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**THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON NOVEMBER 29, 2012 IN ACCORDANCE WITH OHIO REVISED CODE 305.05, WITH THE FOLLOWING MEMBERS PRESENT: TIMOTHY C. IRVINE, PRESIDENT, CORA A. MARSHALL, VICE PRESIDENT. STEVEN W. WEBER, MEMBER, WAS ABSENT. 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, Jasmine Rogers of *The Marietta Times*, Safety & Loss Control Coordinator Susan Burkhart, Administrator Paul Cunningham, and Clerk Rick Peoples.

## **COMMISSIONERS AGENDA**

**November 29, 2012**

9:00 Business Meeting  
1:00 Darlene Lukshin, OSU Extension - 2012/13 Duck Creek Gauges Ops. & Maint.  
3:00 Sheriff Mincks - MARCS Radios

### **UNFINISHED BUSINESS**

Dental & Vision Insurance  
Utility Construction Permits

### **NEW BUSINESS**

Approve Agenda  
Approval of previous meeting's minutes  
Bills from various departments  
Additional Appropriation - Soil & Water Conservation  
Additional Appropriation - CSEA  
Additional Appropriation - Senior Levy  
Additional Appropriation - Sanitary Sewer  
Transfer - Family & Children First (2)  
Then & Now  
Travel - FCF (5)  
CDBG Contract for Delegation of Administrative Activities, 2012 Formula Program  
Termination of OWDA Loan  
Request for Extension of Port Authority Grant for Construction of Ingenuity Center  
Notification of Capacity Fee Payment Options to Woodlawn Acres Residents  
Change Order #2, Woodlawn Acres Sanitary Sewer and Lift Station Improvements  
Notices of Delinquent Sewer Accounts  
Certification of Delinquent Sewer Accounts  
AFLAC Agreement for 2013

### **INFORMATION**

Connecting Appalachia Broadband Initiative & Smart Networks Ribbon-Cutting,  
11:00 a.m., **Today**, K of C Hall, 312 Franklin Street, Marietta  
Senior Levy Committee, 4:00 p.m., **Today**, Assembly Rom  
Dedication of Marietta Municipal Court, 2:00 p.m., Friday, **November 30**  
Sunshine Law Training, 9:00 a.m., **December 4**, WSCC

### **RE: AGENDA**

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

Add: Sheriff Mincks - Dog Warden Transition  
Notice of Family & Children First Closing on December 31

Change: Travel - FCD from (5) to (4)

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

### **RE: APPROVAL OF MINUTES**

Ms. Marshall moved and Mr. Irvine seconded a motion to dispense with the reading of the November 21, 2012 minutes, and to approve them as submitted.

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

### **RE: PAYMENT OF BILLS**

Ms. Marshall 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: Timothy Irvine aye, Cora Marshall aye.  
Motion passed.

**RE: ADDITIONAL APPROPRIATIONS**

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

200-2040-54000	Supplies	\$	300.00
200-2040-53500	Contract Repairs	\$	120.00
200-0370-51001	Salaries - Employees	\$	2,777.99
200-0730-51102	PERS	\$	388.92
200-0730-51101	Medicare	\$	40.28
200-0703-53000	Contract Services	\$	23,175.70
400-0113-56200	Interest	\$	7,821.33

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

**RE: TRANSFERS**

Ms. Marshall 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>
Family & Children First	602-2033-52004		\$ 23.25
	602-2033-52005		\$ 331.76
	602-2033-53000		\$ 168.49
	602-2033-55203		\$ 211.50
		602-2033-52003	\$ 135.00
		602-2033-54000	\$ 500.00
		602-2033-51102	\$ 100.00
Family & Children First	602-2030-53403	602-2030-52000	\$ 130.00

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

**RE: THEN & NOW**

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

<u>Dept</u>	<u>Account</u>	<u>Vendor</u>	<u>Amount</u>
Co. Engineer	200-0540-5-3504	Cam Refrigeration	\$ 135.00

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

**RE: TRAVEL REQUESTS**

Ms. Marshall 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 2012 and any and all amendments subsequent thereto:

Family & Children First

Cindy Davis: One-day trip to Columbus to attend Ohio Family & Children First Executive Committee Meeting; December 7, 2012.

Cindy Davis: One-day trip to Columbus to attend Ohio Family & Children First Coordinator's Association Meeting; December 14, 2012.

Cindy Davis: One-day trip to Coolville to attend Ohio River Valley Support Project of Nationwide Children's Hospital Meeting; December 3, 2012.

Cindy Davis: One-day trip to Athens to attend Big Brothers/Big Sisters Mentor Appalachian Collaborative Board Meeting; November 30, 2012.

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

**RE: CLOSING OF FAMILY & CHILDREN FIRST ON DECEMBER 31, 2012**

The Commissioners acknowledge receipt of notice from Cindy Davis that the Washington County Family & Children First office will be closed on December 31, 2012, as all staff will be using personal, vacation, or comp time.

**RE: CDBG CONTRACT FOR ADMINISTRATIVE SERVICES, 2012 FORMULA PROGRAM**

Ms. Marshall moved and Mr. Irvine seconded a motion to approve a contract with Buckeye Hills-Hocking Valley Regional Development District to serve as administrative agent for the 2012 Community Development Block Grant (CDBG) Formula Allocation Program during the period September 1, 2012 through February 28, 2014, for the amount of \$15,000.00.

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

**RE: TERMINATION OF OWDA LOAN**

Ms. Marshall moved and Mr. Irvine seconded a motion to approve sending notice to the Ohio Water Development Authority that loan #5334 is no longer needed as the intended project is not moving forward at this time, and that it should be terminated, as requested by John Grosse, Consulting Engineer.

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

**RE: REQUEST FOR EXTENSION OF SEOPA GRANT**

Ms. Marshall moved and Mr. Irvine seconded a motion to approve sending a request to the Ohio Department of Development to extend the completion date for grant B-P-11-1CY-1 awarded to the Southeastern Ohio Port Authority (SEOPA) to September 30, 2013, as requested by Melissa Zoller, Buckeye Hills-Hocking Valley Regional Development District.

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

**RE: NOTIFICATION OF CAPACITY FEE PAYMENT OPTIONS, WOODLAWN ACRES**

Ms. Marshall moved and Mr. Irvine seconded a motion to approve sending notice to residents of Woodlawn Acres that the sanitary sewer improvements project in their neighborhood is nearing completion, with an expected completion date of December 14, 2012, that they must be tied in to the system by May 1, 2013, and that they have the following options to pay the capacity fee of \$4,000.00:

1. Lump sum payment of \$4,000.00 by December 14, 2012.
2. Assessment to property for 15 years, -0-% interest, annual payment of \$266.67.
3. Placement on property tax bill, due and payable in full the subsequent tax year.

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

The Clerk was directed to send the letter of notification, with a list of approved contractors provided by the Health Department, via certified mail to each of the residents in Woodlawn Acres intending to tie in to the new sewer system.

**RE: CHANGE ORDER #2, WOODLAWN ACRES CONSULTING SERVICES AGREEMENT**

Ms. Marshall moved and Mr. Irvine seconded a motion to approve Change Order #2 for Stantec Consulting Services for the Woodlawn Acres Sanitary Sewer Project, increasing the revised contract amount by \$15,000.00 to \$125,281.00, to account for negotiation of easements, meetings with property owners, and preparing agreements with the township trustees and property owners, and to allow Mr. Irvine to sign the Change Order, as prepared and submitted by John Grosse, Consulting Engineer.

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

**RE: NOTICES OF DELINQUENT SEWER ACCOUNTS**

Ms. Marshall moved and Mr. Irvine seconded a motion to approve sending notice to the following property owners that their sewer accounts are delinquent and that payment should immediately be made: Mike Higgins, DPSG Bottling Group, Hazel & Robert Way, Charles Seaman (for SR 550 property), Kevin Reeder (for 20 Mill Street), Kevin Reeder (for 10 Mill Street).

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

**RE: CERTIFICATION OF DELINQUENT SEWER ACCOUNTS TO COUNTY AUDITOR**

Ms. Marshall moved and Mr. Irvine seconded a motion to certify to Washington County Auditor Bill McFarland that the following sewer accounts are seriously delinquent, requesting that he add the delinquent amounts to the tax bills for the properties: Reda Nichols, Susan McCoy, Phillip McClay, Romona Barrett, Elizabeth Barnett.

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

**RE: AFLAC AGREEMENT FOR 2013**

Safety & Loss Control Coordinator Susan Burkhart informed the Commissioners that AFLAC has arranged for WageWorks, Inc., to administer the flexible spending accounts for those County employees opting to participate during 2013. She noted there will be no administrative fee assessed to the County for three years, enrollment will be on-line, and program design will not change from current year. Ms. Burkhart said she will notify current participants they should use the remaining amounts in their accounts, or request reimbursement for expenses already paid, by December 31, 2012, as there will be down-time processing paperwork in early January 2013 while the transition is being made to WageWorks.

Ms. Marshall moved and Mr. Irvine seconded a motion to approve the Reimbursement Services Agreement with WageWorks, Inc., to administer the 2013 AFLAC flexible spending account program for Washington County employees during 2013, and to allow Mr. Irvine to sign the Agreement, as requested by Safety & Loss Control Coordinator Susan Burkhart.

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

**RE: DUCK CREEK EARLY FLOOD WARNING SYSTEM GAUGES AGREEMENT**

Darlene Lukshin, OSU Extension Office, presented to the Commissioners a Joint Funding Agreement for the Ohio Water Science Center's Duck Creek Early Flood Warning system gauges operation and maintenance, between the U.S. Geological Survey and the Washington County Commissioners. The agreement provides for operation and maintenance of three gauges in Duck Creek during the period October 1, 2012 through September 30, 2013, for the amount of \$4,400.00, payable by Washington County, with reimbursement of \$1,400.00 by the City of Marietta and \$750.00 by Noble County. Ms. Lukshin noted there is not an increase in the costs for operation and maintenance from the previous contract.

Ms. Marshall moved and Mr. Irvine seconded a motion to approve the Joint Funding Agreement with the U.S. Geological Survey, U.S. Department of the Interior, for the operation and maintenance of early flood warning gauges in Duck Creek during the period October 1, 2012 through September 30, 2013, for the amount of \$4,400.00, as requested by Darlene Lukshin, OSU Extension Office.

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

**RE: MARCS RADIOS, SHERIFF'S DEPARTMENT**

Sheriff Larry Mincks, Chief Mark Warden, and Captain Steve Summers proposed transitioning of Sheriff's department radio communications from "simulcast" to MARCS. They noted the simulcast radio system was purchased in 2004 and at that time was appropriate for their needs. Due to a variety of factors, including "narrow banding" and more limited coverage, the radio system is in need of upgrade. Sheriff Mincks provided information on MARCS portable radios and repeaters, the preferred product. If approved, the Sheriff said his departmental staff will inform county-wide first responders of the transition and encourage those not currently using MARCS radios to transition as well. He assured the Commissioners there will be no lack of effective communications during the transition.

Sheriff Mincks indicated the radio and console units are available through the State of Ohio Cooperative Purchasing Program and can be obtained on a lease-purchase agreement, but the repeaters must be purchased (also through the State's purchasing program).

The Sheriff's proposal is as follows:

55 Portable Radios for Deputies	\$ 166,526.25
36 Mobile Units in Cruisers	\$ 134,595.00
4 Dispatch Consoles	\$ <u>180,000.00</u>
	\$ 481,121.25
21 Repeaters	\$ 50,972.80

He noted that if the purchase is made after December 15, 2012, the price for the radios and consoles increases by \$27,300.00. The proposal does not include installation costs, but MARCS will cover all maintenance and replacement of equipment. Under a ten-year lease-purchase arrangement, if entered into by December 15, 2012, the annual payment is \$57,821.52. Sheriff Mincks indicated that amount will be included in his annual budget. The purchase of the repeaters will come from existing funds.

Sheriff Mincks commented the County is currently paying \$15,000.00 each year for maintenance of radios, which will no longer be necessary.

Ms. Marshall moved and Mr. Irvine seconded a motion to allow the Sheriff to proceed with the transition to MARCS radios for communication within his department, and to enter into a ten-year lease-purchase arrangement with Motorola, via the State of Ohio Cooperative Purchasing Program, with an annual payment not to exceed \$57,821.52, and to purchase repeaters from

B & C Communications, via the State of Ohio Cooperative Purchasing Program, for an amount not to exceed \$50,972.80, subject to review and approval of the documents by the Prosecutor.

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

**RE: TRANSFER OF DOG WARDEN RESPONSIBILITIES**

Sheriff Mincks recommended the transfer of Dog Warden responsibilities, both operational and financial, from the Commissioners to the Sheriff's Department. The Dog Warden has been reporting to the Sheriff since April 2012 under a "trial" arrangement, and that has been working very well, Sheriff Mincks noted.

The Commissioners said they are pleased with the current arrangement as well. They are hopeful the Dog Warden will be able to sell more dog tags, continue writing citations for offenders, work closely with the Humane Society, and provide appropriate educational/informational programs in county schools and to groups.

Ms. Marshall moved and Mr. Irvine seconded a motion to approve the transfer of Dog Warden operational and financial responsibilities to the Sheriff's Office, as recommended by Sheriff Larry Mincks.

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

**RE: SENIOR LEVY COMMITTEE**

Representatives from several senior centers throughout the County met with the Commissioners to present their requests for funds allocated from the Senior Citizens Levy. Bill McAfee, chairman of the Senior Levy Committee, welcomed those attending, as did Mr. Irvine.

Annual distribution of \$50,000 is made from the levy to provide assistance to senior centers for capital improvements and equipment purchases. The consensus of those attending was that:

1. The amount of \$300 will be provided to each center, which can be used to purchase consumable supplies, in addition to non-supply requests from those centers.
2. Capital improvements to private facilities cannot be made with these funds.
3. The remainder of the \$50,000 not now requested will remain available through October 31, 2013 for additional requests from centers.

The amounts approved for distribution to centers, including acceptable requests and the \$300 supplement, are:

Western Washington County Seniors	\$ 3,598
Independence Township Senior Citizens	\$ 1,539
New Matamoras Seniors	\$ 9,618
John Dodge Senior Citizens	\$ 3,540
Golden Years Senior Citizens	\$ 5,542
Belpre Senior Center	\$ 9,640
Churchtown Senior Citizens	\$ 300
Bertha Reed Senior Citizens	\$ 300
Lowell Area Senior Citizens	\$ 300
Marietta Senior Club	\$ 300
Total	\$ 34,677

The remaining \$ 15,323 will be preserved through October 31, 2013 for additional requests from centers. Funds not awarded by that date will be disbursed to Washington-Morgan Community Action Program, the O'Neill Senior Center, and RSVP according to a previously-determined formula.

**RE: ADJOURNMENT**

Ms. Marshall 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 4:40 p.m.

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

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

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

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

