

**TUESDAY, MARCH 5, 2019**  
**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, March 5, 2019, with the following members present: Mr. Brian S. Stewart, Mr. Jay H. Wippel, and Mr. Harold R. Henson. April Dengler, 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 February 26, 2019, 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**  
**Report Provided by Darrin Flick:**

The following is a summary of the report provided by Darrin Flick, EMA Director & Pickaway County 911 Coordinator.

- The Emergency Operations Center (EOC) is holding a design meeting with IT and Maintenance. Designs are coming along for the EOC and once FEMA approval is obtained, work will begin.
- Pickaway County EMA hosted the Pickaway County Terrorism Advisory Committee (TAC) February 27, 2019. A new committee will be formed to collaborate on homeland security issues. The meeting was a success and they will begin to hold quarterly meeting.
- Tom Swisher, the new Deputy EMA Director started Monday March 4, 2019.
- The Sheriff's Office is moving forward with purchasing the metal detector for the courthouse.
- The Ohio EMA staff assist visit is scheduled for later today. The visit is to walk through grant reporting procedures so that the County follows in compliance with state and federal grant requirements.

**In the Matter of**  
**Deputy County Administrator Report:**

The following is a summary of the report provided by Marc Rogols, Deputy County Administrator:

- Last Tuesday Mr. Rogols attended the Pickaway County General Health District Staff Retreat for a public records and retention training. An individual from the office is required to complete training and receive certification every four years.
- Tom Swisher, Deputy EMA Director and Brian Carter, Park Operations Manager both start their positions today.
- There were two slip and falls reported, one being a member of public and the other a Pickaway County Sheriff's Office employee. Neither was a Bureau of Workers Comp claim.
- Mr. Rogols recently received his Govedeals.com login and is working on getting numerous items posted for auction.
- Health and Safety Committee is having a "Healthy Selfie" contest. The deadline for submissions is Friday, March 8, 2019. Thrive on and Franklin Co is sending out information about health incentives. Incentives are delayed until April 1, 2019 while contract negotiations are underway.
- The second open house for the Pickaway Street properties is set for Thursday, March 7, 2019.

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

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution:

**TUESDAY, MARCH 5, 2019  
OFFICE OF THE BOARD OF COMMISSIONERS  
PICKAWAY COUNTY, OHIO**

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 March 6, 2019, 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 \$253,553.85 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 Harold Henson, to approve the following requests for the APPROPRIATION OF FUNDS:

**\$21,500.00 – 101.1105.5703 – Contingencies – Auditor**

**\$28,750.00 – 101.1105.5703 – Contingencies (2<sup>nd</sup> Half) – Commissioners**

**\$10,000.00 – 101.1105.5703 – Contingencies (2<sup>nd</sup> Half) -Sheriff**

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  
Transfer and Re-appropriation of Funds Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for the TRANSFER AND REAPPROPRIATION OF FUNDS:

**\$10,000.00 – 501.6915.5300 – General Sewer Material Supplies – Sanitary Engineer  
TO**

**501-6915.5401 – Contract Services – Sanitary Engineer**

**\$10,000.00 – 101.1105.5703 – Contingencies – Sheriff  
TO**

**101.2083.5430 – Training – Sheriff**

**\$4,000.00 – 101.1105.5703 – Contingencies – Auditor  
TO**

**101.1206.5401 – Contract Services Leases – Auditor**

**\$4,000.00 – 101.1105.5703 – Contingencies – Auditor  
TO**

**101.1206.5501 – Equipment – Auditor**

**\$1,000.00 – 101.1105.5703 – Contingencies – Auditor  
TO**

**101.1206.5403 – Travel and Expenses – Auditor**

**\$12,000.00 – 101.1105.5703 – Contingencies – Auditor**

**TUESDAY, MARCH 5, 2019  
OFFICE OF THE BOARD OF COMMISSIONERS  
PICKAWAY COUNTY, OHIO**

**TO  
101.1206.5301 – Supplies – Auditor**

**\$500.00 – 101.1105.5703 – Contingencies – Auditor**

**TO  
101.1206.5901 – Other Expenses – Auditor**

**\$11,000.00 – 101.1206.5419 – County Shares – Auditor**

**TO  
101.1206.5301 – Supplies – Auditor**

**\$28,750.00 – 101.1105.5703 – Contingencies – Commissioners**

**TO  
101.2005.5401 – Coroner Contract Services – 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  
Cash Advance Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for the CASH ADVANCE:

**\$25,000.00 – 101.1105.5801 – Advances Out- E911 -Commissioners  
TO  
235.0000.4910 – Advances In- E911 - 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  
New Line Item Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for the NEW LINE ITEM:

**235.0000.4910 – Advances In – E911 – Commissioners  
  
101.1206.5401 – Appeals Court Judge Budget - Contract Services – Auditor  
  
101.1206.5403 – Appeals Court Judge Budget -Travel and Expenses – Auditor  
  
101.1206.5501 – Appeals Court Judge Budget – Equipment - Auditor**

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

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**TUESDAY, MARCH 5, 2019**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

**In the Matter of**  
**County Engineer Department request to**  
**Advertise for Bids for Structure Replacement of**  
**Project WAL-C032-3.97 on Ashville Fairfield Road over Lick Run:**

Anthony Neff, Deputy County Engineer, submitted a written request for authorization to advertise to receive bids for structure replacement project titled WAL-C032-3.97 on Ashville Fairfield Road over Lick Run. The Engineer's estimate for the superstructure replacement project is estimated at \$191,462.25.

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve and grant authorization to advertise to receive bids for the structure replacement of project WAL-C032-3.97 on Ashville Fairfield Road over Lick Run.

Voting 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**  
**Travel Authorizations Approved**  
**For Job & Family Services Employees:**

The Commissioners reviewed and signed the Out-of-County Travel Authorization for numerous Job & Family Services employees to attend various meetings, training sessions, and to conduct home visitations throughout the month of March 2019, at the total probable cost \$1,768.50.

**In the Matter of**  
**Pickaway County's Designee to the**  
**Central Ohio Advisory Council:**

During business conducted while in session, Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart to appoint Holly Cottrill, Director of the Pickaway Senior Center, as Pickaway County's designee on the Central Ohio Advisory Council on Aging.

Voting 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**  
**County Administrator Report:**

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

- WDC Group: The bid documents and ads are set for the bid opening scheduled for April 2, 2019 at 2:00 p.m. for the Memorial Hall Window project.
- IT has set up Mike Hess, The Fourth District Court of Appeals Office. They will utilize the county phone system. Demo is finished, drywall to be completed on Friday and carpet to be installed by Chillicothe Carpet on Tuesday.
- Mrs. Dengler gave Joint Solid Waste and Park District a tour of the Service Center for their potential new office location. No modification will be need to the office other than carpet cleaned, the walls painted and concrete polished in the reception areas after removal of carpet. They could be moved in by May 1<sup>st</sup>.
- Mrs. Dengler is getting building plans to provide to OUS Extension for a tour.
- Board of Elections: They need secure space for the new machines coming in June for training. The training will consist of 15 people for around 3-4 days. The Commissioners will look into the using the Service Center for the training. The current machines will need to be kept for 60 days for odd year elections, they can send out 30 machines in the City for the May election.

**TUESDAY, MARCH 5, 2019**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

- Mowing contracts: The current contract can be extended for 2019. The Commissioners approve to keep the current contracts and with Mike's Landscaping and Outdoor Butler for 2019.
- Robert Adkins has been meeting with Lieutenant Rhoades for the servers for the Sheriff's Office. The meeting seems to be going well and coming up with the best solution for the Sheriff's Office.
- Mrs. Dengler spoke with Andy Cupp of Hummel and Plum Insurance and Mr. Cupp advised to have the Sheriff's Office complete an incident report regarding when the problem occurred with the sewer line. Mr. Cupp will submit to CORSA for review.
- Darrin Flick provided an email that Pickaway County is E911 compliant.
- Mrs. Dengler presented the proclamation to Elaine Miller for her retirement from the Pickaway County General Health District. Mrs. Miller thanked the Commissioners. Mrs. Dengler met Nasandra Wright, the new Health Commissioner, and she would like to come in to introduce herself to the Commissioners in the upcoming weeks.
- Joy Ewing is pleased with the placing of the signage at the CRC Building and the signs should be installed this weekend.

**In the Matter of**  
**Resolution Approving the Expedited Type 2 Annexation Petition for the**  
**Annexation of 34.026 Acres +/- in Scioto Township into the Village of Commercial Point –**  
**Scioto Holding Company, Petitioner:**

During business conducted while in session, the commissioners held a meeting and reviewed the Expedited Type 2 Annexation petition filed in their office on January 25, 2019, for the annexation of 28.331 +/- acres of Scioto Township into the Village of Commercial Point. Craig Moncrief, of Plank Law Firm, is the agent for the petitioners, Keavin R. Hill, Trustee, 8901 State Route 762, Orient, Ohio 43146. The meeting was attended by Don Plank, agent for the petitioner, with Plank Law Firm;

With no annexation agreement or cooperative economic development agreement filed with the Expedited Type 2 Annexation petition, the territory to be annexed may not, at any time, be withdrawn or excluded from the township pursuant to ORC 503.07. The annexed land thus remains subject to the township's real property taxes.

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution:

**Resolution No: PC-020519-1**

WHEREAS, an Expedited Type 2 Annexation petition that met all of the engineering and legal requirements was properly filed in the Pickaway County Board of Commissioners' office on or about January 25, 2019, for the annexation of 28.331 +/- acres of Scioto Township to be annexed into the Village of Commercial Point; and,

WHEREAS, the person who signed the petition, Keavin R. Hill, as Trustee and Sole Shareholder of Keavin R. Hill Revocable Trust, 8901 State Route 762, Orient, Ohio 43146, such company is the owner of the property to be annexed; and,

WHEREAS, the petition contains the signatures of all of the property owners in the territory to be annexed; and,

WHEREAS, the territory to be annexed does not exceed 500 acres; and,

WHEREAS, the territory to be annexed share a common boundary with the municipality for a continuous length of at least 5% of the perimeter of the territory to be annexed; and,

WHEREAS, the annexation will not create an unincorporated area of the township that is completely surrounded by the territory to be annexed; and,

WHEREAS, the Village of Commercial Point Council adopted a Resolution on February 4, 2019 that was received by the Pickaway County Board of Commissioners' office on February 14, 2019, adopting the statement of municipal services it will provide to the territory to be annexed; and,

**TUESDAY, MARCH 5, 2019**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

WHEREAS, no street or highway will be divided by the boundary between the municipality and township so as to create a road maintenance problem; then,

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby approves the Expedited Type 2 Annexation of 28.331 +/- acres of Scioto Township into the Village of Commercial Point, Pickaway County, Ohio, filed by Craig Moncrief, Plank Law Firm, on behalf of petitioner Keavin R. Hill, Trustee of Keavin R. Hill Revocable Trust.

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

*~Certification~*

I, Angela Karr, Clerk to the Pickaway County Board of Commissioners, hereby certify that this is a true and accurate record of the proceedings of the board and may be found in Journal #65, pages dated March 5, 2019

Angela Karr

**In the Matter of**  
**Petition from S&G Commercial Point, Ltd. for**  
**Annexation to The Village of Commercial Point:**

On March 4, 2019, a petition for the proposed expedited type II annexation of 57.16 +/- acres of Scioto Township, petitioned by property owner S&G Commercial Pint, Ltd, Michael Edward Struckman, Trustee, was filed in the Pickaway County Board of Commissioners' office by Thomas L. Hart, Agent for Issac, Wiles, Burkholder & Teetor, 2 Miranova Place, Suite 700, Columbus, Ohio 43215, Petitioner.

The Clerk to the Board of Commissioners has hereby set the hearing date and time for the proposed annexation for **Tuesday, April 9, 2019 at 10:00 a.m., located in the Pickaway County Board of Commissioners' office, 139 West Franklin Street, Circleville, Ohio 43113.**

Attest: Angela Karr, Clerk

**In the Matter of**  
**Appointment of Tiffany Twining, Pickaway County Community Action**  
**To the Area-20 Workforce Development Board:**

Joy Ewing, Pickaway County Job & Family Services Director, asked for the appointment of Tiffany Twining, Pickaway County Community Action to the Are-20 Workforce Development Board for the term commencing, March 5, 2019. Commissioner Henson offered the motion, seconded by Commissioner Stewart, to adopt the following Resolution:

**Resolution No.: PC-020519-2**

WHEREAS, the Board of Commissioners adopted a resolution on April 7, 2015, approving the Request for Automatic Designation under the Workforce Innovation and Opportunity Act governing the operation of the Ross, Pickaway, Fairfield, Hocking, and Vinton Workforce Development Area-20; and

WHEREAS, the Intergovernmental Agreement requires the Boards of Commissioners of the five counties to appoint a Workforce Development Board (WDB) to establish by-laws and develop a system of rules for conducting WDB affairs that is efficient and promotes the principals of the Workforce Innovation and Opportunity Act within Area-20;

**TUESDAY, MARCH 5, 2019**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

THEREFORE BE IT RESOLVED that the following individuals are appointed on behalf of Pickaway County to the Area-20 Workforce Investment Board for the following terms, commencing, March 5, 2019:

**Tiffany Twining – Pickaway County Community Action, term to expire June 30, 2019**

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Amended Agreement for SFY2019 Local Workforce**  
**Development Area Memorandum of Understanding Signed:**

Joy Ewing, Director of the Pickaway County Job & Family Services, met with the commissioners to obtain their approval of the amended agreement of the original Memorandum of Understanding (MOU) for the Local Workforce Development Area 20. The original MOU agreement period was for SFY July 1, 2017 – June 30, 2019.

Following discussion, Commissioner Stewart offered the motion, seconded by Commissioner Henson, to approve the Amended Agreement for 2017-2019 Memorandum of Understanding (MOU) for Local Area 20/21 Workforce Development System.

Voting 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**  
**Pickaway County Developmental Disabilities and**  
**Pickaway County Agricultural and Event Center Contract:**

Mike Pelcic, Pickaway County Developmental Disabilities, met with the Commissioners to discuss questions the PCBDD Board and completion of the Pickaway County Agricultural and Event Center project. The PCBDD Board wants to see the agreed upon project for the developmental disabled to be complete for the 2019 Fair and the Commissioner Stewart went on to ask, if the project is 98.9% complete and only a changing station, for example, is not installed for the 2019 Fair, but will be installed for the following fairs, is this a problem with the PCBDD Board? Mr. Pelcic expressed that it may be an issue and that the PCBDD Board is aware that the funds will not be requested until the project is complete. Commissioner Henson explained that the handicap parking is the front spaces, therefore, the entire parking lot is structured after those spaces and they should be completed. The camping spots are already there, paving is needed at the designated spots and roads. The Commissioners stressed to Mr. Pelcic to schedule a time to have the PCBDD Board take a tour of the facility to help settle their concerns. Commissioner Stewart asked if the Board would be alright with the project if parts may be completed a week after the fair, the Commissioners are fronting the funds and they would not want the Board to back out of their decision to donate funds if not completed by the 2019 Fair opening, leaving the Commissioners on the hook for the work when they are anticipating on the PCBDD Board donation to the project. The County will not bill PCBDD until the project is completed per the agreed upon contract. Mr. Pelcic will present the modifications to the PCBDD Board for clarification and get potential dates to take a tour of the facility. Commissioner Wippel clarified what Mr. Pelcic would like on the signs at the Pickaway County Agricultural and Event Center and Mr. Pelcic would like for it to say, "Pickaway County Developmental Disabilities". Mr. Pelcic expressed that the Board is thankful, and they will discuss at their next meeting.

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

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending March 2, 2019.

**TUESDAY, MARCH 5, 2019  
OFFICE OF THE BOARD OF COMMISSIONERS  
PICKAWAY COUNTY, OHIO**

A total of \$1,170 was reported being collected as follows: \$200 in adoption fees; \$12 in boarding revenue; \$345 in dog licenses; \$255 in dog license late penalty; \$75 in kennel license fees; \$75 in late kennel license fees; \$9 in additional kennel license fees; \$9 in late additional kennel licenses; \$40 in owner turn-in euthanasia; \$100 in private donations; and \$50 in redemptions.

Two (2) stray dog were processed in; five (5) dogs were adopted.

With there being no further business brought before the Board, Commissioner Wippel offered the motion, seconded by Commissioner Henson, 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  
BOARD OF COUNTY COMMISSIONERS  
PICKAWAY COUNTY, OHIO

Attest: Angela Karr, Clerk