

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON FEBRUARY 20, 2014 IN ACCORDANCE WITH OHIO REVISED CODE 305.05, WITH THE FOLLOWING MEMBERS PRESENT: RONALD L. FEATHERS, PRESIDENT, DAVID A. WHITE, VICE PRESIDENT, 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 Washington County resident Jim Naylor, Muskingum Township Trustee Gary Doan, Amanda Nicholson from *The Marietta Times*, and Clerk Rick Peoples.

**WASHINGTON COUNTY COMMISSIONERS  
AGENDA  
February 20, 2014**

**UNFINISHED BUSINESS**

None

**NEW BUSINESS, TO BE CONSIDERED AT COMMISSIONERS' OFFICE**

9:00 a.m.

Approve Agenda  
Bills from Various Departments  
Advance – Health Department  
Transfers – Sheriff (10)  
Then & Now's  
Notice of Intent to Apply for Funding, Family & Children First  
Application to Ohio Children's Trust Fund, Family & Children First  
9:30 Quote Opening – Beverly CDBG Project  
10:00 Ryan Dietrich – State Chemical Solutions  
10:30 Tom Ballengee – JFS Contract Negotiations

**NEW BUSINESS, TO BE CONSIDERED AT NEWPORT COMMUNITY BUILDING**

7:00 p.m.

Approve Agenda  
Approve Previous Meeting's Minutes  
Travel – Job and Family Services  
Travel - Auditor  
Request to Transfer Vehicle to Meigs County Sheriff  
Response to Monitoring Letter to Ohio Development Services Agency, Community Housing Improvement Program (CHIP)  
Discussion for Next Generation 911 Technical Advisory Board Appointments  
Authorization for Washington County to Proceed with Road Use Maintenance Agreement on Behalf of Aurelius Township

**INFORMATION**

Planning Commission, 7:00 p.m., **Monday**, February 24  
Southeastern Ohio Port Authority Annual Meeting, 7:30 a.m., **Tuesday**, February 25, WSCC  
First Day of Spring, **Thursday**, March 20

**RE: AGENDA**

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

Add: Change Order #1, Village of Beverly CDBG Project

A calling of the roll resulted in the following vote: Ronald Feathers aye, David White aye, Timothy 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: ADVANCE**

Court Witschey, Administrator for the Washington County Health Department, requested from the Commissioners an advance of funds in the amount of \$50,000.00 from County General.

He said the Health Department funds are currently at approximately \$8,000.00, and this advance is needed for cash flow purposes. He noted the steps he has taken to reduce the need for advances, which at one time were routine requests. He said he is pleased he hasn't needed to ask for an advance for about a year, and he provided the Commissioners with financial data that indicate the Health Department's financial condition is improving.

Commissioner White commented he has observed over the past year the improvement of the Department's financial condition, and he appreciates what Mr. Witschey is doing to facilitate that.

Mr. White moved and Mr. Irvine seconded a motion to approve the following request for advance of funds, with the requirement that the amount will be repaid to the County General Fund by deduction from the first half settlement of taxes:

	<u>From</u>	<u>To</u>	<u>Amount</u>
Health Department	100-0101-57200	601-2000-49200	\$ 50,000.00

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

**RE: TRANSFERS**

Mr. White 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>
Sheriff	100-0384-53000	100-0384-53100	\$ 31,000.00
	100-0384-54400	100-0384-54401	\$ 20,000.00
	100-0384-54400	100-0384-54402	\$ 10,000.00
	100-0384-54400	100-0384-54403	\$ 15,000.00
	100-0384-54400	100-0384-54404	\$ 35,000.00
	100-0384-54000	100-0384-54001	\$ 132,000.00
	100-0384-54000	100-0384-54002	\$ 15,000.00
	100-0384-54000	100-0384-54003	\$ 32,000.00
	100-0384-54000	100-0384-54004	\$ 10,000.00
	100-0384-54000	100-0384-54005	\$ 10,000.00

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

Dept	Account	Vendor	Amount
Commissioners	100-0109-53000	CAM Refrigeration	\$ 2,198.96
Commissioners	100-0109-53000	CAM Refrigeration	\$ 257.01
Building Department	100-0170-53403	Embassy Suites of Columbus/Dublin	\$ 1,788.00
DJFS	200-0720-57400	City of Marietta Water Department	\$ 360.27
Commissioners	100-0109-53000	CAM Refrigeration	\$ 151.50
CSEA	200-0730-54100	Wasco	\$ 703.88
Sheriff's Department	100-0384-54400	Marietta Office Supply	\$ 1,935.96
Sheriff's Department	100-0384-54400	Dell Marketing LP	\$ 1,187.51
Sheriff's Department	100-0384-54400	Dell Marketing LP	\$ 852.39
Sheriff's Department	100-0384-54400	Dell Marketing LP	\$ 344.98
Sheriff's Department	100-0384-54000	Radio Shack	\$ 389.97
Sheriff's Department	100-0384-54400	Poynter's Best Products	\$ 275.00
Sheriff's Department	200-0363-52001	Speedway	\$ 297.42
MR/DD	200-0622-53000	Lynn Corpman	\$ 5993.52
Sheriff's Department	100-0381-54000	Crescent & Sprague	\$ 135.84
Sheriff's Department	100-0384-53500	Mahone Tire Service	\$ 339.68
Sheriff's Department	200-0383-54200	Access Corrections	\$ 513.00
Sheriff's Department	200-0383-54200	Access Corrections	\$ 720.00
Sheriff's Department	200-0383-54200	Access Corrections	\$ 138.00
Sheriff's Department	200-0383-54200	Access Corrections	\$ 486.00
Sheriff's Department	200-0383-54200	Access Corrections	\$ 531.00
Sheriff's Department	200-0383-54200	Access Corrections	\$ 627.00
Sheriff's Department	100-0384-54000	Office Depot	\$ 613.08
Sheriff's Department	100-0384-54000	Office Depot	\$ 139.58
Sheriff's Department	100-0384-54000	Office Depot	\$ 437.20
Sheriff's Department	100-0384-54400	Statewide Ford	\$ 3,583.00
Maintenance	100-0109-53000	CAM Refrigeration	\$ 172.92

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

**RE: NOTICE OF INTENT TO APPLY FOR FUNDING, FAMILY & CHILDREN FIRST**

Mr. White moved and Mr. Irvine seconded a motion to approve the Notice of Intent to Apply for Funding for the Help Me Grow Early Intervention: Evaluation and Assessment and Service Coordination Grant, and to allow Mr. Feathers to sign the Notice, as requested by Cindy Davis, Family & Children First.

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

**RE: APPLICATION TO OHIO CHILDREN'S TRUST FUND, FAMILY & CHILDREN FIRST**

Mr. Irvine moved and Mr. White seconded a motion to approve an Application to the Ohio Children's Trust Fund for Fiscal Year 2015, and to allow Mr. Feathers to sign the Application, as requested by Cindy Davis, Family & Children First.

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

**RE: QUOTE OPENING, VILLAGE OF BEVERLY GENERATORS CDBG PROJECT**

At 9:30 a.m. the Commissioners opened two sealed quotes for the Village of Beverly Community Development Block Grant (CDBG) Project to purchase and install two generators. Michelle Hyer from Buckeye Hills-Hocking Valley Regional Development District facilitated the meeting. Also attending were Jim Naylor, Beverly Mayor Rex Kenyon, and Amanda Nicholson from *The Marietta Times*.

President Feathers opened and read aloud two quotes, as follows, noting that both proposals included signed acknowledgement of having received Addendum 1:

Stanley Electric	\$ 59,514.96
R.W. Miller Plumbing & Electric	\$ 62,107.00

Ms. Hyer said both these quotes exceed the project estimate and funds available by more than 10%. Project estimate, without contingency, is \$45,892.00. Regulations require the project to be re-bid, which she indicated she will initiate.

**RE: CHANGE ORDER #1, VILLAGE OF BEVERLY CDBG PROJECT**

Mr. Irvine moved and Mr. White seconded a motion to approve Change Order #1 for the Village of Beverly Community Development Block Grant (CDBG) Sidewalk Project, adding \$11,221.00 to the original contract amount of \$15,980.00, for a new contract amount of \$27,201.00, contractor Mike's Concrete LLC, as prepared and requested by Michelle Hyer, Buckeye Hills-Hocking Valley Regional Development District.

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

**RE: UPDATE ON CITY OF BELPRE CDBG PROJECT**

Michelle Hyer, Buckeye Hills-Hocking Valley Regional Development District, updated the Commissioners on the City of Belpre Community Development Block Grant (CDBG) Demolition Project. She reminded the Commissioners they recently opened sealed proposals for the demolition of a structure and the removal of debris. Ms. Hyer said the lowest and best proposal was from Tim Graham Excavating for \$2,490.00. She verified the contractor is aware of EPA requirements pertaining to asbestos testing and abatement. She indicated she will prepare appropriate documents for Commissioners' consideration at a later date.

**RE: STATE CHEMICAL SOLUTIONS**

Ryan Dietrich, Relationship Manager for State Chemical Solutions, described for the Commissioners the services his company offers, including housekeeping and sanitation programs, maintenance and engineering programs, and training. He noted the company is Ohio-based, minority-owned, and in the State of Ohio purchasing contract program. The Commissioners suggested Mr. Dietrich speak directly with Buildings & Grounds Supervisor, County Home Administrator, Jail Administrator, and Sewer Technician.

**RE: EXECUTIVE SESSIONS**

Mr. White moved and Mr. Irvine seconded a motion to enter Executive Session to discuss collective bargaining preparations and strategy.

A calling of the roll resulted in the following vote: Ronald Feathers aye, David White aye, Timothy Irvine aye. Motion passed, and the Commissioners entered Executive Session at 10:25 a.m. The Commissioners invited Tom Ballengee from Job and Family Services to attend.

The Commissioners returned to Regular Session at 10:47 a.m.

Mr. White moved and Mr. Irvine seconded a motion to enter Executive Session to discuss the compensation of public employees.

A calling of the roll resulted in the following vote: Ronald Feathers aye, David White aye, Timothy Irvine aye. Motion passed, and the Commissioners entered Executive Session at 10:50 a.m.

The Commissioners returned to Regular Session at 11:21 a.m.

**AT 7:00 P.M. THE COMMISSIONERS RESUMED THEIR MEETING AT THE NEWPORT COMMUNITY BUILDING IN NEWPORT TOWNSHIP. PRESIDENT RON FEATHERS WELCOMED THOSE ATTENDING, AND LED THE PLEDGE OF ALLEGIANCE TO OUR FLAG.**

Attending the meeting in Newport were Commissioners Feathers, White and Irvine, Clerk Rick Peoples, Darlene Lukshin from the OSU Extension Office, Newport Township Trustees Bill Bowersock, Newport Township Fiscal Officer Randy Jackson, and Jack Haessly.

**RE: AGENDA**

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

Add: Travel – Building Department  
Travel – Clerk of Courts  
Travel – Auditor  
Travel – Recorder  
Travel – Job and Family Services  
Re-appointment to the Southeastern Ohio Port Authority Board of Directors

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. Irvine seconded a motion to dispense with the reading of the February 13, 2014 minutes and approve them as submitted.

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

JFS

Kelly Bauerbach, Terri Long, Deanna Green: One-day trip to Athens County to attend Child Care Training; February 24, 2014.

Ruth Burdette, Dawn Lucas: One-day trip to Delaware, Ohio to attend JFSHRA Meeting; March 5, 2014.

Auditor

Bill McFarland: One-day trip to Columbus to attend County Auditors' Association of Ohio meeting; February 19, 2014.

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

Building Department

Dave Sweigard, Connie Hoblitzell, Russ Metz, Mike Stalnaker: Three-day trip to Columbus to attend Ohio Building Officials Conference; February 23-25, 2014.

Clerk of Courts

Brenda Wolfe: Two-day trip to Columbus to attend OCCA Legislative Reception and executive monthly meeting; March 11-12, 2014.

Recorder

Tracey Wright: Two-day trip to Columbus to attend Ohio Records Association spring continuing education; March 11-12, 2014.

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

**RE: REQUEST TO TRANSFER VEHICLE TO MEIGS COUNTY**

Mr. White moved and Mr. Irvine seconded a motion to approve the transfer of the following vehicle to the Meigs County Sheriff's Office, due to its maintenance costs exceeding its value to the Washington County, as requested by Sheriff Larry Mincks:

1976 Dodge PT W24, VIN W24BE7SO31133

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

**RE: MONITORING LETTER TO DSA RESPONDING TO CHIP PROGRAM REVIEW**

Mr. Irvine moved and Mr. White seconded a motion to approve the following letter to the Ohio Development Services Agency in response to a recent Community Housing Improvement Program (CHIP) review:

February 14, 2014

Michael Hiler  
Office of Community Development  
Ohio Development Services Agency  
77 S. High Street, P.O. Box 1001  
Columbus, Ohio 43216-1001

**Re: Response to Monitoring Letter**

Dear Mr. Hiler:

We are responding to the letter concerning the monitoring of the Washington County CHIP Programs B-C-10-1CY-1 and B-C-10-1CY-2.

**I. Program Administration**

**C. Procurement and Construction Management**

Finding

Contractors were invited to bid on projects that were not selected by the homeowner.

Corrective Action

The CHIP administrator has designed a new form for contractor selection to ensure the homeowners are selecting a sufficient number of contractors so that a minimum of three bids will be received. Contractors not selected by the homeowner will not be invited to bid.

**E. Citizen Participation**

Finding

The County's second public hearing notice did not contain the required content.

Corrective Action

The County has amended their second public hearing notice to include the activities for which the County will be applying, amount of funds requested for each activity as well as the source of funds being requested. The County will use this format for all future CHIP public hearings.

**II. Performance**

**Richard Ames, 1150 Bethel Road, Marietta, Ohio**

Finding Response

Work Specifications called for installation of a dedicated circuit for garbage disposal.

Corrective Action

The County had the contractor return to the property. The dedicated circuit had been installed by the contractor but was not labeled properly. The contractor correctly labeled the dedicated circuit. (Client Satisfaction form is attached.)

**Jacinda Gessel, 990 Grindstone Drive, Marietta, Ohio**

Finding #1

The front exterior bay window frame was not properly sealed.

Corrective Action

Since the monitoring, the CHIP administrator has been trying to contact Ms. Gessel regarding the need to seal the window properly. Ms. Gessel failed to return phone calls and mailed correspondence until this week. The contractor will return to the property and seal the window with completion scheduled for February 26<sup>th</sup>.

Finding #2

The file did not contain an executed Voluntary Acquisition Form signed by the seller.

Corrective Action

The CHIP Administrator has made an effort to contact the seller of the property without success. The sellers have moved out of the County. The CHIP Administrator was able to find a forwarding address for the seller and has mailed the Voluntary Acquisition Form to them for their signature. (Letter to seller is attached.)

Please contact Dawn Rauch, Washington-Morgan Community Action Program, if you have additional questions ( [drauch@wmcap.org](mailto:drauch@wmcap.org) )

Sincerely,

#### **WASHINGTON COUNTY COMMISSIONERS**

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

#### **RE: NEXT GENERATION 911**

President Feathers reported the need for all Ohio counties to be prepared for the next generation of the 911 system. While the expense of equipment and fiber optic lines will be high, the service the new system will provide will be much improved. The new system will allow for communication by cell phones, including the ability to text and send photographs. The Commissioners said they have not yet determined from where the expenses will be paid, as there is insufficient balance in the 911 fund. Since the transition to this newer system will be throughout the State, it is hoped that the State will financially support the effort to some extent.

#### **RE: AURELIUS TOWNSHIP RUMA**

Mr. Irvine moved and Mr. White seconded a motion to approve a request from the Aurelius Township Trustees to temporarily transfer control of Aurelius Township roadways, specifically Aurelius Township Road 305, for the purpose of entering into a Road Use Maintenance Agreement (RUMA) for development of the Wood Chopper drilling location, with the option to rescind this authorization at any time effective ninety (90) days after the rescinding resolution is certified to the County's clerk or the Township's fiscal officer, as requested by the Aurelius Township Trustees.

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

Commissioner Irvine noted this is common practice, and provides effective oversight of township roads and bridges in the County, including Adams and Waterford Townships where they are now in place, by the County Engineer.

#### **RE: APPOINTMENT TO SEOPA**

Mr. White moved and Mr. Irvine seconded a motion to re-appoint Jack Haessly to the Board of Directors of the Southeastern Ohio Port Authority (SEOPA) to complete his unexpired term through January 31, 2017, as requested by David Haas, SEOPA Secretary/Treasurer.

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

Mr. Haessly commented that he appreciates being able to serve the community as a member of a variety of boards, particularly the Southeastern Ohio Port Authority. He indicated the SEOPA Board is transitioning to a new Executive Director, and he is interested in seeing that initiative through to successful completion.

#### **RE: COMMENTS FROM VISITORS**

Darlene Lukshin, OSU Extension Office, informed those attending the Tax Incentive Review Committee (TIRC) will meet next week to review status of four businesses currently participating in the program. She noted the program is valuable to the County as it represents investment in property and staffing. Ms. Lukshin said she is preparing to apply to the Sisters of Saint Joseph Foundation for funds to assist a project of the Little Muskingum Volunteer Fire Department. She offered the Newport Township Trustees her assistance in searching for and writing grants. Ms. Lukshin said the townships are appreciative of additional financial support from the Commissioners.

Jack Haessly thanked the Commissioners for meeting in Newport. He and Bonnie Hockenberry updated those attending on the Kyle Hockenberry house development. They said in spite of recent glitches and setbacks, construction is now moving along.

Bill Bowersock said in light of increased heavy traffic on township roads and bridges brought about by gas exploration and development, townships may need additional financial support for maintenance. He noted it is important to have RUMA's in place and monitored.

Randy Jackson and Bonnie and Bill Hockenberry also expressed their appreciation to the Commissioners for providing additional allocations to townships in the County's budget for 2014.

Mr. Bowersock said the electric grid in the Newport area was recently near capacity due to the bad winter weather, and the electric companies were close to having a forced daily blackout period to conserve energy. Although such action was not taken, he said something should be done now to avoid it in the future.

**RE: ADJOURNMENT**

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

A calling of the roll resulted in a unanimous vote in favor. The meeting adjourned at 7:35 p.m.

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

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

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

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