

**TUESDAY, JULY 10, 2018**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

The Pickaway County Board of Commissioners met in Regular Session in their office located at 139 West Franklin Street, Circleville, Ohio on Tuesday, July 10, 2018, with the following members present: Mr. Jay H. Wippel, Mr. Brian S. Stewart, and Mr. Harold R. Henson. Brad Lutz, County Administrator, was also in attendance.

**In the Matter of**  
**Minutes Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from July 3, 2018, with corrections.

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

**In the Matter of**  
**Bills Approved for Payment:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to adopt the following Resolution:

BE IT RESOLVED, that the bills have been found to be properly filed and their respective vouchers shall be cross-referenced to the approving pages dated July 11, 2018, in the Commissioners' Voucher Journal, the date in which checks will be cut; then,

BE IT FURTHER RESOLVED, that the Board of Pickaway County Commissioners orders the Auditor of Pickaway County, Ohio, to draw her warrant on this entry in the amount of **\$132,316.34** on the County Treasurer to satisfy the same.

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

**In the Matter of**  
**Appropriation of Funds Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests for the APPROPRIATION OF FUNDS:

**\$10,748.75 – 101.1105.5703 - Contingencies – Commissioners**

**\$500,000.00 – 101.1105.5703 – Contingencies – Commissioners**

**\$516,233.80 – 201.0000.4546 – Auto License & Gas Tax/ Contract Services – Engineer**

**\$516,233.80 – 201.3012.5401 – Auto License & Gas Tax/ Contract Services - Engineer**

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

**In the Matter of**  
**Fund Transfers Approved:**

**TUESDAY, JULY 10, 2018  
OFFICE OF THE BOARD OF COMMISSIONERS  
PICKAWAY COUNTY, OHIO**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests for the FUND TRANSFERS:

**\$183,299.50 from 101.5005.5401 – Children Service Contract – JFS  
TO  
207.0000.4901 – County Maintenance of Children - JFS**

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

**In the Matter of  
Transfers & Re-Appropriations Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests for the TRANSFERS and RE-APPROPRIATIONS OF FUNDS:

**\$1,000.00 from 501.6915.5402 – Contract repairs / General Sewer District - Engineer  
TO  
501.6915.5300 – Materials & Supplies/ General Sewer District - Engineer**

**\$500,000.00 from 101.1105.5703 Contingencies - Commissioners  
TO  
101.1112.5405 – Countywide Professional Services – Commissioners**

**\$10,748.75 – 101.1105.5703 – Contingencies – Commissioners  
TO**

**\$300.00 -101.1101.5403 – Travel & Expenses – Commissioners  
\$125.00 – 101.1101.5404 – Advertising & Printing -Commissioners  
\$6,750.00 – 101.1101.5430 – Training & Dues – Commissioners  
\$3,573.75 – 101.1101.5901 – Other Expenses - Commissioners**

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

**In the Matter of  
Amended Certificate Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to adopt the following Resolution:

**Resolution No.: PC-071018-1**

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$516,233.80 for the AUTO LICENSE & GAS TAX -ENGINEER FUND #201 to amend the certificate due to funds being paid directly from ODOT to CSX and Norfolk Southern Railroads for the PIC-T031-0.52 Project; then,

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2018:

**AUTO LICENSE & GAS TAX -ENGINEER FUND #201  
\$516,233.80**

**TUESDAY, JULY 10, 2018**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

**In the Matter of**  
**Report Provided by Dave Conrad, EMA Director & 911 Coordinator:**

The following is a summary of the report provided by Dave Conrad, EMA Director & Pickaway County 911 Coordinator:

EMA

- Last Friday Mr. Conrad received a call from the Circleville Police Department, and the County Sheriff's Office requesting Haz-Mat assistance from the City of Columbus due to a letter that was received by the Circleville Herald Office with a white powdery substance. All the local tests were negative for fentanyl, however, it was securely packaged and sent to BCI for additional testing.
- Thursday, July 12<sup>th</sup> at 8:00 a.m. the Local Emergency Planning Committee will hold their quarterly meeting in the Community Room at Berger Hospital.

E911

- No report.

**In the Matter of**  
**Report Provided by April Dengler, Deputy County Administrator:**

The following is a summary of the report provided by April Dengler, Deputy County Administrator:

- Health and Safety Week for county employees is this week and there will be activities, demonstrations, fruits and vegetables, vendors, and insurance representatives in the employee parking lot all week. Thursday the elected officials will be hosting a luncheon for all employees to participate during lunch hours.
- Mrs. Dengler provided the Commissioners with change orders she had received for work to be performed at the CRC Building.

**In the Matter of the**  
**Change Order No. 1A-2 signed for**  
**Job & Family Services New**  
**CRC Building Renovation Project:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the following Change Order No. 1A-2 General Work and Labor related to changes with the flooring systems and installation of a beam and column for the restrooms in the CRC Building.

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Henson, yes; Commissioner Wippel, yes. Voting No: None. Motion carried.

Attest: Angela Karr – Clerk

**In the Matter of the**  
**Change Order No. 16A-2 signed for**  
**Job & Family Services New**  
**CRC Building Renovation Project:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the following Change Order No. 16A-2 Electrical related to removal of existing light fixtures prior to the removal of existing drywall ceiling and re-installation of a new drywall ceiling in the CRC Building.

**TUESDAY, JULY 10, 2018**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Henson, yes; Commissioner Wippel, yes. Voting No: None. Motion carried.

Attest: Angela Karr – Clerk

**In the Matter of the  
Change Order No. 1A-3 signed for  
Job & Family Services New  
CRC Building Renovation Project:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the following Change Order No. 1A-3 General Work and Labor related to the removal of existing drywall ceiling to allow for installation of mechanical ductwork per drawings in the CRC Building.

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Henson, yes; Commissioner Wippel, yes. Voting No: None. Motion carried.

Attest: Angela Karr – Clerk

**In the Matter of  
Resolution Adopted for Rotary Group Study Exchange  
Incoming Team from Taiwan:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to adopt the following Resolution that will be presented to the incoming team from Taiwan related to their visit to Pickaway County as part the 2018 Rotary Group Study Exchange Program of the Rotary Foundation of Rotary International:

**Resolution No.: PC-071018-2**

WHEREAS, it is the pleasure of the Pickaway County Board of Commissioners to recognize people and occasions of outstanding significance; and

WHEREAS, the Rotary Group Study Exchange is a program of the Rotary Foundation of Rotary International designed to develop professional and leadership skills among young adults to address the needs of their communities in an increasingly global workplace; and,

WHEREAS, the program provides unique cultural and vocational exchange opportunities to business people and professionals between the ages of 25 and 40 who are in the early stages of their careers wherein for five days, team members experience the host country's culture and institutions, observe how their vocations are practiced abroad, develop personal and professional relationships, and exchange ideas; and

WHEREAS, an International Team from Taiwan is visiting Rotary District 6690 and have been residing in local Rotarians' homes; then

THEREFORE IT BE RESOLVED, that the Board of County Commissioners, along with the citizens of Pickaway County, Ohio, are honored to welcome Chrissy Yi-Ru Lin, Danny Yo-Hong Wu, Jacky Chun-Jen Wang, Charlotte Ya-Ting HSU, Erin Yu-Ning Huang and Jason Chien Shien Liu of Taiwan to the United States of America and wish them a pleasurable and productive stay in our community.

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

**In the Matter of  
Make No Request for a Hearing Related to  
Application for Transfer of Liquor License for  
Rhoads Garden Center Inc. & Greenhouse &  
Patio, located in Circleville Township:**

**TUESDAY, JULY 10, 2018**  
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**PICKAWAY COUNTY, OHIO**

The Commissioners reviewed the application for a transfer of liquor license received from the Ohio Division of Liquor Control for Rhoads Garden Center Inc. and Greenhouse and Patio, located in Circleville Township.

Following the review, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson to make no request for a hearing related to the following:

Liquor Permit #7330445:

Rhoads Garden Center Inc.  
And Greenhouse and Patio  
1051 State Route 56 East  
Circleville Township  
Circleville, Ohio 43113

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

**In the Matter of  
Executive Session:**

At 9:40 a.m., Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to enter into Executive Session pursuant to ORC §121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation, etc., of a Commissioners' office employee.

Roll call vote on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

At 10:00 a.m., the Commissioners exited Executive Session and Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to resume Regular Session.

Roll call vote on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

No action taken.

**In the Matter of  
Relocation of a Rock Split Easement:**

Charlie and Donna Ogle of Caldwell Bankers, King Thompson Realty met with the Commissioner to discuss the relocation of a Split Rock easement. The easement modification requested is for the purpose of relocating a 20 feet wide drainage easement in The Woods at Split Rock to enlarge a connecting parcel for building purposes.

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the relocation of the 20-foot easement in The Woods at Split Rock.

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Henson, yes; Commissioner Wippel, yes. Voting No: None. Motion carried.

Attest: Angela Karr – Clerk

**TUESDAY, JULY 10, 2018**  
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**PICKAWAY COUNTY, OHIO**

**In the Matter of**  
**Fairgrounds Revitalization Discussions:**

- The Commissioners discussed the Fairgrounds project, animal pens and building materials. The material for the buildings will start to be delivered in October and assembling of the buildings shall start immediately. Corna-Kokosing is reviewing contractor bids submitted for the construction of the Fairgrounds project and plan to award contracts soon. A meeting needs to be scheduled to discuss and start the plans for amphitheater design. Mr. Lutz informed the Commissioner that the Fair Board has found a company to rent cameras from that can be utilized for time lapse video recording of the renovation progress.

**In the Matter of**  
**Report Provided by Brad Lutz, County Administrator:**

The following is a summary of the report provided by Brad Lutz, County Administrator:

- Scott Gerling is leaving Infolink, the County's Information Technology provider, and Ben Rule intends to fill the position until Infolink finds a new replacement.
- ES&S voting system demonstration is scheduled for July 26<sup>th</sup> at 2:00 p.m at the Board of Elections Office.
- In regards to the County's sales tax resolution converting the emergency sales tax to a permanent sales tax, the county will have to provide records from the Department of Taxation that support the resolution as part of the information needed to support the fairgrounds financing project.
- Mr. Lutz distributed budget prediction spreadsheets to the Commissioners for review. The 2018 original budget was \$16,952,903.32 and the Commissioners have appropriated \$17,968,321.06 so far this year with projected expenses of \$17,188,582.29 at the end of the year. The county revenue has an increased due to the rise of sales tax, inspection fees, depository investments and conveyance fees. The rise in appropriations and expenses were expected with the work on projects previously approved, such as the Fairgrounds and CRC Building renovations. Funds from the capital improvement fund have been and will continue to be re-invested into Pickaway county and county projects.
- The Sheriff's Office new communication room is proceeding, and Mr. Lutz and Dave Conrad have met with Lt. Rhoades to discuss the status of completion. The room renovations are complete, and the Sheriff's Office is waiting on the communications radios and computers at this time. The project should be complete by fall of 2018.
- In regards to countywide communications, there have been communication issues between the City and County agencies, such as the township fire departments. The City of Circleville is on a different tier arrangement with the state radio system MARCS versus the County and other local fire and police agencies. This creates a complication for communication between the public safety organizations as the talk groups that the City communicates on are not open to the other County agencies or not being transmitted on the same towers. Mr. Lutz met with Terry Frazier, City Safety Director to address the issues with radio communication, since the City of Circleville has moved to a different tier arrangement with MARCS, to determine if there is a way to ensure that the County entities are able to communicate with the City as necessary for public safety.

**In the Matter of**  
**2018 Tax Budget Public Hearing and Adoption of**  
**Pickaway County General Fund and Non-General Fund:**

The Commissioners reviewed the 2018 General Fund and Non-General Fund/Special Revenue Tax Budget as prepared by Brad Lutz, County Administrator, based on submittals by county elected officials and department heads.

Following the review, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to tentatively approve the 2018 General Fund and Non-General Fund/Special Revenue Tax Budget.

Voting on the motion was as follows: Commissioner Henson, yes; Commissioner Stewart, yes; Commissioner Wippel, yes. Voting No: None. Motion carried.

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**TUESDAY, JULY 10, 2018**  
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**PICKAWAY COUNTY, OHIO**

The Public hearing on the said budget is scheduled to be held in the Commissioners' office on Tuesday, July 17, 2018, at 11:00 a.m.

Publication date: July 13, 2018

**In the Matter of**  
**2% Increase to General Fund**  
**Departmental Salary Line Items Approved:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve a 2% increase to the General Fund salary line items, effective with the beginning of the June 24, 2018 pay period. Elected officials and department heads will need to coordinate the increase in their employees' rate of pay with the payroll department in the county auditor's office and complete the requisite paperwork. As in years past, the 2% increase will be appropriated at the end of the year as needed.

Voting on the on the motion was as follows: Commissioner Henson, yes; Commissioner Stewart, yes; Commissioner Wippel, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

**In the Matter of**  
**Increase to General Fund**  
**Commissioners Salary Line Items Approved:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve a \$4,000 increase to the General Fund Commissioners salary line item, effective with the beginning of the June 24, 2018 pay period.

Voting on the on the motion was as follows: Commissioner Henson, yes; Commissioner Stewart, yes; Commissioner Wippel, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

**In the Matter of**  
**Weekly Dog Warden Report:**

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending July 7, 2018.

A total of \$423 was reported being collected as follows: \$40 in adoptions; \$18 in boarding revenue; \$90 in dog licenses; \$60 in dog license late penalties; \$100 in private donations; \$75 in redemptions and \$40 in transfer out.

Nine (9) stray dogs were processed in; one (1) dog was adopted.

With there being no further business brought before the Board, Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to adjourn.

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Jay H. Wippel, President

Harold R. Henson, Vice President

Brian S. Stewart, Commissioner

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