

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON SEPTEMBER 15, 2022 IN ACCORDANCE WITH OHIO REVISED CODE 305.05, WITH THE FOLLOWING MEMBERS PRESENT: CHARLIE L. SCHILLING, PRESIDENT. JAMES W. BOOTH, VICE PRESIDENT. KEVIN J. RITTER, 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. BOOTH OFFERED PRAYER.

Also attending:

Flite Freimann, Director JFS
Roger Wright, County Engineer
Emily Griffin, County Engineer Office
Diane Davis, HR Director
Brenda Robinson, OhioMeansJobs
Gary Doan, Muskingum Township Trustee
Karen Doan
Rick Dostal, Chief Building Official
Rob Grant, Grants Administrator
Philip Schaffer, Special Projects Administrator
Karl Comstock, Maintenance Superintendent
Jesse Roush, Port Authority
Jarrod Jenks, Job & Family Services
Dawn Freeland, Job & Family Services
Alice Stewart, Children Services
Jamie Vuksic, Children Services
Fred Hupp, Washington County EMS
James Seevers
Lorrie Seevers
Nancy Taylor, *Marietta Times*
Ben Cowdery, Fiscal Manager/Clerk

**Washington County Commissioners
AGENDA
9:00 am, September 15, 2022**

9:00 Business Meeting
9:30 Children Services – Document Scanning
10:00 Fire/EMS Association – Ewing Plans

UNFINISHED BUSINESS

None

NEW BUSINESS

Approve Agenda
Approval of previous meeting minutes
Bills from various departments
Resolution to apply for Residential Public Infrastructure Grant
Additional Appropriation – Probate/Juvenile Special Projects
Additional Appropriation – Children Services
Additional Appropriation – Sewer
Additional Appropriation – Economic Development
Additional Appropriation – Engineer
Transfer – Engineer
Transfer – County General
Transfer – Sheriff
Travel – JFS, Children Services, HR
MOU with Tri-County Water for CDBG RPIG Application
Family & Children First – Early Intervention ARPA Grant Amendment
Engineer – Devola Electric Project, Invoice #10 & #11
Engineer – Devola Sewer Phase 4 Services
Engineer – Taxmap Office Parcel Improvement Project Agreement

DATES TO REMEMBER

Finance Meeting, 10 a.m. September 20th in Commissioner Assembly Room
Investment Committee Meeting, 10:15 a.m. September 20th in Assembly Room
Courthouse closed Monday, October 10th for Columbus Day

RE: APPROVAL OF AGENDA

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

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

Kevin Ritter aye. Motion passed.

RE: APPROVAL OF MINUTES

Mr. Ritter moved and Mr. Booth seconded a motion to dispense with the reading and approve the minutes of the September 8, 2022 regular meeting.

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

RE: BILLS FOR PAYMENT

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

RE: RESOLUTION TO APPLY FOR RESIDENTIAL PUBLIC INFRASTRUCTURE GRANT

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

A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR CDBG RESIDENTIAL PUBLIC INFRASTRUCTURE GRANT FUNDS

WHEREAS, the Washington County Board of Commissioners desires to increase the availability of clean and reliable drinking water in the County; and

WHEREAS, Tri-County Rural Water and Sewer District desires to extend waterlines to an unserved region of Adams Township where biological contaminants have been detected in private wells and cisterns; and

WHEREAS, Tri-County Rural Water and Sewer District desires to apply for CDBG Residential Public Infrastructure Grant (RPIG) funds in order to extend these waterlines; and

WHEREAS, the Ohio Department of Development requires that the application for RPIG funds be submitted by a community such as a county and be authorized by legislation.

NOW THEREFORE, BE IT RESOLVED by the Washington County Board of Commissioners that an application for CDBG RPIG funds be submitted by the County grant department on behalf of Tri-County Rural Water and Sewer District.

Commissioner Schilling said that a year ago the County did not have a Grant Department and now it is able to apply for grants to help local water districts.

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

RE: ADDITIONAL APPROPRIATIONS

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

<u>Department</u>	<u>Account</u>	<u>Amount</u>
Probate/Juvenile Special Project	200-0223-57400	\$ 50,000.00
Children Services	200-0740-53000	\$ 300,000.00
Sewer	400-0113-53000	\$ 15,000.00
Economic Development	100-0870-53000	\$ 3,000.00
Engineer	210-0553-57100	\$ 334,877.88

Jesse Roush, Port Authority, said the \$3,000 Economic Development appropriation is to purchase Implan software, which will be used to determine the economic impact of projects. Philip Schaffer, Grant Department, said the Implan software will be helpful by providing data for grant applications.

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

RE: TRANSFERS

Mr. Booth moved and Mr. Ritter 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	210-0553-57100	200-0540-49100	\$ 334,877.88
County General	100-0101-53400	100-0101-53000	\$ 4,000.00
Sheriff Sales Tax	100-0384-54409	100-0384-54002	\$ 3,000.00

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

RE: TRAVEL REQUESTS

Mr. Ritter moved and Mr. Booth 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:

Job & Family Services

Dawn Freeland & Michelle Brown: CFIS Users Conference in Columbus on October 3 – 4, 2022. Due to distance and time overnight lodging is requested for October 3rd.

Children Services

Alisha Riddle: Required child visit in Belmont County on September 14, 2022
Ethan Bunnell & Michaela Herrick: Conference in Columbus on September 19 – 21, 2022

Human Resources

Diane Davis: CORSA Annual Meeting in Columbus on September 9, 2022

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

RE: MOU WITH TRI-COUNTY WATER FOR CDBG RPIG APPLICATION

Mr. Ritter moved and Mr. Booth seconded a motion to approve a memorandum of understanding with Tri-County Rural Water & Sewer District for the purpose of applying for Community Development Block Grant Residential Public Infrastructure Grant funds. The Commissioners will serve as government sponsor. Tri-County Rural Water & Sewer District holds the Commissioners harmless for any errors in the grant application or submission process. The application is due to be submitted on September 16, 2022.

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

RE: FCF – EARLY INTERVENTION ARPA GRANT AMENDMENT

Mr. Ritter moved and Mr. Booth seconded a motion to approve a supplemental funding amendment for the Early Intervention American Rescue Plan Act grant on behalf of Family and Children First. Additional funds are issued per Section 1.2 of the Agreement with the Ohio Department of Developmental Disabilities. The amendment allocates an additional \$12,585.88 for FCF in grant year one, and an additional \$33,892.12 for grant year two. All other terms remain in effect.

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

RE: ENGINEER – DEVOLA ELECTRIC PROJECT, INVOICE #10 & #11

Mr. Booth moved and Mr. Ritter seconded a motion to approve payment to Davis Pickering & Company for Devola Electric Project – Invoice #10 & #11. The total amount of Invoice #10 is \$19,089.65. The total amount of Invoice #11 is \$46,772.54. Prevailing wage and invoice quantities were verified and approved by the County Engineer.

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

RE: ENGINEER – DEVOLA SEWER PHASE 4 SERVICES

Mr. Booth moved and Mr. Ritter seconded a motion to approve Devola Sewer Phase 4 Construction Services in the total amount of \$143,475. Of that amount, \$58,286 is for services provided by Buckley Surveying, \$74,085 is for WSP on-going services, and \$11,104 is for WSP construction surveying coordination. Roger Wright, Engineer, said WSP will continue to provide assistance and ensure compliance with design.

Heritage Land Services is requesting \$274,399 in cost incurred above the authorized amount. Mr. Booth noted that WSP hired Heritage. Mr. Booth said Heritage made some commitments they did not follow through on, which has cost the County money in additional time and resources of County employees. Mr. Schilling said Heritage has experience with this work, as it is their line of business, and Washington County should not pay for Heritage having underestimated the cost. Mr. Ritter said Washington County has no intention of paying the additional amount that was accrued without our knowledge.

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

RE: ENGINEER – TAXMAP OFFICE PARCEL IMPROVEMENT PROJECT AGREEMENT

Mr. Ritter moved and Mr. Booth seconded a motion to approve a proposal, submitted by Woolpert Inc., for a Taxmap Office Parcel Improvement Project. Woolpert has partnered with Bruce Harris & Associates to provide a proposal to modernize the county's land records, utilizing industry standard software from ESRI. The project will allow the public to easily access property records online which are now only available through a paper filing system. The project pricing is based on Ohio State IT Contract #534533, with a County parcel count of approximately 58,350, resulting in a total fee of \$979,170. Payment of the project will be split evenly between the Commissioners, Auditor, and Engineer, with each providing \$326,390. Roger Wright, Engineer, said the County's current technology is antiquated and this project will modernize the system.

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

RE: COMMENTS

Mr. Booth said that without the Board of Commissioners, the Village of Lowell would not have received funding for clean water. Mr. Booth thanked his colleagues for their work on the issue.

RE: CHILDREN SERVICES – DOCUMENT SCANNING

Flite Freimann, Jamie Vuksic, Alice Stewart, Jarrod Jenks, and Dawn Freeland had a discussion with the Commissioners about a proposed project to scan and digitally store Children Services documents. Mr. Freimann said there are approximately three million documents in the basement of the Children Services building with an estimated cost of \$107,150 to digitally scan and archive the documents. The estimate was provided by Queen City Data of Loveland, Ohio. Ms. Stewart said some of the records are historical, dating back to the 1800s. Mr. Booth suggested doing the project locally to maintain oversight of the process and ensure certain documents are preserved. Mr. Schilling said the I.T. Department purchased scanners for a previous project. Mr. Schilling said perhaps it would save money to use I.T. Department equipment and hire temporary workers for the project.

RE: FIRE/EMS ASSOCIATION – EWING PLANS

Fred Hupp, James Seevers, and Lorrie Seevers had a discussion with the Commissioners about future plans for the Ewing building. The Commissioners said there are no specific plans for the building at this time. Mr. Seevers said the air truck needs some repairs and the last estimate for the work was \$12,000. Mr. Seevers believes the cost has likely gone up with inflation. Mr. Booth suggested asking the City of Marietta and Belpre to share the cost with the County of repairing the air truck. The Commissioners agreed the air truck should be repaired.

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 10:36 a.m.

_____, President

_____, Vice President

_____, Member

_____, Clerk