

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON JUNE 19, 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, Warren Township Trustees Jeff Knowlton and Joseph Vickers, County Engineer Roger Wright, Justin Hearn from WMOA Radio, and Clerk Rick Peoples.

**Washington County Commissioners  
AGENDA  
9:00 a.m., June 19, 2014**

9:00 Business Meeting  
10:00 Bid Opening, HVAC Project, Job and Family Services  
10:30 Mark Wile – Chief, Warren Volunteer Fire Department  
1:30 Michael Gray, SpyGlass, Project Update

**UNFINISHED BUSINESS**

Dog & Kennel Fund and Contract with Humane Society  
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 - Auditor  
Additional Appropriation – Family & Children First  
Additional Appropriation – Sheriff  
Additional Appropriation – Common Pleas Court  
Transfer – Family and Children First  
Then & Now's  
Travel – Child Support Enforcement Agency  
Travel – Commissioners  
Commissioners' Request to Budget Commission for Amended Certificate  
Correction to Memorandum of Oil and Gas Lease  
Mandated Share, Job and Family Services  
Assurance Statement for Fiscal Year 2015, Family & Children First  
Help Me Grow Contract and Disclosure Form, Family & Children First  
Change Order #1, 2013 CDBG Allocation, Village of Beverly Generator Project  
Contract with Tri-State Roofing, Juvenile Center Roof Replacement Project  
Change Order #1, Tri-State Roofing  
Engineer – Change Order, Bob Lane's Welding, CR 56 Landslip Repair (2)  
Engineer – Notice of Commencement, Shelly & Sands, 2014 Asphalt Paving  
Engineer – Change Order, Shelly & Sands, 2013 Asphalt Paving  
Engineer – Selection of Contractor for CR 4/79 Resurfacing Project  
Engineer – Contract with Shelly & Sands, CR 4/79 Resurfacing Project  
Engineer – Specifications and Bid Packet for Millcreek Road Project  
Engineer – Road Use Maintenance Agreement, Fearing Township

**INFORMATION**

"Shale and You" Presentation, 8:00 a.m., **Friday**, June 20, WSCC  
Annual RSVP Dinner, 6:00 p.m., **Monday**, June 23  
Courthouse Closed, **Friday**, July 4, Independence Day

**RE: AGENDA**

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

Add: 2:15 Bill McFarland, County Auditor – Social Media Control Policies

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 approve the minutes of the Commissioners' June 12, 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. 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:

Auditor	200-0106-57400	\$ 2,000.00
Family & Children First	602-2034-55204	\$ 5,000.00
Sheriff	200-0383-54400	\$ 25,146.00
Common Pleas Court	200-0207-52000	\$ 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: TRANSFER**

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

	<u>From</u>	<u>To</u>	<u>Amount</u>
Family & Children First	602-2033-53000	602-2033-53203	\$ 23.85

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
Clerk of Courts	200-0234-54000	Troy Cook	\$ 165.00
Job and Family Services	200-0720-59000	Frontier Local Schools	\$ 473.55
Job and Family Services	200-0720-59000	Ketel 1 Team Wear	\$ 247.18
Job and Family Services	200-0720-59000	City of Marietta	\$2,042.59
Job and Family Services	200-0720-59000	Village of New Matamoras	\$ 367.17
Job and Family Services	200-0720-59000	Village of Lowell	\$ 147.51
Job and Family Services	200-0720-59000	Village of Lowell	\$4,545.17

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. Irvine moved and Mr. White 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, Betty Lynch: One-day trip to New Lexington for Quarterly Fiscal Meeting; June 17, 2014 (retroactive).

Commissioners

Ron Feathers: Two-day trip to Columbus to attend Judicial Opiate Symposium; June 29-30, 2014.

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

**RE: AMENDED CERTIFICATE**

Mr. White moved and Mr. Irvine seconded a motion to approve a request to the Budget Commission for an Amended Certificate for the following funds in the indicated amounts, as recommended by County Auditor Bill McFarland:

100-0104	Budget Stabilization	\$	450,000.00
200-0106	Unclaimed Monies	\$	18,562.09
300-0599	Capital Projects	\$	802,407.50

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

**RE: CORRECTION TO MEMORANDUM OF OIL AND GAS LEASE**

Mr. Irvine moved and Mr. White seconded a motion to table a request from MNW Energy to sign a Correction to Memorandum of Oil and Gas Lease, pending review of document by the County's attorney for mineral rights leases.

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

**RE: MANDATED SHARE, JOB AND FAMILY SERVICES**

Mr. Irvine moved and Mr. White seconded a motion to approve the mandated share for fiscal year beginning July 1, 2014, as prepared and requested by Ruth Burdette, Job and Family Services, for a total of \$173,086.00, distributed monthly in the approximate amount of \$14,423.00.

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

**RE: ASSURANCE STATEMENT FOR FISCAL YEAR 2015, FAMILY & CHILDREN FIRST**

Mr. Irvine moved and Mr. White seconded a motion to approve the Family & Children First Assurance Statement for Family & Children First State Funding for Fiscal Year 2015, as prepared and recommended 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: HELP ME GROW CONTRACT AND DISCLOSURE FORM, FAMILY & CHILDREN FIRST**

Mr. White moved and Mr. Irvine seconded a motion to approve a contract with the Ohio Department of Health for the Help Me Grow Central Coordination, contract FAM-33021T-81, for the period July 1, 2014 through June 30, 2015, in the amount of \$29,554.00, and the Standard Affirmation and Disclosure Form, and for Mr. Feathers to sign the documents, as prepared and 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: CHANGE ORDER #1, VILLAGE OF BEVERLY CDBG PROJECT**

Mr. White moved and Mr. Irvine seconded a motion to approve Change Order #1 for the Village of Beverly Community Development Block Grant (CDBG) Generator Project, extending the completion date by 39 calendar days to July 31, 2014, with no change in contract amount, and to allow Mr. Feathers to sign the Change Order, 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: CONTRACT WITH TRI-STATE ROOFING & SHEET METAL FOR JUVENILE CENTER ROOF REPLACEMENT**

Mr. White moved and Mr. Irvine seconded a motion to approve a contract with Tri-State Roofing & Sheet Metal Company to replace the roof on the Washington County Juvenile Center, for the amount of \$131,490.00, and to allow Mr. Feathers to sign the Contract, as prepared and recommended by David Haught, Project Architect.

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

**RE: CHANGE ORDER #1, JUVENILE CENTER ROOF REPLACEMENT PROJECT**

Mr. Irvine moved and Mr. White seconded a motion to approve Change Order #1 for the Juvenile Center Roof Replacement Project, contractor Tri-State Roofing & Sheet Metal Company, adding \$3,390.00 to the contract amount of \$131,490.00, for a total revised amount of \$134,880.00, to contract for air monitoring and disposal fees, as prepared and requested by David Haught, Project Architect.

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

**RE: CHANGE ORDERS, BOB LANE'S WELDING, CR 56**

Mr. Irvine moved and Mr. White seconded a motion to approve the following change orders for County Road 56 landslip repairs, contractor Bob Lane's Welding, as prepared and recommended by County Engineer Roger Wright:

<u>Number</u>	<u>Contractor</u>	<u>Original Contract Amount</u>	<u>Add/(Delete)</u>	<u>Revised</u>
1	Bob Lane's Welding	\$ 10,730.51	\$2,006.80	\$12,737.31
1	Bob Lane's Welding	\$ 17,288.14	\$ 92.90	\$17,381.04

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

**RE: NOTICE OF COMMENCEMENT, 2014 ASPHALT PAVING PROJECT**

Mr. White moved and Mr. Irvine seconded a motion to approve the Notice of Commencement for the 2014 Asphalt Paving Project, contractor Shelly & Sands, Inc., and to allow Mr. Feathers to sign the Notice, 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: CHANGE ORDER #1, 2013 ASPHALT PAVING PROJECT**

Mr. White moved and Mr. Irvine seconded a motion to approve Change Order #1 for the 2013 Asphalt Paving Project, contractor Shelly & Sands, Inc., in the amount of \$42,882.00, bringing the new contract total to \$1,173,698.50, a result of overrun of 500 tons of asphalt on CR 16, and the intersection of CR 375 and CR 42, 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: SELECTION OF CONTRACTOR FOR CR 4/79 RESURFACING PROJECT**

Mr. White moved and Mr. Irvine seconded a motion to approve the selection of Shelly & Sands, Inc., for the County Road 4/79 Resurfacing Project, for the amount of \$333,551.50, the only sealed bid received and opened, 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 SHELLY & SANDS, INC. FOR THE CR 4/79 RESURFACING PROJECT**

Mr. Irvine moved and Mr. White seconded a motion to approve a contract with Shelly & Sands, Inc., for the County Road 4/79 Resurfacing Project, in the amount of \$333,551.50, as prepared 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: SPECIFICATIONS AND BID PACKET FOR MILLCREEK ROAD PROJECT**

Mr. White moved and Mr. Irvine seconded a motion to approve the specifications and bid packet for the Millcreek Road Widening and Resurfacing Project, 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: ROAD USE MAINTENANCE AGREEMENT**

Mr. White moved and Mr. Irvine seconded a motion to approve a Road Use Maintenance Agreement (RUMA) with EdgeMarc Energy Holdings, LLC, for its use of approximately 1.6 miles of Stanleyville Narrow Road, 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: COMMENTS FROM VISITOR**

Warren Township Trustee Jeff Knowlton informed the Commissioners that Silver Globe Road may have to be closed for some major repairs, including replacement of deteriorated culvert and installation of a headwall. He indicated he will apply for funds from the Ohio Public Works Commission. Mr. Knowlton said he is aware of at least two other Warren Township roads in

need of repair.

**RE: BID OPENING, JOB AND FAMILY SERVICES HVAC PROJECT**

Project Architect David Haught, at the invitation of President Feathers, opened three sealed bids for the Washington County Department of Job and Family Services HVAC Project. Attending were:

Jeff Knowlton, Warren Township Trustee  
Joseph Vickers, Warren Township Trustee  
Gary Doan, Muskingum Township Trustee  
Julia Wharton, Tropic Air  
Chase Hughes, Morrison, Inc.  
Tom Ballengee, Director, Job and Family Services

After describing the project, Mr. Haught read aloud the following bids:

<u>Contractor</u>	<u>Base Bid</u>	<u>Performance Bond</u>	<u>Total Bid</u>
Morrison, Inc.	\$ 299,375.00	\$ 5,600.00	\$ 304,975.00
Steers Heating & Cooling, Inc.	\$ 249,945.00	\$ 3,455.00	\$ 253,400.00
Tropic Air, Inc.	\$ 293,950.00	\$ 5,800.00	\$ 299,750.00

Mr. Haught said each of the bids included acknowledgement of addendum 1, a bid bond, a non-collusion statement, a drug-free workplace certificate, and a non-delinquent taxes confirmation. He noted the apparent low bid is from Steers Heating & Cooling, Inc., and it is within the \$317,500.00 project estimate.

President Feathers asked Mr. Haught to review the bids and return with a recommendation on Thursday, June 26, 2014.

**RE: MARK WILE, CHIEF, WARREN VOLUNTEER FIRE DEPARTMENT**

Mark Wile, Chief of the Warren Township Volunteer Fire Department, talked with the Commissioners about the proposed transfer of oversight of the Emergency Management Agency from the Commissioners to the Sheriff. He said as President of the organization, he represents the Washington County Fire Chiefs' Association. Accompanying Mr. Wile were Sheena Belt from the Warren Township Volunteer Fire Department and Matthew Belt from the Oak Grove Volunteer Fire Department.

Mr. Wile offered his thoughts pertaining to the EMA proposal:

- The Sheriff said services will improve, but he didn't indicate how they would improve.
- It has been said the EMA is not now held accountable. Mr. Wile suggested the EMA Director is indeed accountable, particularly to the Board of County Commissioners and to the State EMA.
- If the current system isn't "broken", then why try to "fix" it?
- The Sheriff said he can provide 24/7 service. EMA, however, does not warrant 24/7 service, according to Mr. Wile.
- Daily reporting of EMA Director to his supervisor is probably not necessary, and would likely interfere with his job responsibilities.
- The Commissioners should regularly and routinely evaluate their employees, including the EMA Director, for the benefit of all concerned.
- The Commissioners should review and update the job description for the EMA Director, and communicate it with him.
- Allocation and distribution of funds is not a concern, contrary to published reports.
- Particular incidents require fire chiefs to be in command at the scene, not the Sheriff or anyone else.
- The Sheriff's knowledge of law enforcement doesn't necessarily make him the ideal person to oversee EMA.

Mr. Wile indicated he has a good working relationship with both the EMA Director and the Sheriff. He said of the EMA Director:

- He is doing a good job.
- He has compiled a Homeowner's Emergency Plan, a Responders' Manual, and a Fire and EMS Directory, all of which are useful and widely distributed.
- He has made significant improvements in the Local Emergency Planning Committee (LEPC), including forming committees, publishing a monthly newsletter, and conducting on-site emergency drills.

Mr. Wile said he is concerned that the EMA Director doesn't have good direction as to what is expected of him, as an up-to-date job description hasn't been shared with him. He said the EMA Director may be doing much of what he should be doing, but lack of communication with, and supervision from, the Commissioners makes it impossible to verify that.

Commissioner White said his primary concern is the safety and care of Washington County residents and property during those “unknown” disasters. He said he believes we are not adequately prepared to appropriately respond, and that the LEPC is failing in its responsibility.

Mr. White and Mr. Wile agreed that a *fix* isn’t needed for EMA, but *improvement* is.

President Feathers said his main concern is that the Commissioners don’t have the experience or knowledge to oversee emergency operations during times of disaster, and the current arrangement isn’t in the best interests of Washington County citizens. He said he believes the Sheriff is better equipped to oversee EMA. He also noted he has yet to see a plan developed to address all aspects of responding to emergencies, and he fears the County is ill-prepared at this time.

Mr. Wile suggested options pertaining to EMA:

1. Leave the organization and oversight as it is, but require improvements.
2. Transfer oversight of EMA to a board of 5 or 7 members, likely to include a township trustee, a fire chief, a law enforcement representative, and an industry representative.
3. Enter into a collaboration or consortium with another county, or counties, to provide EMA services.

Commissioner Irvine said the ongoing discussion about EMA is not personal, but is intended solely to do what is in the best interest of the County. He indicated the Commissioners received a proposal and were obligated to learn more about it. Undoubtedly, he said, this will result in better communication and emergency readiness.

Mr. White noted there is room for improvement, and the Commissioners are seeking input from a variety of sources. He reiterated he is not trying to marginalize anyone, but that he believes the Sheriff has a structure currently in place that can better oversee operation of EMA. The Commissioners all agreed they will not have a Sheriff’s deputy serve in the capacity of EMA Director.

Ms. Belt and Mr. Belt said they believe it would be very effective to have EMA reporting directly to a newly-appointed board, which can provide insight and perspective from all facets of Washington County.

Mr. Wile thanked the Commissioners for inviting the Fire Chiefs’ Association to comment on this EMA proposal.

**RE: SPYGLASS**

Michael Gray from SpyGlass talked with the Commissioners and IT Director Gerry Lockhart about his review of telephone bills. He noted he and Mr. Lockhart have worked together to determine that the County receives and pays for services that are no longer needed. They also noted several telephone invoices include taxes that should not be paid by the County.

Mr. Gray said that between the elimination of services not needed and taxes that should not be paid, the savings are significant. He reviewed his contractual agreement with the County, which requires payment to SpyGlass for a portion of the cost reductions. He noted that because AT&T wasn’t even able to determine what particular charges and/or lines are for, he will request a refund to the County of three years of related charges. Mr. Gray said this is not unusual, as he has found similar inappropriate charges in many other entities.

The Commissioners authorized Mr. Gray to proceed with termination of specific lines and services, and to ensure others aren’t needed before terminating them. They also directed him to pursue maximum refund from AT&T, and to provide a complete report of changes, savings, reductions, refunds, and charges for SpyGlass services rendered.

**RE: COUNTY AUDITOR BILL MCFARLAND**

County Auditor Bill McFarland shared with the Commissioners a presentation document he recently received pertaining to “social media control” policies. He encouraged the Commissioners and/or Director of Human Resources to determine if the County has such a policy in place and, if not, to consider implementing one.

**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 2:30 p.m.

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

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

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

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

