

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON FEBRUARY 9, 2023 IN ACCORDANCE WITH OHIO REVISED CODE 305.05, WITH THE FOLLOWING MEMBERS PRESENT: JAMES W. BOOTH, VICE PRESIDENT. CHARLIE L. SCHILLING, MEMBER. THE MEETING WAS CALLED TO ORDER AT 9:00 A.M. BY THE VICE 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
Rob Grant, Grant Department
Philip Schaffer, Grant Department
Diane Davis, HR Director
Richard Hays, EMA/911
Kimberly Lowers, Child Support Enforcement Agency
Gary Doan, Muskingum Township Trustee
Karen Doan
Katie Warden, Marietta Police Chief
Karl Comstock, Maintenance Superintendent
Brenda Robinson, OhioMeansJobs
Ben Cowdery, Fiscal Manager/Clerk

**Washington County Commissioners
AGENDA
9:00 am, February 9, 2023**

9:00 Business Meeting

UNFINISHED BUSINESS

WMCAP – 2021 CHIP Amendment

NEW BUSINESS

Approve Agenda
Approval of previous meeting minutes
Bills from various departments
Additional Appropriation – Security & Transport
Additional Appropriation – Belpre Outpost
Transfer – Belpre Outpost
Transfer – Treasurer (2)
Transfer – Probate/Juvenile
Then & Now
Travel – Commissioners, Children Services, JFS, FCF
WCBHB – Board Appointment
911 – Belpre PD Dispatch certification
Sheriff – Monthly Report on Care of Prisoners for January
Veregy – Phase II Energy Project, Invoice #6
CDBG HOME Program – Homeowner Agreement
Delinquent Sewer Accounts
Certification of Delinquent Sewer Accounts
Engineer – Contract for C-76 Wickens Bridge Replacement

DATES TO REMEMBER

Courthouse closed Monday, February 20th for Presidents Day
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
Transit – ADA Paratransit Plan

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

RE: APPROVAL OF MINUTES

Mr. Schilling moved and Mr. Booth seconded a motion to dispense with the reading and approve the minutes of the February 2, 2023 regular meeting.

A calling of the roll resulted in the following vote: Kevin Ritter absent. James Booth aye.

Charlie Schilling 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 absent. James Booth aye. Charlie Schilling aye. Motion passed.

RE: ADDITIONAL APPROPRIATIONS

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

<u>Department</u>	<u>Account</u>	<u>Amount</u>
Security & Transport	100-0385-52000	\$ 5,000.00
Belpre Outpost	210-0556-57200	\$ 3,894.00
Sewer	400-0113-57601	\$ 10,500.00

A calling of the roll resulted in the following vote: Kevin Ritter absent. 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	\$ 303,283.27
Treasurer	100-0130-57100	200-0540-48200	\$ 27,268.43
Treasurer	100-0130-57100	215-0163-48200	\$ 1.80
Probate	100-0220-51006	100-0220-51001	\$ 26,044.44
Juvenile Center	100-0330-51006	100-0330-51001	\$ 43,012.63

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

RE: THEN & NOW

Mr. Schilling moved and Mr. Booth seconded a motion to approve the following Then & Now Certificates.

<u>Department</u>	<u>Account</u>	<u>Vendor</u>	<u>Amount</u>
Sheriff Commissary	200-0383-54201	Inmate Calling Sol	\$ 5,350.84
Veterans	100-0700-52000	Touchless Shine	\$ 117.00
Capital Projects	300-0599-55200	Pickering Associate	\$ 2,800.00
Maintenance	100-0109-53102	Marietta City Water	\$ 109.23
Maintenance	100-0109-53000	Buckeye Power	\$ 2,094.89
Developmental Disabilities	200-0620-53400	Family Traditions	\$ 1,820.00
Jail	100-0381-53030	CWS	\$ 698.89
Auditor	200-0122-53400	Appraisal Research	\$ 6,735.00

A calling of the roll resulted in the following vote: Kevin Ritter absent. James Booth aye. Charlie Schilling 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 the policies and in compliance with the annual appropriations for fiscal year 2023 and any and all amendments subsequent thereto:

Commissioners

Mr. Booth, Mr. Ritter & Mr. Schilling: Various meetings with State Legislators, Ohio Chamber of Commerce, Digital Opportunity Summit in Columbus on February 14-16, 2023. Overnight lodging is required.

Children Services

Ashley Harris: Required monthly visits in Newark on February 3; Pleasantville on February 6; Cambridge on February 8; Caldwell on February 9 & 16; Chandlersville on February 15, 2023

Katy Biehl: Required monthly visits in Newark on February 3 & 27; Cincinnati on February 13; Millersburg on February 15; Toledo on February 21; Zanesville on February 24, 2023

Kaleena Kelly & Stephanie Canfield: COAD ECE Early Childhood Conference in Cambridge on March 3, 2023

Job & Family Services

Michelle Brown, Emily Harra, Matthew Joy & Kristina Science: OCOWF Training Conference in Newark on March 23, 2023. Overnight lodging is required.

Family & Children First

Andrea Nichols: DODD Early Intervention Stakeholder Meeting in Columbus on March 7, 2023

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

RE: WCBHB – BOARD APPOINTMENT

Mr. Schilling moved and Mr. Booth seconded a motion to approve the appointment of Ronald Rees to the Washington County Behavioral Health Board. This appointment will fill a vacancy for the term from July 1, 2020 through June 30, 2024. Mr. Schilling said Mr. Rees has 45 years of experience and is a great addition to the Board.

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

RE: 911 – BELPRE PD DISPATCH CERTIFICATION

Mr. Schilling moved and Mr. Booth seconded a motion to approve a Purchase Order in the 911 System Fund to pay for Belpre Police Department Dispatchers to receive EMD certification. Rich Hays, 911 Director, said the original P.O. request was for \$950 but he believes the actual cost will be \$640. The P.O. is payable to Priority Dispatch.

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

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

The Commissioners acknowledged receipt of the monthly report on the care of prisoners at the Washington County Jail for the month of January 2023. The report shows a total prisoner count of 246. The Jail received \$8,832.50 for housing prisoners from other jurisdictions for the month.

RE: VEREGY – PHASE II ENERGY PROJECT, INVOICE #6

Mr. Schilling moved and Mr. Booth seconded a motion to approve payment to Veregy for the Phase 2 Energy Project – Invoice #6. The total amount of the invoice is \$220,400. The project is 26.21% complete at this time. This invoice is for HVAC, lighting, and electric work.

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

RE: CDBG HOME PROGRAM – HOMEOWNER AGREEMENT

Mr. Schilling moved and Mr. Booth seconded a motion to approve a Homeowner Agreement with Joyce Poulton through the HOME Program, administered by the U.S. HUD. The HOME Program assistance is to rehabilitate the Homeowner's residence at 29830 State Route 7, Marietta, Ohio. The County, by way of a deferred, forgivable loan, will loan the Homeowner the sum of \$62,610. The loan will be protected by a mortgage and promissory note filed against the residence. The principal amount of the loan shall be reduced over 3 years by 33.33% each year. After the expiration of 3 years, 0% of the balance shall be due and payable to the County. The Homeowner qualifies as a low-income household as defined by the HOME Program. The Agreement contains requirements that must be met for receiving federal assistance through the Program.

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

RE: PUBLIC TRANSIT – ADA PARATRANSIT PLAN

Mr. Schilling moved and Mr. Booth seconded a motion to approve the Americans with Disabilities (ADA) Paratransit Plan for Washington County CABL Public Transit. The ADA of 1990 requires public fixed route transportation services also provide complementary paratransit service for individuals whose disabilities make them unable to use the fixed route system. The plan has a documented process to determine if an individual qualifies for ADA service.

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

RE: CERTIFICATION OF DELINQUENT SEWER ACCOUNTS

Mr. Schilling moved and Mr. Booth 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>
05-0009964-000	\$ 341.10	05-0011720-000	\$ 341.10
06-0016400-000	\$ 429.25	07-0024205-000	\$ 341.10
07-0023304-000	\$ 259.60	07-0023348-000	\$ 341.10
07-0020876-000	\$ 252.95	07-0023252-000	\$ 341.10
07-0024136-000	\$ 252.95	07-0020248-000	\$ 252.95
07-0024070-000	\$ 252.95	11-0047944-000	\$ 252.95
11-0047947-000	\$ 252.95	23-0085470-046	\$ 241.45

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

RE: ENGINEER – CONTRACT FOR C-76 WICKENS BRIDGE REPLACEMENT

Mr. Schilling moved and Mr. Booth seconded a motion to approve a contract with McConnell Contracting Inc. for the County Road 76 Wickens Bridge Replacement Project, a CDBG Critical Infrastructure Grant funded project. The contract amount is \$488,219. The Engineer's estimate was \$574,676.55.

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

RE: WMCAP – 2021 CHIP AMENDMENT

Mr. Schilling moved and Mr. Booth seconded a motion to return to the table an amendment to the 2021 CHIP Agreement with WMCAP. A calling of the roll resulted in a unanimous vote in favor. Motion passed.

Mr. Schilling moved and Mr. Booth seconded a motion to approve an updated amendment to the 2021 CHIP Agreement with WMCAP. Rob Grant, Washington County Grant Department, said he updated the language of the amendment to improve compliance with the CDBG CHIP Program. The amendment aligns with the Ohio Department of Development's April 7, 2022 memo which approved an increase of maximum allowable soft cost rates and detailed the maximum project assistance limits per category for housing rehabilitation or repair. The agreement between Washington County and Community Action dated June 10, 2021 is amended as follows:

1. WMCAP may claim soft cost assistance/reimbursement up to the maximum allowed per rehab/repair housing unit limit of 20% (previously 15%) of the total construction cost for each project in the Private Rehabilitation Category.
2. WMCAP may claim soft cost assistance/reimbursement up to the maximum allowed per rehab/repair housing unit limit of 25% (previously 20%) of the total construction cost for each project in the Home Repair Category.
3. The above increases (1 & 2) shall be retroactive to April 7, 2022.
4. Both parties agree that the above increases (1&2) shall not affect the total budgeted cost of the program, nor shall it affect the projected number of houses to be assisted, as specified in the original 2021 Agreement dated June 10, 2021 (Exhibit B)
5. Soft cost categories and eligible soft cost items are identified in the April 7, 2022 memo. Any desired change in soft cost categories or soft cost items requested by WMCAP which are not specifically listed in this memo must be approved in advance by Washington County and ODOD.
6. This amendment shall not modify any WMCAP project administration fees specified in the original 2021 Agreement dated June 10, 2021.
7. Effective immediately, all draw/reimbursement requests from WMCAP shall include supporting documentation of direct project hard and soft costs. Examples of acceptable documentation include third party vendor contracts, contractor labor and material invoices, itemized cash receipts, WMCAP timesheets, and WMCAP payroll records. Upon review and approval by Washington County of a draw/reimbursement request, Washington County shall initiate the submission of same to ODOD for processing.
8. Both parties agree that this amendment, and the original agreement, are subject to applicable state and federal laws and regulations including: laws, rules, regulations, and policy revisions by U.S. HUD and the ODOD; grant agreement terms; grant application conditions incorporated into the grant agreement; ORC; and federal code 2 CFR 200.

Commissioner Booth said the Grant Department helps with compliance and thanked them

for their diligence.

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

RE: COMMENTS

Brenda Robinson, OhioMeansJobs, said the OMJ Summer Youth Experience Program begins May 1 and they need employers to participate. Ms. Robinson said it is a great program and opportunity. Mr. Schilling said the program allows students to connect with employers and thanked Brenda for her work.

Mr. Schilling said he spoke about infrastructure challenges yesterday with the Board of Realtors. Mr. Schilling said Rick Dostal is in Gallia County to expand the Building Department's footprint and provide services to more counties. Mr. Schilling said the Commissioners are meeting with Marietta City Council on Monday to discuss several topics that include Central 911.

Mr. Booth said his focus is to keep everybody working. Mr. Booth said he is the Vice President of COG and they are going to use funding to provide guidance in the schools with a focus on jobs and future career paths.

RE: ADJOURNMENT

Mr. Schilling moved and Mr. Booth seconded a motion to adjourn. A calling of the roll resulted in a unanimous vote in favor. The meeting adjourned at 9:26 a.m.

_____, President

_____, Vice President

_____, Member

_____, Clerk