

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON JANUARY 30, 2020 IN ACCORDANCE WITH OHIO REVISED CODE 305.05, WITH THE FOLLOWING MEMBERS PRESENT: RONALD L. FEATHERS, PRESIDENT. KEVIN J. RITTER, VICE PRESIDENT. DAVID A. WHITE, MEMBER. THE MEETING WAS CALLED TO ORDER AT 9:00 A.M. BY THE PRESIDENT OF THE BOARD. MR. FEATHERS LED THOSE ATTENDING IN THE PLEDGE OF ALLEGIANCE TO OUR FLAG, AND MR. RITTER OFFERED PRAYER.

Also attending:

Chris Wilson, SEOBD
Gary Doan, Muskingum Township Trustee
Karen Doan
Kimberly Hinkle, Child Support Enforcement Agency
Emily Griffin, Engineer Office
David Browne, Behavioral Health Board
Karl Comstock, Maintenance
Flite Freimann, JFS
Donnie Rader, I.T.
James Booth
David W Brown
Roger Coffman, Health Department
Richard Hays, EMA
Rae Ward, Probate/Juvenile Court
Kathy Thieman, HR
Bruce Kelbaugh, Board of Health
Rick Hindman, Buckeye Hills
Michele Newbanks, *The Marietta Times*
Ben Cowdery, Fiscal Manager/Clerk

**Washington County Commissioners
AGENDA
9:00 am, January 30, 2020**

9:00 Business Meeting
10:00 Lease for Senior Housing Units near County Home

UNFINISHED BUSINESS

Job & Family Services – Resolution for Mobility Manager
Lease for Senior Housing Units near County Home

NEW BUSINESS

Approve Agenda
Approval of previous meeting minutes
Bills from various departments
Additional Appropriation – Auditor
Additional Appropriation – Recorder
Additional Appropriation – Board of Elections
Additional Appropriation – Transit
Additional Appropriation – Engineer
Transfer – Engineer
Transfer – Transit
Then & Now (2)
Travel – JFS, SEOBD, FCF
MOU – Buckeye Hills and RSVP
Sheriff – 2019 Jail Inmate Programs Report
WMCAP – Satisfaction of Mortgage
ODOT – 2020 Transit Grant Agreement
Delinquent Sewer Accounts

DATES TO REMEMBER

Courthouse Closed on Monday February 17 for Presidents Day
Finance Committee Meeting, 10 am Tuesday February 18, Conference Room A

RE: APPROVAL OF AGENDA

Mr. White moved and Mr. Ritter seconded a motion to approve the agenda with the following changes:

Add: New Fund for Probate Technology Grant
Additional Appropriation – Technology Grant
Additional Appropriation – Security & Transport
Contract – JFS & Health Dept. for Head Lice
Building Department – Request to Hire

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

RE: APPROVAL OF MINUTES

Mr. Ritter moved and Mr. White seconded a motion to dispense with the reading and approve the minutes of the January 23, 2020 regular meeting.

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

RE: BILLS FOR PAYMENT

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

RE: RESOLUTION FOR NEW FUND FOR PROBATE/JUVENILE COURT

Mr. Ritter moved and Mr. White seconded a motion to adopt the following resolution:

***WHEREAS**, the Fiscal Office of the Washington County Auditor's Office has advised the commissioners of a fund that needs to be established by resolution; and*

***WHEREAS**, the fund to be established is 200-0224 Technology Grant Fund;*

***NOW, THEREFORE, BE IT RESOLVED**, by the Board of Washington County Commissioners to hereby add the foregoing fund to the financial system of Washington County.*

The purpose of the new fund is to account for a security related systems grant awarded to the Washington County Probate/Juvenile Court by the Supreme Court of Ohio. The total amount of the grant is \$35,275.

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

RE: ADDITIONAL APPROPRIATIONS

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

<u>Department</u>	<u>Account</u>	<u>Amount</u>
Auditor	200-0106-57400	\$ 164.00
Recorder	100-0150-51101	\$ 4,815.36
Board of Elections	215-0163-54400	\$ 7,000.00
Transit	210-0848-57100	\$ 33,732.00
	210-0849-57100	\$ 10,775.00
	210-0850-57100	\$ 1.00
	215-0850-57100	\$ 5,500.00
	215-0854-57100	\$ 9,186.00
	215-0848-57100	\$ 43,357.00
Engineer	210-0541-57100	\$496,031.93
Probate/Juvenile	200-0224-55200	\$ 35,275.00
Security & Transport	100-0385-51001	\$ 1,031.04
	100-0385-51101	\$ 14.94
	100-0385-51102	\$ 144.36

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

RE: TRANSFERS

Mr. Ritter 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>
Engineer	210-0541-57100	200-0540-49100	\$ 496,031.93
Transit	215-0848-57100	215-0856-49100	\$ 43,357.00
	215-0850-57100	215-0856-49100	\$ 5,500.00
	215-0854-57100	215-0856-49100	\$ 9,186.00
	210-0848-57100	210-0856-49100	\$ 33,732.00
	210-0849-57100	210-0856-49100	\$ 10,775.00
	210-0850-57100	210-0856-49100	\$ 1.00

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

RE: THEN & NOW

Matthew Livengood, County Auditor, at the invitation of the commissioners, explained the county's use of Then & Now Certificates. Mr. Livengood said they are fairly common, especially at the beginning of the year. A Then & Now Certificate is required when an invoice is received prior to the issuance of a purchase order. Mr. Livengood stressed that, in every case, the money for the services being invoiced has already been appropriated. It is a matter of timing of opening a purchase order before the invoice is received.

Rae Ward, Probate/Juvenile Administrator, said Judge Williams is questioning why purchase orders are not carried over to the next year as has always been done.

Mr. Ritter moved and Mr. White seconded a motion to approve the following Then & Now Certificates:

<u>Department</u>	<u>Account</u>	<u>Vendor</u>	<u>Amount</u>
JFS	200-0720-57400	Amazon	\$ 503.55
JFS	200-0740-57000	Amazon	\$ 175.89
JFS	200-0721-57401	Amazon	\$ 134.97
JFS	200-0720-59001	Amazon	\$ 540.77
JFS	200-0720-53400	Par Mar Oil	\$ 1,572.02
JFS	200-0720-57400	Verizon Wireless	\$ 424.96
JFS	200-0721-57402	Verizon Wireless	\$ 12.39
JFS	200-0720-59001	Verizon Wireless	\$ 73.84
JFS	200-0720-59001	Stevens Oil & Gas	\$ 4,203.38
JFS	200-0720-59000	Boys & Girls Club	\$ 2,105.00
Commissioners	100-0100-53500	P.O.P. Inc.	\$ 982.28
Commissioners	100-0100-53500	P.O.P. Inc.	\$ 439.23
Sewer	400-0113-54000	CI Thornburg	\$ 455.28
Sheriff	100-0384-53030	Motorola	\$15,842.78
Sheriff	100-0384-53030	Motorola	\$ 6,191.84
Sheriff	100-0384-53130	Motorola	\$10,126.24
Children Services	200-0740-57000	Gabriel Brothers	\$ 596.73
Children Services	200-0740-57000	Gabriel Brothers	\$ 199.83
Children Services	200-0740-57000	American Electric	\$ 167.77
Children Services	200-0740-57000	Highland Ridge Water	\$ 110.28
Children Services	200-0740-57000	Betsey Mills Club	\$ 1,023.00
Children Services	200-0740-53000	Michelle Richards	\$ 245.00
Children Services	200-0740-53000	Michelle Richards	\$ 178.60
Commissioners	100-0109-53000	Morrison	\$ 458.75
Treasurer	100-0130-55200	Poynters	\$ 417.00

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

RE: TRAVEL REQUESTS

Mr. Ritter 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 2020 and any and all amendments subsequent thereto:

Job & Family Services

Flite Freimann: OJFSDA General Session in Columbus on February 14, 2020
 Tami McBride: Required visits in Parkersburg, WV on February 14; in Cambridge on February 28, 2020
 Tami McBride, Karlee Hill: Hearing in Columbus on February 25 & 26, 2020
 Ashley Harris: Required visit in St. Clairsville on February 10; Training in Athens on February 11 & 25-27, 2020
 Michaela Herrick, Johni Wigal: Training in Huntsville, AL on February 9-14, 2020
 Allison Hutchings: Required visit in Parkersburg, WV on February 11, 2020
 Karlee Hill: Required visits in Bethesda on February 7, Lancaster on February 12, Mansfield on February 13, Amanda on February 18, 2020

Southeast Ohio Building Department

Chris Wilson, Mark Hiener, Jennifer Casey, Russel Metz, Rick Dostal, Erica Folden, Katrina Thompson: OBOA annual training in Akron on March 15-17, 2020

Family & Children First

Cindy Davis: Early Intervention Leadership meeting in Columbus on September 23

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

RE: MOU – BUCKEYE HILLS AND RSVP

Mr. White moved and Mr. Ritter seconded a motion to approve a memorandum of

understanding between Buckeye Hills Regional Council and Retired Senior Volunteer Program. The MOU is for National Senior Service Corps services provided for the period of July 1, 2019 through June 30, 2020 in the amount of \$3,481.

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

RE: SHERIFF – 2019 JAIL INMATE PROGRAMS REPORT

The Commissioners acknowledged receipt of the 2019 Jail Inmate Programs Report from the Sheriff. The report shows money collected from Pay for Jail and the amount of fines worked off by inmates at a rate of \$10 an hour.

RE: WMCAP – SATISFACTION OF MORTGAGE

Mr. White moved and Mr. Ritter seconded a motion to approve a Satisfaction of Mortgage prepared by Washington-Morgan Community Action Program. The mortgage deed and promissory note, dated May 16, 2011, for 405 Second St, New Matamoras has been fully paid and satisfied. Commissioner Feathers explained that this is a government program through WMCAP for the benefit of local homeowners. When the amount provided to the homeowner is paid back, the Commissioners receive a letter stating that the mortgage has been satisfied.

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

RE: ODOT – 2020 TRANSIT GRANT AGREEMENT

Mr. White moved and Mr. Ritter seconded a motion to approve the 2020 Transit Grant Agreement between ODOT and Washington County Board of Commissioners. The agreement states that \$504,000 has been awarded to Washington County for the 2020 calendar year.

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

RE: DELINQUENT SEWER ACCOUNTS

Mr. White moved and Mr. Ritter seconded a motion to approve sending letters to the holders of delinquent sewer accounts, requesting immediate payment on those accounts.

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

RE: CONTRACT – JFS & HEALTH DEPARTMENT FOR HEADLICE

Mr. Ritter moved and Mr. White seconded a motion to approve a contract between Washington County Department of Job and Family Services and Washington County Health Department for headlice treatment, education, and prevention. The contract is effective from February 10, 2020 through September 30, 2020. The total amount of the contract cannot exceed \$15,000, payable to the health department by JFS.

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

RE: SEOBD – REQUEST TO HIRE

Mr. White moved and Mr. Ritter seconded a motion to approve a request from Southeast Ohio Building Department to hire for a part-time position at the Cambridge office. The expected number of hours for this position will be 27.5 hours per week.

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

RE: COMMENTS

Donnie Rader, I.T., said that in June 2019 the county received a directive from the state regarding election security and, as of today, Washington County is in full compliance with the directive.

Bruce Kelbaugh, Health Board, said moving the health department to the old Job & Family Services building will better serve the citizens and the Health Board supports the decision.

Flite Freimann, JFS, spoke to a question from last week's meeting regarding a large Then & Now submitted by JFS for approval. Mr. Freimann said that under the former Children Services Board, depending on when the bills arrived, payment of those bills took up to forty-five days. By combining JFS with Children Services, bills are approved on a weekly basis with an average of seventeen days for payment. Mr. Freimann said every single bill

that composed the large reimbursement in question was publicly approved and that JFS has been audited and found to be properly managing money.

RE: LEASE FOR SENIOR HOUSING UNITS NEAR COUNTY HOME

Flite Freimann, JFS, provided background information on a lease for senior housing units near the county home. Mr. Freimann said JFS collaborated with Buckeye Hills and the Aging Agency to identify seniors in Washington County that are unable to remain at home but not in need of a nursing home. They were able to identify approximately 300 such individuals. The agencies met with developers to bring private investment into the community to serve this need. They identified land available on the county home property for such a development. Mr. Freimann noted that the project is independent of the county home. The project is estimated to bring in \$9 million of private investment and provide sixty-four housing units. Rent for the units is estimated to be \$341 a month. The conditional lease for the project is for fifty-five years. According to the lease, no other use of the property is allowed and the Board of Commissioners retains the right of oversight. Rae Ward, Probate/Juvenile Administrator, asked if only seniors will be allowed to live in the units. Mr. Freimann said it is written into the lease that only individuals fifty-five and older may live in the units.

Mr. White moved and Mr. Ritter seconded a motion to approve the lease for senior housing units near the county home.

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

RE: ADJOURNMENT

Mr. White moved and Mr. Ritter seconded a motion to adjourn. A calling of the roll resulted in a unanimous vote in favor. The meeting adjourned at 10:05 a.m.

_____, President

_____, Vice President

_____, Member

_____, Clerk