
THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON DECEMBER 6, 2012 IN ACCORDANCE WITH OHIO REVISED CODE 305.05, WITH THE FOLLOWING MEMBERS PRESENT: TIMOTHY C. IRVINE, PRESIDENT, CORA A. MARSHALL, VICE PRESIDENT, AND STEVEN W. WEBER, 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.

Also attending were Commissioner-elect David White, Warren Township Trustee Jeff Knowlton, Evan Bevins of *The Marietta Times*, Administrator Paul Cunningham, and Clerk Rick Peoples.

COMMISSIONERS AGENDA

December 6, 2012

9:00 Business Meeting
9:30 Dorothy Peppel, Treasurer - Investment Committee
10:00 Quote Opening - Washington County CDBG Projects
10:30 Terry Tamburini - Southeastern Ohio Port Authority Projects Update
11:00 Tracy Wright, Recorder - Personnel
1:00 Eric Skomra, I.T. Director - Project Update
1:30 Kristi Wilhelmy, Attorney, & Ken Long - Drainage Issues
3:30 Eric Skomra & DLH Design - Generator Project

UNFINISHED BUSINESS

Utility Construction Permits

NEW BUSINESS

Approve Agenda
Approval of previous meeting's minutes
Bills from various departments
Resolution, HSTS Project, Contract #6
Additional Appropriation - Sheriff
Additional Appropriation - County General
Transfer - WCBDD
Transfer - Commissioners
Transfer - County General
Transfer - Sheriff (2)
Transfer - Sewer
Transfer - I.T.
Transfer - CEBCO
Transfer - FCF
Then & Now
Official's Bond for Children Services
Appointment to Board of Directors, Southeastern Ohio Port Authority
Appointment to Family and Community Enrichment Team
Appointments to Buckeye Hills-Hocking Valley Regional Development District Council
Letter of Support, Public Health and Health Service Block Grant
Lease Agreement O'Neill Senior Center
FY 2013 Urban Transit Program Grant
Change Order #1, Kendall Bridge Replacement
Engineer - Contract with Miller Builders for Roof Repair
Senior Levy Application for Funds, Marietta Senior Club
Notices of Delinquent Sewer Accounts

INFORMATION

CCAO/CEAO Winter Conference, Sunday - Tuesday , Dec. 9-11, Columbus
Pipeline Easement & Right-of-Way Agreements, 6:30 p.m., **Monday**, Dec. 10, WSCC
Monthly Meeting at County Home, 8:30 a.m., **Tuesday**, Dec. 11
Public Viewing of Wesley Twp Rd (Ed's Road), 10:00 a.m., **Wednesday**, Dec. 12

RE: AGENDA

Ms. Marshall moved and Mr. Weber seconded a motion to accept the agenda with the following amendments:

Add: 9:45 a.m. Dawn Rauch, Wash.-Morgan Community Action - Environmental Review
Additional Appropriation - Sheriff
OWDA Drawdown, Devola Phase II Project

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: APPROVAL OF MINUTES

Ms. Marshall moved and Mr. Irvine seconded a motion to dispense with the reading of the November 29, 2012 and December 3, 2012 minutes, and to approve them as submitted.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber abstained. Motion passed.

RE: PAYMENT OF BILLS

Ms. Marshall moved and Mr. Weber seconded a motion to approve the payment of bills from various departments.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: RESOLUTION, HSTS PROJECT CONTRACT #6

Ms. Marshall moved and Mr. Weber seconded a motion to approve the following resolution:

WHEREAS, the Washington County Commissioners have duly advertised for competitive bids of the WPCLF HSTS Septic projects; and

WHEREAS, the competitive bids were received for the WPCLF HSTS project contract #6, with the bid of Larry Fouss Construction Company, as the lowest qualified bid received in the amount of Twenty Two Thousand Eight Hundred Fifty and 00/100. (\$22,850.00)

NOW THEREFORE BE IT RESOLVED, that the Washington County Commissioners approve and award Larry Fouss Construction Company, the contract for HSTS project #6 in the amount of \$22,850.00 contingent on receiving WPCLF approval.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: ADDITIONAL APPROPRIATIONS

Mr. Weber moved and Ms. Marshall seconded a motion to approve the following requests for additional appropriations:

100-0381-53405	Inmate Medical Services	\$	7,000.00
100-0384-53000	Contract Services	\$	4,000.00
100-0384-54400	Equipment	\$	40,372.80
100-0101-57100	Transfers - Out	\$	17,256.00

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: TRANSFERS

Mr. Weber moved and Ms. Marshall seconded a motion to approve the following requests for transfer of funds:

	<u>From</u>	<u>To</u>	<u>Amount</u>
Bd. of Dev. Disabilities Commissioners County General	200-0620-53000	200-0620-52000	\$ 3,000.00
	100-0100-52000	100-0100-57501	\$ 500.00
	100-0381-51102		\$ 3,284.18
		100-0120-51102	\$ 293.42
		100-0140-51102	\$ 440.50
		100-0150-51102	\$ 84.36
		100-0230-51102	\$ 412.45
		100-0361-51102	\$ 221.69
		100-0366-51102	\$ 131.63
		100-0380-51102	\$ 1,700.13
Sheriff	200-0382-51120	200-0382-51102	\$ 46.22
	100-0384-54000	100-0384-53000	\$ 180.00
Sewer	400-0113-53102	400-0113-53000	\$ 3,000.00
I.T.	100-0190-53403	100-0190-54000	\$ 3,600.00
CEBCO Health Program	200-2050-54400	200-2050-53000	\$ 377.62
Family & Children First	100-0101-57100	602-2031-49100	\$ 17,256.00

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: THEN & NOW

Ms. Marshall moved and Mr. Weber seconded a motion to approve the following Then & Now:

<u>Dept.</u>	<u>Account</u>	<u>Vendor</u>	<u>Amount</u>
Juvenile Center	100-0330-5-3000	Kinetic Networking	\$ 475.00

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: OFFICIAL'S BOND, CHILDREN SERVICES

Ms. Marshall moved and Mr. Weber seconded a motion to approve the Official Bonds for Dave Copen, Executive Director of Washington County Children Services, as follows, as recommended by Susan Burkhart, Safety & Loss Control Coordinator.

Ohio Casualty Co., #601046153, \$20,000.00, 12/31/12 through 12/31/13, Washington County
Ohio Casualty Co., #601046142, \$ 5,000.00, 12/31/12 through 12/31/13, Probate Court

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: APPOINTMENT TO BOARD OF DIRECTORS, SEOPA

Mr. Weber moved and Ms. Marshall seconded a motion to appoint John Willoughby, Eramet Marietta Plant Manager, to the Board of Directors of the Southeastern Ohio Port Authority (SEOPA) for the term beginning February 1, 2013 through January 31, 2017.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: APPOINTMENT TO FAMILY AND COMMUNITY ENRICHMENT TEAM

Ms. Marshall moved and Mr. Weber seconded a motion to appoint Cindy Davis to serve as the representative of the Washington County Commissioners on the Family & Children First Council Family and Community Enrichment Team (FACET), as requested by Cindy Davis, Washington County Family & Children First.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: APPOINTMENTS TO BUCKEYE HILLS-HOCKING VALLEY REGIONAL DEVELOPMENT DISTRICT COUNCIL AND EXECUTIVE BOARD

Ms. Marshall moved and Mr. Weber seconded a motion to table appointments to the Buckeye Hills-Hocking Valley Regional Development District Council and Executive Board.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: LETTER OF SUPPORT, PUBLIC HEALTH AND HEALTH SERVICE BLOCK GRANT

Ms. Marshall moved and Mr. Weber seconded a motion to approve the following letter of support for continuation of funding of the Public Health and Health Service Block Grant (PHHSBG) through the Ohio Department of Health, as recommended by Court Witschey, Healthy Communities Coordinator for Washington County:

December 5, 2012

*Kenneth Crnarich
PHHSBG Coordinator
Ohio Department of Health
246 North High Street
Columbus, Ohio 43215*

Re: Letter of Support, Public Health and Health Service Block Grant (PHHSBG)

Dear Kenneth:

We support the Washington County Health Department's application for continuation of funding through the Ohio Department of Health via the Public Health and Health Service Block Grant (PHHSBG). The County is very fortunate to have received this funding in the past, which has allowed us to develop and sustain healthy community initiatives.

Over the past ten years PHHSBG funds have been used to:

- *Support Harvest of Hope, a community gardening initiative.*
- *Develop an exercise and playground facility in a rural community.*
- *Train senior citizen volunteers to become Arthritis Foundation-certified Tai Chi leaders.*
- *Support a variety of exercise initiatives at Senior Centers.*
- *Assist the Tobacco Prevention Project with media campaigns.*
- *Develop walking and jogging trail enhancements.*
- *Assist in the development of workplace wellness programs.*

There are so many ways the funds have been put to appropriate use here in Washington County. From the support of fitness activities at the O'Neill Senior Center, to the creation of an outdoor classroom at Marietta High School, to the founding of the Frontier Hiking Club ... literally all ages of Washington County residents have benefitted from the PHHSBG-funded programs.

We greatly appreciate the value this program has added to the quality of living in our County, as evidenced by the great number of people utilizing the programs, services, and facilities that otherwise would not be available. We encourage you to continue providing grant funds so that we can do even more.

Sincerely,

/s/ WASHINGTON COUNTY COMMISSIONERS

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: LEASE AGREEMENT BETWEEN RSVP AND O'NEILL SENIOR CENTER

Ms. Marshall moved and Mr. Weber seconded a motion to approve a Lease Agreement between the Retired and Senior Volunteer Program (RSVP) and the O'Neill Senior Center (the Center), for the lease of space by the Center to RSVP, during the period January 1, 2013 through December 31, 2013, for \$267.00 per month, as agreed upon by the two parties.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: FY 2013 URBAN TRANSIT PROGRAM GRANT

Ms. Marshall moved and Mr. Weber seconded a motion to accept the Ohio Department of Transportation (ODOT) State Formula Program award of \$43,075 to be used during calendar year 2013 for the Urban Transit Program, and to allow Mr. Irvine to sign the Grant.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: OWDA DRAWDOWN, DEVOLA SANITARY SEWER IMPROVEMENTS PHASE II

Ms. Marshall moved and Mr. Weber seconded a motion to approve drawdown in the amount of \$60,680.94 from the Ohio Water Development Authority (OWDA) for the Devola Sanitary Sewer Improvements Project, Phase II, for payment to Stantec Consulting Services, Inc., and to allow Mr. Irvine to sign the request.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: CHANGE ORDER #1, KENDALL BRIDGE REPLACEMENT PROJECT

Ms. Marshall moved and Mr. Weber seconded a motion to approve Change Order #1 for the Kendall Bridge Replacement Project, deducting \$6,055.38 from the original contract amount of \$158,000.75, for a revised contract amount of \$151,945.37, due to changes in actual quantities needed to complete the job, contractor Tom Mayle & Sons Construction, as requested by County Engineer Bob Badger.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: CONTRACT WITH MILLER BUILDERS FOR SALT BUILDING REPAIR

Mr. Weber moved and Ms. Marshall seconded a motion to approve a contract with Miller Builders LLC for the repair of the County Engineer's salt building at the Jefferson Street pit, for the amount of \$8,500.00, as recommended by County Engineer Bob Badger.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: REQUEST FOR SENIOR LEVY FUNDS

Ms. Marshall moved and Mr. Weber seconded a motion to approve the application from the Marietta Senior Club for Senior Levy funds in the amount of \$1,614.97 for the purchase of a double oven electric range, range hood, and appropriate accessories.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: NOTICES OF DELINQUENT SEWER ACCOUNTS

Ms. Marshall moved and Mr. Weber seconded a motion to approve sending letters to the following Washington County residents notifying them that their sewer accounts are delinquent and that payment must immediately be made: James Funk, Richard Rohr, Jr., Tammy Gearhart, Randy McConnel (for 203 Oak Drive), Loren Kittle, Laiana Kerns, Jeremy Kidder, T. Phillip Holland, Donald and Donna Kern, Sharon Callow (for 48 Suzanne Street), Josh Seebruger, Timothy Vaughn, Michael and Amber Moore, Anthony and Melinda Hapney, Jack Lane, Stacey Day.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: COMMENTS FROM VISITOR

Warren Township Trustee Jeff Knowlton commented that he supports the Township Association's request for additional funds through the Commissioners for township road and bridge repairs, and he appreciates the Commissioners' interest in providing additional funds.

He thanked all of the Commissioners for their dedicated work to the County, and expressed his appreciation to Commissioners Marshall and Weber for their service. He said he looks forward to working with the new Commissioners as well.

RE: OHIO PUBLIC WORKS COMMISSION

Ms. Marshall commented that there were seven local projects submitted for consideration of funds from the Ohio Public Works Commission (OPWC). She is pleased that the Devola Sewer Improvements Project, Phase II, received the highest number of points in the review process. Ms. Marshall said it is critically important to the project, as the Commissioners have applied for \$1,400,000.00 from OPWC, which has made \$8,000,000.00 available for distribution. She indicated that a decision on distribution to projects should be made December 12, 2012.

RE: INVESTMENT COMMITTEE

Washington County Treasurer Dorothy Peppel met with the Commissioners to discuss her quarterly report of investments, the final report for fiscal year 2012. She reported that interest on County investments earned during 2012 was \$391,400.97, with an interest rate of 1.15%. Interest earned during fiscal year 2011 was \$832,528.30, but the County had an interest rate of 4.35% for the first four months of that year. Ms. Peppel noted that in 2013, mid-year through the current depository contract, the County will have the opportunity to re-negotiate the rate of interest.

RE: ENVIRONMENTAL REVIEW, CHIP

Dawn Rauch, Washington-Morgan Community Action Program, informed the Commissioners that a Certification of Finding of Continued Relevance must be submitted to the Ohio Department of Development, Office of Housing and Community Partnerships, for the Community Housing Improvement Program (CHIP). She noted that a full Environmental Review was completed two years ago, and is not now required. It will be required, however, when the local Habitat for Humanity organization is ready to proceed with construction of a new house.

Ms. Marshall moved and Mr. Weber seconded a motion to approve the Certification of Finding of Continued Relevance for Ohio Department of Development grants B-C-12-1CY-2 and B-C-12-1CY-1, as prepared and recommended by Dawn Rauch, Washington-Morgan Community Action Program, and to allow Mr. Irvine to sign the form.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: QUOTE OPENING, VILLAGES OF LOWELL AND NEW MATAMORAS CDBG PROJECTS

Attending the 10:00 a.m. opening of quotes for the Villages of Lowell and New Matamoras Community Development Block Grant (CDBG) swimming pool equipment projects were the Commissioners, Michelle Hyer from Buckeye Hills-Hocking Valley Regional Development District, Warren Township Trustee Jeff Knowlton, Evan Bevins from *The Marietta Times*, and Clerk Rick Peoples.

Mr. Irvine welcomed those attending. Quotes received for the purchase of swimming pool lifts were:

Dowling Pool Company	\$ 10,800.00
Ruth Pools	\$ 13,890.00

Ms. Hyer commented that the equipment specified in the Request for Quotes is no longer available, and she encouraged vendors to submit quotes for comparable equipment. Mr. Irvine asked her to review and evaluate the quotes.

RE: SEOPA UPDATE

Southeastern Ohio Port Authority Executive Director Terry Tamburini updated the Commissioners on the following projects:

- New Comfort Suites Hotel
- Oil and gas companies moving into region
- Haliburton Company
- Ingenuity Center Construction
- Tree Farm Sale
- Eramet

RE: TRACEY WRIGHT, COUNTY RECORDER

Washington County Recorder Tracey Wright proposed the purchase of a new copier/printer/scanner. She has received quotes of \$4,495.00 and \$6,600.00.

Ms. Marshall moved and Mr. Weber seconded a motion to approve the purchase of a new

copier for the Recorder's Office from the vendor offering the best price, considering product, service and warranty.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed.

RE: EXECUTIVE SESSION

Ms. Marshall moved and Mr. Weber seconded a motion to enter into Executive Session to discuss the employment of a public employee, and to invite County Recorder Tracey Wright and County Administrator Paul Cunningham to attend.

A calling of the roll resulted in the following vote: Timothy Irvine aye, Cora Marshall aye, Steven Weber aye. Motion passed, and the Commissioners entered Executive Session at 11:08 a.m.

The Commissioners returned to Regular Session at 11:25 a.m.

RE: I.T. PROJECT UPDATE

I.T. Director Eric Skomra updated the Commissioners on several projects:

Court Imaging: Mr. Skomra was given the authorization to proceed with hiring a project coordinator for an approximate period of 20 hours per week for 6 to 8 weeks, at the rate of \$30.00 per hour, as an independent consultant.

Emergency Operations Center: The County has not yet heard about its recent application for grant funds.

Disaster Recovery: Mr. Skomra has received quotes for design-build for the project, which will include electric, battery back-up, racks, and coding.

Generators: DLH Design was selected to prepare specifications and bid packet for the County Home and Courthouse back-up generators project.

Budgets: Mr. Skomra is prioritizing projects and costs for next year's budget.

Virtual Desktop Environment: I.T. staff recently introduced virtual desktop technology to Sheriff's Department deputies. The system will allow them access to a wealth of information from their cruisers. Eric indicated he will evaluate and analyze to determine if it is feasible and appropriate to extend the technology to other County departments.

Fiber Optic: Horizon is working through the permit process. Wires are distributed, but not yet in place or connected.

Smart Networks: Eric has asked them for a quote to provide phone service to all sewer lift stations. He noted that equipment at those locations would need to be changed, but eventual savings could be \$10 to \$20 per month per station.

New Financial System: Vendor SSI will be in the Courthouse on December 14 to provide additional information on the product they offer.

RE: DRAINAGE ISSUES OF KEN LONG

Joining the Commissioners to discuss drainage issues in Adams Township were Ken Long, County Engineer Bob Badger, Deputy Engineer Roger Wright, Prosecutor Jim Schneider, and Attorneys Kristi Wilhelmy and David Barrett via telephone.

Ms. Wilhelmy initiated the conversation by stating that her client Ken Long has two issues to present to the Commissioners:

1. Inadequate drainage on his property in Adams Township due to clogged culvert and ditch. Mr. Long believes it is the responsibility of the County Engineer to clear and maintain the culvert and ditch. Attorney Wilhelmy said the occasional overflow of water on Mr. Long's property is a result of the culvert being clogged, the construction of a roadway and ditch years ago, and the change of direction of water flow when the road and ditch were built. She said that Mr. Long's property has been damaged due to the regular flooding caused by this clogged culvert. She noted that he is not seeking damages, but requests the Engineer clear and maintain the culvert and approximately 150' of the ditch toward the river, or change the location of the culvert and/or ditch to an existing right-of-way so that periodic flooding of his property is less likely to occur. Ms. Wilhelmy and Mr. Long reviewed copies of pages from the Washington County Commissioners' Journal dated June 20, 1978, a Conservation Assistance Notes Continuation Sheet dated January 28, 1986, and various maps, photographs, and diagrams of Mr. Long's property, once owned by his father, Robert Long. Ms. Wilhelmy commented that the property owner, the township, and the county will benefit if the culvert is routinely maintained and the area is not regularly flooded. She said she believes action by the Washington County Commissioners many years ago to vacate the culvert was not done in compliance with the Ohio Revised, which requires public viewing and hearing. She said the Commissioners' Journal reveals the County Engineer cleared the ditch for many years.

Mr. Long said his and his neighbors' telephone service has been interrupted when flooding occurred, and that he personally arranged to have it repaired. He said that wouldn't have been necessary if the County Engineer had regularly cleaned the clogged culvert.

2. Ms. Wilhelmy informed the Commissioners Mr. Long also requests the removal of a retaining wall and abutment, and suggested the original plans for construction called for that to happen years ago. Mr. Badger said he realizes the plans directed their removal, but he didn't understand why. He noted this was an Ohio Department of Transportation (ODOT) project, and he has requested ODOT to research but has yet to hear from them. Mr. Schneider said that Mr. Long will need to give written permission to enter and remove the wall if it is determined it is appropriate and feasible to have that done. Mr. Barrett offered to prepare whatever documents are necessary to facilitate the removal of the wall and abutment.

Mr. Schneider said the County is not prepared at this time to respond to Mr. Long's requests. He intends to meet with appropriate officials, and will communicate with Attorneys Wilhelmy and Barrett. Ms. Wilhelmy thanked the Commissioners for allowing her to attend their meeting via telephone.

RE: GENERATOR PROJECT

I.T. Director Eric Skomra, architect David Haught from DLH Design, and engineer Ralph Kramer from Kramer Engineering talked with the Commissioners about the County's back-up generator project. Mr. Haught informed the Commissioners he and Mr. Kramer have compiled a budget summary, a scope of work, specifications, and a bid packet for the project, which includes back-up generators at the Courthouse and the County Home. Mr. Kramer said that there will be some noise generated in the Courthouse, but the selected site for location is preferred for a variety of reasons. The generator has a sound insulated enclosure and a muffler, and the unit will be used during infrequent times of outage, so it is anticipated the additional noise will not interfere with County business operations.

Mr. Haught said the generator at the County Home will allow continuing operation of the heating system, fans, critical kitchen equipment, two elevators, emergency lighting, the fire alarm system, and service to the resident rooms on both floors. Air conditioning will not be maintained by the new generator. The estimated project cost, including contingency, is \$296,041.00.

The Commissioners encouraged them to proceed with finalization of estimates, documents, and advertising for consideration at their December 13, 2012 meeting, allowing for bid submission in January 2013.

RE: ADJOURNMENT

Ms. Marshall moved and Mr. Weber seconded a motion to adjourn.

A calling of the roll resulted in a unanimous vote in favor. The meeting adjourned at 4:15 p.m.

_____, President

_____, Vice President

_____, Member

_____, Clerk