

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON OCTOBER 4, 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 Dawn Rauch from Washinton-Morgan Community Action Program, Muskingum Township Trustee Gary Doan, Karen Doan, Chad Adkins from *The Marietta Times*, and Clerk Rick Peoples.

**Washington County Commissioners**  
**AGENDA**  
**9:00a.m., October 4, 2018**

9:00 Business Meeting  
9:30 Judge Ed Lane – Records Preservation

**UNFINISHED BUSINESS**

Addendum to Labor Agreement, Developmental Disabilities  
Additional Appropriation – Behavioral Health  
Application from Cutler Station for Liquor Permit

**NEW BUSINESS**

Approve Agenda  
Approval of previous meeting's minutes  
Bills from various departments  
Additional Appropriation – Sewer  
Additional Appropriation – County General, Jail  
Additional Appropriation – Sheriff's Commissary  
Additional Appropriation – Budget Stabilization  
Additional Appropriation – Children Services  
Additional Appropriation – Common Pleas Court Background Investigation  
Minus Appropriation – Budget Stabilization  
Transfer – Children Services  
Transfer – Veterans  
Transfer - MVGT  
Advance – Budget Stabilization  
Then & Now's  
Travel – Auditor  
Travel – County Home (3)  
Travel – Job and Family Services  
Monthly Report on Care of Prisoners at County Jail  
Request to Close Family & Children First Office on November 23  
Agreement with MFCD, LLC for Software Support  
Delinquent Sewer Accounts  
Certification of Delinquent Sewer Accounts

**DATES TO REMEMBER**

Courthouse Closed, **Monday**, October 8, Columbus Day  
Planning Commission, 7:00 p.m., **Monday**, October 15  
Monthly County Home meeting, 8:30 a.m., **Tuesday**, October 16, at County Home  
Finance Committee, 10:00 a.m., **Tuesday**, October 16  
Regular Weekly Meeting, 2:00 p.m., **Wednesday**, October 17 (the Commissioners will not meet on Thursday, October 18)

**RE: AGENDA**

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

Add: Transfer – Children Services  
2019 Transit Application

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 September 27, 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 requests for the following additional appropriations:

<u>Department</u>	<u>Account</u>	<u>Amount</u>
Sewer	400-0113-53102	\$ 50,000.00
Co. Gen., Jail	100-0381-53700	\$ 9,896.79
Sheriff's Commissary	200-0383-57400	\$ 2,000.00
Budget Stabilization	100-0104-57200	\$ 10,000.00
Children Services	200-0747-57000	\$ 20,000.00
Background Investigation	200-0207-51102	\$ 2,000.00

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 appropriation:

<u>Department</u>	<u>Account</u>	<u>Amount</u>
Transit	210-0850-53000	\$ (3,705.00)

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

**RE: TRANSFERS**

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

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>	
Children Services	200-0741-54000	200-0741-53000	\$ 5,998.00	
	200-0741-57000	200-0741-53000	\$ 9,002.00	
	200-0740-51104	200-0743-53000	\$ 28,883.53	
	200-0740-53000	200-0743-53000	\$ 50.27	
	200-0740-53100	200-0743-53000	\$ 3,737.32	
	200-0740-53203	200-0743-53000	\$ 812.66	
	200-0740-53500	200-0743-53000	\$ 3,000.00	
	200-0740-54000	200-0743-53000	\$ 6,000.00	
	200-0740-57000	200-0743-53000	\$ 2,200.00	
	200-0743-51104	200-0743-53000	\$ 7,000.00	
	200-0743-57400	200-0743-51104	\$ 3,000.00	
	Veterans	100-0700-53000	100-0700-54400	\$ 2,000.00
		100-0700-54000	100-0700-54400	\$ 5,000.00
100-0700-57401		100-0700-54400	\$ 3,000.00	
100-0700-57401		100-0700-57402	\$ 3,000.00	
100-0700-57401		100-0700-57403	\$ 3,000.00	
MVGT	100-0700-57408	100-0700-57403	\$ 1,000.00	
	200-0540-51006	200-0540-51104	\$ 22,010.00	

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

**RE: ADVANCE**

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

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Budget Stabilization	100-0104-57200	200-0721-49200	\$ 10,000.00

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:

<b>Dept</b>	<b>Account</b>	<b>Vendor</b>	<b>Amount</b>
Commissioners	400-0113-56100	U.S.D.A. Rural Dev.	\$ 19,000.00
Commissioners	400-0113-56200	U.S.D.A. Rural Dev.	\$ 29,272.50
I.T.	100-0190-53000	Gerry Lockhart	\$ 400.00
Maintenance	100-0109-53000	N&W Sealing	\$ 500.00
Commissioners	100-0101-53000	Treas. State of Ohio	\$ 600.00
Commissioners	100-0101-53000	Treas. State of Ohio	\$ 600.00
Commissioners	100-0101-53000	Treas. State of Ohio	\$ 600.00
Commissioners	100-0101-53000	Treas. State of Ohio	\$ 600.00
Commissioners	100-0101-53000	Treas. State of Ohio	\$ 600.00
Commissioners	100-0101-53000	Treas. State of Ohio	\$ 1,800.00
Commissioners	100-0101-53000	Treas. State of Ohio	\$ 1,800.00
Commissioners	100-0101-53000	Treas. State of Ohio	\$ 1,800.00
Commissioners	100-0101-53000	Treas. State of Ohio	\$ 1,800.00
Commissioners	100-0101-53000	Treas. State of Ohio	\$ 1,800.00
I.T.	100-0190-53403	Global Knowledge	\$ 3,139.21
I.T.	100-0190-53403	Global Knowledge	\$ 3,395.00
I.T.	100-0190-53403	Global Knowledge	\$ 2,912.04
I.T.	100-0190-53403	Global Knowledge	\$ 2,912.04

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

#### **RE: TRAVEL**

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

##### Auditor

Rachel Lada: One-day trip to Wayne County to attend CAAO training; October 12, 2018.

##### County Home

Diana Hall: One-day trip to Parkersburg, WV to pick up supplies; October 2, 2018 (retroactive).

Diana Hall: One-day trips as follows for resident lunch outings:

St. Marys, WV; October 11, 2018  
Mineral Wells, WV; October 19, 2018  
Parkersburg, WV; October 25, 2018

Susie Arbaugh: One-day trips to Parkersburg, WV to accompany residents to doctor visits; October 11 and 31, 2018.

Jeff Campbell, Hollie Orders, Savana Haught: Three-day trip to Cambridge for Ohio County Home Association Conference; November 7-9, 2018.

##### JFS

Michelle Brown, Nicole Bowling: One-day trip to West Lafayette to attend East Central Ohio District Directors' Association Fall Retreat; October 5, 2018.

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

#### **RE: 2019 TRANSIT APPLICATION**

Dawn Rauch, Washington-Morgan Community Action Program, provided to the Commissioners the completed application for transit funds for 2019 from the Ohio Department of Transportation. She noted the Public Hearing for the application was recently conducted, with no comments received.

Mr. Feathers moved and Mr. White seconded a motion to approve the application to the Ohio Department of Transportation for funds for the 2019 transit program, and to allow Mr. Walters to sign the document.

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

Ms. Rauch said as a result of the recent Technical Assistance Review by ODOT she updated the County's Title VI Plan, which needs to be submitted as an attachment to the application.

Mr. White moved and Mr. Feathers seconded a motion to approve the update to the Washington County Title VI Plan, as presented by Dawn Rauch, 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: MONTHLY REPORT ON CARE OF PRISONERS**

The Commissioners acknowledged receipt of a report from Sheriff Larry Mincks on the care of prisoners at the Washington County Jail, during the month of September 2018, revealing a prisoner count of 377.

**RE: REQUEST TO CLOSE FAMILY & CHILDREN FIRST OFFICE ON NOVEMBER 23**

Mr. Feathers moved and Mr. White seconded a motion to approve a request from Cindy Davis to close the office of Washington County Family & Children First Council on Friday, November 23, 2018, with staff using personal, vacation, and/or comp time for their absence.

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

**RE: AGREEMENT WITH MFCD, LLC, FOR SOFTWARE SUPPORT**

Mr. Feathers moved and Mr. White seconded a motion to approve an agreement between MFCD, LLC, and Washington County for continuing software support and related services, specifically the real estate tax accounting and computer-assisted mass appraisal in the Auditor's Office, during the period January 1, 2019 through December 31, 2023, as requested by County Auditor Bill McFarland.

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

Charles Seaman	Turner's Service Center	John White
Karen Anstatt	Dan Turner (SR 550 apartments)	Anthony Wiley-Adams
Sally Dickson	Victoria Campbell	Jean Yost
Michelle Higgins	John Albrecht	Heather Mannix/Bretthauer
Kyle Hodge	David Miller	Caroline Putnam
Kathy McKitrick	Wayne Bennett	Michael Barnett
Phil Coyner	Jane Cunningham	Natalie Snyder
Kareem Wright	Edward Pifer	Michelle Wiltse
Allyson Call	Darren Witte	Michael Moore
Mike Matheny	Seth Anderson	

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:

John Edwards	W.E.E. Federal Credit Union	Helen Oates
Willey Fletcher	Christopher Marshall	Jerry Biehl
Lucille Hupp	Daniel Brown	

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

**RE: ADDITIONAL APPROPRIATION, BEHAVIORAL HEALTH**

Mr. Feathers moved and Mr. Walters seconded a motion to return from Unfinished Business consideration of a request for additional appropriations from David Browne, Executive Director, Washington County Behavioral Health Board.

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. Walters seconded a motion to approve the following request for additional appropriations:

<u>Department</u>	<u>Account</u>	<u>Amount</u>
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Behavioral Health	200-0610-51001	\$ 2,800.00
	200-0610-51101	\$ 41.00
	200-0610-51102	\$ 672.00
	200-0610-51105	\$ 3.94

Commissioner Feathers said he previously had asked for this request to be tabled because the Behavioral Health Board didn't yet have a replacement in mind for hiring. Now that the individual has been selected, he said he is comfortable moving this request forward.

Commissioner White said he won't second the motion, and he won't vote in favor of it, because he is upset with the manner in which it was handled. He said it would have been possible to budget funds for this purpose during the appropriations process, and for the Commissioners to find out about it after the fact is simply bad business practice.

Commissioner Feathers said the Commissioners have the opportunity to appoint up to ten members to the Behavioral Health Board. Mr. White said he has been contacted by members of the Behavioral Health Board about decisions being made without full Board consideration. He noted this has resulted in resignation(s) from the Board. Mr. White said his disagreement with this request is merely his dissatisfaction with the process, and not the individuals.

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

**RE: I.T. SERVICES FOR VETERANS OFFICE**

Commissioner White reported the Veteran Services Director asked if the County's I.T. Department could provide services to the Veterans Services Office. He said they now contract for such service with an outside vendor. Mr. White noted this could have been arranged if the Veterans Office had relocated to the Courthouse Annex, but the distance involved and the current demands on the I.T. Department won't allow for such a commitment.

Commissioner Feathers agreed the I.T. Director does not currently have sufficient staff and time to handle more responsibilities. He said it would require the hiring of an additional person in the I.T. Department, as the transition to voice-over-IP phone system is not yet complete. Mr. Feathers said he believes it would be a net loss to the County to provide such services, and is therefore not in the best interest of taxpayers.

**RE: RESTORATION AND PRESERVATION OF RECORDS**

Judges Ed Lane and Mark Kerényi, and Clerk of Courts Brenda Wolfe, talked with the Commissioners about the condition of important records and journals in the Courthouse. Judge Lane said the Common Pleas Court Cost Fund was created to start a process for digitizing records in the Courthouse attic. He said the fund now has a balance of nearly \$50,000. With a recent donation of \$5,000 he said it will now be required to advertise for bids for the project, which could entail preservation and digitizing of 1.5 M to 3.0 M pages. At an estimated cost of \$0.17 to \$0.20 per page, Judge Lane said the total project could cost up to \$600,000.

Upon learning that the Clerk of Courts isn't routinely using the digitized records already created, Commissioner White expressed his concern and dissatisfaction. He noted the extensive effort required to digitize records, and what a shame to not be able to easily access the records without going back to the original documents. Ms. Wolfe said the previous effort to restore records resulted in much organization of those records, but not in a manner easily accessible by her staff.

Commissioner Feathers asked if those working on this project had pursued other funding sources. Judge Lane reported a grant was received from the Colonial Dames of Washington County, and an application for a grant has been forwarded to the Marietta Community Foundation. Mr. Feathers suggested talking again with the Ohio History Connection and looking into funding opportunities from the federal government. He noted these are indeed invaluable documents, and the Commissioners must ensure their restoration and preservation. He said for this project to proceed the Commissioners will need to "foot the bill" on behalf of the taxpayers.

Judge Lane showed to the Commissioners wedding records dating back to 1780, and the first journal of the first judge of the Northwest Territory. He said many of the papers in the attic are fragile and should not be handled. Karen Doan said she spent countless hours in the attic when she worked in the Courthouse, and confirmed the records are in poor condition and are in desperate need of restoration.

Commissioner Feathers said he will favor the use of taxpayer funds, as available, for this important project, and will ask the committee working on the project to proceed and oversee it. President Walters said a leveraging of local funds might encourage gifting of private funds. He said it is important for the Commissioners to help fund this project.

**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 10:15 a.m.

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

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

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

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