

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON JULY 31, 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, Danielle Staub from WTAP TV, Justin Hearn from WMOA Radio, Amanda Nicholson from *The Marietta Times*, Shelly Vincent from the Commissioners' Office, and Clerk Rick Peoples.

**Washington County Commissioners**  
**AGENDA**  
**9:00 a.m., July 31, 2014**

9:00 Business Meeting  
9:30 Darla Miller, Director of HR - Workers' Comp Group Retrospective Rating Enrollment

**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 – Board of Developmental Disabilities (2)  
Minus Appropriation – Common Pleas Court  
Transfer – Common Pleas Court  
Transfer – Auditor  
Then & Now's  
Travel – Building Department  
Travel – CSEA (3)  
Travel – Family & Children First (2)  
Recognition of Michael Steinel  
Approval of Ballot Language, Children Services Levy  
Contract with Christopher Wilson for Interim Building Inspection Services  
Appointment to Board of Developmental Disabilities  
Letters to Delinquent Sewer Account Holders  
Certification of Delinquent Sewer Accounts to County Auditor  
Engineer – Notice of Commencement, Mill Creek Road Improvements Project  
Engineer – LPA Agreement Amendment #2, Mill Creek Road Improvements Project  
Engineer – Request from Marietta Township for Road Use & Maintenance Agreement  
Engineer – Request for Signature Authority on MR-505 Permits

**INFORMATION**

Monthly County Home Meeting, 8:30 a.m., **Tuesday**, August 12  
Finance Committee Meeting, 10:00 a.m., **Tuesday**, August 19

**RE: AGENDA**

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

Add: Notice of Retirement, County Home Administrator Ted Williams

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 July 24, 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:

Developmental Disabilities	200-0620-51105	\$170,000.00
	200-0620-54400	\$ 16,000.00

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

**RE: MINUS APPROPRIATIONS**

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

Common Pleas Court	215-0206-51001	\$ (914.42)
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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>
Common Pleas Court	215-0206-51001	215-0206-51102	\$ 3,126.82
	215-0206-51001	215-0206-51101	\$ 323.85
	215-0206-51001	215-0206-51104	\$ 6,643.02
Auditor	200-0703-57500	200-0703-57400	\$ 127.94

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	100-0109-55200	Specialty Metal Services	\$ 1,105.00
MR/DD	200-0620-54400	Poynter's	\$ 3,750.00
DJFS	200-0720-57400	CWS- The Document Solution	\$ 730.00
DJFS	200-0720-59000	Betsy Mills Child Care	\$ 254.40

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:

Building Department

Mike Stalnaker, Russ Metz: Four-day trip to Independence, Ohio to attend Western Section IAEI 110<sup>th</sup> Annual Meeting; September 21-24, 2014.

Child Support

Kim Hinkle, Denise Hinton: Two-day trip to Newark to attend OCDA Partners' Summit; July 22-23, 2014 (retroactive).

Kim Hinkle, Denise Hinton, Betty Lynch: One-day trip to Caldwell to attend Document Imaging System training; July 24, 2014 (retroactive).

Kim Hinkle, Denise Hinton: One-day trip to Lancaster to attend Advanced Hearing Officer training; August 28, 2014.

Family & Children First

Cindy Davis: One-day trip to Columbus to attend Ohio Family & Children First Coordinators' Association meeting; August 22, 2014.

Cindy Davis: One-day trip to Columbus to attend Governor's Early Childhood Standards and Assessment Project Team meeting; August 12, 2014.

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

**RE: RECOGNITION OF MICHAEL STEINEL**

Commissioner White commented on the accomplishments of Washington County resident Michael Steinel, who, at age 17, participates in national and international shooting sport competitions, including the Junior Olympics, the Rifle/Pistol National Championships, and the International Shooting Sport Federation World Championships. Mr. White said Michael has been very successful, and is a fine representative of Washington County and the State of Ohio.

Mr. Irvine moved and Mr. White seconded a motion to adopt the following resolution:

**WHEREAS**, Washington County resident Michael Steinel recently competed in national rifle competitions, including the Junior Olympics at the Olympic Training Center in Colorado Springs, Colorado, and the Rifle/Pistol National Championships in Fort Benning, Georgia; and

**WHEREAS**, Michael Steinel, at age 17, placed high enough in both the Junior Olympics and National Championships to earn a position on the International Shooting Sport Federation World Championship team; and

**WHEREAS**, in July of 2014 Michael Steinel will compete in the American Legion 3 Position Air Rifle National Championships at the Olympic Training Center, where he will also, over the period of two to three weeks, work with the World Championship team and coaches; and

**WHEREAS**, in September of 2014 Michael Steinel will travel to Granada, Spain to compete in the 2014 International Shooting Sport Federation World Championships, representing the United States.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of Washington County, Ohio recognizes the accomplishments of Washington County resident Michael Steinel, acknowledges his success in the field of shooting sports, and wishes him well as he continues to represent Washington County, the State of Ohio, and the United States of America with pride and honor.

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

**RE: APPROVAL OF BALLOT LANGUAGE, CHILDREN SERVICES LEVY**

Mr. Irvine moved and Mr. White seconded a motion to approve the ballot language for the November 4, 2014 election specific to the Children Services Levy, as prepared by the Washington County Board of Elections and approved by the Secretary of State, as follows:

*A majority affirmative vote is necessary for passage.*

*An additional tax for the benefit of Washington County for the purpose of Providing funds to support the Washington County Children Services Board for the care and placement of children in particular for child abuse and neglect prevention services at a rate not exceeding fifty-five hundredth mill (0.55) for each dollar of valuation, which amounts to five and five tenths cents (\$.055) for each one hundred dollars of tax valuation, for a period of ten (10) years, commencing in 2014, first due in calendar year 2015.*

\_\_\_\_\_ FOR THE TAX LEVY

\_\_\_\_\_ AGAINST THE TAX LEVY

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

Commissioners Irvine commented this is the final step of approval for putting the Children Services Levy on the November ballot. He noted the first step in the process was for the Children Services Board of Directors to approve the levy attempt, and then to request the Commissioners place the levy on the ballot. The Commissioners then requested County Auditor Bill McFarland to certify the tax base and the amount of funds such a levy will generate. Upon receipt of that information from the County Auditor, the Commissioners approved the measure to be on the ballot. Mr. Irvine said the Board of Elections then drafted ballot language, which the Secretary of State approved. This action by the Commissioners approves that ballot language.

**RE: CONTRACT WITH CHRISTOPHER WILSON FOR INTERIM BUILDING INSPECTION SERVICES**

Mr. White moved and Mr. Irvine seconded a motion to approve a contract with Christopher Wilson for interim building and electrical inspector services, as needed, by the Washington County Building Department, at the following rates per hour, as requested by the Dave Sweigard, Washington County Building Department:

Electrical Plans Examiner	\$ 75.00
Building Inspector	\$ 50.00
Electrical Safety Inspector	\$ 50.00

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

**RE: APPOINTMENT OF ANN EMRICK TO THE BOARD OF DEVELOPMENTAL DISABILITIES**

Mr. Irvine moved and Mr. White seconded a motion to appoint Carolyn Ann Emrick to complete the unexpired term of Dr. Roger Anderson on the Washington County Board of Developmental Disabilities, expiring on December 31, 2014, as recommended by Susan Tilton, Superintendent, Washington County 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: NOTICE OF RETIREMENT OF COUNTY HOME ADMINISTRATOR TED WILLIAMS**

The Commissioners acknowledged receipt of a notice of retirement from County Home Administrator Ted Williams effective September 30, 2014.

Commissioner Irvine said Mr. Williams is to be congratulated on his 35 years of service to the County Home and Washington County. The Commissioners expressed their appreciation for his dedication to County Home residents and facilities over the years.

**RE: LETTERS TO DELINQUENT SEWER ACCOUNT HOLDERS**

Mr. Irvine moved and Mr. White seconded a motion to approve sending letters to the following holders of delinquent sewer accounts, requesting them to immediately pay on those accounts: Randy Norris, Frankie Burton, Lori Fox, Phil Coyner, James and Helen Hall, Katherine Casto, David Lewis, Christian Jones, Anthony and Melinda Hapney, Mike and Ashley Matheny, Carla Rasmussen, Shannon Reynolds, Sarah Carpenter, Kevin Reeder (for 10 Mill Street and 20 Mill Street), James Rhodes, Scott Tallman (for 155 Main Street), Natalie Snyder, Kareem Wright, Edward Pifer, Tammy Gearhart, Ted Williams, David Carpenter, Greg Duty and Aaron Brooker, Kimberly Hammond, Nathan and Melanie Roby, Charles Dye.

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 certifying the following delinquent sewer accounts to County Auditor Bill McFarland, requesting him to add the delinquent amounts to property tax bills: Theresa Hescht, Loren Kittle (Curt Welch), Chad and Jennifer Rowley, Dan Turner (Service Center, Rental A, Rental B, Rental, C), Donald Trembly, Victoria Campbell, Christopher and Patty Carver, Michael and Amber Moore, Jerry Biehl, Heather Mannix/Bretthauer, Daniel Brown.

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 OF MILL CREEK ROAD PROJECT**

Mr. White moved and Mr. Irvine seconded a motion to approve the Notice of Commencement of the TR 342 (Mill Creek Road) Widening and Resurfacing 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: LPA FEDERAL AGREEMENT AMENDMENT NO. 2**

Mr. Irvine moved and Mr. White seconded a motion to approve LPA Federal Agreement Amendment No. 2 for the TR 342, Mill Creek Road, Widening and Resurfacing Project, and to allow Mr. Feathers to sign the Amendment, 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: REQUEST FOR RUMA FOR MARIETTA TOWNSHIP**

Mr. Irvine moved and Mr. White seconded a motion to approve a request from the Marietta Township Trustees for the Washington County Engineer to prepare a Roadway Use and Maintenance Agreement (RUMA) on their behalf, and to allow Mr. Feathers to sign the Request for Agreement.

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

**RE: REQUEST FOR SIGNATURE AUTHORITY ON ODOT MR-505 PERMITS**

Mr. White moved and Mr. Irvine seconded a motion to authorized County Engineer Roger Wright to sign any and all ODOT Forms MR-505, Permit Application to perform work in township road right-of-way, as requested by County Engineer Roger Wright, and to adopt the following resolution:

**WHEREAS**, *the Board of Commissioners of Washington County controls township road right-of-ways; and*

**WHEREAS**, *there are occasions when it is necessary for contractors to perform work within such right-of-ways; and*

**WHEREAS**, *the Ohio Department of Transportation Form MR 505, Permit Application, is utilized by contractors seeking approval to work within such right-of-ways.*

**NOW, THEREFORE, BE IT RESOLVED** *by the Board of Commissioners of Washington County, Ohio that the Washington County Engineer is hereby designated as the "Agent" for the Board of Commissioners and is authorized to sign the Ohio Department of Transportation Forms MR 505 on behalf of the Board of Commissioners.*

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

**RE: OVERSIGHT OF EMA**

Mr. Irvine moved and Mr. White seconded a motion to return to the table consideration of a resolution to improve oversight of the Washington County Emergency Management Agency (EMA).

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

Commissioner Irvine commented a revised resolution and procedure for oversight of the Washington County EMA allows two additional entities with emergency services experience to work with the Commissioners to provide both administrative and performance review and advice. He said the Sheriff and the Fire Chiefs, as first responders and situation managers, will provide invaluable insight and suggestions for improvement.

President Feathers said this action is not intended to negatively impact command structure, but instead will assist the Commissioners with oversight and improvement of the Agency. He noted this new arrangement will provide for a panel to provide guidance in specific areas of operation, including Daily Activities, Evaluation, Job Description, Yearly Evaluation and Grant Proceeds. Mr. Feathers said this collaborative effort can only enhance the services provided by EMA, and the Director will be involved in all aspects.

Mr. White moved and Mr. Irvine seconded a motion to approve the following resolution and list of panel members and areas of responsibility:

**WHEREAS**, *the Board of Commissioners of Washington County desires to provide the utmost safety to the citizens of Washington County during emergency situations; and*

**WHEREAS**, *the Washington County Emergency Management Agency (EMA), the Washington County Sheriff's Office, and the Washington County Fire Chiefs Association work jointly on several issues to the benefit of the citizens of Washington County.*

**NOW, THEREFORE, BE IT RESOLVED** *the Board of Commissioners of Washington County, Ohio hereby executes a plan for the administrative and performance oversight of the Washington County Emergency Management Agency (EMA), effective August 1, 2014, with administrative and performance oversight functions to be assigned to a panel that shall consist of one Commissioner, the Washington County Sheriff or delegate, and the Fire Chief Association President or delegate, and as such, the panel's recommendations will assist the Board of Commissioners in its direct oversight of the Washington County Emergency Management Agency (EMA).*

**BE IT FURTHER RESOLVED** *that, in accordance with Ohio Revised Code 5502.271, the Board of Commissioners of Washington County, Ohio will remain the appointing authority for the Washington County Emergency Management Agency (EMA) Director.*

The provisions of this Resolution shall be null and void and of no force and effect on or after July 31, 2015, unless renewed by the Board of Commissioners of Washington County, Ohio.

**EMA Administration Supervision**

**Daily Activities Report**

- Sheriff
- Commission
- Fire Chief Association President

**Evaluation**

- Sheriff
- Commission
- Fire Chief Association President

**Job Description**

- Sheriff
- Commission and/or representative
- Fire Chief Association President
- EMA Director

**Yearly Evaluation**

- Sheriff
- Commission
- Fire Chief Association President

**Grant Proceeds Committee**

- Commission
- Fire Chief Association President
- Sheriff
- Mayors and/or representatives (Fire & Police)
- Red Cross

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

**RE: WORKERS' COMP GROUP-RETROSPECTIVE-RATING PROGRAM**

Darla Miller, Director of Human Resources, Safety & Loss Control, informed the Commissioners the County is again eligible to participate in the Ohio Bureau of Workers' Compensation Group-Retrospective-Rating (Group Retro) Program for the year beginning January 1, 2015. She said the County first entered the program in 2013 when it became ineligible to participate in the Group Rating Program.

Ms. Miller said over the past several years the Group Retro Program has been very successful in keeping costs for Workers' Comp as low as possible. She noted the CCAO group of Ohio counties participating in the Group Retro Program has increased from 11 in 2011 to 33 in 2014. Ms. Miller encouraged the Commissioners to continue to be a member of this program in 2015.

Mr. Irvine moved and Mr. White seconded a motion to enroll in the Ohio Bureau of Workers' Compensation Group-Retrospective-Rating Program, with CCAO as plan sponsor, for the period January 1, 2015 through December 31, 2015, for the estimated premium of \$212,968 and targeted refund of \$42,593, and to allow Mr. Feathers to sign the Employer Statement for Group-Retrospective-Rating Program.

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 10:00 a.m.

\_\_\_\_\_, President  
\_\_\_\_\_, Vice President  
\_\_\_\_\_, Member  
\_\_\_\_\_, Clerk

