

TUESDAY, AUGUST 18, 2020
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, August 18, 2020, with the following members present: Mr. Harold R. Henson, Mr. Brian S. Stewart and Mr. Jay H. Wippel. 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 August 11, 2020, with corrections.

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
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 August 19, 2020, 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 \$665,519.17 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: Angela Karr, Clerk

**In the Matter of
Appropriation of Line Item:**

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

\$75.00 – 299.2006.5301 – Supplies Concealed Carry - Sheriff

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
Create Line Item:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests to CREATE LINE ITEMS:

112.2075.5301 – Supplies - SRD Westfall - Sheriff

TUESDAY, AUGUST 18, 2020
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

112.2075.430 – Training - SRD Westfall – Sheriff
112.2075.5501 – Equipment - SRD Westfall – Sheriff
112.2092.5301 – Supplies – SRD Teays Valley - Sheriff
112.2092.5430 – Training – SRD Teays Valley -Sheriff
112.2092.5501 – Equipment – SRD Teays Valley – Sheriff
112.2094.5310 – Supplies – SRD Logan Elm – Sheriff
112.2094.5430 – Training – SRD Logan Elm – Sheriff
112.2094.5501 – Equipment – SRD Logan Elm - Sheriff

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
Report Provided by Darrin Flick:

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

- Last week EMA Director was on leave and Deputy EMA Director was acting. The EOC monitoring of COVID situation and normal operations. State EOC COVID Directors Call Tuesday and Thursday. Mr. Flick is still monitoring civil unrest throughout the state and coordinating information with law enforcement and other first responders throughout the county. Ops update with Public Health on Wednesday. Text to 911 testing with Sheriff's Office, Intrado, and Zeurcher was held on August 10th, Drone plan finalization/review August 12th, County Healthcare Coalition August 13th and Superintendent COVID-19 Tabletop Exercise August 14th.
- This week the EOC will be monitoring the COVID situation and normal operations. State EOC COVID Directors Call Tuesday/ Thursday. Mr. Flick will be monitoring civil unrest throughout state. Coordinating information with Law Enforcement and other first responders throughout the county. Ops update with Public Health on Wednesday. COVID-19 Update with Elected officials August 18th, County Fire Chiefs Meeting August 18th, Board of Elections Security Meeting and Court Security Meeting August 19th and County CARES Act meeting August 20th.
- Next Week the EOC will be monitoring COVID situation and back to normal operations. State EOC COVID Directors Call Tuesday/ Thursday. Mr. Flick will be monitoring civil unrest throughout state. Coordinating information with Law Enforcement and other first responders throughout the county. Wednesday Ops Update with Public Health. County ARES monthly meeting August 24th, Aerial Support to County Partners August 25th and FEMA warning and alert meeting August 26th.

In the Matter of
County Administrator Report:

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

- Ms. Dengler reported that a public records request was received from Craig Lovelace regarding the fair board, Commissioners, EMA and Health District.
- Ms. Dengler is working with Melissa Betz, Joyce Gifford and Ellery Elick regarding their lists for changes at the Service Center. Mr. Elick will be provided Ms. Dengler with a drawing of the potential layout of his office.
- The Sheriff's Office is down six officers in the jail. Inmates are coming in sick and requiring overnight stays in the hospital. They are having a hard time finding qualified individuals and current employees are getting burnt out from working 12-hour shifts.
- The HVAC at the courthouse is requiring repairs and Jon Brown is completed a walk-thru with Accurate Heating and Cooling on Thursday. An update should be provided today.
- Ms. Dengler went over the floor plan at the new Maintenance Facility for Park District.

TUESDAY, AUGUST 18, 2020
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

In the Matter of
Courthouse HVAC Repairs
Proposal with Accurate:

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the proposal with Accurate Heating and Cooling and allocate \$52,350.00 for the DDC Building Automation System for HVAC repairs at the courthouse.

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
Allocation of January 2020 Sales Tax Collections:

Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to allocate the June 2020 Sales Tax collections in the following manner:

\$41,545.00 to 401.0000.4121 – Capital Fund
\$997,086.68 to 101.0000.4121 – General Fund

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
Quarterly Investment Review:

Ellery Elick opened the quarterly Investment Review Board meeting and handed it over to Jim McCourt from Meeder Investment Management. Mr. McCourt explained that back on March 15th the Feds cut short term rates to help keep the economy afloat. The Feds provided further liquidity in the fixed income market by committing \$500 billion in Treasuries and \$200 billion in MBS Securities. Depository institutions could borrow from the discount window for a period as long as 90 days. Narrowing the spread of the primary credit rate should help encourage more active use of the window by depository institutions to meet unexpected funding needs. Feds swap lines with foreign central banks to lowers the cost USD funding for foreign banks via local central banks. The feds provided overnight and term repo against Treasuries, MBS, and GSE debt. This helps ensure that the supply of reserves remains ample and to support the smooth functioning of short-term U.S. dollar funding markets. March 23rd the feds pledged asset purchases with no limit, previous commitments of fixed dollars, like the \$700 billion worth of Treasuries and MBS securities, are now unlimited. This was done to help markets function more efficiently. April 9th the feds established a Municipal Liquidity Facility. \$500 billion in lending will be offered to states and municipalities to help manage cash flow stresses. Mr. Elick receive two buds for the renewal of CD's. Kingston Bank is offering .2% and The Savings Bank is offering .34%. Money market is currently at .43% and checking is at .401%.

In the Matter of
Pickaway County Airport Authority Board:

Nick Courtright, Jay Elsea and Jerry Farington, Airport Authority Board Members met with the Commissioners to discuss the second attempt to apply for an Airport grant. Commissioner Stewart asked if this is the typical grant that is applied for every year and Mr. Farington explained that it is the same one and the cut off date seems to be missed and the grant was re-written to allow for an extension to receive e-signatures. The project has already been presented to the Commissioners and approved, the grant application needs to be re-signed for the second attempt to apply for grant monies. Commissioner Stewart addressed that the application needs to be presented to the Commissioners for review prior to needing a signature and not sent to for the signature of a Commissioner two days before the date cut off.

TUESDAY, AUGUST 18, 2020
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

Mr. Farington informed the Commissioner that Harber Concrete stopped by the Airport to review and provide an estimate for concrete work needed for the ramps for plans to enter the new hangar. There is currently asphalt and Mr. Farington asked Mr. Harber to provide an estimate to replace all ramps. Commissioner Stewart explained that the county cut all planned capital projects this year due to COVID-19 but asked for Mr. Farington to provide estimates. Mr. Elsea asked if the airport is a part of the Cares Act grant and if they would be eligible for funds. Commissioner Stewart explained that the funds are very specific as to what they can be used for. The Commissioners thanked the board member for coming in.

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to authorize Commissioner Henson or April Dengler, County Administrator to sign the Grant Application for the Airport Authority.

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
Treasurer's Office Space:

Commissioner Henson started with explaining to Mr. Elick that they reviewed his potential floor plan renovations for his new office and was not planning for it to be that extensive. It was asked of Mr. Elick what is the percent of in person payments that he anticipates. Mr. Elick stated that 50% is mail in payments and the people that mail-in are typically mail-ins. Commissioner Stewart explained that now is the time to get new office furniture with the move and not have to use old counters. Mr. Elick explained that it was figured to work with the RECO cashier system. Commissioner Stewart asked if Ellery has ever looked into what the newest system looks like and cost. Commissioner Wippel asked if Mr. Elick wanted a drive-thru if he is stressing that 50% of payments will be walk-in and Mr. Elick feels a drive-thru is needed. Some people that would come in in-person also may need to visit the Auditors office. Mr. Elick tried to go into more detail how his system works with the current counter option and stressed that his system is not obsolete. The drive-thru he feels is an option that may catch on over the next couple years. There has always complaints of individuals that had to climb the steps to pay their taxes. The cost of the drive-thru is unknown at this point and Mr. Elick is estimating that the changes that he would like to see would be \$50,000 or less. Commissioner Stewart asked what the outside door will be utilized for and Mr. Elick said it will be the employee entrance since it is into a common area. The public terminal will be located in a public common area to leave the office closed to the public for entry. Ms. Dengler explained that the drive-thru may be able to be paid for with Cares Act funds since it is needed to cut down on in-person transactions in the office. Mr. Elick's thinking is the equipment that he has now is designed to be used for what they have now for the cashier system and hates to spend the money on new desk. He feels it would be cheaper to move walls in place of purchasing furniture.

In the Matter of
Scanning Records for the Recorder's Office:

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve and allocate \$43,992.21 for the purpose of scanning records for the 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: Angela Karr, Clerk

TUESDAY, AUGUST 18, 2020
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

In the Matter of
Elected Official Meeting/ COVID-19:

Commissioner Stewart opened the meeting with a brief overview of the purpose of today's meeting and gave some insight of some of the changes in our office along with other offices. The meeting was handed over to Darrin Flick, EMA Director. Mr. Flick offered an update of the county schools and their plans to re-open. There have been 200 masks that have been provided to administer to the county schools. There will be additional masks to come in the future. Ty Ankrom, Superintendent, gave a quick show of appreciation to Darrin Flick, Susan Foster, the Health Department. Commissioner Stewart expressed that it is so appreciated of employees of many offices that put in the extra hours during this trying time.

In the Matter of
Park District:

Tom Davis, Park District Director met with the Commissioners to discuss new potential office space and a proposed layout. Commissioner Henson explained that the proposed layout was a little more aggressive than the Commissioners were anticipating. Mr. Davis explained the layout and the need for space. They currently house their equipment at Richardson's farm. The extra office they would like for conference rooms for board meeting, but Mr. Davis implied that if that is not allowed that is fine and not a deal breaker. It was asked of Mr. Davis if there was any reason why the Park District and RPHF Solid Waste need to be kept together for office purposes and Mr. Davis did not know of any reason other than they share office equipment, such as copier and postage meter. The outside areas labeled F could be used for storage of vehicles and to be locked. Commissioner Wippel asked if they handle much maintenance to their equipment and Mr. Davis stressed that they do and will have more coming once Metzger Park is ready next year and the mowing of Cook's Creek. Cook's Creek has 320 acres with an additional 25 acres that Park District may look at to purchase. They currently have a couple tractors, mowers, a gator that they maintain and will be in need of a year-round facility. The Park District pays \$1,000 a month to utilize for storage of equipment and would be willing to increase their rent to the County if they can be provided an indoor shop for storage of all of their equipment to be in one location. Mr. Davis would like to know what the Commissioner's thoughts are and would like to know a decision soon due to his lease for storage will be coming up soon and he is in hopes to maybe have a new location to move to and not have to re-sign a lease. The Commissioners thanked Tom for his insight and will notify Mr. Davis of a decision soon.

In the Matter of
Weekly Dog Warden Report:

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending August 15, 2020.

A total of \$433 was reported being collected as follows: \$50 in adoptions; \$90 in dog license; \$75 in dog license late fees; \$80 in owner turn-in fees; \$88 in private donations and \$50 in redemptions.

Four (4) stray dogs were processed in; one (1) dog was adopted.

With there being no further business brought before the Board, Commissioner Stewart offered the motion, seconded by Commissioner Henson, 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: Angela Karr, Clerk