

**THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON APRIL 15, 2021 IN ACCORDANCE WITH OHIO REVISED CODE 305.05, WITH THE FOLLOWING MEMBERS PRESENT: KEVIN J. RITTER, PRESIDENT. CHARLIE L. SCHILLING, VICE PRESIDENT. JAMES W. BOOTH, MEMBER. THE MEETING WAS CALLED TO ORDER AT 9:00 A.M. BY THE PRESIDENT OF THE BOARD. MR. RITTER LED THOSE ATTENDING IN THE PLEDGE OF ALLEGIANCE TO OUR FLAG, AND MR. BOOTH OFFERED PRAYER.**

Also attending:

Flite Freimann, Director of Job & Family Services  
Jamie Vuksic, Job & Family Services  
Diane Davis, Director of Human Resources  
Rick Dostal, Building Department Official  
Karl Comstock, Maintenance Superintendent  
Roger Wright, County Engineer  
Donnie Rader, Director of I.T.  
Richard Hays, EMA  
Jeni Lauer, Sheriff's Office  
Robert Fitzgerald, Veterans Service  
Jared Smith, Veterans Service  
Leight Murray, Humane Society  
Rachal Merrow, Humane Society  
Scott Hatfield, Humane Society  
Mike Montgomery, Humane Society  
James Raney, Humane Society  
Michele Newbanks, *Marietta Times*  
Ben Cowdery, Fiscal Manager/Clerk

**Washington County Commissioners  
AGENDA  
9:00 am, April 15, 2021**

9:00 Business Meeting  
9:45 Veterans Service Commission  
10:00 Humane Society Update  
10:15 County Home – Request for Credit Card

**UNFINISHED BUSINESS**

Liquor Permit Application for Par Mar

**NEW BUSINESS**

Approve Agenda  
Approval of previous meeting minutes  
Bills from various departments  
Additional Appropriation – Sewer  
Additional Appropriation – Behavioral Health Board  
Additional Appropriation – Engineer  
Transfer – Engineer  
Then & Now  
Veterans – Request to pay late fees  
Travel – Building Department  
Human Resources – Meal Reimbursement Policy Update  
Jail Contract – Belmont County  
Covid Taskforce – Request #2021-11  
Engineer – Annual Report for 2020  
Engineer – ODOT Salt Co-Op Bid  
Engineer – Request to purchase Mower Max & accessories  
Commissioners – Sewer Rate Discussion

**DATES TO REMEMBER**

Finance Committee Meeting, 10 am April 20, at Courthouse  
Investment Committee Meeting, 10:15 a.m. Tuesday April 20, at Courthouse

**RE: APPROVAL OF AGENDA**

Mr. Schilling moved and Mr. Booth seconded a motion to approve the agenda with the following changes:

Add: Common Pleas – TCAP Requirements & MOU

A calling of the roll resulted in the following vote: Kevin Ritter aye. Charlie Schilling aye. James Booth aye. Motion passed.

**RE: APPROVAL OF MINUTES**

Mr. Booth moved and Mr. Schilling seconded a motion to dispense with the reading and approve the minutes of the April 8, 2021 regular meeting.

A calling of the roll resulted in the following vote: Kevin Ritter aye. Charlie Schilling aye. James Booth aye. Motion passed.

**RE: BILLS FOR PAYMENT**

Mr. Schilling moved and Mr. Booth 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: Kevin Ritter aye. Charlie Schilling aye. James Booth aye. Motion passed.

**RE: ADDITIONAL APPROPRIATIONS**

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

<u>Department</u>	<u>Account</u>	<u>Amount</u>
Sewer	400-0113-53500	\$ 2,100.00
Behavioral Health Board	210-0613-53000	\$ 1,200.00
Motor Vehicle Gas Tax	200-0540-55202	\$ 170,000.00

A calling of the roll resulted in the following vote: Kevin Ritter aye. Charlie Schilling aye. James Booth aye. Motion passed.

**RE: TRANSFERS**

Mr. Schilling moved and Mr. Booth seconded a motion to approve the following request for transfer of funds:

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Engineer	200-0540-55501	200-0540-57200	\$ 7,464.34

A calling of the roll resulted in the following vote: Kevin Ritter aye. Charlie Schilling aye. James Booth aye. Motion passed.

**RE: THEN & NOW**

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

<u>Department</u>	<u>Account</u>	<u>Vendor</u>	<u>Amount</u>
Sewer	400-0113-53000	ADR	\$ 2,590.00
Commissioners	700-0720-56200	US Bank	\$ 6,167.50
Commissioners	700-0114-56200	US Bank	\$ 8,675.00
Developmental Disabilities	200-0620-53400	R.H.D.D.	\$ 1,054.08

A calling of the roll resulted in the following vote: Kevin Ritter aye. Charlie Schilling aye. James Booth aye. Motion passed.

**RE: VETERANS – REQUEST TO PAY LATE FEES**

Mr. Schilling moved and Mr. Booth seconded a motion to approve the following request to pay late fees:

<u>Department</u>	<u>Account</u>	<u>Vendor</u>	<u>Amount</u>
Veterans	100-0700-52000	Superfleet	\$ 223.84

Commissioner Booth noted the county has ongoing issues with SuperFleet and said they have extended payment due dates to a thirty day window to resolve the late fee charges.

A calling of the roll resulted in the following vote: Kevin Ritter aye. Charlie Schilling aye. James Booth aye. Motion passed.

**RE: TRAVEL REQUESTS**

Mr. Booth moved and Mr. Schilling seconded a motion to approve the following requests for reimbursement of expenses for training and travel, pursuant to the policies and in compliance with the annual appropriations for fiscal year 2021 and any and all amendments subsequent thereto:

Building Department  
*Rick Dostal*: Construction Exam Center in Englewood, CO on May 10 – 15, 2021. The training is required to obtain CBO Certification.

A calling of the roll resulted in the following vote: Kevin Ritter aye. Charlie Schilling aye. James Booth aye. Motion passed.

**RE: HUMAN RESOURCES – MEAL REIMBURSEMENT POLICY UPDATE**

Mr. Schilling moved and Mr. Booth seconded a motion to approve the meal reimbursement policy update from Human Resources. The policy update increases lunch and dinner reimbursement rates for employee travel with the requirement that a receipt is provided for each meal being reimbursed. The new rates are as follows:

Breakfast	\$7.50	No increase
Lunch	\$10.00	Previously \$7.50
Dinner	\$20.00	Previously \$15.00

Commissioner Schilling said the meal rates were outdated and that this is a positive step for county employees. The new meal reimbursement rates are effective as of April 15, 2021.

A calling of the roll resulted in the following vote: Kevin Ritter aye. Charlie Schilling aye. James Booth aye. Motion passed.

**RE: JAIL CONTRACT WITH BELMONT COUNTY**

Mr. Booth moved and Mr. Schilling seconded a motion to approve a contract with Belmont County to house prisoners at the Washington County Jail at a cost of \$68 per day. The contract will be effective from April 1, 2021 through March 31, 2022.

A calling of the roll resulted in the following vote: Kevin Ritter aye. Charlie Schilling aye. James Booth aye. Motion passed.

**RE: COVID TASKFORCE – REQUEST #2021-11**

Mr. Schilling moved and Mr. Booth seconded a motion to approve the Washington County COVID-19 Taskforce Request #2021-11. The taskforce reviewed ongoing COVID related expenses and requests a total of \$24,439.75 for payment from the CARES Act funds received by the county.

A calling of the roll resulted in the following vote: Kevin Ritter aye. Charlie Schilling aye. James Booth aye. Motion passed.

**RE: ENGINEER – ANNUAL REPORT FOR 2020**

The Commissioners acknowledged receipt of the Engineer's Annual Report for Roads and Bridges for the calendar year ending December 31, 2020. According to the report, the Engineer is responsible for maintaining 341 miles of county roads and 379 bridges. Commissioner Ritter said he reads the report every year and appreciates how much the Engineer accomplishes

**RE: ENGINEER – ODOT SALT CO-OP BID**

Mr. Schilling moved and Mr. Booth seconded a motion to approve a resolution authorizing Washington County to participate in the Ohio Department of Transportation's annual road salt contracts awarded in 2021. The County agrees to purchase a minimum of 90% of its electronically submitted salt quantities from the state-awarded salt supplier.

A calling of the roll resulted in the following vote: Kevin Ritter aye. Charlie Schilling aye. James Booth aye. Motion passed.

**RE: ENGINEER – REQUEST TO PURCHASE MOWER MAX & ACCESSORIES**

Mr. Schilling moved and Mr. Booth seconded a motion to approve a request from the Engineer to purchase a Mower Max mower with accessories. The County uses four tractors and mowers to mow County roadways. The Mower Max will replace one of the current tractor and mower. The purchase price is \$205,400 from Atmax Equipment Company. The mower will be purchased with Motor Vehicle Gas Tax funds.

A calling of the roll resulted in the following vote: Kevin Ritter aye. Charlie Schilling aye. James Booth aye. Motion passed.

**RE: COMMON PLEAS – T-CAP GRANT REQUIREMENTS & MOU**

Mr. Schilling moved and Mr. Booth seconded a motion to approve the Common Pleas Court T-CAP Grant Requirements and the plan contained in the submitted Memorandum of Understanding. The Court will reimburse the Washington County Sheriff's Office a flat fee of up to \$50,000 annually for the increased costs of housing prisoners serving T-CAP eligible offenses.

A calling of the roll resulted in the following vote: Kevin Ritter aye. Charlie Schilling aye. James Booth aye. Motion passed.

## **RE: SEWER RATE DISCUSSION**

Commissioner Schilling said the Commissioners review the sewer fund every year and determine if the sewer rate needs adjusted. Mr. Schilling said infrastructure deteriorates over time and the County needs to keep up with maintenance.

Commissioner Booth said the need to maintain sewer infrastructure was evident from his first day in office. The County received a \$60,000 treatment bill from City of Belpre that should be around \$20,000 with proper maintenance. Mr. Booth said it is unfortunate that sewer costs go up with time to sustain the infrastructure that is already in place.

Commissioner Ritter said that two-and-a-half years ago, the Board of Commissioners were discussing the possibility of \$110 monthly sewer rate and a \$10,000 tap fee. Mr. Ritter said the Board is working to reduce those estimates, but rates will go up as a result of the Court Order to sewer Devola.

Mr. Booth moved and Mr. Schilling seconded a motion to table the Sewer Rate Discussion.

A calling of the roll resulted in the following vote: Kevin Ritter aye. Charlie Schilling aye. James Booth aye. Motion passed.

## **RE: LIQUOR PERMIT APPLICATION FOR PAR MAR**

Mr. Schilling moved and Mr. Booth seconded a motion to return to the table the liquor permit application for Par Mar. A calling of the roll resulted in a unanimous vote in favor. Motion Passed.

Mr. Booth moved and Mr. Schilling seconded a motion to approve sending notice to the Ohio Division of Liquor Control indicating that Washington County does not request a hearing for Par Mar Oil Company liquor permit application.

A calling of the roll resulted in the following vote: Kevin Ritter aye. Charlie Schilling aye. James Booth aye. Motion passed.

## **RE: COMMENTS**

Commissioner Booth said it is National Dispatcher Week and would like to recognize that dispatchers are vital workers. Mr. Booth said dispatchers are the first contact for responders in Washington County and are a lifeline for officers in the field. Mr. Booth introduced Jeni Lauer, Sheriff's Office, and thanked her and all the dispatchers for their hard work.

Commissioner Schilling announced that the Army Corps of Engineers awarded the Devola Sewer Project \$1,075,000 as a result of the work of the Commissioners on behalf of county residents. Mr. Schilling said the award is the first step in what the Commissioners are trying to accomplish with funding and they will not be satisfied until the entire project is paid for.

## **RE: VETERANS SERVICE COMMISSION**

Jared Smith and Robert Fitzgerald from the Veterans Service Commission requested the support of the Board of Commissioners to rename the Washington County Veterans Service Office building in the memory of Veteran Service Officer Chad Wright. Chad Wright was hired by Veterans Service in 2012 and continued to work there until his sudden death in 2020. Chad Wright was a Marine Veteran who served in both Iraq and Afghanistan. Chad Wright, during his tenure as a Veteran Service Officer, served with distinction the veterans of Washington County, Ohio. He was a co-founder of the Mid-Ohio Valley Veterans Outreach, a nonprofit organization designed to assist veterans in their time of need. Chad Wright organized fundraisers and promoted events to both raise funds and awareness to veteran's issues. On January 26, 2021 the Veterans Service Commission voted unanimously to rename their building in memory of Veteran Service Officer Chad Wright. Commission Ritter said it is a fitting tribute. The entire Board of Commissioners voiced their support to rename the building.

## **RE: HUMANE SOCIETY UPDATE**

Leight Murray, James Raney, Rachal Merrow, Scott Hatfield, and Mike Montgomery from the Humane Society were present to provide an update. The Commissioners were given a report on animals at the shelter. Mr. Raney provided a written answer on how public funds are spent by the Humane Society. Of the proposed \$60,000 annual public funds from the county, the shelter would spend a little more than half of that amount on payroll, with the remaining amount split between veterinary care and expenses to operate the shelter. Commissioner Booth asked how the shelter is handling stray cats. Mr. Hatfield said the Humane Society has a trap, neuter, and release program. Mr. Raney said there are not enough vets locally to neuter all the cats. Mr. Montgomery said they are sending the excess animals to Barboursville, WV for neutering.

**RE: COUNTY HOME – REQUEST FOR CREDIT CARD**

Flite Freimann, Director JFS, said employees of the Washington County Home are currently using personal credit cards for County Home purchases and getting reimbursed. Mr. Freimann believes the County Home should have its own credit card for employees to use. Mr. Freimann said County Home will follow the county credit card policy and, as Director, Mr. Freimann will be liable for the credit card charges. Rita Spence, Office Manager County Home, said some vendors require payment by credit card. Ms. Spence said a credit card is also necessary for travel.

Mr. Booth moved and Mr. Schilling seconded a motion to authorize the Washington County Home to have a credit card for authorized purchases, following the county credit card policy.

A calling of the roll resulted in the following vote: Kevin Ritter aye. Charlie Schilling aye. James Booth aye. Motion passed.

**RE: ADJOURNMENT**

Mr. Schilling moved and Mr. Booth seconded a motion to adjourn. A calling of the roll resulted in a unanimous vote in favor. The meeting adjourned at 10:20 a.m.

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

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

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

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