

**THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON FEBRUARY 2, 2023 IN ACCORDANCE WITH OHIO REVISED CODE 305.05, WITH THE FOLLOWING MEMBERS PRESENT: KEVIN J. RITTER, PRESIDENT. JAMES W. BOOTH, VICE PRESIDENT. CHARLIE L. SCHILLING, 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. SCHILLING OFFERED PRAYER.**

Also attending:

Flite Freimann, Director JFS  
Rob Grant, Grant Department  
Philip Schaffer, Grant Department  
Diane Davis, HR Director  
Rick Dostal, Chief Building Official  
Cody Pettit, Ohio Treasurer's Office  
Jesse Roush, Port Authority  
Gary Doan, Muskingum Township Trustee  
Karen Doan  
Katie Warden, Marietta Police Chief  
Karl Comstock, Maintenance Superintendent  
Greta Lynch, OSU Extension  
Brenda Riffe, WCBDD Superintendent  
Nancy Taylor, *Marietta Times*  
Ben Cowdery, Fiscal Manager/Clerk

**Washington County Commissioners  
AGENDA**

**9:00 am, February 2, 2023**

9:00 Business Meeting  
9:45 Select Depository for County Funds  
10:00 OSU Ext – SNAP Update  
10:30 Chief Warden MPD  
11:00 WCBDD HVAC

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

Approve Agenda  
Approval of previous meeting minutes  
Bills from various departments  
Additional Appropriation – Engineer  
Additional Appropriation – Veterans  
Transfer – Belpre Outpost  
Then & Now  
Travel – County Home, Commissioners, Children Services  
WMCAP – 2021 CHIP Amendment  
ODOT – Elderly & Disabled Transit Program Award  
RSVP – Lease Agreement with O'Neill Center  
Engineer – Change Order #1, Bell Covered Bridge  
County Credit Card Discussion

**DATES TO REMEMBER**

Finance Meeting, March 21 at 10 a.m. in the Commissioners Assembly Room  
Investment Meeting, March 21 at 10:15 a.m. in Commissioners Assembly Room

**RE: APPROVAL OF AGENDA**

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

Add: Additional Appropriation – Sewer Capital Improvements  
Certification of Delinquent Sewer Account

A calling of the roll resulted in the following vote: Kevin Ritter aye. James Booth aye. Charlie Schilling 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 January 26, 2023 regular meeting and the January 31, 2023 special meeting.

A calling of the roll resulted in the following vote: Kevin Ritter aye. James Booth aye. Charlie Schilling 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. James Booth aye. Charlie Schilling 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>
Engineer	210-0541-57100	\$ 31,780.62
Veterans	100-0700-55200	\$ 26,171.00
Sewer Capital Improvement	300-0113-53000	\$ 80,000.00

A calling of the roll resulted in the following vote: Kevin Ritter aye. James Booth aye. Charlie Schilling 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>
Belpre Outpost	210-0556-57200	100-0104-49200	\$ 897.00

A calling of the roll resulted in the following vote: Kevin Ritter aye. James Booth aye. Charlie Schilling 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>
County Home	200-0630-54000	Omnicare Inc	\$ 196.84
Common Pleas	100-0201-54500	Lexis Nexis	\$ 408.51
Law Library	200-0520-54000	Lexis Nexis	\$ 370.29
Job & Family Services	200-0720-52000	Flite Freimann	\$ 156.25
Sheriff	100-0384-53150	Rumpke	\$ 499.69
Security & Transport	100-0385-53130	AT&T	\$ 224.50
Maintenance	100-0109-53000	Tennant	\$ 653.60

A calling of the roll resulted in the following vote: Kevin Ritter aye. James Booth aye. Charlie Schilling 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 2023 and any and all amendments subsequent thereto:

County Home

Tonia Blevins & Kacie Bennett: Resident Appointment in Parkersburg, WV on February 1, 2023

Commissioners

Mr. Booth & Mr. Ritter: CCAO New Member Training in Columbus on February 27 – March 1, 2023. Due to distance and time, overnight lodging is required February 27-28.

Children Services

Mel Jenkins: Pretrial in Guernsey County on January 30; Required visits in Ironton on February 2; Muskingum County on February 9; Noble County on February 10; Guernsey County on February 14; Franklin County on February 15 & 16, 2023  
Tami Downs: Required monthly visits in Maysville, KY on February 9; Coshocton on February 16; Vinton on February 23; Lancaster on February 27, 2023  
Sabrina Buchanan: Required monthly visits in Youngstown on February 2; Frazeyburg/Cambridge on February 7; Bedford on February 8; Columbus on February 9 & 13; Caldwell on February 16 & 21, 2023

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

**RE: WMCAP – 2021 CHIP AMENDMENT**

Mr. Schilling moved and Mr. Booth seconded a motion to approve an amendment to the 2021 CHIP Agreement with Community Action Program of Washington-Morgan Counties. The amendment modifies the scope of services for allowable soft costs. WMCAP is asking to increase their billable soft costs amount to 20% for private rehabilitation and 25% for home repair. Rob Grant, Grant Department, said the amendment is retroactive to April of 2022. Mr. Grant requested time to further review the amendment.

Mr. Booth moved and Mr. Schilling seconded a motion to table the amendment to the 2021 CHIP Agreement with WMCAP.

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

**RE: ODOT – ELDERLY & DISABLED TRANSIT PROGRAM AWARD**

Mr. Booth moved and Mr. Schilling seconded a motion to approve the Ohio Department of Transportation’s Elderly & Disabled Transit Fare Assistance Program 2023 Grant Agreement PID#118481. The amount of the award is \$6,750. The grant award is for farebox loss incurred during contract year 2021 as a result of offering a reduced fare to the elderly and people with disabilities.

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

**RE: RSVP – LEASE AGREEMENT WITH O’NEILL CENTER**

Mr. Schilling moved and Mr. Booth seconded a motion to approve a lease agreement between O’Neill Senior Center and the Retired Senior Volunteer Program. RSVP will lease space in the O’Neill Center at a cost of \$317 a month. The lease is effective from January 1, 2023 through December 31, 2023.

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

**RE: ENGINEER – CHANGE ORDER #1, BELL COVERED BRIDGE**

Mr. Schilling moved and Mr. Booth seconded a motion to approve Change Order #1 Final for the Bell Covered Bridge Bypass PID #112891. The change order is an increase of \$55,115.98 for a new project total of \$951,152.03. Shelly and Sands is the contractor for the project.

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

**RE: CERTIFICATION OF DELINQUENT SEWER ACCOUNT**

Mr. Schilling moved and Mr. Booth seconded a motion to certify with the County Auditor a delinquent sewer account and request the amount be collected with the taxes due for the property.

<u>Parcel</u>	<u>Amount</u>
11-0047967-000	\$ 76.65

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

**RE: COUNTY CREDIT CARD DISCUSSION**

Mr. Booth said the Commissioners’ Office does not have a credit card for fuel and travel expenses. Mr. Booth said the Commissioners are looking at two options for a credit card account, which will allow them to set parameters on usage for better control. Mr. Ritter said the new account would follow the existing county credit card policy and only be used for authorized purposes.

**RE: COMMENTS**

Flite Freimann, Director JFS, said he is working with the Behavioral Health Board to secure a \$174,000 grant for a preventative program. Mr. Booth commended the two departments for working together.

Mr. Schilling congratulated AOMC on their new facility in the Broughton Complex. Mr. Schilling said the AOMC facility will provide training for skilled labor and manufacturing jobs.

Mr. Booth said the Grant Department is a great team to have in the Commissioners Office. Mr. Booth congratulated the City of Marietta on getting a CDBG grant for low income housing. Mr. Booth is asking Governor DeWine to keep House Bill 168 in focus and is hoping for more funds for safe water.

Mr. Ritter said Governor DeWine will be in Marietta today and he appreciates the Governor's commitment to this area.

**RE: SELECT DEPOSITORY FOR COUNTY FUNDS**

Mr. Schilling moved and Mr. Booth seconded a motion to approve the recommendation of County Treasurer Bates to designate Peoples Bank as the depository of active funds for Washington County for the period to begin May 1, 2023 and extend through April 30, 2027. The Board of Commissioners will send a Memorandum of Agreement to Peoples Bank. Commissioner Schilling said Treasurer Bates does a fantastic job and values her recommendation.

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

**RE: CHIEF WARDEN – MARIETTA POLICE DEPARTMENT**

Chief Warden, Marietta Police Department, requested two dispatcher positions for the City of Marietta to be paid from 911 Levy funds. The annual cost would be between \$125,629 and \$158,300, depending on experience. Chief Warden said the City is operating below the National Emergency Number Association recommended number of dispatchers. Mr. Schilling said he expects to have a Central 911 Center within the next twelve months. Chief Warden believes it could be up to three years before Central 911 is up and running. The Commissioners asked about the City's ARPA funds. Chief Warden said the City anticipates spending \$800,000 in ARPA for the Central 911 Project. Mr. Schilling said that amount is more than he expects is needed for the build out of the Center. Mr. Schilling said the City could use the extra ARPA funds to pay for the dispatcher positions. Mr. Booth said he understands the importance of dispatchers, but the Commissioners must answer to the whole county. Mr. Ritter said he will carefully consider Chief Warden's request.

**RE: OSU EXT – SNAP UPDATE**

Greta Lynch, SNAP Program Assistant, provided the Commissioners with a SNAP Program update. Ms. Lynch said they are working on delivering kindness boxes to food pantries throughout the county. Ms. Lynch said she will be working with Belpre PTO to teach parents USDA nutrition facts. Mr. Ritter asked how often she is in the schools. Ms. Lynch said she is in schools weekly, and also at the Boys & Girls Club.

**RE: WCBDD – HVAC PROJECT**

Brenda Riffe, WCBDD Superintendent, was present to discuss financing the Board of Developmental Disabilities HVAC Project. Mr. Ritter asked what portion of the cost WCBDD can afford without the county taking on additional debt. Ms. Riffe said she believes the problem with WCBDD paying for the project would be the timing of cash flow. Mr. Booth said WCBDD started the year with over \$7 million in carryover, yet WCBDD forecasted several years ago that they would be in the red by 2022. Mr. Schilling said the county could partner with WCBDD to help with the timing of cash flow. Mr. Ritter suggested having a meeting between Veregy, WCBDD, the Auditor, and Treasurer to find a solution.

**RE: ADJOURNMENT**

Mr. Booth moved and Mr. Ritter seconded a motion to adjourn. A calling of the roll resulted in a unanimous vote in favor. The meeting adjourned at 11:34 a.m.

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

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

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

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