

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON JANUARY 30, 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*, Scott Trekal from Laborers' International Union of North America, contractor Michael Graham from Tim Graham Excavating, County Administrator Paul Cunningham, and Clerk Rick Peoples.

**Washington County Commissioners
AGENDA
January 30, 2014**

9:00 Business Meeting
9:30 Quote Opening – Belpre CDBG Demolition Project
9:45 Paul Cunningham, County Administrator – Position Elimination
1:00 Alison Cauthorn, Assistant Prosecutor – Southeastern Ohio Port Authority Ingenuity Center
3:00 State Auditors – Pre-Audit Conference
3:30 Jamie Vuksic, Sherri Tucker &- Doug Mallett, Children Services – 2014 Budget Allocations

UNFINISHED BUSINESS

None

NEW BUSINESS

Approve Agenda
Approval of previous meeting's minutes
Bills from various departments
Additional Appropriation – Washington Co. Behavioral Health Board
Additional Appropriation – W.P. Snyder Restoration Fund
Transfer – Auditor
Transfer – Recorder
Transfer – Family & Children First (2)
Then & Now's
Travel – Auditor
Travel – Job & Family Services
Request to Enact Frost Law in Warren Township
Appointment to Local Emergency Planning Committee
Appointments to Board of Directors, Southeastern Ohio Port Authority
Approval of W.P. Snyder Invoices – (2)
Letters to Delinquent Sewer Account Holders
Letters to County Auditor Certifying Delinquent Sewer Accounts
GIS Mapping

INFORMATION

Eastern Ohio Development Alliance (EODA), 10:00 a.m., **Wednesday**, Feb. 5, New Philadelphia
2014 CDBG Public Hearing, 6:30 p.m., **Monday**, Feb. 10, Assembly Room
Monthly Meeting at County Home, 8:30 a.m., **Tuesday**, Feb. 11
Courthouse Closed, Presidents' Day, **Monday**, Feb. 17
Finance Committee, 10:00 a.m., **Tuesday**, Feb. 18, Assembly Room
Off-site Regular Meeting, 7:00 p.m., **Thursday**, February 20, Newport Community Bldg.

RE: AGENDA

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

Additions: Agreement with Chris Wilson for Building Inspection Services
Change: Appointment to LEPC, from (1) to (4)
Transfer – Family & Children First, from (2) to (1)

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. Irvine moved and Mr. White seconded a motion to dispense with the reading of the January 23, 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 aye. 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: ADDITIONAL APPROPRIATIONS

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

Behavioral Health	200-0610-53000	\$538,373.97
W.P. Snyder Restoration	215-0853-53000	\$736,842.00

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

RE: TRANSFERS

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

	<u>From</u>	<u>To</u>	<u>Amount</u>
County General	100-0130-57100	200-0720-48200	\$ 80.15
Recorder	100-0150-51104	100-0150-53000	\$ 5,120.00
Family & Children First	602-2032-56000	602-2032-57100	\$ 1,000.00

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. Irvine seconded a motion to approve the following Then & Now's:

Dept	Account	Vendor	Amount
Law Library	200-0520-54000	Wolters Kluwer	\$ 425.00
Law Library	200-0520-54000	Wolters Kluwer	\$ 273.00
Law Library	200-0520-54000	Wolters Kluwer	\$ 776.00
Commissioners	100-0109-53103	Rumpke	\$ 110.20
Clerk of Courts	200-0233-53000	Dominion East Ohio	\$ 134.70
Clerk of Courts	200-0233-53000	AT & T	\$ 181.56
DJFS	200-0720-57400	AEP	\$ 1,889.82
DJFS	200-0720-53400	Oh. Job & Family Serv. Directors Assoc.	\$ 262.76
DJFS	200-0720-57400	Oh. Job & Family Serv. Directors Assoc.	\$ 350.00
Commissioners	100-0100-53203	WASCO	\$ 2,372.75
Commissioners	100-0190-53000	Mancan	\$ 537.60
Sheriff Department	100-0385-53500	Auto Zone	\$ 136.76
Sheriff Department	100-0384-57400	Marietta City Health Department	\$ 275.00
Commissioner	400-0113-57600	Wash. Co. Treasurer	\$ 4,000.00
Sheriff Department	100-0381-53000	Marietta City Health Department	\$ 450.00
Sheriff Department	100-0380-53000	Marietta City Health Department	\$ 225.00
Sheriff Department	100-0381-53000	Cogent, Inc.	\$ 3,060.00
Sheriff Department	100-0392-57400	Cogent, Inc.	\$ 780.00
EMA	200-0315-53202	Verizon	\$ 199.40
MR/DD	200-0620-57403	Donna Murphy	\$ 139.70
Commissioners	100-0109-53100	AEP	\$ 104.01
Sheriff Department	100-0380-54000	CDW Government	\$ 149.00
Building Department	100-0170-53403	National Fire Protection Assoc.	\$ 165.00
Treasurer	100-0130-54000	Hyde Brothers Printing	\$ 146.80
Treasurer	200-0131-57400	County Clerk of Courts	\$ 2,154.60
Treasurer	100-0130-57400	Co. Treasurer's Association of Ohio	\$ 2,128.56
Law Library	200-0520-53100	Wolters Kluwer Law & Business	\$ 335.00
Commissioners	400-0113-53102	City of Marietta	\$ 19,673.44
MR/DD	215-0620-53000	WASCO	\$ 14,656.45
MR/DD	210-0620-53000	WASCO	\$ 46,141.68

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

RE: TRAVEL REQUESTS

Mr. White 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 2014 and any and all amendments subsequent thereto:

Auditor

Bill McFarland: One-day trip to Columbus to attend County Auditors Association of Ohio meeting; February 5, 2014.

Job & Family Services

Tom Ballengee: Two-day trip to Columbus to attend OJFSDA General Session; March 13 and 14, 2014.

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

RE: REQUEST FOR FROST LAW IN WARREN TOWNSHIP

Mr. Irvine moved and Mr. White seconded a motion to approve enactment of Frost Law provisions in Warren Township, except for .6 mile on Hanna Road from State Route 7 to the hill above Pioneer Pipe and River Lane, in accordance with the Washington County Engineer's Frost Law for 2014, as requested by the Warren Township Trustees.

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

RE: APPOINTMENTS TO LOCAL EMERGENCY PLANNING COMMITTEE

Mr. Irvine moved and Mr. White seconded a motion to appoint the following individuals to the Local Emergency Planning Committee for the term August 15, 2013 through August 14, 2015, as requested by EMA Coordinator Jeff Lauer:

Brandon Stevens
Josh Chevalier
Travis Sandford
Kenneth Harris

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

RE: APPOINTMENTS TO SEOPA BOARD OF DIRECTORS

Mr. White moved and Mr. Irvine seconded a motion to appoint the following individuals to the Board of Directors of the Southeastern Ohio Port Authority (SEOPA), as recommended by SEOPA:

Renewals	Term
Ronald Cooley	02/01/14 – 01/31/18
Charlotte Hatfield	02/01/14 – 01/31/15
Nathan Long	02/01/14 – 01/31/17
Daniel McGill	02/01/14 – 01/31/16
Scott Oran	02/01/14 – 01/31/16
New	
Dennis Blatt	02/01/14 – 01/31/18
Hal Payne	02/01/14 – 01/31/18
Dave Wesel	02/01/14 – 01/31/18

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

RE: INVOICES FOR W.P. SNYDER, JR., RESTORATION PROJECT

Mr. White moved and Mr. Irvine seconded a motion to approve two invoices for the W.P. Snyder, Jr., Restoration Project, payable by the Ohio Department of Transportation directly to the contractors, and to allow Mr. Feathers to sign the invoices, as prepared and requested by the Ohio Historical Society:

Amherst Madison, Inc.	\$ 52,632.99
John Deck III	\$ 6,133.20

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

RE: AGREEMENT WITH CHRISTOPHER T. WILSON

Mr. White moved and Mr. Irvine seconded a motion to approve an Agreement with Christopher T. Wilson, Coshocton, to provide back-up manufactured homes inspection services for the Building Department, at the rate of \$25.00 per hour not to exceed \$1,000.00 per year, as prepared and requested by the Building Department.

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

RE: NOTICES OF DELINQUENT SEWER ACCOUNTS

Mr. Irvine moved and Mr. White seconded a motion to approve sending notices to the following individuals notifying them their sewer accounts are delinquent and requesting them to

immediately make payment on those accounts: Ernest Cornell, Harold Bole, Angela Parker, HSBC Bank (for 150 Oak Drive), Jerry Biehl.

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

RE: CERTIFICATION OF DELINQUENT SEWER ACCOUNTS

Mr. White moved and Mr. Irvine seconded a motion to approve certification of the following delinquent sewer accounts to the County Auditor, requesting him to add the delinquent amounts to the property tax bills: H. Clifton Spencer II, Christopher Marshall, Jack Berry (Stacy Day), Larry Carney, Kareem Wright, Robert Tate, Darren Witte, William and Brigitte Ebert.

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

RE: GIS MAPPING

President Feathers said there is a proposal to upgrade the Geographic Information System (GIS) in Washington County, which would provide enhanced capabilities for several departments, including the Sheriff, 911, Tax Map, Engineer, Building, and Sewer. He noted the reference of accuracy would improve from 4' to 6" with the new system. Mr. Feathers indicated the cost of the upgrade would likely be shared by the County, the Sheriff, the City of Marietta, and the County Engineer. Cost to the County will be \$13,400.00.

Mr. White said this is a wise use of taxpayer funds, as there is great benefit to several County departments. He noted the cost to the County is a one-time fee.

Mr. Irvine moved and Mr. White seconded a motion to proceed with the upgrade of the Washington County Geographic Information System, in conjunction with the Sheriff, the Engineer, and the Cities of Marietta and Belpre, with a cost to the County of \$13,400.00.

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

RE: COMMENTS FROM VISITOR

Scott Trekal introduced himself as the Organizer of District 8 Regional Organizing Committee, Laborers' International Union of North America. He said he is interested in seeing that Road Use Maintenance Agreements (RUMA's) entered into in Washington County are well-monitored, and that work relating specifically to the oil and gas industry is done in accordance with those agreements. The Commissioners suggested he might also be interested in meeting the County Engineer, who plays a large part in developing and negotiating RUMA's. Mr. Trekal encouraged the Commissioners to contact him for assistance or advice, if needed.

RE: QUOTE OPENING, CITY OF BELPRE CDBG DEMOLITION PROJECT

President Feathers welcomed Michelle Hyer from Buckeye Hills-Hocking Valley Regional Development District to facilitate the opening of quotes for the demolition and disposal of a structure in the City of Belpre, utilizing Community Development Block Grant (CDBG) funds. Attending the quote opening were, Scott Trekal, Michael Graham from Tim Graham Excavating, Ken Strahler from Ken Strahler Masonry, and Joe DeBello from Tom Mayle & Sons Construction.

Ms. Hyer described the project as demolition of a structure in the City of Belpre, and removal of debris. She noted the project cost estimate of \$5,000.00, and indicated the project will be awarded to the "lowest and best" quote.

At 9:30 a.m. President Feathers opened and read aloud the following quotes:

Double E Construction	\$ 20,050.00
Tim Graham Excavating	\$ 2,490.00
Tom Mayle & Son Construction	\$ 18,500.00
Ken Strahler Masonry	\$ 17,800.00
Larry Lang Excavating	\$ 8,678.00

Mr. Feathers noted the quotes from Tom Mayle and Larry Lang did not include signed Addendums. Ms. Hyer reported she received Tom Mayle's addendum via fax, and that was acceptable.

The Commissioners asked Ms. Hyer to review the quotes and qualifications, and to return with a recommendation.

Contractors Ken Strahler and Joe DeBello suggested to Ms. Hyer the scheduling of pre-bid on-site walk-throughs so that all contractors not only have a good understanding of the project, but also to allow them to prepare good competitive proposals.

RE: PAUL CUNNINGHAM, COUNTY ADMINISTRATOR

County Administrator Paul Cunningham reviewed for the Commissioners the job responsibilities of the Sewer Clerk/Receptionist, the Commissioners' Clerk and the County Administrator. Also attending were Muskingum Township Trustee Gary Doan, Attorney Tom Webster, former Commissioner Cora Marshall, and Amanda Nicholson from *The Marietta Times*.

Mr. Cunningham said his major job is to regularly and routinely review the County's budget and financial condition, and it takes more than a Clerk to do that. He reminded the Commissioners they recently said County departments are overburdened with work, making it difficult to provide good service to County residents and others. They also said, according to Mr. Cunningham, that the budget process is very lengthy and tedious, and that the Commissioners currently have "a great team and great group of people here".

Now, however, Mr. Cunningham said the Commissioners are considering the County Administrator's responsibilities as "redundant" and that, in the best interest of the citizens of Washington County, they must re-organize the office in order to become more efficient and cost effective.

Mr. Cunningham said he believes it is very important for Washington County to have an Administrator, and seven of seven Ohio counties with comparable populations (55,000 to 63,000) do have Administrators. He expressed his concern that the Commissioners have indicated there isn't any longer a need for an Administrator, but more for a Clerk. He noted the Commissioners recently said change is needed within the office and now is the time for such change, or "the problem would still exist". Furthermore, he said, the Commissioners indicated that after personal observation and discussion, they believed the office needed to be more streamlined, effective and transparent, with open lines of communication. He said that upon his request to know what the problem is, he was informed it was not appropriate to discuss in open meeting.

Mr. Cunningham said in the 2014 budget the Commissioners included \$154,000 additional funds for more staffing in the Prosecutor's Office, the Building Permit Office, the Clerk of Courts Office, and Children Services. He said he doesn't believe it is feasible or responsible to add the Administrator's responsibilities to the workload of the others in the office. He said he works an average 50 hours per week during budget season, and has always worked with a goal and purpose of serving the citizens of Washington County.

Mr. Cunningham said there are many questions remaining as to the elimination of his position. He thanked the residents of the County for allowing him to serve them for 39 years.

Commissioner White thanked Mr. Cunningham for his work with the County for so many years.

Mr. Webster asked the Commissioners if a job description has been prepared and advertised, and if not, how the job will get done after Mr. Cunningham's departure. He also asked if there is a plan for this transition.

Mr. Feathers said the job description has not yet been developed, and the position has not yet been advertised. He indicated the Commissioners are currently working to distribute the Administrator's job responsibilities to others in the office, including themselves. He said they may have a need to hire an additional clerk and/or receptionist. Mr. Feathers noted the County Administrator serves at the pleasure of the Commissioners, who have determined there can be efficiencies gained by elimination of the position.

Ms. Marshall asked why the Commissioners have now determined there isn't the need for an Administrator. She informed them the position was created by her and former Commissioner Sam Cook at a time when the County desperately needed one, and because of the position the County has become more diligent in budget development and monitoring. She said she considers elimination of the position as a step backward rather than forward, and she wonders how replacing one position with what will likely need to be two positions is more efficient for the County.

To Mr. Webster's question of whether the Commissioners actually compiled the County budget for 2014, Mr. Irvine said he did not, Mr. White said he did his part, and Mr. Feathers said it was a group effort. Mr. Webster expressed his concern that he doesn't believe elimination of the County Administrator position was ever discussed in open meeting. Mr. Feathers said there were discussions during the budget development process prior to the Organizational Meeting on January 13.

At 10:30 a.m., Commissioner Irvine excused himself from the remainder of the meeting.

RE: SEOPA INGENUITY CENTER

Assistant Prosecutor Alison Cauthorn talked with the Commissioners about funding for the Southeastern Ohio Port Authority (SEOPA) Ingenuity Center. Also attending were SEOPA representatives Tom Webster, David Haas and Janet Nelson.

Ms. Cauthorn indicated she has been asked to review paperwork relating to a loan for construction of the Ingenuity Center. She said she recalls having worked on this in 2011, but doesn't recall whether at that time the paperwork was approved by the Commissioners. She

believes they agreed to a "term sheet". The SEOPA representatives suggested the loan paperwork was likely lost at the Ohio Department of Development, and now must be re-created.

Ms. Cauthorn indicated she will need time to adequately and thoroughly review documents before the Commissioners consider acting on them. She said it is critically important for the Department of Development, the lender, the Commissioners, and the Port Authority to agree to terms that are acceptable to all. She specifically will be reviewing the documents from the County's perspective.

Presenting several issues she has already discovered in document drafts, Ms. Cauthorn agreed to share them with SEOPA and its attorney. It was suggested that the attorney can then re-create loan documents, the Port Authority and Department of Development can review them, and then the Commissioners can consider acting upon them.

Ms. Cauthorn said it is important to include in the documents that the County is obligated, if SEOPA defaults on the loan, to pay no more than 12 months of payments.

RE: PRE-AUDIT CONFERENCE

Eric Johnson, Doug Heiss and Denise Blair from the Ohio Auditor of State's Office joined the Commissioners for a pre-audit conference. Also attending were Sheriff Larry Mincks, Auditor Bill McFarland, Treasurer Dorothy Peppel, Judge Tim Williams, Rae Ward from Probate-Juvenile Court, and Prosecutor Jim Schneider.

Mr. White moved and Mr. Feathers seconded a motion to enter Executive Session for the purpose of discussing matters required to be kept confidential by State of Ohio statutes.

A calling of the roll resulted in the following vote: Ronald Feathers aye, David White aye. Motion passed, and at 3:00 p.m. the Commissioners entered Executive Session. They invited Mr. Mincks, Mr. McFarland, Ms. Peppel, Mr. Williams, Ms. Ward, and Mr. Schneider to attend.

The Commissioners returned to Regular Session at 3:29 a.m.

RE: ALLOCATED BUDGET FOR CHILDREN SERVICES

Jamie Vuksic, Sherri Tucker and Doug Mallett from Washington County Children Services talked with the Commissioners about their agency's 2014 budget allocations, specifically for salaries and benefits.

Commissioner White said the budget provided a 2% increase in the salary line items for County departments and agencies, but increases in pay rates for Children Services staff exceed that 2% for 2014. He noted Mr. Vuksic did not accept an increase, which was then re-distributed to his staff. He said the agency then requested transfer of funds into the salary account(s) to allow for an increase for Mr. Vuksic. Mr. White said he believes the intent to be honorable, but the method to be unethical.

Mr. Mallett expressed his concern that in developing the agency's salary allocation the Commissioners took into account promotions of four staff members but not an additional seven. He said that resulted in less than adequate funds to administer pay raises. He noted the previous director had a salary exceeding \$100,000, but the current director's salary is much lower. He said he believes the work of the staff of the agency and the director of the agency warrant promotions and pay increases.

Mr. Vuksic and Ms. Tucker shared with the Commissioners the difficult year their staff has endured. Mr. Vuksic said he believed he was doing the right thing in foregoing a salary increase so his staff could receive what he awarded them, and he in no way meant for this to do any harm to the County.

To a suggestion from Commissioner Feathers that some of the pay increases will need to be retracted, Mr. Vuksic said on behalf of his employees he would not support that action.

There was much discussion about the budgeting process and lines of communication, and the difficulty the Commissioners are having in allocating sufficient funds to recognize the work of County employees. They noted they are trying desperately to bring the County to a break even budget, but at this point anticipated expenses still exceed projected revenues.

The Commissioners asked the Clerk to invite the County's judges, Mr. Vuksic and Mr. Mallett to an upcoming meeting to further discuss the issue of pay changes for Children Services staff and those of other County employees.

RE: ADJOURNMENT

Mr. White 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 4:55 p.m.

_____, President

_____, Vice President

_____, Member

_____, Clerk