

REGULAR SESSION

Agenda

THE BOARD OF ATHENS COUNTY COMMISSIONERS, met in regular session August 28th, 2018 , with Lenny Eliason presiding, Charlie Adkins and Chris Chmiel in attendance.

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

ATHENS COUNTY BOARD OF COUNTY COMMISSIONERS
Meeting Agenda for August 28, 2018 - Convenes at 9:30 a.m.

Approve Agenda

Approve Appropriations, Transfers, New Line Items Requests/Changes

Approve Bills

09:45 DJFS - Jean Demosky, Dir.
10:00 Jeff Stankunas
10:30 Ed Newman - Apiary
10:45 Jessie Powers
11:00 Aaron Maynard - 911 Interim Dir.

~ AGENDA ITEMS

Amended Certificate
Utility Permit
Dog Shelter Volunteers
Maintenance Position Job Description
Alzheimer's Walk - Bikepath use
Albany Fair Distribution
Sheriff Surplus Vehicles
WIOA Board Re-Appointment - Resolution
Trane Service Agrmt.
DJFS - Cleanup at Barn (Invoices)
AEP Easement
ACCVB Board Appointments
Athens Co Port Authority Audit
2019 Athens Mobility Management Local Match Request
Engineer - OPWC Grant Application
Net Data Computer & LAN Services
Sheriff - Surplus iPads
Dog Shelter Staffing

~TRAVEL

WIOA

Laurie McKnight - Meet with Perry Co. JFS & OMJ Centers - Sept. 6, 2018

Commissioner

Chris Chmiel - 2018 Ohio Land Bank Conf. - Columbus Convention Ctr. - Oct.23-24, 2018

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 approve any Appropriations, Transfers, New Fund Line Item Requests/Changes submitted and processed through the Auditor's Office by various Departments. Dated: August 28, 2018 (Copied to page 428).

**Approp./Transf./New Fund Line Item
Requests/Changes**

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. Chmie and seconded by Mr. Adkins approving the payment of the required County Bills, which are included in the Auditor's Office INVOICE TRACKING REPORT - Dated: August 28, 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 acknowledging receipt of the Amended Certificate, dated August 28, 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 #18-021 for Columbia Gas:

Utility Permit 18-021 Columbia Gas

From: Columbia Gas

290 W. Nationwide Blvd.

Columbus, Ohio 43215

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

Location of work: CR7 - Johnson Road

Description of Work: Gas - Service line replacement due to a leak, 38 Johnson Rd./ CR7 in The Plains/Athens Twp. Main line is located on the same side of the road as property, running along the shoulder. Surface is soil. No cutting of the pavement anticipated.

Type of Installation: Underground (buried) Line Parallel to Road

Estimated Project Schedule:

Start Date: Upon Approval Completion Date: 1 Business Day

Agreed to by: /s/ Tiffany A Robinson

Athens County Commissioners

/s/ Charlie Adkins

Eas. _____



Easement & Right of Way

ATHENS COUNTY COMMISSIONERS, "Grantor(s)", in consideration of \$1.00, the easement terms, and other good and valuable consideration from Ohio Power Company an Ohio corporation and a unit of American Electric Power, 700 Morrison Road, Gahanna, OH 43230, "Grantee", the receipt and sufficiency of which is acknowledged, grants and conveys with general warranty covenants to Grantee its successors, assigns, lessees, licensees and tenants, a right of way and easement, "Easement" for electric and other current/future energy or communication purposes, overhead and underground, in, on, over, through and across the following described lands situated in ATHENS Township, ATHENS County, Ohio, and being part of Section No(s)18 Township No(s)9, Range No(s)14, Being part of a 26.07 acre tract of land as described as former C&O Railroad Land, in Official Records Volume 330 Page 2420 of the ATHENS County Recorder's Office (Parcel # A040020002800).

The easement shall be 12 feet wide, lying 6 feet on each side of the facilities as constructed. The approximate location of said easement is depicted on Exhibit A, attached hereto and incorporated herein.

This Easement conveys all necessary and convenient rights for the Easement's use, including, without limitation, the rights to: construct, operate, maintain, inspect, protect, repair, replace, enlarge, upgrade, extend and remove utility facilities and relocate within the Easement, all necessary and convenient facilities which include but are not limited to: poles, anchors, guys, supporting structures, conductors, conduits, enclosures, grounding systems, foundations, manholes, transformers, and associated equipment, adding thereto from time to time; perform grading or filling for such facilities; cut, trim, remove and/or otherwise control, with herbicides or by other means, at Grantee's option (without any liability to Grantor), any trees, limbs or branches, brush, shrubs, undergrowth, of whatever size, buildings, structures, or other obstructions that in Grantee's reasonable judgment endanger or interfere with the safety or use of its facilities, both within and adjoining the Easement. Within the Easement, Grantor shall not: place any structures, piles or debris, interfere with lateral support, change the level of the ground by excavation or mounding without Grantee's written consent, allow any construction that would be inconsistent with the National Electric Safety Code or Grantee's design standards, and, for underground lines, permit or cause any excavation, except for other utilities, provided such utilities rights do not conflict with this Easement. This Easement also conveys the right of ingress and egress in and over any reasonable routes at all times. If any governmental authority requires Grantee to relocate the facilities contemplated by this grant, this



August 15, 2018

Athens County Commissioners
1 South Court Street
Athens, Ohio 45701

Dear Athens County Commissioners,

Ohio Power is currently working on a project near the Eclipse Village site that will allow for the removal of the existing overhead facilities and the installation of new underground facilities. This project is necessary to allow for the removal of two deteriorated poles that are currently within the designated wetland owned by Nelsonville TV Cable and to remove conductors that cross the deck area of the Nine Tables property.

Due to the complexity of this project, I feel it would be beneficial if we could sit down or meet on site to discuss the specifics of the construction. As a part of the planning process, we have met with representatives from Columbia Gas and The Plains Water and Sewer to verify the proposed construction will not interfere with their existing facilities. Also, all proposed facilities will remain on private property and will not involve any property owned by the railroad. Another important consideration will be what protection will be required for crossing the bike path and assuring the safety of the individuals using the bike path during the construction.

We welcome the opportunity to meet with you to discuss the proposed construction and find a resolution that will allow the project to proceed.

Truly,

Robbie Shields



ROBBIE SHIELDS | RIGHT OF WAY AGENT 5/R
RSHIELDS@AEP.COM | 614.740.594.1976 | C-740.591.8030
9135 ST. RT. 682, ATHENS, OH 45701 9102

/s/ Chris Chmiel
/s/ Lenny Eliason

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.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the following updated, Building Maintenance Superintendent's job description:

Building Maint. Supt. Job Description Updated

Athens County Effective Date: August 11. 1992
Board of Commissioners Review Date: August 28.2018
JOB DESCRIPTION Revision: August 28. 2018

Page 1 of: 2

Approved by: Date: August 28, 2018

Board of Commissioners

This job description as written or revised becomes effective as of the above date and supersedes all other previous job descriptions.

POSITION: Building Maintenance Superintendent

OVERVIEW:

As Building Maintenance Superintendent, under general direction, supervise custodial and maintenance personnel; maintains and repairs all county building and offices. This position will be using technology to expedite work, a strong computer knowledge is required.

ESSENTIAL DUTIES:

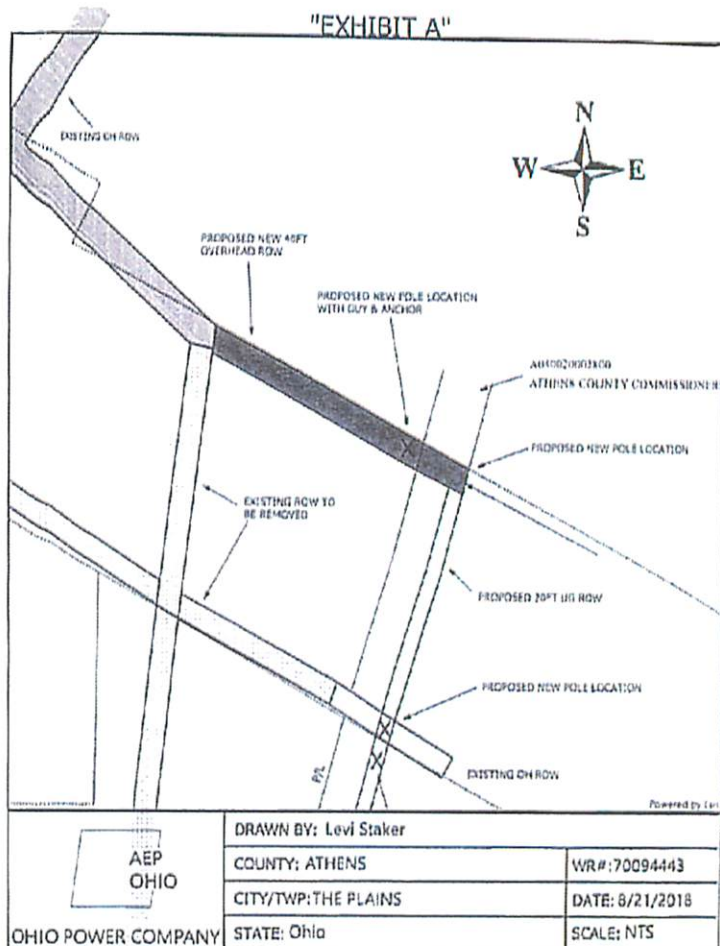
These essential duties are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

Supervises custodial personnel; schedules, assigns and reviews work, recommends discipline as needed; evaluates employees' performance; and trains new employees. Plans schedules and distributes work order to the maintenance and custodial staff.

Oversees maintenance of county facilities. Repairs and operates heating and air conditioning

Exemption requested by **Yano Power Company, Ltd.**
 GLENN COLLEGE DISTRICT #1, 29 4TH ST. CHICAGO, ILL. 60604-4443
 14 and for the State of QRO
 My Commission Expires
 August 3, 2020

W6W003001R01



Easement conveys the right to relocate such facilities to a comparable location of Grantee's choosing, without the need for a new easement.

Grantor may use its property for all purposes not inconsistent with the full enjoyment of the Easement, but Grantor acknowledges high voltage electric lines will be constructed within the Easement and Grantor shall use its property in a manner consistent with all applicable safety rules and regulations for working near electric lines. Safety/required clearance issues may be referred to Grantee's Engineering Group. Grantor shall restore the premises or pay reasonable damages done to fences, driveways, selected lawn, landscaping, patios, decks and crops caused by Grantee's use of the Easement. Grantor has authority to grant this Easement. No debts or encumbrance by Grantor in exercising any right hereunder shall operate as a waiver or forfeiture of such right. This Easement grant is effective and binding upon the parties, their successors, assigns, heirs, licensees, heirs and legal representatives, and if any term hereunder is held invalid, the remainder shall not be affected thereby.

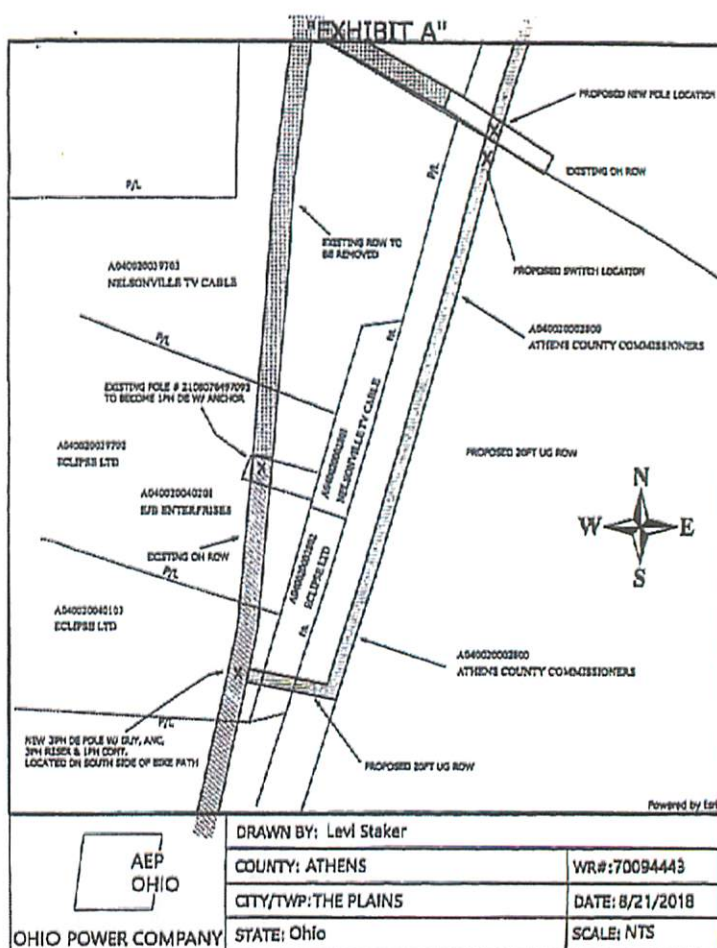
WITNESS, Grantor(s) signed this Easement on the 23rd day of August, 2010.

ATHENS COUNTY COMMISSIONERS

By: Ray Elmer
Print Name Ray Elmer

By: Chris Chmiele
Print Name Chris Chmiele

By: C. O. Adkins
Print Name C. O. Adkins



systems or contacts the appropriate vendor. Conducts inspections of systems; cleans system, replaces filters, adjust controls, performs repairs when needed.

Performs maintenance and repairs of county building, may include carpentry work, painting, custodial equipment repair, plumbing.

Oversees Energy Systems and reduces energy consumption by implementing technology and conservation practices.

Act as a department representative and liaison to various county offices, government offices, customers, law enforcement, government agencies, and the general public.

County.

Maybe assigned to attend meetings, conferences and/or other public events and represent Athens

Develop a preventative maintenance schedule for all facilities.

Develop an SOG for the department and positions.

Develop with the BOC goals, objectives and key results to measure progress towards the goals for the department.

Develop a budget for the department that includes each facility and schedule long term expenditures that match the preventative maintenance schedule.

Work on developing a continuous improvement plan for the position and other positions under the department. This includes continuing education opportunities and certificates.

Perform other job-related duties as assigned.

Page: 2 of: 2

Athens County

Effective Date: August 11, 1992

Board of Commissioners Review

Date: August28, 2018

JOB DESCRIPTION Revision:

August 28. 2018

Approved by: Date:

August 28, 2018

Board of Commissioners

This job description as written or revised becomes effective as of the above date and supersedes all other previous job descriptions.

POSITION: Building Maintenance Superintendent

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of agency policies, procedures, past practices and regulations.

APPENDIX A
AGREED-UPON PROCEDURES
BREAKDOWN OF BUDGETED HOURS

	<u>Budgeted Hours</u>
Planning Information	
Cash and Investments	
Charges for Services	
Income Tax	
Property Tax, Intergovernmental & Other Confirmable Receipts	
Other cash receipts	
Non-payroll Expenditures	
Payroll Expenditures	
Debt Service	
Compliance	
Other Entity Specific Procedures	
Final Report	
Supervision and administration	
Total Hours	0.0

Completed forms should be e-mailed to: IPACorrespondence@ohioauditor.gov (or faxed to 866-603-0003)

SECTION II - MODIFICATION INFORMATION (Continued)

<u>Impact on Cost</u>	<u>HOURS</u>	<u>RATE</u>	<u>COST</u>	<u>Subcontractor Cost/Original Cost/Original</u>
Original Contract for Impacted Period	184	\$50.00	\$9,200.00	\$9,200.00
Previous Modification dated 8/27/18	-10	\$50.00	-\$500.00	-\$500.00
Previous Modification dated				
Current Modification for Impacted Period	100	\$50.00	\$5,000.00	\$5,000.00
New Contract Total for Impacted Period	174	\$50.00	\$8,700.00	\$8,700.00

SECTION III - RECITALS/ APPROVAL

Due to the need for a contract modification, as stated in SECTION II above, the parties with intent to be legally bound agree as follows:

1. IPA shall, in the performance of its engagements related to the Public Office for the first period set forth in the original Contract, previous Modification Agreements, and in this Agreement, perform all engagements work as set forth in the original Memorandum of Agreement, previous Modification Agreements and in this Agreement.
2. In consideration of the modification to the engagements work documented herein, the Public Office shall make payment to the IPA as set forth in the original Memorandum of Agreement, as modified in SECTION II of this agreement above.
3. The performance of the engagements work provided for in this Agreement, and all related payments provided for herein, shall in all respects be subject to the terms and conditions set forth in the original Contract.
4. Should this modification cause the total hours of the contract to exceed the threshold established for use of a MRU/PRU subcontractor, the IPA shall follow all minority participation and other relevant requirements of the original contract. If applicable, the required MRU/PRU subcontractor with respect to this Agreement will be:
Subcontractor: _____
Address: _____
5. Should this modification involve the use of other subcontractors, the IPA shall follow all relevant requirements of the original contract. If applicable, the other subcontractor with respect to this Agreement will be:
Subcontractor: _____
Address: _____

In the event of any conflict or inconsistency between the provisions of this Agreement and the parties' prior contract, the provisions of this Agreement shall control in all respects.

IN WITNESS WHEREOF, Auditor, Public Office and IPA have executed this agreement.

Tara L. Weaver, CPA, CFE,
CFF, CGMA, CGFM
Auditor of State

Public Office for the Port of Columbus
1000 Columbus Avenue, Suite 1000
Columbus, Ohio 43260-1000
Phone: 614-464-1111
Fax: 614-464-1112

[Signature]
Legislative Authority or Designee for Athens County Port Authority

Date **8.28.2018**
Date

Auditor of State

Date

Completed forms should be e-mailed to: IPACorrespondence@ohioauditor.gov (or faxed to 866-603-0003)



Dave Yost · Auditor of State

MODIFICATION AGREEMENT

This Agreement between Auditor of State Dave Yost (Auditor), Athens County Port Authority (Athens County Port Authority), and Public Office for the Port of Columbus (Public Office) is entered into this 28th day of August, 2018, by and between the parties identified above. The parties agree to abide by all terms and conditions of the original agreement, except as specifically identified in Section II below, and that no remuneration will be granted in relation to work performed under this modification prior to the execution of this Agreement by all parties.

SECTION I - ORIGINAL CONTRACT INFORMATION

Public Office Name as RFP	Athens County
Original Contract Period	January 1, 2013 through December 31, 2018 with extension through December 31, 2019
Day RFP was issued	10/21/13
Public Office Contact	Bryan D. Smith, Treasurer
IPA Contact	Lynette Salter

SECTION II - MODIFICATION INFORMATION

Modifications are only appropriate for engagement services that were not known at the time of the original proposal and could not have reasonably been anticipated by the parties during the bid process. The hourly rate for modified services should not exceed the hourly rate originally proposed by the IPA firm. If multiple engagement periods are involved with this modification, contact the regional representative noted in the RFP for further instructions.

Event Period(s) Impacted by this Modification: From January 1, 2018 To December 31, 2018

Category (check all that apply):

☐ Change in Accounting or Auditing Standards ☐ Change in Laws or Regulations
☐ Change in Scope ☐ Change in IPA Region (not applicable) ☒ Other: Add and/or extend existing contract

NOTE: If the Modification is the result of a Change in Scope from a full audit to an ACP, a breakdown of budgeted hours for the ACP engagement is required to be submitted with the Modification Agreement for approval. The Breakdown of Budgeted Hours form in Appendix A must be completed for ACP engagements. Detailed explanation for Modification (include any additional reports requested):

OH State Auditor of State
1000 Columbus Avenue, Suite 1000
Columbus, Ohio 43260-1000
Phone: 614-464-1111
Fax: 614-464-1112

APPENDIX A
AGREED-UPON PROCEDURES
BREAKDOWN OF BUDGETED HOURS

	<u>Budgeted Hours</u>
Planning Information	
Cash and Investments	
Charges for Services	
Income Tax	
Property Tax, Intergovernmental & Other Confirmable Receipts	
Other cash receipts	
Non-payroll Expenditures	
Payroll Expenditures	
Debt Service	
Compliance	
Other Entity Specific Procedures	
Final Report	
Supervision and administration	
Total Hours	0.0

Completed forms should be e-mailed to: IPACorrespondence@ohioauditor.gov (or faxed to 866-603-0003)

Knowledge of and ability to use equipment and supplies, computers, etc.

Knowledge of work order system.

Knowledge of custodial methods, techniques, supplies and equipment utilized in custodial operations.

Knowledge of public relations; ability to record and relay correct information; proper phone and mail etiquette. MUST exhibit a pleasant public appearance as official county representative.

Ability to communicate effectively both orally and in writing.

Ability to lift heavy loads with no restrictions on range-of-motion; ability to perform manual labor for extended periods of time.

Ability to diagnose malfunctions and determine corrective measures; utilize hand-held power tools, understands a system of mechanical repair procedure, maintains a log of various maintenance equipment.

Ability to interact effectively with the public and staff.

OTHER REQUIREMENTS:

Must be able to effectively communicate and interact with other employees and the public through the use of the telephone, by email, and by personal contact.

Must be able to effectively use and operate various pieces of office-related equipment, such as, but not limited to, a personal computer, standard email, calculator, copier, and fax machine.

SPECIAL REQUIREMENTS:

High School Diploma or Equivalent

Possession and maintenance of a valid Ohio driver's license.

Must be able to pass a background check and driving record check.

Understanding of Ohio Public Records Law

Please keep in mind, you represent Athens County as a whole, and your conduct is a representation of Athens County.

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 approve the following job posting in the Athens Messenger, for two (2) weeks, for the Building Maintenance Superintendent::

August 30, 2018

Job Posting - Building Maint. Supt.

SECTION II - MODIFICATION INFORMATION (Continued)

Impact on Cost:	HOURS	RATE	COGS	Subcontractor Cost/Impact Amount
Original Contract for Impacted Period	1448	0.0000	0.0000	
Previous Modification added				
Current Modification for Impacted Period	0	\$50.00	\$2,500.00	-\$500
New Contract Total for Impacted Period	1448	\$50.00	\$2,500.00	-\$500

SECTION III - RECITALS/APPROVAL

Due to the need for a contract modification, as stated in SECTION II above, the parties with intent to be legally bound agree as follows:

1. IPA shall, in the performance of its engagement related to the Public Office for the fiscal period(s) set forth in the original contract, previous Modification Agreements, and in this Agreement, perform all engagement work as set forth in the original Memorandum of Agreement, previous Modification Agreements, and in this Agreement.
2. In consideration of the modification to the engagement work documented herein, the Public Office shall make payment to the IPA as set forth in the original Memorandum of Agreement, as modified in SECTION II of this agreement above.
3. The performance of the engagement work provided for in this Agreement and all related payments provided for herein, shall in all respects be subject to the terms and conditions set forth in the original contract.
4. Should this modification cause the total hours of the contract to exceed the threshold established for use of a MHF-FIRIE subcontractor, the IPA shall follow all necessary participation and other relevant requirements of the original contract. If applicable, the required MHF-FIRIE subcontractor with respect to this Agreement will be:
Subcontractor: _____
Address: _____
5. Should this modification involve the use of other subcontractors, the IPA shall follow all relevant requirements of the original contract. If applicable, the other subcontractor with respect to this Agreement will be:
Subcontractor: _____
Address: _____

In the event of any conflict or inconsistency between the provisions of this Agreement and the parties' prior contract, the provisions of this Agreement shall control in all respects.

IN WITNESS WHEREOF, Auditor, Public Office and IPA have executed this agreement.

Tara L. Weaver, CPA, CFE,
CFF, CGMA, COFM
Julian A. Timber, Esq.

Public Office of the Auditor of State
1000 North Capitol Street, N.E.
Atlanta, Georgia 30334
Phone: (404) 463-1000
Fax: (404) 463-1001
www.auditor.ga.gov

Legislative Authority or Designee for Athens County

Date: 8-28-18
8-28-2018

Auditor of State

Date

Completed forms should be e-mailed to: IPA@comptroller.ga.gov for review to 866-643-6843



Dave Yost • Auditor of State

MODIFICATION AGREEMENT

This Agreement between Auditor of State Dave Yost (Auditor), Athens County, Georgia, and Athens County (Public Office), and Julian A. Timber, Esq., an independent public accountant (IPA), modifies an existing agreement between these parties as identified in SECTION I below and incorporated herein by reference. These parties agree to abide by all terms and conditions of the original agreement, except as specifically identified in Section II below, and that no remuneration will be granted in relation to work performed under this modification prior to the execution of this Agreement by all parties.

SECTION I - ORIGINAL CONTRACT INFORMATION

Public Office Name on RFP: Athens County
Original Contract Period: 12/1/17 - 12/31/18
Date RFP was issued: 10/25/17
Date MOA Executed: 12/11/17
Public Office Contact: Julia A. Thompson, Auditor
E-mail: jthompson@athensga.org
IPA Contact: Jennifer Kalyon
E-mail: jkalyn@jgibbs.com

SECTION II - MODIFICATION INFORMATION

Modifications are only appropriate for engagement services that were not known at the time of the original proposal and could not have reasonably been anticipated by the parties during the bid process. The basis rate for modified services should not exceed the hourly rate originally proposed by the IPA firm. If multiple engagement periods are involved with this modification, contact the regional representative noted in the RFP for further instructions.

Fiscal Period(s) Impacted by this Modification: From January 1, 2018 To December 31, 2018

Categories checked all that apply:

☐ Change in Accounting or Auditing Standards ☐ Change in Law or Regulations
☒ Change in Scope ☐ Change in IPA Report Due Date ☐ Other: _____

NOTE: If the Modification is the result of a Change in Scope from a full audit to an AUP, a breakdown of budgeted hours for the AUP engagement is required to be submitted with the Modification Agreement for approval. The Breakdown of Budgeted Hours form in Appendix A must be completed for AUP engagements. Detailed explanation for Modification (include any additional reports requested):

Reduction in hours due to the prior authority being removed from the contract.

GA Code Book, Chapter 10, Article 1, Section 10-1-1
Phone: (404) 463-1000 or (800) 662-3100
www.auditor.ga.gov

The Athens Messenger

RE: Help Wanted Ad

The Board of Athens County Commissioners, will be accepting applications and resumes for the position of Building Maintenance Superintendent; duties include supervision of custodial and maintenance personnel; maintains and repairs all county building and offices. This position will be using technology to expedite work, a strong computer knowledge is required.

Job Duties: Performs maintenance and repair of county buildings; Works on Bikepath, 691 Landfill, oversees maintenance of county facilities. Repairs and operates heating and air conditioning systems or contacts the appropriate vendor. Conducts inspections of systems; cleans system, replaces filters, adjust controls.. Oversees Energy Systems and reduces energy consumption by implementing technology and conservation practices. and other duties as assigned.

Requirements: working knowledge of computer sources. Knowledge of custodial methods, techniques, supplies and equipment utilized in custodial and maintenance operations. Develop and maintain good working relationships with commissioners and associates. High School Diploma or Equivalent, Possession and maintenance of a valid Ohio driver's license. Must be able to pass a background check and driving record check. Understanding of Ohio Public Records Law

Job Qualifications: Ability to lift heavy loads with no restrictions on range-of-motion; ability to perform manual labor for extended periods of time. Ability to diagnose malfunctions and determine corrective measures; utilize hand held power tools; understand a system of mechanical repair procedures; understand manual and verbal instructions.

Full job description and application are available online at www.co.athensoh.org under Business/ Job Postings. Submit application and resume to: 15 South Court Street, Athens, Ohio 45701, and should be returned no later than September 14, 2018 at 3:00 p.m. Affirmative Action Employer.

Publish September 2nd and 9th

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 approve the request by the nonprofit group from Glouster, Grandma's Gang, who requested permission to use a side by side on the Bikepath during the Alzheimer's Association Walk on September 29th, 2018.

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 approving the request from the Albany Independent Agriculture Society for the entitled funds from the county in accordance with ORC Sections 1711.04 and 1711.05 approving the total amount budgeted, \$1,500.00, for this purpose.

Alzheimers Assoc. - Use of Bikepath

Albany Indep. Agric. - Funds Distributed

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 Surplus Vehicles, requested by the County

Sheriff - Surplus Vehicles

Sheriff's Office:

2011 Ford Crown Vic	Vin# 2FABP7BV2BX111195	To be Salvaged to the Coolville P.D. for a parts car.
2009 Dodge Charger	Vin#2B3KA43VX9H567086	To be Salvaged to McKee's in trade for Tow.

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

~ DJFS - Director, Jean Demosky - Agenda Items for Discussion:

DJFS - Agenda Items for Discussion

COMMISSIONERS
8-28-18
ACDJFS
1. Contracts
a. Big Brothers Big Sisters
b. HAPCAP
i. Meals on Wheels
ii. Project Keep Warm
c. Rural Action
2. Funds Transfer (Resolution)
3. WIOA Board Member (Resolution)
4. Staff Training/Retreat
a. Review of Goals
5. Events
a. Blood Mobile 8/29/18
b. Back to School Bash 2019

A motion was made by Mr. Chmiel and seconded by Mr. Adkins authorizing the Commissioners signatures on the Athens County Job & Family Services Subgrant Agreement between ACDJFS and the Big Brothers Big Sisters of Athens County. Effective Date: September 1, 2018 through August 31, 2018. Amount of Subgrant/Payments: \$15,000.00. Copy of full agreement on file in Commissioner's Office.

DJFS - Subgrant Agrmt. Big Brothers/Big Sisters

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 Commissioners signatures on the the following Athens County Job & Family Services Amendment #2 w/ Rural Action, Inc.:

DJFS - Amendment #2 w/ Rural Action

Athens County Job & Family Services
Amendment #2

Athens County Commissioners



Charlie Adkins
caadkins@athensoh.org
Chris Chmiel
cchmiel@athensoh.org
Lenny Eliason, MPA
leliason@athensoh.org

15 South Court St.
Athens, Ohio 45701
(740) 592-3219
Visit us at our website
co.athensoh.org

JoAnn Rockhold
Clerk/Admin. Assistant
jsrkorski@athensoh.org
Telephone (740) 592-3292
Fax (740) 594-8010

AUTHORIZATION LEGISLATION DESIGNATING OFFICIAL

ATTACHMENT C

A RESOLUTION AUTHORIZING Jeff Maiden, County Engineer TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and

WHEREAS, the Athens County is planning to make capital improvements to County Road 10, and County Road 17 with an asphalt overlay, and

WHEREAS, the infrastructure improvements herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs,

NOW THEREFORE, BE IT RESOLVED by the Athens County Commissioners with a motion by Commissioner Chmiel and a second by Commissioner Adkins :

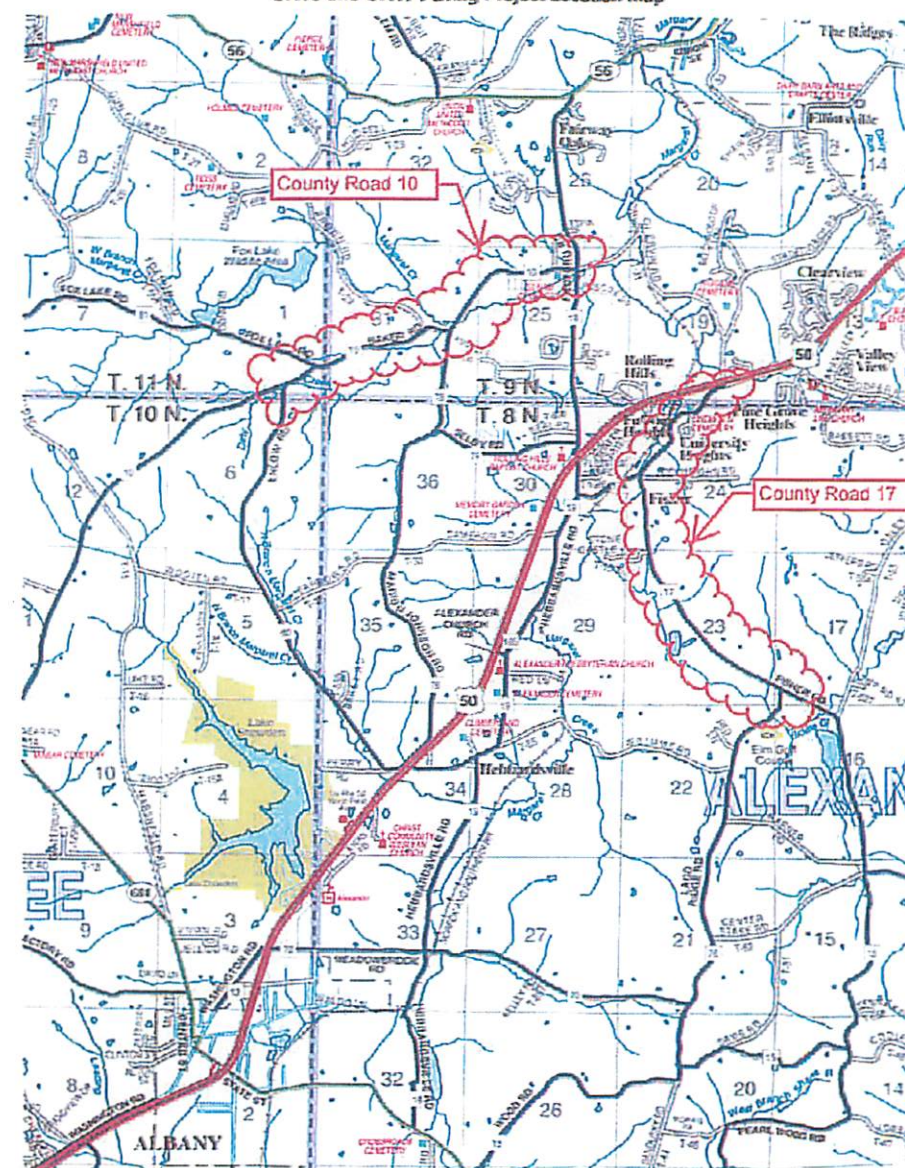
Section 1: Lenny Eliason, President, Athens County Commissioners, is hereby authorized to apply to the OPWC for funds as described above.

Section 2: Lenny Eliason, President, Athens County Commissioners, is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

Passed: Date 8/28/18

Signed Lenny Eliason
Lenny Eliason, President
Athens County Commissioners

CR10 and CR17 Paving Project Location Map



This Second Amendment to Subgrant Agreement made and entered into on the 1st day of August, 2017, is made and entered into on the 28th day of August, 2018 between the Athens County Department of Job and Family Services (hereafter referred to as "ACDJFS") and the Rural Action Inc., (hereinafter referred to as "SUBGRANTEE").

WHEREAS, the parties seek to amend ARTICLE IV: EFFECTIVE DATE OF THE SUBGRANT Paragraph A. This Subgrant Agreement is made pursuant to a grant award by the Ohio Department of Job and Family Services (ODJFS) and is not for research and development purposes. The grant award is under the authority of the Ohio Department of Job and Family Services, award program year 2018/2019 and Federal fiscal year 2018, awarded by the Department of Health and Human Resources.

ARTICLE IV. EFFECTIVE DATE OF THE SUBGRANT

A. This Subgrant Agreement will be in effect from 08/01/2017 through 12/31/2018 unless this Subgrant Agreement is suspended or terminated pursuant to ARTICLE VIII prior to the above termination date. In accordance with applicable federal, state and local laws and regulations, ACDJFS reserves the right to extend this Subgrant Agreement through 05/31/2019, upon mutual agreement, based on performance, continuity of services and availability of federal, state and/or local funding. All Other terms and agreements of the original Subgrant Agreement remain in place and unchanged.

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 Commissioners signature on the ACDJFS Contract Agreement with HAPCAP / Meals on Wheels:

DJFS - Contract w/HAPCAP Meals on Wheels

This CONTRACT made and entered into on the 28th day of August, 2018, by and between the Athens County Department of Job and Family Services (hereinafter referred to as ACDJFS) and Hocking Athens Perry Community Action (HAPCAP), (hereinafter referred to as CONTRACTOR) [Contact information: Jessica Stroh, 3 Cardaras Drive, Glouster, OH 45732, (740)767-4500]. Pursuant to the Ohio Revised Code and rules promulgated by the Ohio Department of Job and Family Services (ODJFS), the ACDJFS is authorized to contract with public or private agencies for the purchase of social services, and the performance of administrative or other duties.

WHEREAS, ACDJFS seeks to purchase home delivered meals for Athens County residents through the Meals-OnWheels program, and CONTRACTOR seeks to provide such services, the parties hereby enter into the following CONTRACT, whereby ACDJFS agrees to purchase, and CONTRACTOR agrees to provide such services.

1.1 CONTRACT PERIOD: This CONTRACT shall be effective beginning on 10/01/2018 to and including 09/30/2019 unless otherwise terminated. ACDJFS reserves the right to extend this Contract for up to one (1) year through 09/30/2020, upon mutual agreement, based on performance, continuity of services and availability of federal, state and/or local funding.

SERVICES PROVIDED: CONTRACTOR shall provide home delivered meals for eligible Athens county residents through the Meals-On-Wheels program.

CONTRACT PRICE: ACDJFS shall pay to CONTRACTOR for home delivered meals at the rate of up to Six and Fifty one-hundredths dollars (\$6.50) per meal pursuant to Article 2 of this Contract, subject to the terms and conditions specified elsewhere in this Contract. The maximum amount payable under this contract will



State of Ohio
Public Works Commission
Application for Financial Assistance

IMPORTANT: Please consult "Instructions for Financial Assistance for Capital Infrastructure Projects" for guidance in completion of this form.

Applicant: Athens County Subdivision Code: 000-00009
District Number: 18 County: Athens Date: 06/27/2019
Contact: Jeff Masten, Athens County Engineer Phone: (740) 553-5514
Email: jmasten@athensohio.org FAX: (740) 552-4510

Project Name: CR10 and CR17 Paving Project Zip Code: 45701
Subdivision Type: Project Type: Funding Request Summary
(Select one) (Select one) (Summarize total/2019 total page 2)
☒ 1. County ☒ 1. Road Total Project Cost: 709,247.00
☐ 2. City ☐ 2. Bridge/Culvert 1. Grant: 363,632.00
☐ 3. Township ☐ 3. Water Supply 2. Loan: 131,211.00
☐ 4. Village ☐ 4. Wastewater 3. Loan Assistance / Credit Enhancement: 0.00
☐ 5. Water (S110 Water District) ☐ 5. Solid Waste Funding Requested: 524,553.00
☐ 6. Stormwater

District Recommendation (To be completed by the District Committee)
Funding Type Requested: BICIP Loan - Rate: % Term: Yrs Amount: 00
☐ State Capital Improvement Program RLP Loan - Rate: % Term: Yrs Amount: 00
☐ Local Transportation Improvement Program Grant: Amount: 00
☐ Revolving Loan Program LTIP: Amount: 00
☐ Small Development Program Loan Assistance / Credit Enhancement: Amount: 00
District EQ Priority:

For OPWC Use Only
STATUS: Grant Amount: 00 Loan Type: ☐ BICIP ☐ RLP
Project Number: Loan Amount: 00 Date Construction End: 00
Total Funding: 00 Date Maturity: 00
Release Date: Loan Participation: % Rate: %
OPWC Approval: OPWC Participation: % Term: Yrs

Form OPWC0201 Rev. 12-16

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1.0 Project Financial Information (All Costs Rounded to Nearest Dollar)

1.1 Project Estimated Costs

Engineering Services
Preliminary Design: 00
Final Design: 00
Construction Administration: 20,666.00
Total Engineering Services: a.) 20,666.00 3 %
Right of Way: b.) 00
Construction: c.) 688,589.00
Materials Purchased Directly: d.) 00
Permits, Advertising, Legal: e.) 00
Construction Contingencies: f.) 00 0 %
Total Estimated Costs: g.) 709,247.00

1.2 Project Financial Resources

Local Resources
Local In-Kind or Force Account: a.) 00
Local Revenues: b.) 184,404.00
Other Public Revenues: c.) 00
ODOT / FHWA PID: d.) 00
USDA Rural Development: e.) 00
OEPA / OWDA: f.) 00
CDBG: g.) 00
☐ County Endowment or Community Dev. "Funds"
☐ Department of Development h.) 00
Other: h.) 00
Subtotal Local Resources: i.) 184,404.00 26 %
OPWC Funds (Check all requested and enter Amount)
Grant: 75 % of OPWC Funds j.) 363,632.00
Loan: 25 % of OPWC Funds k.) 131,211.00
Loan Assistance / Credit Enhancement: l.) 0.00
Subtotal OPWC Funds: m.) 524,553.00 74 %
Total Financial Resources: n.) 709,247.00 100 %

Form OPWC0201 Rev. 12-16

Page 2 of 4

1.3 Availability of Local Funds

Attach a statement signed by the Chief Financial Officer listed in section 5.2 certifying all local resources required for the project will be available on or before the earliest date listed in the Project Schedule section. The OPWC Agreement will not be released until the local resources are certified. Failure to meet local share may result in termination of the project. Applicant needs to provide written confirmation for funds coming from other funding sources.

2.0 Repair / Replacement or New / Expansion

2.1 Total Portion of Project Repair / Replacement: 709,247.00 100 %
2.2 Total Portion of Project New / Expansion: 0.00 0 %
2.3 Total Project: 709,247.00 100 %

3.0 Project Schedule

3.1 Engineering / Design / Right of Way Begin Date: 01/02/2019 End Date: 03/15/2019
3.2 Bid Advertisement and Award Begin Date: 08/09/2019 End Date: 07/09/2019
3.3 Construction Begin Date: 08/09/2019 End Date: 10/31/2019
Construction cannot begin prior to release of executed Project Agreement and issuance of Notice to Proceed. Failure to meet project schedule may result in termination of agreement for approved projects. Modification of dates must be requested in writing by project official of record and approved by the Commission once the Project Agreement has been executed.

4.0 Project Information

If the project is multi-jurisdictional, information must be consolidated in this section. CR10 - 1997

4.1 Useful Life / Cost Estimate / Age of Infrastructure

Project Useful Life: 12 Years Age: (Year built or year of last major improvement)
Attach Registered Professional Engineer's statement, with seal or stamp and signature confirming the project's useful life indicated above and detailed cost estimate.

4.2 User Information

CR10 - 1314 CR10 - 1380
CR17 - 2056 CR17 - 2284
Road or Bridge: Current ADT Year 2017 Projected ADT Year 2030
Water / Wastewater: Based on monthly usage of 4,500 gallons per household; attach current ordinances.
Residential Water Rate Current \$ Proposed \$
Number of households served:
Residential Wastewater Rate Current \$ Proposed \$
Number of households served:
Stormwater: Number of households served:

Form OPWC0201 Rev. 12-16

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4.3 Project Description

A: SPECIFIC LOCATION (Supply a written location description that includes the project terminus; map does not replace this requirement.) 500 character limit.

This project proposes to pave Athens County Roads 10, and 17. CR 10 - Baker Rd (2.25 miles) will be paved from Enlow Rd (CR60) to Radford Rd (CR19). CR 17 - Fisher Rd (2.78 miles) will be paved from Ladd Ridge Rd (CR76) to US 60. These roads are classified as a Rural Minor Collector.

B: PROJECT COMPONENTS (Describe the specific work to be completed; the engineer's estimate does not replace this requirement.) 1,000 character limit.

Asphalt pave 2.25 miles of County Road 10 (Baker Rd) and 2.78 miles of County Road 17 (Fisher Rd), with two layers of hot mix asphalt.

The existing road surfaces will be sprayed with tack coat. Then a 1" thick layer of Asphalt Intermediate course will be laid down and rolled in.

Another coating of tack coat will be applied to the top of the intermediate course. Then a 1.25" thick layer of Asphalt surface course will be laid down and rolled in.

517 stone material will placed along the berms of the road and compacted.

The centerline and edge lines of the roads will then be striped.

C: PHYSICAL DIMENSIONS (Describe the physical dimensions of the existing facility and the proposed facility, include length, width, quantity and sizes, mgd capacity, etc. in detail.) 500 character limit.

The portion of County Road 10 to be paved is 2.25 miles in length from Enlow Rd (CR60) to Radford Rd (CR19). The average width of CR 10 is 16 LF. The portion of County Road 17 to be paved is 2.78 miles in length from the Ladd Ridge Rd (CR76) to US 60. The average width of CR 17 is 20 LF.

The proposed project will not alter these dimensions.

Form OPWC0201 Rev. 12-16

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be Ten Thousand Three and Fifty one-hundredth dollars (\$10,003.50). Full copy of Contract on File in Commissioners' Office.
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 Commissioners signature on the Subgrant Agrmt. between ACDJFS and HAPCAP Project Keep Warm:

DJFS - Subgrant Agrmt. HAPCAP - Project Keep Warm

This Subgrant Agreement is entered into between the Athens County Department of Job and Family Services (hereafter referred to as "ACDJFS") and the Hocking Athens Perry Community Action (HAPCAP) (hereinafter referred to as "SUBGRANTEE") on the 28th day of August, 2018.
This Subgrant Agreement is made pursuant to a grant award by the Ohio Department of Job and Family Services (ODJFS) and is not for research and development purposes. The grant award is under the authority of the Ohio Department of Job and Family Services (ODJFS), Catalog of Federal Domestic (CFDA) number 93.558, award program year 2018/2019 and Federal fiscal year 2018, awarded by the US Department of Health and Human Services.
The purpose of the Subgrant and this Subgrant Agreement is to establish the terms, conditions and requirements governing the administration and use of the financial assistance received by or use by the SUBGRANTEE pursuant to this Subgrant Agreement. SUBGRANTEE agrees to provide winter coats and shoes to eligible Athens County Youth.
This Subgrant Agreement will be in effect from 09/01/2018 through 12/31/2018 unless this Subgrant Agreement is suspended or terminated pursuant to ARTICLE VIII prior to the above termination date.
ARTICLE V. AMOUNT OF SUBGRANT /PAYMENTS
A. This grant is in the total amount of Thirty-Nine Thousand One Hundred Sixteen and no one-hundredths dollars (\$39,116.00) for the Subgrant period. Copy of Full Contract on file in Commissioners Office.

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 signature of DJFS Director, Jean Demosky on the Ohio Department of Job and Family Services Inter-County Agreement and Certification Release and Acceptance of Funds In compliance with rule 5101 :9-6-82 of the Administrative Code, the Athens County DJFS agrees to the release/acceptance of funds as enumerated below to the Mercer County DJFS:

DJFS - InterCounty Agrmt. - Mercer County

Release of Funds
Title XX TANF Transfer JFSCAXXT JFSCTX18 \$50,000.00
Acceptance of Funds
CCMEP TANF Regular JFSCACMP JFSCTF17 \$50,000.00

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

8.0 Project Officials

Changes in Project Officials must be submitted in writing from an office of record.

8.1 Chief Executive Officer (Person authorized to sign project agreements)

Name: Lenny Ellison
Title: President Athens County Commissioners
Address: 18 S. Court Street
Room 204
City: Athens State: OH Zip: 45701
Phone: (740) 592-5212
FAX: (740) 594-5212
E-Mail: l Ellison@athensoh.org

8.2 Chief Financial Officer (Can not also serve as CEO)

Name: Ed Thompson
Title: Athens County Auditor
Address: 18 S. Court Street
Room 209
City: Athens State: OH Zip: 45701
Phone: (740) 592-5203
FAX: (740) 594-5270
E-Mail: thompsoned@athensoh.org

8.3 Project Manager

Name: Donna Stewart, PE, PG
Title: Assistant County Engineer
Address: 16000 Cuyahoga Road

City: Athens State: OH Zip: 45701
Phone: (740) 592-5346
FAX: (740) 592-4519
E-Mail: d Stewart@athensoh.org

8.0 Attachments / Comprehensive review

Confirm in the boxes below that each item listed is attached (Check each box)

- ☒ A certified copy of the legislation by the governing body of the applicant authorizing a designated officer to sign and submit this application and execute any other documents that should sign under 7.0, Applicant Codebook, below
- ☒ A certification signed by the applicant's chief financial officer stating the amount of submittal fees (as required for the project) will be payable on or before the dates listed in the Project Schedule section. If the application involves a request for loan (RFP or RCP), a certification signed by the CFO which identifies a possible revenue source for repaying the loan also must be attached. Both certifications can be accomplished in the same letter.
- ☒ A registered professional engineers certified cost estimate and useful life statement, as required in 164.1-13, 164.1-14, and 164.1-16 of the Ohio Administrative Code. Estimates shall contain an engineers' professional stamp and signature.
- ☐ A cooperative agreement (if the project involves more than one subdivision or other) which identifies the local and administrative responsibilities of each participant.
- ☐ Farming Preservation Review - The Governor's Executive Order 98-07, "Ohio Farm and Forest Land Policy" requires the Commission to establish guidelines on how it will take protection of productive agricultural and grazing land into account in its funding decision making process. Please include a Farm Land Preservation statement for projects that have an impact on farmland.
- ☐ Capital Improvements Report, CIP Required by O.R.C. Chapter 164.06 on standard form.
- ☒ Supporting Documentation: Materials such as additional project description, photographs, economic impact (temporary and/or long term jobs likely to be created as a result of the project), historical report, impact on school zones, and other information to assist your official committee in making your project. Be sure to include supplements which may be required by your local District Public Works Integrating Committee.

7.0 Applicant Certification

The undersigned certifies: (1) he/she is legally authorized to request and accept financial assistance from the Ohio Public Works Commission as identified in the attached application; (2) to the best of his/her knowledge and belief, all representations that are part of this application are true and correct; (3) all official documents and commitments of the applicant that are part of this application have been duly authorized by the governing body of the applicant; and, (4) should the requested financial assistance be provided, that in the execution of the project, the applicant will comply with all assurances required by Ohio law including those involving Buy Ohio and prevailing wages.

Applicant certifies that physical construction on the project as defined in the application has NOT begun, and will not begin until a Prestart Agreement for this project has been executed with the Ohio Public Works Commission. Action to the contrary will result in termination of the agreement and withdrawal of Ohio Public Works Commission funding from the project.

Lenny Ellison, President

(Signature)
Original Signature Required
5/12/15

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the following Resolution as recommended by the DJFS Dir., Jean Demosky:

WHEREAS, on July 22, 2014, the Workforce Innovation and Opportunity Act was signed into federal law; and

WHEREAS, the members of the local workforce development board must be selected by the chief elected officials in each local area.

THEREFORE, BE IT RESOLVED, The Athens County Board of Commissioners hereby reappoints the following to serve on the Area 14 Workforce Development Board for terms commencing on September 1, 2018 through August 31, 2020:

Julie Barnhart Francis, Aspire Representative, Aspire Grant Administrator/OU Stevens Literacy

It was moved by Mr. Chmiel, and seconded by Mr. Adkins to adopt the foregoing.

Vote on roll call resulted: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.

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

DJFS - Resolution WIOA - Board Appt. Julie Barnhart Francis, Aspire Rep.

Ms. Demosky also discussed the following regarding the DJFS Retreat, Review of Goals, as well as upcoming events, The Bloodmobile and the 2019 Back to School Bash.

DJFS - Discussion re Retreat, Review of Goals & Upcoming Events

GOALS SET

- ./ 30 day- Sponge!
- ./ 30 day- Learn every name
- ./ 3 month- Strategize
- ./ 3 month- SMART Goals
- ./ 3 month- Professional Development Investment
- 6 months- More Professional Development
- 6 months- Tackle Top 3 Issues
- 6 month- Reduce the number of grievances
- 6 month- Create a culture of transparency & supported decision making
- 1 year- Staff that feels EMPOWERED, CONFIDENT, & COMPETENT
- 1 year- Show successes with collaborative partnership approach to union relations
- 1 year- Revise ACDJFS Vision Statement
- 1 year- Increase Community Relations
- 1 year- set 3-year & 5-year goals for the agency

ANOTHER GOAL

- Pride in our jobs
- Facility
- Physical changes
- Work Order System
- Teams/Committees
- Labor Management team
- Case Banking team*

Athens County Commissioners



Charlie Adkins
cadkins@athensoh.org
Chris Chmiel
cchmiel@athensoh.org
Lenny Eliason, MPA
leliason@athensoh.org

15 South Court St
Athens, Ohio 45701
(740) 592-3219
Visit us at our website
co.athensoh.org

JuAnn Sikorski
Clerk/Admin. Assistant
jsikorski@athensoh.org
Telephone (740) 592-3292
Fax (740) 594-8010

County Property Declared Surplus

Athens County Sheriff's Office

Department

Property Description	Model #	Serial #
IPad		DMPK5KWRF18P
IPad		DMPK654FF18P
IPad		F9FV16HEHLJJ
IPad		DMPK672NF18P
IPad		DMPK676YF18P
IPad		DMPK607JF18P
IPad		DMPKG818F4YD
IPad		DMPK5BHSF18P
IPad		DMPK5HXJF18P
IPad		DLXLF0TJF4YD
IPad		DMPK6588F18P
IPad		DMPQLDBJF4YD
To be given to County Commissioners for Worker Ticket system		

Captain Bryan E. Cooper

Printed on Quality Control Paper by: Cooper
1000 Independence Dr., Suite 200, Athens, Ohio 45701
(740) 592-3219

Directed Official/Department Head Signature

Date

[Signature]

Athens County Commissioners Signature

8/28/18

Date

xxxxxx ☒ Redistribute Surplus Property

☐ Destroy Surplus Property



APPROVED

8-28-18 CP

☐ Auction or Sale

- Performance Evaluation Revision Team
- Professional Development Plans
- Employee Involvement Team

FUTURE PLANS

- Increase Food Pantry Offerings
- Relocate DW building staff
- Back to School Bash 2019

~ Jeff Stankunas, Atty. Isaac, Wiles - Conference Call

Jeff Stankunas, Atty. Isaac, Wiles - Conf. Call

A motion was made by Mr. Chmiel and seconded by Mr. Adkins to enter into executive session at 10:03 with Jeff Stankunas, via conference call, to discuss Discipline of a public employee, labor negotiations, Land.

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 10:27.

Return to Regular Session - Discussion of Land, Disciplinary Conf. - EMS Labor Negot.

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 discussion of land in The Plains - No Action
- ~ Commissioner Eliason will look into getting a hearing officer for a disciplinary conference.
- ~ Tentative agreement on EMS Labor Negotiations to be addressed once voted on by Union.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the TRANE Service Agreement 2394 Continuation - Extended through September 30, 2021.

TRANE Serv. Agrmt. - Extended

(This is service for the Air Cooled Chiller at the Courthouse)

Contract Year	Annual Amount	Payment	Payment Term
Year 1	3,916.00	979.00	Quarter
Year 2	4,056.00	1,014.00	Quarter
Year 3	4,201.00	1,050.25	Quarter

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

~ Ed Newman - Apiary Inspector - Discussion regarding continuing education classes. Also updated the Commissioners on inspections for the past year.

Apiary Inspector, Ed Newman - Approve Expenditure for Continuing Educ. Classes

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the expenditure of up to \$500.00 for continuing education classes as requested by Ed Newman, Apiary Inspector. To be paid from the Apiary Budget.

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 expenditure of \$13,250.00 to Bio-One for cleanup of the Barn at the DJFS location as follows:

Biohazard Cleanup: Barn/Outbuilding - Removal/Remediation of regulated biohazardous waste, including all contaminated items deemed unsalvageable, HEPA-filtered vacuuming, treatment protocol for all affected surfaces: enzyme rinse, antimicrobial/antifungal/germicidal chemical application, includes 45' articulating lift for treatment of all surface areas of barn, full area fogging, OSHA set up and break down, technician labor hours, all chemicals, personal protective equipment, transport and disposal of all regulated and non-regulated waste

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

DJFS - Approve Expenditure to Bio-One for Barn Cleanup

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the following requested AEP Easement. The Commissioners suggested that AEP discuss the issue of trenching/boring with ACWSD Supt. Rich Kasler.

AEP Easement - Near Eclipse Vlg.

ATHENS COUNTY COMMISSIONERS, "Grantor(s)", in consideration of \$1.00, the easement terms, and other good and valuable consideration from Ohio Power Company an Ohio corporation and a unit of American Electric Power, 700 Morrison Road, Gahanna, OH 43230, "Grantee", the receipt and sufficiency of which is acknowledged, grants and conveys with general warranty covenants to Grantee its successors, assigns, lessees, licensees and tenants, a right of way and easement, "Easement" for electric and other current/future energy or communication purposes, overhead and underground, in, on, over, through and across the following described lands situated in ATHENS Township, ATHENS County, Ohio, and being part of Section No(s)18 Township No(s)9, Range No(s)4. Being part of a 26.07 acre tract of land as described as former C&O Railroad Land, in Official Records Volume 330 Page 2420 of the ATHENS County Recorder's Office (Parcel # A040020002800).

The easement shall be 12 feet wide, lying 6 feet on each side of the facilities as constructed. The approximate location of said easement is depicted on Exhibit A, attached hereto and incorporated herein. "This Easement conveys all necessary and convenient rights for the Easement's use, including, without limitation, the rights to: construct, operate, maintain, inspect, protect, repair, replace, enlarge, upgrade, extend and remove utility facilities and relocate within the Easement, all necessary and convenient facilities which include but are not limited to: poles, anchors, guys, supporting structures, conductors, conduits, enclosures, grounding systems, foundations, manholes, transformers, and associated equipment, adding thereto from time to time; perform grading or filling for such facilities; cut, trim, remove and/or otherwise control, with herbicides or by other means, at Grantee's option (without any liability to Grantor), any trees, limbs or branches, brush, shrubs, undergrowth, of whatever size, buildings, structures, or other obstructions that in Grantee's reasonable judgment endanger or interfere with the safety or use of its facilities, both within and adjoining the Easement. Within the Easement, Grantor shall not: place any structures, piles or debris, interfere with lateral support, change the level of the ground by excavation or mounding without Grantee's written consent, allow any construction that would be inconsistent with the National Electric Safety Code or Grantee's design standards, and, for underground lines, permit or cause

any excavation, except for other utilities, provided such utilities rights do not conflict with this Easement. This Easement also conveys the right of ingress and egress in and over any reasonable routes at all times. If any governmental authority requires Grantee to relocate the facilities contemplated by this grant, this Easement conveys the right to relocate such facilities to a comparable location of Grantee's choosing, without the need for a new easement.

Grantor may use its property for all purposes not inconsistent with the full enjoyment of the Easement, but Grantor acknowledges high voltage electric lines will be constructed within the Easement and Grantor shall use its property in a manner consistent with all applicable safety rules and regulations for working near electric lines. Safety/required clearance issues may be referred to Grantee's Engineering Group. Grantee shall restore the premises or pay reasonable damages done to fences, drains, seeded lawns (not landscaping), gates, ditches and crops caused by Grantee's use of the Easement. Grantor has authority to grant this Easement. No delay or omission by Grantee in exercising any right hereunder shall operate as a waiver or forfeiture of such right. This Easement grant is effective and binding upon the parties, their successors, assigns, lessees, licensees, heirs and legal representatives, and if any term hereunder is held invalid, the remainder shall not be affected thereby.

WITNESS, Grantor(s) signed this Easement on the 28th day of August, 2018.

ATHENS COUNTY COMMISSIONERS (Copied to pages 429-430)

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 nominations for replacements to the Athens County Convention Visitors Board, positions have termed out after two, three year voting positions:

Expiring Position: Connie Davidson

Nomination: Jennifer L'Heureux, Owner of Nelsonville Emporium

Expiring Position: Sue Maxwell

Nomination: Brandon Thompson, Director of Ohio Brew Week

Expiring Position: Tammi Goeglein

Nomination: Danny Twilley, Associate Professor at Ohio University

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 Auditor of State Modification Agreement to include the Athens County Port Authority Audit Amendment. (Copied to pages 431-432).

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 10:45 with County Planner, Jessie Powers, to discuss employment of a public employee.

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

ACCVB - Board Appts.

**Auditor of State Modification Agrmt. - Audit
Amendment - Port Authority**

**Exec. Session - Planner - Discuss Employment
of Public Employee**

A motion was made by Mr. Chmiel and seconded by Mr. Adkins to return to regular session at 11:42.

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 discussion of the Planner's Office Job duties, and potential hire of assistant at the office.

**Regular Session - Let the Record Reflect
Discussion of Job Duties in Planners Office &
Potential Hire of Assistant**

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the request by County Planner, Jessie Powers, to extend the contract of Spencer Hobson, until the end of September, 2018, for employment at the County Planner's Office.

Planner - Extend Contract of Spencer Hobson

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 approve the following Athens County Community Improvement Challenge 2018 as follows:

Community Challenge 2018

Athens County Community Improvement Challenge 2018

What is the Community Improvement Challenge?

This is a year long annual program (August 2018- August 2019), which will utilize Athens County Commissioners' staff and area stakeholders (agencies and individuals working in community development, health, etc.) to assist citizens and communities with improvement efforts. This program intends to increase collaboration within communities county-wide and provide an open line of communication to discuss resources to address community needs.

Why Participate?

Each Community Team will receive \$500 from the Athens County Commissioners for implementation of a community improvement project.

Teams will also receive \$1,000 to use for a community event (new or improvement of existing event) from the Athens County Convention and Visitor's Bureau. Events must be organized and documentation provided prior to funding award to confirm eligibility.

The Athens City County Health Department also has additional funding, which could be used for a qualifying health related community project.

Many communities and multiple civic groups work to implement goals outlined in the Athens County Comprehensive Land Use Plan, and the Athens County Planning Department would like to assist in these worthwhile efforts when possible.

Which communities can participate?

The first 7 communities to submit a completed application to the Athens County Planner will be accepted as Athens County Community Improvement Challenge 2018 participants. Completed applications can be mailed, hand delivered to 280 West Union Street, Suite B, Athens, OH or submitted electronically to jpowers@athensoh.org. Athens County's 8 incorporated villages: Albany, Amesville, Buchtel, Chauncey, Coolville, Glouster, Jacksonville, and Trimble are eligible to participate. The mayor and council members would be eligible elected officials.

Athens County has 5 census designated areas: Hockingport, Millfield, New Marshfield, Stewart, and The Plains. These areas would require the support of township trustees to participate as the elected official.

Athens County has 31 unincorporated communities:

Beaumont, Beebe, Bessemer, Big Run, Burr Oak, Canaanville, Carbondale, Doanville, Frost, Garden, Glen Ebon, Guysville, Hamley Run, Hartleyville, Hebbardsville, Imperial, Kilvert, Lottridge, Luhrig, Mineral, Modoc, New England, New Floodwood, Pleasanton, Pratts Fork, Redtown, Shade, Sharpsburg, Torch, Utley, and Augustine/ Sugar Creek. These areas would require the township trustees to participate.

Community Challenge Goals

1. Promote civic engagement and community improvement! Work together with members of your community to make it healthier, happier and more prosperous. Spur innovation, creativity, problem solving, resourcefulness, social participation, community pride, excitement, and hope.
2. Learn about community improvement resources available. A list of resources will be shared to promote communities, build capacity, and support networks.

3. Assemble a diverse team representing your community to communicate with Athens County Planner while participating and leading self-identified community improvement efforts.

Community Challenge Overview:

1. Assemble a team:

In order to participate each community will assemble a steering team of at least 7 community members. 2018 Teams will be responsible for creating and posting meeting minutes to google drive. A leader or 2 should be identified for each group this leader will serve as the primary point of contact with county staff and the community team.

Each community's steering team of at least 7 community members must include each of the following:

- a. an elected official
- b. a young adult (ages 11 to 17)
- c. an employed professional
- d. a retired person or senior citizen
- e. a person representing a local civic organization, if there are multiple active civic organizations in your community please invite all to participate. Our 2017 experience revealed multiple groups working on similar efforts in the same community rarely collaborate, but there is ample opportunity for collaboration to increase impact of volunteer efforts.
- f. a person affiliated with a school (employee, teacher, PTO Member, etc)
- g. an artist

Once the team has identified members, it will complete and submit the Athens County Community Challenge Application Form, which identifies 3 dates the community is available to meet with the County staff for a Learning Exchange Meeting

2. Schedule Learning Exchange Meeting:

The team will schedule a learning exchange meeting with Athens County staff potentially accompanied by representatives of local stakeholder organizations to discuss desired improvements, needs, and 2018 program participation. Team members will also learn about and choose which of the following Community Challenge Workshops/ initiatives they would like to pursue in addition to a creative placemaking workshop, if any. Learning Exchange meetings will consist of discussion of the following topics:

Creative Placemaking

Community Engagement and Health Systems

Asset Mapping, Tourism, and Event Planning

Active Transportation and Bike Friendly Communities

Website Development

Once the team has identified members, it will complete and submit the Athens County Community Challenge Application Form, which identifies 3 dates the community is available to meet with the County staff for a Learning Exchange Meeting.

At this meeting, if not before, the team will identify a:

President/ Team Leader (main contact for the team)

Vice President/ Assistant (alternate leader in absence of president)

Secretary (Responsible for note taking and posting to google drive)

3. Creative Workshop Meeting:

New to 2018, program participation requires team participation in a creative placemaking workshop (regular team meeting with guest artist and conversation to plan an art based project for your community. The art based project could be the guest artist partnering with an existing arts group in your community, a public

community art making event, community mural, public art installation that fits the community or pretty much any arts based outcome appropriate for your community.

4. Periodic County-wide team meetings will rotate among participating communities (willing to host) or be held at the Athens County Extension Office. Area stakeholders will be invited to attend quarterly meetings and teams will provide updates on improvement efforts within their community.
5. Implementation: The team will choose at least 1 project to address a need or needs identified by the community challenge team to implement with \$500 of program participation funding. Additionally, \$1,000 of funding is available for a qualifying community event.
6. Funding Request: The team will submit a project identification and funding request to receive funding. Verification of project implementation including photos is required.
The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.

~ 911 Interim Director, Aaron Maynard: Discussion regarding the 911 Planning Committee updates and adjustments. Per ORC 128.6 requirements updates need to be made up of Commissioner's Office President, Chief Exec. Officer of most Populus Municipality, second most Populus municipality, corporation of the county.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the request by 911 Interim Director, Aaron Maynard, to reconvene the 911 Planning Committee consisting of the Commissioner's Office President, Lenny Eliason; Chief Exec. Officer of most Populus Municipality in the Athens County, Mayor Steve Patterson and the Nelsonville City Manager, Charles Barga, as the second most Populus municipality/corporation of the county. Commissioner Eliason will send out a notice to organize a 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 to enter into executive session at 11:49 with 911 Interim Director, Aaron Maynard, to discuss the consideration of employment and compensation of public employees.

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 12:07.

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 discussion of 911 Communications Job Description.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the 911 Communications Database Specialist Job Description as presented. (Copied to page 433)

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 recommendation by 911 Interim Director, Aaron Maynard,

911 - Planning Committee Discussion

911 - Planning Committee Reconvened

**Exec. Session - w/911 Interim Dir. - Discuss
Consideration of employment & compensation of
public employees.**

**Return to Reg. Session - Let Record Reflect
Discussion of 911 Communic. Job Description**

**911 - Job Description - Communic. Database
Specialist**

911 - Pay Increase for D. Davis

for a pay increase for Duane Davis from \$21.99 to \$23.99 an hour, and change the recruitment rate of pay from \$21.00 to \$24.00 per hour, based on qualifications.

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 2019 Athens Mobility Management Local Match funding of \$7,500.00, as requested by HAPCAP.

2019 Athens Mobility Mgt. Local Match Funding

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 Resolution authorizing Legislation designating County Engineer, Jeff Maiden as the local designating Official to prepare OPWC Application for CR10 and CR17 :

**Engineer - Author. Leg. Designate Jeff Maiden
to Prepare OPWC Applic. CR10 & CR17**

AUTHORIZATION LEGISLATION DESIGNATING OFFICIAL

ATTACHMENT C

A RESOLUTION AUTHORIZING Jeff Maiden, County Engineer TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE TN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and

WHEREAS, the Athens County is planning to make capital improvements to County Road 10, and County Road 17 with an asphalt overlay, and

WHEREAS, the infrastructure improvements herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs,

NOW THEREFORE, BE IT RESOLVED by the Athens County Commissioners with a motion by Commissioner Chmiel and a second by Commissioner Adkins. :

Section 1: Lenny Eliason, President, Athens County Commissioners, is hereby authorized to app ly to the OPWC for funds as described above.

Section 2: Lenny Eliason, President, Athens County Commissioners, is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

Passed: Date August 28, 2018 Signed Lenny Eliason, President; Athens County Commissioners (Copied to page 434).

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 Public Works Commission Application for Financial Assistance for the CR10 and CR17 Paving Project as recommended by the County Engineer, Jeff Maiden

Total Project Cost: \$709 247 .00

Grant:	\$393.632 .00	
Loan:	\$131 211 .00	
Funding Requested:	\$524.843 .00	
Local Share (26%)	\$184,404.00	(Copied to pages 435-436)

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 Computer & LAN Services Provided by NetData as follows:

General support: 24/6 hours per year/quarter of support from NetData professionals. You may use these hours as you see fit--for everything from software installations/updates to disk space management, or even new user training sessions.

Network repair service: *PLEASE SEE EXCLUSIONS* When your computer or network has problems, we will respond to your service request within 48 hours or sooner. All repair work under this option will be done only during the hours of(Monday through Friday, 8 AM to 4:00 PM). After-hours service calls are not included with the Basic Support package, and will be billed at our hourly rates.

Hardware replacements: We will have replacement parts shipped in via overnight carrier whenever possible (at owners expense).

Remote fixes: We may maintain an account on your server which lets us log in remotely to analyze--and sometimes fix--network problems on the spot.

Basic Support Package -----

(24 hours per year, 6 hours per quarter)

Annual Rate: \$1440 per year - \$ 375 per quarter

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 County Property Declared Surplus as requested by the Sheriff's Department:

Twelve (12) iPads to be redistributed to the Commissioner's Office for Work Order Ticket System use by the Maintenance Dept. (Copied to page 437)

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

~ Dog Shelter Staffing - Schedule the Dog Warden for next week's meeting.

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

WIOA

Laurie McKnight - Meet with Perry Co. JFS & OMJ Centers - Sept. 6, 2018

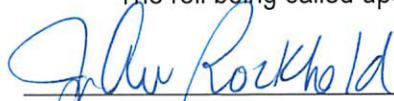
Commissioner

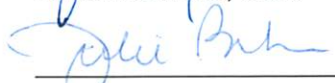
Chris Chmiel - 2018 Ohio Land Bank Conf. - Columbus Convention Ctr. - Oct.23-24, 2018

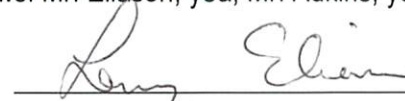
The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Adkins, yea; Mr. Chmiel, yea.


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

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



JoAnn Rockhold, Clerk

Julie Brooks, Assistant Clerk

Lenny Eliason, President

Chris Chmiel, Vice-President

Charlie Adkins