

**THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON OCTOBER 21, 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. THE COMMISSIONERS LED THOSE ATTENDING IN THE PLEDGE OF ALLEGIANCE TO OUR FLAG, AND MR. RITTER OFFERED PRAYER.**

Also attending:

Flite Freimann, Director Job & Family Services  
Karl Comstock, Maintenance Superintendent  
Gary Doan, Muskingum Township Trustee  
Karen Doan  
Diane Davis, HR Director  
Rick Dostal, Chief Building Official  
Shelly Vincent, Commissioners Office  
Cindy Davis, Family & Children First  
Brenda Robinson, OhioMeansJobs  
David Browne, Behavioral Health Board  
Jean Yost, Ohio River Museum  
Judy Mercer, Highland Ridge Water  
James Raney  
Mike Montgomery, Humane Society  
Keri Stan, Humane Society  
Leight Murray, Humane Society  
Deana Clark, Convention & Visitors Bureau  
Michele Newbanks, *Marietta Times*  
Ben Cowdery, Fiscal Manager/Clerk

**Washington County Commissioners  
AGENDA  
9:00 am, October 21, 2021**

9:00 Business Meeting  
9:30 Executive Session – Real Estate  
10:00 Humane Society Update  
10:30 Convention & Visitors Bureau Update

**UNFINISHED BUSINESS**

Liquor Permit Application for El Palenque Tres

**NEW BUSINESS**

Approve Agenda  
Approval of previous meeting minutes  
Bills from various departments  
Additional Appropriation – Maintenance  
Additional Appropriation – Sewer  
Additional Appropriation – Common Pleas  
Additional Appropriation – Engineer  
Additional Appropriation – Family & Children First  
Additional Appropriation – Jail  
Additional Appropriation – Sheriff  
Additional Appropriation – Web Check  
Additional Appropriation – Children Services  
Additional Appropriation – Job & Family Services  
Minus Appropriation – Sheriff Civil, Jail, Security & Transport  
Transfer – Job & Family Services  
Transfer – Belpre Outpost  
Jail – Request to dispose of items  
FCF – Early Intervention ARPA Grant Agreement  
JFS – Contract with Building Bridges to Careers  
Transit – Subrecipient Agreement with City of Marietta  
Notice of Award – Belpre Outpost Utility Extension  
Engineer – C-76 Bridge Replacement Agreement  
Discussion – Pitney Bowes postage service

**DATES TO REMEMBER**

Bid Opening for 311 Third St, October 28, 9:30 a.m. at Commissioners Office  
Bid Opening for Transit RFP, November 4, 10 a.m. at Commissioners Office  
Public Viewing for T-171 Vacation, November 10, 11 a.m. at site  
Devola Sewer Public Meeting, November 16, 7 p.m. at WSCC

**RE: APPROVAL OF AGENDA**

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

Add: Resolution for EPA Water Pollution Control Loan Fund Agreement  
Resolution to apply for ARC programs and execute contracts  
Additional Appropriation – County General  
Transfer – Soil & Water  
Travel – County Home

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 October 14, 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: RESOLUTION FOR EPA WATER POLLUTION CONTROL LOAN FUND AGREEMENT**

Mr. Booth moved and Mr. Schilling seconded a motion to adopt the following resolution:

A RESOLUTION AUTHORIZING THE PRESIDENT TO APPLY FOR, ACCEPT, AND ENTER INTO AN OHIO EPA WATER POLLUTION CONTROL LOAN FUND (WPCLF) AGREEMENT ON BEHALF OF THE WASHINGTON COUNTY BOARD OF COMMISSIONERS FOR CONSTRUCTION OF THE DEVOLA SANITARY SEWER IMPROVEMENTS PROJECT, DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN, AND DECLARING AN EMERGENCY

*WHEREAS*, the Washington County Board of Commissioners seeks to complete construction of the project; and

*WHEREAS*, the Washington County Board of Commissioners intends to apply for Ohio EPA Water Pollution Control Loan Fund (WPCLF) financing for a portion of the financing needed for the construction of the project; and

*WHEREAS*, the Ohio EPA requires the government authority pass legislation for application of loans and the execution of agreements as well as designating dedicated repayment sources.

*NOW, THEREFORE, BE IT RESOLVED by the Washington County Board of Commissioners:*

1. It is necessary to complete construction of the project for the health, safety, and welfare of the residents of the Devola area in Washington County, Ohio.
2. It is necessary to apply for construction financing from the Ohio EPA Water Pollution Control Loan Fund (WPCLF).
3. The President of the Washington County Board of Commissioners be, and is, hereby authorized to request from the Ohio EPA WPCLF a portion of the financing required for the construction of the project.
4. The method of repayment of moneys loaned from the Ohio EPA WPCLF shall be wastewater revenues generated from Washington County wastewater customers.
5. This Resolution is being passed as an emergency measure pursuant to O.R.C. 731.30 because the immediate passage of the Resolution is necessary in that the immediate construction of the project at the earliest possible time is necessary in order to protect the health of the inhabitants of the Devola area in Washington County, Ohio, and this Resolution shall be in full force and effect upon its adoption.

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

**RE: RESOLUTION TO APPLY FOR ARC PROGRAMS AND EXECUTE CONTRACTS**

Mr. Schilling moved and Mr. Booth seconded a motion to adopt the following resolution:

A RESOLUTION AUTHORIZING THE PRESIDENT OF THE WASHINGTON COUNTY BOARD OF COMMISSIONERS TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE APPALACHIAN REGIONAL COMMISSION / GOVERNOR'S OFFICE OF APPALACHIA PROGRAMS AND TO EXECUTE

CONTRACTS AS REQUIRED

WHEREAS, the Appalachia Regional Commission/ Governor's Office of Appalachia Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure; and

WHEREAS, the Washington County Board of Commissioners is planning to complete the Devola Sanitary Sewer Improvements; and

WHEREAS, the infrastructure improvements herein above described is considered to be priority need for the community and is a qualified project under the Appalachia Regional Commission/ Governor's Office of Appalachia programs.

NOW THEREFORE, BE IT RESOLVED by Washington County Board of Commissioners:

Section 1. The President of the Washington County Board of Commissioners is hereby authorized to apply to the Appalachia Regional Commission/ Governor's Office of Appalachia for funds as described above.

Section 2. The President of the Washington County Board of Commissioners is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

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>
Maintenance	100-0109-53600	\$ 1,000.00
Sewer	400-0113-53000	\$ 5,000.00
T-CAP Grant	215-0208-54400	\$ 3,000.00
T-CAP Grant	215-0208-54401	\$ 35,000.00
FEMA DR 4424	210-0553-53000	\$ 22,960.00
Family & Children First	602-2033-52001	\$ 1,500.00
Family & Children First	602-2033-55203	\$ 500.00
Family & Children First	602-2033-55204	\$ 6,000.00
Jail	100-0381-51104	\$ 45,050.00
Jail	100-0381-53150	\$ 500.00
Jail	100-0381-54200	\$ 16,125.00
Sheriff	100-0384-53150	\$ 800.00
Sheriff	100-0384-53600	\$ 8,000.00
Sheriff	100-0384-54001	\$ 38,000.00
Web Check	100-0392-57400	\$ 6,000.00
Children Services	200-0740-57000	\$ 240,000.00
Job & Family Services	200-0720-51102	\$ 63,000.00
Job & Family Services	200-0720-51104	\$ 100,000.00
Job & Family Services	200-0720-51101	\$ 1,750.00
Job & Family Services	200-0720-53400	\$ 100,000.00
Job & Family Services	200-0720-57400	\$ 75,000.00
Commissioners	100-0100-53202	\$ 338.00

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

RE: MINUS APPROPRIATIONS

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

<u>Department</u>	<u>Account</u>	<u>Amount</u>
Security & Transport	100-0385-51104	\$ (6,450.00)
Sheriff Civil	100-0380-51104	\$ (8,825.00)
Jail	100-0381-51001	\$ (45,050.00)
Jail	100-0381-57450	\$ (23,260.00)

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 requests for transfer of funds:

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Job & Family Services	200-0720-59001	200-0720-53400	\$ 25,000.00
Belpre Outpost	210-0556-57200	100-0104-49200	\$ 1,500.00
Soil & Water	200-2040-51102	200-2040-51001	\$ 2,500.00
Soil & Water	200-2040-51104	200-2040-51001	\$ 24,000.00

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 county policy and in compliance with the annual appropriations for fiscal year 2021 and any and all amendments subsequent thereto:

County Home

Deanna Green, Beth Miller, Hollie Orders, Rita Spence: County Home Association Conference at Salt Fork Lodge in Cambridge, November 7 – 9, 2021

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

**RE: JAIL – REQUEST TO DISPOSE OF ITEMS**

Mr. Schilling moved and Mr. Booth seconded a motion to approve a request from the Sheriff to dispose of the following unserviceable items at the jail.

7	Correction Officer uniform shirts
7	Deputy Sheriff uniform shirts
23	Uniform pants
12	Inmate pants
3	Inmate shirts
9	Sheets
1	Blanket
48	Towels
13	Pairs of shoes
3	Property bags
3	Blue mats

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 ARPA GRANT AGREEMENT**

Mr. Booth moved and Mr. Schilling seconded a motion to approve a grant agreement between the Family and Children First Administrative Agency and the Ohio Department of Developmental Disabilities. Congress appropriated American Rescue Plan funds to support early intervention and education services for infants, toddlers, children and youth with disabilities and their families. Family and Children First will carry out the requirements of the Agreement on behalf of Washington County. This Agreement will be in effect from July 1, 2021 through June 30, 2023. Washington County's allocation is \$46,478. Payment of funds will be made for approved expense reports within 30 days of submission.

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

**RE: JFS – CONTRACT WITH BUILDING BRIDGES TO CAREERS**

Mr. Booth moved and Mr. Schilling seconded a motion to approve a contract between Job & Family Services and Building Bridges to Careers, to provide services in accordance with the Comprehensive Case Management and Employment Program. The contract will be effective from October 1, 2021 to September 30, 2022. The total amount of the contract cannot exceed \$20,000. JFS will pay Building Bridges to Careers \$65 per hour per student for mentoring, career counseling, and financial literacy education. Flite Freimann, Director JFS, said this is the third year JFS is contracting with Building Bridges to Careers for these services.

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

**RE: TRANSIT – SUBRECIPIENT AGREEMENT WITH CITY OF MARIETTA**

Mr. Schilling moved and Mr. Booth seconded a motion to approve a subrecipient agreement with the City of Marietta to assist with funding the County's public transit services. Washington County contracts with WMCAP to provide low-cost public transit services throughout the county. Federal and state transit funding, received by Washington County, requires a local match, and the City of Marietta will use CDBG funds to assist with the local match requirement. The total amount provided by City of Marietta is \$40,000 for 2021.

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

**RE: NOTICE OF AWARD – BELPRE OUTPOST UTILITY EXTENSION**

Mr. Booth moved and Mr. Schilling seconded a motion to approve a Notice of Award to Stonegate Construction for the Washington County Belpre Outpost Utility Extension Project. The contract price is \$214,232. Four bids were received for the project. The engineer's estimate for the project was \$378,530. The bid tab is as follows:

Larry Lang Excavating	\$333,720.00
Tam Construction	\$319,000.00
C.J. Hughes Construction	\$344,075.00
Stonegate Construction	\$214,232.00

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

**RE: ENGINEER – C-76 BRIDGE REPLACEMENT AGREEMENT**

Mr. Schilling moved and Mr. Booth seconded a motion to approve a scope of services agreement with Pickering Associates for engineering and design of the County Road 76 Bridge located over Cats Creek in the amount of \$15,500. Deterioration of the existing structure requires the replacement of both the superstructure and substructure. Pickering Associates will provide final design of the replacement superstructure and substructure and perform bridge load rating.

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

**RE: DISCUSSION – PITNEY BOWES POSTAGE SERVICE**

Commissioner Booth said the County has been using WASCO to handle its mail service, but received notice that WASCO will no longer be providing this service after December. Shelly Vincent, Commissioners Office, said she contacted Marietta Memorial Hospital, as well as other organizations that were relying on WASCO, to see what other options are available. Ms. Vincent said there are not many options and suggests getting a postage machine from Pitney Bowes and handling mail in-house. Commissioner Schilling noted there will be fees and upfront cost involved.

**RE: LIQUOR PERMIT APPLICATION FOR EL PALENQUE TRES**

Mr. Booth moved and Mr. Schilling seconded a motion to return to the table the liquor permit application for El Palenque Tres. 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 El Palenque Tres (11000 State Route 60, Lowell, Ohio) 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**

Jean Yost, Ohio River Museum, requested \$600,000 of the County's American Rescue Plan funds to build a new river museum. Mr. Yost said the request is eligible for ARPA funding for tourism. Mr. Yost said they have already received \$3.9 million for the project, and have another \$2.5 million that has been pledged.

Judy Mercer, Highland Ridge Water, asked if there is American Rescue Plan money available for their project. Commissioner Schilling suggested Highland Ridge Water set up a meeting and include other water districts to discuss the issue.

**RE: EXECUTIVE SESSION – REAL ESTATE**

Mr. Booth moved and Mr. Schilling seconded a motion to enter executive session to consider the purchase or sale of real estate property.

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 regular session at 9:59 a.m.

**RE: HUMANE SOCIETY UPDATE**

Mike Montgomery, Humane Society, provided the Commissioners with a brief update on animals at the shelter. Leight Murray, Humane Society, said the Rotary Club built a roof over the outdoor kennels. Mr. Murray said the shelter completed installation of a new commercial dishwasher. The local plumbers and pipefitters union donated labor for the

installation. Mr. Murray said the purchase of the dishwasher was possible because of a generous donation from James Raney's wife. Mr. Murray said Scott Hatfield, Director Humane Society, submitted his resignation. Commissioner Ritter asked if there is a replacement plan for the Director. Mr. Murray said it is hard to find employees. The shelter plans to increase pay rates on November 1, 2021. The plan is to hire a shelter manager at a higher pay rate.

Keri Stan, Humane Society, said the goal is to have a contract with the County in place by the time a new shelter manager begins. Mr. Murray said the Humane Society has an annual budget of approximately \$430,000. They currently receive \$58,000 a year from Washington County. Commissioner Schilling said he will research what other similar-size counties do. Commissioner Booth said he has an issue with some of the wording in the proposed contract. Mr. Booth pointed out that if the Dog Warden calls for service, the Humane Society should respond. Commissioner Ritter said he wants time to research and would like to schedule a working session. Mr. Ritter wants to have a contract in place by the end of the year and is committed to getting this done.

**RE: CONVENTION & VISITORS BUREAU UPDATE**

Deana Clark, Executive Director of Marietta-Washington County CVB, submitted a proposal requesting \$240,000 of the County's American Rescue Plan funds. The proposal outlines eight categories for use of the funds, which includes a video of county-based attractions, digital marketing, print advertising, festival grants, marketing assistance, recreation guides, trade shows, and replacement of lost revenue. Commissioner Ritter asked what other government assistance the CVB has received. Ms. Clark said it received money from the payroll protection program, as well as \$350,000 of ARPA funds from the City of Marietta, with \$50,000 of that money earmarked for festivals.

**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 10:51 a.m.

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

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

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

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