

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 Mr. Adkins and seconded by Mr. Chmiel to approve the following agenda:

Meeting Agenda for Monday, September 08, 2025 Convenes at 9:30 a.m.

Approve Agenda

Approve Minutes August 26, 2025

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

Fund to Fund: Sheriff \$4,556.22; from 227.3227.560100 LETF Other Expense To 221.2221.417505 Gifts & Donations

Fund to Fund: DJFS \$169,639.99; from 571.1286.58900 Transfers Out To 579.2579.422101 Transfers In

9:30 Kevin Davis, Superintendent DD- Board Vacancy and Property Deed

9:45 DJFS Dir Jean Demosky - weekly updates

10:00 Patrick McGarry - 2026 HSTS Funding

10:45 Nathan Simons-HAPCAP -RROF for the New Marshfield project and potentially a change order for the Ridges HVAC project

11:15 Sheriff Smith - Task Force

11:30 LUNCH

#### Agenda Items

Amended Certificate

Utility Permits

W&S Extensions (Ratify Commissioner Adkins Signature)

HVAC Bid

STAR Ohio Account (Ratify Commissioner Eliason's Signature)

Privacy Policy- Website

OPWC 2026 Athens County Paving (Ratify Commissioner Eliason's Signature)

AMHA Certification of PHA Plans

New Marshfield Public Meeting- letter

Treasurer Engagement agreed-upon Procedures

Common Pleas Transfer

US 33 No Engine Exhaust Braking

ATH-CR2-1.70 Box Culvert Bid Notice Specifications Proposal Contract

Jacksonville Senior Organization

DJFS Records Retention Schedule

#### -TRAVEL

WIOA: Morgan DeLay - OWA/IAWP Workforce Training Conf ,Lewis Center OH; 09/17 - 09/19/25

Sheriff: John Morris - Supervisor Liability Training, Cincinnati OH; 10/28 - 10/30/2025

Engineer: Brandon Williams - 2025 Ohio GIS Conf, Hilton Polaris Columbus OH; 09/15 - 09/16/25

#### 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 Mr. Adkins and seconded by Mr. Chmiel to approve the minutes of August 26, 2025.

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 Mr. Adkins and seconded by Mr. Chmiel approving the Appropriations, Transfers, New Line Items Requests/Changes, including Fund to Fund: Sheriff \$4,556.22; from 227.3227.560100 LETF Other Expense To 221.2221.417505 Gifts & Donations, Fund to Fund: DJFS \$169,639.99; from 571.1286.58900 Transfers Out To

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: 08/28/2025 To: 09/02/2025, INVOICE TRACKING REPORT - From: 09/02/2025 To: 09/04/2025 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.

#### **Kevin Davis, Superintendent DD - Board Vacancy and Property Deed**

Supt Kevin Davis provided the following updates:

##### **1. Summer Newsletter**

- \* Kevin distributed copies of the Board's Summer Newsletter.
- \* Purpose: Ensure Commissioners are updated on Board activities beyond social media.
- \* Key Message: The Board's work extends well beyond Beacon School; multiple programs and initiatives are underway.
- \* Commissioners were encouraged to read the newsletter at their convenience.

##### **2. Board Appointment — Vacancy in December**

- \* Current Commissioner-appointed board member Pam Bond will complete her fourth term in December 2025.
  - \* Service record: Three full terms plus one partial term.
  - \* Contributions: Strong advocate, particularly on food issues and food security.
- \* Celebration Event: October 28, 2025, at 6:00 p.m. at Beacon School (prior to the regular board meeting).
  - \* The Board plans to name the cafeteria the Pam Bond Cafeteria, pending approval.
- \* Replacement Needs:
  - \* Legal and statutory requirements already satisfied (eligible individual, family member, etc.).
  - \* Commissioners have full discretion on appointment.
  - \* Board preference: A community member with budgeting, public administration, or legal expertise.
- \* Only one individual has expressed interest so far; referred to the Commissioners for consideration.

##### **3. Property Deed Request**

- \* Board owns/operates three properties:
  1. West Union Street (Beacon School/Administration) — owned since 1979 via county bond issue.
  2. Harper Street (The Plains) — purchased in 2013 with commissioner support.
  3. Bus Garage/Integrated Athens Office — built in 2004; deed still held by Commissioners.
- \* Request: Transfer deed for the bus garage to the Athens County Board of Developmental Disabilities.
  - \* Reason: Consistency in long-term planning and clarity, as Board already holds the deeds to the other two properties.
  - \* Clarification: Board cannot buy/sell property (legal authority lies with Commissioners). Transfer would only consolidate deed ownership under the Board.
- \* Formal motion passed by the DD Board on August 26, 2025, requesting this transfer.
- \* Commissioners agreed to have the matter reviewed by legal counsel (TL) before proceeding.

#### **DJFS Dir Jean Demosky - Weekly Updates**

Dir. Jean Demosky provided the following DJFS Weekly Updates:

##### **1. Winterfest 2025**

- \* Date Set: October 11, 2025.
- \* Application Deadline: September 24, 2025.
- \* Funding Update:
  - \* \$2,000 donation received from local Walmart.
  - \* Combined with earlier pledges, total of \$12,000 now available for coat purchases (in addition to ~500 coats already purchased off-season).
- \* Administration: Event organized under the Athens County Community Cares Fund, a nonprofit. This ensures funds remain unrestricted and separate from TANF programs, reducing administrative complications.

##### **2. Supplemental Employment Program (SEP) – HAPCAP Contract**

- \* Issue: The county has been funding SEP through HAPCAP, including paying for staff salaries, internet, and utilities.
- \* Assessment:
  - \* The program is optional and not federally required.
  - \* Costs are unsustainable; other counties in the district have already discontinued SEP.
- \* Decision: Commissioners supported the recommendation to discontinue the HAPCAP SEP contract.
- \* Next Steps:
  - \* Provide 30-day termination notice to HAPCAP (to be sent immediately).

\* Pay out remaining obligations for work already completed.

3. 15-Passenger Van

\* Update: Sealed bid opening for sale of the county's 15-passenger van scheduled for September 24, 2025.

**Executive Session DJFS**

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to enter into executive session at 9:44 with Dir. Jean Demosky and Asst. Dir. Lisa Radford to discuss discipline of a public employee.

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 Mr. Adkins and seconded by Mr. Chmiel to return to regular session at 9:56 with No Action to be taken at this time.

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

**W&S Extensions**

A motion was made by Mr. Adkins and seconded by Mr. Chmiel authorizing an extension as requested by Sebastian Akinson for monies owed the Athens County Water and Sewer District for water and sewer service, the total amount due is \$208.35 with \$208.35 on 09/17/2025. 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 Mr. Adkins and seconded by Mr. Chmiel authorizing an extension as requested by Rita Howland for monies owed the Athens County Water and Sewer District for water and sewer service, the total amount due is \$113.13 with \$57.49 due on 09/19/2025. 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 Mr. Adkins and seconded by Mr. Chmiel authorizing an extension as requested by Angel Lovejoy for monies owed the Athens County Water and Sewer District for water and sewer service, the total amount due is \$106.00 with \$56.00 due waiting on pledge from DJFS. 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.

**HVAC Proposals**

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the HVAC Proposal for ATCO Building in the amount of \$9,200.00 from Twin Oaks #4218-241.

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

**Health Dept Patrick McGarry - 2026 HSTS Funding**

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve authorizing submission of the 2026 HSTS Funding.

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

**Health Dept Patrick McGarry - Updates**

1. Discussion on Funding & Project Support New Marshfield Sewer

\* Points Raised:

- \* Need to identify residents truly eligible for assistance under income guidelines.
- \* Consider leveraging CDBG allocation funds in future years for connections and possibly road/street repairs tied to projects.
- \* Potential coordination with Buckeye Hills or Habitat for additional funding streams.
- \* EPA funding remains uncertain due to prior defunding; may be sourced through reinvestment funds. County applying proactively.

**2. Leoda Drive Sewer Connection Issue**

- \* Context: Property line and tap placement discrepancy at 66/68 Leoda Drive.
- \* Details:
  - \* Shared aeration system between two lots; tank located on neighboring property.
  - \* Tap depth approx. 9 ft; alignment requires either a lateral with a turn or relocation of the tap.
- \* Discussion:
  - \* Straight tap relocation may be more cost-efficient than adding a turn.
  - \* Question raised whether relocation costs fall to the homeowner.
  - \* Commissioners agreed to evaluate both options (turn vs. relocation) and choose the cheaper solution.
- \* Action: Patrick to coordinate with Supt Carson to clarify technical and cost responsibilities.

**3. Tanner Property (Beechwood) Sewer Access Discrepancy**

- \* Issue:
  - \* Easement recorded to property line, but as-built drawing stops line approx. 30 ft short, leaving property inaccessible.
  - \* Likely design error (HDR), but prior release of claims means no recourse against engineers.
- \* Discussion:
  - \* Tanner has been paying assessments but technically has no access to the system.
  - \* Options considered:
    - \* Release Tanner from obligation and refund assessments.
    - \* Allow extension under existing easement at homeowner's expense.
  - \* Commissioners acknowledged Tanner should not have been assessed without access.
- \* Action:
  - \* Patrick to contact Tanner for septic inspection and discuss options.
  - \* Further decision on refund or reassessment postponed until additional information is gathered.

**STAR Ohio Account**

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to ratify Commissioner Eliason's Signature on the STAR Authorized Signers Certification Form.

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

**Privacy Policy - Website**

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the County Privacy Policy - Website:

**Privacy Policy****Public Records**

Subject to certain statutory exceptions, most documents and records maintained by Athens County, including electronic data, are public records under Ohio law. Therefore, information submitted through this web site may be subject to disclosure pursuant to a public records request.

**Online Forms and E-mail**

This web site will not collect personally identifiable information (such as name, address, telephone number, etc.) unless you provide such information voluntarily. We may ask for such information in order to respond to your inquiries, add you to subscriber or program lists and other purposes. You are free to provide or not to provide the requested information, but failure to provide may impede our ability to serve you. Any personal information you provide voluntarily, including information submitted through online forms and e-mail, will be used for the purposes stated on the web page. All e-mail addresses maintained by Athens County contain the names of people who voluntarily communicated with or requested information from us. Currently, e-mail addresses or any personally identifying information about individuals are not sold or rented to any governmental or commercial entities. When a user has given us his/her e-mail address for purposes of communicating with or requesting information from Athens County, that communication may become a part of the public record and may be subject to disclosure under applicable Ohio and Federal statute(s).

**Cookies and Scripts**

A data file linking your computer to this website (commonly referred to as a "cookie") may be created, depending on your web browser settings. Temporary cookies may be used when necessary to complete a transaction, process data submitted online or remember preferred settings (such as text size). This website may also use different types of scripts to provide certain functionality. Data collected through cookies and scripts is not maintained directly by Athens County, but by the webmaster, and may be subject to disclosure under applicable public records laws. You may disable cookies and scripts in your web browser settings; however, doing so may limit the functionality of certain features on this site.

**Security Measures**

Athens County takes the integrity of the information and systems that we maintain very seriously. Therefore, we have instituted security measures for all information systems under our control. For security purposes and to ensure that this service remains available to all users, our web site also employs measures to identify unauthorized attempts to upload or change information or otherwise cause damage. Maintenance of this web site does not constitute authorization to access any other data maintained by Athens County, nor does it constitute authorization to access any other portions of the Athens County network system. Attempts to access any portion of the County network beyond what is authorized will be subject to prosecution, and such other sanctions as are permitted by law. Unauthorized attempts to upload information or change information on this service are strictly prohibited and may be punishable under applicable Ohio and Federal statute(s).

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

**OPWC 2026 Athens County Paving**

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to ratify Commissioner Eliason's Signature on the Engineer's OPWC 2026 Athens County Paving.

See document on back of page 302.

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

**AMHA Certification of PHA Plans**

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to ratify Commissioner Eliason's Signature on the AMHA Certification of PHA Plans.

See document on back of page 303.

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

**New Marshfield Public Meeting - Letter**

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the New Marshfield Public Meeting Letter Content and Mailing. Staff to staple a highlighted meeting notice to ensure visibility; and will have income guidelines for the meeting on September 24, 2025 at 6:30 p.m.

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

**Treasurer Engagement Agreed-Upon Procedures**

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the Treasurer Engagement Agreed-Upon Procedures:  
September 4, 2025

Clark Schaefer Hackett  
4449 Easton Way, Ste. 400  
Columbus, Ohio 43219

In connection with your engagement to apply agreed-upon procedures to the cash on hand at the Athens County Treasurer as of



State of Ohio  
Public Works Commission  
Application for Financial Assistance

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

Applicant: Athens County Subdivision Code 008-0000  
 District Number: 18 County Athens Date: 09/28/2023  
 Contact: Jill Madison, Athens County Engineer Phone: (740) 333-5514  
 Email: jmadison@athensohio.org FAX: (740) 333-4616

Project Name: 7228 Athens County Paving Zip Code: 45701  
 Subdivision Type: \_\_\_\_\_ Project Type: \_\_\_\_\_ Funding Request Summary: \_\_\_\_\_  
 1. County  1. Road Total Project Cost: 724,000.00  
 2. City  2. Drain/Overlaid 1. Grant: 400,000.00  
 3. Township  3. Water Supply 2. Loan: 134,000.00  
 4. Village  4. Wastewater 3. Loan Assistance/Credit Enhancement: 0.00  
 5. Water (1118 Water District)  5. Solid Waste  
 6. Stormwater Funding Requested: 634,000.00

District Recommendation (To be completed by the District Committee)  
 Funding Type Requested: \_\_\_\_\_ SCIP Loan - Rate: \_\_\_\_\_ % Term: \_\_\_\_\_ Yrs Amount: 00  
 State Capital Improvement Program RLP Loan - Rate: \_\_\_\_\_ % Term: \_\_\_\_\_ Yrs Amount: 00  
 Local Transportation Improvement Program Grant: \_\_\_\_\_ Amount: 00  
 Revolving Loan Program LTP: \_\_\_\_\_ Amount: 00  
 Small Government Program Loan Assistance / Credit Enhancement: \_\_\_\_\_ Amount: 00  
 District SG Priority: \_\_\_\_\_

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

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

1.1 Project Estimated Costs  
 Engineering Services  
 Preliminary Design: 00  
 Final Design: 00  
 Construction Administration: 00  
 Total Engineering Services: a) 0 0 %  
 Right of Way: b) 00  
 Construction: c) 724,000.00  
 Materials Purchased Directly: d) 00  
 Permits, Advertising, Legal: e) 00  
 Construction Contingencies: f) 00 0 %  
 Total Estimated Costs: g) 724,000.00

1.2 Project Financial Resources  
 Local Resources  
 Local In-Kind or Force Account: a) 00  
 Local Revenues: b) 190,000.00  
 Other Public Revenues: c) 00  
 DDOT / FHWA PID: d) 00  
 USDA Rural Development: e) 00  
 OEP/OWDA: f) 00  
 CDBG: g) 00  
 County Settlement or Community Dev. "Voucher"  
 Department of Development  
 Other: h) 00  
 Subtotal Local Resources: i) 190,000.00 26 %  
 OPWC Funds (Check all requested and enter Amount)  
 Grant: 75 % of OPWC Funds: j) 400,000.00  
 Loan: 25 % of OPWC Funds: k) 134,000.00  
 Loan Assistance / Credit Enhancement: l) 0.00  
 Subtotal OPWC Funds: m) 534,000.00 74 %  
 Total Financial Resources: n) 724,000.00 100 %

1.3 Availability of Local Funds

Attach a statement signed by the Chief Financial Officer listed in section 5.3 certifying all local resources required for the project will be available on or before the start date listed in the Project Schedule section. The OPWC Agreement will not be released until the local resources are certified. Failure to meet local share may result in termination of the project. Applicant needs to provide written confirmation for funds coming from other funding sources.

2.0 Repair / Replacement or New / Expansion  
 2.1 Total Portion of Project Repair / Replacement: 724,000.00 100 %  
 2.2 Total Portion of Project New / Expansion: 0.00 0 %  
 2.3 Total Project: 724,000.00 100 %

3.0 Project Schedule  
 3.1 Engineering / Design / Right of Way Begin Date: 09/28/2023 End Date: 05/31/2024  
 3.2 Bid Advertisement and Award Begin Date: 09/28/2023 End Date: 07/31/2024  
 3.3 Construction Begin Date: 09/28/2023 End Date: 10/31/2024  
 Construction cannot begin prior to release of executed Project Agreement and issuance of Notice to Proceed. Failure to meet project schedule may result in termination of agreement for approved projects. Allocation of dates must be requested in writing by project official of record and approved by the Commission once the Project Agreement has been executed.

4.0 Project Information  
 If the project is multi-jurisdictional, information must be consolidated in this section. CR70 - 2022  
 4.1 Useful Life / Cost Estimate / Age of Infrastructure CR57 - 1985  
 Project Useful Life: 20 Years Age: \_\_\_\_\_ (Year built or year of last major improvement)  
 Attach Registered Professional Engineer's statement, with seal or stamp and signature certifying the project's useful life indicated above and detailed cost estimate.

4.2 User Information  
 CR70 - 977 CR70 - 1075  
 CR57 - 203 CR57 - 223  
 Road or Bridge: Current ADT \_\_\_\_\_ Year: 2022 Projected ADT \_\_\_\_\_ Year: 2043  
 Water / Wastewater: Based on monthly usage of 4,500 gallons per household; attach current ordinances.  
 Residential Water Rate: Current \$ \_\_\_\_\_ Proposed \$ \_\_\_\_\_  
 Number of households served: \_\_\_\_\_  
 Residential Wastewater Rate: Current \$ \_\_\_\_\_ Proposed \$ \_\_\_\_\_  
 Number of households served: \_\_\_\_\_  
 Stormwater: Number of households served: \_\_\_\_\_

4.3 Project Description

A. SPECIFIC LOCATION (Supply a written location description that includes the project location; a map does not replace this requirement.) 500 character limit.  
 This project proposes to pave portions of Athens County Roads 70 and 57. CR 70 - Mainditch Rd (2.58 mi) will be paved from US 50 to Lead Ridge Rd. CR 57 - N Rosewater Rd (1.10 mi) will be paved from CR42 to CR42, CR 57 - S Rosewater Rd (0.10 mi) will be paved from CR42 to Marcell Rd.  
 B. PROJECT COMPONENTS (Describe the specific work to be completed, the engineer's estimate does not replace this requirement.) 1,000 character limit.  
 Asphalt pave 2.58 miles of County Road 70 (Mainditch Rd), 1.10 miles of County Road 57 (N Rosewater Rd), and 0.10 miles of County Road 57 (S Rosewater Rd) with two layers of hot mix asphalt.  
 The existing road surface will be sprayed with tack coat. Then a 1" thick layer of Asphalt intermediate course will be laid down and rolled in.  
 Another coating of tack coat will be applied to the top of the intermediate course. Then a 1.25" thick layer of Asphalt surface course will be laid down and rolled in.  
 017 stone material will placed along the berms of the road and compacted.  
 Pavement striping will then be applied to the roads.  
 C. PHYSICAL DIMENSIONS (Describe the physical dimensions of the existing facility and the proposed facility. Include length, width, quantity and size, rpd capacity, etc. In detail.) 500 character limit.  
 The portion of CR 70 to be paved is 2.58 mi long with an average width of 20 LF.  
 The portion of CR 57N to be paved is 1.10 mi long with an average width of 20.5 LF.  
 The portion of CR 57S to be paved is 0.10 mi long with an average width of 17 LF.  
 The proposed project will not alter these dimensions.

5.0 Project Officials

Changes in Project Officials must be submitted in writing from an officer of record.  
 5.1 Chief Executive Officer (Person authorized in legislation to sign project agreements)  
 Name: Larry Elson  
 Title: President, Athens County Commissioners  
 Address: 18 S. Court Street, Room 204  
 City: Athens State: OH Zip: 45701  
 Phone: (740) 592-3419  
 FAX: (740) 594-9210  
 E-Mail: lelson@athensohio.org  
 5.2 Chief Financial Officer (Can not also serve as CEO)  
 Name: Jill Madison  
 Title: Athens County Engineer  
 Address: 18 S. Court Street, Room 300  
 City: Athens State: OH Zip: 45701  
 Phone: (740) 592-3223  
 FAX: (740) 594-2479  
 E-Mail: jmadison@athensohio.org  
 5.3 Project Manager  
 Name: Dorrie Stevens, PE, PS  
 Title: Athens County Engineer  
 Address: 18000 Carpenters Road  
 City: Athens State: OH Zip: 45701  
 Phone: (740) 592-8514  
 FAX: (740) 592-0818  
 E-Mail: dstevens@athensohio.org

6.0 Attachments / Completeness review

Confirm in the boxes below that each item listed is attached (Check each box)  
 A certified copy of the legislation by the governing body of the applicant authorizing a designated official to sign and submit this application and execute contracts. The individual should sign under 7.0 Applicant Certification, below.  
 A certification signed by the applicant's chief financial officer stating the amount of all local share funds required for the project will be available on or before the dates listed in the Project Schedule section. If the application involves a request for loan (R/LP or SCIP), a certification signed by the CFO which identifies a specific revenue source for repaying the loan also must be attached. Both certifications can be accomplished in the same letter.  
 A registered professional engineer's detailed cost estimate and useful life statement, as required in 104-1.13, 104-1.14, and 104-1.16 of the Ohio Administrative Code. Estimates shall contain an engineer's seal, signature and stamp.  
 A cooperative agreement (if the project involves more than one subdivision or district) which identifies the local and administrative responsibilities of each participant.  
 Farmland Preservation Review - The Governor's Executive Order 98-19 "Ohio Farmland Protection Policy" requires the Commission to establish guidelines on how it will take protection of productive agricultural and grazing land into account in its funding decision making process. Please include a Farmland Preservation statement for projects that have an impact on farmland.  
 Capital Improvements Report: CRI required by O.R.C. Chapter 164.06 on standard form.  
 Supporting Documentation: Materials such as additional project description, photographs, economic impact, temporary erosion full time jobs likely to be created as a result of the project, accident reports, impact on school zones, and other information to assist your district committee in evaluating your project. Be sure to include supplements which may be required by your local District Public Works Integrating Committee.

7.0 Applicant Certification

The undersigned certifies: (1) he/she is legally authorized to request and accept financial assistance from the Ohio Public Works Commission as identified in the attached legislation; (2) to the best of his/her knowledge and belief, all representations that are part of this application are true and correct; (3) all official documents and commitments of the applicant that are part of this application have been duly authorized by the governing body of the applicant; and, (4) should the requested financial assistance be provided, that in the execution of the project, the applicant will comply with all ordinances required by Ohio Law, including those involving buy Ohio and prevailing wages.  
 Applicant certifies that physical construction on the project as defined in the application has NOT begun, and will not begin until a Project Agreement for this project has been executed with the Ohio Public Works Commission. Action to the contrary will result in termination of the agreement and withdrawal of Ohio Public Works Commission funding from the project.

Larry Elson, President  
 Athens County Commissioners  
 (Signature)  
 Date: \_\_\_\_\_

August 29, 2025, we confirm, to the best of our knowledge and belief, the following representations.

- 1) We acknowledge that we are responsible for the cash on hand.
- 2) We have obtained from the Athens County Board of Commissioners their agreement to the procedures and their acknowledgment that the procedures are appropriate for their purposes.
- 3) We have provided you with all relevant information and access under the terms of our agreement.
- 4) We have disclosed to you all known matters contradicting the cash on hand.
- 5) We have disclosed to you any communications from regulatory agencies, internal auditors, other independent practitioners or consultants, and others affecting the cash on hand, including communications received between August 29, 2025 and the date of this letter.
- 6) We are not aware of any material misstatements in the cash on hand.
- 7) We have disclosed to you all known events subsequent to August 29, 2025, to the date of this letter, that would have a material effect on the cash on hand.

Sincerely,

/s/Ric Wasserman, Treasurer

/s/Lenny Eliason, President

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

#### **Common Pleas Transfer**

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the transfer of \$16,658.25 to Common Pleas Court.

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

#### **US 33 No Engine Exhaust Braking**

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve proceeding to establish a No Engine Brake Zone approx. MM 198 to MM 201. Commissioner Adkins will coordinate signage and check with ODOT; otherwise request County Engineer to install and fund signage if needed.

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

#### **ATH-CR2-1.70 Box Culvert Bid Notice Specifications Proposal Contract**

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the Engineer's ATH-CR2-1.70 Box Culvert Bid Notice Specifications Proposal Contract.

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

#### **Jacksonville Senior Organization**

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve purchase of a Refrigerator for Jacksonville Senior Organization from the Senior Funds.

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

#### **DJFS Records Retention Schedule**

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve submission of DJFS Records Retention Schedule to the Records Commission.

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

**Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan (All PHAs)**

U. S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 09/30/2027

**Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan**

I, Lenny Ellason, the County Commissioner  
Official's Name Official's Title  
 certify that the 5-Year PHA Plan for fiscal years 2026-2030 and/or Annual PHA Plan for fiscal year 2026 of the OH041 - Athens Metropolitan Housing Authority is consistent with the PHA Name

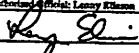
Consolidated Plan or State Consolidated Plan including any applicable fair housing goals or strategies to:  
Athens County  
Local Jurisdiction Name

pursuant to 24 CFR Part 91 and 24 CFR Part 903.15.

Provide a description of how the PHA Plan's contents are consistent with the Consolidated Plan or State Consolidated Plan.

Athens Metropolitan Housing Authority's Annual Plan is consistent with the Consolidated Plan or State Plan in that they have the same goals and objectives for creating and providing affordable, decent and safe housing and have the same objectives addressing needs and analysis of impediments to fair housing issues.

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct. WARNING: Anyone who knowingly submits a false claim or makes a false statement in respect to criminal justice proceedings, including enforcement for up to 5 years, fines, and civil and administrative penalties, (18 U.S.C. §§ 877, 1001, 1010, 1012, 1014, 31 U.S.C. § 3729, 3522)

<small>Name of Authorized Official: Lenny Ellason</small>	<small>Title: County Commissioner</small>
<small>Signature: </small>	<small>Date: 9/4/25</small>

This information is collected to ensure consistency with the consolidated plan or state consolidated plan.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Reports Management Office, HUD, Department of Housing and Urban Development, 451 20 Street, SW, Room 4176, Washington, DC 20410-2020. When providing comments, please refer to OMB Approval No. 2577-0226. HUD may use collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Notice: The United States Department of Housing and Urban Development is authorized to collect the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated hereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required in which a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

Form Identification: OH041 - Athens Metropolitan Housing Authority form HUD-50077-SL (Form ID - 5433) printed by Erica Flanders in HUD Secure Systems/Public Housing Portal at 09/02/2025 02:24PM EST

**Travel**

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

WIOA: Morgan DeLay - OWA/IAWP Workforce Training Conf, Lewis Center OH; 09/17 - 09/19/25  
Sheriff: John Morris - Supervisor Liability Training, Cincinnati OH; 10/28 - 10/30/2025  
Engineer: Brandon Williams - 2025 Ohio GIS Conf, Hilton Polaris Columbus OH; 09/15 - 09/16/25

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

**Jeff Jenkins, HAPCAP - Change Order Lin Hall HVAC**

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the change order presented by HAPCAP Jeff Jenkins in the amount of \$34,483.03. Source funding will be from Ohio University, not the county. HAPCAP Jeff Jenkins stated that county needs to create an invoice the send to Ohio University for the change order.

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

**Jeff Jenkins, HAPCAP - RROF for the New Marshfield Project**

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to authorized submission of the Request for Release of Funds for B-W-24-1AE-1 Waterloo Township Sewer Facilities Improvements.

See document on back of page 304.

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

**Jeff Jenkins, HAPCAP - Updates**

Jeff Jenkins provided the following updates:

1. CDBG Program and Future Considerations
  - \* State and ODOT officials visited Friday regarding CDBG.
  - \* Potential Change: Starting 2027, the state may allow more flexibility to use funds for sewer connections.
  - \* Current Limitation: RPIG income restrictions remain in place. Commissioners requested income guideline documentation to share with residents.
2. OU Extension Office – Target of Opportunity Application
  - \* Status: State does not view Target of Opportunity as a good fit. Suggested alternatives: Allocation or NRG funds.
  - \* Challenge: Next allocation cycle is not until next year; NRG may not be a feasible option.
  - \* Action: Nathan continues discussions with the state to advocate for Target of Opportunity eligibility.
3. 93 High Street Project Update
  - \* Progress:
    - \* Storefront installed.
    - \* Drywall completed in stair hallways and other areas.
    - \* Finishing work (cabinets, tile, etc.) scheduled next.
  - \* Timeline: Contractor hopes to finish by late November, but more realistically early–mid December with final punch list.
  - \* Commissioner Feedback: Positive response; discussed potential for an open house once completed.
  - \* Supporting Material: Updated project photos provided to commissioners.
4. New Marshfield Sewer Project – Community Meeting
  - \* Date/Time: September 24th at 6:30 PM, New Marshfield Senior Center.
  - \* Purpose: Gauge residents' need for assistance with sewer connections.
  - \* Actions:
    - \* Commissioners requested income guidelines be shared at the meeting.
    - \* Commissioners asked for CDBG funding options (allocation, NRG, RPIG) to be explored for potential assistance.
    - \* Staff confirmed attendance at the meeting to support communication with residents.

**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 194 (g) of Title I, Housing and Community Development Act of 1974, as amended; Section 268 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 S 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 22019 Cardenas Dr., Clauseter, Ohio 45732  Phone: (746) 767-4599 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-W-24-IAE-1	Waterloo Township Sewer Facilities Improvements	1-1	\$720,000.00	Athens County, Waterloo Township, New Marshfield	The selected activity consists of 8-inch or larger diameter sewers, as well as lift stations that will be placed at low points within the service area to collect and pump sewage to other sections of the system or directly to The Plains existing Wastewater Treatment Plant (WWTP).	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.

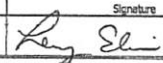
- After considering the type and degree of environmental effects identified by the environmental reviews completed for the proposed projects described herein, I have found that the proposal  DID  DID NOT require the preparation and dissemination of an ENVIRONMENTAL IMPACT STATEMENT.
- The responsible 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
	August 21, 2025	September 5, 2025	September 8, 2025	September 23, 2025	

- 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 Elison		President, Athens County Board of Commissioners	9/8/2025

**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.

**Sheriff Smith - Task Force Purchase Order**

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the purchase order for the extension of the Task Force Building in the amount of \$74,975.48. The contractor has been coordinating with the architect to ensure all paperwork is correct. Sheriff Smith stated funds are available in an existing account.

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

**Sheriff Smith - 3 Cruisers for 2026**

A motion was made by Mr. Adkins and seconded by Mr. Chmiel to approve the purchase of Three (3) Cruisers for Next Year in the amount of \$225,538.00.

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 Mr. Adkins and seconded by Mr. Chmiel 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



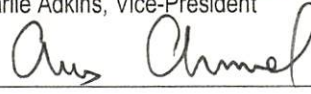
Alison Pierson, Clerk

  
\_\_\_\_\_

Lenny Eliason, President

  
\_\_\_\_\_

Charlie Adkins, Vice-President

  
\_\_\_\_\_

Chris Chmiel