

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON MAY 24, 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 8:00 A.M. BY THE VICE PRESIDENT OF THE BOARD. THE COMMISSIONERS LED THOSE ATTENDING IN THE PLEDGE OF ALLEGIANCE TO OUR FLAG, AND MR. SCHILLING OFFERED PRAYER.

Also attending:

Flite Freimann, Director JFS  
Rick Dostal, Chief Building Official  
Diane Davis, HR Director  
Rob Grant, Grant Department  
Philip Schaffer, Grant Department  
Karl Comstock, Maintenance Superintendent  
Kimberly Lowers, Child Support Enforcement Agency  
Shelly Vincent, Commissioners Office  
Nancy Taylor, *Marietta Times*  
Ben Cowdery, Fiscal Manager/Clerk

**Washington County Commissioners  
AGENDA  
8:00 am, May 24, 2023**

8:00 Business Meeting

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

Approve Agenda  
Approval of previous meeting minutes  
Bills from various departments  
Additional Appropriation – Jail  
Additional Appropriation – Prosecutor  
Then & Now  
Travel – Clerk of Courts  
CDBG CHIP Administrator – RFP Recommendation  
CDBG CHIP Administrator – Notice of Award  
Building Department – Building Safety Month Proclamation  
JFS – PRC Plan Update  
JFS – Title XX County Profile  
Jail Contract – Village of McArthur  
ODOT – Transit Grant Agreement 2023  
FCF – Early Intervention Grant Agreement  
Engineer – Devola Sewer Project, Invoice #4

**DATES TO REMEMBER**

Courthouse closed Monday, May 29<sup>th</sup> for Memorial Day  
Courthouse closed Monday, June 19<sup>th</sup> for Juneteenth  
Courthouse closed Tuesday, July 4<sup>th</sup> for Independence Day  
2024 Tax Budget Hearing, July 6<sup>th</sup> at 10 a.m., Commissioner Assembly Room

**RE: APPROVAL OF AGENDA**

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

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 May 17, 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>
Jail	100-0381-54400	\$ 7,785.00
Prosecutor	100-0140-57400	\$ 38,368.00

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>
County Home	200-0630-54000	Amazon	\$ 1,159.68
Maintenance	100-0109-53000	TK Elevator	\$ 1,860.00
WCBDD	215-0620-55300	Dynamix Energy	\$ 255,862.80
Family & Children First	602-2031-52000	Christina Coulter	\$ 299.28
Building Department	100-0170-53400	Environmental Syst	\$ 550.00

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:

Clerk of Courts

Brenda Wolfe: OCCA Summer Conference in Archbold on June 13-16, 2023

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

**RE: CDBG CHIP ADMINISTRATOR – RFP RECOMMENDATION**

Mr. Schilling moved and Mr. Booth seconded a motion to approve the recommendation of the rating committee that the Board of Commissioners award the administration of the County's CHIP-HOME Programs to Washington-Morgan Community Action. The Commissioners received one (1) proposal in response to their Request for Proposal to administer the Programs. The rating committee scored the WMCAP proposal an average of 97 points based on a 100-point scale.

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

**RE: CDBG CHIP ADMINISTRATOR – NOTICE OF AWARD**

Mr. Schilling moved and Mr. Booth seconded a motion to approve the Notice of Award to Community Action of Washington-Morgan Counties (WMCAP) for PY 2023 CHIP-HOME Administrator. The administrative fee for the contract will not exceed 12%.

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

**RE: BUILDING DEPARTMENT – BUILDING SAFETY MONTH PROCLAMATION**

Mr. Schilling moved and Mr. Booth seconded a motion to approve a Proclamation for Building Safety Month for May 2023, as submitted by the Building Department. Building Safety Month is sponsored by the International Code Council, a nonprofit organization, to remind the public about the critical role of local code officials.

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

**RE: JFS – PRC PLAN UPDATE**

Mr. Schilling moved and Mr. Booth seconded a motion to approve a change in the

maximum pay for Prevention, Retention & Contingency (PRC) Plan approved items. The County Family Services Planning Committee recommended the maximum payment for PRC approved items be increased to \$2,000 from \$1,500 because of the increased cost of rent and utilities. JFS has complied with Chapter 5108 of the Ohio Revised Code in adopting their statement of policies that govern the PRC program for the County.

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

**RE: JFS – TITLE XX COUNTY PROFILE**

Mr. Schilling moved and Mr. Booth seconded a motion to approve the Washington County Job & Family Services Title XX County Profile for the program period October 1, 2023 through September 30, 2025.

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

**RE: JAIL CONTRACT – VILLAGE OF MCARTHUR**

Mr. Schilling moved and Mr. Booth seconded a motion to approve a contract with the Village of McArthur to house prisoners at the Washington County Jail at a cost of \$100 per day. The contract will be effective from April 1, 2023 through March 31, 2024.

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

**RE: ODOT – TRANSIT GRANT AGREEMENT 2023**

Mr. Schilling moved and Mr. Booth seconded a motion to approve the Rural Transit Program 2023 Grant Agreement with the Ohio Department of Transportation. CFDA #20.509. Washington County Commissioners are awarded \$389,791 in federal funds and \$112,500 in state funds for the 5311 Rural Transit Program. The required local share is \$238,906.

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

**RE: FCF – EARLY INTERVENTION GRANT AGREEMENT**

Mr. Schilling moved and Mr. Booth seconded a motion to approve the Early Intervention Service Coordination Grant Agreement between Family & Children First and the Ohio Department of Developmental Disabilities. The agreement will be in effect from July 1, 2023 through June 30, 2024. The grant funds will support service coordination services, evaluation and assessment, costs that support these mandated activities, and early intervention child outreach activities.

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

**RE: ENGINEER – DEVOLA SEWER PROJECT, INVOICE #4**

Mr. Schilling moved and Mr. Booth seconded a motion to approve payment to RDR Utility Services Group for Devola Sewer Project Phase 2 – Invoice #4. The total amount of the invoice is \$817,976.93 with \$65,438.15 of that amount being retainage held. Invoice quantities and prompt payment to sub-contractors have been verified and approved by the Engineer's Office. Prevailing wage has been verified by the Grant Department.

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

**RE: COMMENTS**

Mr. Schilling said this is County EMS week and thanked EMS for all that they do.

**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 8:10 a.m.

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

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

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

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