

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON JUNE 13, 2019 IN ACCORDANCE WITH OHIO REVISED CODE 305.05, WITH THE FOLLOWING MEMBERS PRESENT: DAVID A. WHITE, PRESIDENT, RONALD L. FEATHERS, VICE PRESIDENT, AND KEVIN J. RITTER, MEMBER. THE MEETING WAS CALLED TO ORDER AT 9:00 A.M. BY THE VICE PRESIDENT OF THE BOARD. MR. WHITE LED THOSE ATTENDING IN THE PLEDGE OF ALLEGIANCE TO OUR FLAG, AND MR. RITTER OFFERED PRAYER.

Also attending were:

Tim Marty, Buildings & Grounds Superintendent
Shawn Dalrymple, Wastewater Superintendent
Kim Hinkle, Child Support Enforcement Agency
Kathy Thieman, Director of Human Resources
Chris Wilson, Building Official
Flite Freimann, Job and Family Services
David Browne, Behavioral Health
Gary Doan, Muskingum Township Trustee
Karen Doan
Michele Newbanks, *The Marietta Times*
Ben Cowdery, Clerk/Fiscal Manager
Rick Peoples, Clerk

Washington County Commissioners
AGENDA
9:00 a.m., June 13, 2019

9:00 Business Meeting
10:00 Bid Opening – Law Library Renovations Project

UNFINISHED BUSINESS

None

NEW BUSINESS

Approve Agenda
Approval of previous meeting's minutes
Bills from various departments
Additional Appropriation – Common Pleas Computer
Additional Appropriation – County General, Web Check
Additional Appropriation – Children Services
Transfer – County General, Auditor
Transfer – Sheriff's Sales Tax
Transfer – County Home
Then & Now's
Travel – Building Department
Travel – Child Support Enforcement Agency
Travel – Human Resources & Safety/Loss Control
Participation Agreement with West Publishing Co. - CSEA
Monthly Report on Care of Prisoners at County Jail
Change Order for G1 – Public Defenders Office Project
Notice of Commencement, Terri Lane Pump Station Improvements Project
Notice to Proceed Terri Lane Pump Station Improvements Project
Engineer - Warren Elementary School Acceptance Letter
Engineer – Contract for CR 11 Landslip Repair
Engineer – Contract for Culvert Repair on CR 47 and CR 9

DATES TO REMEMBER

Finance Committee, 10:00 a.m., **Tuesday**, June 25, in Annex Conference Room A
Regular Weekly Meeting, 9:00 a.m., **Wednesday**, July 3.
Courthouse Closed, **Thursday**, July 4, *Independence Day*
Monthly Meeting at County Home, 8:30 a.m., **Tuesday**, July 9

RE: COMMENTS FROM PRESIDENT

President White introduced and welcomed Ben Cowdery as the incoming Clerk for the Commissioners and Fiscal Manager for the County. He noted the current Clerk and Fiscal Manager will be leaving his position in the near future.

RE: APPROVAL OF AGENDA

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

Add: Transfer – Sheriff (2)
Funding Documents, Family & Children First
Title XX County Profile, JFS

Contract with Larry Lang Excavating, Terri Lane Pump Station Improvements
9:30 – Flite Freimann & David Browne – Update on Office Move

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

RE: APPROVAL OF MINUTES

Mr. Ritter moved and Mr. Feathers seconded a motion to dispense with the reading and approve the minutes of the June 6, 2019 Regular Meeting.

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

RE: BILLS FOR PAYMENT

Mr. Feathers moved and Mr. Ritter 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: David White aye, Ron Feathers aye, Kevin Ritter aye. Motion passed.

RE: ADDITIONAL APPROPRIATIONS

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

<u>Department</u>	<u>Account</u>	<u>Amount</u>
Common Pleas	200-0232-55200	\$ 2,500.00
Co. Gen., Web Check	100-0392-57400	\$ 9,000.00
Children Services	200-0741-57000	\$ 13,800.00

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

RE: TRANSFERS

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

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
County Home	200-0630-55201	200-0630-51110	\$ 3,536.00
Co. Gen., Auditor	100-0120-57400	100-0120-54400	\$ 174.00
Sheriff	100-0384-54300	100-0384-54401	\$ 13,019.00
Co. Gen., Jail	100-0381-53010	100-0381-53020	\$ 800.00
Sheriff	100-0384-57800	100-0384-54401	\$ 5,000.00
	100-0384-54300	100-0384-54401	\$ 20,000.00
	100-0384-53800	100-0384-54401	\$ 23,240.00

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

RE: THEN & NOW'S

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

Dept	Account	Vendor	Amount
Children Service	200-0741-53000	Deanna McKenzie	\$ 111.00
Children Service	200-0741-53000	Deanna McKenzie	\$ 110.00
Children Service	200-0741-53000	Deanna McKenzie	\$ 100.00
Children Service	100-0361-53000	Mont. Co. Coroner	\$ 1,600.00
Children Service	200-0741-53000	Carol Hare	\$ 210.00
Children Service	200-0741-53000	Jonathan Higgins	\$ 1276.00
Children Service	200-0741-53000	Angela Hughes	\$ 450.00
Children Service	200-0741-53000	Elisha Davis	\$ 180.00
Children Service	200-0741-53000	Elisha Davis	\$ 180.00
Children Service	200-0741-53000	Toni Teters	\$ 490.00
Children Service	200-0741-53000	Erica Dodge	\$ 782.00
Children Service	200-0741-53000	Par Mar Oil	\$ 675.00
Children Service	200-0741-53000	Your Kid	\$ 928.75
Children Service	200-0741-53000	Lila Rankin	\$ 850.00

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

RE: TRAVEL REQUESTS

Mr. Feathers moved and Mr. Ritter 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 2019 and any and all amendments subsequent thereto:

Building Department

Chris Wilson: One-day trip to Columbus to attend Residential Code of Ohio updates meeting; June 25, 2019.

CSEA

Kim Hinkle: One-day trip to Columbus to attend Fiscal Training; June 25, 2019.

Human Resources

Kathy Thieman: One-day trip to Wadsworth to attend County Loss Control Coordinators Summer Meeting; June 28, 2019.

County Home

Susie Arbaugh: One-day trips as follows to accompany residents to doctor appointments:

June 17, 2019	Cambridge
June 17, 2019	Parkersburg, WV
June 21, 2019	Parkersburg, WV

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

RE: TITLE XX COUNTY PROFILES

Mr. Ritter moved and Mr. Feathers seconded a motion to approve Title XX County Profiles for the periods October 1, 2019 through September 30, 2020, and October 1, 2020 through September 30, 2021, and to allow Mr. White to sign the documents, as prepared by Flite Freimann, Washington County Department of Job and Family Services.

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

RE: PARTICIPATION AGREEMENT WITH WEST PUBLISHING CO., CSEA

Mr. Ritter moved and Mr. Feathers seconded a motion to approve a Participation Agreement Regarding the Usage of the Agreement between the County Commissioners Association of Ohio Service Corporation and West Publishing Corporation, executed in June of 2019, on behalf of Washington County Child Support Enforcement Agency (CSEA).

A calling of the roll resulted in the following vote: David White aye, Ron Feathers aye, Kevin Ritter 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 May 2019, revealing a total prisoner count of 378.

RE: AGREEMENT AND ASSURANCES DOCUMENTS, FAMILY & CHILDREN FIRST

Mr. Ritter moved and Mr. Feathers seconded a motion to table Agreement and Assurance documents prepared by Cindy Davis, Washington County Family & Children First, pending review of those documents.

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

RE: CHANGE ORDER #G-1, PUBLIC DEFENDERS OFFICE RENOVATION PROJECT

Mr. Feathers moved and Mr. Ritter seconded a motion to approve Change Order #G-1 for the Public Defenders Office Renovation Project, contractor Phoenix Associates, adding \$5,000.00 to the original contract amount of \$74,990.00, for a revised total contract amount of \$79,990.00, and to allow Mr. White to sign the Change Order, as prepared and requested by David Haught, DLH Design.

Commissioner Feathers noted this Change Order is necessary for additional work done to accommodate the Chase Bank ATM machine. Buildings & Grounds Superintendent Tim Marty said Chase Bank is also installing cameras at the location.

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

RE: CONTRACT WITH LARRY LANG EXCAVATING FOR TERRI LANE PROJECT

Mr. Feathers moved and Mr. Ritter seconded a motion to approve a contract with Larry Lang Excavating for the Terri Lane Pump Station Improvements Project, in the amount of \$175,501.00, as prepared by ADR & Associates.

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

RE: NOTICE OF COMMENCEMENT, TERRI LANE PUMP STATION IMPROVEMENTS

Mr. Feathers moved and Mr. Ritter seconded a motion to approve a Notice of Commencement for the Terri Lane Pump Station Improvements project, contractor Larry Lang Excavating, Inc.

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

RE: NOTICE TO PROCEED, TERRI LANE PUMP STATION IMPROVEMENTS

Mr. Feathers moved and Mr. Ritter seconded a motion to approve a Notice to Proceed for the Terri Lane Pump Station Improvements project, contractor Larry Lang Excavating, Inc.

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

RE: WARREN ELEMENTARY SCHOOL ACCEPTANCE LETTER AND PLANS APPROVAL

The Commissioners acknowledged receipt of a letter dated June 11, 2019 from Washington County Engineer Roger Wright expressing his opinion that "all required items have been completed and the provided Warren Elementary sanitary sewer plans can be signed and approved".

Mr. Ritter moved and Mr. Feathers seconded a motion to approve the Sanitary Sewer Plans for the Warren Elementary School construction project, as prepared by Fanning-Howey, dated April 16, 2019.

The Clerk said County Engineer Roger Wright has reviewed and signed the plans, and the capacity fee has been received from Warren Local Schools.

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

RE: BID SPECIFICATIONS AND NOTICE FOR CR-11 LANDSLIP PROJECT

Mr. Ritter moved and Mr. Feathers seconded a motion to approve bid specifications and notice for the Emergency Landslip Repair on CR-11 Project, as prepared and requested by County Engineer Roger Wright.

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

RE: BID SPECIFICATIONS AND NOTICE FOR CR-9 AND CR-46 CULVERT REPLACEMENT PROJECT

Mr. Feathers moved and Mr. Ritter seconded a motion to approve bid specifications and notice for the Culvert Replacements on CR-9 and CR-46 Project, as prepared and requested by County Engineer Roger Wright.

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

RE: MOVING OF BEHAVIORAL HEALTH BOARD OFFICES

Flite Freimann, Washington County Department of Job and Family Services, and David Browne, Washington County Behavioral Health Board, talked with the Commissioners about the upcoming move of Behavioral Health Board offices from the Health Department building to 1115 Gilman Avenue.

Jerrold Jenks, I.T. Director for Job and Family Services, said internet service will be available for County offices at 1115 Gilman Avenue beginning June 17, 2019. Mr. Freimann said offices have been painted and carpet has been installed where needed, so the offices are now available for occupancy. After some discussion about who will be assisting in the movement of furnishings and files for Behavioral Health, Mr. Freimann said he will contact a few folks that may have some laborers available for use, and Job and Family Services can assist as well. Commissioner Feathers said the moving of offices, including the Commissioners and Human Resources, will be a shared responsibility with a desire for "revenue neutrality".

Mr. Freimann suggested the Commissioners enter into a Memorandum of Understanding for use

of space in the building at 1115 Gilman Avenue, with Job and Family Services being the lead tenant and Behavioral Health being the sub-tenant. He noted Behavioral Health will use about 1/6 of the available space in the building, and a monthly rent from them of \$800 might be appropriate. He said such an agreement would allow Job and Family Services to continue to provide services until they completely relocate to 204 Davis Avenue. He said a Memorandum of Understanding arrangement would also be of value if ever a grant was written for rental support. Commissioner Feathers agreed with the notion of a Memorandum of Understanding, noting historical and institutional intent can be included in it. Mr. Freimann said the agreement would now include Job and Family Services, State offices currently housed in the building, Behavioral Health, and the Commissioners. He said others can be added as they move into the building, and another lead tenant can be named once Job and Family Services vacates the building completely.

Mr. Browne expressed his concern about maintenance, custodians, clearing of snow from parking lot, etc. Mr. Feathers and Mr. White said a cost allocation will be done once more detail is known. They said the County's maintenance department will provide custodial and maintenance services, and will clear the parking lot of snow.

Commissioner Feathers advised Mr. Browne and Mr. Freimann to not expect the moving of furnishings and files to be completely done for them. He encouraged them to seek out assistance from their departments or others as well. He said it is expected for all to work together so that no one entity is carrying all the weight.

Mr. Browne said he hopes the Health Department will seriously consider moving into the facility at 1115 Gilman Avenue, as it makes good sense for them to share space with the Behavioral Health Board. Commissioner Feathers said such a move would be wise for the Health Department as they would be more comfortable and the building is in better condition.

Mr. Freimann said he will prepare a draft of a Memorandum of Understanding for the Commissioners to consider.

RE: BID OPENING, LAW LIBRARY RENOVATIONS PROJECT

At 10:00 a.m. the Commissioners opened sealed bids for the Washington County Law Library Renovations Project. Attending were:

- Rhonda Mears, Law Library
- Juanita Henniger, Law Library
- Larry Spires, Foremost Mangement, Inc.
- Erik Palmer, Promanco
- Eric Heigen, Graecon Construction
- Geoffrey Bennett, T and M Contracting
- Jared Perry, Sixmo, Inc.

The Clerk opened and President White read aloud the following bids:

<u>Contractor</u>	<u>Base Bid</u>	<u>Alternate 1</u>	<u>Alternate 2</u>	<u>Alternate 3</u>
T and M Contracting	\$ 192,673.00	\$ 23,720.00	\$ 3,126.40	\$ 10,078.00
Promanco	\$ 189,016.00	\$ 28,440.00	\$ 5,297.00	\$ 3,092.00
Graecon Construction	\$ 197,967.00	\$ 18,000.00	\$18,830.00	\$ 870.00
Foremost Management, Inc.	\$ 267,348.00	\$ 29,160.00	\$ 4,482.00	\$ 2,690.00

President White noted each of the bids included a bid bond or guaranty. He presented the bids to the representatives from the Law Library and asked them to review with their architect and return with a recommendation.

RE: ADJOURNMENT

Mr. Ritter 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 10:10 a.m.

_____, President

_____, Vice President

_____, Member

_____, Clerk

