

TUESDAY, DECEMBER 26, 2017
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, December 26, 2017, with the following members present: Mr. Brian S. Stewart, Mr. Jay H. Wippel, and Mr. Harold R. Henson. Brad Lutz, County Administrator, was also in attendance.

In the Matter of
Minutes Approved:

Commissioner Stewart offered the motion, seconded by Commissioner Henson, to approve the minutes from December 19, 2017, with corrections.

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

Attest: Patricia Webb, Clerk

In the Matter of
Bills Approved for Payment:

Commissioner Wippel offered the motion, seconded by Commissioner Henson, 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 December 28, 2017, 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 \$349,413.49 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: Patricia Webb, Clerk

In the Matter of
Waivers Approved:

Commissioner Henson offered the motion, seconded by Commissioner Wippel, to waive the waiting period to issue payment to the Pickaway County Recorder in the amount of \$1,800 from line item #919.6908.5917 (Tax Lien Recording Fees) for payment of recording tax liens. It is noted that this supersedes the waiver approved last week at the request of Ellery Elick, County Treasurer, due to his need to decrease an existing purchase order and increase the purchase order to make the \$1,800 payment.

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

Attest: Patricia Webb, Clerk

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to waive the waiting period to issue payment to the Treasurer of the State of Ohio in the amount of \$1,329.51 from line item #234.2063.5403 (Prosecutor-State Victims Assistance Act) for payment of de-obligation of SVAA Grant.

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

Attest: Patricia Webb, Clerk

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**In the Matter of
First Addendum to the Ohio Department of Transportation
Job and Commerce Economic Development Grant Agreement No: 19751-B
Related to Extension of Date Only Related to PIC Sofidel America:**

Commissioner Henson offered the motion, seconded by Commissioner Wippel, authorizing Commissioner Stewart to sign the First Addendum form provided by ODOT for its Jobs and Commerce Grant Agreement No. 19751-B, PIC Sofidel America, to extend the deadline for the final reimbursement to May 31, 2018. All other terms in the original agreement are still enforced.

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

Attest: Patricia Webb, Clerk

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

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

- The Building Department will be going live with its new software on December 28th. Among other features, the software allows contractors to request inspections and check on the status of permits in addition to allowing customers to check on their permits.
- County employee bio-screenings have been scheduled to be held at the county highway garage on February 23rd, from 6:30 a.m. to 1:30 p.m.; and at the commissioners' office on March 16th, from 9:00 a.m. to 3:00 pm. An additional date will be set up for bio-screenings to be held at the PCSO.

**In the Matter of
Additions to Policy & Procedure Manual:**

Related to the Policy & Procedure Manual, discussion was held regarding adding verbiage to the Opt-Out Insurance form to include dental and vision insurance. Also discussed was updating the Network/Internet/Electronic Mail and Online Service Policy, Section 5.20, to include, but not limited to, verbiage that applies at all points of employment with the county, including employees leaving employment with the county. Employees are not entitled to copy, remove, use, etc. any record of the county in any manner different than a member of the general public. After discussion regarding the verbiage, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve the additions.

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

Attest: Patricia Webb, Clerk

**In the Matter of
Amended Certificate:**

The Pickaway County Budget Commission approved an Amended Certificate request in the amount of \$1,013,558.50 for a new fund established in 2017, the Medicaid Sales Tax Transition Fund; therefore, Commissioner Henson offered the motion, seconded by Commissioner Wippel, to adopt the following Resolution:

Resolution No.: PC-122617-1

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$1,013,558.50 for the Medicaid Sales Tax Transition Fund #926; then,

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriates the following sum for expenditure for period ending December 31, 2017:

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**Medicaid Sales Tax Transition Fund #926
\$1,013,558.50**

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

Attest: Patricia Webb, Clerk

**In the Matter of
Budget Action Requests Approved by County Administrator:**

Per Resolution No. PC-121217-2 adopted by the commissioners on December 12, 2017, the following Budget Action Request forms were approved by Brad Lutz, County Administrator:

APPROPRIATIONS:

**18,488.33 to 649.1115.5928 – State-Housing Trust Fund
1,013,558.50 – 926.0000.4596 – Medicaid Sales Tax Transition
18.40 to State-Housing Trust Fund-Transfer
900 to 234.2064.5203 – VOCA-Insurance Federal
660 to 234.2063.5403 – VOCA-State SVAA-Travel Expenses
1,000 to 234.2064.5102 – VOCA-Federal-Salary
100 to 234.2064.5201 – VOCA-Federal-PERS**

**In the Matter of
Executive Session:**

At 10:00 a.m., Commissioner Wippel offered the motion, seconded by Commissioner Henson, 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 public employee with Mr. Lutz, County Administrator, and Mrs. Dengler, Deputy County Administrator, in attendance.

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

Attest: Patricia Webb, Clerk

At 10:32 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 Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

No action was taken.

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

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending December 23, 2017.

A total of \$1,905 was reported being collected as follows: \$200 in adoption fees; \$36 in boarding revenue; \$825 in dog licenses; \$75 in kennel licenses; \$4 in additional kennel license; \$25 in micro-chip fees; \$640 in private donations; \$100 in redemptions.

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Six (6) stray dogs were processed in; five (5) dogs were adopted.

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

Brian S. Stewart, President

Jay H. Wippel, Vice President

Harold R. Henson, Commissioner
BOARD OF COUNTY COMMISSIONERS
PICKAWAY COUNTY, OHIO

Attest: Patricia Webb, Clerk