

**THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON MAY 22, 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. MR. FEATHERS LED THOSE ATTENDING IN THE PLEDGE OF ALLEGIANCE TO OUR FLAG.**

Also attending were Muskingum Township Trustee Gary Doan, Washington County Treasurer Dorothy K. Peppel, Washington County Home Administrator Ted Williams, Doug Mallett from MNW Energy, Amanda Nicholson from *The Marietta Times*, and Clerk Rick Peoples.

**Washington County Commissioners  
AGENDA  
May 22, 2014**

9:00 Business Meeting  
9:15 Doug Mallett, MNW Energy – Lease of Mineral Rights on County Property  
9:30 Mike Lloyd, OSU Extension – Agency Update  
10:00 Ellen Howard, Aurelius Township  
10:30 Tim Marty, Superintendent of Buildings & Grounds – HVAC Update  
1:30 Dawn Rauch, Washington-Morgan Community Action Program – CHIP Application

**UNFINISHED BUSINESS**

Contract for Purchase of Electricity  
Resolution to Transfer Oversight of EMA from Commissioners to Sheriff

**NEW BUSINESS**

Approve Agenda  
Approval of previous meeting's minutes  
Bills from various departments  
Additional Appropriation – Sheriff  
Additional Appropriation – Family & Children First  
Transfer – Sheriff (4)  
Transfer – Soil & Water Conservation  
Then & Now's  
Travel – Engineer  
Ohio Dept. of Rehabilitation and Correction Subsidy Grant Agreement  
Recommendation to Award Juvenile Center Roof Replacement Project Contract  
Summer Employment Contract, JFS  
Engineer – Request from City of Belpre for Permissive Sales Tax Allocation  
Engineer – Contract with United Sealing, Inc. for Repair of County Road 4  
Engineer – Contract with Bob Lane's Welding for Repair of Landslip on CR 56  
Engineer – Bid Specifications for County Road 4 Resurfacing Project

**INFORMATION**

Annual Township Trustees Meeting, 6:00 p.m., **Today**, Our Lady of Mercy, Lowell  
Courthouse Closed, **Monday**, May 26, in observance of Memorial Day  
Council of Governments, 10:00 a.m., **Friday**, May 30, Lori's in Caldwell

**RE: AGENDA**

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

Add: 1:15 Jamie Vuksic, Children Services  
Discussion of Dog & Kennel Program  
Juvenile Court Funding Application Update  
Delete: 10:00 Ellen Howard, Aurelius Township  
10:30 Tim Marty, Superintendent of Buildings and Grounds – HVAC Update

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:

Sheriff	210-0388-57400	\$ 700.00
Family & Children First	602-2031-53000	\$ 25,000.00

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

**RE: TRANSFERS**

Mr. 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>
Sheriff	200-0382-51120	200-0382-51101	\$ 0.59
	200-0369-51120	200-0369-51101	\$ 143.31
	200-0363-53202	200-0363-51101	\$ 1.80
	100-0381-51101	100-0380-51101	\$ 0.29
	100-0381-51101	100-0385-51101	\$ 0.49
	100-0381-51101	100-0392-51101	\$ 0.59
Soil & Water Conservation	200-2040-54000	200-2040-53700	\$ 600.29
	200-2040-54000	200-2040-53301	\$ 135.66

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
Commissioners	100-0109-53100	AEP	\$ 646.94
DJFS	200-0720-57400	Southeastern Electronic Security	\$ 199.00
Sheriff's Department	210-0388-57400	Zides Sport Shop	\$ 1,771.00
Sheriff's Department	100-0385-52000	Speedway	\$ 130.20

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

**RE: TRAVEL REQUEST**

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

Engineer

Keith Sargent: One-day trip to Columbus to attend testing session for commercial chemical spraying license; May 21, 2014.

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

**RE: OHIO DEPARTMENT OF REHABILITATION AND CORRECTION SUBSIDY GRANT**

Mr. White moved and Mr. Irvine seconded a motion to approve a Subsidy Grant Agreement with the Ohio Department of Rehabilitation and Correction for the amount of \$60,000.00 payable in four equal installments during the period July 1, 2014 to 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: JUVENILE CENTER ROOF REPLACEMENT PROJECT**

Mr. Irvine moved and Mr. White seconded a motion to award a contract for the replacement of the roof at the Washington County Juvenile Center to Tri-State Roofing, Inc., for the amount of \$131,490.00, the lowest of three sealed bids opened on May 15, 2014, upon the review and recommendation of project architect David Haught of DLH Design, LLC.

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

**RE: SUMMER YOUTH EMPLOYMENT CONTRACT**

Mr. Irvine moved and Mr. White seconded a motion to approve a summer youth employment contract for Quinton Webb for the period May 27, 2014 through August 31, 2014, at the hourly

rate of \$7.95, and to allow Mr. Feathers to sign the contract, as prepared and requested by Candy Nelson, Job and Family Services.

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

**RE: REQUEST FROM CITY OF BELPRE FOR PERMISSIVE TAX FUNDS**

Mr. Irvine moved and Mr. White seconded a motion to approve a request from the City of Belpre for \$50,000 in Permissive Tax funds to be applied to the repair of a section of Drag Strip Road, project cost estimate of \$102,000, as recommended 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: CONTRACT WITH UNITED SEALING, INC., FOR REPAIR OF COUNTY ROAD 4**

Mr. White moved and Mr. Irvine seconded a motion to approve a contract with United Sealing, Inc., in the amount of \$21,000.00 to apply chip/seal surface to portions of County Road 4 and County Road 60, 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 aye. Motion passed.

**RE: CONTRACT WITH BOB LANE'S WELDING, INC., FOR REPAIR OF LANDSLIP**

Mr. Irvine moved and Mr. White seconded a motion to approve a contract with Bob Lane's Welding, Inc., in the amount of \$10,730.51, for the emergency repair of a landslip on County Road 56, 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 aye. Motion passed.

**RE: BID SPECIFICATIONS FOR COUNTY ROAD 4 RESURFACING PROJECT**

Mr. White moved and Mr. Irvine seconded a motion to approve the specifications and bid package for the County Road 4 resurfacing project, cost estimate \$416,056, 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: LEASE OF COUNTY-OWNED PROPERTY MINERAL RIGHTS**

Doug Mallett from MNW Energy, LLC presented a check in the amount of \$1,252,407.50 to the Commissioners, representing payment for the lease of mineral rights to Protégé Energy III.

Mr. Irvine moved and Mr. White seconded a motion to approve the Ratification of Oil and Gas Lease in favor of MNW Energy, LLC, for the exclusive leasing of approximately 264.50 acres of County-owned property near the Washington County Home for the purpose of seeking out and removing oil and/or gas in accordance with the lease dated January 9, 2014.

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 acknowledge receipt of \$1,252,407.50 from MNW Energy, LLC, and accept it, as consideration paid for the Oil and Gas Lease and the Memorandum of Oil and Gas Lease between Washington County and MNW Energy covering approximately 264.50 acres, with deduction of \$3,967.50 having been paid to Theisen-Brock, LPA, for Legal Fee Agreement.

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

Mr. Mallett noted this payment is for the lease of mineral rights over a five-year period. He said Protégé has recently paid out over \$31,000,000 in Washington County, and that amount is likely to reach \$40,000,000 in the near future. He said these payments are for mineral rights, and payments of royalties will be additional.

Commissioner Irvine thanked Mr. Williams for participating in the process of leasing property near the County Home, showing due diligence in protecting the areas residents use and restricting it from use for oil and gas purposes (approximately 70 acres).

The Commissioners discussed options for the deposit of this one-time payment for the lease of mineral rights. In their discussion they noted:

- This is a one-time receipt of a significant amount of money, and it should not be used for current operating expenses.

- A new Budget Stabilization Fund, or “Rainy Day Fund”, has recently been created and should now be utilized.
- The funds should be retained for future responsible use.
- If the intent of the Budget Stabilization Fund is to have a reserve for use in times of emergencies then, with a County General budget of approximately \$18,000,000, there needs to be a substantial deposit into it with this receipt.
- Every eleven years the County has a 27<sup>th</sup> pay, which would cost about \$278,000 if it was this year. Although that won’t occur until the year 2021, the County needs to be prepared for it.
- The County has a long-range plan for capital projects, and it is prudent to preserve a large portion of this receipt to address items in that plan.

Mr. White moved and Mr. Irvine seconded a motion to deposit as follows the receipt of \$1,252,407.50 from the lease of mineral rights:

Budget Stabilization Fund	\$ 450,000.00
Capital Projects Fund	\$ 802,407.50

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

The Commissioners clarified that the intended use of the funds deposited in the Budget Stabilization Fund, although subject to change, is the 27<sup>th</sup> pay in a subsequent year.

They also agreed the intended use of the funds deposited in the Capital Projects Fund is to address items in the County’s long-range capital plan prepared by Tim Marty, Superintendent of Buildings and Grounds, as follows, and subject to periodic revision:

**2014 – 2018 Building and Grounds Projected Maintenance Forecast**

**1. Courthouse / Annex / Annex II**

**Courthouse 1<sup>st</sup> Floor**

- Four heat pumps replaced - \$24,000.00
- Water fountain replaced - \$ 1,000.00
- Cooling tower storage tanks replaced - \$ 19,000.00
- Heat exchangers replaced - \$ 20,000.00
- Adult Probation / Carpets replaced in all offices - \$ 7,700.00
- B.O.E. / Carpets replaced in all areas – \$ 5,300.00
- B.O.E. / Walls repainted in all areas - \$2,400.00
- Ladies restroom / New vanity and sink replaced - \$1,400.00
- Ceiling tile and track replaced in main ramp hallway - \$1,300.00

**2. Courthouse 2<sup>nd</sup> Floor**

- Five heat pumps replaced - \$ 30,000.00
- Water fountain replaced - \$1,000.00
- Small hallway repainted - \$1,000.00
- Tax Map Office areas repainted - \$ 2,700.00
- Employee Lounge carpeting replaced- \$ 1,700.00
- Employee Lounge repainted - \$900.00
- Auditor’s Office / Fiscal areas repainted - \$2,400.00

**3. Courthouse 3<sup>rd</sup> Floor**

- Five Heat pumps replaced - \$30,000.00
- Water Fountain replaced - \$ 1,000.00
- Courtroom A and affiliated offices - \$ 12,800.00
- Courtroom B re-carpeted and Jury Room - \$9,200.00
- Courtroom B affiliated offices repainted and Jury room B - \$2,800.00
- Clerk of Courts repainted - \$ 1,800.00
- Courtroom dome restoration of art work - \$ 19,000.00

**4. Courthouse 4<sup>th</sup> Floor**

- Five heat pumps replaced - \$ 30,000.00
- Offices repainted - \$ 3,700.00
- Restrooms / Wallpaper removed and walls repainted - \$ 1,800.00
- Vinyl baseboards replaced in hallways - \$ 1,300.00

**5. Courthouse General**

- Courthouse rubber roof and insulated sheets replaced with 20 year model existing roof dates to 1993 - \$140,000.00
- Courthouse 1<sup>st</sup> floor exterior entrance tunnel walls painted & repaired - \$ 2,000.00

## **6. Annex 1<sup>st</sup> floor – 3<sup>rd</sup> floor**

- Walls above marble repainted, public restrooms and divider stalls repainted - \$3,900.00
- Annex water fountains replaced - \$ 3,000.00
- I.T. office repainted - \$ 900.00
- Emergency Management Office repainted - \$400.00
- Juvenile / Probate interior offices and interior rooms repainted - \$ 4,200.00
- 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> floor ceiling tile and discolored track replaced in main hallways - \$5,900.00
- Annex front and rear stairwells repainted - \$ 1,800.00
- Annex air handler plumbing, equipment repair and replacement - \$ 20,000.00

## **7. Annex II / Commissioners & Sheriff Bldg.**

- Hallways repainted, bathrooms repainted in Annex II - \$2,800.00
- Building Department repainted - \$ 2,900.00
- Building Department carpeting replaced in all areas - \$ 3,900.00
- State Auditor's Office carpet replaced - \$ 1,000.00
- Annex II furnace HVAC replacement - \$ 15,000.00
- Commissioners office hot water tank and expansion tank replaced - \$ 1,300.00
- Commissioners office rear security door and jamb replacement - \$3,200.00
- Commissioners office – redo of walls in front and rear restrooms and ceilings - \$3,200.00
- Commissioners office bldg. / Front repainting on Putnam Street, Trim and Building Front - \$ 15,000.00

## **8. Courthouse / Annex II / Annex I / Commissioners & Sheriff Bldg.**

- Complete replacement of 265 exterior windows with Low E coated insulated glass, exterior bronze aluminum frames with screens and all labor - \$ 713,650.00

## **9. OSU Extension Office / Family Children First**

- HVAC / Cinders and Furnaces - \$ 30,000.00
- Plumbing upgrades - \$ 10,000.00
- Possible roof / shingles replacement - \$ 18,000.00

## **10. Health Department Complex**

- Complex Air handler replacement - \$ 28,000.00
- HVAC Equipment condensers & window units for complex - \$ 16,000.00
- Interior hallways, offices, restrooms and door painting / East and West wing - \$12,000.00
- Carpet replacement for east wing upstairs / downstairs for east wing - \$ 14,000.00
- VCT Tile replacement in stairwells - \$ 3,000.00

### **RE: JAMIE VUKSIC, CHILDREN SERVICES**

Jamie Vuksic, Director of Washington County Children Services, expressed his appreciation to the Commissioners for the recent transfer of \$90,000 from the Department of Job and Family Services to Children Services. He also noted they are seeking out additional services and resources that might be available to Children Services.

Mr. Vuksic informed the Commissioners that due to an oversight one employee was not awarded a deserved promotion from Case Worker I to Case Worker II. He intends to promote the staff member, retroactive to January 1, 2014. The agency will be able to absorb the cost of this promotion in existing budgeted funds, as there is an upcoming mid-year retirement.

### **RE: JUVENILE COURT FUNDING APPLICATION UPDATE**

Mr. Irvine moved and Mr. White seconded a motion to approve a Juvenile Court Funding Application Update for the Ohio Department of Youth Services Subsidy Grant, and to allow Mr. Feathers to sign the document, as prepared and requested by Probate/Juvenile Court.

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

### **RE: CHIP APPLICATION**

Mr. Irvine moved and Mr. White seconded a motion to approve a resolution authorizing and directing the President of the Board of Commissioners to submit an application with the Ohio Development Services Agency, Office of Community Development, for a grant to conduct a Community Housing Impact and Preservation (CHIP) Program in Washington County in 2014, and to allow him to sign the following related documents, as prepared and recommended by Dawn Rauch, Washington-Morgan Community Action Program:

Applicant/Recipient Disclosure/Update Report  
Environmental Review Documentation and Certification Form  
2014 CHIP Agreement

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. Irvine seconded a motion to approve the 2014 CHIP Fair Housing Contract, as requested by Dawn Rauch, Washington-Morgan Community Action Program.

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 2014 CHIP Activity Designation, as prepared and requested by Dawn Rauch, Washington-Morgan Community Action Program, and as follows:

Funding Amounts

Washington County	\$ 450,000
City of Belpre	<u>175,000</u>
Total	\$ 625,000

Final Activities

Private Owner Rehabilitation	\$ 404,800	11 units
Home Repair (owner)	145,200	16 units
Administration	<u>75,000</u>	
Total	\$ 625,000	

Fair Housing (Program Income) \$ 5,000

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

**RE: DOG & KENNEL**

President Feathers initiated discussion of the Dog & Kennel Fund, the Humane Society and the Dog Warden. He said the significant annual investment to the Humane Society from County funds warrants from them some level of accounting for the uses of those funds. He noted the County continues to support the Humane Society financially, but the most recent contract for such arrangement is several years old.

Mr. White said he recently received a financial statement from the Humane Society but he hasn't yet had opportunity to review it.

Mr. Irvine moved and Mr. White seconded a motion to table discussion of the Dog & Kennel Fund and the contract for services from the Humane Society.

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

**RE: CONTRACT FOR PURCHASE OF ELECTRICITY**

Mr. Irvine moved and Mr. White seconded a motion to return from Unfinished Business discussion of the purchase of electricity via multi-month contract.

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

Commissioner Irvine noted the following rates were received this date:

Palmer Energy

Border \$ 0.07260 kWh, large accounts  
\$ 0.07144 kWh, small accounts

Buckeye Energy

MidAmerican \$ 0.06862 kWh  
Direct Energy \$ 0.06899 kWh  
First Energy \$ 0.06430 kWh

Conversation with Tom Bellish from Buckeye Energy confirmed the County will participate in the City of Marietta aggregation program with First Energy to receive the rate of \$0.0643 for 36 months, beginning in September 2014. He said he will request the County's 22 small accounts outside the City limits to be included in the plan, and he will request the \$0.06899 rate for the

period up to September 2014 when the program begins. He agreed to facilitate the transfer of all accounts as appropriate, and he indicated billing will continue through AEP.

Mr. Irvine moved and Mr. White seconded a motion to approve contracting with First Energy, through Buckeye Energy, for the purchase of electricity at the rate of \$0.0643 kWh through the City of Marietta aggregation program, subject to the Prosecutor's review of First Energy's contract.

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

**RE: OSU EXTENSION**

Mike Lloyd from the OSU Extension Office updated the Commissioners on projects and activities of the Extension Office. Also attending was County Auditor Bill McFarland.

Mr. Lloyd noted:

- He appreciates the opportunity for members of his staff to periodically share with the Commissioners what they are doing in this community.
- He has been with OSU Extension since about 1987, and has worked not only in Washington County, but also in Noble and Monroe Counties. He said he is currently the Director in Washington County.
- There is a need to replace signage at the Extension Office, and he will consult with the Building Department for guidance and permit(s).
- The Extension Office will likely hire next year a part-time manager for Camp Hervida.

**RE: COMMENTS FROM VISITOR**

County Auditor Bill McFarland informed the Commissioners state legislators are working on the mid-biennium budget bill, and there are likely to be several items impacting Washington County. He suggested the Commissioners pay particular attention to provisions pertaining to operation and oversight of Emergency Management Agencies.

**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 3:10 p.m.

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

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

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

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