

**THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON SEPTEMBER 18, 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, Justin Bradley from WMOA Radio, and Clerk Rick Peoples.

**Washington County Commissioners  
AGENDA  
9:00 a.m., September 18, 2014**

9:00 Business Meeting  
9:30 Sandy Lahmers, Soil & Water Conservation District – Projects Update  
10:00 Gerry Lockhart, IT Director – Projects Update

**UNFINISHED BUSINESS**

Appointment to Local Emergency Planning Committee (3)

**NEW BUSINESS**

Approve Agenda  
Approval of previous meeting's minutes  
Bills from various departments  
Additional Appropriation – Family & Children First  
Additional Appropriation – Sheriff  
Transfer – EMA  
Then & Now's  
Travel – Family & Children First (2)  
Travel - Auditor  
Travel - Engineer  
Drawdown – CHIP Program  
Office Space Lease for Title Bureau  
Appointment to Ohio Public Works Commission County Sub-Committee, Round 29  
Appointment to Eastern Ohio Development Alliance  
New Hires (2), Job and Family Services  
Revision to PRP Plan, Job and Family Services  
Contract with Job and Family Services for Senior Wheels Program

**INFORMATION**

Health Insurance Presentations, 1:30 p.m., Monday, September 22  
Budget Hearings Continue Next Week

**RE: AGENDA**

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

Delete: 9:30 Sandy Lahmers, Soil & Water Conservation District

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 September 11, 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	602-2033-51110	\$	107.66
Sheriff	100-0381-53500	\$	1,500.00

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>
EMA	200-0315-55700	200-0315-53100	\$ 1,500.00
	200-0315-55700	200-0315-53200	\$ 1,100.00

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
Dept. of Job & Family Services	200-0720-59000	Inland Wood Products	\$
1,600.59			
Commissioners	100-0100-53000	GovDeals.com	\$
500.00			

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:

Family & Children First

Cindy Davis: One-day trip to Zanesville to attend Ohio Family & Children First Regional meeting; September 22, 2014.

Cindy Davis: One-day trip to Athens to attend Voices for Ohio's Children Forum; September 19, 2014.

Auditor

Bill McFarland: One-day trip to Columbus to attend County Auditors Association of Ohio meeting; October 1, 2014.

Engineer

Roger Wright, Amy Zwick: One-day trip to Zanesville to attend Ohio LPA seminar; November 18, 2014.

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

**RE: DRAWDOWN OF CHIP FUNDS**

Mr. Irvine moved and Mr. White seconded a motion to approve drawdown of CHIP funds in the amount of \$22,000.00, Grant Number B-C-12-1CY-2, from the Office of Housing and Community Partnerships, and to allow Mr. Feathers and Mr. White to sign the request, as prepared by Gerry Spencer, 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.

**RE: OFFICE SPACE LEASE FOR TITLE BUREAU**

Mr. White moved and Mr. Irvine seconded a motion to approve the fifth amendment to the Lease Agreement with Frontier Shopping Center, LLC, for the lease of space used by the Washington County Title Bureau, during the period December 1, 2014 through

November 30, 2015, for the monthly amount of \$1,742.08 (not to exceed \$20,905.00).

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

**RE: APPOINTMENT TO OPWC SUB-COMMITTEE**

Mr. Irvine moved and Mr. White seconded a motion to appoint Commissioner David White as Washington County's representative at the October 27, 2014 meeting of the Washington County Sub-committee for Ohio Public Works Commission (OPWC) Round 29.

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

**RE: APPOINTMENT TO EASTERN OHIO DEVELOPMENT ALLIANCE**

Mr. White moved and Mr. Irvine seconded a motion to appoint Darlene Lukshin, OSU Extension, to the Eastern Ohio Development Alliance Board of Directors representing Washington County.

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

**RE: NEW HIRES, JOB AND FAMILY SERVICES**

Mr. White moved and Mr. Irvine seconded a motion to approve the hiring of Vikki Stalnaker and Mallory McCutcheon as Support Workers at the Department of Job and Family Services, at the hourly rate of compensation of \$13.64, with anticipated start date of October 6, 2014, as recommended by Tom Ballengee, Department of 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: REVISION TO PRC PLAN, JOB AND FAMILY SERVICES**

Mr. Irvine moved and Mr. White seconded a motion to approve the following change to the Washington County PRC Plan:

*Add: WCDJFS or any third party agency will make a voter registration application available to persons applying for or participating in the PRC program. WCDJFS will send completed voter registration forms to the Board of Elections.*

A calling of the roll resulted in the following vote: Ronald Feathers no, David White aye, Timothy Irvine aye. Motion passed.

**RE: CONTRACT WITH JOB AND FAMILY SERVICES FOR SENIOR WHEELS PROGRAM**

Mr. White moved and Mr. Irvine seconded a motion to approve a Contract with Job and Family Services for the Benefit of the RSVP Senior Wheels Program, allowing Job and Family Services to reimburse for eligible mileage at the rate of \$0.55 per mile, not to exceed a total of \$10,000.00 during the period October 1, 2014 through September 30, 2015, as requested by Tom Ballengee, Department of 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: FINANCIAL AUDIT REPORT**

Commissioners Irvine announced the County's annual financial audit report for fiscal year 2013 has been prepared and released by the Auditor of State. He said the report is remarkably "clean", with only one non-compliant Finding of questioned cost that will be corrected by the end of 2014. Mr. Irvine said this good of a report could only be possible with the concerted effort of all departments, especially the Auditor's Office. He commended all elected officials and department heads for consistently adhering to the many rules and regulations applicable to the County, and working together to ensure compliance with them.

**RE: WASHINGTON COUNTY INTRANET IMPROVEMENTS PROJECT**

I.T. Director Gerry Lockhart updated the Commissioners on "non-routine" projects his staff are working on this year. One of those projects, though, is of particular interest to the Commissioners. Replacement of antiquated analog lines used for County intranet service will reduce rapidly increasing charges from AT & T. Mr. Lockhart said he has prepared a Request for Bids to improve County network connectivity between ten locations via radio equipment and transmission, with the exception of Health Department to Juvenile Center using fiber optic cabling. Use of the Glendale Radio Tower will enable the County to eliminate the monthly charges from AT & T for analog lines. He estimated the project cost to be \$50,000 to \$60,000, with an additional \$7,000 to purchase Ethernet switches, UPS unites, and routers. The Commissioners decided this is an appropriate use of reserved capital funds. Mr. Irvine asked the Clerk to determine if the Maximus Cost Allocation Plan includes distribution of appropriate

I.T. costs.

Mr. Irvine moved and Mr. White seconded a motion to allow I.T. Director Gerry Lockhart to proceed with preparation of bid documents for the Washington County Intranet Improvements Project, and to solicit sealed bids.

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

**RE: SOFTWARE FOR BUILDING DEPARTMENT**

The Commissioners discussed with I.T. Director Gerry Lockhart the Building Department's request for new software, which they estimate to cost at least \$50,000. Mr. Lockhart agreed updated software is necessary to allow for better communication from job sites to the office. He said he is not able to determine if such an investment would be cost-effective. He said he would prefer to not write the specifications for this particular project, but would like to have input on bid review and selection of vendor if that time comes.

The Commissioners said it is appropriate to ask the Building Department to offer justification for the purchase of expensive software for use by its staff members.

**RE: ADJOURNMENT**

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

A calling of the roll resulted in a unanimous vote in favor. The meeting adjourned at 10:45 a .m.

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

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

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

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