

**TUESDAY, DECEMBER 31, 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, December 31, 2019, with the following members present: Mr. Harold R. Henson, and Mr. Brian S. Stewart. Mr. Jay Wippel was absent. April Dengler, County Administrator, was also in attendance.

Minutes Approved:

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from December 17, 2019, with corrections.

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

Attest: April Dengler, Acting 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:

\$50,000 – decrease - 409.3008.5901 – Other Expenses – Subdivision Assurance - Commissioners

\$179,708.94 – 101.1105.5703 – Contingencies – General Fund – Sheriff

\$42,733.12 – 801.6904.5218 – Premiums – Co. Health Benefits - Auditor

\$943.28 – 801.6904.5217 – Admin. Fees – Co. Health Benefits - Auditor

\$13.42 – 101.1105.5703 – Contingencies – Treasurer

\$649,939.09 – 101.1105.5703 - Contingencies - BOE

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

Attest: April Dengler, Acting 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:

\$13.42 – 101.1105.5703 – Contingencies - Treasurer

TO

101.1105.5607 – HAVA Grant Security Interest - Treasurer

\$300.00 – 101.1220.5301 – Supplies – Legal – Clerk of Courts

TO

101.1220.5101 – Clerk Salary – Clerk of Courts

\$3659.56 – 101.1220.5301 – Supplies – Clerk of Courts

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**TO
101.1220.5203 – Insurance – Clerk of Courts**

**\$3659.56 – 101.1220.5309 – Postage – Clerk of Courts
TO
101.1220.5203 – Insurance – Clerk of Courts**

**\$112.03 – 101.1102.5484 – Uniforms – Maintenance
TO
101.1102.5203 – Insurance – Maintenance**

**\$5.96 – 101.1102.5484 – Uniforms – Maintenance
TO
101.1102.5202 – Medicare – Maintenance**

**\$38.12 – 101.1105.5703 – Contingencies – General Fund – Sheriff
TO
101.2014.5202 – Medicare – Communications – Sheriff**

**\$3510.16 – 101.1105.5703 – Contingencies – General Fund – Sheriff
TO
101.2014.5201 – PERS – Communications - Sheriff**

**\$28,147.60 – 101.1105.5703 – Contingencies – General Fund – Sheriff
TO
101.2014.5102 – Salary – Communications – Sheriff**

**\$91.04 – 101.1105.5703 – Contingencies – General Fund – Sheriff
TO
101.2011.5212 – PERS LE – Corrections – Sheriff**

**\$127.62 – 101.1105.5703 – Contingencies – General Fund – Sheriff
TO
101.2011.5202 – Medicare – Corrections – Sheriff**

**\$12,429.21 – 101.1105.5703 – Contingencies – General Fund
TO
101.2011.5201 – PERS – Corrections – Sheriff**

**\$86,410.98 – 101.1105.5703 – Contingencies – General Fund – Sheriff
TO
101.2011.5102 – Salary – Corrections – Sheriff**

**\$214.48 – 930.1204.5102 – Salary – Pathway to Recovery Drug Court
TO
930.1204.5201 – PERS – Pathway to Recovery Drug Court**

**\$31.13 – 930.1204.5102 – Salary – Pathway to Recovery Drug Court
TO
930.1204.5202 – Medicare – Pathway to Recovery Drug Court**

**\$192.86 – 656.6083.5401 – Contract Services – RPHF SWD
TO
656.6083.5203 – Insurance – RPHF SWD**

**\$2846.17 – 101.2010.5203 – Insurance – Road Patrol – Sheriff
TO
101.2010.5102 – Salary – Road Patrol – Sheriff**

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**\$989.53 – 101.2012.5203 – Insurance – Administration – Sheriff
TO
101.2010.5102 – Salary – Road Patrol – Sheriff**

**\$1464.28 – 101.2013.5203 – Insurance – Court Services – Sheriff
TO
101.2010.5102 – Salary – Road Patrol – Sheriff**

**\$4888.95 – 101.2011.5203 – Insurance – Corrections – Sheriff
TO
101.2011.5102 – Salary – Corrections – Sheriff**

**\$2750.24 – 101.2014.5203 – Insurance – Communications – Sheriff
TO
101.2014.5102 – Salary – Communications – Sheriff**

**\$555.52 – 101.2082.5203 – Insurance – Investigations – Sheriff
TO
101.2014.5102 – Salary – Communications – Sheriff**

**\$41,736.13 – 101.1105.5703 – Contingencies – General Fund – Sheriff
TO
101.2010.5102 – Salary – Road Patrol – Sheriff**

**\$7218.08 – 101.1105.5703 – Contingencies – General Fund – Sheriff
TO
101.2010.5212 – PERS LE – Road Patrol – Sheriff**

**\$649,939.08 – 101.1105.5703 – Contingencies – BOE
TO
101.1140.5501 – Equipment – BOE**

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

Attest: April Dengler, Acting Clerk

**In the Matter of
Fund Transfer:**

**\$13.42 – 101.1105.5607 – HAVA Grant Security Interest – Treasurer
TO
931.0000.4710 – HAVA Grant Security Interest – Treasurer**

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

Attest: April Dengler, Acting Clerk

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

101.0000.4231 – Medical Copay – Sheriff

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

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Attest: April Dengler, Acting Clerk

**In the Matter of
Issuance of Blanket Purchase Order:**

**\$5,000
TO
206.5015.5901 – Other Expense – Requested PA 2020 Budget– JFS**

**\$2,000
TO
257.5027.5901 – Other Expense – Requested WIA 2020 Budget- JFS**

**\$135.00
TO
207.5020.5901 – Other Expense – Requested PCSA 2020 Budget – JFS**

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

Attest: April Dengler, Acting Clerk

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

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

Resolution No.: PC-123119-1

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of -\$50,000.00 to amend the Maintenance Fund Subdivision Assurance #409 due to exceeding estimated receipts; then,

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2019:

**MAINTENANCE BOND SUBDIVISION ASSURANCE #409
-\$50,000.00**

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

Attest: April Dengler, Acting Clerk

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

Resolution No.: PC-123119-2

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of -\$12,238.16 to amend the Clerk of Courts Computer Fund #229 due to revenue change to reflect lower amount of funds that will be collected this year; then,

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THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2019:

CLERK OF COURTS COMPUTER FUND #229
-\$12,238.16

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

Attest: April Dengler, Acting Clerk

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

Resolution No.: PC-123119-3

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$43,676.40 to amend the Other Receipts County Health Benefits Fund #801 due to exceeding estimated receipts; then,

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2019:

OTHER RECEIPTS COUNTY HEALTH BENEFITS FUND #801
\$43,676.40

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

Attest: April Dengler, Acting Clerk

**In the Matter of
Report Provided by Marc Rogols, Deputy County Administrator:**

Final hearing with Rex and vicious dog, Sarge, on Dec. 19th. Per the no compliance order, the Pickaway County Dog Shelter was directed by the court to seize the dog. The Circleville Police Department assisted, Rex, the owner who brought the dog out and loaded him in the Dog Shelter vehicle and he was immediately taken to the shelter and euthanized per court order. Case is closed.

New deputy dog warden, Richard West-Graves, started on Monday, December 23rd.

10 new hire packets were issued last week: JFS (2), Health Department (2), Sheriff's Office (5), Dog Shelter (1).

**In the Matter of
Report Provided by Tom Swisher, 800 MHz Director:**

Unexpected high wind warning yesterday, Monday, Dec. 30th. Some reports, branches down, some power lines close to the roads but nothing major to report.

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In the Matter of
Report Provided by Tim McGinnis, Director of Planning and Development:

4 new zoning inspectors starting at the beginning of the year. He is having trouble getting in touch with some of the new inspectors, finding out who the township inspectors are, etc. Tim may go to the next township meeting to find out the names of the new inspectors.

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

The following is a summary of the report provided by April Dengler, County Administrator: Ms. Dengler received a call from the Sheriff on Christmas Day regarding a suspicious death on Winchester Rd, Circleville. He asked for assistance in contacting the Dog Warden to help with securing two dogs that were found with the victim. The Dog Warden came to the scene, secured the dogs and took them to the dog shelter until she received further word from the Sheriff.

Ms. Dengler reported that the Sheriff 's Office would be paying in \$81,217.70 from Medicare Co-pays that had been accumulating since 2005. The Sheriff's office had received conflicting information for many years regarding how long those funds needed to held, and after he received final clarification, he was informed that those monies could be deposited.

Attest: April Dengler, Acting Clerk

In the Matter of
Engineer's Office Bridge Replacement Project – McLean Mill Road over Big Darby Creek:

The Pickaway County Board of Commissioners met in Regular Session in their office located at 139 W. Franklin Street, Circleville, Ohio on Tuesday, December 31, 2019, with the following members present: Mr. Brian S. Stewart and Mr. Harold R. Henson. Mr. Jay Wippel was absent. April Dengler, County Administrator, was also in attendance.

During business conducted while in session, Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the Pickaway County Engineer's Office to enter into a contract with Korda/Nemith Engineering Inc. to provide professional civil engineering and surveying purposes for the replacement of the McLean Mill Road bridge over Big Darby Creek.

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

Attest: April Dengler, Acting Clerk

In the Matter of
Pickaway County Plan for Kinship Caregiver Program:

Resolution No. PC123119-4

The Pickaway County Job and Family Services receives a Kinship Caregiver Program Allocation from Ohio Department of Job and Family Services. These funds are in accordance Sub. H.B. 541 of the 132nd General Assembly and are to be used to assist with providing reasonable and necessary relief of child caring functions so that kinship caregivers, as defined in section 5101.85 of the ORC, can provide and maintain a home for a child in place of a child's parents.

The Kinship Caregiver Program is a joint effort between the County Public Children Services Agency (PCSA) and the County Department of Job and Family Services (CDJFS).

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To properly access these funds for the PCSA, they must be transferred from the CDJFS (per ORC 5705.14) in which they are received from the Ohio Department of Job and Family Services in the PCSA Fund, which is allowable per ORC 5101.144 (PCSA).

We the Board of Commissioners of Pickaway County, do hereby grant to Joy Ewing, Director of the County Department of Job and Family Services, the authority to approve the transfer of money from the PA fund to the PCSA Fund for calendar year 2020, for the herein described purpose.

Commissioner Stewart offered the motion to approve the transfer of money from the PA fund to the PCSA Fund for calendar year 2020, for the herein described purpose, seconded by Commissioner Henson.

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

Attest: April Dengler, Acting Clerk

In the Matter of
Automatic Designation under Workforce Innovation and Opportunity Act:

Resolution No. PC123119-5

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.

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,

Christy Mills – Pickaway WORKS, term to expire June 30, 2022.

Commissioner Stewart offered the motion to approve the Request for Automatic Designation under the Workforce Innovation and Opportunity Act, seconded by Commissioner Henson.

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

Attest: April Dengler, Acting Clerk

In the Matter of
Bid Award for the Pickaway County Airport Hangar Replacement Project:

Jason Funderburg from WDC Group, Inc., presented the bid results from bids received on December 17, 2019, for the New Aircraft Hangar for Pickaway County Memorial Airport. Based on their review and after contacting the reference submitted by the contractors, WDC Group Inc., recommends the following bidders and bids be awarded:

Bid Packages 1A - General Work and Labor

WDC Group has had previous positive experiences with the apparent low bidder, Jay-Car Construction. Based on our previous experience, we recommend award to Jay-Car Construction, Mt.

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Sterling, Ohio a contract in the amount of \$172,162 for the Base Bid. Additionally, we recommend award of Alternate #1 in the amount of \$7751. The total contract amount would be \$179,913 and includes \$19,300 in allowances.

Bid Packages 1B – Pre-Engineered Hangar

We recommend award to Fulfab, Inc., Canton, Ohio a contract in the amount of \$251,000 for the Base Bid. The total contract amount would be \$251,000 and includes \$6500 in allowances.

Bid Packages 2B – Demolition

WDC Group has had previous positive experiences with the apparent low bidder, Fillmore Construction, LLC (Fred Cox). Based on these previous experiences, we recommend award to Fillmore Construction, LLC Leesburg, Ohio a contract in the amount of \$63,880 for the Base Bid. The total contract amount would be \$63,880 and includes \$11,250 in allowances.

Bid Packages 16A – Electrical

The apparent low bidder, ProCon Professional Construction Services, Inc. has withdrawn their bid for the 16A – Electrical Scope of Work.

WDC Group has had previous positive experiences with the next apparent low bidder, CT Electric. Based on these previous experiences, we recommend award to CT Electric, Washington Court House, Ohio a contract in the amount of \$62,000 for the Base Bid. The total contract amount would be \$62,000 and includes \$6000 in allowances.

The total of these 4 prime contracts is \$549,042 for the Base Bids. Our estimate for the Base Bid portion of this project was \$598,303. The recommended base bids are approximately 8.23% under the Architects/Engineers estimate.

The total combined allowances included in the Base Bids for all four contractors are \$43,050. The total of these prime contract with recommended Alternates is \$545,043.

Commissioner Stewart offered the motion to accept the proposed bid awards, seconded by Commissioner Henson. Commissioner Wippel was absent.

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

Attest: April Dengler, Acting Clerk

~Certification~

I, April Dengler, Acting 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 December 31, 2019

April Dengler

Weekly Dog Warden Report:

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending December 21, 2019.

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A total of \$1202.25 was reported being collected as follows: \$50 in adoption fees; \$6 in boarding revenue, \$240 in dog licenses issued, \$831.25 in private donations, \$25 in redemptions and \$50 in transfer out - rescue

One (1) stray dog was processed in; two (2) dogs were adopted.

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

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

Jay H. Wippel, President - {Absent}

Harold R. Henson, Vice President

Brian S. Stewart, Commissioner

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Attest: April Dengler, Acting Clerk