

**THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON JANUARY 23, 2014 IN ACCORDANCE WITH OHIO REVISED CODE 305.05, WITH THE FOLLOWING MEMBERS PRESENT: RONALD L. FEATHERS, PRESIDENT, DAVID A. WHITE, 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 Muskingum Township Trustee Gary Doan, Amanda Nicholson from *The Marietta Times*, County Administrator Paul Cunningham, and Clerk Rick Peoples.

**Washington County Commissioners  
AGENDA  
January 23, 2014**

9:00 Business Meeting  
9:30 Peter Prigge – Veterans Service Organization  
10:00 Tim Marty, Dir. of Facilities & Grounds – Probate/Juvenile Storage & Conference Room  
10:30 Kathy Dodrill, OSU Extension – Family Consumer Science  
11:00 Tracey Wright, County Recorder - Staffing

**UNFINISHED BUSINESS**

Additional Appropriation - Auditor

**NEW BUSINESS**

Approve Agenda  
Approval of previous meeting's minutes  
Bills from various departments  
Resolution to Allocate 1% Permissive Sales Tax Revenues  
Resolution in Support of ODOT Grant Application for W.P. Snyder Project  
Additional Appropriation – Clerk of Courts  
Additional Appropriation – Clean & Green Fund  
Transfer – Family & Children First  
Transfer – County General  
Then & Now's  
WASCO – Request to Install Awning over Existing Walkway  
Cell Phone Contract for Job & Family Services  
Letter to Ohio EMA pertaining to Use of Vehicle  
Letter to Veto Presbyterian Church pertaining to Sewer Connection  
Engineer – Request to Proceed with Road and Bridge Repair by Use of Force Account  
Engineer – Contract with Joy Excavating for Debris Removal  
Engineer – Change Order, Joy Excavating, CR 4 Repair Project

**INFORMATION**

Off-site Regular Meeting, 7:00 p.m., Thursday, February 20, Newport Community Bldg.

**RE: AGENDA**

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

Additions: 1:00 Prosecutor Jim Schneider, Asst. Pros. Alison Cauthorn – SEOPA  
Request from County Administrator for Specific Departments to use Credit Card  
Resolution to Create New Fund

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

**RE: APPROVAL OF MINUTES**

Mr. White moved and Mr. Feathers seconded a motion to dispense with the reading of the January 16, 2014 minutes and approve them as submitted.

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

**RE: PAYMENT OF BILLS**

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

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

**RE: RESOLUTION TO CREATE NEW FUND**

Mr. Irvine moved and Mr. White seconded a motion to create fund 215-0853 WP Snyder Restoration Fund, as requested by County Auditor Bill McFarland:

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

**RE: RESOLUTION TO ALLOCATE 1% PERMISSIVE SALES TAX REVENUES**

Mr. Irvine moved and Mr. White seconded a motion to adopt the following resolution:

***WHEREAS**, the Commissioners adopted a 1% Permissive Sales Tax for the County to increase revenue for the county general fund.*

***NOW, THEREFORE, BE IT RESOLVED** by the Board of Washington County Commissioners that the 2014 allocation be one-third of the monthly distribution, not to exceed \$2,034,735.00 for the year, to the 1% Permissive Sales Tax Fund, and two-thirds (approximately \$4,069,470.00) to the County General Fund, of the first \$6,104,205.00.*

***BE IT FURTHER RESOLVED** that any excess above Six Million One Hundred Four Thousand, Two Hundred Five Dollars and no100 (\$6,104,205.00) will be paid in to the County General Fund.*

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

**RE: RESOLUTION IN SUPPORT OF GRANT APPLICATION TO ODOT**

Mr. White moved and Mr. Irvine seconded a motion to adopt the following resolution:

***WHEREAS**, the historic towboat W.P. Snyder, Jr., moored at the Ohio River Museum in Marietta, Ohio, is in need of refurbishment and renovation; and*

***WHEREAS**, the W.P. Snyder, Jr., is an integral part of the Ohio River Museum, the Marietta community, the Southeast Ohio region, and the State of Ohio; and*

***WHEREAS**, the W.P. Snyder, Jr., is currently undergoing repair and rejuvenation in Phase 2 of three planned phases; and*

***WHEREAS**, Phase 3 will complete the well-planned, much-needed restoration of the vessel; and*

***WHEREAS**, the Ohio Historical Society, with Washington County designated as the applicable Local Government, is applying for \$210,210 in Federal Funds, with a local match of \$52,553, from the Ohio Department of Transportation, to complete Phase 3 of the project.*

***NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of Washington County, Ohio that complete restoration, through Phase 3, is critical to the local museum, education and tourism efforts in and around Washington County, and that we support the application for \$210,210 in funds from the 2014 Transportation Alternative Program of the Ohio Department of Transportation.*

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

**RE: ADDITIONAL APPROPRIATIONS**

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

Clerk of Courts	100-0230-51001	\$ 6.20
Clean & Green	210-0846-55200	\$ 49,663.00

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

Mr. White moved and Mr. Feathers seconded a motion to move from Unfinished Business to New Business consideration of a request for additional appropriation.

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

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

Auditor	100-0120-51001	\$ 2,227.00
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A calling of the roll resulted in the following vote: Ronald Feathers aye, David White aye, Timothy Irvine aye. Motion passed.

**RE: TRANSFERS**

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

	<u>From</u>	<u>To</u>	<u>Amount</u>
County General	100-0109-57500	100-0109-57400	\$ 252.00
	100-0109-57400	100-0109-57400	\$ 89.32
County General	100-0101-57100	602-2030-44700	\$ 26,500.00

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

**RE: THEN & NOW'S**

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

Dept	Account	Vendor	Amount
DJFS	200-0720-53400	Shannen Howell	\$ 226.80
Common Pleas Court	100-0201-52000	Oh. Assoc. Of Domestic Relations Judges	\$ 300.00
Veterans	100-0700-57401	Food 4-Less	\$ 326.99
Veterans	100-0700-57401	Kmart	\$ 118.45
Commissioners	100-0109-53000	ResourceOne	\$ 1,050.00
Commissioners	100-0109-53000	ResourceOne	\$ 700.00
Commissioners	100-0109-53100	AEP	\$ 241.01
Commissioners	400-0113-53100	AEP	\$ 434.73
Commissioners	400-0113-53100	AEP	\$ 241.01
Commissioners	400-0113-53100	AEP	\$ 201.23
Commissioners	400-0113-53102	City of Belpre	\$ 15,023.45
MR/DD	200-0620-52000	Adrenne Nagy	\$ 181.18
Veterans	100-0700-57401	Dominion East Gas	\$ 147.71
Sheriff Department	100-0384-53000	AT & T	\$ 856.90
Sheriff Department	100-0384-53000	Rumpke of Ohio Inc.	\$ 195.70
Sheriff Department	100-0384-54400	Lenco Armored Vehicles	\$ 9,979.00
Sheriff Department	210-0406-54400	Lenco Armored Vehicles	\$ 254,038.00
Sheriff Department	100-0384-54400	Vances Outdoors, Inc.	\$ 2,684.97
Sheriff Department	200-0383-54200	Keefe Commissary Network Sales	\$ 5,222.00
DJFS	200-0720-57400	Wasco, Inc.	\$ 2,029.83
DJFS	200-0720-57400	Drury Hotels	\$ 120.90
DJFS	200-0720-59000	Wash. State Community College	\$ 1,224.00
Sheriff Department	100-0381-53405	Matthew J. Macatol	\$ 206.04
Sheriff Department	100-0381-53405	Matthew J. Macatol	\$ 132.93
Commissioners	400-0113-52001	Speedway	\$ 231.35

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

**RE: WASCO REQUEST TO INSTALL AWNING**

The Clerk read a letter dated January 20, 2014 from Joe Faires, Work Services Manager at WASCO, requesting permission to construct a covered walkway on the front of the WASCO facility with funds accumulated from fund-raising activities and the BWC Billion Back Program. He indicated J.A. Schwendeman & Sons is the preferred contractor, and the estimate for the project is \$30,000.00.

Mr. Irvine moved and Mr. White seconded a motion to approve the installation of an awning covering the walkway at the WASCO facility with funds accumulated from fund-raising activities and/or donations, and to proceed with the project in accordance with appropriate guidelines and regulations.

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

**RE: CELL PHONE CONTRACT FOR JFS**

Mr. Irvine moved and Mr. White seconded a motion to approve a two-year contract extension with Verizon to provide cell phone service to Washington County Department of Job and Family Services, at the rate of \$237.00 per month, as requested by Tom Ballengee, Job and Family Services.

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

**RE: LETTER TO VETO PRESBYTERIAN CHURCH**

Mr. White moved and Mr. Irvine seconded a motion to approve the following letter to the Veto Presbyterian Church pertaining to its sewer connection and capacity fee:

*January 23, 2014*

*Clerk of Session  
Veto Presbyterian Church*

4574 State Route 339  
Vincent, Ohio 45784

Dear Clerk and Members of Session:

On January 3, 2008 the Veto Presbyterian Church paid a Capacity Fee, check number 677, in the amount of \$2,875.00, to the Washington County General Sewer District. This fee was paid so that the church could connect its sewer into the lift station installed by Mr. Dave Burt. This lift station was to become the property of the Washington County Commissioners, making it possible for the church to connect. As of this date the Commissioners have not taken over the ownership of the lift station.

Since the ownership of the lift station remains with Mr. Burt the Commissioners would like to offer the following options to the church:

- 1) Upon receiving a written request from the church, the Commissioners will refund the capacity fee to the church, with the understanding future connection fees may be much greater.
- 2) The church requests, via a letter to the Commissioners, to leave the prepaid capacity fee in place with the understanding that five (5) years from the date of this letter the capacity fee will be forfeited unless the church starts paying a monthly bill, even though the sewer connection may/may not be completed.

If the Commissioners do not receive a letter requesting one of the options within 30 days of the date of this letter the capacity fee will be refunded.

Please contact us with questions or comments.

Respectfully,

**WASHINGTON COUNTY COMMISSIONERS**

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

**RE: LETTER TO OHIO EMERGENCY MANAGEMENT AGENCY**

Mr. Irvine moved and Mr. White seconded a motion to approve following letter to the Ohio Emergency Management Agency, assuring them the County will provide a vehicle for use by the Washington County Emergency Management Authority upon termination of its current vehicle lease at June 30, 2014:

January 23, 2014

Lorie L. Haukedahl  
Field Liaison, District 10  
Ohio Emergency Management Agency  
Ohio Department of Public Safety  
450 Commerce Drive  
Ironton, Ohio 45638

Dear Lorie:

Please be advised the vehicle leased by us to Washington County EMA for use by its Director will be assigned to the Washington County EMA at the end of the lease period, June 30, 2014.

**WASHINGTON COUNTY COMMISSIONERS**

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

President Feathers commented the 2011 Dodge Ram 2500 pickup truck currently used by the EMA was purchased by the County and is nearing the end of a 36-monthly lease by the EMA.

**RE: REQUEST BY COUNTY ADMINISTRATOR FOR USE OF CREDIT CARD**

Mr. Irvine moved and Mr. White seconded a motion to approve a request from County Administrator Paul Cunningham for the Maintenance, Sewer, Dog Warden, and 911 Department staff to use a Speedway/Marathon credit card for the purchase of fuel and maintenance items in the official business of the County and in accordance with Ohio Revised Code and Washington County guidelines.

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

**RE: FORCE ACCOUNT RESOLUTION**

Mr. Irvine moved and Mr. White seconded a motion to approve the following resolution authorizing the County Engineer to proceed with certain road and bridge repair, maintenance and construction using County forces, where such work is estimated to not exceed legal limitations, as allowed by Ohio Revised Code 5543.19, as requested by County Engineer

Roger Wright:

**WHEREAS**, the Board of County Commissioners of Washington County, Ohio has decided that the health, welfare and safety of the people of Washington County can best and most efficiently be served by the use of "Force Account" in some matters pertaining to the construction, reconstruction, improvement, maintenance, or repair of Washington County's roads, bridges and culverts.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of Washington County, Ohio, does hereby authorize the Washington County Engineer in the construction, reconstruction, improvement, maintenance, or repair of roads, bridges and culverts in Washington County to use the existing County employee forces and proceed by "Force Account" as the County Engineer may determine during the year 2014, under the limitations imposed by Ohio Revised Code Section 5543.19.

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

**RE: CONTRACT WITH JOY EXCAVATING FOR DEBRIS REMOVAL**

Mr. White moved and Mr. Irvine seconded a motion to approve a contract with Joy Excavating Company for the removal and disposal of debris taken from the piers of the bridge at the Village of Lowell, for the amount of \$13,800.00, as requested by County Engineer Roger Wright.

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

**RE: CHANGE ORDER, COUNTY ROAD 4 REPAIR PROJECT**

Mr. White moved and Mr. Irvine seconded a motion to approve a Change Order for the County Road 4 Repair Project, contractor Joy Excavating Company, adding \$2,653.83 to the original contract amount of \$3,055.00 for a new contract amount of \$5,708.83, as requested by County Engineer Roger Wright.

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

**RE: COMMENT FROM VISITOR**

Muskingum Township Trustee Gary Doan said he doesn't believe it is appropriate for the County to pay for two parking spaces in a neighboring parking lot while the County has spaces available for the vehicles. The Commissioners suggested he talk with the County Auditor about his concern, as the spaces are leased for his use.

**RE: PETER PRIGGE**

Peter Prigge and Chuck Hinzman shared their concerns about the Veterans Services Office (VSO). They said they are volunteer drivers for the Veterans Clinic, but are not permitted to take Veterans to appointments after 1:30 p.m. on any day. Mr. Prigge indicated the reason he was given is because the insurance carrier doesn't want the vehicles on the road after dark, and the drivers don't like to be out on trips all day. As a result, he said, they often have to make two trips to Chillicothe when one trip would otherwise suffice.

They suggested the VSO could better serve veterans if they were more flexible in scheduling trips and use of vehicles, especially since the volunteer drivers are willing and able to accommodate days and times necessary for travel.

Mr. Hinzman said he was told by Mr. Roy Ash that the 1:30 p.m. rule was enacted mainly due to trips to Pittsburgh, and that he would have made an exception if he had known there was need. Mr. Hinzman said he believes Mr. Ash has the best interests of veterans in mind, but this particular policy should be reviewed and revised.

Commissioner Irvine suggested they schedule an appointment to discuss this situation with members of the Veterans Services Board at one of their public meetings. President Feathers said he will ask Director of Human Resources, Safety & Loss Control Darla Miller to verify CORSA policy guidelines and restrictions for automobile use by volunteer drivers at the VSO.

**RE: COURTHOUSE STORAGE AND CONFERENCE ROOMS**

Tim Marty, Superintendent of Facilities and Grounds, updated the Commissioners on the continuing renovation of the former large storage room adjacent to the courthouse. He said one conference room has been completed, and he received the following estimates to continue with the Probate/Juvenile conference and storage rooms.

<u>Contractor</u>	<u>Conference Room</u>	<u>Storage Rooms</u>
Troy Cook	\$ 5,675.00	\$ 7,650.00
Ohio Valley Const.	\$ 8,098.00	\$ 9,713.00

Electrician

Rogenski	\$ 2,000.00	\$ 1,200.00
Canterbury	\$ 1,750.00	\$ 1,550.00

Mr. White moved and Mr. Irvine seconded a motion to allow Mr. Marty to proceed with the project as planned, contracting with Troy Cook for both the conference and storage rooms, Canterbury for the conference room, and Rogenski for the storage rooms, total project cost estimate \$16,275.00, projected completion mid-March 2014.

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

**RE: FAMILY & CONSUMER SCIENCE, OSU EXTENSION**

Kathy Dodrill, Family & Consumer Sciences Educator with the OSU Extension Office, updated the Commissioners on several programs, including Dining with Diabetes, Manage Your Money, Nutrition, and Weight Loss. She provided a summary report for the 2013 Dining with Diabetes Program, noting the program is for individuals with diabetes, their family members, and their care givers. The goal of the program is to provide information and to instruct how to improve self-confidence and manage diet.

Ms. Dodrill said her programs offered through the Extension Office have been very successful and well-attended. She is continuing the programs throughout 2014.

**RE: STAFFING NEEDS IN RECORDER'S OFFICE**

County Recorder Tracey Wright discussed with the Commissioners her staffing needs in the Recorder's Office. She noted the office is currently experiencing heavy traffic from the researchers of mineral rights and leases for the oil and gas industry. One of her employees retired in 2013, and one is on extended medical leave. She said she intends to employ a part-time student from Washington State Community College, and to hire an employee through Mancan.

**RE: PORT AUTHORITY LOAN FOR INGENUITY CENTER**

Prosecutor Jim Schneider and Assistant Prosecutor Alison Cauthorn talked with the Commissioners about the request from the Southeastern Ohio Port Authority (SEOPA) for the Commissioners to co-sign a loan for the construction of the Ingenuity Center. Paperwork for this loan, through the Ohio Department of Development (DoD), is believed to have been initiated in 2011 but has, according to SEOPA, been misplaced by DoD. Mr. Schneider noted his responsibility is to serve the needs of the Commissioners, and not those of SEOPA.

It was determined there needs to be conversation with, and clarity from, representatives of SEOPA before consulting with DoD.

**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 1:50 p.m.

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

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

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

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