

REGULAR SESSION

Agenda

THE BOARD OF ATHENS COUNTY COMMISSIONERS, met in regular session June 6, 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 (Wednesday) June 6, 2018 - Convenes at 9:30 a.m.

Approve Agenda
Approve Minutes from
Approve Bills

~NEW FUND & LINE ITEM REQUESTS/CHANGES

Juvenile Court
Receipts 283.0252.417100, Other Receipts

Sheriff
Expenditures 237.2373.526100 LE PERS
237.2373.525100 Admin. PERS
237.2373.522100 Medicare

~APPROPRIATIONS

Commissioners
\$650.00 into 008.5745.530100 Contract Expenses

~TRANSFERS

Veterans
\$7,072.00 from 001.2306.560400 Relief Allowance, into 001.2306.523100 Unemployment

Planner
\$3,045.15 from 501.3130.530105 Contr. Serv., into 501.3130.589000 Transf. Out
\$3,045.15 from 501.3130.589000 Transf. Out, into 508.5089.422110 Transf. In

09:45 DJFS - Jean Demosky
10:00 Patrick McGarry - Health Dept.
10:15 Rick Callebs - EMS

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 determination of exemption 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 the development of plans and strategies 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 an exemption was found for general administration, fair housing, and planning activities.

Project Description

Planning activities include environmental and other studies, resource identification and developing plans and strategies. 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; staff and overhead costs for project delivery; and certain costs of administering the (check all applicable):

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



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Leroy Elason, MPA
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June 5, 2018

Ohio Development Services Agency
Office of Community Development
77 S. High St.
PO Box 1001
Columbus, OH 43216

The following Resolution was passed during a regular meeting of the Board of Athens County Commissioners held on June 5, 2018:

- Athens County - Program Year 2018 CDBG Allocation - \$212,000
- Village of Chaucney - Neighborhood Revitalization Grant - \$580,000
- City of Nelsonville - Neighborhood Revitalization Grant - \$500,000

Motion by Mr. Chmielewski and seconded by Mr. Adkins to authorize HAPCAP to submit Athens County's Program Year 2018 CDBG Allocation application including two competitive Neighborhood Revitalization Grant applications for the Village of Chaucney and the City of Nelsonville to the Ohio Development Services Agency. The grant requests will be in the amount of \$212,000, \$500,000 and \$500,000, respectively, for a total grant request of \$1,212,000.

The roll being called upon for adoption, the vote resulted as follows: Mr. Elason, yes; Mr. Adkins, yes; Mr. Chmielewski, yes.

JoAnn Rockhold, CLERK
Athens County Commissioners

The Board of Athens County Commissioners is an affirmative action employer and does not discriminate on the basis of race, gender, age, religion or disability.



10:30 Sam Grim

11:00 Charles Brown, Maint. Dept.

~ AGENDA ITEMS

Utility Permit

Dog Shelter Volunteers

ACWSD - Extension Request (ratify signature)

Bikepath Appointment

Amateur Radio Operators Proc

HAPCAP - PY2018 Allocation App. Documents

317 Board Appointments

ACWSD Clerk - Job Descriptions Clerk, Asst. Billing Clerk

ACWSD Hiring- Billing Clerk

Maintenance Vehicle

~TRAVEL

Commissioners

Comm. Chris Chmiel

Creative Placemaking Leadership Summit - Appalachian Reg. - June 21-22 - Charleston, WV

Recorder

Jessica Markins - ORA Summer Continuing Education Seminar - June 10-13 - West Chester Twp.

911

Lisa McCollister, Elizabeth McQuade - TAC Training - June 4 - Zanesville, OH

DJFS

Jean Demosky - SERB Training (Randy Galbreath, Andi Tabler) 6-6-18 - Columbus, OH

~ Recess until 6:00 p.m. for US50 Sanitary Sewer Public Hearing at the Athens Community Center.

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: June 6, 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

Residential Anti-Displacement and Relocation Assistance Plan

General Information

An Anti-Displacement and Relocation Assistance Plan is required by all grantees prior to funding, whether or not demolition activities are planned. If you have not previously adopted a plan, utilize this format at a minimum to adopt a plan. If you have previously adopted a plan, you may submit an executed copy of that plan in lieu of completing this form. If your activities include demolition or conversion, you will need to get clearance from the Office of Community Development (OCD) prior to proceeding with any demolition or conversion. ATTACH INFORMATION REQUESTED IN THE FORM TO THE PLAN.

Ordinance or Resolution Number: 604-107 Date: 6/6/18

Athens County

will replace all occupied and vacant occupiable low- and moderate-income (LMI) dwelling units demolished or converted to a use other than LMI housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended, and as described in 24 CFR 570.488 HUD regulation have extended this requirement in the HOME program as well.

All replacement housing will be provided within three years of beginning the demolition or rehabilitation related to conversion. Before obligating or expending funds that will directly result in demolition or conversion, the community will make public and submit to OCD the following information in writing:

- A description of the proposed activity;
- The location of each site on a map and the number of dwelling units by bedroom size that will be demolished or converted to a use other than as LMI dwelling units as a direct result of the activities;
- A time schedule for the demolition or conversion commencement and completion;
- The general location on a map and approximate number of dwelling units by bedroom size that will be provided as replacement dwelling units;
- The funding source and a time schedule for providing replacement dwelling units;
- An explanation of how the replacement dwelling unit will remain a LMI unit for at least 10 years from the date of initial occupancy;
- An analysis determining whether a dwelling unit proposed to be demolished is occupiable or not; and
- An analysis determining whether a dwelling unit proposed to be demolished or converted is considered a LMI unit.

Athens County will provide relocation assistance, as described in 24 CFR 570.488, to each LMI household displaced by housing demolition or conversion of a LMI dwelling to another use as a direct result of assisted activities.

Consistent with the goals and objectives under the Act, the Community agrees to provide substantial levels of assistance to individuals displaced by HUD-assisted programs and will further seek to minimize displacing individuals as a result of assisted activities.



Signature of Chief Elected Official (CEO)

CEO Name: Lenny Eliason

CEO Title: President, Board of Commissioners

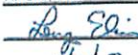
Environmental Review Documentation and Certification Form

FOR 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:	<u>Athens County</u>
Grant Number or Project Type and Name:	<u>B-F-18-1AE-1</u>
Name and Title of Certifying Officer:	<u>Lenny Eliason</u>
Mailing Address (Line 1):	<u>15 South Court Street</u>
Mailing Address (Line 2):	<u></u>
City, State & Zip:	<u>Athens, Ohio 45701</u>
Signature of Certifying Officer:	
Date of Signature:	<u>6/6/18</u>
Program Administrator Name:	<u>Nathan Simons</u>
E-Mail Address of Program Administrator:	<u>nathan.simons@hacpcap.org</u>
Administrator's Phone Number:	<u>740-767-4500</u>

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 Item Requests/Changes, Appropriations, Transfers:

~NEW FUND & LINE ITEM REQUESTS/CHANGES

Juvenile Court
Receipts 283.0252.417100, Other Receipts

Sheriff
Expenditures 237.2373.526100 LE PERS
237.2373.525100 Admin. PERS
237.2373.522100 Medicare

~APPROPRIATIONS

Commissioners
\$650.00 into 008.5745.530100 Contract Expenses

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Veterans
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\$3,045.15 from 501.3130.530105 Contr. Serv., into 501.3130.589000 Transf. Out
\$3,045.15 from 501.3130.589000 Transf. Out, into 508.5089.422110 Transf. In

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

~ Mr. Sam Grim wanted to discuss CR109, Beebe Road to find out when the County Engineer will be starting work on the road, stating he would like to be updated on the time frame of the projected work. He also cited concerns with the Township Bridge located near him. The Commissioner's will contact Jeff Maiden, County Engineer and the Township Trustees to get further information and will pass on the information to Mr. Grim.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving the following Utility Permits: #18-102 Century Link Brill Road; #18-103 Century Link Brill Road; #18-104 Century Link Marietta Run Road; #18-109 Columbia Gas Washington Rd., Lee Twp.; #18-110 Texas Eastern Transmission, LP CR21 Pleasant Hill Rd.:

From: Century Link Permit #18-102

**New Fund & Line Item Requests/Changes
Appropriations/Transfers**

**Sam Grim - Discussion re CR109 Projected
Work on Road by Co. Engineer**

**Utility Permits - #18-102, #18-103, #18-104,
#18-109, #18-110**

122 S. Elizabeth Street
Lima, Ohio 45801

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

Location of work: TR194 Brill Road

Description of Work: Phone - Run parallel Brill Road to place service wire to 14151 Brill Road, Stewart, OH. Buried drop is approx. 400 feet.

Type of Installation: Underground (buried) line parallel to road.

Estimated Project Schedule: Start Date: Upon Receipt

Completion Date: Up to 60 days after permit.

Agreed to by: /s/Tamara Morris

Athens County Commissioners

/s/ Charlie Adkins

/s/ Chris Chmiel

/s/ Lenny Eliason

From: Century Link Permit #18-103

122 S. Elizabeth Street
Lima, Ohio 45801

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

Location of work: TR194 Brill Road

Description of Work: Phone - Run parallel Brill Road to place service wire to 14233 Brill Road, Stewart, OH. Buried drop is approx. 500 feet.

Type of Installation: Underground (buried) line parallel to road.

Estimated Project Schedule: Start Date: Upon Receipt

Completion Date: Up to 60 days after permit.

Agreed to by: /s/Tamara Morris

Athens County Commissioners

/s/ Charlie Adkins

/s/ Chris Chmiel

/s/ Lenny Eliason

From: Century Link Permit #18-104

122 S. Elizabeth Street
Lima, Ohio 45801

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

Location of work: 196 Marietta Run Road

Description of Work: Phone - Bury Service Wire between Peds to provide service to 16022 Marietta Run Rd. Bury 850' parallel to Marietta Run Road from Ped 506-1 to Ped 506-2 to provide service to customer.

Type of Installation: Underground (buried) line parallel to road.

Estimated Project Schedule: Start Date: 4/30/2018

Completion Date: 7/30/2018

Agreed to by: /s/Tamara Morris

Athens County Commissioners

/s/ Charlie Adkins
/s/ Chris Chmiel
/s/ Lenny Eliason

From: Columbia Gas Permit 18-109

290 W. Nationwide Blvd.
Columbus, Ohio 43215

We hereby request permission to install utility lines within public right-of-way limits.
Location of work: CR12 Washington Road Beginning & Ending Points 5424
Description of Work: Gas - Installing approx. 100' of 1 inch plastic gas service line at 5424 Washington Rd., Lee Twp.
Type of Installation: Other - Underground Line, perpendicular, not crossing the road.
Estimated Project Schedule: Start Date: 5/29/18 Completion Date: 5/29/18
Agreed to by: /s/Candy Kirkendall
Athens County Commissioners
/s/ Charlie Adkins
/s/ Chris Chmiel
/s/ Lenny Eliason

From: Texas Eastern Transmission, LP Permit # 18-110

We hereby request permission to install utility lines within public right-of-way limits.
Location of work: CR21 Pleasant Hill Rd.
Description of Work to be Performed: Gas - Inspect and repair gas pipeline. Will excavate on edge of road right of way in inspect pipeline and make any necessary repairs. Will have proper signage and flaggers along road. Will place open ditch when left unattended and block with jersey barriers if needed.
Type of Installation: Underground (buried) line crossing road
Estimated Project Schedule: Start Date: 6/4/2018 Completion Date: 8/4/2018 Project will only take an estimated 6-10 days to complete once started.
Agreed to by: /s/ Jacob Smithingell
Athens County Commissioners
/s/ Charlie Adkins
/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. And seconded by Mr. 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.

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 an extension as requested by Brad Rodgers for monies owed

Dog Shelter Volunteers

ACWSD - Extension Request - Brad Rodgers

the Athens County Water and Sewer District for water and sewer service, the total amount due is \$139.24 with \$50.12 to be paid by June 8, 2018. If the terms of this agreement are not met, the account will be considered delinquent and service could be shut off.

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 an extension as requested by Daisy Jordan for monies owed the Athens County Water and Sewer District for water and sewer service, the total amount due is \$79.77 with \$40.71 to be paid by June 15, 2018. If the terms of this agreement are not met, the account will be considered delinquent and service could be shut off.

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 Table the Bikepath Appointments until further notice. 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 Amateur Radio Operators Appreciation Days Proclamation::

Amateur Radio Operators' Appreciation Days
During Field Day Emergency Operations Practice Drill - June 23-24, 2018

RESOLUTION

WHEREAS, amateur radio operators play a vital role in emergency communications preparedness plans for the United States, the State of Ohio and many other local government agencies; and

WHEREAS, Ohio has more than 30,500 licensed amateur radio operators, many of whom have provided valuable public assistance through emergency communication on a local, statewide, national and international basis in times of need; and

WHEREAS, amateur radio operators donate the time, equipment and expertise to help provide the public with free emergency communications; and

WHEREAS, June 23-24, 2018 has been set aside as amateur radio field day for emergency communication preparedness exercises.

NOW, THEREFORE, We, the Board of County Commissioners do hereby proclaim June 23-24, 2018 as:

AMATEUR RADIO OPERATORS APPRECIATION DAYS

Throughout Athens County and recognize the contributions and importance of the amateur radio operator's role in preparing for public service and emergency communications.

ACWSD - Extension Request - Daisy Jordan

Bikepath Appointments Tabled Until Further Notice

911 - Proclamation Amateur Radio Operators Appreciation Days

Signed this 6th day of June, 2018

/s/ Lenny Eliason, President

/s/ Chris Chmiel

/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. Chmiel and seconded by Mr. Adkins to re-appoint Ralph Harvey to serve on the 317 Board, serving the people of Athens, Hocking and Vinton Counties. Term begins July 1, 2018 ending June 30, 2022.

317 Board Re-Appointment Ralph Harvey

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 appointing Dr. Dan Alder to serve on the 317 Board, serving the people of Athens, Hocking and Vinton Counties. Term begins July 1, 2018, ending June 30, 2022.

317 Board Re-Appointment Dr. Dan Alder

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 job descriptions for the Athens County Water Sewer Department (ACWSD) Billing Clerk and Assistant Billing Clerk.

BILLING CLERK

Athens County	Effective Date:	May 1, 1992
Water and Sewer District	Review Date:	May 24, 2018
JOB DESCRIPTION	Revision:	May 29, 2018

Page: 1 of: 2

Approved by: Date: 6/6/2018

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: Billing Clerk

OVERVIEW:

As Billing Clerk, you must be able to direct, manage, and oversee the activities and operations of the office. Be accurate and reliable in handling accounts, documents and currency. Being good at math and a high degree of organizational ability are essential due to the great amount of financial information. Since you will be using technology to expedite your 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.

Manage water and sewer accounts, maintain and record county billing and invoicing.

Check the data input in the accounting system to ensure accuracy of final bill.

Issue customer bills and send them to customers through various channels (mail, e-mail, etc.)

Receive payments through various methods (cash, check, credit card, etc.)

Send late notices to the various owners.

Certify (yearly) delinquent sewer accounts to the County Commissioners.

Answer questions and handle complaints from customers regarding, billing, leaks, etc.

Keep Clerk to the Board of Commissioners and Superintendent informed regarding situations with the district.

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

May be assigned to attend meetings, conferences and/or other public events and represent Athens County Water and Sewer District.

Perform other job-related duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES:

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

Knowledge of and ability to use equipment and supplies, computers, printers, hand-held, and any other office equipment.

Knowledge of basic bookkeeping procedures and balancing accounts.

Knowledge of public relations; ability to record and relay correct information; proper phone and email etiquette.

MUST exhibit a pleasant public appearance as official county representative.

Ability to communicate effectively both orally and in writing.

Ability to interact effectively with the public and staff.

Ability to maintain a high degree of customer confidentiality due to the sensitive nature of customer's personal information

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, Microsoft Office Suite products (MS Word, Excel, PowerPoint, etc.) 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.

ACWSD - Updated Job Descriptions Billing Clerk & Asst. Billing Clerk

ASSISTANT BILLING CLERK

Athens County
Water and Sewer District

Effective Date: May 1, 1992
Review Date: May 24, 2018

JOB DESCRIPTION

Revision: May 29, 2018

Page: 1 of: 2

Approved by:

Date: 6/6/2018

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: Assistant Billing Clerk

OVERVIEW:

As Assistant Billing Clerk, you must be accurate and reliable in handling accounts, documents and currency. Being good at math and a high degree of organizational ability are essential due to the great amount of financial information. Since you will be using technology to expedite your 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.

Manage water and sewer accounts, maintain and record county billing and invoicing.

Check the data input in the accounting system to ensure accuracy of final bill.

Issue customer bills and send them to customers through various channels (mail, e-mail, etc.)

Receive payments through various methods (cash, check, credit card, etc.)

Send late notices to the various owners.

Certify (yearly) delinquent sewer accounts to the County Commissioners.

Answer questions and handle complaints from customers regarding, billing, leaks, etc.

Keep Billing Clerk, Clerk to the Board of Commissioners and Superintendent informed regarding situations with the district.

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

Maybe assigned to attend meetings, conferences and/or other public events and represent Athens County Water and Sewer District.

Perform other job-related duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES:

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

Knowledge of and ability to use equipment and supplies, computers, printers, hand-held, and any other office equipment.

Knowledge of basic bookkeeping procedures and balancing accounts.

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

Ability to communicate effectively both orally and in writing.

Ability to interact effectively with the public and staff.

Ability to maintain a high degree of customer confidentiality due to the sensitive nature of customer's personal information.

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, Microsoft Office Suite products (MS Word, Excel, PowerPoint, etc.) 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 approving the hiring of Stephanie Morris as ACWSD Billing Clerk at \$17.50 hour. Start Date: June 25, 2018.

ACWSD Billing Clerk New Hire - Stephanie Morris

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 Maintenance vehicle purchase from Don Wood Ford, for a 2018 F350, 4x4 Super Cab SRW, with snow plow, short back cab. Estimated Price: \$41,890.00.

Maint. Dept. - Approve Purchase of Vehicle Don Wood - 2018 F350

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 enter into executive session at 9:45 to discuss the employment of a public employee.

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 9:55.

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.

~ No Action needs to be taken at this time.

A motion was made by Mr. Adkins and seconded by Mr. Chmiel accepting the Bids from JR's Construction and Excavating as lowest bidder, as recommended by Patrick McGarry, Health Department, for the following two (2), 2018 Athens County HSTS Replacement Program Projects, posted on May 8, 2018, as follows, both are NPDES replacement systems, funded 100% from the Ohio EPA WPCLF::

**Health Dept. HSTS Replacement Projects (2)
Accept Bids From JR's Construction**

Project Information:

Mr. Matt Engelbert
16476 Bell Road
Millfield, OH 45761
Contractor JR's Construction & Excavating
Price: \$11,315.00
100% Funded from Ohio EPA WPCLF

Project Information:

Mr. Arron Davis
2090 US Rt. 50
Albany, OH 45710
Contractor JR's Construction & Excavating
Price: \$10,325.00
100% Funded from Ohio EPA WPCLF

** All bids reflected the complete installation of the STS including materials, labor, and permits fees.

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

A motion was made by Mr. Chmiel and seconded by Mr. Adkins accepting the bids from the lowest bidder, Mr. Rob Wiley, Good Ground LLC, as Soil Evaluator for the following projects, as recommended by Patrick McGarry, Health Department, for the following two (2), 2018 Athens County HSTS Replacement Program Projects

Project Information:

Thelma Bush
645 Riverfront Road
Coolville, OH 45723

Project Information:

Gordon Farley
16726 Thompson Ridge Road
Athens, OH 45701

** All bids reflected the complete soil evaluation and design for the replacement STS.

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

~ Discussion with Patrick McGarry, Health Department regarding a replacement STS, NPDES/Ohio EPA approved treatment system at 8708 Mine Road, this system is a total failure at the tank, due to old mine runoff when it rains, thereby running onto property below. Property is landlocked outside the access ways. Mr. McGarry has been discussing with the Canaan Twp. Trustees to use their right of way to put in a discharge line/ catch basin on Mine Road.. The neighbors, have an issue with the location of the line pins and have requested a survey. Canaan Twp. stated they offered to contact the Engineers to see about having a survey done by them. Mr. McGarry questioned who would pay for this, as it is the hold up at this point. The Commissioners stated that it is a platted public right of way and felt it should fall back on the property owners. Mr. McGarry will do more research and return with the information at a later date.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins accepting the resignation of Rebekah Blackburn, full time paramedic at Coolville EMS Station. Effective June 13, 2018, as presented by Rick Callebs, EMS Chief.

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

Health Dept. HSTS - Accept Bids Soil Evaluator - Good Ground LLC

Health Dept. - Discussion STS NPDES/Ohio EPA Replacement Mine Road Property

EMS Resignation - Rebekah Blackburn

A motion was made by Mr. Chmiel and seconded by Mr. Adkins accepting the resignation of Travis Donahue, EMT, effective June 12, 2018, as presented by Rick Callebs, EMS Chief.

EMS Resignation - Travis Donahue

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 EMS Chief Callebs to post for the full time paramedic position.

EMS - Authorize EMS Chief Callebs to post for Full Time Paramedic

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 with Chief Callebs to discuss contract negotiations and purchase of property.

EMS - Exec. Session w/EMS Chief Callebs Discuss Contr. Negotiations

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 10:30..

Return to Regular Session - Union Negot. Update

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

~ Let the record the update on union negotiations, waiting on waiting on firefighters to get back with them. Nothing new on purchase of property.

A motion was made by Mr. Chmiel and seconded by Mr. Adkins to enter into executive session at 10:30 with Charles Brown to discuss employment of a public employee.

Exec. Session w/C. Brown, Maint. Spv. - Discuss Employ. 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 11:14.

Regular Session - Discussion re Maint. Supv. Charles Brown's Retirement in July 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 discussion regarding Maintenance Supervisor Charles Brown's retirement in July - Discussion regarding replacement. No Action today.

~ Discussion with Charles Brown, Maint. Supv. regarding the walk through by the lighting company of bulbs and lights at various county buildings. Mr. Brown stated he will convert the bulbs missed and outside the scope of work by Johnson Controls. The lighting company stated in exchange, they will provide a free outside LED light for the parking area at DJFS.

Discussion w/ C. Brown re: Walk Thru by Lighting Co. Various County Buildings

A motion was made by Mr. Adkins and seconded by Mr. Chmiel authorizing Maint. Supv. Charles Brown to do the conversion of

Maint. Supv. Charles Brown - Authorized To

bulbs/lights at the various county buildings.

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:

Commissioners

Comm. Chris Chmiel

Creative Placemaking Leadership Summit - Appalachian Reg. - June 21-22 - Charleston, WV

Recorder

Jessica Markins - ORA Summer Continuing Education Seminar - June 10-13 - West Chester Twp.

911

Lisa McCollister, Elizabeth McQuade - TAC Training - June 4 - Zanesville, OH

DJFS

Jean Demosky - SERB Training (Randy Galbreath, Andi Tabler) 6-6-18 - Columbus, OH

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

~ Recess until 6:00 p.m. for US50 Sanitary Sewer Public Hearing at the Athens Community Center.

*** The meeting was called back to order at 6:00 p.m.*

A motion was made by Mr. Chmiel and seconded by Mr. Adkins approving and authorizing HAPCAP to submit Athens County's Program Year 2018 CDBG Allocation application including two competitive Neighborhood Revitalization Grant Applications for the Village of Chauncey and the City of Nelsonville to the Ohio Development Services Agency. The grant requests will be in the amount of \$212,000.00, \$500,000.00 and \$500,000.00, respectively, for a total grant request of \$1,212,000.00. The Environmental Review Documentation and Certification Form for Grant Number B-F-18-1AE-1; and the Residential Anti-Displacement and Relocation Assistance Plan - Resolution No. 606-107. (Documents copied to pages 289-290)

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

~ **Public Hearing 6:00 p.m. Athens Community Center - East State Street, Athens - US50 Sanitary Sewer Project** HDR., Inc. Kyle Schwieterman and Andrew Hunter, ACWSD Supt. Rich Kasler; Commissioners Eliason, Chmiel, Adkins; Clerk JoAnn Rockhold present:

The County held a meeting from 6:00 to 7:00 p.m. to provide multi-dwelling unit parcel owners additional information.

Do Conversion of Bulbs/Lights at Various Co. Bldgs.

Travel

Recess Until 6:00 p.m. US50 Sanitary Sewer Public Hearing Meeting Called Back To Order at 6:00 p.m.

HAPCAP - Submit Program Year 2018 CDBG Allocation Application Documents

Public Hearing - 6:00 p.m. US50 Sanitary Sewer Project w/HDR, Inc.

This meeting was for the property owners who appear to serve more than one dwelling unit.

Each existing dwelling unit on your property will require its own monthly bill.

Vacant units will require a sewer tap if/when they are occupied. Sewer taps for vacant units will still be charged a monthly fee for the debt retirement in the project area.

The County held a meeting from 7:30 to 8:30 p.m. for those property owners who may not be able to be serviced by the new sanitary by a gravity sewer lateral. If it is deemed by the County that your existing structure cannot be served by the accessible County sewer system by a gravity service lateral, there will be two options;

1. Option 1; maintain a septic system in compliance with all State and County regulations.
2. Option 2; install a grinder pump station to deliver sanitary flow from your structure to the County sewer system. The costs to install a new grinder pump station will be paid for by the County as part of the US 50 Sanitary Sewer Improvements project. However, you as the owner will still be responsible for all costs associated to operate and maintain the grinder pump stations after installation


The meeting was also to provide potential grinder pump home owners additional information for existing dwelling structure is over 200' from the County's new sanitary sewer service. If the structure is over 200' from the sewer access, there are three options:

1. Option 1; maintain a septic system in compliance with all State and County regulations.
2. Option 2; if possible, connect to the County's sewer system with a gravity sewer lateral.
3. Option 3; if connecting by gravity is not possible, connect to the County's sewer system by installing a grinder pump station to deliver sanitary flow from your structure to the County sewer system. The costs to install a new grinder pump station will be paid for by the County as part of the US 50 Sanitary Sewer Improvements project. However, you as the owner will still be responsible for all costs associated to operate and maintain the grinder pump stations after installation.

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.

Adjourn


JoAnn Rockhold, Clerk


Julie Brooks, Assistant Clerk


Lenny Eliason, President


Chris Chmiel, Vice-President


Charlie Adkins