
THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON FEBRUARY 14, 2013 IN ACCORDANCE WITH OHIO REVISED CODE 305.05, WITH THE FOLLOWING MEMBERS PRESENT: DAVID A. WHITE, PRESIDENT, RONALD L. FEATHERS, MEMBER, AND TIMOTHY C. IRVINE, MEMBER. THE MEETING WAS CALLED TO ORDER AT 9:00 A.M. BY THE PRESIDENT OF THE BOARD WITH THE PLEDGE OF ALLEGIANCE TO OUR FLAG. MR. FEATHERS LED THOSE ATTENDING IN PRAYER.

Also attending were Muskingum Township Trustee Gary Doan, Christian Hudspeth of *The Marietta Times*, Administrator Paul Cunningham, and Clerk Rick Peoples.

**Board of Commissioners
Washington County, Ohio**

MEETING AGENDA

February 14, 2013

9:00 Business Meeting
9:30 Prosecutor Jim Schneider, Engineer Roger Wright - Drainage Issues, Adams Township
1:30 Prosecutor Jim Schneider, Consultant John Grosse - Sewer Legal Issues

UNFINISHED BUSINESS

Utility Construction Permits
Travel Request - FCF

NEW BUSINESS

Approve Agenda
Approval of previous meeting's minutes
Bills from various departments
Additional Appropriation - FCF (2)
Additional Appropriation - Sheriff
Transfer - Common Pleas
Transfer - Commissioners (2)
Advance - CEBCO Health
Then & Now's
Travel - EMA
Travel - JFS
Planning Commission Vacancies
Request for Exception to Health Insurance Waiting Period, Bd. of Dev. Disabilities
Checking Account, Sheriff

INFORMATION

Courthouse Closed, **Monday**, February 18, Presidents Day
Monthly meeting at County Home, 8:30 a.m., **Tuesday**, February 19
Finance Committee, 10:00 a.m., **Tuesday**, February 19
Public Hearing for 2013 CDBG Formula Projects, 7:00 p.m., **Tuesday**, February 19
CCAO Regional Legislative Briefing, 11:30 a.m., **Monday**, February 25, Athens
SE Ohio Port Authority Annual Meeting, 7:30 a.m., **Tuesday**, February 26, WSCC
FEMA Flood Management Meeting, 2:00 p.m., **Wednesday**, February 27, WSCC
Evening meeting at Watertown VFD, 6:00 p.m., **Thursday**, February 28

RE: AGENDA

Mr. Irvine moved and Mr. Feathers seconded a motion to accept the agenda.

A calling of the roll resulted in the following vote: David White aye, Ronald Feathers aye, Timothy Irvine aye. Motion passed.

RE: APPROVAL OF MINUTES

Mr. Irvine moved and Mr. Feathers seconded a motion to dispense with the reading of the February 7, 2013 minutes, and to approve them as submitted.

A calling of the roll resulted in the following vote: David White aye, Ronald Feathers aye, Timothy Irvine aye. Motion passed.

RE: PAYMENT OF BILLS

Mr. Irvine moved and Mr. Feathers seconded a motion to approve the payment of bills from various departments.

A calling of the roll resulted in the following vote: David White aye, Ronald Feathers aye, Timothy Irvine aye. Motion passed.

RE: ADDITIONAL APPROPRIATIONS

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

Family & Children First	602-2032-53600	\$ 5,000.00
Family & Children First	602-2031-53000	\$ 21,388.77
Sheriff	200-0383-57400	\$ 5,000.00

A calling of the roll resulted in the following vote: David White aye, Ronald Feathers aye, Timothy Irvine aye. Motion passed.

RE: TRANSFERS

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

	<u>From</u>	<u>To</u>	<u>Amount</u>
Common Pleas	215-0206-53000	215-0206-51001	\$ 10,500.00
County General	100-0361-53000	100-0361-57501	\$ 912.00
County General	100-0366-51104	100-0366-51001	\$ 2,688.73
County General	100-0366-51104	100-0366-51101	\$ 10.48
County General	200-2050-57200	100-0102-49200	\$ 2,925.70

A calling of the roll resulted in the following vote: David White aye, Ronald Feathers aye, Timothy Irvine aye. Motion passed.

RE: THEN & NOW'S

Mr. Irvine moved and Mr. Feathers seconded a motion to approve the following Then & Now's:

Dept	Account	Vendor	Amount
Commissioners	215-0840-5-7400	Washington Morgan CAP	\$ 65,523.00
Commissioners	210-0830-5-3000	T & M Contractors	\$ 18,900.00
Law Library	200-0520-5-4000	Wolters Kluwer Law & Business	\$ 279.55
EMA	200-0315-5-3000	Poynters Best Products	\$ 315.90
Commissioners	215-0840-5-7400	Washington Morgan CAP	\$ 32,778.00
DJFS	200-0720-5-3400	RSVP Seniors Vol.Program	\$ 187.94
DJFS	200-0720-5-3400	Gail Rymer & Assoc.	\$ 750.00
Commissioners	100-0101-5-5200	Lang's Flooring	\$ 2,834.78
Commissioners	300-0599-5-3000	Lane's Boiler Repair	\$ 405.60
Commissioners		100-0100-5-3401	Treasurer State of Ohio
Children Service Board	200-0743-5-3000	Gabriel Brothers	\$ 149.83
Children Service Board	200-0743-5-3000	Jamie Keller	\$ 150.00
Children Service Board	200-0743-5-3000	Gabriel Brothers	\$ 171.40
Children Service Board	200-0740-5-3000	Belmont Pines Hospital	\$ 700.00
Children Service Board	200-0743-5-3000	Thompkins Center	\$ 1,120.00
Children Service Board	200-0743-5-3000	House of Samuel, Inc.	\$ 468.00
Children Service Board	200-0741-5-3000	Deborah Lambeth	\$ 486.63
Children Service Board	200-0740-5-2000	Carol Hare	\$ 220.00
Children Service Board	200-0740-5-2000	Angela Hughes	\$ 480.00
Children Service Board	200-0740-5-2000	Deanna McKenzie	\$ 151.47
Commissioners	100-0190-5-3000	Mancan	\$ 660.00
Commissioners	100-0101-5-5200	CDW-G	\$ 1,500.00
Engineer	200-0540-5-4300	Cumberland Limestone	\$ 247.60
Sheriff	100-0384-5-4400	Statewide Emergency	\$ 6,293.00

A calling of the roll resulted in the following vote: David White aye, Ronald Feathers aye, Timothy Irvine aye. Motion passed.

RE: TRAVEL REQUESTS

Mr. Irvine moved and Mr. Feathers seconded a motion to approve the following requests for reimbursement of expenses for training and travel pursuant to the policies and procedures and in compliance with the Annual Appropriations for Fiscal Year 2013 and any and all amendments subsequent thereto:

EMA

Jeff Lauer: One-day trip to Logan to attend Southeast Ohio Emergency Management Association meeting; February 19, 2013.

JFS

Ruth Burdette, Dawn Lucas, Candy Nelson: One-day trip to Columbus to attend OJFSDA Human Resources Training; March 8, 2013.

A calling of the roll resulted in the following vote: David White aye, Ronald Feathers aye, Timothy Irvine aye. Motion passed.

Mr. Feathers moved and Mr. Irvine seconded a motion to return from Unfinished Business discussion of the request for travel from Family & Children First.

A calling of the roll resulted in the following vote: David White aye, Ronald Feathers aye, Timothy Irvine aye. Motion passed.

Mr. Irvine moved and Mr. Feathers seconded a motion to approve the following request for reimbursement of expenses for training and travel pursuant to the policies and procedures and in compliance with the Annual Appropriations for Fiscal Year 2013 and any and all amendments subsequent thereto:

FCF

Cindy Davis: One-day trip to Columbus to attend FCF Coordinators Association Meeting; February 22, 2013.

A calling of the roll resulted in the following vote: David White aye, Ronald Feathers aye, Timothy Irvine aye. Motion passed.

RE: PLANNING COMMISSION VACANCIES

The Clerk informed the Commissioners the Washington County Planning Commission will meet in February. The terms of Rhonda Mears and Scott MacDonald have ended, but they are expected to continue for another term. Roger Wright has moved to non-voting status on the Commission, and Bob Badger has agreed to fill the remainder of his term. Commissioners David White and Ron Feathers are new to the Commission. Larry Coler's term has ended, and a replacement will be needed as he is not interested in another term. The February meeting of the Planning Commission will be the annual meeting, as the January 2013 meeting was canceled.

Mr. Irvine moved and Mr. Feathers seconded a motion to appoint the following individuals to the Washington County Planning Commission for the terms indicated:

Bob Badger, 1/7/13 to 12/31/13
Rhonda Mears, 2/1/13 to 1/31/16
Scott Macdonald, 2/1/13 to 1/31/16

A calling of the roll resulted in the following vote: David White aye, Ronald Feathers aye, Timothy Irvine aye. Motion passed.

RE: REQUEST FOR EXCEPTION TO HEALTH INSURANCE WAITING PERIOD

The Clerk informed the Commissioners they had received a request from the Washington County Board of Developmental Disabilities (WCBDD) for an exception to the County's CEBCO health insurance plan policy, which requires a 30-day waiting period and coverage eligibility the first of the subsequent month. The WCBDD Personnel Policy currently allows new employees coverage in health insurance the first of the month following the hire date. WCBDD joined the County's CEBCO plan effective January 1, 2013.

The Commissioners agreed that it is important to maintain uniformity and to not allow exceptions to the established health insurance program.

Mr. Irvine moved and Mr. Feathers seconded a motion to deny the request from the Washington County Board of Developmental Disabilities (WCBDD) for an exception to the County's CEBCO health insurance plan policy allowing WCBDD employees coverage in the CEBCO plan before the first of the month following a 30-day waiting period from the date of hire.

A calling of the roll resulted in the following vote: David White aye, Ronald Feathers aye, Timothy Irvine aye. Motion passed.

RE: CHECKING ACCOUNT FOR SHERIFF

Mr. Irvine moved and Mr. Feathers seconded a motion to allow the Sheriff to open a new checking account at WesBanco, to allow Mr. White and Mr. Feathers to sign the Commercial Signature Card approving the agreement, and to allow the Clerk to sign the Bank Resolution by Government Entity authorizing Larry Mincks and Brian Schuck to sign on the account, as requested by Sheriff Larry Mincks.

A calling of the roll resulted in the following vote: David White aye, Ronald Feathers aye, Timothy Irvine aye. Motion passed.

RE: COMMENTS FROM VISITOR

Muskingum Township Trustee Gary Doan recommended the Commissioners' evening meetings be scheduled at 7:00 p.m. rather than 6:00 p.m. to allow community members better opportunity to attend. The Commissioners agreed to consider the change, and thanked Mr. Doan for the suggestion.

RE: COMMENTS FROM COUNTY ADMINISTRATOR

County Administrator Paul Cunningham informed the Commissioners he received a request from the Matamoras Senior Citizens to replace their commercial grade refrigerator, as their current refrigerator is failing. They have a quote for replacement at approximately \$3,045.00. The Commissioners advised Mr. Cunningham to obtain additional quote(s) and return with a recommendation.

RE: DRAINING ISSUES IN ADAMS TOWNSHIP

Prosecutor Jim Schneider, Assistant Prosecutor Jared Erb, and County Engineer Roger Wright discussed with the Commissioners a letter he received from Attorney Kristi Kress Wilhelmy of Barrett, Easterday, Cunningham & Eselgroth LLP, Counselors & Attorneys-at-Law, pertaining to a drainage ditch, bridge abutment, retaining wall and steel piling on the property of Adams Township residents Kenneth and Janice Long.

Ms. Wilhelmy and the Longs allege a drainage ditch was constructed by the County Engineer many years ago on the property the Longs now own, and that action caused change to the natural flow of water. They note the County routinely "cleaned and maintained" the ditch for many years, but have since stopped, and this has resulted in the ditch becoming filled with cinders and debris. Inadequate draining, they indicate, has caused the Longs to suffer severe and repeated flooding on their property. The Longs request the County remove debris from the ditch for a distance of 150 feet beginning at the intersection of TR 32 and CR 60 and install a 500' culvert beginning at the intersection, or clean out and fill the existing ditch and install a new ditch adjacent to County Road 60.

Ms. Wilhelmy and the Longs also allege a retaining wall, bridge abutment, and steel piling remain on the Longs' property after a bridge was built in 1975, and that they should have been removed. They request the removal of the retaining wall, bridge abutment, and steel piling "owned by Washington County".

Mr. Schneider indicated he is working with Mr. Wright to develop an appropriate response to the letter from Ms. Wilhelmy, and the requests from Mr. and Mrs. Long.

RE: SEWER ISSUES

Prosecutor Jim Schneider talked with the Commissioners about two matters pertaining to the County's sewer program. Also attending were Consulting Engineer John Grosse, Clerk Shelly Vincent, and Wastewater Supervisor Craig Barker.

Mr. Schneider reviewed a situation from approximately five years ago that resulted in settlement with a property owner on Warrior Drive in Vincent.

The Commissioners discussed with Mr. Schneider the process by which homeowners tap into the County's sewer system, the requirement of homeowners in specific areas to tap in, and options that are available if a homeowner is required to tap into and utilize County sewer service but refuses to.

Mr. Schneider approved content of a letter to business owner Claudia Staley notifying her of the requirement to pay a capacity fee for County sewer system service in Vincent.

Mr. Irvine moved and Mr. Feathers seconded a motion to send the following letter to Claudia Staley:

February 14, 2013

*Claudia Staley
c/o Alan Stone Company, Inc.
1324 Ellis Run Road
Cutler, Ohio 45724*

Re: CAPACITY FEE, HICKORY GROVE

Dear Ms. Staley:

Please reference your letter dated January 14, 2013 regarding your business located on State Route 339.

At the present time you have paid a capacity fee (tap fee) to cover only the gas station and convenience store. Any new business must pay a capacity fee based on the estimated volume of wastewater to be discharged into the County system. Ms. Burton informed the County that you were proposing to install six washing machines in a new Laundromat in Hickory Grove. Using the Estimated Flow Chart (see attached) your flow is estimated to be 6 washing machines at 400 gallons per day (GPD) = 2,400 GPD. The current County rate is \$10.00/gallon, resulting in a capacity fee of \$24,000.00. Realizing this is an estimate of the anticipated flow, the County is willing to reduce the capacity fee to \$12,000.00 for the first year, with the understanding that you will install a water meter on the line serving the laundromat so actual flow data will be determined. After one year the flow data will be submitted to the County for reevaluation of your final capacity fee, which cannot be less than the original \$12,000.00.

The monthly fee for your new facility for the first year will be calculated using the reduced flow data of 1,200 GPD as follows: 1,200 gallons/400 gallons (single family dwelling estimated daily flow) = 3 equivalent family units (EFU). The current fee per EFU is \$56.00 per month, making your monthly bill for the first year for the laundromat 3 EFU @ \$56.00 = \$168.00. After

the first year of operation, the monthly bill will be determined on actual flow data from the installed water meter, not to be less than \$168.00 per month.

The capacity fee and monthly fee for all new users is calculated using this formula. The capacity fee is used to cover the cost of the County system that is needed to handle the flow from any new business or home.

It is necessary for you to pay the capacity fee prior to discharging any flow from the proposed laundromat.

Sincerely,

/s/ WASHINGTON COUNTY COMMISSIONERS

A calling of the roll resulted in the following vote: David White aye, Ronald Feathers aye, Timothy Irvine aye. Motion passed.

RE: I.T. TRAINING

I.T. Director Eric Skomra requested permission to register for training for himself and his staff. He noted the County now has three servers and a VMware platform, allowing for virtualization of over 40 different operating systems. He said it is critical to be periodically trained on the systems now used by the County, and it is critical for more than one person to be trained. He has received a quote from KnowledgeNet that will allow for the four I.T. department staff members, including Mr. Skomra, to receive the following training over a one-year period for the amount of \$17,960.00:

- Microsoft All Access, including over 30 Microsoft Tech Expert Live and Expert Encore courses (with student guides and e-library)
- VMware All Access, including VMware installation, administration and optimization courseware, Hyper-V and others (with e-library)

Mr. Skomra noted that the amount is within his annual training budget, and that participation in these on-line courses will save the County travel expenses and travel time.

Mr. Irvine moved and Mr. Feathers seconded a motion to table the request from I.T. Director Eric Skomra to enroll in one year of training from KnowledgeNet.

A calling of the roll resulted in the following vote: David White aye, Ronald Feathers aye, Timothy Irvine aye. Motion passed.

RE: ADJOURNMENT

Mr. Feathers moved and Mr. White seconded a motion to adjourn.

A calling of the roll resulted in a unanimous vote in favor. The meeting adjourned at 2:50 p.m.

_____, President

_____, Vice President

_____, Member

_____, Clerk