

**JULY 7, 2011**

The Gallia County Board of Commissioners met on this date for the purpose of approving the minutes of the previous meeting and current transfers, appropriations and bills. At 9:00 a.m. the meeting was called to order by President Lois M. Snyder. Roll Call: Lois M. Snyder, present; Vice President Mr. Howard J. "Joe" Foster, present; Member Harold G. Montgomery, present.

President Snyder entertained a motion for approval of the June 30, 2011 minutes. Harold Montgomery made and Joe Foster seconded the motion; Roll call: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea.

TRAVEL REQUESTS				
DEPARTMENT	NAME	DATE	TO	RE:
Commissioners	Lois Snyder Joe Foster Harold Montgomery	7/14	Wellston	Solid Waste District Mtg
DJFS	Dana Glassburn	June 29	Chillicothe	OJFSDA District Meeting
		July 11	Dublin	Training
		July 12	Dublin	Training & quarterly Director's meeting
		August 9	Athens	Fiscal meeting

President Snyder entertained a motion to approve travel requests as submitted. Harold Montgomery made and Joe Foster seconded the motion; Roll call: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea.

Animal Shelter Canine Weekly Report										
Week Ending	# IN	Adopted	Reclaimed	Euthanized	Died (Natural Causes)	Rescued	Destroyed (in field)	# Out	In Foster Care	Remaining at Shelter
7/4	47	2	3	10	2	0	0	17	44	52

**LEAVE DONATION APPLICATION**

Commissioners received a leave donation application from the County Engineer requesting the following:

Donating Employee	Receiving Employee	Hours Donated	Pay Period
Kermit Brown	Danny Jones	32	7/15/11

President Snyder entertained a motion to approve the leave donation application as requested. Joe Foster made and Harold Montgomery seconded the motion. Roll call: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea.

**EXECUTIVE SESSION**

At 9:12 a.m. the President entertained a motion to enter into executive session to discuss contracts. Harold Montgomery made and Joe Foster seconded the motion; Roll call: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea. Returned to regular session at 9:39 a.m.; no action taken.

**FINANCIAL REVIEW**

County Administrator Karen Sprague presented the Commission with the 9<sup>th</sup> Amended Certificate of Estimated Resources dated June 30, 2011 for review. No action taken.

**OPWC GRANT AGREEMENT APPROVAL  
2011 COUNTY ENGINEER ROAD IMPROVEMENTS PROJECT**

Karen Sprague, Issue II Coordinator, presented the Commission with Ohio Public Works Commission grant agreement for the 2011 County Engineer Road Improvements Project, for approval and signing. This grant provides \$550,000 or 48% of the funding for this project. The other \$595,026 or 52% funding is coming from the County Engineer's M&R fund for a total project of \$1,145,026. Road included in this project are:

- Buckeye Hills Road 2.05 miles
- Morgan Center Road 1.82 miles
- Centenary Road 2.487 miles
- Kriner Road 1.28 miles
- Skidmore Road 0.91 miles
- Evergreen Road 1.30 miles

Lois Snyder entertained a motion that the Commission approve and sign the OPWC grant Agreement. Harold Montgomery moved and Joe Foster seconded this motion. Upon roll call votes were as follows: Lois Snyder, yea; Joe Foster, yea; Harold Montgomery, yea.

**WEB & EMAIL HOSTING**

I.T. Director John Grubb updated the Commissioners on the web hosting and email issues; we are currently with Frognet which has been down for over a week at a cost of \$79 annually. He has done some research on another provider and found a site (webhostingpad.com) which offers web and email hosting for \$1.99 per month or \$23.88 per year plus an additional spam monitor for \$12.95, for a total of \$36.83 with a 3-year agreement which includes a 99.9% guaranteed up time. Grubb advised it would take approximately 24-48 hours to make the full transition.

Commissioners inquired what AT&T and our current internet provider (Suddenlink) would charge to host our website and email addresses. Grubb explained they would host email addresses if they were our internet provider which AT&T is not. Suddenlink is our current ISP which provides approximately 5-10 free email addresses. Commissioners then asked how much we currently pay for internet service and also requested estimates from AT&T for all services for comparison purposes; Grubb will gather this information.

Joe Foster made and Harold Montgomery seconded the motion to authorize the I.T. Director to work with the Commission President and County Administrator to do what is necessary to find a reliable host for the website and move the email addresses for accessibility as soon as possible. Roll call: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea.

**RFP OPENINGS**

**DRUG & ALCOHOL ADDICTION FAMILY INTERVENTION PROGRAM**

At 10:00 a.m. President Lois Snyder opened the following bids for the Drug & Alcohol Addiction Family Intervention Program:

<b>Company</b>	<b>Program Development</b>	<b>Program Implementation</b>
Health Recovery Services, Inc. Athens OH	\$24,977.00	\$49,953.00
Wing Haven Vinton OH	Per hour - \$ 49.00	Individual per hour - \$90.00 Group per hour - \$39.48
FACTS Gallipolis, OH	Billable hours - \$ 89.55 Info dissemination per hour - \$97.16 Treatment rates per hour - \$83.30	Treatment rates per hour - \$99.19 Case Mgt per hour - \$83.30 Individual per hour - \$96.24 Group per hour - \$40.84 Crisis Intervention per hour - \$138.58

The bids were turned over to the DJFS Director for review and recommendation. The following were in attendance: DJFS Director Dana Glassburn, Tony Gallagher and Amber Gillenwater.

**EXECUTIVE SESSION DJFS**

At 10:22 a.m. the President entertained a motion to enter into executive session with JFS Director Dana Glassburn to discuss personnel issues, resignation, disciplinary action and negotiations. Joe Foster made and Harold Montgomery seconded the motion. Roll call: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea. Returned to regular session at 10:34 a.m.; no action taken.

**FAA 3<sup>rd</sup> QUARTER REPORT**

**GALLIA-MEIGS REGIONAL AIRPORT PROJECTS**

Commission President Lois Snyder entertained a motion to approve and allow County Administrator Karen Sprague to sign the FAA 3<sup>rd</sup> Quarter Report for 2011 for the FAA 2010 Airport Grant. Joe Foster moved and Harold Montgomery seconded this motion. Upon roll call votes were as follows: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea.

**BP SEWER SYSTEM UPDATE**

County Administrator Karen Sprague and County Sewer Operator Gary Myers met with the Commission to discuss the current cost for the STEP sewer system for new tap installs. Per Mr. Myers, when the system originally went online in 1999 the county's cost for the equipment per new tap was \$3,000. Over the years it has now escalated to \$5,015. The County's tap fee is \$5,400 and from that we allow \$600 credit for the property for installation of the equipment; therefore the county's proceeds from the tap fee are \$4,800. This amount does not cover the cost of the equipment and the county is losing \$215 per new tap. Ms. Sprague advised the Commission they have two options: 1) raise the tap fee or 2) find different equipment that is cheaper that will work with the current system. Mr. Myers advised he met with representatives from the County's two current equipment suppliers for the BP Sewer System; Matt Brown with Crane Pumps & System and Jody Eddins from CI Thornburg. These suppliers offered another option for equipment that would reduce the cost from \$5,015 to \$2,800. The system being proposed for future new taps is a Barnes Ecotran residential Grinder station including OGP2022 2 HP, 230 volt, 1 phase pump w/ 50' cable to include ESPS-150 level control, standard alarm box with light; 52" - 74" basin depth (122849). Mr. Myers advised that both supplier representatives know the BP Sewer System and are confident that the new equipment option will work with the current BP Sewer System design. The Commissioners approved changing to this new system for all new installs, contingent upon review and approval by the County's Sewer Engineer Gary Silcott that the proposed new equipment is compatible with the current BP Sewer System.

**BID AWARD - PAVING PROJECT**

Commissioners were in receipt of the following correspondence from Assistant County Engineer Jennifer Brown:

*Commissioners:*

*I have reviewed the proposals for the Porter Road resurfacing project. One bid was received from the Shelly Company, totaling \$88,680.77. The bid is responsive, and below the engineer's estimate. The contractor meets all specifications and is qualified to perform the work.*

*Therefore, it is my recommendation that the above named project be awarded to the Shelly Company.*

*Sincerely,*

*s/Jennifer Brown, Assistant Engineer*

Joe Foster made and Harold Montgomery seconded the motion. Roll call: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea.

**BID AWARD - PAVEMENT MARKING**

Commissioners were in receipt of the following correspondence from Assistant County Engineer Jennifer Brown:

*Commissioners:*

*I have reviewed the proposals for the GAL-CR 1- 0.00, Pavement Marking project. Three bids were received from Mar-King Construction, Inc., Aero-Mark, Inc., A&A Safety, Inc. The bids totaled \$129,961.50, \$143,000.00 and \$146,377.00 respectively.*

*The lowest bid was received from Mar-King Construction, Inc. The bid is responsive, and below the engineer's estimate. The contractor meets all specifications and is qualified to perform the work.*

Therefore, it is my recommendation that the above named project be awarded to Mar-King Construction, Inc.

Sincerely,

*s/Jennifer Brown, Assistant Engineer*

Harold Montgomery made and Joe Foster seconded the motion to approve the award as recommended. Roll call: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea.

Brown submitted the Pavement Marking contract for approval and signature; Joe Foster made and Harold Montgomery seconded the motion to approve the contract as recommended, pending the application of other signatures. Roll call: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea.

#### FCFC MEMBERSHIP DUES - WAIVER GRANTED

Commissioners were in receipt of the following response to their request on Commissioners Journal Volume 46 Page 63:

Dear Ms. Snyder,

*I am writing to inform you that the Gallia County Family and Children First Council received your request to waive the FY '12 Membership Dues. We understand that all local agencies are facing tough economic times and are financially unable to contribute at this time. Because of this fact, the Council has determined to grant your waiver request.*

*Thank you for your continued support of the Council and your efforts to help meet the needs of children and their families in our community.*

Thank you,

*s/Lora L. Jenkins*

Intersystem Coordinator  
Gallia County Family & Children First

*s/Greg Strader*

Gallia County Family & Children First Chair

#### BID OPENING - OHIO TWP FIRE SUBSTATION PROJECT

At 11:30 a.m. President Lois Snyder opened the following bids for the Ohio Township Fire Substation Project:

- **Hoon, Inc.** – 16594 Canaanville Road, Suite 300, Athens, Ohio 45701
  - Proposal A – 2000 sq ft facility
    - \$142,876.00 – Contractor provides fill dirt
    - \$130,910.00 – Township provides fill dirt
  - Proposal B – 2500 sq ft facility
    - \$142,876.00 base bid + \$19,330.00 = \$162,206.00 – Contractor provides fill dirt
    - \$130,910.00 base bid + \$19,328.00 = \$150,238.00 – Township provides fill dirt
  - 100% Bid Bond & both affidavits included
- **BrenMar** – 900 Morton Street, Jackson, Ohio 45640
  - Proposal A – 2000 sq ft facility
    - \$184,000.00 – Contractor provides fill dirt
    - \$184,000.00 - \$17,000.00 = \$167,000.00 – Township provides fill dirt
  - Proposal B – 2500 sq ft facility
    - \$184,000.00 base bid + \$18,000.00 = \$202,000.00 – Contractor provides fill dirt
    - \$202,000.00 base bid - \$17,000.00.00 = \$185,000.00 – Township provides fill dirt
  - 100% Bid Bond & both affidavits included

Hoon, Inc. provided another option to reduce the costs verbally and will back it up in writing if we are interested; if the Township provides the gravel parking lot they would reduce their bid by \$10,000 for either option. This could be a viable option since the Township can purchase gravel from the county engineer at a much lower rate than a contractor can purchase from a supplier.

The Engineer's estimate on the project is \$130,000. The bids were turned over to the County Administrator for review and recommendation. The following were in attendance: Terry Greene, BrenMar Construction; Amber Gillenwater, Gallipolis Daily Tribune; Tony Gallagher, City Resident; Bea Reynolds, Hoon, Inc.; Bill M. Johnson, Ohio Township Fiscal Officer; Raymond E. Gibson Ohio Township Trustee; Karen Sprague, County Administrator and Randy Breech, Breech Engineering.

#### RFP AWARD RECOMMENDATION

DJFS Director Dana Glassburn returned with a recommendation on the Drug & Alcohol Addiction Family Intervention Program. After review, Mr. Glassburn recommended the Wing Haven proposal and presented the purchase of service vendor contract for signature. Harold Montgomery made and Joe Foster seconded the motion to approve the award and contract as recommended. Roll call: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea.

#### Purchase of Service Vendor Contract

*DJFS Director Dana Glassburn recommended entering into an agreement between Gallia County Department of Job & Family Services and Wing Haven for the purchase of Drug & Alcohol Addiction Family Intervention activities with the TITLE XX funds CFDA # 93.558.*

*The term of the contract will be effective from the date of approval by the County Commission through 6/30/12 inclusive, unless otherwise terminated or extended by formal amendment. The DJFS reserves the option of a contract renewal with the selected contractor for up to one additional year contingent on the availability of funding and attainment of performance outcome.*

#### FUNDING:

*Program Development: Effective from contract signing date to September 22, 2011 the total amount available for program development will be \$25,000. Payment for program development will be upon written approval of the program*

by the DJFS Director. Bidder will not be compensated for a program developed yet not approved due to the program not meeting expectations. To avoid such issues, the DJFS should be involved throughout the development state to address concerns as they arise.

Program Implementation: Effective from October 1, 2011 to June 30, 2012, the total amount available for program implementation will be \$50,000.

#### DRAINAGE PIPE QUOTES – SPECULATIVE BUILDING

Economic Development Director Melissa Clark presented the quotes received on the Spec Building Drain Pipe Installation:

- LJ Excavating LLC - \$3,344.24
- Alderman Excavating - \$4,200.00
- Grace Myers Excavating, Inc. - \$4,100.00 (seed & mulch extra \$450.00)
- Carters Plumbing Inc - \$6,927.00

After review and approval by Engineer Breech, LJ Excavating, LLC came in the lowest quote and was recommended by Clark. Harold Montgomery made and Joe Foster seconded the motion to accept the quote for LJ Excavating, LLC for the drainage work as recommended by Clark. Roll call: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea.

#### FINAL PAYMENT VOUCHER

Economic Development Director Melissa Clark presented final application for payment to SJM Construction for the Spec Building in the amount of \$190,478.20. Joe Foster made and Harold Montgomery seconded the motion to approve with Clark's recommendation pending receipt of necessary paperwork from SJM Construction. Roll call: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea.

#### AIRPORT – LETTER TO FAA REGARDING OBSTRUCTIONS

County Administrator Karen Sprague provided the Commission with a draft letter to the FAA detailing how the County will handle obstruction removal at the airport. Lois Snyder entertained a motion to approve the letter as submitted. Joe Foster moved and Harold Montgomery seconded the motion. Upon roll call votes were as follows: Lois Snyder, yea; Joe Foster, yea; Harold Montgomery, yea.

7/7/2011

Mr. David Welhouse  
FAA-Detroit Airports District Office  
11677 S. Wayne Road #107  
Romulus, MI 48174

RE: Obstructions at the Gallia-Meigs Regional Airport

Dear Mr. Welhouse,

Rick Grice of Delta Airport Consultants, Inc. has relayed your concerns regarding various obstructions at the airport, in particular a portion of fence and brush that is within the approach surface or primary surface. He also asked that we restate the need for the fuel system improvements.

Let me begin with the fuel system, last year we submitted a lengthy document outlining the need for the fuel system upgrade along with several letters of support. We received a grant for the design with the construction to follow. While the County supports the airport, the fuel system is the primary source of funding for the airport without which other projects would be in jeopardy as Gallia County, like many other government agencies, our budget is really tight at this time and the fuel sales funds make up more than 50% of the airport income.

As to the brush and fence, we will immediately move to identify the fence location and ascertain if the fence is County owned or a neighbor's. We will work toward having that corrected within a year. As to the brush, again we will check to be sure it is on airport property before we cut it, and if not will work to get permission from the adjoining property owner. We will strive to have this cut also within a year.

We hope this gives you the information you need, but should anything else be needed please do not hesitate to contact either myself or Rick Grice.

Yours truly,  
s/ Lois M. Snyder, President  
Gallia County Commissioners

#### KA SEWER – RESOLUTION OWDA SUPPLEMENTAL FUNDING

County Administrator Karen Sprague presented the Commission with an email from KA Sewer Project Engineer Gary Silcott detailing the County's options for a \$500,000.00 supplemental loan funding for the project as follows:

- OWDA 1% for 30 years with a yearly total of \$19,375.00
- OEPA 0% for 20 years with a yearly total of \$25,000.00 (no response back from them yet that we can do this)
- USDA 2.625% for 40 years with a yearly total of \$20,340.00

Mr. Silcott's email noted that in his opinion OWDA is the cleanest and quickest way to get the additional funds and is also the cheapest and if the Commissioners approve the resolution today his office will prepare the application so it can be submitted by next Friday.

Lois Snyder entertained a motion to approve the resolution for a \$500,000 supplemental loan for the KA Sewer Project from OWDA as recommended by Sewer Project Engineer Gary Silcott and Ms. Sprague. Harold Montgomery made and Joe Foster seconded the motion. Upon roll call votes were as follows: Lois Snyder, yea; Joe Foster, yea; Harold Montgomery, yea.

A RESOLUTION AUTHORIZING COOPERATIVE AGREEMENT  
FOR Construction of *Kanauga / Addison Sanitary Sewer*  
PROJECT BETWEEN THE *Gallia County Commissioners* AND  
THE OHIO WATER DEVELOPMENT AUTHORITY AND DECLARING AN EMERGENCY.

WHEREAS, the *Gallia County Commissioners* (hereinafter referred to as the "LGA") has determined the need to obtain additional construction funds for the completion of the above referenced project; and

WHEREAS, the LGA desires to obtain a loan from the Ohio Water Development Authority (hereinafter referred to as the "OWDA") to finance costs of the constructing of such facilities on the terms set forth in the Cooperative Agreement (defined below); and

WHEREAS, the OWDA has indicated its willingness to make a loan for that purpose and on those terms;

NOW, THEREFORE, BE IT ORDAINED by the Board, of Gallia County Commissioners, Ohio:

Section 1. That the LGA hereby approved the constructing of the aforesaid Kanauga / Addison Sewer Improvements in cooperation with the OWDA under the provisions, terms and conditions set forth in the "Cooperative Agreement for State Construction Project" as set forth in Exhibit A (the "Cooperative Agreement") and hereby authorizes the Chief Executive Officer and the Chief Fiscal Officer of the LGA to execute the Cooperative Agreement with the OWDA substantially in the form set forth in Exhibit A.

Section 2. That it is found and determined that all formal actions of this Board concerning and relating to the passage of this resolution were passed in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 3. That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, and safety of said Gallia County for the reason that the immediate construction of the Kanauga / Addison Sewer Project at the earliest possible time is necessary in order to protect the health of the inhabitants of the LGA by providing additional construction funds; wherefore, this Resolution shall be in full force and effect from and immediately after its passage.

Passed: July 7, 2011

Attest: *s/ Karen Sprague*

*s/ Lois M. Snyder, President*  
*s/ Howard Joe Foster, Vice-Pres.*  
*s/ Harold G. Montgomery, Member*

**QUOTES FOR CDBG FAIR HOUSING PROGRAM**  
**B-F-10-1AY-1**

The Commission requested and received quotes for the following items for the 2010/2011 Gallia County Fair Housing Program:

1. Bottled Water
  - Hometown Water Depot – 2,880 bottles of 20oz. water - \$1,600.00
  - Atlas Pen & Pencil – 2,400 bottles of 16.9oz. water - \$2,238.00 (does not include shipping)
  - 4Imprint – 2,400 bottles of 16.9oz. water - \$2,482.00
2. Golf Umbrella
  - 4Imprint – 25 umbrellas - \$269.75
  - Amsterdam Printing – 25 umbrellas - \$324.70 (does not include shipping)
3. Bracelet
  - 4Imprint – 300 bracelets - \$297.00
  - Amsterdam Printing – 300 bracelets - \$297.00 (does not include shipping)
4. Sunglasses
  - 4Imprint – 144 sunglasses - \$209.40

Karen Sprague advised that the low quotes on all the items listed above total \$2,376.15. The County's FY 2010 Formula grant has \$2,506.83 left in the fair housing program activity. There are still a few other items to be paid during this year, but there is also money left in administration activity that can be used as well. Ms. Sprague recommended that the County award to the low quoting companies stated above with an award amount of \$2,376.15. Harold Montgomery moved and Joe Foster seconded that the fair housing items be awarded as recommended by Ms. Sprague to the lowest bidders as follows:

- Hometown Water Depot – 2,880 – 20 oz. bottled water - \$1,600.00
- 4Imprint – 25 – Umbrellas - \$269.75
- 4Imprint – 300 Bracelets - \$297.00
- 4Imprint – 144 Sunglasses - \$209.40
- Total cost = \$2,376.15 to be paid for from the FY 2011 CDBG Formula Grant

Roll call votes: Lois Snyder, yea; Joe Foster, yea; Harold Montgomery, yea.

**ADJOURN**

At 6:15 p.m. President Snyder entertained a motion for adjournment. Joe Foster made and Harold Montgomery seconded the motion; Roll call: Ms. Snyder, yea; Mr. Foster, yea; Mr. Montgomery, yea.

*Lois M. Snyder*  
 Lois M. Snyder, President

*Terry Hemby*  
 Terry Hemby, Clerk

*Howard J. Foster*  
 Howard J. Foster, Vice President

*Harold G. Montgomery*  
 Harold G. Montgomery, Member