

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON MARCH 27, 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 Muskingum Township Trustee Gary Doan, Jeremy Barton, Amanda Nicholson from *The Marietta Times*, Justin Hearn from WMOA Radio, and Clerk Rick Peoples.

**Washington County Commissioners
AGENDA
March 27, 2014**

9:00 Business Meeting
9:30 Bid Opening – Bus Maintenance, Board of Developmental Disabilities
10:00 Wendy Dillingham, CEBCO – County Employee Health Insurance Program Review
1:00 Michael Gray, SpyGlass – Review of Telephone/Data/Internet Service Invoices
2:00 Dave Sweigard & Connie Hoblitzell, Building Department – Upgrade of Building Permit Software

UNFINISHED BUSINESS

Consideration of Quotes for Courthouse Annex HVAC Equipment

NEW BUSINESS

Approve Agenda
Approval of previous meeting's minutes
Bills from various departments
Additional Appropriation – Family & Children First (2)
Then & Now's
Travel – CSEA
Travel – Job & Family Services
Travel – Director of Human Resources
Travel – RSVP
Travel - Commissioners
Appointment to Behavioral Health Board
Authorization of Cindy Davis to Approve Payroll for Family & Children First
Designation of Administrative Agent for Fiscal Year 2015, Family & Children First
Letter of Support for Connect Ohio
Letters to Delinquent Sewer Account Holders
Letter to County Auditor Certifying Delinquent Sewer Accounts

INFORMATION

Twp. Trustees Assoc. Meeting, 7:00 p.m., **Thursday**, March 27, at County Engineer's Office

RE: AGENDA

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

Add: Engineer – Newport Township RUMA
Engineer – Agreement with Jones Stuckey
Community Action – Response to Request for CHIP Administration Proposal
Selection of Community Action to Administer CHIP
10:30 Tim Marty, Bldgs. & Grounds Superintendent – HVAC Upgrades
2:45 Alison Cauthorn, Assistant Pros. – Commissioners/Triad Hunter Agreement

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 approve the minutes of the Commissioners' March 20, 2014 meeting and to dispense with the reading of them.

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. White 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: 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:

Family & Children First	602-2032-53700	\$ 3,000.00
	602-2031-53000	\$ 4,566.59

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
Job & Family Services	200-0720-57400	Crowne Plaza – Columbus	\$ 120.90
Sheriff	100-0384-57400	Gary's Towing	\$ 425.00
Sheriff	100-0384-57400	Gary's Towing	\$ 242.00
Sheriff	100-0384-57400	Gary's Towing.	\$ 189.00
Sheriff	100-0384-54404	Marietta Office Supply	\$ 510.00
Sheriff	100-0384-53000	Agile Networks	\$ 980.00
Sheriff	100-0384-54000	Bridgeport Equipment	\$ 107.96
Commissioners	100-0101-53400	Julie Selmon	\$ 100.00
Commissioners	100-0101-53400	Julie Selmon	\$ 300.00
Commissioners	100-0100-53000	Mancan	\$ 600.00
Commissioners	100-0100-53000	Mancan	\$ 600.00
Building Department	100-0107-53000	Mancan	\$ 740.26
Sheriff	100-0384-54001	Speedway	\$ 166.67
Sheriff	100-0381-54000	K Mart	\$ 419.93
Sheriff's Department	100-0384-54000	Gainer Distributing	\$ 133.90
Sheriff's Department	200-0383-57400	Miller Communication Inc.	\$ 190.00
Sheriff's Department	100-0384-54400	Motorola Inc.	\$ 1,874.75
Sheriff's Department	100-0384-54400	Motorola Inc.	\$ 9,668.25
Sheriff's Department	200-0382-57400	Treasurer of State	\$ 1,770.00
Sheriff's Department	100-0381-54000	Office Depot	\$ 122.06
Sheriff's Department	100-0384-53000	United Sealing Inc.	\$ 4,380.00
Sheriff's Department	100-0384-54400	Insight Public Sector	\$ 878.63
Engineer	200-0540-57400	CORSA	\$ 991.52

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:

CSEA

Kim Hinkle: One-day trip to Wooster to attend Directors' Training; March 28, 2014.

JFS

Jesse Dye: One-day trip to Columbus to attend OCATS meeting; March 28, 2014.

HR

Darla Miller, Commissioner White, Gerry Lockhart: One-day trip to Columbus to attend CORSA Renewal Meeting; March 28, 2014; no reimbursement of travel expenses will be requested.

RSVP

Lisa Valentine: One-day trip to Worthington to attend Ohio RSVP Directors' Association meeting; April 4, 2014; Association to pay travel expenses.

Commissioners

Ron Feathers, David White, Tim Irvine: One-day trip to Walnut Creek to attend EODA Annual Meeting; April 25, 2014.

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

RE: APPOINTMENT TO BEHAVIORAL HEALTH BOARD

Mr. Irvine moved and Mr. White seconded a motion to appoint Larry W. Hall to the Washington County Board of Behavioral Health for the term beginning March 27, 2014 and ending June 30, 2015.

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

RE: AUTHORIZATION TO APPROVE PAYROLL, FAMILY & CHILDREN FIRST

Mr. Irvine moved and Mr. White seconded a motion to authorize Cindy Davis as the responsible party to sign all appropriate payroll forms for Washington County Family & Children First Council.

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

RE: DESIGNATION OF ADMINISTRATIVE AGENT FOR FAMILY & CHILDREN FIRST

The Commissioners acknowledged receipt of a copy of the Designation of Administrative Agent Form for SFY 2015, designating the Washington County Commissioners as administrative agent for Family & Children First, as prepared by Cindy Davis, Family & Children First.

RE: LETTER OF SUPPORT FOR CONNECT OHIO

Mr. White moved and Mr. Irvine seconded a motion to approve the following letter of support for Connect Ohio, and its pursuit of funding from the State of Ohio. Commissioner Irvine explained the federal funds, with which Connect Ohio has been working, are running out in December of 2014, and they are applying to the State of Ohio for appropriations to continue their efforts to provide high-speed internet service throughout rural Ohio.

March 27, 2014

*Ohio House of Representatives
77 South High Street
Columbus, Ohio 43215-6108*

Re: STATE FUNDING OF CONNECT OHIO

Dear Honorable Representative:

In 2010 we embarked on a project to make broadband service available to as much of Washington County as possible. Our approach was to lease the MARCS towers from the State of Ohio and sublease those towers to an internet service provider. It has been a long and difficult process but our efforts are beginning to have an impact. The primary system is in place, and homes and businesses are being connected.

Connect Ohio has been an advisor and resource for the County throughout the project, contributing in several ways. Connect Ohio provided expertise in preparing the request for proposals, they assisted in preparation of topographical and signal studies, and they administered grant funds for the project. Connect Ohio was invaluable in promoting our efforts in Southeastern Ohio, as public awareness was essential in making this a viable, functional project.

Recent estimates suggest one in five households with children in Ohio do not have broadband service. Lack of high speed broadband disproportionately impacts Ohio's rural areas. Children in rural portions of Washington County are considered disadvantaged simply because they cannot access the internet from their homes. Businesses in our smaller communities are becoming more and more dependent upon services provided only via internet, but the high cost of installing appropriate equipment and lines limits their access.

While we have indeed made progress in rural, sparsely-populated Washington County, we have not by any means "crossed the finish line". We were dependent upon Connect Ohio to get us up and running, and we support their efforts to acquire State funding to enable them to continue to provide leadership in expanding broadband service throughout all of Ohio.

Respectfully,

/s/ 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: LETTERS TO DELINQUENT SEWER ACCOUNT CUSTOMERS

Mr. White moved and Mr. Irvine seconded a motion to approve sending letters to the following individuals, requesting them to immediately pay their delinquent sewer account balances: Larry Thrasher (for Ohio Valley Marine), Leah Finch, Daniel Brown, Kathryn Parsons (for 151 Oak Drive), Theresa Hescht, David Carpenter, Tammy Gearhart, Carol Miller, Kevin Reeder (for 10 Mill Street and 20 Mill Street), Charles Seaman (for State Route 550 location), R. Heiss Land Development (for 180 Cornerstone Drive), Phillip Holland, Brian and Sherry Ogden (for 1745 Brackenridge Road), Reda Nichols, Sarah Carpenter, James Rhodes, John White, Scott Tallman.

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

RE: CERTIFICATION OF DELINQUENT SEWER ACCOUNTS

Mr. White moved and Mr. Irvine seconded a motion to approve sending a letter to County Auditor Bill McFarland certifying the following delinquent sewer accounts, and requesting him to add those delinquent amounts to property tax bills: Donald Trembly, John Church, Dawn Rachell Yost, Elizabeth D. Barnett, Brian Stine, Heather Mannix/Bretthauer, John and Joann Edwards, Jonathan Kirk, Chad and Jennifer Rowley, Alvin Harris, Jr., Beverly Kittle.

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

RE: ROAD USE MAINTENANCE AGREEMENT, NEWPORT TOWNSHIP

Mr. Irvine moved and Mr. White seconded a motion to approve a request from the Newport Township Trustees for the Washington County Engineer to proceed with development and negotiation of a Road Use Maintenance Agreement (RUMA) for Newport Township roads, and to allow the County to enter into such agreement, as requested by the Newport Township Trustees.

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

RE: AGREEMENT WITH JONES STUCKEY FOR PROFESSIONAL SERVICES

Mr. Irvine moved and Mr. White seconded a motion to approve an Agreement with Jones Stuckey for professional services for the engineering study on the Lowell T-Bridge, in the amount of \$7,800.00, as prepared and requested by County Engineer Roger Wright.

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

RE: COMMUNITY ACTION RESPONSE TO REQUEST FOR CHIP ADMINISTRATION PROPOSAL

The Commissioners acknowledged receipt of a proposal from Washington-Morgan Community Action Program Executive Director David Brightbill to provide administrative services for the 2014 Washington County Community Housing Improvement Program (CHIP).

RE: LETTER OF INTENT TO WASHINGTON-MORGAN COMMUNITY ACTION PROGRAM

Mr. Irvine moved and Mr. White seconded a motion to issue a letter of intent to David Brightbill, Executive Director of Washington-Morgan Community Action Program, notifying him of his agency's selection to administer the 2014 Washington County Community Housing Improvement Program (CHIP).

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

RE: BID OPENING, BUS MAINTENANCE AGREEMENT FOR BOARD OF DEVELOPMENTAL DISABILITIES

At 9:30 a.m. Commissioner Feathers welcomed those attending the opening of sealed bids to provide bus maintenance services to the Board of Developmental Disabilities.

The Clerk opened the one bid received, from John's Auto Repair. It included the following:

- 20% mark-up on parts and supplies
- Routine/preventative maintenance rate of \$3,000.00
- Bodywork labor rate of \$90.00/hour
- Major repair labor rate of \$85.00/hour
- After hours labor rate of \$85.00/hour
- Vehicle towing by Gary's Towing
- General liability insurance
- Bid guarantee from Peoples Bank for \$5,000

Mr. Irvine moved and Mr. White seconded a motion to accept the bid received from John's Auto Repair for the maintenance of buses operated by the Washington County Board of Developmental Disabilities, subject to review and evaluation by Mike McClure, Transportation Supervisor for the Board of Developmental Disabilities.

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

RE: CEBCO HEALTH INSURANCE PROGRAM REVIEW

Wendy Dillingham, County Employee Benefits Consortium of Ohio (CEBCO), provided the Commissioners and Director of Human Resources Darla Miller with copies of the CEBCO Third and Fourth Quarter 2013 reports, noting specifically in the Fourth Quarter report that:

- Loss ratio at end quarter was 81%
- Claims expense per employee per month was \$731.48, an increase of 10.9% over prior year
- Claims expense per member per month was \$354.63, an increase of 14% over prior year
- 40.5% of membership utilizes prescription drug benefits
- Prescription claims expense per member per month was \$77.15

Overall, she said this is an excellent report for Washington County. Ms. Dillingham said she is pleased the County's use of inpatient facilities has declined from the prior year, while the use of outpatient facilities has increased. She reminded the Commissioners the CEBCO consortium has been very favorable for Washington County, which had a renewal rate of 0.3%.

Ms. Dillingham reported that there are four more Ohio counties participating in CEBCO this year, and that renewal rates for next year will be available in early September of 2014.

RE: COURTHOUSE ANNEX HVAC EQUIPMENT REPLACEMENT

Mr. White moved and Mr. Irvine seconded a motion to return from Unfinished Business consideration of replacing HVAC equipment in the courthouse annex.

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

Buildings & Grounds Superintendent Tim Marty reviewed with the Commissioners the following quotes previously received:

Morrison, Inc.	\$ 9,689.00
Tropic Air, Inc.	\$ 15,500.00
CAM Refrigeration	\$ 15,950.00

Mr. Marty said the Morrison quote includes a 100,000 BTU furnace that is rated at 92% efficient. He said the quote from Morrison meets the specifications for the job, and he recommended acceptance of the proposal.

Mr. White moved and Mr. Irvine seconded a motion to accept the proposal from Morrison, Inc. in the amount of \$9,689.00 to furnish and install new HVAC equipment and add ductwork to storage/conference rooms in the courthouse annex.

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

RE: MAINTENANCE & FACILITY ISSUES

Buildings & Grounds Superintendent Tim Marty informed the Commissioners the majority of tables in the new conference room on the second floor of the courthouse annex are the property of the Board of Elections. President Feathers said the Board of Elections will soon need those tables, which are currently used by oil and gas records researchers.

Mr. Marty asked the Commissioners to consider changing their purchasing procedures to allow him more flexibility in his purchases of custodial and maintenance items. He said the limit of \$100.00 before quotes are required is outdated, and actually causes greater expense for travel. He said he favors an increase from the \$100.00 so that he and his crew could more efficiently do their jobs.

Commissioner White said he favors tight control over purchases, but he too believes it might be time to increase from \$100.00.

President Feathers said he believes the limit of \$100.00 per purchase to be unreasonably low.

RE: SPYGLASS REVIEW OF TELEPHONE/DATA/INTERNET SERVICES INVOICES

Michael Gray, representing SpyGlass, shared with the Commissioners and I.T. Director Gerry Lockhart some results of his company's recent review of Washington County invoices for telephone, data, and internet services. His presentation suggested the County may be able to realize \$141,839 in annual savings by either eliminating some unused phone lines or services, and by removing charges for taxes and securing a lower long distance rate. He cautioned, though, that a more in-depth review is necessary to determine if the identified lines are indeed not needed, or if they are in fact alarm lines or 911 lines that, although not regularly and routinely used, are appropriate for the County to have in place.

Mr. Gray noted that if the County moves forward with his proposal, after further review of telephone lines and services, the County will be obligated to pay SpyGlass an amount equal to one year of savings and/or cost reductions identified. If SpyGlass is able to secure refunds of amounts already paid by the County, the County will be billed for 50% of those refunds, payable to SpyGlass.

The Commissioners asked Mr. Gray and Mr. Lockhart to proceed with further in-depth review, at no cost to the County, and Mr. Gray will return on April 24 discuss the results of that review.

RE: UPGRADE OF BUILDING PERMIT SOFTWARE

Connie Hoblitzell and Dave Sweigard from the Building Department talked with the Commissioners about their need to upgrade the software they currently use and additional software they'd like to use. They presented a proposal from BS & A Software to provide:

Applications upgrade, new applications, installation	\$ 56,985
Annual service, with travel and training, commencing at time of purchase	\$ 12,160
Annual service, commencing in 4 th quarter 2014	\$ 9,050

Ms. Hoblitzell commented on the value an upgraded system will provide not only to Building Department staff, but also to users of their services. Mr. Lockhart said the current software is not functioning well on the newer computers used by the Building Inspectors, and an upgrade is necessary.

The Commissioners indicated it would be very difficult to absorb this large cost in the middle of a budget year, and because the proposal exceeds \$50,000 additional quotes should be solicited. They asked the Building and I.T. Department representatives to do additional research, including consulting with other county building department officials to determine if comparable software programs might be of interest, contacting other software providers, and inquiring of BS & A if they are on a State of Ohio purchasing contract.

RE: EXECUTIVE SESSION

Mr. White moved and Mr. Irvine seconded a motion to enter Executive Session for the purpose of considering the employment of a Receptionist in the Commissioners' Office.

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 2:37 p.m.

The Commissioners returned to Regular Session at 2:44 p.m.

Mr. White moved and Mr. Irvine seconded a motion to appoint Laura Saliba to the full-time position of Receptionist in the Commissioners' Office, at the hourly rate of \$10.50, forty hours per week, beginning April 13, 2014.

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

RE: AGREEMENT WITH TRIAD HUNTER, LLC

Assistant Prosecutor Alison Cauthorn provided the Commissioners a draft of an agreement with Triad Hunter, LLC, allowing for the Commissioners to accept monetary gifts from Triad Hunter in the amount of \$6,000.00 per month, for the purpose of providing sufficient resources to the Washington County Recorder to fund additional hours of operation and service at the Office of the Washington County Recorder in the Washington County Courthouse. The extended hours of operation are from 7:00 a.m. to 8:00 a.m. and 5:00 p.m. to 6:00 p.m., Monday through Friday, excluding holidays. Ms. Cauthorn said this agreement with Triad Hunter does not allow them exclusive access to the Recorder's Office.

Mr. White moved and Mr. Irvine seconded a motion to approve the agreement with Triad Hunter, LLC, allowing for Triad Hunter, LLC, to give to the Washington County Commissioners the amount of \$6,000.00, for the purpose of gaining non-exclusive access to the Recorder's Office during the hours of 7:00 a.m. to 8:00 a.m. and 5:00 p.m. to 6:00 p.m., Monday through Friday, excluding County holidays, for twenty (20) business days, in accordance with Ohio Revised Code 9.20, as prepared and recommended by Assistant Prosecutor Alison Cauthorn, subject to review and acceptance by Washington County Recorder Tracey Wright.

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

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 3:05 p.m.

_____, President

_____, Vice President

_____, Member

_____, Clerk