

**THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON APRIL 29, 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. SCHILLING OFFERED PRAYER.**

Also attending:

Diane Davis, Director of Human Resources  
Rick Dostal, Building Department Official  
Kimberly Lowers, Child Support Enforcement Agency  
Roger Wright, County Engineer  
Donnie Rader, Director of I.T.  
Flite Freimann, Director of Job & Family Services  
David Browne, Behavioral Health Board  
Rebecca Eddy, Integrated Services for Behavioral Health  
Erin Taylor, Integrated Services for Behavioral Health  
Richard Wittberg  
Ray Smith, Washington County Public Defender  
Amanda Bohlen, OSU Extension  
Michele Newbanks, *Marietta Times*  
Ben Cowdery, Fiscal Manager/Clerk

**Washington County Commissioners  
AGENDA  
9:00 am, April 29, 2021**

9:00 Business Meeting  
9:30 Behavioral Health Board & Integrated Services  
10:00 Ohio Public Defender  
10:30 OSU Extension – Update  
11:00 Executive Session – Personnel Issue

**UNFINISHED BUSINESS**

Sewer Rate Discussion

**NEW BUSINESS**

Approve Agenda  
Approval of previous meeting minutes  
Bills from various departments  
Additional Appropriation – Sheriff  
Additional Appropriation – EMA  
FCF – Disclosure form for Communities of Support Grant  
FCF – Early Intervention Grant  
JFS – Family Services Planning Committee Member letter  
CSEA – Disposal of old copy machine  
Liquor Permit Application for Mirric Realty LLC  
Delinquent Sewer Accounts  
Certification of Delinquent Sewer Accounts  
Engineer – County Engineer Teamster Contract  
Engineer – H2O Funding

**DATES TO REMEMBER**

Viewing to vacate Bartlett Street, 10:30 a.m. May 6, at intersection of South Street and State Route 555

**RE: APPROVAL OF AGENDA**

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

Add: Additional Appropriation – CDBG CHIP  
Additional Appropriation – BOE Grant  
Additional Appropriation – Engineer  
Additional Appropriation – 1% Sales Tax  
Engineer – Purchase of Dump Truck Attachments  
JFS – Social Media Policy  
JFS – RFP for Data Analytics  
Travel Requests – Children Services

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

<u>Department</u>	<u>Account</u>	<u>Amount</u>
Sheriff	100-0384-54406	\$ 10,500.00
EMA	200-0315-51110	\$ 108.90
Board of Elections Grant	215-0163-54402	\$ 26,104.93
CDBG CHIP	210-0807-57404	\$ 21,500.00
Permissive Sales Tax	100-0103-57400	\$ 35,000.00
Motor Vehicle Gas Tax	200-0540-55202	\$ 23.52

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

Children Services

*Katie Radabaugh*: Training in Athens on May 7; Required child visit in Columbus on May 11 and Athens on May 14, 2021

*Kate Brockmeier*: Required child visit in Columbus on May 11, 2021

*Ashley Harris*: Required child visit in University Heights on May 11; Mt. Vernon on May 13; and Coshocton on May 18, 2021

*Sabrina Buchanan*: Required child visit in Cambridge on May 5; Sardis on May 10; Vinton on May 11; Glouster on May 12; Washington Courthouse on May 13; St. Clairsville & Coshocton on May 17; and Fazeysburg on May 18, 2021

*Melody Jenkins*: Training in Cambridge on May 3, 4, 7, 2021

*Michaela Herrick*: Training in Athens on May 10, 11, 2021

*Shayla Blankenship & Judy Kuntz*: Training in Athens on May 12, 13, 14, 2021

*Yvonne Garvey*: Training in Stockport on May 7, 2021

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

**RE: FCF – DISCLOSURE FORM FOR COMMUNITIES OF SUPPORT GRANT**

Mr. Schilling moved and Mr. Booth seconded a motion to approve the Standard Affirmation and Disclosure Form on behalf of Family and Children First for the Communities of Support Grant. The form is required to do business with Ohio Department of Job and Family Services. The form, which bans the expenditure of public funds on offshore services, must be submitted prior to the execution of the grant.

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

**RE: FCF – EARLY INTERVENTION GRANT**

Mr. Booth moved and Mr. Schilling seconded a motion to approve the Early Intervention Service Coordination Grant Agreement between Family and Children First and the Ohio Department of Developmental Disabilities. The agreement will be in effect from July 1, 2021 through June 30, 2022.

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

**RE: JFS – FAMILY SERVICES PLANNING COMMITTEE MEMBER LETTER**

Mr. Schilling moved and Mr. Booth seconded a motion to approve sending letters to members of the Family Services Planning Committee, requesting members to attend the annual review meeting scheduled for May 12, 2021. The Family Services Planning Committee will review the Ohio Works First and the Prevention, Retention and Contingency (PRC) plans administered by Job & Family Services.

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

**RE: CSEA – DISPOSAL OF OLD COPY MACHINE**

Mr. Schilling moved and Mr. Booth seconded a motion to approve a request from Child Support Enforcement Agency to dispose of an old copy machine. The copy machine was offered to other county departments and subsequently declined. The machine has no value.

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 MIRRIC REALTY LLC**

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

Mr. Booth moved and Mr. Schilling seconded a motion to table the Mirric Realty LLC liquor permit application notice to allow time for public input.

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

**RE: DELINQUENT SEWER ACCOUNTS**

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

**RE: CERTIFICATION OF DELINQUENT SEWER ACCOUNTS**

Mr. Booth moved and Mr. Schilling seconded a motion to certify with the county auditor the following list of delinquent sewer accounts. The Board of Commissioners requests the auditor to collect the delinquent amounts with the taxes due for the property.

<u>Parcel</u>	<u>Amount</u>	<u>Parcel</u>	<u>Amount</u>
26-0036892-000	\$ 238.96	05-0011720-000	\$ 311.96
05-0012684-000	\$ 311.96	05-0013036-000	\$ 311.96
23-0076412-016	\$ 340.92	05-0009268-000	\$ 311.96
05-0301999-999	\$ 311.96	26-0037484-002	\$ 311.96
23-0076412-013	\$ 311.96	07-0024031-000	\$ 311.96
07-0024027-000	\$ 319.94	07-0023358-000	\$ 311.96
07-0021348-000	\$ 311.96	07-0024048-000	\$ 311.96
11-0047967-000	\$ 311.96	06-0016400-000	\$ 311.96
07-0024205-000	\$ 295.95		

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

**RE: ENGINEER – COUNTY ENGINEER TEAMSTER CONTRACT**

Mr. Booth moved and Mr. Schilling seconded a motion to approve a contract between Washington County Engineer and Teamsters Local Union No. 637. The contract is effective from April 1, 2021 through March 31, 2024. The Engineer has opted out of the county’s health insurance plan. The health insurance provided in the contract will amount to a savings of \$60,914 for the Engineer’s Office in year 2021.

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

**RE: LIBERTY TOWNSHIP – SUPPORT LETTER FOR H2O FUNDING**

The Commissioners acknowledged receipt of a letter of support from Liberty Township for Washington County’s request of H2O funding for the Devola Sewer Project. Commissioner Booth said the township trustees have been superb in sending letters of support and believes it sends a clear message to the state to help fund the mandated

project.

**RE: ENGINEER – PURCHASE OF DUMP TRUCK ATTACHMENTS**

Mr. Schilling moved and Mr. Booth seconded a motion to approve a request from the Engineer to purchase two dump truck bodies, spreaders, and snow plows from ACE. The purchase price is \$65,555 per truck, for a total price of \$131,110. The Engineer received two quotes for the parts and ACE was the lowest price.

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

**RE: JFS – SOCIAL MEDIA POLICY**

Mr. Booth moved and Mr. Schilling seconded a motion to approve the Social Media Policy for Washington County Department of Job & Family Services. The policy governs official use of social media sites and tools by the agency. Under the policy, JFS may use social media to communicate their mission and engage with the public. Social media services must be approved for use following official review by the WCDJFS Director and Human Resources.

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

**RE: JFS – RFP FOR DATA ANALYTICS RESEARCH**

Mr. Booth moved and Mr. Schilling seconded a motion to approve the Job & Family Services Request for Proposal for Data Analytics Research. The responsibility of the selected vendor is to assist JFS in analyzing, identifying, and recommending target audiences and marketing strategies for JFS programs, including Ohio Works First, Supplemental Nutrition Assistance, Workforce Development, and Prevention Retention and Contingency. Respondents must submit their proposals by 4 p.m. Thursday, May 27, 2021.

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**

Mr. Booth moved and Mr. Schilling seconded a motion to return to the table the discussion of the county's sewer rate. A calling of the roll resulted in a unanimous vote in favor.

Mr. Booth moved and Mr. Schilling seconded a motion to increase the monthly sewer rate by \$3.65 beginning July 1, 2021. The current rate of \$73 a month will increase to \$76.65.

Commissioner Booth said they analyzed the numbers to know what is needed for repair and maintenance of the county's sewer infrastructure. Mr. Booth said the increase is needed to cover the required costs of maintenance and was kept as low as possible.

Commissioner Schilling noted that the number is not rounded up. Mr. Schilling said ADR did a fine job analyzing the numbers.

Commissioner Ritter said he has been following county sewer issues closely and this increase is lower than what could have been expected.

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

**RE: COMMENTS**

Deanna Green, Director County Home, said the County Home has lifted some COVID restrictions and is happy to have visitors back in the building.

Commissioner Schilling thanked Roger Wright, County Engineer, for the informative annual report. Mr. Schilling also mentioned that tomorrow, April 30, at 8:45 a.m., he will be on the WMOA radio station providing an update on county issues.

**RE: BEHAVIORAL HEALTH BOARD & INTEGRATED SERVICES**

Integrated Services provides behavioral health services to clients in Washington County since 2019. Initially, Integrated Services had one staff member in Washington County in 2019. Current staff in the county consists of eight full-time employees, which includes a licensed Social Worker and a licensed Professional Clinical Counselor. Total services provided by Integrated Services in Washington County numbered 210 in 2019, 1,952 in 2020, and 1,281 in 2021 through the end of April. David Browne, Behavioral Health Board, said the increasing numbers are a sign of the high quality service being provided.

Rebecca Eddy, Integrated Services, appreciates the space made available to them by the county at the old Children Services home. Ms. Eddy said they would like a sign outside the building to direct clients to their location. Erin Taylor, Integrated Services, said they are rapidly outgrowing their current space.

Richard Wittberg said Integrated Services is a great partner and anything Washington County can do for them is a worthwhile investment for the community. Commissioner Ritter said he appreciates the services provided by Integrated Services to Washington County.

**RE: OHIO PUBLIC DEFENDER**

Joseph Medici, Office of the Ohio Public Defender, and Ray Smith, Washington County Public Defender, were present to discuss the fiscal year 2022 contract with the Commissioners. Mr. Medici said they are looking to hire another attorney and investigator for Washington County. Mr. Medici said the contract amount is based on a 96% reimbursement of county indigent defense costs for fiscal year 2022. Mr. Medici said the numbers are conservative and the county could possibly be reimbursed at 100%, depending on state funding.

Mr. Booth moved and Mr. Schilling seconded a motion to approve the contract for Public Defense Services with the Office of the Ohio Public Defender. The term of the contract shall be July 1, 2021 to June 30, 2022. The county will pay quarterly installments of \$4,225 for a total annual amount of \$16,900. The state's portion of the cost is estimated to be \$997,529.

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

**RE: OSU EXTENSION – UPDATE**

Amanda Bohlen, OSU Extension Office, provided the Commissioners with an overview of the ServSafe food safety program offered through OSU Extension. ServSafe is a national training program and the industry standard for food safety education. Amanda Bohlen is the Certified Instructor for the ServSafe program in Washington County.

**RE: EXECUTIVE SESSION – PERSONNEL ISSUE**

Mr. Booth moved and Mr. Schilling seconded a motion to enter executive session to discuss a personnel issue.

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

The Commissioners adjourned the executive session and returned to the regular session at 11:00 a.m.

**RE: ADJOURNMENT**

Mr. Booth moved and Mr. Schilling seconded a motion to adjourn. A calling of the roll resulted in a unanimous vote in favor. The meeting adjourned at 11:01 a.m.

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

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

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

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