

St. Clairsville, Ohio

November 21, 2017

The Board of Commissioners of Belmont County, Ohio, met this day in regular session. Present: Mark A. Thomas, J. P. Dutton and Josh Meyer, Commissioners and Jayne Long, Clerk of the Board.

MEETINGS ARE NOW BEING RECORDED
ALL DISCUSSIONS ARE SUMMARIZED. FOR COMPLETE PROCEEDINGS
PLEASE SEE CORRESPONDING CD FOR THIS MEETING DAY.

IN THE MATTER OF APPROVING RECAPITULATION
OF VOUCHERS FOR THE VARIOUS FUNDS

Motion made by Mr. Thomas, seconded by Mr. Dutton to approve and sign all bills that have been certified in the Auditor's office and considered by the Board. It is hereby ordered that the County Auditor issue his warrant on the County Treasurer in payment of the bills allowed:

IN THE TOTAL AMOUNT OF \$1,472,622.91

Upon roll call the vote was as follows:

Mr. Thomas	Yes
Mr. Dutton	Yes
Mr. Meyer	Yes

IN THE MATTER OF TRANSFERS WITHIN FUND

Motion made by Mr. Thomas, seconded by Mr. Meyer to approve the following transfers within fund for the following funds:

A00 GENERAL FUND

FROM	TO	AMOUNT
E-0055-A004-B18.000 Other Expenses	E-0256-A014-A01.000 Corsa Costs	\$3,558.42
E-0257-A015-A15.074 Transfers Out	E-0052-A001-A90.002 Salaries-Nurses	\$30,000.00
E-0257-A015-A15.074 Transfers Out	E-0057-A006-F09.011 Contract Services	\$10,000.00

H00 PUBLIC ASSISTANCE/BCDJFS

FROM	TO	AMOUNT
E-2510-H000-H07.000 Purchase of Services	E-2510-H000-H12.003 PERS	\$25,000.00
E-2510-H000-H07.000 Purchase of Services	E-2510-H000-H17.000 Other Expenses	\$200,000.00

S30 OAKVIEW JUVENILE REHABILITATION

FROM	TO	AMOUNT
E-8010-S030-S40.000 Grant Holding	E-8010-S030-S60.000 Maintenance	\$2,316.02

S76 SMART OHIO PILOT GRANT

FROM	TO	AMOUNT
E-1519-S076-S06.011 Expenses	E-1519-S076-S10.002 Salary/Fringes	\$80.60

BCSSD/VARIOUS FUNDS

FROM	TO	AMOUNT
E-3702-P005-P19.012 Equipment	E-3702-P005-P18.010 Supplies	\$2,500.00
E-3702-P005-P30.004 Workers Comp	E-3702-P005-P21.000 Materials	\$19,000.00
E-3705-P053-P14.004 Workers Comp	E-3705-P053-P02.010 Supplies	\$3,500.00

W80 PROSECUTORS VICTIM PROGRAM

FROM	TO	AMOUNT
E-1511-W080-P01.002 Salaries	E-1511-W080-P16.000 Consultant	\$255.00

Upon roll call the vote was as follows:

Mr. Thomas	Yes
Mr. Meyer	Yes
Mr. Dutton	Yes

IN THE MATTER OF ADDITIONAL APPROPRIATIONS FOR
VARIOUS FUNDS/CLOSED CARRY-OVER PURCHASE ORDERS

Motion made by Mr. Thomas, seconded by Mr. Meyer to make the following additional appropriation, in accordance with the Amended Official Certificate of Estimated Resources as revised by the Budget Commission, under the date of November 21, 2017:

CARRYOVER PURCHASE ORDERS THAT HAVE BEEN CLOSED AND REQUIRE REAPPROPRIATION

A00 General Fund

E-0121-A006-B03.010	Supplies	\$195,340.11
E-0131-A006-A07.000	Training School	\$8,917.99
E-0131-A006-A24.000	E-SORN	\$10,390.70
E-0131-A006-A27.000	Sheriffs Dive Team Account	\$765.98
E-0131-A006-A29.000	Sheriffs Mounted Account	\$1,040.00
E-0131-A006-A32.000	Warrant Fee-Sheriff Account	\$75.46

B16 Enforcement Education Fund

E-1652-B016-B02.000	Education Expenses	\$885.68
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G50 Lodging & Excise Tax

E-1910-G050-G10.000	Colerain Township Dist.	\$670.67
E-1910-G050-G11.000	Mead Township Disbursement	\$79.22

S01 Concealed Handgun License Fund

E-5101-S001-S06.000	License Issuance Expenses	\$80.85
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Upon roll call the vote was as follows:

Mr. Thomas	Yes
Mr. Meyer	Yes
Mr. Dutton	Yes

IN THE MATTER OF ADDITIONAL APPROPRIATIONS

Motion made by Mr. Thomas, seconded by Mr. Meyer to make the following additional appropriations, in accordance with the Official Certificate of Estimated Resources as approved by the Budget Commission, under the November 21, 2017 meeting:

A00 GENERAL FUND

E-0051-A001-A50.000	Budget Stabilization	\$22,324.62
E-0054-A006-F11.012	Equipment	\$20,000.00
E-0256-A014-A01.000	Corsa Costs	\$864.45
E-0257-A017-A00.000	Contingencies	\$4501.39

H05 WORKFORCE DEVELOPMENT FUND/BCDJFS

E-2600-H005-H14.000	OH Works Incentive Prog.	\$1,500.00
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K00 MVGT FUND/ENGINEERS

E-2812-K000-K13.012	Equipment	\$31,342.77
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L01 SOIL CONSERVATION FUND/BSWCD

E-1810-L001-L11.003	PERS	\$1,833.33
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OAKVIEW JUVENILE/VARIOUS FUNDS

E-8011-S031-S02.000	Food (NSLA/Meal Tickets)	\$1,999.28
E-8012-S032-S00.000	Activity Fund	\$93.90

S33 DISTRICT DETENTION HOME

E-0910-S033-S33.002	Salaries	\$15,000.00
E-0910-S033-S50.005	Medicare	\$2,200.00

SHERIFF/VARIOUS FUNDS

E-0131-A006-A07.000	Training	\$862.92
E-0131-A006-A09.000	Medical	\$1,048.81
E-0131-A006-A23.000	Background	\$439.00
E-0131-A006-A24.000	E-SORN	\$75.00
E-0131-A006-A30.000	Project Lifesaver	\$451.00
E-0131-A006-A32.000	Warrant Fee	\$960.00
E-1652-B016-B02.000	DUI	\$210.00
E-5100-S000-S01.010	Commissary	\$4,609.22
E-5101-S001-S06.000	CCW License	\$1,641.00
E-5101-S001-S07.012	CCW Equipment	\$1,730.00
E-9710-U010-U06.000	Reserve	\$17,442.43

T11 BEL.CO COMMISSIONERS C.D.B.G./BELOMAR

E-9702-T011-T02.00	Home Grant-Monies From HUD	\$40,235.00
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W20 LAW LIBRARY

E-9720-W020-W06.000	Other Expenses	\$15,000.00
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Upon roll call the vote was as follows:

Mr. Thomas	Yes
Mr. Meyer	Yes
Mr. Dutton	Yes

IN THE MATTER OF REQUEST FOR CERTIFICATION OF MONIES BY THE BUDGET COMMISSION

Motion made by Mr. Thomas, seconded by Mr. Meyer to request the Belmont County Budget Commission certify the following monies.

2016 CARRY-OVER PO'S-

GAS LODGING EXCISE TAX

PO# 521441	E-1910-G050-G10.000	Colerain Township District	\$670.67
PO# 521442	E-1910-G050-G11.000	Mead Township Disbursement	\$ 79.22

INSURANCE REIMBURSEMENT/BUILDINGS & GROUNDS ACCIDENT-\$864.45 Insurance Reimbursement deposited into R-0040-A000-Q00.500 on 11/13/17. (Claim No. 0160028509-B&G Accident DOL 09/01/17)

OIL & GAS RECIEPTS/GENERAL FUND-\$42,324.62 deposited into R-0050-A000-A02.500 on dates shown below:

10/26/17	\$2,270.00
11/03/17	\$570.62
11/03/17	\$121.74
11/03/17	\$229.96
11/06/17	\$11,095.60
11/07/17	\$116.79
11/13/17	\$7,516.31
11/13/17	\$403.60
11/15/17	\$20,000.00

T11 HOME GRANT MONIES FORM HUD-\$40,235.00 deposited into R-9720-T011-T02.501 on 11/15/17.

REIMBURSEMENT FROM SHERIFF/SEPTEMBER 2017-\$4,501.39 deposited into R-0050-A000-A45.500 on 11/15/17.

(Reimbursement form Sheriff/September 2017 Scanner Payment)

W20 LAW LIBRARY-\$15,000.00 deposited into R-9720-W020-W01.500 throughout 2017.

Upon roll call the vote was as follows:

Mr. Thomas	Yes
Mr. Meyer	Yes
Mr. Dutton	Yes

IN THE MATTER OF GRANTING PERMISSION FOR COUNTY EMPLOYEES TO TRAVEL

Motion made by Mr. Thomas, seconded by Mr. Dutton granting permission for county employees to travel as follows:

SSOBC-Gary Armitage, Cory Clark, Mindy Flood, Shirley Jo Case and Tina Burkhart to Cambridge, OH, on November 29, 2017, to attend an AAA9 Title III mandatory meeting. Denise Starr to Wheeling, WV, on December 5, 2017, for a senior outing to Oglebay Park. Kay Driscoll to Wheeling, WV, on December 5, 2017, for a senior outing to Wheeling Fish Market. Donna Steadman to Moundsville, WV, on December 5, 19 & 26, 2017, for a senior outing to Four Seasons Pool. Ron Strader to Cambridge, OH, on December 13, 2017, for a senior outing to Cambridge Festival of Lights. Tish Kinney to Moundsville, WV, on December 15, 2017, for a senior outing to Moundsville Shopping Plaza and the Prima Marina Restaurant. County vehicles will be used for travel.

Upon roll call the vote was as follows:

Mr. Thomas	Yes
Mr. Dutton	Yes
Mr. Meyer	Yes

IN THE MATTER OF APPROVING MINUTES OF REGULAR BOARD OF COMMISSIONERS MEETING

Motion made by Mr. Thomas, seconded by Mr. Meyer to approve the minutes of the Belmont County Board of Commissioners regular meeting of November 15, 2017.

Upon roll call the vote was as follows:

Mr. Thomas	Yes
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Mr. Meyer Yes
Mr. Dutton Yes

**IN THE MATTER OF ADOPTING RESOLUTION
TEMPORARILY REDUCING LEGAL AXLE LOAD
LIMIT ON WAYNE TOWNSHIP ROADS/ENGINEER**

Motion made by Mr. Thomas seconded by Mr. Dutton to adopt the following:

RESOLUTION

Whereas, Ohio Revised Code Section 5577.07 empowers the Belmont County Commissioners to prescribe reduction of weight and speed during times of thaws and moisture that render the improved highways of the County insufficient to bear the traffic thereon; and

Whereas, the Belmont County Board of Commissioners have received a request from the Wayne Township Trustees requesting that the legal axle load limit on all of their roads be reduced by fifty percent (50%); and

Whereas, the Belmont County Engineer has recommended that the Wayne Township Trustees' request be granted.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Belmont County Commissioners does hereby authorize that the legal axle load limit on all of the roads in Wayne Township be reduced by fifty percent (50%) for the period beginning December 1, 2017 and ending April 15, 2018.

Upon roll call the vote was as follows:

Mr. Thomas Yes
Mr. Dutton Yes
Mr. Meyer Yes

**IN THE MATTER OF SIGNING AAA9 REGION 9 REQUEST FOR PROPOSALS-CARE
COORDINATION APPLICATION ON BEHALF OF SENIOR SERVICES**

Motion made by Mr. Dutton, seconded by Mr. Meyer to approve and authorize Commission President Mark A. Thomas to sign the Area Agency on Aging, Region 9, Inc. 2018-19 Requests for Proposals-Care Coordination Application for Senior Services of Belmont County.

Note: This application is for Care Coordination Funding through the AAA9 Case Managed and voucher program. The funding Source includes Older Americans Act Title III E-Family Caregiver, Alzheimer's Respite, and Senior Community State Block Grant funding.

Upon roll call the vote was as follows:

Mr. Dutton Yes
Mr. Meyer Yes
Mr. Thomas Yes

**IN THE MATTER OF APPROVING THE DONATION OF UNNEEDED, USED KITCHEN EQUIPMENT FROM
SENIOR SERVICES OF BELMONT COUNTY TO THE BELMONT HARRISON JUVENILE DISTRICT**

Motion made by Mr. Thomas, seconded by Mr. Meyer to adopt the following resolution:

WHEREAS, Senior Services of Belmont County (SSOBC) is in possession of used kitchen equipment that the Executive Director has determined is no longer needed for their operations at their new facility; and

WHEREAS, pursuant to Ohio Revised Code Section 307.12(D) *regardless of the property's value, the board of county commissioners may sell or donate county personal property, including motor vehicles, to the federal government, the state, or any political subdivision of the state without advertisement or public notification*; and

WHEREAS, the Belmont Harrison Juvenile District's Director has reviewed the list of SSOBC's unneeded, used kitchen equipment and has requested that it be donated for use at the Sargus Juvenile Detention Center to replace their current equipment which is obsolete.

NOW THEREFORE, BE IT RESOLVED, the Belmont County Board of Commissioners does hereby approve the donation of the following unneeded, used kitchen equipment from Senior Services of Belmont County to the Belmont Harrison Juvenile District:

- (1) Norlake "Advant Edge", 2 door stainless steel refrigerator, Model # R49-S, Serial # R465-10090091; SSOBC inventory control #00031
- (2) Rational "Combimaster" oven, with stainless steel stand, Model # CM61, RA# E61ME04112019344; SSOBC inventory control #00035
- (3) South Bend, 6 burner stove with dual ovens and griddle; Model #X460DD-2GL, Serial #00F91991; SSOBC inventory control #00118
- (4) Eagle Group, 3 basin stainless steel sink with dual drain boards, sprayer and 2 faucets, no model/serial info available, SSOBC inventory control # 00146

Adopted this 21st day of November.

Upon roll call the vote was as follows:

Mr. Thomas Yes
Mr. Meyer Yes
Mr. Dutton Yes

**IN THE MATTER OF LIQUOR LICENSE FOR
TITAN FOOD AND BEVERAGE LLC, DBA BARTON TRAP**

Motion made by Mr. Thomas, seconded by Mr. Dutton to advise the Ohio Division of Liquor Control, the Board of Belmont County Commissioners does not request a hearing on the matter of a request for the transfer of a D1, D2, D3 and D3A, liquor license, Permit No. 8945536, from Maggard One LLC, DBA Barton Trap, 1st Floor & Basement & Patio, 70736 Main Street, Colerain Township, Barton, Ohio, 43905 to Titan Food and Beverage LLC, DBA Barton Trap at above address. There have been no objections received and the Board of County Commissioners has no objections to the permit.

Upon roll call the vote was as follows:

Mr. Thomas Yes
Mr. Dutton Yes
Mr. Meyer Yes

**IN THE MATTER OF REAPPOINTMENTS TO THE BELMONT
COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

Motion made by Mr. Thomas, seconded by Mr. Meyer to reappoint Ms. Annette Wiater and Mr. Robert Quirk to the Belmont County Board of Developmental Disabilities for a four-year term, effective January 1, 2018 through December 31, 2021.

Upon roll call the vote was as follows:

Mr. Thomas Yes
Mr. Meyer Yes
Mr. Dutton Yes

IN THE MATTER OF ENTERING INTO A RENEWAL

**OF THE AGREEMENT WITH DR. GEORGE L. CHOLAK, M.D.,
MEDICAL DIRECTOR, FOR THE BELMONT COUNTY JAIL**

Motion made by Mr. Thomas, seconded by Mr. Dutton to enter into a renewal of the agreement with Dr. George L. Cholak, M.D., Medical Director for the Belmont County Jail, in the amount of twenty thousand dollars (\$20,000) per year, effective June 20, 2017 through June 20, 2018.

Note: This contract will auto renew for an additional year unless a 60 day written notice is given by either party.

**AGREEMENT
MEDICAL DIRECTOR OF THE
BELMONT COUNTY JAIL**

WHEREAS, the Belmont County Board of Commissioners, hereinafter referred to as Commissioners, are desirous of contracting services for the services of Medical Director of the Belmont County Jail; and

WHEREAS, George L. Cholak, M.D., hereinafter referred to as Medical Director and individually as Dr. Cholak, is desirous of providing said services:

NOW, THEREFORE IT IS HEREIN AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS,

- 1) Dr. Cholak will provide professional services to Belmont County, Ohio, as Medical Director of the Belmont County Jail. In such capacity, Dr. Cholak will be an independent contractor and not an employee of Belmont County, for all purposes, including, without limitation, workers compensation, unemployment compensation, PERS, medical benefits, vacation, sick leave, and any and all other programs which are part of the benefit package of employees of Belmont County.
- 2) Medical Director shall abide by the rules set forth by the Sheriff, which shall be mutually agreed upon before the effective date of this agreement.
- 3) Commissioners shall pay the Medical Director the sum of \$20,000.00 per annum. Payments will be made monthly, in an amount totaling \$1,666.66 per month for eleven (11) months and \$1666.74 for one (1) month, upon receipt of a bill. Any increase shall be negotiated at the end of each twelve (12) month period during the life of the contract.
- 4) The term of this agreement shall be one year commencing June 20, 2017. This agreement will automatically renew for an additional one year unless either party gives a written notice by certified mail sixty days in advance.
- 5) Belmont County shall be responsible for providing malpractice insurance with a minimum occurrence limit of one million dollars (1,000,000.00) for the Medical Director's service within the jail facility.
- 6) The Medical Director shall be available to perform medical services at the Belmont County Jail two (2) days per week at a time mutually agreeable between the Medical Director and the Sheriff, or as otherwise directed by Ohio Standards, or when needed by the Belmont County Jail Nursing Staff.
- 7) The Medical Director or his designee agrees to be available on a twenty-four (24) hour basis.
- 8) The Sheriff will provide a full time guard on duty and with the Medical Director while medical services are being performed at the Belmont County Jail.
- 9) It is understood and agreed that the Medical Director is the attending physician for all inmates. Should an inmate desire his/her own private physician, the Medical Director must deem the requested care necessary and advisable, and the inmate must pay his/her private physician's bill. A Medical Waiver Form shall be completed for such treatment.
- 10) Inmates who require hospitalization shall be admitted to the hospital designated by the Medical Director, Sheriff, or Jail Administrator and only Dr. Cholak or his designee shall be designated as the attending physician. In the event the Medical Director determines that consultation or medical services need be rendered by a physician other than the Medical Director, said consultation or services shall be at the Medical Director's sole discretion and the expense thereof shall be borne by Belmont County.
- 11) In the event that Dr. Cholak cannot perform the services of Medical Director, he may appoint a temporary jail physician from a list of physicians mutually agreeable to the Sheriff, Jail Administrator and the Medical Director. The Medical Director will ensure such substitute will perform contractual responsibilities at no additional cost to Belmont County.
- 12) The Medical Director will further provide a review of medical care procedures as follows:
 - a. Description of any health environmental factor(s), which are substandard.
 - b. Changes implemented since the last reporting period.
 - c. Recommended changes.
- 13) The Medical Director will review all reports submitted from the State Department of Human Resources and Institutional Health Units, and will assist the Sheriff's office in making any corrections deemed necessary to medical care.
- 14) Health appraisals will be scheduled on the regular weekly visits to the jail by responsible Medical Director. These appraisals shall be completed for each inmate whose stay exceeds ten (10) days on or before the fourteenth (14) day.
- 15) The Medical Director or nursing staff will review the completed receiving, screening and health history records, take BP's, perform the standardized physical examinations, etc. Lab tests to detect communicable diseases will be performed only if deemed appropriate by medical staff.
- 16) The Medical Director will respond to requests for medical care made by the Sheriff's office via telephone or other various telecommunications and will instruct the on duty nurse to refer the inmate as follows:
 - a. To the doctor's office for treatment.
 - b. To the designated hospital emergency room for immediate treatment.
 - c. To the regularly scheduled sick call visit by the respective physician.
 - d. Any other instructions by the responsible physician.
- 17) The Medical Director will assist the Sheriff's office in meeting its duties to inmates as stated in the National Commission on Correctional Health Care "Standards for Health Services in Jail." The Medical Director will also assist in meeting such duties imposed by federal and state laws and regulations.
- 18) The Medical Director will assist the Sheriff's office in developing and implementing policies that will assure high quality medical and nursing care. The Medical Director will also prepare specific policies and procedures concerning the following:
 - a. Emergency treatment of inmates.
 - b. Prescriptive medicine.
 - c. Special Diets.
- 19) The Medical Director shall establish and supervise the maintenance of a listing of both prescription and non-prescription medications and supplies which are permitted for use in the facility. Any limitations on their use must be specified.
- 20) Either party may cancel this agreement by giving written notice by certified mail sixty (60) days in advance of said cancellation.
- 21) The Medical Director acknowledges and agrees that he has read and received this contract and that the medical policy contained herein is in compliance with the medical standards for full service jails found in the Minimum Standards for all Ohio Jails.

This agreement signed and executed at St. Clairsville, Belmont County, Ohio, this 21st day of November, 2017.

George L. Cholak
George L. Cholak, M.D.
Medical Director
Approved as to form:
David K. Liberati Assist. PA
Belmont County Prosecutor

APPROVED AND ACKNOWLEDGED

I do hereby acknowledge and approve the contents hereof.

David M. Lucas /s/

David Lucas, Sheriff of Belmont County, Ohio

Upon roll call the vote was as follows:

Belmont County Commissioners:

Mark A. Thomas /s/
Mark A. Thomas, President
J. P. Dutton /s/
J. P. Dutton, Vice-President
Josh Meyer /s/
Josh Meyer

Mr. Thomas

Yes

Mr. Dutton Yes
Mr. Meyer Yes

IN THE MATTER OF APPROVING AND SIGNING THE SATISFACTION OF MORTGAGE BY SEPARATE INSTRUMENT FOR NICOLE WILSON/BELOMAR

Motion made by Mr. Thomas, seconded by Mr. Meyer to approve and sign the **Satisfaction of Mortgage By Separate Instrument for Nicole Wilson**, for a mortgage deed dated August 29, 2007 as recorded in Volume 0125, pages 977-979 in the Belmont County Recorder's Office based upon the recommendation of Rick Healy, Belomar Regional Council.

SATISFACTION OF MORTGAGE BY SEPARATE INSTRUMENT

The undersigned hereby certifies that a certain mortgage deed(s) dated August 29, 2007, and recorded in the Office of the Recorder of Belmont County, Ohio in Mortgage Volume 0125 at pages 977-979, and executed by Nicole Wilson, to the undersigned, has been fully paid and satisfied and the Recorder is authorized to discharge the same of record property:

11-21-17

Belmont County Commissioners:

Date

By:

Mark A. Thomas /s/

Mark A. Thomas, President

J. P. Dutton /s/

J.P. Dutton

Josh Meyer /s/

Josh Meyer

Upon roll call the vote was as follows:

Mr. Thomas Yes
Mr. Meyer Yes
Mr. Dutton Yes

IN THE MATTER OF AUTHORIZING THE HIRING OF STEPHANIE HALL AS A FULL TIME PERMANENT PUBLIC ASSISTANCE CASE MANAGER FOR THE BELMONT COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES

Motion made by Mr. Thomas, seconded by Mr. Dutton to adopt the following:

RESOLUTION

WHEREAS, pursuant to the Ohio Revised Code, the Belmont County Board of Commissioners serves as co-appointing authority for the Belmont County Department of Job and Family Services; and

WHEREAS, in this capacity, the Board has the authority to establish compensation and benefit levels and authorize any hiring and/or other employment changes.

NOW THEREFORE, BE IT RESOLVED THAT, the Belmont County Board of Commissioners does hereby grant the Director of the Belmont County Department of Job and Family Services, the authority to hire Ms. Stephanie Hall, effective December 11, 2017, as a Public Assistance Case Manager. Ms. Hall will be employed as full time permanent, bargaining unit employee. Compensation shall be in accordance with the salary schedule as indicated in the current bargaining unit labor contract.

Upon roll call the vote was as follows:

Mr. Thomas Yes
Mr. Dutton Yes
Mr. Meyer Yes

IN THE MATTER OF SIGNING ADDENDUM TO AGREEMENT WITH PRIME AE GROUP, INC. FOR GENERAL ENGINEERING SERVICES/SANITARY SEWER DISTRICT

Motion made by Mr. Thomas, seconded by Mr. Meyer to approve and sign the addendum to the agreement dated December 7, 2016 with Prime AE Group, Inc. to include Time and Materials Work Order No. 3A in the amount not to exceed \$14,925.97, for additional Engineering Services for a Preliminary Engineering Report and USDA funding assistance for the water projects application for the Belmont County Sanitary Sewer District. This will be paid out of the N-82 Fund.

TIME AND MATERIALS WORK ORDER NO. 3A

In accordance with the Agreement for Professional Engineering Services between the Board of Belmont County Commissioners ("Client"), and PRIME AE Group, Inc. ("PRIME"), a Maryland corporation, dated December 7, 2016, this Work Order describes the Services, Schedule, and Payment Conditions for PRIME Services on the Project or Task known as:

Additional Engineering Services for Preliminary Engineering Report and USDA Funding Assistance.

Client Representative: Kelly Porter, Director
Address: Belmont County Sanitary Sewer District
PO Box 457
St. Clairsville, OH 43950

Telephone No.: (740) 695-3144

PRIME Representative: Jeffrey R. Kerr, P.E.
Address: 8415 Pulsar Place, Suite 300
Columbus, Ohio 43240
jkerr@primeeng.com

Telephone No.: (614) 591-0284

SERVICES. The Services shall be described in Attachment A to this Work Order.

SCHEDULE. The Estimated Schedule shall be set forth in Attachment A to this Work Order. Because of the uncertainties inherent in the Services, Schedules are estimated and are subject to revision unless otherwise specifically described herein.

PAYMENT. Payment of \$0 is due upon signature of this Work Order and will be applied against the final invoice for this Work Order. PRIME charges shall be on a "time and materials" basis and shall be in accordance with the PRIME Schedule of Fees and Charges in effect at the time the Services are performed. Payment provisions and the PRIME current Schedule of Fees and Charges are attached to this Work Order as Attachment A.

TERMS AND CONDITIONS. The terms and conditions of the Agreement referenced above shall apply to this Work Order, except as expressly modified herein.

ACCEPTANCE of the terms of this Work Order is acknowledged by the following signatures of the Authorized Representatives.

BOARD OF BELMONT COUNTY COMMISSIONERS

Mark A. Thomas /s/

Mark A. Thomas

J. P. Dutton /s/

J.P. Dutton

Josh Meyer /s/

Josh Meyer

11-21-17

Date of Signature

APPROVED AS TO FORM:

Daniel P. Fry /s/

PROSECUTING ATTORNEY

PRIME AE GROUP, INC.

Kumar Buvanendaran /s/

Signature

Kumar Buvanendaran, PE

President and Chief Executive Officer

11/15/2017

Date of Signature

Additional Engineering Services for Preliminary Engineering Report and USDA Funding Assistance

SCOPE OF SERVICES

Additional General Engineering Services have been completed for the Belmont County Sanitary Sewer District (BCSSD) to expand and revise the content of the Preliminary Engineering Report (PER) for Water as requested by USDA and responding to requests for information from the USDA. PRIME performed the following engineering services as part of Work Order No. 3A:

1. Attend a progress meeting with BCSSD staff. Discuss project funding requirements and schedule.
2. Participate in a conference call with USDA, consultants and BCSSD staff on the environmental requirements or project.
3. Contact USDA to get status updates on funding progress and items needed by USDA.
4. Evaluate an additional Water Treatment Plant alternative (Pressure Filtration with Membrane Softening) as requested by the USDA for a revision of the PER. Provide construction cost estimates, a present worth analysis and a discussion of the environmental impacts of this new WTP alternative.
5. Contact OEPA to discuss the need for a pressure filtration membrane softening pilot. Reviewed new OEPA guidance document on manganese removal.
6. Contact Artesian of Pioneer, Wigen Water Technologies and H2O Innovation to obtain pricing for a Pressure Filtration/Membrane Pilot study.
7. Provide information needed for environmental report that is requested by RCAP.
8. Update the PER report to respond to USDA comments received by email and phone. Submit revised report to USDA.
9. Prepare and submit an EJCDC Engineering Contract for USDA review and comment.
10. Respond to BCSSD, Commissioner and USDA questions and comments related to the PER update.
11. Evaluate the differences between RCAP's most recent Utility Rate Analysis to the one used for the actual rate increases as requested by BCSSD.
12. Prepare Public Information pieces for the Water and Wastewater Program's to be utilized with State/Federal Legislator's and USDA Officials to lobby for funding.

SCHEDULE

All items above shall be on-going services and each item have been be completed in order to continue progress on planning and funding of the project.

PAYMENT

The fee for General Engineering Services under Time and Materials Work Order No. 3A shall not exceed \$14,925.97 unless additional services are approved in writing by the Client. Charges for the hourly services shall be on a "time and materials" basis using a 2.85 multiplier times the direct hourly rate, in accordance with the PRIME Schedule of Fees and Charges currently in effect when the work is performed. Reimbursable expenses included in the fee shall include direct expenditures made by PRIME, its employees, or its professional consultants in the interest of the project such as: the expense of transportation and living when traveling in connection with the project and long distance telephone calls and telegrams; the expense of reproductions, postage and handling of drawings, documents, specifications and reports associated with the project and the expense of specialty professional services.

Upon roll call the vote was as follows:

Mr. Thomas	Yes
Mr. Meyer	Yes
Mr. Dutton	Yes

IN THE MATTER OF APPROVING PURCHASE OF ONE (1) 2018 CHEROKEE WOLF PACK TRAVEL TRAILER TO SERVE AS COMMAND UNIT/EMA

Motion made by Mr. Thomas, seconded by Mr. Dutton to approve the purchase of ONE (1) 2018 Cherokee Wolf Pack Travel Trailer to serve as the Command Unit for the Belmont County Emergency Management Agency, from Specialty Auto Sales, for a total cost of \$43,564.86, based upon the recommendation of Director Dave Ivan. This is a replacement and will be purchased with oil and gas donations made to the EMA.

Upon roll call the vote was as follows:

Mr. Thomas	Yes
Mr. Dutton	Yes
Mr. Meyer	Yes

BREAK

IN THE MATTER OF ENTERING EXECUTIVE SESSION AT 9:20 A.M.

Motion made by Mr. Thomas, seconded by Mr. Dutton to enter executive session with Katie Bayness, HR Administrator, pursuant to ORC 121.22(G)(1) Personnel Exception to consider the compensation and employment of a public employee.

Upon roll call the vote was as follows:

Mr. Thomas	Yes
Mr. Dutton	Yes
Mr. Meyer	Yes

IN THE MATTER OF ADJOURNING EXECUTIVE SESSION AT 9:44 A.M.

Motion made by Mr. Thomas, seconded by Mr. Meyer to exit executive session at 9:44 a.m.

Upon roll call the vote was as follows:

Mr. Thomas	Yes
Mr. Meyer	Yes
Mr. Dutton	Yes

AS A RESULT OF EXECUTIVE SESSION-NO ACTION TAKEN

RECESS

Reconvened at 2:59 p.m. Present: Commissioners Dutton and Meyer and Jayne Long, Clerk. Absent: Commissioner Thomas

IN THE MATTER OF APPROVING QUOTES FROM CARNEY & SLOAN, INC/SSOBC COMMUNITY BUILDING

Motion made by Mr. Dutton, seconded by Mr. Meyer to approve quotes from Carney & Sloan, Inc., dated November 13, 2017, for the following items needed for the new Senior Services of Belmont County – Community Building:

- Smallwares, Salt & Pepper Shakers, Etc.-Rev. 3 \$4,947.98
- Oven Shelf Rack Rev. 1 \$2,130.00
- Mobile Heated Cabinet Rev. 1 \$9,735.00

Note: All purchases to be made from the N59 Capital Projects – Senior Centers Fund.

Upon roll call the vote was as follows:

Mr. Dutton	Yes
Mr. Meyer	Yes
Mr. Thomas	Absent

RECESS

Reconvened at 3:35 p.m. Present: Commissioners Thomas, Dutton and Meyer and Jayne Long, Clerk.

IN THE MATTER OF CLOSING BELMONT COUNTY COURTHOUSE

Motion made by Mr. Thomas, seconded by Mr. Dutton to close the Belmont County Courthouse on Friday, November 24, 2017, noting that all individual office holders located in the Courthouse have indicated their offices will be closed for business due to the Thanksgiving holiday.

Upon roll call the vote was as follows:

Mr. Thomas	Yes
Mr. Dutton	Yes
Mr. Meyer	Yes

**IN THE MATTER OF ADJOURNING
COMMISSIONERS MEETING AT 3:36 P.M.**

Motion made by Mr. Thomas, seconded by Mr. Meyer to adjourn the meeting at 3:36 p.m.
Upon roll call the vote was as follows:

Mr. Thomas	Yes
Mr. Meyer	Yes
Mr. Dutton	Yes

Read, approved and signed this 29th day of November, 2017.

Mark A. Thomas /s/_____

J. P. Dutton /s/_____ COUNTY COMMISSIONERS

Josh Meyer /s/_____

We, Mark A. Thomas and Jayne Long, President and Clerk respectively of the Board of Commissioners of Belmont County, Ohio, do hereby certify the foregoing minutes of the proceedings of said Board have been read, approved and signed as provided for by Sec. 305.11 of the Revised Code of Ohio.

Mark A. Thomas /s/_____ PRESIDENT

Jayne Long /s/_____ CLERK