

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON MAY 24, 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 Muskingum Township Trustee Gary Doan, Karen Doan, Jim Raney, Mike Kelly from *The Marietta Times*, and Clerk Rick Peoples.

**Washington County Commissioners
AGENDA
9:00 a.m., May 24, 2018**

9:00 Business Meeting
9:30 Open Sealed Bids – Credit/Debit Card Transaction Devices
10:00 Law Library Representatives – Space Renovation
10:30 Donnie Rader, I.T. Director – Status of Telephone System Transition to Voice over IP
11:00 Dustin Napier, CompManagement – Bureau of Workers’ Compensation Plan Renewal

UNFINISHED BUSINESS

Addendum to Labor Agreement, Developmental Disabilities
Appointment to Children Services Board of Directors (2)
Application to Serve on Behavioral Health Board of Directors

NEW BUSINESS

Approve Agenda
Approval of previous meeting’s minutes
Bills from various departments
Additional Appropriation – Municipal Vehicle License Tax
Additional Appropriation – Behavioral Health
Additional Appropriation – Common Pleas Court
Additional Appropriation – Engineer
Additional Appropriation - Sheriff
Minus Appropriation – Common Pleas Background Investigations
Transfer – Sewer
Transfer - Sheriff
Then & Now’s
Travel – Job and Family Services (2)
Travel – Family & Children First
Agreements with Homeowners – CHIP Program (2)
Drawdowns of CHIP Funds (3)
Certificate of Election Results, Children Services Levy
Monthly Report on Care of Prisoners at County Jail
Engineer – Notice of Commencement, Ferreebee Bridge Replacement Project
Engineer – Vehicle Insurance Invoice

DATES TO REMEMBER

Courthouse Closed, **Monday**, May 28, Memorial Day
Monthly County Home Meeting, 8:30 a.m., **Tuesday**, June 5, at County Home
Joint Solid Waste Meeting, 12:00 p.m., **Monday**, June 11, at Lori’s in Caldwell
Annual RSVP Recognition Dinner, 6:00 p.m., **Monday**, June 18, at Lafayette Hotel
Planning Commission, 7:00 p.m., **Monday**, June 18
Finance Committee, 10:00 a.m., **Tuesday**, June 19

RE: AGENDA

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

Add: 10:45 Robert Fitzgerald, Veterans Office – Transition Issues

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 May 17, 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: ADDITIONAL APPROPRIATIONS

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

Muni. Vehicle License	600-0583-57900	\$ 70,000.00
Common Pleas	215-0206-51001	\$ 9,066.00
	215-0206-51101	\$ 174.00
	215-0206-51102	\$ 1,680.00
	215-0206-51120	\$ 635.00
MVGT	200-0540-53408	\$ 20,000.00
Commissary	200-0383-54200	\$ 40,000.00

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 table the following request for additional appropriations, pending receipt of clarification for request:

Behavioral Health	200-0610-51001	\$ 50,000.00
	200-0610-51101	\$ 725.00
	200-0610-51102	\$ 11,500.00
	200-0610-51104	\$ 9,700.00
	200-0610-51120	\$ 1,000.00

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

Common Pleas – BI	200-0207-51001	\$ (9,000.00)
	200-0207-51101	\$ (25.42)
	200-0207-51102	\$ (235.71)

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 transfers:

	<u>From</u>	<u>To</u>	<u>Amount</u>
Co. General, Web Check	100-0392-51001	100-0380-51001	\$ 715.00
	100-0392-51102	100-0380-51102	\$ 129.59
	100-0392-51101	100-0380-51101	\$ 10.38
Sewer	400-0113-56200	400-0113-56100	\$ 1,356.64

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

Dept	Account	Vendor	Amount
Commissioners	100-0109-53000	Darla Wilson (Mr. Rooter)	\$ 492.08
Sheriff	200-0369-54000	Priority Dispatch	\$ 145.00
CSEA	200-0730-53501	Washington Co. Sheriff	\$ 1,464.36
CSEA	200-0730-53501	Washington Co. Sheriff	\$ 390.05
CSEA	200-0730-53501	Washington Co. Sheriff	\$ 1,297.07
CSEA	200-0730-53501	Washington Co. Sheriff	\$ 933.15
CSEA	200-0730-57400	Wash. Co. Commissioners	\$ 4,640.12
Commissioners	100-0109-53000	Tropic Air	\$ 110.00
Sheriff	100-0380-54400	CDW Government	\$ 470.25
CSEA	200-0730-53502	County Clerk of Courts	\$ 276.32
CSEA	200-0730-53503	County Common Pleas	\$ 760.66

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

Jan Stollar, Trish Ward: One-day trip to Zanesville to attend Snap/Cash Basic Training; June 11, 2018.

Lisa Terry, Lynn Walalce, Sherri Nolen, Monique Kildow: One-day trip to attend Snap/Cash Basic Training; June 26, 2018.

Family & Children First

Elaine Corbitt: One-day trip to Columbus to attend an assessment at Nationwide Children's Hospital; May 31, 2018.

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

RE: AGREEMENT WITH HOMEOWNERS, CHIP PROGRAM

Mr. White moved and Mr. Feathers seconded motion to approve agreements with Crystal and Tony Daugherty, and with Terry and Michele Dickinson, delineating the requirements to participate in the Washington County CHIP (Community Housing Improvement Program), and to allow Mr. Walters to sign the agreements, as prepared and requested by 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: DRAWDOWN OF CHIP FUNDS

Mr. Feathers moved and Mr. White seconded a motion to approve requests for drawdown of CHIP funds as follows, and to allow Mr. Walters and Mr. White to sign the requests, as prepared by Susan Henry, Washington-Morgan County Community Action Program:

B-C-16-1CY-1	\$ 23,520.00
B-C-16-1CY-1	\$ 35,454.00
B-C-16-1CY-2	\$ 46,811.00

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

RE: CERTIFICATION OF ELECTION RESULTS , CHILDREN SERVICES LEVY

The Commissioners acknowledged receipt of a Certificate of Result of Election for the Children Services Levy issue on the May 8, 2018 ballot, provided by Mandy Amos, Director, Washington County Board of Elections, reflecting the following:

Total votes cast	10,487
Votes for the levy	5,851
Votes against the levy	4,636

RE: MONTHLY REPORT ON THE CARE OF PRISONERS

The Commissioners acknowledged receipt of a Monthly Report on the Care of Prisoners at the Washington County Jail during the month of April 2018, reflecting the following:

Prisoner Count	335
Revenues	\$ 252,929

The Clerk noted the County will not be paid for the "State of Ohio" inmates included in the report as follows:

Prisoner County	326
Revenues	\$ 240,808

RE: NOTICE OF COMMENCEMENT, FERREBEE BRIDGE REPLACEMENT PROJECT

Mr. White moved and Mr. Feathers seconded a motion to approve a Notice of Commencement for the Ferreebe Bridge Replacement Project in Watertown Township, contractor Bud's, Inc., as prepared by County Engineer Roger Wright.

RE: VEHICLE INSURANCE INVOICE, ENGINEER

Mr. White moved and Mr. Feathers seconded a motion to approve a request from County Engineer Roger Wright to forego payment of \$9,615.53 to County General Fund for share of insurance expense for the Engineer's vehicles.

Commissioner White noted the Engineer provides many in-kind services to the County that aren't paid by the County, and he believes this to be an appropriate request from the Engineer.

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

RE: COMMENTS FROM VISITORS

Muskingum Township Trustee Gary Doan reported that FEMA has scheduled a meeting with his township officials to learn more about their request for emergency relief funds to repair landslip(s).

Jim Raney said he appreciates the opportunity to attend the Commissioners' meetings, having attended several Township Trustees' meetings as well. Commissioner Feathers thanked him for attending, and said he is welcome to visit anytime.

RE: OPENING OF SEALED BIDS, FINANCIAL TRANSACTION DEVICE PROPOSALS

At 9:30 a.m. the Commissioners opened sealed bids for the Financial Transaction Device Project. Attending were the Commissioners, the Clerk, Washington County Treasurer Tammy Bates, and Jim Raney.

President Walters opened bids from the following vendors:

First Data, Powell, OH
First Data, Huntington Bank, Charleston, WV
nCourt, Kennesaw, GA
Forte Payment Systems, Allen, TX
Point & Pay, Oldsmar, FL
Value Payment Systems, Nashville, TN
LexisNexis, Brentwood, TN
Heartland Payment Systems, Jeffersonville, IN

The Commissioners invited Ms. Bates to review the proposals and return with a recommendation.

Commissioner David White excused himself from the meeting at 9:45 a.m.

RE: LAW LIBRARY RENOVATION

Juanita Henniger and Attorney Lesley Kuhl shared with the Commissioners their desire to renovate the Law Library in the Courthouse. Also attending were Buildings & Grounds Superintendent Tim Marty and Jim Raney.

Ms. Henniger said it has been the desire of the members of her Board to renovate the Law Library into space that is more welcoming, accommodating and functional. She shared with the Commissioners her Statement of Need, a Project Plan, and two options for space renovation. She noted the Law Library moved in 1983 from the third floor of the Courthouse and has not been renovated since then. She said it is very awkward for wheelchair-bound visitors to use the Law Library facilities, and the current space doesn't allow sufficient rooms for the frequent mediations conducted there.

Attorney Kuhl said all area attorneys support the plan to renovate the space, and she agreed more rooms are needed for conferencing.

Mr. Marty said the plan developed and proposed by Juanita and the Law Library Board provides for much better use of space than they currently have available to them. He said he believes inadequate equipment was provided when the Library moved from the upper to lower floor of the Courthouse.

The Commissioners encouraged Ms. Henniger and Attorney Kuhl to proceed with their plans for renovation of the Law Library. The Clerk noted the Commissioners recently solicited letters of interest from architects and engineers, so there may not be need to again seek proposals. Juanita said costs for renovation and equipment will all be paid from Law Library funds.

RE: STATUS OF TELEPHONE SYSTEM TRANSITION TO VOICE OVER IP

I.T. Director Donnie Rader provided to the Commissioners an update on transition of various County departments to voice over IP telephone service. He said the Jail, the Title Bureau, and RSVP are nearly done and ready to convert. Children Services and the Juvenile Center, however, require extensive wiring. He expressed his desire to contract with Aardvark Communications & Security to do the work at Children Services, for the amount of \$22,799.78.

He said he doesn't yet have a quote for the work at the Juvenile Center, but that project will likely follow that at Children Services.

Mr. Rader said he has done a survey at the Washington County Home to determine their needs to transition to voice over IP. The Commissioners informed him the total cost for this project must come from County Home funds, and the project should proceed only after all other County departments are converted.

The Commissioners asked the Clerk to request extension of expired contract with AT&T to include the following numbers:

- (740) 373-2028 County Home
- (740) 373-6008 Sewer
- (740) 373-6148 OSU Extension fax
- (740) 373-6475 Family & Children First fax
- (740) 373-7694 Job and Family Services fax
- (740) 373-8620 Courthouse HVAC
- (740) 373-3107 RSVP
- (740) 373-3485 Children Services
- (740) 373-5517 Title Bureau
- (740) 373-6015 Jail
- (740) 373-7357 Juvenile Center

Mr. Rader said the first six numbers will likely remain on contract for an extended period, but the others will drop off when transition to VOIP is complete in those offices. There was discussion as to the necessity of OSU Extension and Family & Children First needing separate fax lines, as they are in the same facility and could easily use one. Mr. Rader said he will talk with OSU Extension to encourage them to utilize the existing iFax system. He said he will also talk with the County Auditor to see if his staff can use the iFax system in order to reduce expense for fax transmission.

Mr. Feathers moved and Mr. Walters seconded a motion to approve entering into agreement with Aardvark Communications & Security to provide equipment and labor to run necessary cables and wiring at Washington County Children Services Agency to transition to voice-over-IP telephone service, for the amount of \$22,799.78.

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

Commissioner David White returned to the meeting at 10:45 a.m.

RE: VETERANS SERVICES OFFICE TRANSITION ISSUES

Veteran Services Officer Robert Fitzgerald talked with the Commissioners about a number of issues pertaining to the upcoming move of Veterans Services from Pike Street to Putnam Street, including cost share of utilities, computer and telephone service technicians, accessibility, parking, excess furniture, moving expenses, and notification to clients of change of address.

All agreed this project is a work in progress, and the line of communication between the Veterans and the Commissioners must remain open. It was agreed the Veterans will need to pay a fair share of utility costs and the entire cost of moving from Pike to Putnam. The Commissioners assured Mr. Fitzgerald the I.T. Department will provide appropriate telephone and computer services. Commissioner Feathers said the Veterans Office will have a total of ten parking spaces reserved for their use, including five for fleet vehicles and five for clients. He said at least one of those for clients will be handicap accessible. Mr. Fitzgerald said an appropriate time to announce the move is after an actual date of move is known.

RE: BWC 2019 GROUP RETROSPECTIVE RATING PROGRAM ENROLLMENT

Dustin Napier, Client Services Representative from CompManagement, LLC, presented renewal documents to the Commissioners for the 2019 Bureau of Workers' Compensation (BWC) Group Retrospective Rating Program for Washington County. Also attending was Director of Human Resources Kathy Thieman.

Mr. Napier reviewed with the Commissioners:

- Washington County's experience in the Group Retrospective Rating Program
- Summary of claims experience of Washington County
- Transaction history between the County and BWC
- Claim reserve predictions
- Project experience and premium

Mr. Napier said the estimated premium for the 2019 program is \$228,653, with a targeted refund of \$52,590 (23%). He reviewed options of entering other programs, but recommended staying in the group retrospective program. Mr. Napier said more than 60 Ohio counties participate in the program. He said he was pleased to report the BWC \$1.5 billion refund throughout Ohio. He said this will likely return to the County approximately \$183,445 from 2016 premium paid by the County.

Mr. White moved and Mr. Feathers seconded a motion to approve enrolling in the 2019 Bureau of Workers' Compensation Group Retrospective Rating Program, for an estimated premium of \$228,653, and to allow Mr. Walters to sign the application and the participation agreement.

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

RE: ADJOURNMENT

Mr. Feathers 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 11:22 a.m.

_____, President

_____, Vice President

_____, Member

_____, Clerk