

**THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON MARCH 23, 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. BOOTH OFFERED PRAYER.**

Also attending:

Flite Freimann, Director JFS  
Diane Davis, HR Director  
Gary Doan, Muskingum Township Trustee  
Karen Doan  
Amanda Sutphin, OhioMeansJobs  
Roger Wright, Engineer  
Rick Dostal, Chief Building Official  
Karl Comstock, Maintenance Superintendent  
Kimberly Lowers, Child Support Enforcement Agency  
Katie Warden, Marietta Police Chief  
Philip Schaffer, Grant Department  
Cindy Davis, Family & Children First  
Jeff Jones, County Board of Health  
Melissa Zoller, Buckeye Hills  
Brad Peoples, Buckeye Hills  
Judy Mercer, Highland Ridge Water  
Courtney Wentz, Marietta Community Foundation  
Hunt Brawley, Peoples Bank Theatre  
Nancy Taylor, *Marietta Times*  
Ben Cowdery, Fiscal Manager/Clerk

**Washington County Commissioners  
AGENDA  
9:00 am, March 23, 2023**

9:00 Business Meeting  
9:45 Bid Opening – CDBG Matamoras  
10:00 Buckeye Hills – CDBG Public Meeting

**UNFINISHED BUSINESS**

FCF – Operational Capacity Building Funds Application

**NEW BUSINESS**

Approve Agenda  
Approval of previous meeting minutes  
Bills from various departments  
Resolution to establish capacity fee for Devola Phase 2  
Additional Appropriation – Common Pleas  
Additional Appropriation – County General  
Additional Appropriation – Capital Projects  
Transfer – County General  
Transfer – Board of Elections  
Then & Now  
Travel – Building Department, Grant Department  
CSEA – Collective Bargaining Agreement  
JFS – Invitation to Bid for Copiers  
Americorps Seniors – Agreement with Health Department  
WMCAP – 2021 CHIP Amendment  
Senior Levy – Request from Matamoras Area Seniors  
Engineer – Bid Awards for 2023 Asphalt & Aggregate Material  
Engineer – Bridge Inspection Service Agreement  
Engineer – Bid Specs for C-2 Landslip Repair

**DATES TO REMEMBER**

County Home Meeting, April 11 at 11 a.m. at the County Home  
Finance Meeting, April 18 at 10 a.m. in the Commissioner Assembly Room

**RE: APPROVAL OF AGENDA**

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

Add: Engineer – Bid Specs for Bituminous Material  
Remove: Travel – Grant Department

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 March 16, 2023 regular 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. 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. James Booth aye. Charlie Schilling aye. Motion passed.

**RE: RESOLUTION TO ESTABLISH CAPACITY FEE FOR DEVOLA PHASE 2**

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

*WHEREAS*, the Washington County Board of Commissioners along with the Washington County Wastewater Department provides a valuable public service by maintaining a sewer system inside of Devola. These sewer facilities constitute a public utility owned and operated by Washington County; and

*WHEREAS*, users of the sewer system should be charged a capacity fee that reflects the operations and maintenance of the system as a public utility in the County.

*NOW, THEREFORE, BE IT RESOLVED* that the Board of Washington County Commissioners hereby establish a capacity fee of \$6,000 per equivalent residential unit to be paid by all Devola residents included in the EPA boundary of the Devola Phase 2 Wastewater project, upon connection to the newly installed system.

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. 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>
Common Pleas	100-0201-57400	\$ 342.02
County General	100-0101-57100	\$ 550,000.00
Capital Projects	300-0599-55200	\$ 550,000.00

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

**RE: TRANSFERS**

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

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
County General	100-0101-57100	300-0599-49100	\$ 550,000.00
Board of Elections	100-0160-51006	100-0160-51001	\$ 7,480.00

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. 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>
Children Services	200-0740-57200	Joy Exterminators	\$ 100.00
Children Services	200-0740-57200	Joy Exterminators	\$ 100.00
Commissioners	100-0101-53400	Tabler Law	\$ 450.00

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:

Building Department

Traci Zimmerman: Permit Technician Exam in Englewood, CO on April 16 – 21, 2023

Natasha Mayle: Permit Technician Exam in Englewood, CO on April 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: CSEA – COLLECTIVE BARGAINING AGREEMENT**

Mr. Schilling moved and Mr. Booth seconded a motion to approve the Collective Bargaining Agreement between Washington County Child Support Enforcement Agency and Local 772B, Ohio Council 8 AFSCME, AFL-CIO, effective April 1, 2023 through March 31, 2026. Kimberly Lowers, CSEA, said contract negotiations went well and the wage increases will be 5%, 2%, and 2% for the three-year period.

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

**RE: JFS – INVITATION TO BID FOR COPIERS**

Mr. Schilling moved and Mr. Booth seconded a motion to approve the Job & Family Services Invitation to Bid for seven new copier machines. The bid opening is scheduled for April 13, 2023 at 10 a.m.

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

**RE: VEREGY – CONTRACT FOR 311 THIRD STREET**

Mr. Booth moved and Mr. Schilling seconded a motion to approve a contract with Veregy for the 311 Third Street Renovation Project. The total cost of the project will not exceed \$612,816. The project has an expected completion date of August 31, 2023. The building will house the OhioMeansJobs Center when complete. Flite Freimann, Director JFS, said the goal of the project is to provide a one-stop shop for economic and career development.

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

**RE: FCF – CONTRACT FOR PROJECT COORDINATOR**

Mr. Booth moved and Mr. Schilling seconded a motion to approve a contract between Family and Children First Council and Lynn Doebrich for project coordinator. The contract will be effective from April 1, 2023 through March 31, 2024. The project coordinator will develop No Wrong Door processes and resource awareness. The project coordinator will be compensated at a rate of \$25 per hour for a maximum of 1200 hours annually.

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

**RE: AMERICORPS SENIORS – AGREEMENT WITH HEALTH DEPARTMENT**

Mr. Schilling moved and Mr. Booth seconded a motion to approve an agreement between Americorps Seniors and the Washington County Health Department, Appalachian Ohio Falls Prevention Program. Americorps Seniors will identify individuals to complete Walk with Ease trainer certification to provide classes. The agreement is effective from February 15, 2023 through September 30, 2023. The Health Department will reimburse Americorps Seniors a maximum of \$269 for training and \$180 for books.

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 the Community Action Program Corporation of Washington-Morgan Counties (WMCAP). This amendment contains updated language of the amendment approved on February 9, 2023.

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

**RE: SENIOR LEVY – REQUEST FROM MATAMORAS AREA SENIORS**

Mr. Booth moved and Mr. Schilling seconded a motion to approve a request from the Matamoras Area Senior Club for \$7,760 of Senior Levy funds to replace the stove at the Matamoras Senior Center. The current stove is in need of repair and is a safety hazard. The club included a quote from Carney & Sloan, Inc. that includes shipping and installation of the new stove. The Senior Center will be open again for meals on April 28.

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

**RE: ENGINEER – BID AWARDS FOR 2023 ASPHALT & AGGREGATE MATERIAL**

Mr. Schilling moved and Mr. Booth seconded a motion to approve the bid awards for asphalt and aggregate materials in 2023, as recommended by the County Engineer. The award for limestone and gravel for use by the County Highway Department will go to all bidders. The award for asphalt concrete material will go to both bidders, Mar-Zane and Hei-way. Roger Wright, Engineer, said material costs have increased. The Engineer's Office purchased a large amount of material this year in anticipation of the increase in cost.

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

**RE: ENGINEER – BRIDGE INSPECTION SERVICE AGREEMENT**

Mr. Booth moved and Mr. Schilling seconded a motion to approve an agreement with Popa Consulting LLC for bridge inspection services of 9 fracture critical bridges and 12 structures for QA/QC inspection. The total fee is \$17,000 and will be paid out of the Motor Vehicle Gas Tax fund.

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

**RE: ENGINEER – BID SPECS FOR C-2 LANDSLIP REPAIR**

Mr. Schilling moved and Mr. Booth seconded a motion to approve the bid specifications for County Road 2 (Anderson Road) emergency landslip repair. The estimated project cost is \$61,968.50. The project will be funded with FEMA/OEMA funds. The bid opening is scheduled for April 18, 2023 at 10 a.m.

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

**RE: ENGINEER – BID SPECS FOR LIQUID BITUMINOUS MATERIAL**

Mr. Schilling moved and Mr. Booth seconded a motion to approve the bid specifications for liquid bituminous material for use by the Washington County Highway Department for 2023. The bid opening is scheduled for April 11, 2023 at 10 a.m.

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

**RE: FCF – OPERATIONAL CAPACITY BUILDING FUNDS APPLICATION**

Mr. Booth moved and Mr. Schilling seconded a motion to return to the table the Family & Children First OCBF Application. 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 the Operational Capacity Building Funds Application SFY 2024 on behalf of Family & Children First. Cindy Davis, Director FCF, explained that the application required information from 2022, which is the reason the former Health Department Administrator's name is listed on the application.

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

**RE: COMMENTS**

Roger Wright, Engineer, said they are still waiting on 4" and 6" pipe for the Devola Sewer Project. Mr. Wright said they are putting 2" pipe in the ground now.

Amanda Sutphin, OhioMeansJobs, said the Career Connect Job Fair will be April 26<sup>th</sup>. Ms. Sutphin said 25 employers have already registered and there will be a photographer doing business headshots at the Job Fair.

Commissioner Schilling said he was in Beverly on Tuesday and Wednesday for meetings about a grant for a fitness trail. Mr. Schilling said the EPA, USDA, and Department of

Development are all involved. Mr. Schilling mentioned the Career Pathways Initiative to support our youth and build the workforce from within so that no youth is left behind.

Commissioner Booth cautioned against Ads he saw in the Columbus Dispatch to sell homes for people.

Commissioner Ritter said he will testify next week for the Save Women's Sports Act and is honored to do so.

**RE: BID OPENING – CDBG MATAMORAS**

No bids were received for the Matamoras project.

**RE: BUCKEYE HILLS – CDBG PUBLIC HEARING**

Brad Peoples and Melissa Zoller from Buckeye Hills Regional Council were present for the CDBG Public Hearing to provide citizens with information about the CDBG program. Buckeye Hills provided packets with more information and pre-application forms. The public in attendance were given time to ask questions after the presentation. Pre-applications are due to Brad Peoples no later than April 21, 2023 at 5 p.m. The Commissioners must have the 2023 CDBG Allocation application submitted to the state by mid-June.

**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 10:08 a.m.

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

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

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

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