

**TUESDAY, DECEMBER 6, 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, December 6, 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.

**In the Matter of**  
**Minutes Approved:**

Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to approve the minutes from November 29, 2016, with corrections.

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

Attest: April Dengler, Assistant County Administrator

**In the Matter of**  
**Bills Approved for Payment:**

Commissioner Wippel offered the motion, seconded by Commissioner Stewart, 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 7, 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 \$290,292.29 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: April Dengler, Assistant County Administrator

**In the Matter of**  
**Report Provided by Dustin Hube:**

Mr. Hube reported that he was called out on a Hazardous Material spill on 23 southbound on Wednesday, November 30<sup>th</sup> at 4:00pm. A tanker truck was leaking a polymer resin substance. The Ohio State Patrol, Pickaway Township Fire, Motor Carrier Enforcement and Public Utility Commissions of Ohio (PUCO), assisted with the spill.

Mr. Hube and Dave Conrad will attend the Ohio EMA Winter Conference on Thursday, December 8<sup>th</sup> and Friday, December 9<sup>th</sup> at the Mohican State Lodge. Mr. Hube is the guest speaker.

**In the Matter of**  
**Report Provided by Dave Conrad:**

Mr. Conrad attended a meeting at the Health Department with Elaine Miller and Laurie Barbee regarding the Healthcare Coalition. Laurie is leaving the Health Department to take a position at another company, so managing the Healthcare Coalition will come back to Pickaway County for the next few months until the Health Department hires a replacement.

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On April 3<sup>rd</sup>, 2017, a Severe Weather Spotter Training will be held at Ohio Christian University. Additional details will be available at a later date.

**In the Matter of**  
**Report Provided by Erica Tucker:**

Mrs. Tucker reported that she attended the CCAO winter conference. She met with OSWDOA, Organization of Solid Waste Districts of Ohio, and listened to a presentation from Dayton (Montgomery County) and Cincinnati regarding their best practices for handling solid waste in their districts.

Mrs. Tucker and Tom Davis will be meeting today with the Pumpkin Show Committee regarding recycling during next year's Pumpkin Show.

**In the Matter of**  
**Report Provided by April Dengler:**

Mrs. Dengler reported that she was informed by the Healthy Ohio Business Council (HOBC) that Pickaway County will be receiving the Gold Award for the 2016 Healthy Ohio Healthy Worksite Award. The awards presentation will take place on January 19, 2017, at the Nationwide Hotel and Conference Center in Columbus, Ohio. These awards recognize Ohio employers who demonstrate a commitment to employee wellness through comprehensive worksite health promotion and wellness programs.

Mrs. Dengler reported that the yearly GAAP meeting will be held tomorrow, Wednesday, December 7<sup>th</sup> at 9:00am at the Pickaway County Public Library.

Mrs. Dengler asked for the Board to decide on a date for the annual Leadership Breakfast. After reaching out to the Senior Center regarding availability, the date for the annual Leadership Breakfast will be Tuesday, January 17<sup>th</sup> at 7:30am.

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

Mr. Lutz reviewed the proposed County budget with the Commissioners. Discussion followed.

**In the Matter of**  
**Adoption of 2017 General Fund Budget:**

Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to adopt the 2017 General Fund Budget at \$16,155,464.00, along with the following Resolution for the 1<sup>st</sup> half appropriations to be distributed in January:

**Resolution No.: PC-120616-1**

BE IT RESOLVED, that pursuant to Ohio Revised Code §5705.392, the Pickaway County Board of Commissioners hereby adopts as a part of its annual appropriation measure a spending plan setting forth a semi-annual schedule of all expenses and expenditures of all appropriations from the Pickaway County, Ohio General Fund for fiscal year 2017. The total first half of the schedule of expenses and expenditures for each office, department, and division is as follows and hereby be appropriated from the **GENERAL FUND**

**\$8,657,061.57**

as the first half appropriation for year 2017.

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

Attest: April Dengler, Assistant County Administrator

**In the Matter of**  
**Lease Agreement Between Pickaway County Agricultural Society,**  
**Pickaway County Commissioners and Sharma Armstrong Approved:**

Commissioner Stewart offered the motion, seconded by Commissioner Wippel to approve the lease agreement between the Pickaway County Agricultural Society, Pickaway County Commissioners and Sharma Armstrong, Lessor of property located approximately .23 acres including a one story structure and adjacent parking lot located on the southwest corner of Stoutsville Pike and US 22 beginning on December 1<sup>st</sup>, 2016 and terminating on December 31, 2017.

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

Attest: April Dengler, Assistant County Administrator

**In the Matter of**  
**New HVAC Service Agreement with Accurate**  
**Heating and Cooling:**

Commissioner Wippel offered the motion, seconded by Commissioner Stewart to approve the new Service Agreement with Accurate Heating and Cooling with the same pricing as the last agreement, and giving authorization for County Administrator Brad Lutz 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.

Attest: April Dengler, Assistant County Administrator

**In the Matter of**  
**New Pickaway County District Public Library Director:**

Christine Spring, Pickaway County Public Library Board Member, introduced David Fausnaugh, as the new Pickaway County Public Library Director.

**In the Matter of**  
**Meeting Regarding Board of Elections**  
**Proposed 2017 Budget:**

Melanie Willeford and Michele Lockard from Board of Elections spoke with the commissioners in regard to the BOE proposed budget for 2017 and the increase in their salary line item. Mrs. Willeford stated that she did a comparison of other pay rates across the County and because of that, the BOE board is asking for another 3% raise on top of the 3% that the County had already approved in July 2016. Mrs. Willeford determined that she would only ask for an additional 1.5% increase so as to soften the blow to the County. She said that she is trying to get the BOE staff pay rates up to where they should be. She also said that one of her part-time employees will be moving to full-time status in 2017 which would increase her salary from \$13,400/yr. to \$22,006/yr. The Commissioners stated that the BOE board should have had conversations with the Commissioners regarding the approved additional increase before today's meeting. Asking for the money after the fact is not the way it should have happened. The Commissioners stated that they could not

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approve an additional increase for one office only. County increases, if the budget allows, are approved in July and distributed to all offices accordingly.

The Commissioners wanted to know why the contract workers line item has a proposed budget amount the same as last year's budget when this year is not an election year. Mrs. Willeford explained that she will not know until early next year what the May election might look like, if there is one, so she doesn't know how much training will be required. She stated that if the election does not have many items on the ballot, she may be able to reduce down some of the budget line items.

**In the Matter of**  
**Appropriations Approved:**

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

**\$1507.40 to 101.1105.5703 – Contingencies**  
**\$200.00 to 101.1105.5703 – Contingencies**  
**\$6,285 to 227.2020.5102 – Juvenile-VOCA-Salaries**  
**880 to 227.2020.5201 – Juvenile-VOCA-Employer PERS**  
**\$91.20 to 227.2020.5202 – Juvenile-VOCA—Employer Share Medicare**  
**\$351 to 227.2020.5403 – Juvenile-VOCA-Mileage Reimbursement**  
**\$2,840 to 227.2201.5501 – Juvenile-VOCA-Equipment**

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

Attest: April Dengler, Assistant County Administrator

**In the Matter of**  
**Cash Advance:**

Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to approve the following CASH ADVANCE request:

**\$8238.11 from 101.1105.5801 – General Cash Advance**  
**To**  
**918.0000.4910 – Special Projects-Advance - In**

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

Attest: April Dengler, Assistant County Administrator

**In the Matter of**  
**New Line Items Approved:**

Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to approve the following requests for the CREATION OF A NEW LINE ITEM:

**918.0000.4910 – Roundtown Trail-Advance – In**  
**918.0000.5801 – Roundtown Trail-Advance – Out**

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: April Dengler, Assistant County Administrator

**In the Matter of  
Amended Certificate:**

Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to adopt the following Resolution:

**Resolution No.: PC-120616-2**

WHEREAS, the Pickaway County Budget Commission granted an AMENDED CERTIFICATE in the amount of \$10,550 for the Juvenile Court VOCA Fund #227; then,

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriates the following sum for expenditure for period ending December 31, 2016.

**Juvenile Court VOCA Fund 227  
10,550**

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

Attest: April Dengler, Assistant County Administrator

**In the Matter of  
Transfers and Re-Appropriations Approved:**

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

**\$1507.40 from 101.1105.5703 – Contingencies  
To  
101.1113.5414 – Exams**

**\$8600.00 from 230.1246.5201 – PERS – Certificate of Title  
To  
230.1246.5102 – Certificate of Title – Salary**

**\$93.55 from 203.3015.5505 – Materials & Supplies – Rd & Br  
To  
203.3015.5501 – Equipment – Rd & Br**

**\$825.00 from 101.1101.5301 – Commissioner – Supplies  
To  
101.1101.5430 – Commissioner – Training/Dues**

**\$9922.72 from 101.1112.5301 – Countywide Supplies  
To  
101.1112.5405 – Countywide – Professional Services**

**\$12482.38 from 101.1112.5405 – Countywide Professional Services  
To  
101.1108.5401 – Building Dept. Contract Services**

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**\$59.00 from 101.1108.5501 – Building Dept. – Equipment  
To**

**101.1108.5901 – Building Dept. – Other**

**\$101.50 from 101.1101.5430 – Training**

**To**

**101.1101.5404 – Advertising/Expenses**

**\$200.00 from 101.1105.5703 – Contingencies**

**To**

**101.1117.5401 – Recycling Outreach – Contract Services**

**\$100.00 from 101.1117.5301 – Recycling Outreach – Supplies**

**To**

**101.1117.5401 – Recycling Outreach – Contract Services**

**\$100.00 from 101.1117.5901 – Recycling Outreach – Other**

**To**

**101.1117.5401 – Recycling Outreach – Contract Services**

**\$100.00 from 101.1117.5403 – Recycling Outreach – Travel/Expenses**

**To**

**101.1117.5401 – Recycling Outreach – Contract Services**

**\$1100.00 from 101.1140.5309 – Postage**

**To**

**101.1140.5102 – 11402 – Employee Salaries**

**\$461.00 from 220.1238.5401 – Probate Indigent Guardian Contract**

**To**

**220.1238.5963 – Indigent Guardian Services**

**\$500.00 from 656.6083.5403 – Travel & Expenses**

**To**

**656.6083.5401 – Contract Services**

**\$6285.00 from 227 – VOCA**

**To**

**227.2020.5102 – VOCA – Salaries**

**\$880.00 from 227 – VOCA**

**To**

**227.2020.5201 – VOCA - Employer OPERS**

**\$91.20 from 227 – VOCA**

**To**

**227.2020.5202 – VOCA - Employer Share Medicare**

**\$351.00 from 227 – VOCA**

**to**

**227.2020.5403 – VOCA - Mileage Reimbursement**

**\$2840.00 from 227 – VOCA**

**To**

**227.2201.5501 – VOCA – Equipment**

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

Attest: April Dengler, Assistant County Administrator

**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 3, 2016.

A total of \$405 was reported being collected as follows: \$120 in adoption fees; \$105 in dog licenses; \$140 in private donations; \$40 in owner turn-ins.

One (1) stray dogs was processed in; three (3) dogs were adopted; no (-0-) dogs were 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: April Dengler, Assistant County Administrator