danford: One-day trip to Columbus to attend ODJFS Public Hearing on State Allocation Rule; May 27, 2018.

Devin Courtney, Denise Hinton: One-day trip to Columbus to attend "Laying the Fiscal Foundation 100 – Intro to Basic Fiscal Tools" session; June 12, 2018.

Kim Hinkle, Elaine Corbitt: Two-day trip to Columbus to attend Trauma Informed Care Summit; May 22-23, 2018.

Sheila Bates: Three-day trip to Dayton to attend Parents as Teachers Foundational Training; May 21-23, 2018.

Elaine Corbitt: One-day trip to Cambridge to attend service coordination meeting with client; May 8, 2018.

Elaine Corbitt: One-day trip to Wooster to attend ENGAGE "Transition Out of Wraparound Training"; May 9, 2018.

Human Resources

Kathy Thieman: Four-day trip to Indianapolis, IN to attend 2018 National PRIMA Annual Conference; June 3-6, 2018 (most of expenses to be paid by CORSA and/or CLCCA).

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

RE: BWC REFUND

Mr. Feathers moved and Mr. White seconded a motion to approve pay-in to Budget Stabilization Fund of refund from the Ohio Bureau of Workers' Compensation (BWC) in the amount of \$58,726.60.

Kathy Thieman, Director of Human Resources/Safety & Loss Control, noted similar refunds from BWC in fiscal years 2016 and 2017 were deposited in the Budget Stabilization Fund. She said this refund includes the following:

\$ 29,313.80 from fiscal year 2014
\$ 24,964.55 from fiscal year 2015
\$ 4,448.25 from fiscal year 2016

Commissioner White said the Budget Stabilization Fund is an appropriate place into which to make the pay-in as all County departments will eventually benefit from it.

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 funds, grant B-C-16-1CY-1, in the amount of \$11,820.00, and to allow Mr. Walters and Mr. White to sign the form, 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: REVISION TO WASHINGTON COUNTY PRC PLAN

Mr. White moved and Mr. Feathers seconded a motion to approve adding the following programs to the Washington County Prevention, Retention and Contingency (PRC) Plan, as requested by Flite Freimann, Executive Director, Washington County Department of Job and Family Services:

Youth Program
Emergency Assistance through Caring Connection
Career Pathways Exploration Program
Visitation and Safe Exchange Center

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 letters to the following holders of delinquent sewer accounts, requesting them to immediately make payments on those accounts:

Anthony Wiley-Adams	Stephanie Snyder	Fred Church
River City Property	Kathy McKitrick	Lucille Hupp
Daniel Brown	Adam Work	John Edwards
Lisa Willey	Cynthia McClay	Jerry Biehl

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 approve certification of the following delinquent sewer accounts to County Auditor Bill McFarland, requesting him to add delinquent amounts to property tax bills:

Kelly Ollom	Kelly Offenberger	John Church
Dave Burt (2)	Joseph Gebczyk	Michael Lee
Dawn Rachell Yost		

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

RE: CONTRACT WITH SHELLY AND SANDS, INC.

Mr. Feathers moved and Mr. White seconded a motion to approve a contract with Shelly and Sands, Inc., in the amount of \$294,499.50, for the 2018 Asphalt Paving Program, and prepared and requested by County Engineer Roger Wright.

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

RE: CLOSING DOCUMENTS FOR PURCHASE OF PROPERTY

Mr. Feathers moved and Mr. White seconded a motion to allow Mr. Walters to sign any and all documents relating to the purchase of property, lot 629 and partial lots 630 and 641, and a vacated alley, in the City of Marietta, Ohio, at 311 Third Street, including the Settlement Statement.

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

RE: TRAVEL REQUEST FROM JFS

Mr. Feathers moved and Mr. White seconded a motion to return from Unfinished Business a travel request from the Washington County Department of Job and Family Services.

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

Mr. Feathers moved and Mr. White seconded a motion to approve a request from Flite Freimann, Executive Director of Washington County Department of Job and Family Services, for Laura Adams, Peggy McElfresh, Michelle Brown, Jessica Hill, and Casey Strauss to travel on various dates to conduct assessments and investigations.

Mr. White noted these requests for travel do not include dates or destinations.

A calling of the roll resulted in the following vote: Rick Walters no, David White no, Ron Feathers no. Motion failed.

RE: CREDIT/DEBIT CARDS

Assistant Prosecutor Alison Cauthorn advised the Commissioners to publish notice two times in the local newspaper notifying interested parties the County is continuing its pursuit of installing and using financial devices (credit and debit card machines) at various County offices. Also attending was County Treasurer Tammy Bates.

Ms. Cauthorn said that even though the County previously provided such notice, she believes because that was such a long time ago it is necessary and appropriate to re-publish notice. President Walters noted the County never has actually ended its pursuit of securing devices to accept credit and debit cards, but has merely put the initiative on hold for nearly two years. He encouraged re-energizing interested parties to allow this to happen sooner than later.

Mr. White moved and Mr. Feathers seconded a motion to adopt the following Resolution:

WHEREAS, Ohio Revised Code Section 301.28 authorizes the acceptance of payments by "financial transaction device" to pay "county expenses" owed or otherwise paid to a county office, as those terms are defined in Ohio Revised Code Section 301.28; and

WHEREAS, the Board of Commissioners has determined that providing for the acceptance of payments by financial transaction device will provide an additional means for citizens to pay county fees more efficiently and conveniently; and

WHEREAS, the County Officials/Departments listed below expressed an interest in accepting financial transaction devices for payment of county fees, for their Offices and Offices under their authority.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Washington County, Ohio:

1. That the Board of County Commissioners does hereby authorize Washington "county officials", in the exercise of their discretion to acceptance payments of "county expenses" by the "financial transaction devices" set forth in this Resolution.

2. That the Board of County Commissioners does hereby authorize the following Washington County Officials or County Offices, to accept payments by financial transaction devices, if they so choose:

County Auditor
County Treasurer
County Prosecutor
Common Pleas Court (General Division)
County Recorder
Probate Court
Juvenile Court
County Sheriff
County Engineer
County Board of Health/Health Department
County Board of Elections
County Law Library
Department of Job and Family Services
County Commissioners and the following Agencies thereunder:

Child Support Enforcement Agency
Building Department
Sewer Department

3. That the Board of County Commissioners does hereby authorize the following County expenses to be paid by means of a financial transaction device, if the respective county officials so choose:

Any expense considered to be a "county expense" under Revised Code section 301.28 including, but not limited to:

fees
costs
taxes
assessments
fines
penalties
payments
any other expense a person owes or otherwise pays to a county office under the authority of the county official

4. That the Board of County Commissioners does hereby authorize the following types of financial transaction devices to be accepted, upon the condition that an agreement setting forth the terms and conditions for payment using such financial transaction device is entered into with the issuing financial institution: MasterCard, Visa, American Express, or Discover Card (Credit or Debit cards); and electronic checks.

This Resolution expressly recognizes that each county official shall be free to establish which financial transaction devices such official's office will honor and that the acceptance of financial transaction devices need not be uniform among county elected officials.

5. That the Board of County Commissioners does authorize a surcharge or convenience fee to be charged for use of a financial transaction device. The amount authorized as a

surcharge or convenience fee shall be determined by the Board of County Commissioners after selection of a financial institution to facilitate the County's financial transaction devices program.

County offices accepting payment by financial transaction devices shall comply with the requirements of ORC 301.28 (E) regarding the notice to customers.

The amount of surcharge or convenience fee may be less than this amount, depending upon the agreements entered into by the Board of County Commissioners under Ohio Revised Code Section 301.28(C).

Uniform application of surcharge or convenience fees among different types of county expenses is not required.

6. That the Board of County Commissioners does hereby require that should a payment by financial transaction device be returned or dishonored for any reason, such fact shall result in the imposition of a penalty of \$20.00, in addition to the county expense payment and any applicable surcharge or convenience fee.

7. That the Board of County Commissioners does hereby designate the County Treasurer as an administrative agent to solicit proposals, within guidelines established by the Board in this resolution and in compliance with the procedures provided by Ohio Revised Code 301.28(C) to make recommendations about those proposals to the Board, and to assist county offices in implementing the county's financial transaction devices program.

8. That in the event the County Treasurer declines to accept this designation within 30 days after receiving a copy of this Resolution and provides written notice that she declines to accept this designation within that 30 days, the Board shall perform the duties of the administrative agent and begin the process of soliciting proposals.

9. That the Board of County Commissioners does hereby instruct its Clerk to send a copy of this Resolution to each county elected official identified in this Resolution as an office which may accept payment by financial transaction device.

10. That the Board thereby further notifies such offices that each county official who intends to accept payments by financial transaction devices shall provide written notification to the Board of Commissioners of the official's intent to implement this Resolution within the official's office.

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

Ms. Bates said she would survey County departments to once again determine their interest in accepting payment by credit and debit cards, and she would work with the Clerk to appropriately publish notice soliciting letters of interest in providing equipment and training.

RE: TELEPHONE SERVICE

I.T. Director Donnie Rader talked with the Commissioners about issues the County is having with telephone service from AT&T. Also attending were Steve Fulks from Poynter's Best Products and Mike Webber.

Mr. Rader said he is nearly ready to activate voice-over-IP service at Children Services, the Jail, and the Juvenile Center. He said he also can easily do RSVP. Commissioner Feathers said it is critical to have these done as soon as possible, even if it takes hiring someone to do it.

Commissioner Feathers directed Mr. Rader to contact Jeff Campbell at the County Home and Clerk of Courts Brenda Wolfe to see if something can be done with the phone service at the County Home and the Title Bureau, as they have experienced recent large increases as well.

Mr. Rader identified those lines that need to be retained through AT&T, and several that can be discontinued. He said the County now has an alternate fax line service available, but it is now only used by one individual. He was instructed to make it available to all departments, with the ultimate goal of eliminating all AT&T fax lines.

Mr. Feathers moved and Mr. White seconded a motion to approve contracting with AT&T for telephone service for a twelve-month period for the following accounts:

(740) 373-2028 County Home
(740) 373-5517 Title Bureau
(740) 373-6008 Sewer
(740) 373-7694 JFS
(740) 373-8620 Courthouse HVAC
(740) 373-6148 or (740) 373-6475 OSU Extension/Family & Children First

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

RE: ALTERNATIVE TO FAX LINES

Steve Fulks from Poynter's Best Products shared with the Commissioners an alternative to

expensive fax lines for County departments. Also attending was I.T. Director Donnie Rader.

Mr. Fulks said Biscom Cloud Fax Service could replace all County fax lines and provide comparable service at the desktop, with transmissions by internet. He said no fax boards and dedicated phone lines would be needed. Mr. Fulks outlined the savings that could be reached, and encouraged the Commissioners to consider the option.

Mr. Fulks invited the Commissioners and Mr. Rader to attend an Open House on May 7 and 8 to learn more about the system, which he said is being considered by area banks and hospitals.

RE: JFS UPDATE

Flite Freimann, Executive Director of Washington County Department of Job and Family Services, updated the Commissioners on the following:

Bid to Provide Services: Mr. Freimann said he notified Rebecca Safko that he will submit a bid to continue hosting job services for the region, and to begin providing an Adult and Dislocated Workers program.

Transfer of Funds: Mr. Freimann said he intends to transfer \$10,000 of unused funds to the Noble County Department of Job and Family Services for its Youth WIOA program.

Memorandums of Understanding (MOU's): Mr. Freimann said he has prepared MOU's for the following:

- The Caring Connection, \$55,000
- Ely Chapman Center, \$57,000
- Washington County Career Center, up to \$82,715
- Child Support Enforcement Agency, up to \$135,000

Mr. Freimann said he is very pleased to inform the Commissioners his agency is working closely with the Washington County Public Library to provide Ohio Means Jobs connectivity at all library branches. He said this continues his initiative to provide outreach service beyond public assistance and benefits, and is at no additional cost to the County.

President Walters commended Mr. Freimann and Justin Mayo from the Public Library for their work on this project, which he said is likely the first of its kind in the State.

RE: WASHINGTON COUNTY FAIR BOARD OF DIRECTORS

The following members of the Washington County Fair Board of Directors updated the Commissioners on various projects and activities:

- Kurt Bohlen, President
- Brian Barth, Vice President
- Sandra Hickey, Treasurer

President Walters welcomed these members of the Fair Board, and said the Commissioners hope to develop an alliance with them. He said the County Fair is a community event, and as such is of great interest to the Commissioners. Commissioner White said community members often believe the Commissioners have more involvement with the County Fair than they actually have.

Mr. Bohlen said he believes the Fair Board is, after an extended period of dysfunction and deficit spending, headed in a good direction. He noted the Fair Board is currently between \$250,000 and \$300,000 in debt, but is now able to make full regular payment on that debt. He said in the last two years the Board has only been able to make payments of interest and not principal. Mr. Bohlen said a recent gun raffle netted \$12,000 profit, but the Fair Board remains about \$35,000 in debt just from last year's County Fair. He said he believes the Fair Board is now on track to make significant progress and improvements, and he realizes the Board has had a bad reputation. He said new members have brought with them enthusiasm and creative ideas. He noted the grandstand events budget has been drastically reduced, from \$40,000 to \$18,000, and local bands will be used at much less cost. Mr. Bohlen said the Board is making an honest effort to encourage vendors to return to the Fair.

Commissioner Feathers offered some suggestions:

- Consider a change in dates for County Fair
- Focus more on agriculture
- Lower the cost of admission to the Fair
- Work closely with the Convention & Visitors Bureau
- Initiate cattle auctions
- Determine if the rides are worthy of continuation

Ms. Hickey asked the Commissioners if they could financially support the Fair. Mr. Feathers said not at this time, due to declining revenues and increasing expenses of the County.

Mr. Walters encouraged the Fair Board to consider year-round fund-raising events, and offered to help with that. Mr. Feathers asked Ms. Hickey to put together a wish-list of what is needed by the Fair Board, including financial support, and share it with the Commissioners.

Mr. Barth said he is very pleased to report the meetings of the Fair Board of Directors have changed for the better, with current members displaying cooperation, collaboration, and respect for all.

At 11:43 a.m. Mr. Feathers excused himself from the remainder of the meeting.

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 11:45 a.m.

_____, President

_____, Vice President

_____, Member

_____, Clerk