
THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON MARCH 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, Dan Halliburton representing Congressman Bill Johnson, Administrator Paul Cunningham, I.T. Director Eric Skomra, and Clerk Rick Peoples.

COMMISSIONERS AGENDA

March 14, 2013

9:00 Business Meeting
9:30 Jim Huggins, Attorney - Lease of Property
10:15 Tim Marty, Bldgs & Grounds Superintendent - Project Update
10:30 John Grosse, Consulting Engineer - Hickory Grove Sewer Connection
11:15 Dawn Rauch, Community Action - CHIP Agreement
11:30 Jeff Lauer, EMA Coordinator - Glendale Road Radio Tower
1:30 Smart Networks - Project Update
2:00 Board of Elections - Poll Books

UNFINISHED BUSINESS

Utility Construction Permits

NEW BUSINESS

Approve Agenda
Approval of previous meeting's minutes
Bills from various departments
Additional Appropriation - Board of Dev. Disabilities
Transfer - Family & Children First (2)
Then & Now's
Travel - RSVP
Travel - Director of Human Resources and Safety/Loss Control
Grant Agreement - Highland Ridge CDBG
IV-D Contract Amendment, Child Support and Sheriff
Letter to Director, Office on Violence Against Women
Memorandum of Understanding, Safe Havens Grant
Application for Liquor Permit
Project Bid Packet - Emergency Operations Center
County Apiary Inspector

INFORMATION

Groundbreaking for Kyle Hockenberry's Smart Home, 1:00 p.m., **Friday**, March 15
Workforce Investment Board, 10:00 a.m., **Friday**, March 22, Monroe County JFS

RE: AGENDA

Mr. Irvine moved and Mr. Feathers seconded a motion to accept the agenda, with the following amendment:

Quarterly Subgrant Request - Sheriff

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. Feathers moved and Mr. Irvine seconded a motion to dispense with the reading of the March 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 APPROPRIATION

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

Board of Dev. Dis.	200-0620-53700	\$	1,500.00
	200-0620-57403	\$	20,000.00
	200-0620-51110	\$	1,215.00

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 transfers:

	<u>From</u>	<u>To</u>	<u>Amount</u>
Family & Children First	602-2032-57100	602-2030-49100	\$ 3,000.00
Family & Children First	602-2032-56000	602-2032-57100	\$ 3,000.00

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	215-0863-5-3000	Washington Morgan Cap	\$ 21,400.00
Children Service Board	200-0740-5-7000	Jeff Seevers	\$ 540.00
Commissioners	400-0113-5-3100	AEP	\$ 320.81
Commissioners	215-0863-5-3000	Foundation Ohio.-CABI Fund	\$ 14,000.00

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. Feathers moved and Mr. Irvine 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:

RSVP

Lisa Valentine: One-day trip to Columbus to attend VISTA Sponsor Training; March 14, 2013.

HR & Safety/Loss Control

Darla Miller: One-day trip to Columbus to attend CORSA Renewal Meeting; March 22, 2013.

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

RE: GRANT AGREEMENT, HIGHLAND RIDGE CDBG

Mr. Irvine moved and Mr. Feathers seconded a motion to approve the Grant Agreement for the Highland Ridge Water Line Community Development Block Grant (CDBG) Project, Grant Number B-W-12-1CY-1, and to allow Mr. White to sign the Agreement.

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

RE: IV-D CONTRACT AMENDMENT, CHILD SUPPORT AND SHERIFF

Mr. Feathers moved and Mr. Irvine seconded a motion to approve a IV-D Contract Amendment to the JFS 07018 Agreement dated July 1, 2012 between the Child Support Enforcement Agency (CSEA) and the Sheriff for the Sheriff to provide services to the CSEA at the rate of \$96.62 per unit, not to exceed \$20,869.27, as requested by Barb Tergolina, Child Support Enforcement Agency.

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

RE: QUARTERLY SUBGRANT REPORTS, DRUG LAW ENFORCEMENT FUND

Mr. Feathers moved and Mr. Irvine seconded a motion to approve the Quarterly Subgrant Reports/Pay Requests for the Drug Law Enforcement Fund, and to allow Mr. White to sign the reports, as requested by Sheriff Larry Mincks, as follows:

<u>Quarter Ending</u>	<u>Amount</u>
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June 30, 2012	\$ 263.16
September 30, 2012	\$ 5,012.34
December 31, 2012	\$ 3,847.31

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

RE: LETTER TO DIRECTOR, OFFICE ON VIOLENCE AGAINST WOMEN

Mr. Irvine moved and Mr. Feathers seconded a motion to approve sending a letter to the Director, Office on Violence Against Women, certifying that any funds awarded through the Safe Havens Supervised Visitation and Safe Exchange Grant Program will be used to supplement existing funds for program activities, rather than replace funds, as requested by Annelle Edwards, EVE, Inc.

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

Mr. Halliburton commented that Congressman Johnson is sending a letter of support for EVE, Inc.'s, application for this Safe Havens Grant.

RE: MEMORANDUM OF UNDERSTANDING, SAFE HAVENS GRANT

Mr. Irvine moved and Mr. Feathers seconded a motion to approve the Memorandum of Understanding for the Safe Havens Grant application being prepared by EVE, Inc. with assistance from County Administrator Paul Cunningham, and to allow Mr. White to sign the document.

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

RE: APPLICATION FOR LIQUOR PERMIT

Mr. Irvine moved and Mr. Feathers seconded a motion to acknowledge receipt of a notice from the Ohio Division of Liquor Control that Dunham Township resident David Lee Burt has applied for a D5 liquor permit, and to allow the Clerk to indicate "We do not request a hearing" on the form and return it to the Ohio Division of Liquor Control.

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

RE: EMERGENCY OPERATIONS CENTER PROJECT

Mr. Irvine moved and Mr. Feathers seconded a motion to approve the advertising for sealed bids for the Emergency Operations Center Project, with a total estimate of \$454,900, which is within the grant allowance, with a bid due time of 3:00 p.m. on April 4, 2013, as prepared and recommended by Project Architect David Haught.

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

RE: APIARY INSPECTOR

County Administrator Paul Cunningham informed the Commissioners the Washington County Apiary Inspector has resigned. He was then informed by the State Apiarist at the Ohio Department of Agriculture that it is not required of Washington County to have an Apiary Inspector, but it is highly recommended by her agency. There are currently sixteen of eighty-eight Ohio counties without a County Apiary Inspector. Mr. White commented that he intends to attend the upcoming March meeting of the Beekeepers Association and will discuss with them the need for a local inspector. Mr. Cunningham noted that \$3,100.00 has been allocated in the County's 2013 budget for services of an Apiary Inspector.

Mr. Irvine moved and Mr. Feathers seconded a motion to table discussion of the Washington County Apiary Inspector replacement until additional information is available.

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 invited the Commissioners to attend the upcoming Township Trustees' Association meeting. He asked the Commissioners if the defibrillators in the courthouse are regularly maintained, checking to see that their batteries are good and they are operable. Mr. White said that Mr. Cunningham will look into that.

RE: EXECUTIVE SESSION

Mr. Irvine moved and Mr. Feathers seconded a motion to move into Executive Session to discuss lease of county-owned property, and to invite Attorney Jim Huggins, Prosecutor Jim Schneider, and County Home Administrator Ted Williams to attend.

A calling of the roll resulted in the following vote: David White aye, Ronald Feathers aye, Timothy Irvine aye. Motion passed, and at 9:30 a.m. the Commissioners entered Executive Session.

The meeting returned to Regular Session at 10:35 a.m.

RE: BUILDINGS & GROUNDS

Buildings & Grounds Superintendent Tim Marty informed the Commissioners he has received quotes for repairing and resurfacing the walls in the Assembly Room and entryway. He also intends to replace the carpet in the Assembly Room with commercial grade carpet, and the carpet in the kitchen area with VCT tile. The Commissioners directed Mr. Marty to proceed with the project, utilizing the best and most responsible contractors.

RE: HICKORY GROVE LAUNDROMAT SEWER CONNECTION

Prosecutor Jim Schneider, Assistant Prosecutor Jared Erb, and Consulting Engineer John Grosse talked with the Commissioners about the request from Hickory Grove owner Claudia Staley to exempt her from paying a connectivity fee for sewer service to a new laundromat, as she believes she paid sufficient fee at the time of Hickory Grove's inception to cover future businesses at that location, including the laundromat she has constructed. Mr. Grosse informed the Commissioners the \$18,750.00 previously paid by Ms. Staley to the County was for the gas station only, and not to include a restaurant, convenience store, laundromat, or any other businesses that might start up at that location. This was shared, according to Mr. Grosse, with Ms. Staley at the time when Hickory Grove was brought on-line to the County sewer system. The amount paid is consistent with other businesses in the system. Ms. Staley, on the other hand, believes that the amount she paid was to include the tap fee for additional businesses at that location. Mr. Grosse said Ms. Staley did indeed install a lift station with extra capacity beyond the needs of a gas station, but that there couldn't have been any agreement at the time about waiving the tap fee for future businesses as tap fees are based upon the types of those businesses. For example, a nursing facility would have a very different tap fee assessed than a car wash. He advised the Prosecutor and the Commissioners that the \$18,750.00 paid by Ms. Staley did not include any business other than the Hickory Grove gas station. The Prosecutor and Commissioners agreed that, although the capacity fee of \$18,750.00 paid by Ms. Staley was clearly for only her Hickory Grove gas station, the Commissioners should waive the capacity fee for the laundromat due to the misunderstanding. The Commissioners do not agree with her position that the initial capacity fee covered all future growth at the Hickory Grove complex.

Mr. Feathers moved and Mr. Irvine seconded a motion to waive the capacity fee for the newly-constructed laundromat at Hickory Grove, contingent upon acknowledgement by the owner that any additional development at Hickory Grove will require additional capacity fee, and the monthly flow charge for service to the laundromat will be calculated using the ESFU (equivalent single family unit) formula as follows:

6 washers @ 400 gallons/day/washer = 2,400 total gallons per day
2,400 gallons per day / 400 gallons per day ESFU = 6 ESFU
6 ESFU x \$56.00/month = \$336.00/month

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

RE: WOODLAWN ACRES SEWER PROJECT

Mr. Grosse updated the Commissioners on the work at the Woodlawn Acres sewer line installation project. He said Contractor Waugh Excavating is progressing to the end of his service to the County, but there are some corrective measures he needs to take before the County considers it a finished project. He recommended the County make partial payment on Waugh's request for payment, and reduce the amount of bond for work remaining on the project.

Mr. Irvine moved and Mr. Feathers seconded a motion to approve payment in the amount of \$16,373.03 to Waugh Excavating for work on the Woodlawn Estates Sewer Improvements Project, as recommended by Consulting Engineer John Grosse, leaving a remaining balance of \$25,000.00.

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 reduce the bond required of Contractor Waugh Excavating for the remainder of work to be performed on the Woodlawn Acres Sewer Improvements Project to \$25,000.00, effective this date.

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

RE: DISPOSITION OF OBSOLETE EQUIPMENT

Mr. Irvine moved and Mr. Feathers seconded a motion to approve the transfer of two UARI 59

Blowers to the Village of Mechanicsburg in Champaign County, as the blowers are no longer used or needed by Washington County.

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

At 11:15 a.m. Mr. Feathers excused himself from the remainder of the meeting.

RE: CHIP AGREEMENT

Mr. Irvine moved and Mr. White seconded a motion to approve the 2012 Community Housing Improvement Program (CHIP), administered by Washington-Morgan Community Action Program (CAP), for the period September 1, 2012 through December 31, 2014, for Grants # BC 12 1CY1 and BC 12 1CY2, with amounts paid or to be paid to CAP not to exceed \$119,710.00 from grant funds, and to allow Mr. White to sign the Agreement, as requested by Dawn Rauch, Washington-Morgan Community Action Program.

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

RE: GLENDALE ROAD RADIO TOWER

EMA Coordinator Jeff Lauer and County Engineer Roger Wright talked with the Commissioners about the Engineer's conversion to MARCS radios, and subsequently him no longer needing to use the Glendale Road radio tower. Mr. Wright noted that:

- The MARCS radios should be fully functioning in September 2013.
- Both the Engineer and Sheriff's office are transitioning to the new radios.
- The new radios will provide much improved coverage throughout the County.
- Cell phones were an option, but they don't provide the extensive coverage the MARCS radios provide.
- Costs and responsibilities currently provided by the Engineer at the Glendale Road tower include electric service and meter reading, propane gas, mowing, and generator oil.

Mr. Lauer said that others use the tower as well, including area fire departments, the Sheriff, Developmental Disabilities, and possibly Community Action. He suggested some volunteer fire departments might get some use out of the radios being replaced by the Engineer.

Mr. Wright offered to analyze all costs and responsibilities currently provided by his department at the Glendale Road tower so that a determination can be made as to who will assume them after the Engineer's transition to MARCS radios.

RE: BROADBAND PROJECT UPDATE, SMART NETWORKS

Representing Smart Networks, Eric Mostrom updated the Commissioners and I.T. Director Eric Skomra on the project to extend broadband coverage to remote portions of Washington County. He said service to the Village of Beverly should be completed by March 18. Smart Networks has secured space for a tower to cover the Village of Lowell, and they are soon to secure a tower for equipment in or around the Village of Newport.

Mr. Irvine and Mr. Skomra stressed the importance of utilizing the MARCS towers and appropriately communicating that, so that agreements for the use of those towers will continue.

RE: POLL BOOKS, BOARD OF ELECTIONS

Board of Elections members Dennis Sipe and Tom Cox, and Board of Elections staff members Peggy Byers and Tara Hupp talked with the Commissioners about an option they are considering to replace poll books with electronic ExpressPoll 5000 devices. Mr. Sipe noted that the Washington County Board of Elections tries to stay "electronically up-to-date", and this transition may be the next effort in that regard. He said the encouragement and support of early voting not only improves services to voters, but also opens the door for errors at the polling places. Provisional ballots, location of polling places, and duplicate voting must be considered by the Board of Elections and these electronic voting books may help to reduce errors.

Ms. Byers and Ms. Hupp noted that electronic voting books are fairly new in the market, and only a few companies offer them. They are promoted as tools to help reduce voter fraud. The cost for 60 units, including data conversion, licensing and implementation, is \$150,785.05, but may be further reduced by about 5%. Funds for the system might be provided by a \$30,000 carryover encumbrance from 2012 and \$30,000 from the 2013 Board of Elections budget, leaving approximately \$90,000 needed over a 5-year period. If purchased in the Summer of 2013, delivery is assured by September of 2013.

Mr. Sipe indicated they are not yet ready to proceed with an order to Election Systems & Software (ES & S) for these ExpressPoll 5000 devices. Representatives from the Board of Elections intend to observe the use of these electronic poll books in Athens during the May election, and invited the Commissioners to observe as well.

RE: ADJOURNMENT

Mr. Irvine 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 2:45 p.m.

_____, President

_____, Vice President

_____, Member

_____, Clerk