

REGULAR SESSION

Agenda

THE BOARD OF ATHENS COUNTY COMMISSIONERS, met in regular session April 24<sup>th</sup>, 2018, with Lenny Eliason presiding, Charlie Adkins and Chris Chmiel in attendance.

A motion was made by Mr. Chmiel and seconded by Mr. Eliason to approve the following agenda:

Athens County Board of County Commissioners  
Meeting Agenda for April 24, 2018 - Convenes at 8:00 a.m.

Approve Agenda  
Approve Bills

~ New Fund & Line Items

Sheriff OPTT Grant			
Receipts	OPTT Grant	237.2373.412500	
Expenditures			
	LE Salaries	237.2373.510200	
	Admin. Salaries	237.2373.510202	
	Supplies	237.2373.540100	
	Printing Serv.	237.2373.560200	
	Other Exp.	237.2373.560100	

~APPROPRIATIONS

EMS	
\$185,000.00 into 551.4405.530102 Contracts	
Commissioners	
\$140,624.00 into 022.8009.550500 Software Program	
\$19,346.80 into 493.4609.550110 Capital Expense	
SEPTA	
\$10,856.15 into 837.7370.550102 Capital Project	
D&K	
\$6,154.26 into 032.3325.560100 D&K Spay/Neuter Donations	

## Community Housing Impact &amp; Preservation Program

[illegible]

## ~TRANSFERS

Commissioners

(\$19,346.80) from 001.1951.530100 Contr. Serv., into 493.0460.419100 Proceeds of Notes

\$19,346.80 from 001.1951.530100 Contr. Serv., into 493.0460.422100 Transfers In

\$140,624.00 from 001.1001.560100 Comm. Other, into 022.0450.417100 Capital Projects

08:00 Exec. Session - Discuss Appointment of Public Employee

09:30 Bid Opening - Dog & Kennel Air Handling Unit

10:00 HAPCAP - Public Hearing.

10:15 Bill Bias - Quarterly Meeting

10:30 Zack Thomas - Johnson Control - Savings in Training

11:00 Engineer - Paving Project Bid Opening - ATH-CR107-0.00 Paving Project

11:30 Patrick McGarry - Health Department

## ~ AGENDA ITEMS

Amended Certificate

Utility Permits

Dog Shelter Volunteers

Community Improvement Challenge

Sheriff's Office - K-9 Vehicle Surplus / Misc. Surplus Equipment.

Treasurer's Office - Surplus

Prosecutor's Office - Surplus

Sheriff - Surplus

Appalachian Ohio Opioid Initiative - Letter of Support

Recess to the 25th at 10:30

Mandatory Direct Deposit

County Dog Shelter Parking Lot Repair

Health Dept. Side Lot Parking Repair

Extension Office - Parking Lot Repair

Maintenance Vehicle

Treasurer Resignation

ACWSD Resignation

Trailer Purchase

## ~TRAVEL

Auditor

James Conrath, Alex Knippa, Sam Sikorski - Cybersecurity Training - June 19 - The Plains, OH

PY 2018  
 Community Housing Impact and Preservation (CHIP) Program  
 ENVIRONMENTAL REVIEW DOCUMENTATION AND CERTIFICATION FORM  
 FOR GENERAL ADMINISTRATION, FAIR HOUSING AND PLANNING

Instructions:  
 The Environmental Review Documentation and Certification Form for General Administration, Fair Housing, and Planning activities (only) is the:

- Environmental Review;
- Notices of Project Specific Release of Funds Respecting Environmental Grant Conditions.

Applicants seeking an Environmental Review Documentation and Certification Form for General Administration, Fair Housing and Planning are conducting the environmental review evaluation and the evaluation determination are required for general administration, fair housing and planning activities. This will satisfy the grantee's environmental review documentation process for these select activities. Applicants must submit an original, completed Environmental Review Documentation and Certification Form for General Administration, Fair Housing, and Planning with the application and keep one original, executed form on file. Once the grant agreement is fully executed, grant recipient will be able to access grant funds for these activities. Please refer to OCD Policy CD-01 for further information and guidance.

General Administration and Fair Housing and Planning Defined

General administration and fair housing activities are defined as "Exempt" per 24 Code of Federal Regulations (CFR) 88.34(a)(3). Environmental and other studies, resource identification and plans and subgrantee development are defined as "Exempt" per 24 CFR 88.34(a)(1).

By executing this form, the certifying officer is certifying that the project description listed below is accurate, an environmental evaluation for general administration, fair housing, and planning activities was completed, and a determination of exemption was found for general administration, fair housing and planning activities.

Project Description

Planning activities include environmental and other studies, resource identification and the plans and subgrantee development. Program administration activities for this project include all or some of the following: staff and related costs required for overall program management, coordination, monitoring, reporting and evaluation; direct development costs; fair housing activities; indirect costs charged using an approved cost allocation plan; development or application for federal programs; and staff and overhead costs for project delivery and certain costs to administer the (check all applicable):

- ☐ Community Development Block Grant (CDBG)
- ☐ HOME Investment Partnerships (CHIP) or
- ☐ Emergency Shelter (ESG) Programs.

ENVIRONMENTAL REVIEW DOCUMENTATION AND CERTIFICATION FORM  
 GENERAL ADMINISTRATION, FAIR HOUSING AND PLANNING

Certification

An environmental evaluation has been conducted for general administration, fair housing and planning activities. Pursuant to the review, it is the finding of the responsible entity that the activities listed in the project description above are exempt. Therefore, per 24 CFR 88.34, the responsible entity does not have to undertake any environmental review, consultation, or other action under NEPA and the other provisions of law or authorities cited in 24 CFR 88.3 and 88.6 for these projects.

I certify the accuracy of these statements.

Grant Recipient: Athens County

Grant Number or Project Type and Name: Program Year: PY 2018 Community Housing Impact A Preservation (CHIP)

Name and Title of Certifying Officer: Jenny Ellison, President, Athens County Commissioners

Mailing Address: 15 B Court Street, Athens, Ohio 45701

Signature of Certifying Officer:

Jenny Ellison  
 4/24/18

Date of Signature:

Program Administrator Name: Heather Adams, Fair Community Action

Email Address of Program Administrator: glen.elliott@faircommunity.org

Administrator's Phone Number: 740.787.4580

~ Recess until Wednesday, April 25th at 10:30 ( or after BOR Meeting.)

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the payment of the required County Bills, which are included in the list of the ACCOUNTS PAYABLE CHECK REGISTER - Athens County, Date: April 24, 2018 and the bills are hereby the same and authorize the County Auditor to issue warrants on the County Treasurer for payment in the same. Complete list of bills maintained in the Auditor's office.

Bills

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the following New Fund & Line Items, Appropriations, and Transfers:

New Fund & Line Items, Appropriations, Transfers

~ New Fund & Line Items

Sheriff OPTT Grant		
Receipts	OPTT Grant	237.2373.412500
Expenditures		
	LE Salaries	237.2373.510200
	Admin. Salaries	237.2373.510202
	Supplies	237.2373.540100
	Printing Serv.	237.2373.560200
	Other Exp.	237.2373.560100

~APPROPRIATIONS

EMS	
\$185,000.00 into 551.4405.530102 Contracts	
Commissioners	
\$140,624.00 into 022.8009.550500 Software Program	
\$19,346.80 into 493.4609.550110 Capital Expense	
SEPTA	
\$10,856.15 into 837.7370.550102 Capital Project	
D&K	
\$6,154.26 into 032.3325.560100 D&K Spay/Neuter Donations	

Athens County Engineer PID 106701 ATH-CR107-0.00 Paving Project Bid Tabulation - 4/24/2018					Engineer's Estimate		Nuko Paving Inc.		The Shelly Company		McKee Paving and Sealing		Shelly and Sands, Inc.	
REF NO.	ITEM NO.	ITEM DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
1	283	PAVEMENT REPAIR	48	CY	\$ 200.00	\$ 9,600.00	\$ 260.00	\$ 11,280.00	\$ 360.00	\$ 15,780.00	\$ 294.00	\$ 13,230.00	\$ 326.00	\$ 14,828.00
2	284	PAVEMENT PLANING, ASPHALT CONCRETE	417	SY	\$ 7.00	\$ 2,919.00	\$ 10.00	\$ 4,170.00	\$ 6.66	\$ 2,358.06	\$ 12.00	\$ 5,004.00	\$ 8.50	\$ 3,544.50
3	407	TACK COAT	1675	GAL	\$ 2.00	\$ 3,150.00	\$ 2.26	\$ 3,643.75	\$ 1.80	\$ 2,992.50	\$ 2.25	\$ 3,543.75	\$ 2.00	\$ 3,150.00
4	441	ASPHALT CONCRETE SURFACE COURSE, TYPE 1, (448), PG64-22	456	CY	\$ 140.00	\$ 63,840.00	\$ 136.00	\$ 62,016.00	\$ 143.00	\$ 65,208.00	\$ 150.00	\$ 68,400.00	\$ 146.00	\$ 66,120.00
5	441	ASPHALT CONCRETE INTERMEDIATE COURSE, TYPE 2, (448)	638	CY	\$ 130.00	\$ 82,940.00	\$ 120.00	\$ 76,560.00	\$ 127.00	\$ 81,026.00	\$ 141.00	\$ 89,958.00	\$ 135.00	\$ 83,130.00
6	617	COMPACTED AGGREGATE	126	CY	\$ 65.00	\$ 8,125.00	\$ 65.00	\$ 8,125.00	\$ 68.00	\$ 10,780.00	\$ 65.00	\$ 10,625.00	\$ 115.00	\$ 14,375.00
7	642	EDGE LINE, 4", TYPE 1	1.92	MILE	\$ 1,000.00	\$ 1,920.00	\$ 890.00	\$ 1,708.80	\$ 695.00	\$ 1,360.60	\$ 1,200.00	\$ 2,304.00	\$ 850.00	\$ 1,632.00
8	642	CENTER LINE, TYPE 1	0.96	MILE	\$ 2,000.00	\$ 1,920.00	\$ 1,690.00	\$ 1,538.80	\$ 1,526.00	\$ 1,464.00	\$ 2,200.00	\$ 2,112.00	\$ 1,600.00	\$ 1,536.00
9	644	STOP LINE	46	FT	\$ 20.00	\$ 800.00	\$ 18.00	\$ 810.00	\$ 45.00	\$ 2,025.00	\$ 20.00	\$ 800.00	\$ 15.50	\$ 697.50
10	614	MAINTAINING TRAFFIC	1	LS	\$ 4,000.00	\$ 4,000.00	\$ 10,000.00	\$ 10,000.00	\$ 12,000.00	\$ 12,000.00	\$ 6,250.00	\$ 6,250.00	\$ 8,400.00	\$ 8,400.00
11	623	CONSTRUCTION LAYOUT STAKES AND SURVEYING, AS PER PLAN	1	LS	\$ 788.00	\$ 788.00	\$ 1,000.00	\$ 1,000.00	\$ 1,260.00	\$ 1,260.00	\$ 200.00	\$ 200.00	\$ 1,460.00	\$ 1,460.00
12	624	MOBILIZATION	1	LS	\$ 4,000.00	\$ 4,000.00	\$ 3,000.00	\$ 3,000.00	\$ 6,500.00	\$ 6,500.00	\$ 200.00	\$ 200.00	\$ 6,650.00	\$ 6,650.00
13	103	PREMIUM FOR PERFORMANCE BOND AND FOR PAYMENT BOND	1	LS	\$ 2,000.00	\$ 2,000.00	\$ 2,700.00	\$ 2,700.00	\$ 1,000.00	\$ 1,000.00	\$ 6,221.00	\$ 6,221.00	\$ 1,000.00	\$ 1,000.00
PROJECT TOTAL =					\$ 185,600.00		\$ 168,418.65		\$ 203,932.35		\$ 208,947.75		\$ 210,310.00	

~TRANSFERS

Commissioners

(\$19,346.80) from 001.1951.530100 Contr. Serv., into 493.0460.419100 Proceeds of Notes

\$19,346.80 from 001.1951.530100 Contr. Serv., into 493.0460.422100 Transfers In

\$140,624.00 from 001.1001.560100 Comm. Other, into 022.0450.417100 Capital Projects

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins to enter into executive session at 8:00 a.m. to discuss the employment of a public employee/interview.

**Executive Session - Employment of Public Employee/Interview Discussion**

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins to return to regular session at 8:49.

**Return to Regular Session**

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

~ Bid Opening - Dog & Kennel Air Handling Unit - 9:30 - No Bids received - Item will be scrapped.

**Bid Opening Air Handling Unit - No Bids**

A motion was made by Mr. Chmiel and seconded by Mr. Adkins acknowledging receipt of the Amended Certificate, dated April 24<sup>th</sup>, 2018 prepared by Jill Thompson, Athens County Auditor.

**Amended Certificate**

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the following Utility Permit:

**Utility Permit**

From: Frontier Communications Permit #18-091

9444 Campbell, Cambridge, OH 43725

We hereby request permission to install utility lines within public right-of-way limits.

Location of work: Township Road 500 Winner Road

General Description of Work: Bury service drop on edge of r/w from Ped. 1105-fA on Winner road, just past customers driveway.

Bore under road and bury up to house.

Type of Installation: Underground - Underground (buried) line crossing road.

Agreed to by: /s/Ashley Miller

Estimated Project Schedule: ASAP Completion Date: 06/15/18

Athens County Commissioners

/s/ Charlie Adkins

/s/ Chris Chmiel

/s/ Lenny Eliason

APPROVED AS TO FORM

By \_\_\_\_\_  
Ohio EPA Counsel

Print Name \_\_\_\_\_

Date \_\_\_\_\_

Craig W. Budes, Director

\_\_\_\_\_

OHIO ENVIRONMENTAL PROTECTION AGENCY

By \_\_\_\_\_

BORROWER

4/16/78

Authorized Representative

John Bowman

Print Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

4/24/78

PFS: awt

LEACH CLINICAL

APPROVED AS TO FORM

duly authorized officers as of the "Effective Date."

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their respective

Water Pollution Control Loan Fund Agreement



The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the Athens County Dog Shelter agreement release of liability for volunteers, as recommended by Mary Beth Brown, Athens County Dog Warden. Signed volunteer forms kept on file at the Dog Shelter.

**Dog Shelter Volunteers**

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

Commissioner Chmiel, discussed to possibility of working with Rural Action and the Community Improvement Challenge, Rural Action would like to apply for a \$100,000.00 grant to be distributed to the various villages and townships participating in the challenge.

**Rural Action & Comm. Improv. Challenge Grant  
Discussion Comm. Chmiel Appointed As Point Contact**

A motion was made by Mr. Adkins and seconded by Mr. Eliason authorizing Commissioner Chmiel to be the point contact with Rural Action, for the application process for a Community Improvement grant.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the County Property Declared Surplus/Scrap as requested by the Sheriff's Office:

**Sheriff - Surplus Property**

<u>Property Description</u>	<u>Model#</u>	<u>Serial#</u>
3 drawer filing cabinet	HON	
2 drawer filing cabinet	HON	
2 drawer filing cabinet		
HP Monitor	HSTND2771Q	CNK2020758
misc computer parts (old keyboards, mouse, etc)		
old gun safe		
HP elitedesk		2UA51318D4
Acer monitor		53303734985
HP monitor		CNC913NZX3

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the County Property Declared Surplus/Scrap and post for a minimum bid of \$1,000.00, as requested by the Sheriff's Office:

**Sheriff Surplus Vehicle - Post for Bid**

<u>Property Description</u>	<u>Model#</u>	<u>VIN#</u>
2016 F150 Canine Unit		1FTEW1E87GFB71330

CONCLUSION

All information obtained in the conduct of this engagement will be treated as confidential and disclosed only to the County, unless specifically authorized to submit it to any other person or agency.

We look forward to working with you and your staff on this important project and want to thank you for the opportunity to submit this proposal. This proposal is a firm and irrevocable offer for 90 days and has been prepared in duplicate. If it correctly reflects the County's understanding of the scope of this engagement, please confirm your understanding by signing both copies, certifying the availability of funds for payment, and returning one copy to me. Please retain the other copy for your files.

SIGNED INTENT

Jason T. Uhrig  
Principal

July 1, 2014

SIGNED ACCEPTANCE

Ray St.  
President  
Date 4/25/15  
Signature [Signature]  
Title Vice President  
Date 4-25-18

APPROVED AS TO FORM

Signature \_\_\_\_\_  
Title \_\_\_\_\_  
Date \_\_\_\_\_

[Signature]  
Signature  
Title Commissioner  
Date 4-25-18  
Signature \_\_\_\_\_  
Title \_\_\_\_\_  
Date \_\_\_\_\_

**SUPPLEMENTAL  
PROFESSIONAL SERVICES CONTRACT**

GAAP CONVERSION

Athens County

For the Year Ended December 31, 2017

This engagement for professional services is entered into by and between J. L. Uhrig and Associates Inc. (hereinafter referred to as "the Consultant") and Athens County (hereinafter referred to as "the County") for the purpose of providing supplemental professional services relative to the conversion of the County's cash basis annual financial report for the years ended December 31, 2017 to a basis which is consistent with generally accepted accounting principles (GAAP) and GASB Statement No. 34, "Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments".

SCOPE OF SUPPLEMENTAL SERVICES TO COUNTY

Due to the increased scope of work required to develop annual financial reports for the County's so it may be audited, the Consultant agrees to provide the following supplemental services to the County:

- \*Provide additional assistance in developing supporting documentation for adjusting/reversing entries that will be input to the GAAP trial balances.
- \*Provide additional assistance in developing financial statements, schedules, and financial statement note disclosures and supporting documentation.

PROFESSIONAL FEES

Based on the scope of professional services outlined herein, the Consultant expects the cost of supplemental professional fees and out-of-pocket expenses to be \$3,400 for the years ended December 31, 2017. The County will only be billed for the actual hours worked on the engagement. Each billing for these professional services will be made to the County on a bi-weekly basis as work progresses and such invoices will be due and payable by the County upon receipt. Any additional services provided to the County outside the scope of this engagement will be discussed with the County, and deemed as part of a separate engagement.

FIRM MISSION STATEMENT

- \*To provide a superior quality and value of professional service to government and nonprofit organizations.
- \*To provide a meaningful and rewarding working environment for employees of the firm.
- \*To give God the honor and glory in all that we do.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the County Property Declared Surplus and Redistribute or Scrap as requested by the Treasurers Office:

Treasurer - Surplus Equipment

Property Description	Model#	Serial#
LG Flatron L1515S Monitor	403KGCD97899	
LG Flatron L1515S Monitor		403KGBL97917
LG Flatron L1515S Monitor		403KGTV97953
Dell Monitor		CN-0D5428-72872-558-A0ES
ViewSonic Monitor VG193wm		QC4071720280
ViewSonic Monitor VG193wm		
Nobilis Computer (Computer Tower)		947660
Ultra Computer (Computer Tower)		05407566
Dell Optiplex 330 (Computer Tower)		
Brother HL5470DW (Printer)		U63080F4N751067
HP LaserJet 1100		USPF049210
HP LaserJet P2015d		CNBJB41505
LexMark T522 (Printer)		721ZMN8
Canon FaxPhone L90		CSH28087
HP LaserJet 82x (Printer Toner / 6 boxes)		
Canon Cartridge 104		

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the County Property Declared Surplus and transferred from the Sheriff's Office to the Prosecuting Attorneys Office, as requested by the Sheriff's Office:

Sheriff Surplus Ammo- Transfer to Pro. Atty.

Property Description	Model#	Serial#
1500-1800 Ammunition, 9mm, ball, practice, loose in ammunition can (value \$400.00)		

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the County Property Declared Surplus and transferred from the Prosecutors Office to the Sheriffs's Office, as requested by the Prosecutors Office:

Pro. Atty. - Surplus Ammo - Transfer to Sheriff

Property Description	Model#	Serial#
Winchester 40 S&W 180 Grain (Target)	Full Medal Jacket	1,850 rounds

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins authorizing the Auditors Office to establish a mandatory direct deposit payroll system effective following the May 3rd payroll, they've reached out to Hocking Valley Bank and they have provided a couple options for employees that may wish to utilize their services in setting up an account for their direct deposit.

Auditor - Establish Mandatory Direct Deposit Payroll System

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the following Letter of Support for the Appalachian Ohio Opioid Initiative:  
April 23, 2018

Appalachian Ohio Opioid Initiative Support Letter

RE: Appalachian Ohio Opioid Initiative

The Board of Athens County Commissioners support the proposed Appalachian Ohio Opioid Initiative for monies that will help increase tools and resources available to strengthen local and regional capacity to fight the addiction crisis in one of the most economically depressed regions. Ohio is second in the nation in per capita drug overdose deaths.

With Ohio University's College of Health and Sciences and Professions leading the effort to combat the addiction crisis across a broad spectrum these goals will be accomplished:

- Reducing Per Capita Opiate Prescribing
- Increasing Rapid Response to Individuals in Crisis
- Expanding Access to Treatment Options
- Providing Early intervention & Prevention Education for Youth
- Program Evaluation & Research

The Athens County Board of Commissioners support the Appalachian Ohio Opioid Initiative to help with the Opioid Addiction crisis in southern Ohio.

/s/ Lenny Eliason, President  
/s/ Chris Chmiel, Vice President  
/s/ Charlie Adkins

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Adkins and seconded by Mr. Chmiel accepting the bid proposal from York Paving, Quote #2 Side Lot, in the amount of \$8,310.00, to be paid by the Athens City/County Health Department

Health Dept. - Paving Side Lot - York Paving

- Item 1:  
Remove grass and dirt 8" deep, compact and place 4" of 304 stone base, compact.  
Item 2:  
Mill around edges to accept new pavement. 181 Sq. yds.  
Item 3:  
New Pavement 2.5" of 301 base and 1.5" 448 Type I, surface course  
Item 4:  
7 Parking spaces striped  
Total \$ 8,310.00

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Adkins and seconded by Mr. Chmiel accepting the bid proposal from McKee Paving, Rear Lot Bid, in the amount of \$10,450.00, to be paid by the Board of Commissioners.

Health Dept. Rear Office Paving - McKee

- Asphalt Pavement Rear Lot  
1. Grade the existing stone area 289 sq.y., roll for compaction.  
2. Pave the same area with 1.5" of #301 asphalt base material, roll for compaction-  
butt joints as needed, clean and tack the existing asphalt area - 257 sq.y.  
4. Fill the holes and apply a .5" leveling course over the existing asphalt area 257 sq.y.,  
#404 asphalt, roll for compaction.  
5. Pave the entire parking lot area, 546 sq.y., with 1.5" of #404 asphalt surface material, roll to a smooth finish.  
6. Mill the damage area along the new upper lot as needed, clean and tack- 42'x3'.  
7. Patch this area with 1.5" of #404 asphalt, roll to a smooth finish.  
8. Paint parking stalls, one handicap spot with van accessible hashed area and 9 regular parking spots.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to purchase a new 2019, 16 Dump Trailer from Lances Trailer Sales, 16615 Canaanville Hills Rd, Athens, Ohio, in the amount of \$11,047.50, DJFS has agreed to co-purchase the trailer. The Commissioners will pay for the trailer and invoice DJFS \$5,523.75 for their contribution.

Trailer - Co Purchase w/DJFS

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

Commissioner Adkins, discussed the possibility of trading in the old Grounds Keepers truck and Maintenance truck, and purchasing a new Maintenance vehicle. Commissioner Adkins, will do some research to determine a fair market value for the vehicles and report back to the

Groundskeeper/Maintenance Truck Trade Discussion

board.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins accepting the resignation of Treasurer William, J. Bias, effective April 30, 2018.

**Treasurer Accept Resignation of William J Bias, Treasurer**

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins appointing Mary Coffman, as Interim Treasurer until the Democratic Central Committee could appoint his replacement, she will be bonded and her salary will be adjusted to receive the Treasurers salary, while filling in as his replacement.

**Treasurer - Appointment of Interim Treasurer Mary Coffman**

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins acknowledging the retirement of Maureen Wend, Athens County Water and Sewer Clerk, effective May 31, 2018, the Commissioners directed the Clerk to advertise for her position.

**ACWSD - Accept Retirement of Maureen Wend**

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the following Travel:

**Travel**

Auditor

James Conrath, Alex Knippa, Sam Sikorski - Cybersecurity Training - June 19 - The Plains, OH

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

~ HAPCAP - CHIP Public Hearing #2 - Glen Crippen

**HAPCAP - CHIP Public Hearing #2**

**CHIP Second Public Hearing  
Athens County in Partnership with the City of Athens and City of Nelsonville  
15 S. Court Street, Athens Ohio  
April 24, 2018  
10:00 AM**

National Objective:

- Primarily benefit Low- and moderate income families
- Aid in the prevention or elimination of slum and blight conditions

Goal:

- To provide funding for a flexible , community wide approach to the improvement of affordable housing for low- and moderate income persons

and to develop local administrative capacity.

Available Funding

- \$19,000,000 Federal CDBG and Home Investment Partnership Program

Funds are available statewide. In addition Ohio Housing Trust Fund (OHTF) dollars may be utilized. CHIP Funds will be distributed in one competitive funding round. A community is allowed to submit only one application.

Grant Ceiling

- \$1,050,000

Activities

10 Owner Rehabilitation	\$438,000
2 Rental Rehabilitation	\$80,000
2 New Construction, Habitat for Humanity	\$44,000
1 Down Payment Assistance (DPA)/Rehab.	\$47,000
23 Owner Home Repair	\$237,000
12 Rental Home Repair	\$78,000
Administration & Fair Housing	\$126,000

Application Deadline

May 4, 2018

Questions

(Sign in sheet copied to page 219)

A motion was made by Mr. Chmiel and seconded by Mr. Adkins authorizing HAPCAP to submit the PY2018 CHIP Environmental Review Documentation and Certification Form for General Administration, Fair Housing and Planning. Also authorizing Commissioner Eliason’s signature on all related paperwork.

HAPCAP PY2018 CHIP Environ. Review

PY 2018  
Community Housing Impact and Preservation (CHIP) Program  
ENVIRONMENTAL REVIEW DOCUMENTATION AND CERTIFICATION FORM  
FOR GENERAL ADMINISTRATION, FAIR HOUSING AND PLANNING

Instructions:

The Environmental Review Documentation and Certification Form for General Administration, Fair Housing, and Planning activities (only) is the:

- Environmental Review;
- Environmental Review Certification; and
- Notice of Project Specific Release of Funds Respecting Environmental Grant Conditions.

Applicants executing an Environmental Review Documentation and Certification Form for General Administration, Fair Housing and Planning are certifying that the environmental review evaluation and



the exemption determination are accurate for general administration, fair housing and planning activities funded with administrative dollars. This will satisfy the grantee's environmental review documentation process for these select activities. Applicants must submit an original, executed Environmental Review Documentation and Certification Form for General Administration, Fair Housing, and Planning with the application and keep one original, executed form on file. Once the grant agreement is fully executed, grant recipients will be able to access grant funds for these three activities. Please refer to OCD Policy 06-01 for further information and guidance.

#### General Administration, Fair Housing and Planning Defined

General administration and fair housing activities are defined as ~Exempt" per 24 Code of Federal Regulations (CFR) 58.34(a)(3). Environmental and other studies, resource identification and plans and strategies development are defined as ~Exempt" per 24 CFR 58.34(a)(1).

By executing this form, the certifying officer is certifying that the project description listed below is accurate; an environmental evaluation for general administration, fair housing, and planning activities was completed; and a determination of exemption was found for general administration, fair housing and planning activities.

#### Project Description

Planning activities include environmental and other studies, resource identification and the plans and strategies development. Program administration activities for this project include all or some of the following: staff and related costs required for overall program management, coordination, monitoring, reporting and evaluation; citizen participation costs; fair housing activities; indirect costs charged using an accepted cost allocation plan; developing submissions or applications for federal programs; and staff and overhead costs for project delivery and certain costs to administer the (check all applicable):

D Community Development Block Grant (CDBG)

D HOME Investment Partnerships (HOME); or

D Emergency Shelter (ESG) Programs.

#### ENVIRONMENTAL REVIEW DOCUMENTATION AND CERTIFICATION FORM

#### GENERAL ADMINISTRATION, FAIR HOUSING AND PLANNING

#### Certification

An environmental evaluation has been conducted for general administration, fair housing and planning activities. Pursuant to the review, it is the finding of the responsible entity that the activities listed in the project description above are exempt. Therefore, per 24 CFR 58.34, the responsible entity does not have to undertake any environmental review, consultation, or other action under NEPA and the other provisions of law or authorities cited in 24 CFR 58.5 and 58.6 for these projects.

I certify the accuracy of these statements:

Grant Recipient: Athens County

Grant Number or Project Type and Name: Program Year (PY) 2018 Community Housing Impact & Preservation (CHIP)

Name and Title of Certifying Officer: Lenny Eliason. President. Athens County Commissioners



Mailing Address: 15 S. Court Street. Athens. Ohio 45701

Signature of Certifying Officer: /s/ Lenny Eliason

Date of Signature: 04/24/2018

Program Administrator Name: Hocking Athens Perry Community Action

Email Address of Program Administrator: glen.crippen@hapcap.org

Administrator's Phone Number: 740-767-4500

(Copied to pages 220)

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins appointing Commissioner Clerk, JoAnn Rockhold as the Fair Housing Coordinator, for the CHIP Program.

**CHIP Fair Housing Coordinator - JoAnn Rockhold Appointed**

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

~ Bill Bias, Treasurer - Investment Advisory Committee - Meeder Investment Management Reports from January, February and March 2018. Discussion regarding : Interest income update, submission of reconciled financial reports for First Quarter 2018.

**Treasurer - First Qtr. 2018 Quarterly Meeting**

A motion was made by Mr. Chmiel and seconded by Mr. Adkins acknowledging receipt of the reconciled financial reports for January, February and March 2018.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

~ Johnson Control, Inc. - Zach Thomas, Russ Baumann - Savings in Training - Energy Performance Contract - Mr. Thomas stated that the project has been substantially completed. The Commissioners informed Mr. Thomas that the final draw payment/schedule will not be submitted until all walk thru's have been completed. Robert Topping. Energy Solutions Performance Consultant at Johnson Controls stated he will assist in potential energy billing errors of utilities through coaching/instructing. He will coordinated with Maintenance Supv. Charles Brown to set up meetings to discuss this. Erin Daley, Energy Solutions Performance Engineer III presented the Commissioner with the M & V Construction Report to show the savings the County has achieved during the Construction Period and what savings will accrue over the life of the contract.

**Johnson Controls, Inc. - Zach Thomas, Russ Baumann Savings in Training w/Robert Topping - Erin Dailey - Construction Report**

**~ Bid Opening - 11:00 a.m. Engineer - Paving Project- ATH-CR107-0.00 Paving Project - Engineer's Estimate - \$185,500.00 (Burr Oak Entrance)**

**Engineer - Bid Opening - Paving Project - ATHCR107**

* Shelly and Sands, Inc.	\$210,310.00
* The Shelly Co.	\$203,982.35
* McKee Paving	\$208,947.75

\* Nuko Paving, Inc. \$186,419.55 (Bid Tab Copied to page 221)  
A motion was made by Mr. Chmiel and seconded by Mr. Adkins to acknowledge receipt of the above mentioned bids. The Engineer will return at a later date for recommendations.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins authorizing Commissioner Eliason's signature on the ATH-CR73.0.00 Project Sheet, as recommended by County Engineer Jeff Maiden. York Township CR73 Wolfe Bennett Road Resurfacing.

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the 2018 HSTS Replacement Program Water Pollution Control Loan Fund Agreement and authorize Commissioner Eliason's signature on all related paperwork. Copy of Agreement on file in Commissioners Office - Signature page copied to page 222)

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the following Bid Award to the lowest bidder, Terry Priest, Soil Evaluator, for the following 2016 Athens County (HSTS) Home Sewage Treatment Systems Replacement Program as presented by Patrick McGarry, Athens/City Health Department, and also authorize Commissioner Eliason's signature on all related documentation as needed.

Engineer - ATH CR73 Proj. Sheet York Twp.CR73

Health Dept. - 2018 HSTS Replacement Program Water Pollution Control Loan Fund Agreement

Health Dept. - HSTS Bid Award - Terry Priest, Soil Evaluator

<u>Project Information:</u>	<u>Price</u>
Matt & Denise Engelbert	\$650.00
16476 Bell Rd.	
Millfield, OH 45761	

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the following Bid Award to M.E. Good & Sons, for the following 2016 Athens County (HSTS) Home Sewage Treatment Systems Replacement Program as presented by Patrick McGarry, Athens/City Health Department, and also authorize Commissioner Eliason's signature on all related documentation as needed.

Projects:		
<u>HSTS Address</u>	<u>Bid Amount</u>	<u>Percent Paid</u>
Ms. Dawn Weekley, 2134 Chapman Rd., Guysville, OH	\$11,950.00	50% Funded from the Ohio EPA WPCLF.
Mrs. Phyllis Tanner, 19433 Circle Dr., Guysville, OH	\$12,800.00	100% Funded from the Ohio EPA WPCLF
The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.		

~ Meeting Recessed until Wednesday, April 25, 2018 at 10:15 a.m.

Meeting Recessed until Wed., April 25<sup>th</sup>

A motion was made by Mr. Chmiel and seconded by Mr. Adkins to suspend the rules and declare an emergency and add the following to the agenda:

\* GAAP Conversion Contract

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the SUPPLEMENTAL PROFESSIONAL SERVICES CONTRACT GAAP CONVERSION

**GAAP Conversion Contract**

Athens County For the Year Ended December 31, 2017 as follows:

This engagement for professional services is entered into by and between J. L. Uhrig and Associates Inc. (hereinafter referred to as "the Consultant") and Athens County (hereinafter referred to as "the County") for the purpose of providing supplemental professional services relative to the conversion of the County's cash basis annual financial report for the years ended December 31, 2017 to a basis which is consistent with generally accepted accounting principles (GAAP) and GASB Statement No. 34, "Basic Financial Statements - and Management's Discussion and Analysis-for State and Local Governments".

**SCOPE OF SUPPLEMENTAL SERVICES TO COUNTY**

Due to the increased scope of work required to develop annual financial reports for the County's so it may be audited, the Consultant agrees to provide the following supplemental services to the County:

\*Provide additional assistance in developing supporting documentation for adjusting/reversing entries that will be input to the GAAP trial balances.

\*Provide additional assistance in developing financial statements, schedules, and financial statement note disclosures and supporting documentation

**PROFESSIONAL FEES**

Based on the scope of professional services outlined herein, the Consultant expects the cost of supplemental professional fees and out-of-pocket expenses to be \$3,400 for the years ended December 31, 2017. The County will only be billed for the actual hours worked on the engagement. Each billing for these professional services will be made to the County on a bi-weekly basis as work progresses and such invoices will be due and payable by the County upon receipt. Any additional services provided to the County outside the scope of this engagement will be discussed with the County, and deemed as part of a separate engagement. (Copied to page 223).

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins to enter into executive session at 10:15 to discuss employment of a public employee/ interviews.

**Executive Session - Discuss Employment of Public Employee**



The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins to return to regular session at 11:10.

**Return to Regular Session - No Action**

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

~ Let the record reflect the interview for the DJFS Director position. No Action at this time.


A motion was made by Mr. Chmiel and seconded by Mr. Adkins to adjourn the above meeting.

**Adjourn**

The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

  
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JoAnn Rockhold, Clerk

  
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Julie Brooks, Assistant Clerk

  
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Lenny Eliason, President

  
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Chris Chmiel, Vice-President

  
\_\_\_\_\_  
Charlie Adkins