

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON APRIL 6, 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. RITTER OFFERED PRAYER.

Also attending:

Flite Freimann, Director JFS  
Rick Dostal, Chief Building Official  
Gary Doan, Muskingum Township Trustee  
Karen Doan  
Rob Grant, Grant Department  
Philip Schaffer, Grant Department  
Emily Griffin, County Engineer's Office  
Tori Defreitas, County Engineer's Office  
John Ferragonio, ABM Infrastructure Solutions  
Alison Cauthorn, Prosecutor's Office  
Tom Bellish, Buckeye Energy Brokers  
Nancy Taylor, *Marietta Times*  
Ben Cowdery, Fiscal Manager/Clerk

**Washington County Commissioners  
AGENDA  
9:00 am, April 6, 2023**

9:00 Business Meeting  
10:30 Buckeye Energy – Tom Bellish

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

Approve Agenda  
Approval of previous meeting minutes  
Bills from various departments  
Resolution to establish new fund for Demolition & Revitalization Grant  
Additional Appropriation – Family & Children First  
Additional Appropriation – Sheriff  
Additional Appropriation – Board of Elections  
Additional Appropriation – Sewer  
Travel – Children Services, Building Department  
Sheriff – Monthly Report on Care of Prisoners for March  
Commissioners – Credit Card purchase approval  
MOU with ABM Infrastructure Solutions  
Veregy – Phase II Energy Project, Invoice #8  
HUD – Grant Agreement for Devola Sewer Project  
WMCAP – HOME Program Homeowner Agreement (2)  
JFS – Mandated Share for SFY 2024  
ODOD – OCEAN User Approval for Rebecca Stille WMCAP  
Village of Macksburg – ARPA Reimbursement Request  
Behavioral Health Board – Board Appointment (2)  
Delinquent Sewer Accounts  
Certification of Delinquent Sewer Accounts  
Engineer – MuniBilling Software Agreement for Sewer Dept

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

Add: Additional Appropriation – Maintenance  
Additional Appropriation – WCBDD  
JFS – Family Services Committee Meeting

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 30, 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 NEW FUND FOR BUILDING DEMOLITION & SITE REVITALIZATION GRANT**

Mr. Booth moved and Mr. Schilling seconded a motion to adopt a resolution to establish a new fund in the Auditor’s bookkeeping system for the Building Demolition and Site Revitalization Program Grant through the Ohio Department of Development. The purpose of the new fund is to account for the revenue and expenditures of the grant. Grant funds will be used to demolish various blighted residential properties in Washington County. The grant award amount is \$500,000. The number and name of the new fund in the Auditor’s system is as follows:

215-0809 BLD DEMO & SITE REVITALIZATION

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>
Family & Children First	602-2033-55204	\$ 10,750.00
Jail	100-0381-54400	\$ 3,715.66
Sheriff	100-0384-54404	\$ 3,715.67
911	200-0364-54400	\$ 3,715.67
Board of Elections	215-0162-54400	\$ 924.53
Sewer	400-0113-57400	\$ 500.00
Maintenance	100-0109-53600	\$ 20,000.00
Developmental Disabilities	200-0620-53401	\$ 1,134.00

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:

Children Services

- Lacey Mahoney*: Required monthly visit in Bedford & Youngstown on April 6
- Kaitlyn DeMetro*: Required monthly visit in Kimbolton on March 16
- Sabrina Buchanan*: Required monthly visits in Berea on April 3; Athens on April 4; Dayton/Mansfield on April 5; Cambridge on April 6; Columbus on April 12 & 17; Bedford/Mansfield on April 13; Wooster on April 18; Caldwell on April 19
- Tami Downs*: Required monthly visits in Coshocton on April 10; Lancaster on April 12; Maysville, KY on April 13; Vinton on April 25
- Ashley Harris*: Required monthly visits in Cambridge on April 4; Caldwell on April 12 & 17; Newark on April 14; Chandlersville on April 19
- Katy Biehl*: Required monthly visits in Cincinnati on April 10; Millersburg on April 13; Newark on April 14; Toledo on April 18; Zanesville on April 25
- Rebecca Trent*: Required monthly visits in Belmont & Guernsey County on April 6; Parkersburg, WV on April 11 & 14, 2023

Building Department

Rick Dostal & Russell Metz: The Western Section IAEI Meeting in Millersburg on April 23-26, 2023 for continuing education of electrical certification

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

**RE: SHERIFF – MONTHLY REPORT ON CARE OF PRISONERS FOR MARCH**

The Commissioners acknowledged receipt of the monthly report on the care of prisoners at the Washington County Jail for the month of March 2023. The report shows a total prisoner count of 282. The Jail received \$9,545 for housing prisoners from other jurisdictions for the month.

**RE: COMMISSIONERS – CREDIT CARD PURCHASE APPROVAL**

Mr. Schilling moved and Mr. Booth seconded a motion to approve the use of a county credit card to purchase lunch at a local restaurant on April 13, 2023 for visiting Ohio EPA Officials and other state and local officials. Mr. Booth said the Director and Deputy Director from Ohio EPA and other officials will be spending the day in Washington County.

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

**RE: MOU WITH ABM INFRASTRUCTURE SOLUTIONS**

Mr. Booth moved and Mr. Schilling seconded a motion to approve a Memorandum of Understanding with ABM Infrastructure Solutions for a preliminary assessment of sewer lift stations. Mr. Ritter said the County Engineer is out of town and suggested tabling the MOU until the Engineer is available.

Mr. Booth moved and Mr. Schilling seconded a motion to table the MOU with ABM Infrastructure Solutions.

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

**RE: VEREGY – PHASE II ENERGY PROJECT, INVOICE #8**

Mr. Schilling moved and Mr. Booth seconded a motion to approve payment to Veregy for the Phase II Energy Project – Invoice #8. The total amount of the invoice is \$1,114,856.36. The project is 37.38% complete. Mr. Booth said Veregy is purchasing materials upfront because of the rising cost of inflation.

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

**RE: HUD – GRANT AGREEMENT FOR DEVOLA SEWER PROJECT**

Mr. Booth moved and Mr. Schilling seconded a motion to approve the FY2022 Community Project Funding Grant Agreement (B-22-CP-OH-0726) with the Department of Housing and Urban Development (HUD). The awarded amount of the grant is \$3,000,000 for the Devola Sewer Project.

ALN 14.251 Economic Development Initiative, Community Project Funding, and Miscellaneous Grants.

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

**RE: WMCAP – HOME PROGRAM HOMEOWNER AGREEMENT (2)**

Mr. Booth moved and Mr. Schilling seconded a motion to approve two (2) HOME Program Homeowner Agreements with Dianne Kimmel. The HOME Program is a federal program administered by the U.S. Department of HUD. The program assistance is for the rehabilitation or reconstruction of the homeowner's residence at 1215 Laurel Ridge Rd., Lowell. The forgivable loan amounts are \$5,420 and \$6,620. The principal amount of the loans will be reduced by 33.33% of the original amount for each year loan is outstanding.

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

**RE: JFS – MANDATED SHARE FOR SFY 2024**

Mr. Schilling moved and Mr. Booth seconded a motion to approve Washington County's mandated share of public assistance cost for Job & Family Services for state fiscal year 2024. The total amount of the mandated share is \$185,186 which is an increase of \$8,818 from the prior year. The mandated share will be paid in monthly installments of \$15,432.17 from July 2023 through June 2024. Flite Freimann, Director JFS, noted that JFS will pay more than the mandated share amount back to the county in cost allocations during the year.

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

**RE: JFS – FAMILY SERVICES COMMITTEE MEETING**

Mr. Schilling moved and Mr. Booth seconded a motion to approve the Family Services Committee Meeting to be scheduled for 10 a.m. on Friday, May 12, 2023. The meeting will be held at the Washington County Department of JFS Building. Flite Freimann, Director JFS, said members from various county agencies will discuss a plan for spending TANF funds.

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

**RE: ODOD – OCEAN USER APPROVAL FOR REBECCA STILLE WMCAP**

Mr. Schilling moved and Mr. Booth seconded a motion to approve a request from WMCAP to allow Rebecca Stille user access to the Ohio Department of Development OCEAN Information System. WMCAP is the administrator for the Washington County CDBG Program.

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

**RE: VILLAGE OF MACKSBURG – ARPA REIMBURSEMENT REQUEST**

Mr. Schilling moved and Mr. Booth seconded a motion to approve a reimbursement request in the amount of \$12,500 from the Village of Macksburg for preliminary engineering of a sewer project, performed by Hunt Engineering LLC. The Commissioners previously committed \$50,000 to Macksburg through the ARPA Community Investment Program. The Commissioners have approved a total of \$40,100 including this request, leaving a balance of \$9,900.

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

**RE: BEHAVIORAL HEALTH BOARD – BOARD APPOINTMENT (2)**

Mr. Schilling moved and Mr. Booth seconded a motion to approve the reappointments of James Raney and Eric Fowler to the Washington County Behavioral Health Board. The appointments are for a four-year term beginning July 1, 2023 and ending June 30, 2027.

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

**RE: CERTIFICATION OF DELINQUENT SEWER ACCOUNTS**

Mr. Booth moved and Mr. Schilling 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>
05-0012060-000	\$ 329.55	05-0011292-000	\$ 329.20
26-0037604-000	\$ 341.10	23-0085470-002	\$ 341.10
26-0038484-000	\$ 341.10	23-0085470-029	\$ 252.95
23-0076412-013	\$ 252.95	23-0085470-015	\$ 341.10
07-0024051-000	\$ 303.65	07-0059984-000	\$ 271.65
07-0023148-000	\$ 301.00	06-0017332-000	\$ 329.60
06-0016928-000	\$ 252.95	05-0011716-000	\$ 341.10
05-0011716-000	\$ 341.10	05-0011716-002	\$ 252.95
05-0009268-000	\$ 341.10	05-0009268-000	\$ 341.10
05-0012280-000	\$ 252.95	05-0013212-000	\$ 252.95
05-0013036-000	\$ 252.95	05-0011696-000	\$ 341.10
05-0012684-000	\$ 252.95	05-0012548-000	\$ 252.95
05-0012448-000	\$ 354.90	05-0009476-001	\$ 252.95
05-0009476-001	\$ 252.95	05-0009476-001	\$ 252.95
05-0011648-000	\$ 341.10	05-0011148-000	\$ 252.95
05-0011600-000	\$ 252.95		

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

**RE: ENGINEER – MUNIBILLING SOFTWARE AGREEMENT FOR SEWER DEPT**

Mr. Booth moved and Mr. Schilling seconded a motion to approve a software subscription agreement with MuniBilling for the Sewer Department. The existing sewer software is outdated and lacking in modern billing and payment features. MuniBilling is a cloud-based software capable of updating as required. With a customer base of 1,800 accounts, the proposed monthly expense is \$1,000.45 for MuniBilling to print and mail invoices. Customers will have the option to receive an e-bill which will reduce overall cost. Customers will also be able to pay their invoice online with a variety of payment options. The agreement term is five years. Emily Griffin, Engineer's Office, said the new software is more cost effective. Mr. Schilling said he appreciates their work on the issue to offer modern options to sewer customers.

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

**RE: COMMENTS**

Gary Doan, Muskingum Township Trustee, asked if the aggregation issue on the ballot is only for county buildings or for residents. Mr. Ritter said it is a county-wide aggregation for residents.

Emily Griffin, Engineer's Office, introduced Tori Defreitas, a new employee at the Engineer's Office.

Rick Dostal, Chief Building Official, shared a letter from a customer thanking the Building Department. Mr. Dostal commended the office staff for doing a great job.

Commissioner Schilling said the Building Department was in need of change a few years ago. Mr. Schilling said the Department now offers growth to the area and first quarter revenue is up from this time last year. Mr. Schilling noted that Gallia County is voting today on using SEOBD services.

Commissioner Booth said the District 11 American Legion donated \$5,000 to support Boy Scouts and a monument at Gold Star Park. Mr. Booth said the dedication of the Silent Battle Memorial Monument will be on May 7.

Commissioner Ritter said next week's Board of Commissioners meeting will be on Wednesday, April 12 at 9 a.m.

**RE: BUCKEYE ENERGY – TOM BELLISH**

Tom Bellish, Buckeye Energy Brokers, met with the Commissioners to discuss the upcoming energy aggregation issue on the ballot. Mr. Bellish said the City of Marietta contacted the Board of Elections with a correction so that the issue will not be on city resident ballots. Mr. Schilling said the goal is to offer energy aggregation to all county residents. Mr. Schilling said that, if the issue passes, any company can bid on managing the program for the county. Mr. Bellish said there is no current agreement in place between Buckeye Energy and the county for the aggregation program.

**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 10:58 a.m.

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

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

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

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