

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

Agenda

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the following agenda:
Athens County Board of County Commissioners

Meeting Agenda for Tuesday, December 10, 2024 Convenes at 9:30 a.m.

Approve Agenda

Approve Minutes December 03, 2024

Approve Appropriations, Transfers, New Line Items Requests/Changes, Then & Nows, & Bills

- Fund to Fund: Sheriff; from 213.3213.540200 Gasoline to 234.2234.412500 Grants
- Fund to Fund: W&S; from 605.3605.580100 Unapp Cash Transfer Out to 619.2619.422100 Rt 50 Transfer In
- Fund to Fund: W&S; from 605.3605.580100 Unapp Cash Transfer Out to 604.2604.422100 Plains Water Transfer In
- Fund to Fund: W&S; from 605.3605.580100 Unapp Cash Transfer Out to 603.2603.422100 Plains Sewer Transfer In
- Fund to Fund: W&S; from 605.3605.580100 Unapp Cash Transfer Out to 607.2607.422100 Dresher Sewer Transfer In

- 9:30 Engineer Jeff Maiden - Frost Law
- 9:45 DJFS Dir Jean Demosky - weekly updates
- 10:00 Engineer Jeff Maiden - Beebe Rd Bridge Repair .
- 10:05 EMS - Stryker & SOG
- 10:15
- 10:30 W&S Supt Oscar Carson - weekly updates
- 10:45 Ginger Schmalenberger - Gathering Place/Conestoga Huts
- 11:00 Ginger Schmalenberger - Gathering Place/Conestoga Huts
- 11:15 911 Contract/EMA Grant
- 11:30 LUNCH

Agenda Items

- W&S Extensions (Ratify Commissioner Adkins Signature)
- Port Authority Board Appointment
- EMS Surplus
- Thank You Letter to Romola Hopkins
- Prosecutor's Surplus
- Common Pleas Transfer \$6,493.56
- Resignation of Maintenance Worker
- BOE Transfer \$112.00
- W&S Payroll
- McKee Paving Inv PMT#5 in the amount of \$543,897.75 to be paid with ARPA Funds
- Everett J Prescott, Inc Inv for Village of Trimble Water Meters \$91,352.37 to be paid with ARPA Funds
- TB Contract
- Children Services Fee Waiver Request
- add Clerk of Courts Surplus

~TRAVEL

ADJOURNMENT

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

Minutes

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the minutes of December 03, 2024.

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

Appropriations, Transfers, New Line Items Requests/Changes, Then & Nows, & Bills

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins approving the Appropriations, Transfers: Fund to Fund: Sheriff; from 213.3213.540200 Gasoline to 234.2234.412500 Grants, Fund to Fund: W&S; from 605.3605.580100 Unapp Cash Transfer Out to 619.2619.422100 Rt 50 Transfer In, Fund to Fund: W&S; from 605.3605.580100 Unapp Cash Transfer Out to 604.2604.422100 Plains Water Transfer In, Fund to Fund: W&S; from 605.3605.580100 Unapp Cash Transfer Out to 603.2603.422100 Plains Sewer Transfer In, Fund to Fund: W&S; from 605.3605.580100 Unapp Cash Transfer Out to 607.2607.422100 Dresher Sewer Transfer In, New Line Items Requests/Changes and approving the payment of the required County Bills, which are included in the Auditor's Office INVOICE TRACKING

REPORT - From: 11/26/2024 To: 12/03/2024 and INVOICE TRACKING REPORT - From: 12/03/2024 To: 12/05/2024 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.

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

Engineer Jeff Maiden - Frost Law

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to enact the Frost Law as recommended by Engineer Jeff Maiden:

To: Athens County Commissioners December 10, 2024
 Lenny Eliason, MPA
 Charlie Adkins
 Chris Chmiel

Re: 30% Load Reduction

I respectfully request that the legal load limit be reduced by 30% on ALL county roads, with the exceptions of (1) Athens CR 33A- Old State Route 33 (2) Athens CR 33B- Diamond Brick Road (3) Athens CR 19- Radford Road, in accordance with Section 5577 of the Ohio Revised Code. This load limit reduction will become effective on January 1st, 2025, and end on April 30th, 2025.

This reduction is intended to reduce the amount of road damage which occurs annually during the freeze-thaw cycle. Special Hauling Permits may be obtained from my office for companies and individuals that wish to exceed the 30% load limit reduction provided that a "Road Repair Agreement" is filed with this office in which the hauler agrees to pay for any road damage caused by their operations. Companies that have signed a "Road User Maintenance Agreement" (RUMA) have already agreed to pay for road damages caused by their hauling operations, and therefore do not need to apply for a special haul permit.

I also respectfully request that you endorse this procedure and encourage enforcement of this load limit reduction by the Sheriff's Department.

Respectfully,
 /s/Jeff Maiden, PE, PS
 Athens County Engineer

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

DJFS Dir Jean Demosky - Weekly Updates

Dir Jean Demosky presented the following weekly updates:

1. Program Updates
 - Next week Robin Burrow visiting CH for Operation Full Belly Program (will not be at commissioner meeting)
 - OJFSDA Exec and General Session
 - Soup for Socks this week (fundraiser and soup contest) Collecting socks throughout December
2. Contracts/Business/Grants
 - Red Cross
 - Limbach
3. Facilities
 - Appraisal for 510 West Union
 - Nelsonville Water Abatement (Commissioner Eliason stated that Dir Jean Demosky can purchase the yearly abatement)
4. Human Resources

DJFS Contract - Limbach

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the following contract as recommended by Dir Jean Demosky:

Name of Contract Organization:	Limbach Company, LLC
Total \$ Value:	\$12,472.00
Contract Period:	12/01/2024 - 11/30/2025
Accts & Code to be charged:	Heating & Cooling System Maintenance 010/510050
Billing Procedures:	Quarterly

Full contract available in the commissioners office.

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

Appraisal for 510 West Union Building

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to authorize Dir Jean Demosky to have Matt Sweeney do a commercial appraisal of 510 West Union Street Building.

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

W&S Extensions (Ratify Commissioner Adkins Signatures)

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins authorizing an extension as requested by Joel Pollard for monies owed the Athens County Water and Sewer District for water and sewer service, the total amount due is \$371.91 with \$242.81 to be paid by 12/16/2024. 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. Chmiel, yea; Mr. Adkins, yea.

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins authorizing an extension as requested by Sean Glover for monies owed the Athens County Water and Sewer District for water and sewer service, the total amount due is \$199.64 with \$90.39 to be paid by 12/20/2024. 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. Chmiel, yea; Mr. Adkins, yea.

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins authorizing an extension as requested by Joyce Burns for monies owed the Athens County Water and Sewer District for water and sewer service, the total amount due is \$162.68 with \$162.68 to be paid by 12/16/2024. 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. Chmiel, yea; Mr. Adkins, yea.

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins authorizing an extension as requested by Ruth Evener for monies owed the Athens County Water and Sewer District for water and sewer service, the total amount due is \$221.75 with \$112.50 to be paid by 12/19/2024. 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. Chmiel, yea; Mr. Adkins, yea.

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins authorizing an extension as requested by Earl Wood for monies owed the Athens County Water and Sewer District for water and sewer service, the total amount due is \$365.90 with \$273.10 to be paid by 12/13/2024. 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. Chmiel, yea; Mr. Adkins, yea.

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins authorizing an extension as requested by Brianna Kilgour for monies owed the Athens County Water and Sewer District for water and sewer service, the total amount due is \$751.43 with \$350.24 to be paid by 12/20/2024. 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. Chmiel, yea; Mr. Adkins, yea.

Port Authority Board Appointment

Tabled until next week

EMS Surplus

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to declare EMS items Surplus to Auction or Sale as requested by Chief Amber Pyle. See back of page 418 for full details.

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

Thank You Letter to Romola Hopkins

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to send a Thank You Letter to Romola Hopkins: December 17, 2024

Romola Hopkins
6070 Pine Crest Dr.
Athens, Oh 45701

Dear Ms. Hopkins:

The Board of Athens County Commissioners wishes to extend our heartfelt gratitude for your service as a member of the Athens County Children Services Board. Finding dedicated and effective board members is no small task, and your hard work and commitment have made a meaningful impact.

Athens County Commissioners



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

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

County Property Declared Surplus

ACENS

Department

Property Description	Model #	Serial #
Motorola XTL 2500 Mobile	MZ1UAM9PW2AN	514CL2 1295
		514CL2 1200
		514CL2 1294
		514CL2 1292
		514CL2 1292
		514CL2 1205
		514CL2 1291
		514CL2 1296
		514CL2 1298
		514CL2 1297
		514CL2 1290
		514CL2 1300
Motorola XTL Remote Head & Mics	XTL 2500 (16)	
Remote Head & Mics	XTL 2500 (2)	
Motorola Attached Head + desk Mics	XTL 2500	514CL2 1295 1296 1297
		1298 (No Mic) 1299 (No Mic)

[Signature]
Elected Official/Department Head Signature
[Signature]
Athens County Commissioners Signature

12-3-2024
Date
12/1/2024
Date

Redistribute Surplus Property Destroy Surplus Property

Auction or Sale Page 1 of 3

Athens County Commissioners



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

JoAnn Sikorski
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Fax (740) 594-8010

County Property Declared Surplus

ACENS

Department

Property Description	Model #	Serial #
Motorola XTL 5000 Astro (No Mic)	500CFK 0917 on desk	67000 N/A
Pyramid Reporter	SVR-250V	40 6200760 + 758
Motorola PA BWO VHF		0057860804 0057871272
		0057860853 0057860863
		0057871274
Motorola HT 1250 VHF	749 HELA 492 534	
Motorola XTS 2500 1/800	Ohio Mar's E Speaker Mic	205CLP 3222
Motorola XPR 4550 E Head		0887200180
		US97000161
Motorola CBM 1250 40 watt UHF RT	1037GLA 817 450	520 MHz
Motorola CH 3000 VHF 32 channel 40 watt	927TGC 5895	412 TGC 5874
Motorola CH 3000 VHF 126-178 MHz 99 channel 45W		8665800040
(2) RMN 5090A Desk Top Mics in boxes		
(11) Mobile Radio Brackets in boxes		
(2) Mobile/Base Radio Stands		
(4) Painted Speaker Mics (NEW)		

[Signature]
Elected Official/Department Head Signature
[Signature]
Athens County Commissioners Signature

12/3/2024
Date
12/1/2024
Date

Redistribute Surplus Property Destroy Surplus Property

Auction or Sale Page 2 of 3

Athens County Commissioners



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

JoAnn Sikorski
Clerk/Admin. Assistant
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Telephone (740) 592-3292
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County Property Declared Surplus

ACENS

Department

Property Description	Model #	Serial #
(2) HUN 9052E Speaker Mics		
(1) HUN 9030 A 2-Pin Speaker Mics		
(4) HT 1250 chargers		
(5) Impulse chargers		
(2) mobile antennas		
(9) HT 1250 Batteries		

[Signature]
Elected Official/Department Head Signature
[Signature]
Athens County Commissioners Signature

12-3-2024
Date
12/1/2024
Date

Redistribute Surplus Property Destroy Surplus Property

Auction or Sale Page 3 of 3

Your contributions will be greatly missed, and we sincerely thank you for your service to the people of Athens County.

We extend our best wishes to you in all your future endeavors.

Sincerely,

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

ACC:jr

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

Prosecutor's Surplus

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the Prosecutor's Surplus to destroy as requested by Kim Withem. See back of page 419 for full details.

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

Common Pleas Transfer \$6,493.56

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the Common Pleas Transfer of \$6,493.56

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

Resignation of Building Maintenance Supervisor

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to acknowledge the Resignation Letter from Building Maintenance Supervisor Danny Radford effective December 20, 2024.

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

DJFS Contract - American Red Cross

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the American Red Cross Contract as recommended by Dir Jean Demosky for employee training in first aid and CPR:

Name of Contract Organization:	The American National Red Cross
Total \$ Value:	\$TBD
Contract Period:	12/03/2024 - 12/02/2025
Accts & Codes to be charged:	Red Cross Training Cost Pools
Billing Procedure:	Invoice within 10 calendar days of class, to be paid within 30 days of invoicing
Performance Measures:	Invoices will be reviewed by ACDJFS Staff

Full contract available in the commissioners office.

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

BOE Transfer \$112.00

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the BOE transfer of \$112.00.

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

W&S Payroll

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the 2025 payroll and insurance allocations for the following:

For the 2025 Budget year, Oscar Carson's salary and insurance had been allocated to be paid from the Plains Water Fund:

	Salary	Medical	Dental	Vision	Life Ins
Org	3604	3604	3604	3604	3604
Obj	510200	520101	520300	520400	521100

For the 2025 Budget year, Travis Taylor's salary and insurance had been allocated to be paid from the Plains Sewer Fund:

	Salary	Medical	Dental	Vision	Life Ins
Org	3603	3603	3603	3603	3603
Obj	510200	520101	520300	520400	521100

For the 2025 Budget year, Owen Arix's salary and insurance had been allocated to be paid from the Route 50 Sewer Fund:

	Salary	Medical	Dental	Vision	Life Ins
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County Property Declared Surplus

10/14/2024

Table with 3 columns: Property Description, Book #, Serial #. Includes entries like '10/14/2024' and '10/14/2024'.

Handwritten signature and date 10-14-24.

County Property Declared Surplus

10/14/2024

Table with 3 columns: Property Description, Book #, Serial #. Includes entries like '10/14/2024' and '10/14/2024'.

Handwritten signature and date 10-14-24.

County Property Declared Surplus

10/14/2024

Table with 3 columns: Property Description, Book #, Serial #. Includes entries like '10/14/2024' and '10/14/2024'.

Handwritten signature and date 10-14-24.



County Property Declared Surplus

10/14/2024

Table with 3 columns: Property Description, Book #, Serial #. Includes entries like '10/14/2024' and '10/14/2024'.

Handwritten signature and date 10-14-24.



County Property Declared Surplus

10/14/2024

Table with 3 columns: Property Description, Book #, Serial #. Includes entries like '10/14/2024' and '10/14/2024'.

Handwritten signature and date 10-14-24.

Org	3619	3619	3619	3619	3619
Obj	510200	520101	520300	520400	521100

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

EMS - SOG 7-83 Amendment

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the amended SOG 7-83 as recommended by Chief Amber Pyle. Copy of SOG 7-83 on back of page 420.

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

EMS Executive Session

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to enter into executive session at 9:51 with Chief Amber Pyle and Assist Chief Randy Crossen to discuss employee discipline.

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

Regular Session

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to return to regular session at 9:59.

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

EMS Discipline

A motion was made by Commissioner Chmiel and seconded by Commissioner Eliason to approve the discipline for the two employees.

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

EMS Policy Amendment

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve amended policy for discipline as requested by Chief Amber Pyle and Assist Chief Randy Crossen.

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

EMS - Stryker Contract

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to authorize Chief Amber Pyle to sign the Stryker contract. During the discussion, Commissioner Adkins expressed concerns regarding the tight budget and emphasized the importance of ensuring that EMS has sufficient funds to fulfill both the collective bargaining agreement and the Stryker contract while maintaining a carryover of \$1,000,000.00.

In response, Chief Amber Pyle stated that Administrative Assistant Staci Giles had confirmed EMS would meet the \$1,000,000.00 carryover goal while accommodating both the Stryker contract and the collective bargaining agreement.

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

Engineer Jeff Maiden - Beebe Rd Bridge Repair Bid Opening

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to acknowledge receipt of the bids on Beebe Rd Bridge Repair:

Engineer's Estimate: \$86,000.00

Bids Received:

Allen Stone Company	\$115,575.00
SET, Inc	\$122,644.00
DGM, Inc	\$150,300.00

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

Engineer Jeff Maiden - Beebe Rd Bridge Repair Reject Bids


A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to reject the bids for the Beebe Rd Bridge Repair.

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

McKee Paving Inv PMT#5 in the amount of \$543,897.75 to be paid with ARPA Funds

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the McKee Paving Inv PMT#5 in the amount of \$543,897.75 to be paid with ARPA Funds.

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

	STANDARD OPERATING GUIDELINES	
	SOG Number:	7-83
	Effective Date:	
	Review Date:	
Daily Operations - Cleaning, Restocking, Inventory Control		
APPROVAL: <ul style="list-style-type: none"> • Amber Pyle, Chief of Emergency Medical Services • Lenny Eliason, Athens County Commissioner • Charlie Adkins, Athens County Commissioner • Chris Chmiel, Athens County Commissioners 		
<i>This outline as written or revised becomes an official operating guideline on the effective date noted above. This guideline supersedes all previous guidelines that relate to this subject.</i>		

Purpose

This guideline serves to standardize daily routine operations at every Athens County EMS station. The goal is improved operational efficiency and consistency.

Daily Operations

Shift change for full-time personnel shall occur at 0800 hours each day and all personnel shall be at the EMS station and ready to begin work. All personnel going off-duty should be awake prior to shift change and prepared to report the events of their shift and readiness of equipment to the oncoming crew prior to the change of shift. Sleeping in past shift change is not permitted.

Time Keeping

Athens County EMS utilizes a cloud-based online electronic time keeping system. It is the responsibility of each employee to log into the time keeping website on each station computer or personal device to clock in or clock out. This shall be accomplished as close as possible to your scheduled start or end time. If you cannot clock in or out within five (5) minutes of your start or end time you shall note the reason in the provided field. Acceptable reasons shall include: an early or late run – provide last four (4) digits of run number, and internet or website issues – notify the Duty Officer. If you stay late or come in early for another employee, note that employee's name on the eSchedule clock in screen.

- Each employee is responsible for clocking in and clocking out. Clocking in or out for another employee is forbidden and is subject to disciplinary action
- Alteration of a time card is permitted by only the Chief, Assistant Chief, Administrative Assistant and Captains when deemed necessary due to uncontrollable events.
- Full time employees using sick time must complete the Use of Sick Leave form and return it to HQ before the end of the current pay period if possible.

Weekly Station Cleaning:

- **EVERY SUNDAY**
 - Clean all bathrooms. Clean mirror and mirror light fixtures with glass cleaner, disinfect the sink and faucets with appropriate disinfectant cleaner, clean the toilet bowl with light duty bowl cleaner, disinfect the toilet lid, base and tank with the appropriate cleaning solution, wipe down towel and soap dispensers, spray disinfectant cleaner in shower stalls and rinse.
- **EVERY MONDAY**
 - Wash, dry, fold, and put away all dirty station and truck linens. Station bedsheets shall be washed on this day as needed.
- **EVERY TUESDAY**
 - Sweep and spray the vehicle bays and front apron along with laundry areas, concentrating on cleaning corners and under equipment. Remove cobwebs from walls, corners and shelves. Clean/dust all flat surfaces such as counter tops, sinks, tables, etc.
- **EVERY WEDNESDAY**
 - Dust all flat surfaces in every room and clean all TV screens. Do not squirt cleaner directly onto flat screen TV units. Clean all items sitting on the tables and dust under them.
 - Throw away old or expired food products from the refrigerator and wipe down the interior refrigerator shelves, drawers and interior door compartments.
- **EVERY THURSDAY**
 - Move all furniture from linoleum or tile floors and sweep and mop, paying particular attention to corners and areas near the baseboards
 - Move all furniture away from walls in carpeted rooms and vacuum the carpet, paying particular attention to corners and areas near the baseboard and under furniture
 - Remove all cushions from the sofa and vacuum the frame. Replace cushions in a different position on the sofa if possible. Rotate the placement of recliners and vacuum out the seat and frame areas.
- **EVERY FRIDAY**
 - Wipe down all cabinet doors and frames, clean counters, backsplash, sinks and faucets. Clean the microwave oven and refrigerator front and handles.
- **EVERY SATURDAY**
 - Complete routine cleaning duties.

Make sure trash and recycling is out on the designated pickup day. This will be different at every station. Captains shall post a notice indicating the station's pickup day.

- The online time keeping system shall be used to request vacation time, compensatory time, personal days, trade time requests, shift bids, registering for Athens County EMS training classes, and for submitting shift availability.

Daily Duties

- **Inter-Shift Report** – A face-to-face meeting shall occur at or near 0800 hours between all off-going crew members and all on-coming crew members. A written Inter-Shift Log shall be completed prior to this meeting to summarize all events of relevance for the oncoming crew members.
- At the beginning of each shift, both primary and secondary ambulances shall be checked utilizing the following check lists:
 - **Approved Daily Medical Check**
 - **Approved Daily Mechanical Check**
 - **Approved Daily Monitor and Toughbook Check**
- All primary ambulances shall be washed and dried and the interior shall be cleaned as often as needed. Floors will be mopped and trash cans emptied as often as needed throughout the day. Backup ambulances shall be washed and dried as necessary. In the event of inclement weather, the crew may postpone exterior washing but shall ensure the interior is clean and ready to go after every run.
- Ambulances shall be refueled on an as needed basis, allowing no less than 1/2 tank of fuel to remain at any time.
- Oxygen bottles shall be refilled on an as needed basis, allowing no less than 1000 lbs. of pressure to remain at any time in portables and no less than 500lbs in the oxygen main tank. When refilling oxygen bottles, the **Oxygen Fill Log** must be completed.
- Run reports are to be completed as close to the time of the call as possible. Allowing run reports to remain unfinished during a shift is not permitted and will be subject to disciplinary action. Unless unusual circumstances occur such as becoming ill during a call, every PCR shall be completed, uploaded and sync'd prior to leaving shift.
- Upon being notified that a correction is needed to an EPCR the employee will have until the end of their next shift to complete the correction. If the correction is not completed the employee may be subject to discipline.
- Upon completion of the EMS call, the ambulance shall be restocked and cleaned as soon as the squad is back in quarters. Failure to re-stock and clean will be grounds for disciplinary action against both crew members.
- Routine station cleaning to be done throughout the day as cleanliness conditions change:
 - Sweeping and mopping all tile or linoleum floors.
 - Vacuum all carpeted areas including all entryway mats, if applicable.
 - Empty all station trash cans into the larger bay trash receptacle. Empty the large bay receptacle into the outside container or dumpster when full.
- There will be a daily check of the station grounds for litter. Pick up any trash you find and throw it away.

Ambulance and Cot Disinfection and Routine Cleaning

- The patient care area of the ambulance and the cot are to be cleaned at the hospital.
- Biohazardous waste shall be placed into red biohazard bags and placed in the biohazard receptacle at the hospital.
- If transported patient has a bedbug, lice, or flea infestation, the ambulance will be sprayed with the approved bedbug and pest control spray per product directions.
- Out of service time is to be kept to a minimum.

Department Equipment

- Any malfunction or damage to equipment must be reported to a supervisor at the earliest practical time. The supervisor shall make arrangements to correct the problem.

Everett J Prescott, Inc Inv for Village of Trimble Water Meters \$91,352.37 to be paid with ARPA Funds

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the Everett J Prescott, Inc Inv for Village of Trimble Water Meters \$91,352.37 to be paid with ARPA Funds.

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

TB Contracts

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the renewal contracts for TB. Contracts available in the commissioners office.

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

Children Services Fee Waiver Request

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the Children Services fee waiver request in the amount of \$140.88.

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

W&S Supt Oscar Carson - New Rates

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the New Rates as presented by Supt. Oscar Carson:

Athens County Water and Sewer Rates
The Plains District
January 2025

Water First Two Thousand	\$32.11
Every Thousand After	\$14.39
Sewer First Two Thousand	\$18.14
Every Thousand After	\$7.83
Minimum Water Bill	\$50.25
Water & Sewer Combined per 1000	\$22.22
Sewer Only	\$36.57

Effective January 1st, 2025
Athens Charges for Water \$2,931.26 First Thousand
and \$6.39 for every thousand after.
**Actual Cost \$6.68/1000 gal for 10 million gal/month

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

W&S Supt Oscar Carson - Weekly Updates

Supt Oscar Carson presented the weekly updates:
Electric installation on Radford - completion expected by mid-January.
71% tied in (those not tied in are on Heatherstone and Country Club).
Concerns about future project planning and engineering responsibilities.
Discussion on delays and right-of-way issues.

Ginger Schmalenberger - Gathering Place/Conestoga Huts

Discussion on Project and Property Status

Ginger provided an update on the proposed project discussed in August. She attended the Planning Commission meeting on September 18, 2024, where community members shared input and concerns. She emphasized that she had honored and listened to feedback. Following the meeting, she reached out to 37 businesses and entities in the area, receiving overwhelmingly positive support, though two organizations did not engage beyond email correspondence.

Ginger reported that funding from the Sisters Foundation had been secured to support the project, including expenses and measurements for community impact. Outreach efforts have already begun, with staff engaging with individuals in encampments and assisting with paperwork for services. She reiterated the importance of the project for the community and sought guidance from the Commissioners regarding the next steps, noting some community resistance but stressing the need to proceed.

Commissioner Adkins shared that approximately two to four weeks ago, discussions arose regarding the future of the facility at JFS 510, the proposed project site. He informed the group that the facility is being evaluated for a potential sale, as many operations have relocated to

Nelsonville. The decision to sell the property will ultimately be made by the three Commissioners.

Ginger expressed surprise at the news, suggesting the possibility of purchasing the property and inquiring about the decision-making process.

Commissioner Eliason clarified that if the property is sold, it would likely be through an auction or sealed bid, though the method has not yet been decided.

Ginger raised concerns about the potential inaccessibility of services like GED and reentry work if Ohio Means Jobs relocates. Commissioner Adkins clarified that transportation is available, and the county aims to avoid maintaining buildings that are underutilized. Commissioner Eliason highlighted that services moving out of the current location significantly impacted the building's usage. Commissioner Adkins and Commissioner Eliason noted that Nelsonville's facilities are growing, reducing the need for multiple large facilities in the county.

Ginger emphasized the importance of having accessible locations for peer recovery support and training. Commissioner Adkins assured that decisions are not being made to harm the community, and any reductions are based on utilization data. Commissioner Eliason mentioned other potential spaces, such as city- or university-owned properties, that could serve as alternatives. Discussion included the possibility of leveraging unused property near the fire department or areas that may transfer ownership to community authorities. Carrie Pigman noted the potential for these spaces to serve as warming stations, particularly during winter.

Commissioner Chmiel suggested documenting concerns in writing to help facilitate broader conversations and potential solutions for community challenges, particularly regarding unhoused individuals. Carrie Pigman provided an update on the Athens County Foundation's efforts to address the needs of the unhoused. A group of about 40 organizations and 80 individuals has been meeting monthly to find collaborative solutions. Carrie emphasized the importance of community education and feedback, noting the value of diverse perspectives, even dissenting ones, in shaping effective solutions.

Carrie Pigman and Ginger highlighted the Conestoga project as a direct response to the growing needs of the unhoused population in Athens County. Carrie noted the significance of the project and urged the community to come together to support it. She commended Ginger's team for their efforts in addressing the issue and called for continued collaboration.

Brent Hayes concerns were if the homeless are from our county or other counties and if there are rules and guidelines. With the big influx there is potential problems and they're coming from other counties. Ginger stated that 95% of the people served are from Athens County. Corey Rex read a text from Mr. Chamberlains sister, she admitted what they're trying to do with the temporary shelter stuff will be a disaster. His sister id the CEO of Nevada hopes, which is a sprawling medical complex in Reno. Mr. Chamberlain has stated that he has not been contacted as a business owner on West Union Street.

Carrie Pigman stated that there are over 100 students in Athens County schools that are categorized as being unhoused. They are staying with friends, or couch surfing. Obviously there are family members that aren't counted in that number, but just to give you a sense of the size of the population that's on housed and those people might be staying with friends, couch surfing, sleeping in their cars, often sleeping in tents. Commissioner Adkins asked who is serving this group of kids. Ginger stated that children services in some cases are involved.

Commissioner Eliason stated that the problem is the private or property owners can't get out of the exemption of the city. Ginger stated that churches actually can. Churches get involved and Ginger stated that she had some churches approach her. Ginger stated that she will have to go back to the drawing board because the Huts are really to be in church parking lots and churches don't have to be in the code, they can get a variance.

Commissioner Eliason asked if this has to be in Athens. Commissioner Eliason stated that she could contact the landbank and see what properties the landbank has in Nelsonville and The Plains. Commissioner Eliason stated for Ginger to talk with him or Commissioner Chmiel to get the ball rolling on property that the landbank owns in The Plains if Ginger is interested. Commissioner Eliason stated that the pilot could probably get started there.

911 Contract

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the Collective Bargaining Agreement between the Athens County Commissioners and The Ohio Patrolmen's Benevolent Association dated January 1, 2025 through December 31, 2027 as presented by Dir Teresa Fouts-Imler.

Full contract available in the commissioners office.

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

EMA Grant - Update

Dir. Teresa Fouts-Imler presented Grant Update:

Applied for 3 Grants

Radios for Emergency Operations Center

Consoles for 911 Center

Regional (Urban Search & Rescue Training)-only one approved for \$151,000.00

911 Facility Update

Facility Update

Temporary power has been hooked up for the new facility.
Completion of power setup will take about a week.
Coordination with Motorola Central Square delayed due to building power issues.

Cal Electric and Connection Time line

Completion of work is dependent on Cal Electric.
Date for connection to vendors is yet to be determined.
911 software is connected and operational.

Radio connections are still pending.

Inspections

State of Ohio 911 Director and Compliance Director are visiting for inspections.
Inspections include walkthroughs.

Marks Radio System Presentation

Presentation prepared to discuss pros and cons of migrating to the Marks system.
There is confusion among the fire association about the 700, 800 MHZ system.
Building a personal system is not cost-effective.
Concerns about state mandates on system adoption.

Support for Marks System

Township trustees are increasingly supportive of the Marks System.
They want better communication with county engineers.
Tester radios from Kenwood and Motorola have been positively received.
Enhanced communication capabilities with neighboring counties are beneficial.

Suspend Rules

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

Clerk of Courts Surplus

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

Clerk of Courts - Surplus

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to surplus and destroy as requested by Candy Russell:

Property Description:

Office Chair

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

Adjourn

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

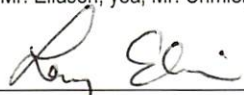
The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.



JoAnn Rockhold, Administrator




Alison Pierson, Clerk



Lenny Eliason, President



Charlie Adkins, Vice-President



Chris Chmiel