

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON AUGUST 15, 2013 IN ACCORDANCE WITH OHIO REVISED CODE 305.05, WITH THE FOLLOWING MEMBERS PRESENT: DAVID A. WHITE, PRESIDENT, RONALD L. FEATHERS, VICE PRESIDENT, 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 THEN LED THOSE ATTENDING IN PRAYER.

Also attending were Phil Foreman from *The Marietta Times*, Jamey Styer from WMOA Radio, Muskingum Township Trustee Gary Doan, County Administrator Paul Cunningham, and Clerk Rick Peoples.

**Washington County Commissioners
AGENDA
August 15, 2013**

9:00 Business Meeting
9:30 Dorothy Peppel, County Treasurer – Official's Bond
10:00 Dawn Rauch, Community Action – Urban Transit Program
10:30 Terry Tamburini, Southeastern Ohio Port Authority – Project Updates
11:00 Brenda Wolfe, Clerk of Courts - Personnel

UNFINISHED BUSINESS

NEW BUSINESS

Approve Agenda
Approval of previous meeting's minutes
Bills from various departments
Resolution, HSTS Contract Award
Additional Appropriation – Family & Children First
Additional Appropriation – Job and Family Services
Additional Appropriation – Child Support Enforcement Agency
Minus Appropriation – Marietta Municipal Court
Transfer – Family & Children First
Then & Now's
Travel – Child Support Enforcement Agency
Travel – Emergency Management Agency
Travel – Building Department
Travel – Job and Family Services
Travel – Family & Children First
Application for Appointment to Local Emergency Planning Commission
Sheriff – Maintenance Service Agreement Renewal, 911 Equipment
Lease Agreement with Board of Behavioral Health
Letter from Theisen-Brock, Attorneys
Memo from Tom Ballengee, Job and Family Services – Staffing Changes
Maintenance Agreement for County Home Administrator
Engineer – Application for Ohio Public Works Commission Round 28 Funds for Paving Project
Engineer – Caywood Road Landslip Repairs
Engineer – Change Order, CR 79-0235 Culvert Extension Project

INFORMATION

Monthly Finance Committee Meeting, 1:30 p.m., **Tuesday**, August 20
Commissioners' Regular Meeting, 7:00 p.m., **Thursday**, August 22, Barlow Branch of
Washington County Public Library
Courthouse Closed, **Monday**, September 2, 2013, Labor Day

RE: AGENDA

Mr. Feathers moved and Mr. Irvine 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. Feathers moved and Mr. Irvine seconded a motion to dispense with the reading of the August 8, 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. Feathers moved and Mr. Irvine 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: RESOLUTION, HSTS CONTRACT AWARD

Mr. Irvine moved and Mr. Feathers seconded a motion to approve a contract with Donald Furler Backhoe Services, the lower of two bids received, to install a septic tank at 125 Warner Street in Lower Salem, for the amount of \$7,250.00, for Home Sewage Treatment System (HSTS) Project #9, as recommended by Ken Robinson, Washington County Health Department.

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

Family & Children First	602-2032-53500	\$ 1,801.30
	602-2032-55000	\$ 10,275.06
Job & Family Services	200-0720-57400	\$ 75,000.00
Child Support	200-0730-53503	\$ 11,377.13

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

RE: MINUS APPROPRIATION

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

Municipal Court	200-0350-53500	\$ (1,275.01)
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A calling of the roll resulted in the following vote: David White aye, Ronald Feathers aye, Timothy Irvine aye. Motion passed.

RE: TRANSFER

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

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Family & Children First	602-2030-57400	602-2030-51120	\$ 197.86

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
Children Services Board	200-0743-53000	Karri Schilling	\$ 320.00
Children Services Board	200-0743-53000	Margaret Richards	\$ 320.00
Children Services Board	200-0743-53000	Kathi Lowe	\$ 620.00
Children Services Board	200-0743-53000	Jonathan Higgins	\$ 640.00
Children Services Board	200-0743-53000	Debbie Hatfield	\$ 960.00
Children Services Board	200-0743-53000	Angela Hughes	\$ 355.00
Commissioners	100-0100-54000	Marietta Office Supply	\$ 101.95

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:

Child Support Enforcement Agency

Denise Hinton, Mindie Weber: Two-day trip to Columbus to attend Child Support Guidelines Training; September 23 & 24, 2013.

Emergency Management Agency

Jeff Lauer: One-day trip to Logan to attend Southeast Ohio Emergency Management Association meeting; August 20, 2013.

Building Department

Connie Hoblitzell: Two-day trip to Columbus to attend 2013 Ohio Statewide Floodplain Management Conference; August 28 & 29, 2013.

Job and Family Services

Tom Ballengee: One-day trip to Columbus to attend an OJFSDA General Session; October 11, 2013.

Family & Children First

Cindy Davis: One-day trip to Columbus to attend Ohio Family & Children First Coordinators' Association State Meeting; August 23, 2013.

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

RE: APPOINTMENT TO LOCAL EMERGENCY PLANNING COMMISSION

Mr. Irvine moved and Mr. Feathers seconded a motion to approve application to the Local Emergency Planning Commission (LEPC) from Mike Chevalier, for the term August 15, 2013 through August 14, 2016, and to allow Mr. White to sign the Application, as requested by Jeff Lauer, EMA Coordinator.

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

RE: MAINTENANCE SERVICE AGREEMENT RENEWAL, 911 PROGRAM EQUIPMENT

Mr. Feathers moved and Mr. Irvine seconded a motion to approve the Guaranteed Maintenance Service Agreement with Stephen Campbell & Associates for a recorder and a power supply used in the 911 Program at the County Sheriff's office, during the period September 1, 2013 through August 31, 2014, in the amount of \$3,000.00, and to allow Mr. White to sign the Agreement, as recommended by Rich Hays, 911 Coordinator.

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

RE: LEASE AGREEMENT WITH BOARD OF BEHAVIORAL HEALTH

Mr. Irvine moved and Mr. Feathers seconded a motion to approve the Lease Agreement with the Board of Behavioral Health for its use of office space at the Washington County Health Department building on Muskingum Drive in Marietta, for the amount of \$1,000.00 per month, including utilities except telephone, cable and internet service, and excluding cleaning services, for a one-year period beginning with the date of signature by the Commissioners, subject to review and approval of the Prosecutor.

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

RE: LETTER FROM THEISEN-BROCK, ATTORNEYS

Mr. Feathers moved and Mr. Irvine seconded a motion to approve an Agreement to provide exclusive right to market County acreage for the purpose of entering into oil and gas lease, as requested by Jim Huggins, Attorney with Theisen-Brock, Attorneys, as follows:

Whereas, Landowner wishes to join the Caywood Group, an unincorporated association of landowners owning oil and gas mineral rights in Fearing and Marietta Townships, Washington County, Ohio; and

Whereas, Landowner wishes to designate John Hartline, Dennie Burchett, Dr. David Spindler, Chuck Nonnenmacher, Al Miller, Roger Heldman, Bret Frye, and Dean Zimmer (hereinafter "Representatives") as his or her representatives for purposes of marketing, negotiating, finalizing, and closing an oil and gas lease on terms acceptable to members of the Caywood Group.

Now, therefore, the parties agree as follows:

1. **Commitment.** Landowner grants the Caywood Group an exclusive right to market Landowner's acreage for six (6) months and Landowner agrees not to enter into any other transactions involving Landowner's acreage for such 6-month period. Landowner makes no commitment to sign any oil and gas lease with any prospective lessee.

2. **Landowner's Right to SGM Documents.** Landowner shall have the right to receive from the Caywood Group any title abstract documentation relating to Landowner's acreage upon written request.
3. **Acreage Affected.** It is the intention of the parties that the acreage which was previously the subject of a Purchase and Sale Agreement by and between the Landowner and SGM Legal Holdings, LLC shall be the subject of this Agreement.
4. **Term.** This Agreement will expire on January 31, 2014.

/s/ **Landowner**

/s/ **Caywood Group**

Dated: August 15, 2013

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

RE: MEMO FROM TOM BALLENGEE, JOB AND FAMILY SERVICES

The Commissioners acknowledged receipt of a memo dated August 13, 2013 from Tom Ballengee, Director of Washington County Job and Family Services, notifying them of the following additions to his staff, effective September 3, 2013:

Kerry Grimm, Income Maintenance Case Worker, \$15.76 per hour
Kendra Landaker, Income Maintenance Case Worker, \$15.76 per hour
Cindy Martin, Clerical Worker, \$13.64 per hour

RE: MAINTENANCE AGREEMENT FOR COUNTY HOME ADMINISTRATOR

Mr. Irvine moved and Mr. Feathers seconded a motion to approve change of maintenance fee paid by the County Home Administrator from 22% of salary to 18.5% of salary, payable by bi-weekly payroll deduction of \$566.55, and to send to County Home Administrator Ted Williams the following letter of notification:

August 15, 2013

*Ted Williams, Administrator
Washington County Home
845 County House Lane
Marietta, Ohio 45750*

Re: Maintenance Fee for Washington County Home Administrator

Dear Ted:

It is of great value to the residents, the taxpayers, and us to have our County Home Administrator in residence at the County Home. This allows for immediate access to you, and response by you, during times of emergency. It also provides administrative oversight during evening and weekend hours, times during which many activities and events occur. You pay a "maintenance" fee to cover appropriate living expenses for your residence at the County Home.

Upon review and based on the fact there is only one administrator now residing at the County Home, we are reducing your maintenance fee from 22% of your salary to 18.5%, effective August 18, 2013. Your new annual maintenance fee will be \$14,730.14; your new bi-weekly payroll deduction will be \$566.55.

The maintenance fee covers rent, utilities, and housekeeping.

The amount for maintenance is subject to change based on salary or future re-evaluation.

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: APPLICATION FOR OPWC FUNDS BY COUNTY ENGINEER

Mr. Irvine moved and Mr. Feathers seconded a motion to approve application by County Engineer Roger Wright for Ohio Public Works Commission (OPWC) Round 28 funds for the Washington County Joint Paving Project, a joint venture with the City of Belpre and the Village of Beverly, and to approve a resolution authorizing Mr. White to sign grant paperwork on behalf of the Commissioners and Engineer, as requested by County Engineer Roger Wright.

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

RE: LANDSLIP REPAIRS, CAYWOOD ROAD

Mr. Irvine moved and Mr. Feathers seconded a motion to approve specifications and advertisement for bids for the repair of two landslips on County Road 16, Caywood Road, with an estimated cost of \$60,352.34, as prepared and requested by County Engineer Roger Wright.

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

RE: CHANGE ORDER, COUNTY ROAD 79-0235 CULVERT EXTENSION PROJECT

Mr. Feathers moved and Mr. Irvine seconded a motion to approve the Final Change Order for the County Road 79-0235 Culvert Extension Project, in the amount of \$1,120.20 to account for additional limestone aggregate and rip-rap used in the project, bringing the revised contract amount to \$13,870.20, contractor Joy Excavating Company, as prepared and requested by County Engineer Roger Wright.

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

RE: DOROTHY PEPPEL, COUNTY TREASURER

Mr. Irvine moved and Mr. Feathers seconded a motion to approve The Ohio Casualty Insurance Company Bond No. 601064536 in the amount of \$100,000.00 for Dorothy K. Peppel while serving as Treasurer for Washington County during the period September 2, 2013 through September 3, 2017, as prepared by Peoples Insurance Agency and presented by Darla Miller, Director of Human Resources.

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

Ms. Peppel commented she will be sworn in on August 28, 2013 for her ninth term as Washington County Treasurer, having worked for the County a total of 59 years. The Commissioners congratulated her for her service to the citizens of Washington County, and for her longevity in office.

RE: URBAN TRANSIT PROGRAM

Mr. Feathers moved and Mr. Irvine seconded a motion to approve sending a request to the City of Marietta for a contribution of \$37,000 for the fiscal year 2014 local match to operate the Public Transit System (Community Action Bus Line), as requested by Dawn Rauch, Washington-Morgan Community Action Program.

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

Ms. Rauch noted this contribution from the City of Marietta will be added to the allocation of funds by Washington County and the Ohio Department of Transportation to provide the required local match for federal transit funds, and is the same amount from the City of Marietta in 2013.

RE: MOVING OHIO FORWARD DEMOLITION PROGRAM

Mr. Feathers moved and Mr. Irvine seconded a motion to approve demolition of a residential structure at 506 Main Street, New Matamoras, Ohio, in conjunction with the Moving Ohio Forward Demolition Program, as requested by Dawn Rauch, Washington-Morgan Community Action Program.

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

Ms. Rauch said there are Program funds available to demolish one or two more structures.

RE: SOUTHEASTERN OHIO PORT AUTHORITY

Terry Tamburini, Executive Director of the Southeastern Ohio Port Authority, updated the Commissioners on the following projects:

- Proposed sewer for business along State Route 7
- Mill Creek Road improvements
- New hotels
- Township Road 720
- Ingenuity Center
- GSA/Army Reserve Building
- Colony Theatre

Farson Avenue improvements in Belpre
Two Rivers/EPA study of Greene Street facility
Barlow machine shop access road

RE: BRENDA WOLFE, CLERK OF COURTS

Washington County Clerk of Courts requested consideration by the Commissioners for the following:

- A new employee (temporary position through Mancan, Inc.) for the Clerk of Courts office.
- Two additional scanners and one new computer for the Clerk of Courts office.
- Replacement of copier at the Title Bureau.

Ms. Wolfe noted the conversion to scanning of documents has been more cumbersome and time-consuming than anticipated, and thus her request for an additional staff member until her department can get caught up with the workload. She has sufficient funds available to purchase the scanners and computer, but not the staff or the copier. She indicated there is no immediate need for the copier at the Title Bureau, as their current copier has been repaired.

The Commissioners authorized Ms. Wolfe to proceed with purchase of scanners and computer.

RE: ADJOURNMENT

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

A calling of the roll resulted in a unanimous vote in favor. The meeting adjourned at 11:22 a.m.

_____, President

_____, Vice President

_____, Member

_____, Clerk