

TUESDAY, APRIL 12, 2016
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, April 12, 2016, with the following members present: Mr. Harold R. Henson, Mr. Brian S. Stewart, and Mr. Jay H. Wippel. Brad Lutz, County Administrator, was also in attendance. Mike Struckman, Scioto Township Trustee, was present for a portion of the morning session.

In the Matter of
Minutes Approved:

Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to approve the minutes from April 5, 2016, with corrections.

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

Attest: Patricia Webb, Clerk

In the Matter of
Payment of Bills:

Commissioner Stewart offered the motion, seconded by Commissioner 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 April 13, 2016, 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 334,852.55 on the County Treasurer to satisfy the same.

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

Attest: Patricia Webb, Clerk

In the Matter of
Letter of Resignation Received from Dorcas Morrow of
The Pickaway County Building Department:

Dorcas Morrow, full-time Building Permit Technician, met with the commissioners to submit her letter of resignation, effective April 22, 2016. The letter stated that it has been her pleasure to serve the citizens of Pickaway County in the Building Department since March of 2009, thanked the commissioners for the opportunities she has been provided, and wished only the best for the department and its employees as they go forward. Each of the commissioners thanked Mrs. Morrow for her years of service and wished her the best.

In the Matter of
Meeting in Executive Session:

At 9:14 a.m., Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to enter into Executive Session pursuant to ORC §121.22 (G) (1) to discuss the possible hiring of a Pickaway County

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Board of Commissioners' employee with Geoffrey Davis, Pickaway County Building Inspector/Interim Chief Building Official, in attendance in addition to the county administrator, assistant county administrator, and clerk.

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

Attest: Patricia Webb, Clerk

At 9:25 a.m., the commissioners exited Executive Session and Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to resume Regular Session.

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

Attest: Patricia Webb, Clerk

In the Matter of
Action Taken Following Executive Session:

Upon resuming Regular Session, Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to advertise for the full-time position of Building Permit Technician in the Pickaway County Building Department, at the rate of \$15.00 per hour.

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

Attest: Patricia Webb, Clerk

In the Matter of
Letter of Resignation
From Dorcas Morrow Accepted:

Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to accept the letter of resignation from Dorcas Morrow, full-time Building Permit Technician in the Pickaway County Building Department, effective April 22, 2016.

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

Attest: Patricia Webb, Clerk

In the Matter of
Report Provided by Dustin Hube:

Dustin Hube, Fiscal Specialist/Part-time EMA Planner, presented an Agreement for Use of Pickaway County Property from Box 65 requesting the use of the front of the courthouse on June 11, 2016, from 6:30 a.m. to 5:00 p.m., for a car/bike show fundraising event.

Following a review of the request, Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to approve the request and authorized Commissioner Henson to sign the agreement.

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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Attest: Patricia Webb, Clerk

- Mr. Hube reminded the commissioners that he will be attending the Incident Command System (ICS) training that will be held in Columbus next week from April 19th to 22nd.
- Mr. Conrad and Mr. Hube will be attending a pipeline safety meeting hosted by local pipeline and gas distribution companies that is scheduled to be held later in the day, at 5:30 p.m., at the AMVETS on Tarlton Road.

In the Matter of
Report Provided by Erica Tucker:

The following is a summary of the report provided by Erica Tucker, RPHF Joint Solid Waste District Administrative Assistant/Special Projects Assistant:

- Mrs. Tucker and Tom Davis, RPHF Coordinator, are preparing for the RPHF Board of Director's meeting scheduled for May 9th, and the district's budget will be reviewed.
- A meeting with RPHF Recycling Outreach Specialists was held last week. The annual recycling surveys from various businesses beginning are beginning to come in.
- Jarred Konkle, who was recently hired to empty desk-side recycling bins, will be receiving assistance this week from PCBDD staff in getting acclimated with his responsibilities.

In the Matter of
Report Provided by April Dengler:

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

- The volunteer that was bitten by a Basset Hound at the dog shelter expressed her opinion that she does not want to see the dog put down; however, Marc Rogols, Dog Warden, said it is a policy of the dog shelter that if a dog demonstrates aggressive behavior it is to be euthanized. This is expected to occur on Wednesday of this week, following the mandatory 10-day quarantine of the dog. The commissioners support Mr. Rogol's enforcement of the policy.
- Last week the tin ceiling in the Soldier's Monumental Association (SMA) Military Museum in Memorial Hall fell from what appears to be caused by a roof leak, causing an extensive amount of debris; however, at this point the members of SMA do not believe any of the military artifacts were damaged. CORSA, the county's liability insurance provider has been contacted and the clean-up process is to be done methodically and documented in detail. Per instructions from the CORSA representative, any sections of the tin ceiling that is salvageable is to be saved and should attempted to be reused for historical value. Subsequent to that occurrence, two new significant leaks in the roof of the structure have occurred, again in the SMA area and the other in a closet that is in the YMCA dance studio area on the main level of the building. It is suspected that the roof on the building was damaged during recent high wind events causing the new leaks.
- Mrs. Dengler will be attending the Pickaway County Health & Safety Committee meeting on Wednesday, April 13th, and she will be attending the Franklin County Healthcare Benefits Retreat with Mr. Lutz on Friday morning, April 15th, in Columbus.

In the Matter of
First Quarter of 2016 Casino Revenue Allocation:

Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to allocate the January, February, March 2016, Casino Revenue in the following manner:

7,128 to 401.0000.4575 – Capital Improvements

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171,061.52 to 101.0000.4575 – General Fund

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

Attest: Patricia Webb, Clerk

**In the Matter of
Travel Authorization Approved for
Job & Family Services Employees:**

The commissioners signed a Travel Authorization for numerous Job & Family Services employees to attend various training sessions and to perform home visits throughout the month of April 2016, at the total probable cost of \$1,832.38. Also signed was an addendum to the March 2016 Travel Authorization in the amount of \$19.32 for an employee's attendance at a WIA meeting in Lancaster on March 31st.

**In the Matter of
Satisfaction of Mortgages Signed for
Michael B. Leslie and Teresa R. Sheets Leslie
Recipients of Community Housing Improvement Program Grant Funds:**

The commissioners' office received a check in the amount of \$1,717 satisfying the county's lien on the property owned by Michael B. Leslie and Teresa R. Sheets Leslie, 5057 Lee Road, Ashville. Also received was a check in the amount of \$2,793.20 for home rehabilitation assistance for property. The two amounts represent 20% of the total amount of grant funds the Leslies, low-to-moderate income first-time homebuyers, received through the Community Housing Improvement Program (CHIP) grant in 2004. The remaining 80% of the grant proceeds were placed on a 10-year self-declining grant/loan, which expired in 2014. The property was recently sold, which requires the county's liens to be satisfied. The funds will be deposited into the Housing Revolving Loan Fund (RLF) Program Income fund and will be used for expenses that meet the CHIP program guidelines.

Commissioner Wippel offered the motion, seconded by Commissioner Stewart, authorizing Commissioner Henson, to sign the *Satisfaction of Mortgages* releasing the county's two liens on the above referenced property, which will be submitted to the county's recorder's office.

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

Attest: Patricia Webb, Clerk

**In the Matter of
Resolution Adopted for *Ralph C. Starkey Community Action Day*:**

In regards to the upcoming annual Ralph C. Starkey Community Action Day event, Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to adopt the following Resolution that will be presented to students at the Ohio Christian University by Commissioner Henson during the event's kickoff, scheduled to take place on Thursday, April 14th, at 8:15 a.m.:

Resolution No.: PC-041216-1

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

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WHEREAS, young adults are an asset to our community and many of them participate in the annual Ralph C. Starkey Community Action Day event; and,

WHEREAS, their direct involvement in the lives of others during this event not only benefits the recipient, but also educates the public, media, and policy makers about the positive impact young adults make in their communities; and,

WHEREAS, while the event highlights these amazing contributions, it also honors Mr. Ralph C. Starkey for his devotion to young people he exhibited throughout his life in addition to the countless hours he volunteered to the community, most significantly for his diligent efforts in making the Mary Virginia Crites Hannan Community Park a reality; then,

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners hereby thank the young adults in our community for participating in this event and hereby proclaim

Thursday, April 14, 2016
as
RALPH C. STARKEY COMMUNITY ACTION DAY
in
Pickaway County, Ohio

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

Attest: Patricia Webb, Clerk

**In the Matter of
Resolution Adopted for Berger Health System Volunteer Day:**

National Volunteer Week is April 10th – 16th, and Berger Health System (BHS) is holding its annual *Volunteer Day* luncheon to show its appreciation to the more than 270 individuals who volunteer their time for the benefit of others through the various services provided by BHS. In recognizing these outstanding individuals, Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to adopt the following Resolution, which will be presented by Commissioner Henson at Berger Health System's annual volunteer luncheon scheduled to be held on Friday, at 12:00 noon:

Resolution No.: PC-041216-2

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

WHEREAS, April 10 through April 16, 2016, is National Volunteer Week; and,

WHEREAS, National Volunteer Week is not only about inspiring people to volunteer their services, but also provides the opportunity to thank individuals who engage in their community by unselfishly volunteering their time to benefit others; and,

WHEREAS, Berger Health System and the entire community are extremely fortunate to have more than 240 individuals who generously volunteer over thousands of hours of their time collectively each year at the hospital, in its gift shop, with the Circle of Caring, Berger Hospice, Friends of Berger, and the Free Clinic of Pickaway County; and,

WHEREAS, the care and support these volunteers provide to others is unmeasurable and does not go unnoticed or under-appreciated; then,

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THEREFORE BE IT RESOLVED that the Pickaway County Commissioners are honored to recognize the outstanding character and compassion that each of the volunteers affiliated with Berger Health System continuously demonstrate and hereby declare:

***Friday, April 15, 2016
as
Berger Health System Volunteer Day
in
Pickaway County, Ohio***

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

Attest: Patricia Webb, Clerk

**In the Matter of
Letter of Support to AEP Ohio Local Economic
Advancement Program for P3 Economic Development Office:**

Commissioner Stewart offered the motion, seconded by Commissioner Wippel, for the board to sign a support letter to on behalf of the Pickaway Progress Partnership (P³) office regarding its application to the American Electric Power (AEP) Ohio Local Economic Advancement Program (LEAP) Application Review Committee. The letter states that as the designated economic development agency for all of Pickaway County and its municipalities, the P3 office is relied upon heavily in the county's economic development efforts and the grant will assist in P³'s marketing efforts.

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

Attest: Patricia Webb, Clerk

**In the Matter of
Report Provided by Brad Lutz:**

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

- The Power Point presentation was discussed that the commissioners will be providing to the Leadership Pickaway class on Friday, April 22nd, at 9:30 a.m. in Court Magistrate Peters' courtroom.
- The proposal was reviewed that was received from Palmer Energy, which partners with the County Commissioners Association of Ohio (CCAO) Service Corporation in providing energy cost savings to CCAO members. The best offer to lock in rates for an electric supplier for a 12-month period was \$0.04520/kWh; \$0.04760/kWh for a 24-month period; and \$0.04900/kWh for a 36-month period. After obtaining some additional information related to the matter, it was determined that the commissioners will review the proposal more thoroughly for consideration later in the day.
- A CHIP grant budget comparison was provided by the City of Circleville Grant Department for the FY2015 program. The report provides the amount of grant funds spent on projects within the City of Circleville, and the amount of grant funds that have been spent on projects in the county. The report did not reflect individual project amounts; however, Mr. Lutz stated that he could request that information.
- The annual CORSA premium allocation breakdown totaling \$208,239 was provided for the commissioners' review. The county current carries a total limit for liability of \$6 million and if there is a desire to increase that amount to \$7 million, it would cost an additional \$957 per year, with a \$10 million in total limit liability cap.

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**In the Matter of
Meeting with Shawn Baer, Circleville Police Chief, and
Brad Jacobs, Circleville Safety Director, Regarding Request for E911
Funds for Updates and Repairs Made to the City of Circleville 911
Dispatch Center/Public Safety Answering Point:**

Circleville City Police Chief Shawn Baer, and Circleville Safety Director, Brad Jacobs, met with the commissioners regarding the cost of the upgrades and repairs totaling nearly \$50,000 that were required and made to the Circleville 911 Dispatching Center/Public Safety Answering Point (PSAP) last month. Dustin Hube, part-time EMA Planner, was also in attendance.

In addition to the initial approximate \$50,000 already expended, the city is required to pay \$35,000 a year for the next four years for upgrades and an annual maintenance agreement. Chief Baer said that since the upgrades and repairs were made, the system is now operating very well. Chief Baer referenced a meeting that was held after the failure that he attended last year with Circleville Mayor Don McIlroy, Commissioner Stewart, and Mr. Lutz. Chief Baer stated that the system experienced issues because it had not been upgraded since 2008 and needed repairs, similar to the problem the Pickaway County Sheriff's Office (PCSO) experienced in 2013. During that meeting, the mayor had requested E911 funds from the county to help with the cost of the upgrades and repairs, and Chief Baer stated that the meeting concluded with there were no funds available that could be used to help with the request. He said since the city provides assistance to county residents, he was asked by the mayor to come back and inquire again on whether there was any type of funding that could be provided toward the expense. Chief Baer stated that the city went with the SaaS Hosted Solution through EmergiTech due to the talks about that being a preference should there ultimately be a combined county/city PSAP [as proposed by the commissioners last year]. He added that the SaaS Hosted Solution would be a benefit if the consolidation would occur. The chief said that the city maintained all of the original EmergiTech records for Pickaway County, which are now housed in Dublin, Ohio, and almost all of that data related to townships and villages has been entered into the system.

Chief Baer said he is aware that there is a technical side to expenditures that can be made from the E911 funds that the county receives, which he stated he was not totally familiar with, but if there was any type of assistance the city could obtain it would be appreciated. Commissioner Stewart stated that this was part of the issue discussed in the meeting last year, and state law specifies that E911 funds can only be expended on PSAPs that accepts wireless calls and this is the reason the county receives the E911 funds, as all wireless calls made within the City of Circleville are handled by the county's PSAP and then transferred to the city's PSAP. When Commissioner Stewart inquired if the mayor had given an amount to ask for, Chief Baer said there was not a "target amount." Mr. Jacobs stated that though the wireless calls are accepted by the county PSAP and then routed from there to the city's PSAP, Circleville residents are also residents of Pickaway County and they are funding the E911 fund [via a monthly surcharge placed on all cell phones]. Chief Baer told the commissioners that he understood that they would need to further review and discuss the request that has been presented. When Commissioner Henson inquired as to the exact amount the city has paid and will need to pay for the next four years, Chief Baer said that he meant to bring the invoice with him and he could see that the commissioners' office receives a copy, but the city has paid just under \$50,000 and will be required to pay about \$35,000 a year for the next four years for upgrades with the annual maintenance fee factored in. He mentioned that this was where the city got into trouble because, though he was not sure why, payment for the annual maintenance fee discontinued in 2008.

After further discussion regarding the matter, the meeting concluded and Chief Baer invited the commissioners to visit the city's PSAP, and he and Mr. Jacobs thanked the commissioners for their time.

Note: Commissioner Stewart excused himself at this point in order to attend a funeral in Chillicothe, and Commissioners Henson and Wippel, along with Mr. Lutz, attended the Elected Officials Luncheon in the RPHF Joint Solid Waste District conference room located in the Pickaway County Annex.

**In the Matter of
Resolution in Support of Arnold Gabriel's
Agricultural Easement Purchase Program Application:**

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Arnold Gabriel, landowner in Pickaway Township, met with the commissioners to request their consideration of a resolution of support required for his application to the State of Ohio, Farmland Preservation Program, for the purchase of an agricultural easement on a 232.583 parcel of farmland he owns (parcel #J2400040010600). Also in attendance were Terry Frazier, Director of Development and Planning, and Al Altfater and Steve Goodwin, of Appalachia Ohio Alliance, the designated regional non-profit conservancy dedicated to the conservancy of land and water resources in central and southeastern Ohio, which prepare and submit the application to the state on Mr. Gabriel's behalf. Mr. Goodwin mentioned that the Pickaway Township Trustees have provided their resolution of support, which is also required.

An aerial GIS map of the parcel and surrounding farmland he owns was provided for the commissioners' review. If the application is successful, a perpetual agricultural easement would be placed on the parcel that would prohibit development on the land; however, the easement would not prohibit the expansion of agricultural operations or construction of agricultural structures such as barns. AOA would be responsible for monitoring the easement. Mr. Gabriel stated all members of his family are in favor of the application and he knows that his parents would be pleased to know the land would always be agriculturally preserved. If Mr. Gabriel's children may someday wish to build a home on the property, Mr. Goodwin stated that language allowing such could be included in the contract. He also mentioned that the Pickaway Township Trustees have provided their resolution of support for the application, which is also a requirement. When Mr. Frazier was asked about his opinion, he stated that it was a good project.

Following further discussion and obtaining addition information regarding Mr. Gabriel's request, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to adopt the following Resolution of Support:

Resolution No.: PC-041216-4

WHEREAS, on the 12th day of April 2016, the Pickaway County Board of Commissioners received a request from Arnold Gabriel for support of his application to the State of Ohio, Farmland Preservation Program, for the purchase of an agricultural easement through the Clean Ohio Agricultural Easement Purchase Program on 232.583 acres of his farm located at 28544 Kington Pike, Circleville, Ohio; and,

WHEREAS, the Pickaway County Commissioners have reviewed this request for support and determined that the nomination of the property for purchase of an agricultural easement is compatible with long-range goals of the local government regarding farmland preservation; then,

NOW, THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby support the application for an agricultural easement to the State of Ohio.

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

Attest: Patricia Webb, Clerk

Note: Commissioner Stewart returned and was present for the remainder of the afternoon session.

**In the Matter of
Pickaway County Commissioners
Decision on Vote at Upcoming District Advisory Council Meeting
Related to Pickaway County General Health District's Request for Annual Increase of \$47,500:**

The State of Ohio mandated that all general health districts attain accreditation from the Public Health Accreditation Board by July 1, 2020. As a result, early this year the Pickaway County General Health District hired an accreditation officer and subsequently asked for a \$47,500 annual increase from the District Advisory Council (DAC), to cover benefits and wages. Per ORC §3709.03, the DAC is comprised of members representing all townships and villages, and the City of Circleville, and the president of the

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board of county commissioners. With Commissioner Henson, President, unable to attend the DAC meeting later in the evening at 7:00 p.m., in the Pickaway County Service Center meeting room, it was determined Commissioner Stewart, Vice President, will be attending and voting on the matter based on the majority vote of the board.

In discussing the matter of the majority vote of the board of county commissioners, Commissioner Stewart stated that he has no issue with the health department having a budgetary carry-over and that he is not in a position to second guess the Board of Health's decision to approve wage increases. Other issues that have been voiced were regarding the accreditation officer who was hired by the health department in January of this year, before the increase was requested, and whether the position will still be needed after the health department is accredited. Commissioner Wippel stated that this was a matter that has not been spelled out.

Commissioner Stewart said that he is in favor of approving the increase; however, his vote at the DAC meeting will be based on the majority vote of the board of county commissioners to approve or disapprove the request. He stated that the health department should not be "penalized" for having a carryover (approximately \$180,000), and he trusts that the health department has done its due diligence in determining the increase request is justified. He also pointed out that the last increase from the DAC was 5% in 2011, and the health department made two requests for an increase since that time that have been denied. Commissioner Henson stated that he is in favor of the increase as he feels the board of commissioners should be in support of the health department. Commissioner Stewart also shared the Letter to the Editor from Dr. Vernon Bolender in the day's Circleville Herald.

After further discussion regarding the matter, Commissioner Stewart offered the motion, seconded by Commissioner Henson, for the board of county commissioners to vote "yes" for the health department's requested increase at the DAC meeting.

Voting on the motion was as follows: Commissioner Henson, yes; Commissioner Stewart, yes; Commissioner Wippel, yes. Voting No: Motion carried.

Attest: Patricia Webb, Clerk

In the Matter of
Approval to Accept Proposal from
County Commissioners Association of Ohio and
Palmer Energy Related to Supplier of Electric Service for
Pickaway County Facilities through American Electric Power:

Mr. Lutz and the commissioners revisited the proposal from the County Commissioners Association of Ohio (CCAO) Service Corporation and Palmer Energy, an authorized energy consultant, related to locking in a rate from electric supplier that is provided to county facilities through American Electric Power (AEP). The county was previously in an agreement with Volunteer Energy, another energy consultant, which has expired.

Palmer Energy issued a RFP to eight potential suppliers and provided a table broken down by term offerings and pricing comparisons. The best offer for a 12-month period was \$0.04520/kWh from Western Reserve; \$0.04760/kWh for a 24-month period from Dynege; and \$0.04900/kWh for a 36-month period from Dynege.

To differentiate between the various offers, Palmer Energy stated that it is useful to compare the savings projections when deciding which term to focus on. During periods when power price volatility could occur, it is important to secure the most practical price possible for the longest reasonable period of time to protect against shorter term increases in the wholesale power market.

After reviewing the term offerings and pricing comparison table, Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to lock into 36-month rate of \$0.04900/kWh provided by Dynege, which estimates a monthly savings of \$1,197.

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Voting on the motion was as follows: Commissioner Henson, yes; Commissioner Stewart, yes; Commissioner Wippel, yes. Voting No: Motion carried.

Attest: Patricia Webb, Clerk

**In the Matter of
Report Provided by Brad Lutz-Continued:**

The following is a summary of the continuance of the report provided by Mr. Lutz.

- It was reported that Bob Berquist, of Berqshire Consulting, informed him that the county needs to update its Comprehensive Analysis to Impediments of Fair Housing. The analysis is a requirement of the CDBG and CHIP grant programs and needs to be updated every five years. Terry Frazier prepared the last analysis in 2011; however, he is no longer serving in the capacity of overseeing the CDBG and CHIP grant programs. Mr. Berquist offered to perform the analysis update for a fee of \$4,000 that could come from the county's FY2017 CDBG Allocation grant amount; however, this would reduce the amount of grant funds that could be utilized by local eligible entities that apply to the commissioners' office for FY2017 CDBG Allocation funds. Mr. Lutz stated that the Ohio Development Services Agency, has been contacted to request permission to utilize the \$4,690.20 in Revolving Loan Program Income funds the county just received from the sale of the Leslie property to pay Mr. Berquist the \$4,000 he quoted to update the analysis. Another option considered was to have Erica Tucker, Special Projects Assistant, prepare the analysis with assistance from Mr. Frazier. No decision was made at this time as the matter will continue to be explored.
- Mr. Lutz informed the commissioners that there are currently two vacancies on the Pickaway County Chamber of Commerce Board of Directors.
- Highlights of the preconstruction meeting Mr. Lutz attended last week related to the Pickaway County Service Center Parking Lot project. The project is expected to commence the third week in May, weather permitting.

**In the Matter of
Contract Awards for
2016 County Engineer Road & Bridge Materials Unit Price Bids:**

In reference to the bid opening for the county engineer's road and bridge 2016 Materials Unit Price Bids held last Tuesday, April 12th, and upon the written recommendation of Chris Mullins, County Engineer, Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to award contracts to the following lowest bidders (Primary Contracts) listed below and award contracts to the following bidders (Alternate Contracts) for the various materials, too numerous to list. NOTE: Based on their submitted unit price amounts for each materials item, several bidders have been awarded/offered both primary and alternate contracts.

Primary Contracts

Melvin Stone Co.
Washington C.H., Ohio 43160

The Olen Corporation
Columbus, Ohio 43207-4080

Westfall Aggregate & Materials
Circleville, Ohio 43113

The Shelly Company
Thornville, Ohio 43076

Alternate Contracts

The Shelly Company
Thornville, Ohio 43076

Roese Brothers Paving, Inc.
Ashville, Ohio 43103

KMC Paving, Inc.
Circleville, Ohio 43113

Bituminous Pavement Systems
Columbus, Ohio 43223

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KMC Paving, Inc.
Circleville, Ohio 43113

Asphalt Materials, Inc.
Marietta, Ohio 45750

Marathon Petroleum Co.
North Bend, Ohio 45052

Kokosing Materials, Inc.
Fredericktown, Ohio 43019-0334

J & A Construction, Inc.
Greenville, Ohio 45331

Roese Brothers Paving, Inc
Ashville, Ohio 43013

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

Attest: Patricia Webb, Clerk

The itemized spreadsheet of all the materials respective unit prices is on file in the county commissioners' office and county engineer's office.

In the Matter of
Meeting with County Auditor
Regarding March 2016 Revenue & Expenditures Reports:

Melissa Betz, County Auditor, met with the commissioners to review the revenue and expenditure reports for period ending March 30, 2016. The General Fund balance at the end of the month was \$6,500,055.97, and the balance for the day was \$6,100,716.72. Mrs. Betz noted that there will be an increase in conveyance fees due to the Mt. Carmel Medical Building on Morris Road that recently sold for \$4.5 million.

Mrs. Betz reported that credit card/debit card skimmers have been found on gas pumps, mainly in southeast Ohio, and skimmers have been found on ATM machines at a truck stop near the outlet mall in Fayette County.

In the Matter of
Fund Transfer Approved:

Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to approve the following FUND TRANSFER request:

871.35 from 101.1105.5610 – Motor Vehicle-Interest
To
202.0000.4706 –Motor Vehicle-Interest

2,403.13 from 101.1105.5609 – ALGT-Interest
To
201.0000.4705 - ALGT-Interest

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**92.04 – Special Projects Assessment-Interest
To
901.0000.4707 – Special Projects Assessment-Interest**

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

Attest: Patricia Webb, Clerk

**In the Matter of
Appropriation Approved:**

Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to approve the following APPROPRIATION OF FUNDS request:

57,500 to 101.1105.5703 – Contingencies

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

Attest: Patricia Webb, Clerk

**In the Matter of
Transfer Approved:**

Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to approve the following request for the TRANSFER and RE-APPROPRIATION OF FUNDS:

**57,500 from 101.1105.5703 – Contingencies
To
101.1114.5901 – Data Processing**

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

Attest: Patricia Webb, Clerk

**In the Matter of
Approval of Expenditures as Contemplated by
AOS Bulletin 2003-005 and Attorney General's Opinion 82-006, as
Approved by the Pickaway County Commissioners are for Proper Public Purposes.**

Mr. Lutz spoke with the commissioners regarding matter that has been brought to his attention regarding the purchase of non-food items, such as styrofoam cups, paper plates, and napkins that are needed from occasionally for meetings; however, the Ohio Auditor of State Office requires a policy be put in place for the commissioners' office stating that the purchase of such items are for proper public purchases.

After a brief discussion regarding the matter, Commissioner Wippel offered the motion, seconded by Commissioner Stewart, that the Pickaway County Commissioners, per AOS Bulletin 2004-002, hereby approve expenditures as contemplated by AOS Bulletin 2003-005 and Attorney General's Opinion 82-006, as approved by the Pickaway County Commissioners, are for proper public purposes.

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

**TUESDAY, APRIL 12, 2016
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

Attest: Patricia Webb, Clerk

**In the Matter of
Contract Listing for the Pickaway County
Job & Family Services Department:**

Pursuant to the Pickaway County Board of Commissioners' Resolution of June 23, 2003, below is a list of new or amended agreements entered into, approved, and otherwise executed by the Pickaway County Department of job & Family Services (PCJFS). The list contains the name of the party or parties with whom the agreement has been made, the purpose of the agreement, the commencement date and termination date of the agreement, and the compensation specified by the agreement.

**PCJFS New or Amended Contracts
for Jan/Feb/March 2016**

Organization/Agency	Contract Purpose	Effective Date	Termination Date	Contract Value
A New Leaf	Child Specific Care Agreement	1/1/2016	6/30/2016	Exceptional Level of Care from \$71.75 to \$73.75
Circleville Herald	Advertising	4/1/2016	3/30/2017	\$12.18/column inch
Cornell Abraxas Group	Purchased Foster Home	4/1/2016	6/30/2017	Per diem Rate: Residential Maint. \$70.76/Admin \$5.24 Behavioral Maint. \$203.16/Admin \$11.84
Integrated Services of Appalachian Ohio	In Home Case Management	2/29/2016	6/30/2016	Not to exceed \$90,000
Jackson Transportation	TANF Transportation	3/2/2016	12/31/2016	\$2.25 per mile; not to exceed \$15,000.00
Jackson Transportation	NET Transportation	3/2/2016	12/31/2016	\$2.25 per mile; no maximum
Non-Profit Technologies	Maintenance Agreement for Gazelle and SwipeIT	1/1/2016	12/31/2016	\$3,048.67 per year
Pfile, Larry	Telephone System Maintenance	3/30/2016	3/30/2017	\$55.00/hour
Staff Source	Temporary Staffing Agency	1/19/2016	5/31/2016	Hourly rate change from \$11.70 to \$11.81/hour
Stahr, Shelah	Family Foster Home	1/31/2016	1/30/2018	Birth - 12 yrs \$18.00/day 13 to 18 years \$24.00/day
Taynor, Daniel and Diane	Family Foster Home	3/29/2016	3/20/2018	Birth - 12 yrs \$18.00/day 13 to 18 years \$24.00/day

Attest: _____
Patricia Webb, 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 April 9, 2016.

**TUESDAY, APRIL 12, 2016
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

A total of \$842 was reported being collected as follows: \$280 in adoption fees; \$42 in boarding revenue; \$255 dog licenses; \$90 in late dog license fees; \$40 in owner turn-ins; \$135 in redemptions.

Ten (10) stray dogs were processed in; seven (7) dogs were adopted; one (1) dog was euthanized.

No firearms were discharged.

With there being no further business brought before the Board, Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to adjourn. Voting on the motion was as follows: Commissioner Henson, yes; Commissioner Stewart, yes. Commissioner Wippel; yes. Voting No: None. Motion carried.

Harold R. Henson, President

Brian S. Stewart, Vice President

Jay H. Wippel, Commissioner
BOARD OF COUNTY COMMISSIONERS
PICKAWAY COUNTY, OHIO

Attest: Patricia Webb, Clerk