

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON MARCH 10, 2022 IN ACCORDANCE WITH OHIO REVISED CODE 305.05, WITH THE FOLLOWING MEMBERS PRESENT: CHARLIE L. SCHILLING, PRESIDENT. JAMES W. BOOTH, VICE PRESIDENT. 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. BOOTH OFFERED PRAYER.

Also attending:

Karl Comstock, Maintenance Superintendent
Diane Davis, HR Director
Rob Grant, Grant Department
Gary Doan, Muskingum Township Trustee
Karen Doan
Rick Dostal, Chief Building Official
Kimberly Lowers, Child Support Enforcement Agency
Donnie Rader, I.T. Director
Jesse Roush, Port Authority
Jamie Vuksic, Children Services
Brenda Robinson, OhioMeansJobs
Roger Wright, County Engineer
Tracey Wright, County Recorder
Vernon McKnight Sr.
Sandra McKnight
Sharon Kesselring, American Red Cross
Bruce Zimmer, OSU Extension Office
Kathryn Hartline, OSU Extension Office
Mary Ann Mitchell
Michele Newbanks, *Marietta Times*
Ben Cowdery, Fiscal Manager/Clerk

**Washington County Commissioners
AGENDA
9:00 am, March 10, 2022**

9:00 Business Meeting
10:00 Bid Opening – Recorder Archive Project
10:15 American Red Cross
10:30 OSU Extension – 4H Update

UNFINISHED BUSINESS

None

NEW BUSINESS

Approve Agenda
Approval of previous meeting minutes
Bills from various departments
Resolution to adopt ARPA standard allowance
Resolution to establish micro-purchase threshold
Procurement of goods and services using Federal Grant Funds
Additional Appropriation – T-CAP Grant
Transfer – Belpre Outpost
Transfer – Budget Stabilization
Then & Now
JFS – Request to pay late fee
Travel – HR, Auditor
Senior Levy – Belpre Senior Center request for funds
Veregy – Jail Chiller Project Amendment
Veregy – 311 3rd Street Project Amendment
Sheriff – Monthly Report on Care of Prisoners for February
Jail Contract – Morgan, Muskingum & Gallia County, Village of Middleport
ADR & Associates – Bid Tab & Recommendation for Sewer Rehabilitation Project
Bid Award for Sewer Rehabilitation Project
Engineer – City of Belpre request for Permissive Tax Distribution
Engineer – Contract for Bridge Inspection Services
Engineer – Bid Awards for 2022 Materials
Engineer – Bid Specs for C-17 Emergency Landslip Repair
Engineer – Bid Specs for Hills Covered Bridge Rehab Project

DATES TO REMEMBER

Finance Meeting, March 15 at 10 a.m. at Commissioners Office
Investment Committee Meeting, March 15 at 10:15 a.m. at Commissioners Office

RE: APPROVAL OF AGENDA

Mr. Booth moved and Mr. Schilling seconded a motion to approve the agenda.

A calling of the roll resulted in the following vote: 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 March 3, 2022 regular meeting.

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

RE: RESOLUTION TO ADOPT ARPA STANDARD ALLOWANCE

Mr. Booth moved and Mr. Schilling seconded a motion to adopt a resolution that Washington County elects to use the standard allowance of \$10 million in revenue loss on its distribution of American Rescue Plan Act monies, in accordance with the Department of Treasury Final Rule, published January 6, 2022. The Final Rule observes that the standard allowance provides an estimate of revenue loss that is based on an extensive analysis of average revenue loss across states and localities, and offers a convenient way to determine revenue loss. ARPA recipients are permitted to use the standard allowance amount to fund government services.

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

RE: RESOLUTION TO ESTABLISH MICRO-PURCHASE THRESHOLD

Mr. Booth moved and Mr. Schilling seconded a motion to adopt a resolution to self-certify a \$50,000 micro-purchase threshold for use of federal funds. The Code of Federal Regulations allow the County to self-certify a micro-purchase threshold up to \$50,000, where such a threshold is consistent with State law. Ohio Revised Code provides that the County need not engage in competitive bidding for any purchase less than \$50,000. Accordingly, any purchase which does not exceed \$50,000, whether or not such purchase uses federal funds, shall not be subject to competitive procurement.

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

RE: PROCUREMENT OF GOODS AND SERVICES USING FEDERAL GRANT FUNDS

Mr. Booth moved and Mr. Schilling seconded a motion to approve a policy for the procurement of goods and services using federal grant funds. The County recognizes that, as the grantee or subgrantee of federal funds, it may be subject to certain restrictions in the methods of procurement used to expend those funds. In case of a conflict between this Policy and the County's other contracting and procurement ordinances, policies and practices, the more restrictive provision shall control when goods and services will be purchased with federal grant funds. The Policy addresses conflicts of interest, cost and price analysis, types of procurement, consistency with State law, micro-purchases, small purchase procedures, sealed bids, competitive proposals, noncompetitive proposals, protest procedures, and record keeping.

A calling of the roll resulted in the following vote: 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>
T-CAP Grant	215-0208-54400	\$ 15,000.00

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

RE: TRANSFERS

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

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Belpre Outpost	210-0556-57200	100-0104-49200	\$ 87,491.80
Budget Stabilization	100-0104-57100	200-0740-49100	\$ 25,000.00

A calling of the roll resulted in the following vote: 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>
Developmental Disabilities	200-0620-53000	Betsy Liller	\$ 887.50
Developmental Disabilities	210-0620-53000	M.E.O.R.C.	\$ 3,886.63
Recorder	100-0150-52000	Marriott Columbus	\$ 129.00

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

RE: JFS – REQUEST TO PAY LATE FEE

Mr. Booth moved and Mr. Schilling seconded a motion to approve a request from Job & Family Services to pay a late fee to Superfleet in the amount of \$1,659.78. The late fee resulted from a payment made in January that was not received timely. The check was mailed by the County on January 14 but was not posted by Superfleet until February 9. A Superfleet representative was unable to explain the lapse, but did credit the account the full amount. To avoid additional fees, the late fee must be paid this month and the credit will be applied to the April invoice. Mr. Booth said the Commissioners are working with department heads to find other options for fuel cards.

A calling of the roll resulted in the following vote: 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 2022 and any and all amendments subsequent thereto:

Human Resources & Auditor

Trena Brooker & Diane Davis: CEBCO Renewal Meeting in Columbus on April 1, 2022

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

RE: SENIOR LEVY – BELPRE SENIOR CENTER REQUEST FOR FUNDS

Mr. Booth moved and Mr. Schilling seconded a motion to approve a request from the Belpre Senior Center for \$1,850 of Senior Levy Funds to replace a food waste disposer. A portion of Senior Levy funds are set aside each year for the senior clubs. Commissioner Booth said this request to help the Belpre Senior Center is what the levy funds are for.

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

RE: VEREGY – JAIL CHILLER PROJECT AMENDMENT NO. 3

Mr. Booth moved and Mr. Schilling seconded a motion to approve the Guaranteed Maximum Price Amendment No. 3 for the Washington County Jail Chiller Project. The contract sum consists of the construction manager’s fee plus the cost of the work. The contract sum for the Jail Chiller Project is guaranteed by the construction manager not to exceed \$270,404. The amendment details the scope of work and unit pricing. Commissioner Booth said the Veregy projects are part of the Commissioners continued effort to improve County buildings.

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

RE: VEREGY – 311 THIRD STREET PROJECT AMENDMENT NO. 2

Mr. Booth moved and Mr. Schilling seconded a motion to approve the Guaranteed

Maximum Price Amendment No. 2 for the 311 Third Street Project. The contract sum for the project is guaranteed by the construction manager not to exceed \$38,796. The purpose of the project is to install a new HVAC system at the 311 Third Street building.

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

RE: SHERIFF – MONTHLY REPORT ON CARE OF PRISONERS FOR FEBRUARY

The Commissioners acknowledged receipt of the monthly report on the care of prisoners at the Washington County Jail for the month of February 2022. The report shows a total prisoner count of 197. The Jail received \$8,092 for housing prisoners from other jurisdictions for the month of February.

RE: JAIL CONTRACT – MORGAN COUNTY

Mr. Booth moved and Mr. Schilling seconded a motion to approve a contract with Morgan County to house prisoners at the Washington County Jail at a cost of \$83 per day. The contract will be effective from April 1, 2022 through March 31, 2023.

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

RE: JAIL CONTRACT – MUSKINGUM COUNTY

Mr. Booth moved and Mr. Schilling seconded a motion to approve a contract with Muskingum County to house prisoners at the Washington County Jail at a cost of \$83 per day. The contract will be effective from April 1, 2022 through March 31, 2023.

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

RE: JAIL CONTRACT – GALLIA COUNTY

Mr. Booth moved and Mr. Schilling seconded a motion to approve a contract with Gallia County to house prisoners at the Washington County Jail at a cost of \$83 per day. The contract will be effective from April 1, 2022 through March 31, 2023.

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

RE: JAIL CONTRACT – VILLAGE OF MIDDLEPORT

Mr. Booth moved and Mr. Schilling seconded a motion to approve a contract with Village of Middleport to house prisoners at the Washington County Jail at a cost of \$83 per day. The contract will be effective from April 1, 2022 through March 31, 2023.

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

RE: ADR & ASSOCIATES – BID TAB FOR SEWER REHABILITATION PROJECT

Mr. Booth moved and Mr. Schilling seconded a motion to approve the bid tab and award recommendation, as submitted by ADR & Associates, for the Washington County Sewer System Rehabilitation Project. The engineer's estimate for the project is \$1,825,499.66. Four bids were received. Based upon the bids received, the apparent low bidder for the project is Insituform Technologies. ADR & Associates reviewed the bids for compliance and recommends that the contract be awarded to Insituform Technologies. The bid tab is as follows:

Insituform Technologies	\$1,234,491.77
Spiniello Companies	\$1,643,300.00
Insight Pipe Contracting	\$1,645,151.75
Granite Inliner	\$1,948,533.75

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

RE: BID AWARD FOR SEWER REHABILITATION PROJECT

Mr. Booth moved and Mr. Schilling seconded a motion to approve the Notice of Award for the Washington County Sewer System Rehabilitation Project. Insituform Technologies, Chesterfield, Missouri, is the successful bidder and awarded the contract in the amount of \$1,234,491.77. Commissioner Booth said this is the sewer pipe lining project in the western part of the county. The project will reduce operating and maintenance costs for the sewer system.

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

Motion passed.

RE: ENGINEER – CITY OF BELPRE REQUEST FOR PERMISSIVE TAX DISTRIBUTION

Mr. Booth moved and Mr. Schilling seconded a motion to approve a request from the City of Belpre for municipal permissive tax funds in the amount of \$20,391.79 for the 2021 Washington Boulevard (SR 618) Paving and ADA Curb Ramps Project. Bids for the project were more than the estimate and this request is to help with the additional cost of the project. The Engineer recommends the requested amount \$20,391.79 be released.

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

RE: ENGINEER – CONTRACT FOR BRIDGE INSPECTION SERVICES

Mr. Booth moved and Mr. Schilling seconded a motion to approve a contract with Popa Consulting for bridge inspection services of 8 fracture critical bridges and 12 structures for QA/QC inspection. The total fee is \$9,200. The inspections will be paid with Motor Vehicle Gas Tax funds. The inspection work will be completed, including all requirements for submittal to the State of Ohio, by the end of 2022.

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

RE: ENGINEER – BID AWARDS FOR 2022 MATERIALS

Mr. Booth moved and Mr. Schilling seconded a motion to approve the bid awards for materials in 2022, as recommended by the County Engineer. The award for limestone and gravel for use by the County Highway Department in 2022 will go to all bidders. This will allow purchase from the vendor with the material needed for the given job, with the least overall expense and best proximity to the work site. Only one bid was received for concrete material and is awarded to Mar-Zane. Only one bid was received for liquid bituminous material and is awarded to Asphalt Materials. Roger Wright, County Engineer, said material prices have increased more this year than in recent years.

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

RE: ENGINEER – BID SPECS FOR C-17 EMERGENCY LANDSLIP REPAIR

Mr. Booth moved and Mr. Schilling seconded a motion to approve the plans and bid specifications, as submitted by the County Engineer, for County Road 17 (Pleasant Ridge Road) Emergency Landslip Repair. The Engineer's estimate for the project is \$389,640. This project will initially be funded with MVGT funds and then reimbursed by FEMA/OEMA. The bid opening is set for Tuesday, March 29, 2022 at 9 a.m. via Bid Express.

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

RE: ENGINEER – BID SPECS FOR HILLS COVERED BRIDGE REHAB PROJECT

Mr. Booth moved and Mr. Schilling seconded a motion to approve the plans and bid specifications, as submitted by the County Engineer, for the Hills Covered Bridge Rehabilitation Project PID #109047. The Engineer's estimate for the project is \$819,438. The project plans and specifications were modified and a rebid is requested. The project will be funded with Transportation Alternative Program (TAP) with 80% federal, 15% state revenue credits, and 5% local. Federal authorization to bid the project has been obtained by ODOT. The bid opening is set for April 5, 2022 at 9 a.m.

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

RE: COMMENTS

Brenda Robinson, OhioMeansJobs, expects up to one hundred vendors at the job fair next week.

Gary Doan, Muskingum Township Trustee, thanked the Commissioners for keeping the public informed on the Devola Sewer Project with public meetings.

Rick Dostal, Chief Building Official, thanked the Commissioners for the new vehicle and said it will help with the efficiency and safety of inspectors.

Commissioner Booth said he will be traveling to see equipment from a potential vendor for the sewer project. Mr. Booth thanked Roger Wright and Doug Parks for all their help and support with the project. Mr. Booth said one his goals for the Devola Sewer Project is

to have a positive impact on the future.

RE: BID OPENING – RECORDER ARCHIVE PROJECT

Tracey Wright, County Recorder, was present for the bid opening for the Recorder’s Office Archival Digitization Project. The purpose of the project is archival imaging, indexing, redaction and loading of records for the Recorder’s Office. One bid was received for the project. The bid tab is as follows:

Kofile Services	\$617,202.85
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RE: AMERICAN RED CROSS

Sharon Kesselring, Executive Director of American Red Cross of the Ohio River Valley, and Tim Pingley provided the Commissioners with an update on local American Red Cross activity. Ms. Kesselring said the local Red Cross had 28 responses in 2021, most of those being house fires. They collected 1,016 units of blood. Ms. Kesselring encouraged people to volunteer for disaster response.

Mr. Booth moved and Mr. Schilling seconded a motion to adopt a resolution proclaiming March 2022 as Red Cross Month.

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

RE: OSU EXTENSION – 4H UPDATE

Bruce Zimmer, Kathryn Hartline, and Mary Ann Mitchell presented the Commissioners with an update on the Washington County 4-H program. Ms. Mitchell is a 47-year volunteer with 4-H. Commissioner Schilling commended Ms. Mitchell for all of her years of service with the program. Mr. Zimmer said the 4-H clubs are starting up for the year. There will be an Endowment Dinner on April 2nd at the Jr. Fair Building. Doors will open at 5 p.m. with attendance capped at 400 people. Tickets are only available through presale. This summer, Camp Hervida will celebrate 100 years on July 2nd and 3rd. All are welcome to attend the event. Ms. Hartline said the CARTEENS program is focusing on seat belt awareness this year.

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 10:48 a.m.

_____, President
_____, Vice President
_____, Member
_____, Clerk