

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 Thursday, March 07, 2024 Convenes at 9:30 a.m.

Approve Agenda

Approve Minutes for February 20 & February 27, 2024

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

Fund to Fund Transfer : Chauncey Bikepath \$92,524.33 from 504-3504-590100 Advances Out into 502-2505-422101 Transfers In
Athens County Building bond \$169,639.99 from 571-1286-589000 Transfers Out into 579-2579-422101 Transfers In

- 9:30 Board of Elections
- 9:45 DJFS Dir Jean Demosky - weekly updates
- 10:00 Glen Crippen - HAPCAP
- 10:15
- 10:30 Mark Snider
- 10:45 Ric Wasserman -Investment Update
- 11:00 Brent Hayes
- 11:15 HAPCAP Bid Opening - Ohio Museum, Change Order Waterloo Twp, RROF New Leaf
- 11:30 LUNCH

Agenda Items

- Amended Certificate
- Utility Permits
- W&S Extensions
- ODOT Chauncey Bikepath- Final Resolution
- Bikepath Transfer for Chauncey Bikeway
- Crime Solvers Agreement
- Planner Surplus
- Buckeye Hills Infrastructure Priorities
- Athens Co 911 New Fulltime Hire
- ARPA Trimble Twp Truck/Water Meters
- DJFS Mandated Share- Transfers
- Ferndale Park Gravel
- Accounts Payable and Receivable Clerk- Job Description
- Carl Johnson Contract Barn Roof
- Move Meeting March 12 to March 14

~TRAVEL

- Planner Laura Olbers; WMAO River Symposium, Vila Milano Conference Center, Columbus OH; March 22
- Judge George McCarthy; OJC Court Technology Conference, Nationwide Hotel Lewis Center, OH; April 2
- EMS Assist Chief Crossen Jr. & Captain Jason Hager; Inspection of New Ambulances, Jefferson NC; March 13
- Engineer Jeff Maiden; CEOA Monthly Board Meeting, CEOA Office Columbus OH; 03/07, 05/02, 06/06, 10/03, 11/07

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 for February 20 & February 27, 2024.

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

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

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins approving the Appropriations, Transfers, New Line Items Requests/Changes including the Fund to Fund Transfer Chauncey Bikepath \$92,524.33 from 504.3504.590100 Advances Out into Transfers In; Athens County Building Bond \$169,639.99 from 571.1286.58900 Transfers Out into 579.2579.422101 Transfers In and approving the payment of the required County Bills, which are included in the Auditor's Office INVOICE TRACKING REPORT -from : February 27, 2024 to : March 7, 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.

Board of Elections

Commissioner Adkins asked the Board of Elections Members to come to this meeting to discuss the over staffing during the primary voting in attendance is Board Members Gary Van Meter, Sky Petty, and Deputy Dir. Tony Brooks. Sky Petty main things to understand about the staffing levels, we staff to avoid lines or delays during peak voting. We need to avoid lines you know for about 12 years before I was on the board, I ran the election observing for OD. And that was always one of their main emphases all of the issues that could cause potential lines, including staffing levels and the trend in the past several elections has been ever increasing early in person voting. Other another factor in the staffing level is turnover of poll workers and new poll workers who are doing the early in person voting due to COVID and just natural attrition and the fact that the poll workers tend to be an older crowd, we don't have very many. This large primary is an important training opportunity for our more poll workers who've never done in person early voting because in November, for this presidential general election, we will have lines. And that's not the time to have green poll workers figuring out how to do. Their job. You know, we if there's a line. You know, we want to have our people efficient and knowing what they're doing and cranking people through. The wrong question to ask about the staffing level is what is the fewest number of poll workers that can handle early person early in person voting? If that were our guiding principle, we would be planning to fail. We'd be planning to have too few poll workers when there was a rush. And planning to have green poll workers during what we know is going to be kind of a blockbuster general election in November. So we're planning to succeed and so a big part of what these poll workers are doing while they're here is training. Deputy Dir. Tony Brooks said November will be a much larger election and we need these people trained. This is a perfect opportunity to train them in this situation and make sure that they're ready for the November election and all of our temporary workers that are here currently are committed to come back in November.

Commissioner Adkins stated that Ashtabula County has 60,570 registered voters, and Athens County has 38,000. The cost per ballot in this two week period for Athens County was \$55.14, for Ashtabula County it was only \$10.00 that is a big difference. With the county cutting the budget this year for other departments, this needs addressed.

Commissioner Chmiel agrees that there are a ton of little details in there. Charlie's trying to bring up this idea that there's an efficiency right and how you guys maybe think about this, maybe there's another way to describe that number. Maybe the other counties look at it different ways, but I think it's just. That's our job. We're looking at the budget. We're asking you guys to work with us and be efficient. Charlie brought up this as an example, we don't have to agree about that right now, but we can agree that it's important to be efficient, correct.

Commissioner Eliason stated that he understood the training, but they need to cut back on the overtime. You shouldn't be staffing the entire period the same just because it's going to increase, you got to start managing the staff better, managing the demands better. That's what we're asking. Manage the people the right way to get the best quality and the best bang for your buck. You got to figure out when they're going to vote, you have that data. It's not a guess. You can go back and look at do all the history that data when early voting happens, when there's large issues and all that stuff, that data is available to you, so you should be able to do a better job of managing staff levels. That's we're talking about managing.

DJFS Dir. Jean Demosky - Weekly Updates

1. Program Updates

Healthy Ageing Grant CPLs & Subcontract
 Back to School Bash 07/31/2024 at the Nelsonville Location
 Applications are out - due 04/19/2024
 Don't Forget Non-Registered Donations

2. Contracts

Healthy Aging - BOCC/JFS
 Serenity Grove

3. Facilities

Nelsonville on Schedule

4. Human Resources

Solar Eclipse - Jean asked if Athens County was closing, Commissioner Eliason said No that Athens County will be open on that day.
 Payroll Period Ends Midnight Saturday, Jean had some concerns and Commissioner Eliason told her to get with Auditor Jill Davidson on those concerns.
 Tax Forms (W-9's), Jean had some concerns and Commissioner Eliason told her to get with Auditor Jill Davidson on those Concerns.

\$45,825.69 Internet/Digital Literacy Portion

Cell Signal Booster Antennas for Senior Centers
 Dir. Jean Demosky got a quote for Antenna Tower 40' tower for signal booster in the amount of \$747.98 or Large Area LTE signal booster, comes with cables & antenna in the amount of \$1,699.99.
 Mobile Career Center Event Programming
 Tablets

DJFS Dir. Jean Demosky - Athens County Board of Commissioner's

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the following contract for Athens County Commissioner's as requested by Dir. Jean Demosky:

Total \$ Value:	\$307,431.18
Contract Period:	03/01/2024 - 09/30/2024
Program Acct. & Code to be charged:	Healthy Aging Grant
Describe Billing Procedure:	Funds allocated to the Board of County Commissioners then allocated to ACDJFS
Describe the performance measures in Contract:	ACDJFS will report to the Board of County Commissioner's
Complete Contract on file 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.

DJFS Dir. Jean Demosky - Serenity Grove Women's Recovery House

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the following contract for Serenity Grove Women's Recovery House as requested by Dir. Jean Demosky:

Total \$ Value: \$50,000.00
Contract Period: 07/01/2022 - 06/30/2024 (Extended 6 months)
Program Acct. & Code to be charged: NDWG-Fresh Start Code : FSP/527751
Describe Billing Procedure: Invoices to be paid within 30 days
Describe the performance measures in the Contract: Quarterly program and financial reports
Complete Contract on file 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.

Glenn Crippen - HAPCAP

Glenn Crippen-HAPCAP wanted to give an update on the Glouster Mayor Position, an employee that works on Glouster projects for the County will be the New Glouster Mayor. So with that employee taking on the Glouster Mayor he will no longer be working with the County on the projects for Glouster. We have other staff that will take over where he left off with all Glouster Projects.

Mark Snider

Commissioner Chmiel asked Mark Snider to come in today to discuss what Mark's role is with the County Medical Insurance Benefits. Commissioner Chmiel would like to cut the 1 % commission which is about \$100,000.00 a year that goes to Mark Snider and just work with CEBCO, he is ready to try some different things. Commissioner Adkins asked Clerk JoAnn Rockhold if this would make more work for her if the Commissioners stopped using Mark Snider and Clerk Rockhold said that when an employee comes to her with an insurance question she refers them onto Justin with CEBCO, so it wouldn't be any more work for her. Mark Snider said that we have a disclosure, but never signed any kind of ongoing commitment. Commissioner Adkins suggested that Commissioner Chmiel get documentation from the committee stating what they are recommending.

Ric Wasserman - Investment Update (Accounts & Fund Recap)

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to authorize Commissioner Eliason to sign the Accounts and Fund Recap for September, October, November, & December 2023. Forms on file 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.

Brent Hayes - Canaanville Sewer System

Brent Hayes addressed the Commissioners regarding commercial property he owns in Canaanville. The infrastructure is on the property but is lacking sanitary sewer and EPA stated the property is maxed out for leach fields. Mr. Hayes would like to build a sewer plant and has Justin from Buckley Group with the design which would cover the current 8 buildings and allow for up to 25 buildings and also allow for additional expansion at a later date. Mr. Hayes plan to install the plant and then would like the county take the plant over and maintain the system. Mr. Hayes stated that he has received funding with Buckeye Hills to help with this project and that he would give easements for the county to maintain the system.

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to authorize Commissioner Eliason to work with Brent Hayes and W&S Supt. Rich Kasler to draft an agreement with possibly taking over the Canaanville Sewer System.

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

HAPCAP Bid Opening - Ohio Museum

There were no Bids, so Nate Simons said that they will have to regroup and figure out where cuts would have to be. Commissioner Adkins asked where the Money is coming from and Nate Simons stated Covid-19 Cares Act Grant 1.4 million in grant funding, Ohio University will give roughly \$400,000.00. HAPCAP Nate Simons said that they will reconvene and Bid back out. Find out why some of the companies didn't bid and try to work things out.

HAPCAP Nate Simons - Change Order Waterloo Twp

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the following change order for Waterloo Twp as requested by HAPCAP Nate Simons:

Change Order No. 1	
Project : Waterloo Twp., New Marshfield, OH - Flood & Drainage Facility Improvements	
Date: 03/07/2024	Contract No. B-F-22-1AE-1
i. The following changes are hereby made to the contract documents (attach documentation):	
ii. The following change is made to the contract price:	
\$39,980.00	Original Contract Price
\$ 0.00	Previous Change/Extras
\$ 4,314.00	This Change/Extras
\$44,294.00	Subtotal

\$ Deductions
\$44,294.00 Net Total

III. The following change is made to the contract time:
Increased by 31 calendar days
making the date for completion of all work April 25, 2024

IV. There will be no claims for damages resulting from this change.
Change Request By: Nick Wilson Date: 02/28/2024
Change Recommended By: Joey Coakley Date: 03/04/2024
Change Accepted By: Nathan Simons Date: 03/06/2024
Change Accepted By: Lenny Eliason Date: 03/07/2024

Copy of Change Order No. 1 on file in the Commissioner's Office.

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

HAPCAP Nate Simons - RROF New Leaf

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to authorize Commissioner Eliason to sign off on the RROF New Leaf as requested by HAPCAP Nate Simons (see back of page 98 for RROF).

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

Amended Certificate

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins acknowledging receipt of the Amended Certificate for Athens County, Athens County Commissioners dated March 5, 2024 prepared by Jill Davidson, Athens County Auditor.

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

Utility Permits

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the following Utility Permits:

Permit No. 24-531
From: Le-ax Water District
6000 Industrial Dr.
Athens, OH 45701

We hereby request permission to install water lines within public right-of-way limits.
Location of work: County Road 71, Columbia Rd
Description of Work: Install 3/4" water service to 284 Columbia Rd. Directional bore with casing, buried 4' deep
Type of Installation: Underground (buried) line Parallel to Road
Estimated Project Schedule: ASAP
Agreed to by: /s/ Kaitlyn Brooks
Athens County Commissioners
/s/ Lenny Eliason
/s/ Chris Chmiel
/s/ Charlie Adkins

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

Utility Permits

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the following Utility Permits:

Permit No. 24-532
From: AT&T
140 W Wheeling St
Lancaster, OH 43130

We hereby request permission to install AT&T phone fiber from HH to Pole withing public right-of-way limits.
Location of work: County Road 1, Kimberly Rd
Description of Work: AT&T to place fiber from HH to Pole (See Sketch)
Type of Installation: Underground (buried) Line Crossing Road
Estimated Project Schedule: 03/25/2024 to 04/25/2024
Agreed to by: /s/ Chris Morris, Engineer AT&T
Athens County Commissioners
/s/ Lenny Eliason
/s/ Chris Chmiel
/s/ Charlie Adkins

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

**State of Ohio Development Services Agency
Office of Community Development**

**REQUEST FOR RELEASE OF FUNDS (RROF) AND CERTIFICATION
FOR FEDERALLY FUNDED STATE PROJECTS**

Pursuant to Section 104 (g) of Title I, Housing and Community Development Act of 1974, as amended; Section 288 of the Cranston Gonzales National Affordable Housing Act (NAHA), as amended; and/or Title IV of the Stewart B. McKinney Homeless Assistance Act, as amended.

Part 1: General Information

1. CEO Name, Responsible Entity name, and Mailing Address: Athens County Commissioners 15 South Court St., Athens, Ohio 45701 Phone: (740) 592-3219 Fax: (740) 594-8010	2. Administering Agent name and Address: Nathan Simons, CD Coordinator Hocking Athens Perry Community Action P.O. Box 220/3 Cardaras Dr., Glouster, Ohio 45732 Phone: (740) 767-4500 Fax: (740) 767-2301	Mail Form To: Ohio Department of Development Office of Community Development Environmental Specialist P. O. Box 1001 Columbus, Ohio 43216-1001 Phone: (614) 466-2285
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Part 2: Listing of Projects Requested For Release of Funds

List the Activity, Project, and Grant below for which you are requesting the release of funds and removal of environmental grant conditions governing the use of the federal assistance.

Grant Agreement No.	Name of Project and Activity (as listed in Grant Agreement's Attachment A)	Activity No.	List the Amount of Federal Funds Budgeted for Each Activity	List the Activity Location, as Designated in the Grant Agreement	Describe the Entire (Aggregated) Project	Level of Environmental Finding: CE (Categorical Exclusion) EA (Environmental Assessment)
B-D-22-1AE-4	New Leaf, Rehab and Construction	3-2	\$3,695,500.00	Athens County	The rehabilitation and occupation of one currently vacant and dilapidated building in the downtown of Glouster Ohio that will be utilized to deliver key aspects of the New Leaf Program in Athens County. As well as the construction of three brand new triplexes on a currently vacant lot in a neighborhood near the village's downtown area that will allow program participants to walk to their work, education or counseling facilities.	Environmental Assessment

Part 3: CEO Environmental Certification


With reference to the Projects identified on the reverse side of this form, I, the undersigned chief executive officer and certifying officer of the responsible entity, CERTIFY THAT: (Note: Items 4 and 5 below require additional action.)

- The responsible entity has fully carried out its responsibilities for environmental review, decision-making, and action pertaining to the projects listed herein.
- The responsible entity has complied with the National Environmental Policy Act of 1969, as amended, and the environmental procedures, permit requirements, and statutory obligations of the laws cited in 24 CFR 58.5, 24 CFR 58.6, and applicable State and local laws.
- After considering the type and degree of environmental effects identified by the environmental reviews completed for the proposed projects described herein, I have found that the proposal **(CHECK ONE)** - DID DID NOT require the preparation and dissemination of an ENVIRONMENTAL IMPACT STATEMENT.
- The responsible entity has, prior to submitting this request for the release of funds and certification, published, in the manner prescribed by 24 CFR 58.43, a notice to the public in accordance with 24 CFR 58.70 and as evidenced by the attached copy. **STAPLE COPIES OF NEWSPAPER NOTICES HERE (e.g. NOI/RROF, Combined Notice, Floodplain/Wetland Notices)**
- The dates for all statutory and regulatory time periods for review, comment, or other action are in compliance with the procedures and requirements of 24 CFR Part 58. The following provides a summary of critical dates:

Categorically Excluded Projects (CE)	Publication Date	Last Date of Local Comment Period	Date Certification Signed and Submitted	Estimated Last Date of State Objection Period	Type of Other Notices And Date Published

Environmental Assessment Projects (EA)	Publication Date	Last Date of Local Comment Period	Date Certification Signed and Submitted	Estimated Last Date of State Objection Period	Type of Other Notices And Date Published
	February 15, 2024	March 1, 2024	March 7, 2024	March 22, 2024	Flood Plain Notice #1-9/10/22 Flood Plain Notice #2-11/19/22

- I am authorized to and do consent to assume the status of Federal official under the National Environmental Policy Act of 1969, as amended, and each provision of law designated in the 24 CFR 58.5 list of NEPA-related authorities insofar as the provisions of these laws apply to the State's responsibilities for environmental review, decision-making, and action that have been assumed by the responsible entity.
- By so consenting, I have assumed the responsibilities for the conduct of environmental review, decision-making, and action regarding environmental issues, preparation and circulation of a draft, final, and supplemental environmental impact statements, and legal or cooperating agency responsibilities for preparation of such statements on behalf of state or federal agencies, including HUD and the State of Ohio, when these agencies consent to such assumptions.
- I am authorized to and do accept, on behalf of the responsible entity and personally, the jurisdiction of the federal courts for the enforcement of all these responsibilities, in my capacity as certifying officer of the responsible entity.

Type or Print Name of CEO	Signature	Title	Date
Lenny Eliason		President, Athens County Board of Commissioners	3/7/24

WARNING: Section 1001 of Title 18 of the United States Code and the Criminal Procedure shall apply to this certification. Title 18 provides, among other things, that whoever knowingly makes or uses a document or writing containing any false, fictitious, or fraudulent statement or entry, in any manner within the jurisdiction of any department or agency of the United States, shall be fined not more than \$10,000 or imprisoned not more than 5 years or both.

W&S Extensions

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to ratifying the signature of Commissioner Adkins authorizing th following water & sewer extension:

An extension as requested by Brittany Rosser for monies owed the Athens County Water & Sewer District for water and sewer service, the total amount due is \$176.00 with \$87.92 to be paid by 03/08/2024. 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.

Bikepath Transfer for Chauncey Bikeway

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the Consolidating Bikeway Funds for Bikeway Extension Project transfer in the amount of \$92,524.33 from 504.3504.590100 Advances Out to 502.2505.422101 Transfers In.

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 to approve the Chauncey Bike Path transfer in the amount of \$48,313.30 from 001.1236.589000 Comm Grant Tr Out GL to 502.2502.422101 Bike Path Transfer In.

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

ODOT Resolution

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the following Resolution on page 103 (Back) through 105 (Back).

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

Crime Solvers Agreement

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins approving the Crime Solvers Agreement as follows: This Agreement of Affiliation is entered into by and between the Athens County Board of Commissioners (Board) and Crime Solvers Anonymous of Athens County, Inc. (CSA) this 7th day of March, 2024, pursuant to ORC 9.92. The parties represent that on January 14, 1987 the Board passed a resolution recognizing CSA as the official reward program for Athens County. It is now the desire of the Board and CSA to enter into this Agreement of Affiliation that will result in One Dollar (\$1.00) of additional court costs being imposed by the Athens County Municipal Court and Athens County Courts of Common Pleas in all cases in which a person is convicted of or pleads guilty to any offense other than a traffic offense. Pursuant to this agreement, the Clerk of the above courts shall transmit all such court costs collected during a month to CSA.

In consideration of the agreements following, the parties hereto enter into this agreement of affiliation. In consideration of the Board entering into this Agreement of Affiliation, CSA shall account annually to the Board for all funds raised by CSA from all sources and shall further account for all funds expended by CSA for any purpose. CSA further agrees to itemize the sources of all funds raised without referring to the name of the source. Further, CSA shall be prohibited from divulging the identity of any person to whom a reward is paid.

The parties agree that this agreement shall be valid for two years from the date hereof and may be renewed for successive periods thereafter. The Board shall notify the Clerks of the Athens County Municipal Court and Courts of Common Pleas of this Agreement of Affiliation and of the duty of said Clerks to collect the additional court costs and to transmit the money so collected to CSA.

IN WITNESS WHEREOF, the parties hereto set their hands this 7th of March 2024

/s/ Lenny Eliason
President, Athens County Board of Commissioners
/s/James D. Sillery
President, Athens County Crime Solvers Anonymous, Inc

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

Planner Surplus

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the following surplus and destroy as requested by Planner Laura Olbers:

Property Description	Model #	Serial #
Quill Shredder	QLTXC152A	131507266

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

Buckeye Hills Infrastructure Priorities

The Commissioners discussed and prioritized the following Infrastructures for Round 39 Funding:

- Ohio Public Works for You
- District 18
- Ohio Public Works Commission
- Integrating Committee

MEMORANDUM

TO: Members of District 18 Integrating Committee
 FROM: Jada Riley, District 18 Liaison
 DATE: February 29, 2024
 SUBJECT: Priority of Infrastructure Types for Round 39 Funding

For each SCIP/LTIP funding round the District 18 Integrating Committee determines the priority for the six SCIP/LTIP – eligible infrastructure types. Each application that is submitted and rated under the SCIP/LTIP program will be assessed points according to the infrastructure type it addresses under Factor 7A of the District 18 Evaluation Criteria. The points assessed are from 25 to 50 in intervals of 5. Accordingly, each application addressing the infrastructure type selected as the #1 priority will receive 50 points; #2, 45 points; #3, 40 points; #4, 35 points; #5, 30 points; and #6, 25 points.

Following is a list of the six types of infrastructure eligible for funding under the State SCIP/LTIP program, listed in no particular order. Please rank your choices by placing a number 1 through 6 in the space provided to the right of each infrastructure type (1 for highest priority through 6 for lowest priority).

- Water Supply and Treatment 3
- Bridges and Culverts 4
- Roads and Streets 5
- Storm Water Drainage 2
- Solid Waste Facilities 6
- Sanitary Collection and Treatment 1

Athens Co 911 New Fulltime Hire

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve Athens Co 911 New Fulltime Hire as requested by Dir. Teresa Fouts-Imler:

Holly Robinson with a start date of March 8, 2024 as a Fulltime Dispatcher

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

ARPA - Trimble Village Truck

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the following purchase from ARPA funding for Trimble Village Truck in the amount of \$48,500.00 from Mark Porter.

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 to approve the following ARPA funding for Trimble Village in the amount of 138,456.00 for Trimble Water from EJP:

Group 12: Small and Large Meters

Ref #	Description	Quantity	Unit Price	Line Total
1	Flow IQ 2200 ALD 5/8x3/4	200	\$340.00	\$68,000.00
2	Flow IQ 3/4" ALD Meter	0	\$ 0.00	\$ 0.00
3	Flow IQ 2200 ALD 1" Stainless Steel	0	\$ 0.00	\$ 0.00
4	1-1/2" Flow IQ3200 13" Lay Length	0	\$ 0.00	\$ 0.00
5	2" Flow IQ3200 17" Lay Length	0	\$ 0.00	\$ 0.00
6	3" Flow IQ3200 12" Lay Length	0	\$ 0.00	\$ 0.00
7	4" Flow IQ3200 14" Lay Length	0	\$ 0.00	\$ 0.00
9	READY Advanced Converter Kit*	1	\$2,300.00	\$ 2,300.00
	*case with 2 converters, 2 whip antenna, 2 wall chargers, 2micro USB cables			
10	USB Optical Reader	1	\$ 750.00	\$ 750.00
11	Samsung Galaxy Tablet Network Hardware	1	\$ 425.00	\$ 425.00
12	REAdy Collector ** Quantity TBD with final pr	1	\$12,500.00	\$12,500.00
13	Installation of REAdy Collector *site visits to verify tower conditions & power	1	\$18,000.00	\$18,000.00

14	READY AMI System Start-up<250 meters(OTF)	1	\$27,026.00	\$27,026.00
15	READY Software Suite <250 meters (OTF)	1	\$ 4,630.00	\$ 4,630.00
16	READY Manager Annual Hosting Fee <250	1	\$ 2,225.00	\$ 2,225.00
17	Leak Detector Start-Up (One Time Fee)	1	\$ 1,500.00	\$ 1,500.00
18	Leak Detector Annual Subscription <250	1	\$ 1,100.00	\$ 1,100.00
			Group 1 Subtotal:	\$138,456.00

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

DJFS Mandated Share - Transfer

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve DJFS Mandated Share Transfers in the amount of \$229,000.00 from 001.1236.589000 Transfer Out to 572.2572.422101 CSEA Transfer In. And the amount of \$60,000.00 from 001.1236.589000 to 571.2571.417100 Other Rev-Pub Assist.

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

Ferndale Park Gravel

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to authorize the purchase of 2 loads of gravel at the Ferndale Park around the amount of \$950.00 from TNT Hauling.

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

Account Clerk - Job Description

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the following updated Account Clerk Job Description for the Commissioner's Office as requested by Clerk JoAnn Rockhold:

**Athens County Commissioners
Job Descriptions**

Job Title:	Accounts Clerk	Employment:	Full Time
Department:	Commissioners	Hours:	7:30 - 4:00
Reports To:	Clerk of Commissioners	Revised Date:	
Adopted Date:	March 7, 2024		

OVERVIEW:

Accounts Clerk, must be accurate and reliable in handling accounts, documents and records. Being good at math and a high degree of organizational ability are essential to deal with the daily operations. This position is responsible for answering phone lines and directing calls, handling payments for all of our accounts, checking figures and creating spreadsheets. Since you will be using technology to expedite your work, a strong computer knowledge is required.

ESSENTIAL DUTIES:

- Prepares work to be accomplished by gathering and sorting documents and related information.
 - Pays invoices by verifying transaction information, scheduling, preparing disbursements, and obtaining authorization of payment.
 - Obtains revenue for interdepartmental billing by verifying transaction information, computing charges, and prepares invoices.
 - Collects revenue by reminding delinquent accounts and notifying offices of payments due.
 - Prepares financial reports by collecting, analyzing, and summarizing account information and trends.
 - Maintains accounting ledgers by balancing and posting account transactions.
 - Verifies accounts by reconciling statements and transactions.
 - Resolves account discrepancies issuing stop payments and adjustments.
- 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.
- Check the data input in the accounting system to ensure accuracy for all records.
 - 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 assist in other areas of the office, attend meetings, conferences and/or other public events.
 - 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 and any other office equipment.
- Knowledge of Ohio Revised Code.
- 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 confidentiality due to the sensitive nature of 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. Chmiel, yea; Mr. Adkins, yea.

Carl Johnson Contract Barn Roof

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the contract with Carl T Johnson on the Barn Roof at 13183 OH-13, Millfield, OH 45761.

This Agreement is made as of the date set forth below between the County of Athens, acting by and through the Contracting Authority, and the Contractor in connection with the Project.

Project Number:	2023-01
Project Name:	Barn Roof
Site Address:	13183 OH-13 Millfield, OH 45761 Athens County
Owner:	Athens County Commissioner
Owner's Rep:	Lenny Eliason
Address:	15 S. Court St Athens, OH 45701
Contracting Authority:	Athens County
Project Manager:	Lenny Eliason
Address:	15 S. Court St Athens, OH 45701
Contractor:	Carl T Johnson, Inc
Contact:	Carl T Johnson
Address:	PO Box 71 Logan, OH 43138

Article 1 - Scope of work; Edge Commitment

1.1 The Contractor shall perform and provide all of the Work described in the Contract.

Article 2 - Compensation

2.1 The Owner shall pay the Contractor the Contract Sum for the Contractor's proper, timely, and complete performance of the Contract. The Contract Sum is \$65,174.34 subject to Modifications as provided in the Contract Documents. The Contract Sum is comprised of the following:

- 2.1.1 Base Bid: \$48,614.34
- 2.1.2 Alternate Siding on Gable \$16,560.00

Article 3 - Contract Times

3.1 The Contract Times are the periods established in the following table for the achievement of the associated Milestones:

Construction Stage Milestone(s)	Contract Time	Projected Date
See Attached	120 days	03/07/2024
Substantial Completion of all Work	120 days	06/28/2024

Complete Contract on file in the Commissioner's Office.

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

Move Meeting March 12 th to March 14 th

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to move the Commissioners Meeting from March 12 th to March 14 th.

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

Travel

A motion was made by Commissioner Chmiel and seconded by Commissioner Adkins to approve the following travel:
Planner Laura Olbers; WMAO River Symposium, Vila Milano Conference Center, Columbus OH; March 22
Judge George McCarthy; OJC Court Technology Conference, Nationwide Hotel Lewis Center OH; April 2
EMS Assist Chief Randy Crossen Jr. & Captain Jason Hager; Inspection of New Ambulances, Jefferson NC; March 13
Engineer Jeff Maiden; CEAO Monthly Board Meeting, CEAO Office Columbus OH; 03/07, 05/02, 06/06, 10/03, 11/07

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

aforesaid highway improvement.

NOW, THEREFORE, be it resolved:

I. That the estimated sum, of **One Hundred Forty-One Thousand Three Hundred Fifty and - - - - 00/100 Dollars, (\$141,350.00)** is hereby appropriated for the improvement described above and the fiscal officer is hereby authorized and directed to issue an order on the treasurer for said sum upon the requisition of the Director of Transportation to pay the cost and expense of said improvement. We hereby agree to assume in the first instance, the share of the cost and expense over and above the amount to be paid from **Federal** funds.

II. That the LPA hereby requests the Director of Transportation to proceed with the aforesaid highway improvement.

III. That the LPA enter into a contract with the State, and that the **Board President** be, and is hereby authorized to execute said contract, providing for the payment of the LPA the sum of money set forth herein above for improving the described project.

IV. That the LPA transmit to the Director of Transportation a fully executed copy of this Resolution.

This is to certify that we have compared the foregoing copy of Resolution with the original record thereof, found in the record of the proceedings of the LPA, and which Resolution was duly passed by the LPA on the **7th day of March, 2024**, and that the same is a true and correct copy of the record of said Resolution and the action of said LPA thereon.

We further certify that said Resolution and the action of said LPA thereon is recorded in the journal of said LPA in Volume 119, at Page 95, and under date of March 7, 2024.

Legislative Authority of the
Board of County
Commissioners County of
Athens, Ohio

Board President

SEAL
(If Applicable)

Clerk
(Secretary
Ex-Officio)

FINAL RESOLUTION

The following Final Resolution enacted by the Board of County Commissioners, County of Athens, Ohio, hereinafter referred to as the Legislative Authority/Local Public Agency or "LPA", in the matter of the stated described project.

WHEREAS, on 7th day of December 2021, the LPA enacted legislation proposing cooperation with the Director of Transportation for the described project:

The project consists of constructing the Chauncey Bikeway Extension a paved multiuse path from River Road to Main Street (Village of Chauncey), including excavation, embankment, a pedestrian bridge (over the Hocking River), drainage, pavement, curb, fencing, pavement markings, and signage, lying within Athens County; and

WHEREAS, the LPA shall cooperate with the Director of Transportation in the above described project as follows:

The County agrees to assume and bear one hundred percent(100%) of the entire cost of the improvement, less the amount of Federal-Aid funds set aside by the Director of Transportation for the financing of this improvement from funds allocated by the Federal Highway Administration, U.S. Department of Transportation.

The share of the cost of the LPA is now estimated in the amount of **One Hundred FortyOne Thousand Three Hundred Fifty and - - - - 00/100 Dollars, (\$141,350.00)**, but said estimated amount is to be adjusted in order that the LPA's ultimate share of said improvement shall correspond with said percentages of actual costs when said actual costs are determined; and

WHEREAS, The Director of Transportation has approved said legislation proposing cooperation and has caused to be made plans and specifications and an estimate of cost and expense for improving the above described highway and has transmitted copies of the same to this legislative authority; and

WHEREAS, The LPA desires the Director of Transportation to proceed with the

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responsibilities for the administration of the PROJECT by the LPA and the STATE.

SECTION III: LEGAL REFERENCES

This contract is established pursuant to Chapter 5521 of the Ohio Revised Code.

SECTION IV: SCOPE OF WORK

The work to be performed under this contract shall consist of the following:

The project consists of constructing the Chauncey Bikeway Extension a paved multiuse path from River Road to Main Street (Village of Chauncey), including excavation, embankment, a pedestrian bridge (over the Hocking River), drainage, pavement, curb, fencing, pavement markings, and signage, lying within Athens County.

SECTION V: FINANCIAL PARTICIPATION

1. The STATE agrees to provide the necessary funds as enumerated in this section and allowed by law for the financing of this project.
2. The STATE may allocate the money contributed by the LPA in whatever manner it deems necessary in financing the cost of construction, right-of-way, engineering, and incidental expenses, notwithstanding the percentage basis of contribution by the LPA.
3. The total cost and expenses for the project are only an estimate and the total cost and expenses may be adjusted by the STATE. If any adjustments are required, payment of additional funds shall correspond with the percentages of actual costs when said actual costs are determined, and as requested, by the Director of Transportation.
4. The LPA agrees to pay to the STATE its share of the total estimated cost expense for the above highway project in the amount of **One Hundred Forty-One Thousand Three Hundred Fifty and - - - - 00/100 Dollars, (\$141,350.00)**.
5. The County agrees to assume and bear one hundred percent (100%) of the entire cost of the improvement, less the amount of Federal-Aid funds set aside by the Director of Transportation for the financing of this improvement from funds allocated by the Federal Highway Administration, U.S. Department of Transportation.

6. The LPA agrees to assume and bear One Hundred Percent (100%) of the cost of any construction items required by the LPA on the entire project, which are not necessary for the improvement, as determined by the State and Federal Highway Administration.

7. The LPA agrees that change orders and extra work contracts required fulfilling the construction contracts shall be processed as needed. The STATE shall not approve a change order or extra work contract until it first gives notice, in writing, to the LPA. The LPA shall contribute its share of the cost of these items in accordance with other sections herein.

SECTION VI: RIGHT-OF-WAY AND UTILITIES

1. The LPA agrees that all right-of-way required for the described project will be acquired and/or made available in accordance with current State and Federal regulations. The LPA also understands that right-of-way costs include eligible utility costs.
2. The LPA agrees that all utility accommodation, relocation, and reimbursement will comply with the current provisions of 23 CFR 645 and the ODOT Utilities Manual, including that:
 - A. Arrangements have been or will be made with all utilities where facilities are affected by the described PROJECT, that the utilities have agreed to make all necessary removals and/or relocations to clear any construction called for by the plans of this PROJECT, and that the utilities have agreed to make the necessary removals and/or relocations after notification by the LPA or STATE.
 - B. The LPA shall, at its own expense, make all removals and/or relocations of publicly-owned utilities which do not comply with the reimbursement provisions of the ODOT Utilities Manual. Publicly-owned facilities which do comply with the reimbursement provisions of the ODOT Utilities Manual will be removed and/or relocated at project expense, exclusive of betterments.
 - C. The removals and/or relocation of all utilities shall be done in such a manner as not to interfere with the operation of the contractor constructing the PROJECT and that the utility removals and/or relocations shall be approved by the STATE and performed in accordance with the provisions of the ODOT Construction and Materials Specifications.

SECTION VII: ADDITIONAL PROJECT OBLIGATIONS

1. The STATE shall initiate the competitive bid letting process and award the

PROJECT in accordance with ODOT's policies and procedures.

2. The LPA agrees:

- A. To keep said highway open to traffic at all times;
- B. To maintain the PROJECT in accordance with the provisions of the statutes relating thereto, including, but not limited to, Title 23, U.S.C., Section 116;
- C. To make ample financial and other provisions for such maintenance of the PROJECT after its completion;
- D. To maintain the right-of-way and keep it free of obstructions in a manner satisfactory to the STATE and hold said right-of-way inviolate for public highway purposes;
- E. To place and maintain all traffic control devices conforming to the Ohio Manual of Uniform Traffic Control Devices on the project in compliance with the provisions of Section 4511.11 of the Ohio Revised Code;
- F. To regulate parking in accordance with Section 4511.66 of the Ohio Revised Code, unless otherwise controlled by local ordinance or resolution.

SECTION VIII: DISPUTES

In the event that any disputes arise between the STATE and LPA concerning interruption of or performance pursuant to this contract, such disputes shall be resolved solely and finally by the Director of Transportation.

SECTION IX: NOTICE

Notice under this contract shall be directed as follows

Board of County	Ohio Department of Transportation
Commissioners County of	Office of Contract Sales &
Athens 15 South Court Street	Estimating 1980 West Broad Street,
Athens, Ohio 45701	4th Floor Columbus, Ohio 43223

SECTION X: FEDERAL REQUIREMENTS

1. In carrying out this contract, LPA shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, disability, or age. LPA will ensure that applicants are hired and that employees are treated during employment without regard to their race, religion, color, sex, national origin

(ancestry), disability, genetic information, or age (40 years or older), sexual orientation, or military status (past, present, future). Such action shall include, but not be limited to, the following: Employment, Upgrading, Demotion, or Transfer; Recruitment or Recruitment Advertising; Layoff or Termination; Rates of Pay or other forms of Compensation; and Selection for Training including Apprenticeship.

2. To the extent necessary under Ohio law, LPA agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause. LPA will, in all solicitations or advertisements for employees placed by or on behalf of LPA, state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex, national origin (ancestry), disability, genetic information, age (40 years or older), sexual orientation, or military status (past, present, future). If applicable, the LPA shall incorporate the foregoing requirements of this paragraph in all of its contracts for any of the work prescribed herein (other than subcontracts for standard commercial supplies or raw materials) and will require all of its subcontractors for any part of such work to incorporate such requirements in all subcontracts for such work.

3. LPA agrees to fully comply with Title VI of the Civil Rights Act of 1964, 42 USC Sec. 2000. LPA shall not discriminate on the basis of race, color, or national origin in its programs or activities. The Director of Transportation may monitor the Contractor's compliance with Title VI.

SECTION XI: GENERAL PROVISIONS

1. This contract constitutes the entire contract between the parties. All prior discussions and understandings between the parties are superseded by this contract.

2. Neither this contract nor any rights, duties or obligations described herein shall be assigned by either party hereto without the prior express written consent of the other party.

3. Any change to the provisions of this contract must be made in a written amendment executed by both parties.

4. This contract and any claims arising out of this contract shall be governed by the laws of the State of Ohio. Any provision of this contract prohibited by the law of Ohio shall be deemed void and of no effect. Any litigation arising out of or relating in any way to this contract or the performance thereunder shall be brought only in the courts of Ohio, and the LPA hereby irrevocably consents to such jurisdiction. To the extent that the STATE is a party to any litigation arising out of or relating in any way to this contract or the performance thereunder, such an action shall be brought only in a court of

competent jurisdiction in Franklin County, Ohio.

5. All financial obligations of the State of Ohio, as provided in this contract, are subject to the provisions of Section 126.07 of the Ohio Revised Code. The financial obligations of the State of Ohio shall not be valid and enforceable unless funds are appropriated by the Ohio General Assembly and encumbered by the STATE. Additionally, it is understood that this financial obligation of the LPA shall not be valid and enforceable unless funds are appropriated by the LPA's legislative body.

6. This contract shall be deemed to have been substantially performed only when fully performed according to its terms and conditions and any modification thereof.

7. LPA agrees that it is currently in compliance and will continue to adhere to the requirements of Ohio Ethics law as provided by Section 102.03 and 102.04 of the Ohio Revised Code.

SECTION XII: SIGNATURES

Any person executing this contract in a representative capacity hereby warrants that he/she has been duly authorized by his/her principal to execute this contract on such principal behalf.

Any party hereto may deliver a copy of its counterpart signature page to this Agreement via fax or email. Each party hereto shall be entitled to rely upon a facsimile signature on any other party delivered in such a manner as if such signature were an original.

SEAL (If Applicable) OHIO DEPARTMENT OF TRANSPORTATION
_____ Director of Transportation

LOCAL PUBLIC AGENCY Board of County Commissioners County of Athens
_____ Board President

_____ County Commissioner

_____ County Commissioner

_____ County Commissioner

_____ Date

Approved:
Dave Yost
Attorney General of Ohio

By: _____
Corinna Efke Unit Coordinator,
Transportation Executive Agencies
Section

Adjourn

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

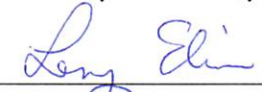
The roll being called upon for adoption, the vote resulted as follows: Mr. Eliason, yea; Mr. Chmiel, yea; Mr. Adkins, yea.



JoAnn Rockhold, Clerk



Alison Pierson, Assistant Clerk



Lenny Eliason, President



Charlie Adkins, Vice President



Chris Chmiel