

**TUESDAY, DECEMBER 4, 2018**  
**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 4, 2018, with the following members present: Mr. Jay H. Wippel, Mr. Harold R. Henson, and Mr. Brian S. Stewart. April Dengler, County Administrator, was also in attendance.

**Minutes Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the minutes from November 27, 2018, 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  
Bills Approved for Payment:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold 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 5, 2018, 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 **\$348,972.95** 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:

**\$1,000.00 – 101.1105.5703 – Contingencies General Fund – Auditor**

**\$2,150.00 – 656.6083.5203 – Insurance – RPHF Solid Waste District**

**\$50,000.00 – 401.7115.5529 – Planned Capital – 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  
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:

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**\$3,874.84 – 101.1120.5301 -General Fund Supplies – Treasurer  
TO**

**101.1120.5102 – General Fund Employees – Treasurer**

**\$50.00 – 101.1120.5301 – General Fund Supplies  
TO**

**101.1120.5101 – General Fund Salary – Treasurer**

**\$35.00 – 101.1120.5301 – General Fund Supplies  
TO**

**101.1120.5201 – General Fund PERS – Treasurer**

**\$3,300.00 – 225.2054.5102 – DYS Probation Salaries  
TO**

**225.2054.5203 – DYS Probation Insurance – Juvenile**

**\$400.00 – 903.1109.5203 -Insurance GIS  
TO**

**903.1109.5102 – Employee Salaries GIS – Auditor**

**\$25,000.00 – 801.6904.5218 – Premiums County Health Benefits  
TO**

**801.6904.5217 – Admin Fees County Health Benefits – Auditor**

**\$1,000.00 – 260.1150.5901 – Other Expenses – Auditor  
TO**

**260.1150.5102 – Employee Salaries Real Estate Assessment – Auditor**

**\$1,000.00 -101.1105.5703 – Contingencies General Fund  
TO**

**101.1110.5102 – Employee Salaries – Auditor**

**\$2,000.00 – 101.2083.5496 – Medical  
TO**

**101.2083.5527 – Vehicles – Sheriff**

**\$6,458.20 – 101.2083.5501 -Equipment  
TO**

**101.2083.5527 – Vehicles – Sheriff**

**\$7,500.00 – 101.2083.5510 – IT Equipment  
TO**

**101.2083.5527 – Vehicles – Sheriff**

**\$11,108.91 – 101.2083.5496 – Medical  
TO**

**101.2083.5308 – Food- Prisoners – Sheriff**

**\$376.98 – 101.2013.5203 – Insurance Court Services  
TO**

**101.2014.5203 – Insurance Communications – Sheriff**

**\$350.00 - 101.2012.5102 -Salary Administration  
TO**

**101.2012.5101 – Salary – Sheriff**

**\$32,850.00 – 201.3012.5506 – Auto License & Gas Tax Fund 201- Contract Project on Behalf  
TO**

**201.3012.5401 – Auto License Gas Tax – Contract Services – Engineer**

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**\$20,000.00 – 101.5010.5438 – Relief  
TO  
101.5011.5102 – Vets Services Salary – Veterans Services**

**\$500.00 – 101.1101.5901 – Other Expenses  
TO  
101.1101.5301 – Commissioners Office Supplies – 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 Back Approved:**

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

**\$10,000.00 – 227.2020.5801 – VOCA Cash Advance Out  
TO  
101.0000.4910 – General Cash Advance In – Juvenile**

**\$4,614.16 – 927.2095.5801 – Advance Out – LE Diversion  
TO  
101.0000.4910 – Advance In General Fund – Sheriff**

**\$307.82 – 318.6104.5801 – DS Drainage Advance Out  
TO  
101.0000.4910 – General Cash Advance In – 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 Items Approved:**

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

**318.6104.5801 – DS Drainage- Advance Out - 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  
Report Provided by Darrin Flick, EMA Director:**

The following is a summary of the report provided by Darrin Flick, EMA Director:

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- Mr. Flick will finalize Pickaway County's PSAP for the Go-Live plan. The program will be up and running and the switch will be ready to be flipped on to live for the Sheriff's Office on Wednesday.
- Mr. Flick conducted the county communications meeting and identified some issues that we will address over the next month, notably tower coverage within the county.
- Mr. Flick will meet with Pickaway County Sheriff, Robert Radcliff and Circleville Police Chief, Chief Baer to discuss PSAP.
- Mr. Flick responded to a HAZMAT incident on December 1<sup>st</sup> at Circleville Walmart.
- The Health Dept will hold the functional exercise on Thursday, December 6<sup>th</sup>.
- Mr. Flick will be attending the EMAO Winter Conference Thursday and Friday at Mohican State Park.

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

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

- WDC Group: The CRC Building is moving along, and they are painting the gym currently. Mr. Dengler spoke with the neighbor of the CRC Building about complaint of the sidewalk that was installed close to the property line and his fence. Mr. Curry is arguing that the sidewalk is against his fence and causing damage. After review of the site, it was found that the sidewalk is not touching the neighbors fence. It was suggested that the homeowner have his property surveyed to show the property lines.
- Sherry Near of Signs of Distinction is working on a mockup of a sign at the back entrances of the Annex to review. Mrs. Near is working a quote for repairs to the sign located at the Building Department.
- Mrs. Dengler has been working on the slides for the budget meeting scheduled for December 11<sup>th</sup>. She received additional capital improvement request from departments and reviewed the request with the Commissioners.
- Mrs. Dengler sent a certified letter to Scott Clifton regarding the parking lot located at the back of the Annex Building. Mrs. Dengler is waiting for a response to her correspondence.
- The change in benefit transfer from Franklin County to Pickaway County and vice versa has been waived. The transfer of sixty days will be waived if there is no delays in the benefits and will roll over as long as the transfer is completed in the first thirty days of transfer.

**In the Matter of the  
Change Order/ Cost Estimate No. 10 signed for the  
Pickaway Agricultural and Event Center, Bulletin #6:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following Change Order No. 10 to include pricing for documents from MS Consultants dated October 23, 2018, for the Pickaway Agricultural and Event Center Fairgrounds Revitalization Project, Bulletin #10.

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

Attest: Angela Karr – Clerk

**In the Matter of  
Mid-Ohio Regional Planning Commission:**

Commissioner Brian Stewart and Chris Mullins, Engineer, went to Mid-Ohio Regional Planning Commission (MORPC) yesterday to discuss the inclusion of Pickaway County projects the Central Ohio Rural Planning Organization, (CORPO) transportation plan. The projects were placed on the list by MORPC by priority and rating; MORPC did not determine rankings.

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**In the Matter of**  
**2019 Bed Rental Agreement Signed with**  
**Multi-County Juvenile Detention Center:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve and sign the Multi-County Juvenile Detention Center Bed Rental Agreement for the period of January 1, 2019, to December 31, 2019, for the detention of juvenile offenders at the rate of \$95 per diem based on availability of space.

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**  
**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 December 2018, at the total probable cost \$1,351.13.

**In the Matter of**  
**Travel Authorizations Addendum Approved**  
**For Job & Family Services Employees:**

The Commissioners reviewed and signed the Out-of-County Travel Authorization Addendum for numerous Job & Family Services employees to attend various meetings, training sessions, and to conduct home visitations throughout the month of December 2018, at the total probable cost \$64.49.

**In the Matter of**  
**Resolution of Modifications of Resolution**  
**In Support for 2019 Pickaway County**  
**Road Resurfacing Project Related to Ohio Public Works Commission Grant:**

On September 18, 2018 Chris Mullins, County Engineer, requested the Commissioners support of a grant application in the amount of \$450,000 to the Ohio Public Works Commission (OPWC) for the 2019 Pickaway County Resurfacing Project. The project involves resurfacing 7.30 miles of county roads that includes Kingston Pike-Scippo Bridge to Tarlton Road, Tarlton Road – Kingston Pike to SR 56; Five Points Pike -US 62 to Adkins Road. The total project cost is \$849,999.

Mr. Mullins requested a modification to Resolution No. 091818-1 approved September 18, 2018, to reflect the removal of Five Points Pike – US 62 to Adkins and replace with Florence Chapel Pike – Turney Caldwell Road to SR 316. The increase to would bring the total project cost to \$853,081.

Following a brief discussion regarding the request, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution:

**Resolution No.: PC-120518-1**

BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby approve the Engineers request to replace projects listed on the 2019 Pickaway County Resurfacing project, and to reflect the removal of Five Points Pike – US 62 to Adkins and replace with Florence Chapel Pike – Turney Caldwell Road to SR 316.

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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**In the Matter of**  
**FY 2018 CDBG Allocation Program**  
**Grant Agreements Signed:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, authorizing Jay H. Wippel, President, to sign the FY 2018 Pickaway County CDBG Allocation Program grant agreement with the Ohio Development Services Agency. Pickaway County was allocated \$242,000, of which approved by the Commissioners to receive \$40,500 to Haven House for building rehab/ construction and the Village of New Holland was approved to purchase \$43,000 in equipment items; Ashville was approved to receive \$40,300 for street improvements; The Senior Center shall receive 25,800 for facility constructed and rehabbed; Tarlton will receive \$44,000 for new walkways. An amount of \$5,000 is designated for the mandatory Fair Housing Outreach Program and \$43,400 is designated for administration costs.

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

Attest: Angela Karr, Clerk

**Weekly Dog Warden Report:**

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending December 1, 2018.

A total of \$664.15 was reported being collected as follows: \$40 in adoption fees; \$12 in boarding revenue; \$30 in dog licenses; \$15 in dog license penalty; \$70 private donations; \$25 in redemption; and \$1472.15 in P4P expense reimbursement.

Two (2) stray dogs were processed in; one (1) dog was adopted.

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