

TUESDAY, FEBRUARY 21, 2017
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

The Pickaway County Board of Commissioners met in Regular Session in the Pickaway County Annex, 141 West Main Street, Suite 400, Circleville, Ohio, on Tuesday, February 21, 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 Wippel offered the motion, seconded by Commissioner Henson, to approve the minutes from February 14, 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 Henson offered the motion, seconded by Commissioner 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 February 22, 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 \$122,623.78 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
Report Provided by Dustin Hube:

Dustin Hube, Fiscal Specialist/Deputy EMA Director, reported that bills are being processed in a timely manner.

In the Matter of
Report Provided by Dave Conrad:

The following is a summary of the report provided by Dave Conrad, EMA Director:

- Mr. Conrad is preparing for the monitoring of the county's Ohio EMA grants.
- Mr. Conrad attended a Pickaway Leadership class last Friday, and the group toured some of the county's school facilities, and he mentioned how impressed he was with the Westfall School District's printing shop.
- Mr. Conrad will be participating in a Pickaway County Hazmat Technical Advisory Committee teleconference later in the morning.
- The next Local Emergency Planning Commission (LEPC) exercise planning meeting will be held on March 6th, at Berger Health Systems, beginning at 9:00 a.m. Breakfast will be served. The LEPC full-scale exercise scheduled for May, and will be held on the Circleville City Schools and OCU campuses.

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- A special meeting of the Pickaway County 800 MHz Users Committee is scheduled to be held at the Pickaway County Sheriff's Office, on Thursday, February 24th, at 6:00 p.m.
- It was reported that the City of Circleville is considering disbanding its reserves unit.

In the Matter of
Report Provided by Erica Tucker:

The following is a summary of the report provided by Erica Tucker, RPHF Solid Waste District Administrative Assistant:

- Judy Manion, the Ross County Recycling Outreach Specialist, is conducting a vermin (worms) composting seminar in March, and Mrs. Tucker mentioned that the RPHF Solid Waste District has been planning to encourage composting in general throughout the district.
- A meeting was recently held with the county's Soil & Water Conservation District (SWCD) and OSU Extension office to discuss combining efforts related to getting the word out about rain barrel sales. Discussion has also been held about the RPHF Solid Waste District combining efforts for the SWCD's upcoming Experience Earth Camp this summer for students.
- Industrial/commercial recycling surveys will be mailed out today. Outreach and Education Program surveys will go out later in the week to obtain information related to updating the District's current Solid Waste Management Plan.
- Mrs. Tucker will be working with Terry Frazier, Development & Planning Director, regarding tax incentive districts. Commissioner Stewart asked for an update related to the status of tax incentive housing council for the Rickenbacker Intermodal area.

In the Matter of
Report Provided by April Dengler:

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

- Mrs. Dengler met with the Soldier's Monumental Association last week and the carpet, paint, ceiling fan, and light fixtures were chosen that will be installed due to the roof leak in Memorial that occurred last year causing the ceiling to collapse in the Military Artifact Museum.
- The credit card machine has been installed in the Building Department. It will also have ability to run various nightly, weekly, and monthly reports related to licenses, permits, etc. It was also reported that Geoff Davis, Building Inspector, has begun his first round of testing for Chief Building Official Certification.
- Mrs. Dengler will be attending a Pickaway Addiction Action Coalition (PAAC) stakeholder's meeting on Wednesday, February 22nd, and an Executive Committee meeting on Friday, February 24th.
- An email will be sent to county employees informing them of upcoming Franklin County Healthcare Consortium wellness activity incentive programs that will begin on March 1st.
- The auction for the Circleville City School Foundation is scheduled for Saturday, February 25th, at AMVETS. Tickets are \$25 each, and doors open at 5:00 p.m.

In the Matter of
Appropriations Approved:

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

2,000 to 220.1238.5863 – Juvenile/Probate Court-Indigent Guardian Services
43,900 to 101.1105.5703 – Contingencies

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
Transfers Approved:**

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

**43,900 from 101.1105.5703 – Contingencies
To
101.1103.5443 – General Liability**

**6,423.82 from 112.2092.5901 – Sheriff-Teays Valley SRD-Other Expenses
To
112.2092.5212 – Sheriff-Teays Valley SRD-PERS LE**

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
Blanket Purchase Orders Approved:**

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve the following requests for the ISSUANCE OF A BLANKET PURCHASE ORDER:

**4,000 - 101.1145.5901 – Recorder-Other Expense
250 - 101.1145.5301 – Recorder-Supplies**

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
Housing Semi-Annual Program Income Report Signed:**

Commissioner Henson offered the motion, seconded by Commissioner Wippel, authorizing Commissioner Stewart to sign the Revolving Loan Fund (RLF) Housing Semi-Annual Program Income Report in association with the Community Housing Impact Program (CHIP) grant. The RLF has a balance of \$6,588.83 for period ending December 31, 2017.

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
Public Meeting Regarding FY 2017 Community Development Block Grant Allocation
Program's Community Development Implementation Strategy (CDIS):**

The commissioners held a Public Meeting in reference to the FY 2017 Community Development Block Grant (CDBG) Allocation Program related to the Community Development Implementation Strategy (CDIS) and the three associated Competitive Set-Aside Programs that include Neighborhood Revitalization, Downtown Revitalization, and Critical Infrastructure. Those in attendance for the meeting were: Don Sherman, City of Circleville Director of Public Service; Andrew Binegar and Becky Hammond of Pickaway County Community Action (PICCA); Cynthia Love, Pickaway Senior Center Director; Franklin Christman, Village of Ashville Administrator; and Crystal Moody, Fiscal Officer for the Village of Tarlton.

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Commissioner Stewart opened the meeting by stating its purpose, and it was then turned over to Bob Berquist, of Berqshire Consulting, LLC, the county's CDBG consultant, who spoke about the CDIS, which is a planning tool mandated by the Ohio Development Services Agency (ODSA). The CDIS is a prioritized listing of all CDBG eligible projects which may be considered for funding over the next two program years (PY), PY 2017 and 2018, based on low-to-moderate (LMI) income percentages (51% or more LMI population) based on the Census. It was noted that LMI areas in Pickaway County include Village of Darbyville, the Village of Tarlton, a section of the Village of Ashville, and the east side of the Village of South Bloomfield.

It was noted that any county subdivision where the LMI% is 51 or higher is eligible to apply, as well as, service agencies like the Senior Center that serve a protected class of citizens.

The CDIS is to be updated every odd year and proposed projects must be included in the CDIS to be eligible for funds. Also included to apply for are Competitive Set-Aside funds, being Critical Infrastructure, Neighborhood Revitalization, and Downtown Revitalization. Economic Development and Residential Public Infrastructure Programs are also included in the CDIS. A summary describing each one of those programs were distributed to those in attendance. Mr. Berquist stated that the project list should include eligible projects that can realistically be implemented over the next 2 years, whether they are submitting an application for 2017 funding or not.

Mr. Berquist explained that the Economic Development and Public Infrastructure Programs have a little more latitude and entities can apply for those funds for projects that arise, and they must meet one of the national objectives of the elimination of slum and blight, or serve LMI population areas.

It was explained that Pickaway County is expected to receive approximately \$150,000 in CDBG Formula Allocation funds, with approximately a little more than \$120,000 being available for the maximum of 4 to priority projects after administration and Fair Housing Program costs are taken into consideration. It was noted that any entity applying for any of the Competitive Set-Aside Programs, CDBG Formula Allocation funds must be integrated. Any local funds committed by an entity towards a project would be advantageous.

CDIS worksheets and priority listings must be submitted to the commissioners no later than March 24, 2017, for the commissioners' consideration. Mr. Berquist will then summarize the listing and review the results with the commissioners which will then make their determination for inclusion in the county's application to ODSA. The list of projects selected by the commissioners will then be published, and a hearing will be held in May, and in early to mid-June the county's application will be submitted to ODSA.

Mr. Berquist stated that a narrative for each project is required that would provide additional information such as lengths and thickness of roads, size of water line and sewer line pipes, number of tap-ins etc. Information related to whether a project is addressing a health and safety issue or an Ohio EPA issue must be provided in the narrative.

After additional information was provided and following a brief question and answer session, Commissioner Stewart stated that the commissioners try to disseminate funding throughout the county as much as possible and entities should keep in mind the \$120,000 available for 4 projects should be kept in mind when making their applications to the county.

At the conclusion of the meeting, Mr. Berquist distributed his contact information and requested that he be contacted should there be any additional questions.

The commissioners then thanked everyone for their attendance.

In the Matter of
Meeting with Mid-Ohio Regional Planning Commission
Representatives Regarding Competitive Advantage Projects:

Thea Walsh, Nathaniel Kaelin, and Michael Borger, of the Mid-Ohio Regional Planning Commission (MORPC), met with the commissioners regarding their interest in participating MORPC's and Columbus 2020's initiative developed late last year to launch Competitive Advantage Projects. In attendance were: Chris Mullins, County Engineer; Terry Frazier, Director of Development & Planning; and Ryan Scriber, P3 Economic Development Director. Residents Michael Parks, and Tom Perkins were also in attendance.

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Ms. Walsh explained that MORPC and Columbus 2020 have partnered in a new initiative called Competitive Advantage Projects. The initiative derives from Columbus 2020's request of MORPC to provide a more inclusive list of projects with local and regional goals for economic development, transportation, and sustainability for the Comprehensive Development Strategy that is submitted to the economic development administration. A list of infrastructure projects. In the past, with MORPC being the designated Metropolitan Planning Organization (MPO) for transportation projects in Central Ohio and vicinities, the list was limited to mostly transportation projects. In recently working with counties related to Rural Planning Organizations (RPO), MORPC knew it did not have an insight for projects outside the MPO area that may be eligible for federal funding. Ms. Walsh stated that there has been discussion about a potential infrastructure package at the federal level and a more inclusive list of proposed projects is wanted. The projects can be broader than transportation, e.g. energy systems, fiber, smart technology, water and sewer, and more.

The new initiative is voluntary. Mr. Kaelin stated that so far, MORPC staff has met with 11 of the 13 counties in the MPO region, and those 11 have agreed to take part. Mr. Kaelin said they wanted to speak with the commissioners today about their interest. It was explained that each county would form a working group and in its first meeting would gather information and develop a "long list" of potential projects for the next 20 years or so. It was mentioned that the working committee can be comprised of counties' RPO subcommittees or those subcommittees could be supplemented. The long list would be submitted online to MORPC with about 8 to 12 being determined at the county level as top priorities. In an iterative process, MORPC would vet those projects against regional goals, sustainability, transportation, environmental, etc., and look at the characteristics about project development and gather additional information that could be used by each county working group to determine its "short list" of the top 3 to 5 project priorities using the information gathered. These 3 to 5 top priority projects from each county would be considered the Competitive Advantage Projects. MORPC would also provide technical assistance and tracking to advance the projects that can be shared with state and federal legislators and funding organizations. Mr. Kaelin stated that MORPC would provide an interactive map of the top priority projects on its website and information sheets about each would be created. All remaining projects included on counties' long lists would be shared with Columbus 2020 for updating the 2014 CEDS and would be retained for reference.

Benefits to the region were reviewed that included the list of already vetted projects, ready for elected officials and funding sources, strengthened collaboration to be more competitive, and coordinated technical assistance and tracking to advance projects across the region.

In referring to MORPC's vetting process and how a project is vetted against sustainability, regional goals, and etc., Commissioner Stewart asked what if the county's idea of sustainability was not MORPC's idea of sustainability and does not conform to a regional view of what should be a priority. Mr. Kaelin responded by stating that vetting process is viewed as advisory and MORPC is going to provide feedback to counties based on a check list, but it is up to the counties to choose what to do with that feed back in its decision making. Ms. Walsh added that the information that MORPC would put out there about the projects on the list will focus on the positives and not the negatives. Mr. Kaelin mentioned that he appreciated the comment because it will give MORPC staff a perspective to consider when they start reporting their feedback to counties.

In discussing the initiative of the Competitive Advantage Projects process and what it provides in comparison to the process for projects in the 2014 CEDS, Mr. Scribner took a few moments to state that if the Ohio Christian University's small business incubator project had not been identified in the last CEDS, it would not have been considered for the \$2.5 million federal grant that was received with local contributions made from the county, city, and others.

After discussing the topic further that included additional questions, Mr. Kaelin said that if the county decides to voluntarily participate in the new initiative, MORPC is asking for the top 3 to 5 project priorities by mid-April. It was mentioned that the commissioners and Mr. Mullins, County Engineer, will coordinate a meeting to discuss the program.

In the Matter of
County Administrator Report:

The following is a summary of the report provided by Brad Lutz, County Administrator:

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- Some new technology will be added that will be able to be utilized in both the commissioners' meeting room and conference room. Also, a quote has been requested for the staining the hardwood floors and woodwork in the commissioners' building.
- Discussion was held regarding the new concealed carry law that will become effective March 21, 2017. Private or public employers may not establish, maintain, or enforce a policy or rule that prohibits or has the effect of prohibiting an employee that holds a valid license to carry a concealed handgun from "transporting or storing a firearm or ammunition" as long as both of the following conditions are met: 1) the firearm and all ammunition must remain inside the employee's personal vehicle or must remain locked in the glove compartment, trunk, or secure compartment; and 2) the employee's personal vehicle is in a location that is otherwise permitted to be (e.g. employer parking lot).
- Discussion was held regarding the new distribution formula for Local Government Funds in Governor Kasich's Proposed SFY 2018 - 2019 State Budget. The Kasich Administration proposes a new distribution formula that over time, 20% of the dollars are allocated based on jurisdictions' revenue capacity. In CY2018, 95% of the CY 2017 LGF dollars would be distributed using the current state formula as well as local county distribution formulas. The remaining 5% and any new growth would be distributed based on *New Method*. In CY 2019, 90% of CY 2017 LGF dollars would be distributed using current state formula as well as local county distribution formulas. The remaining 10% of CY 2017 LGF dollars and any new growth would be distributed based on a *New Method*. The *New Method* pot of money would be distributed to the jurisdiction types in the following manner: 37.3% to counties; 47.7% to cities; 3.7% to villages with an income tax; 1.5% to villages without an income tax; and 9.8% to townships. Within each of these types of jurisdictions, they would be rated based on their capacity to generate revenue. For counties, this would be a weighted determination based on 80% sales tax and 20% property tax. Overall, the state's LGF line item proposes a 0.4% and 3.1% increase in SFY 2018, and 2019, respectively.
- Also discussed was Kasich's proposal to replace the Medicaid Managed Care Organization's (MCO) sales tax that will cease June 30, 2017. MCO sales tax is monies that counties in Ohio have been receiving for approximately the past 6 years. The proposal would provide "one check" from the state this fall, to transition local jurisdictions from the MCO sales tax revenues. Statewide \$207 million would be allocated in SFY 2018. Those funds would be allocated based on two calculations: 1) approximately \$49 million would be used statewide to cover the foregone revenue the last 3 months of CY 2017. County MCO sales tax revenues for CY 2015 and CY 2016 would be averaged to determine a county's allocation for the last quarter of CY 2017. All counties and transit authorities would receive some funding; 2) approximately \$158 million would be allocated based on the following: a) the county's reliance on MCO sales tax when compared with its overall sales tax revenue; and, b) the county's sales tax capacity per capita. Thus, the formula based payment would distribute more transitional support to counties and transit authorities where the managed care sales tax is a greater share of the total local sales tax receipts, and the sales tax capacity per capita is below the statewide average. A small number of counties would receive no funding under these calculations. Counties would be required to pass a resolution to spend these dollars out of a special fund, and the resolution must denote the purpose. Essentially, this method would make Pickaway County whole for 2 years or so; however, after that no additional dollars would be received related to ceased MCO sales tax.
- On Friday of last week, Commissioner Wippel and Mr. Lutz met with Greg Greenlee, of the Operating Engineers Local 18, and Dorsey Hager, of the Columbus/Central Ohio Building & Construction Trades Council, regarding the Pickaway County Fairgrounds Post Frame Stable Project. Both organizations are interested in providing demolition and construction labor at no cost. It is anticipated to provide a 30% savings, and at the same time be used as a recruitment tool for the organization's respective skilled trades training programs. A materials list will be needed, which would be let out for bid. It was noted that based on the fairgrounds grant that was received from the Ohio Department of Agriculture (ODA) for the construction of the horse barn, the project is to be completed by June 30th; however, the representative from ODA stated that an extension could be granted if necessary.
- Jim Dean, Clerk of Courts, is currently unable to provide vehicle sales numbers due to changes being made in the Ohio BMV computer system. Related to foreclosures, Mr. Dean provided the following figures: 21 in 2014; 11 in 2015; and 14 in 2016.
- The county's FY2015 cost allocation plan, to be used in FY2017, has not yet been received by MAXIMUS; however, information was provided to enable the JFS Department to complete its indirect costs allocations until the entire plan is received in the next few weeks.

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- Related to the transfer of the PCBDD building and other parcels on South Pickaway St., Mr. Lutz was informed by Judy Wolford, County Prosecutor, that a mortgage exists on one of the parcels; however, there is no money owed on the underlying note which was secured by the mortgage. She is working with Bob Hively, PCBDD Financial Manager, regarding the matter.
- Jon Brown, Maintenance Supervisor, spoke with Mr. Lutz regarding Facility Dude and its maintenance operation software that provides a capital forecasting plan that would integrate into the county's Maintenance Department's existing FacilityDude Solutions' Work Order system. At a cost of approximately \$36,000, FacilityDude Solutions engineers would inspect all county buildings from "shingles to basement" and evaluate their condition, age of equipment (HVAC systems, hot water tanks, etc.), years-of-life expectancy, and more. This would provide a module that can be used to schedule preventative maintenance and predict capital budget and equipment needs to plan for the future. A proposal for the cost of the software has not yet been received. The commissioners expressed their interest, and Mr. Lutz expects to have the cost of the software by next Tuesday.

In the Matter of
Weekly Dog Warden Report:

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending February 18, 2017.

A total of \$497 was reported being collected as follows: \$42 in boarding fees; \$135 in dog licenses; \$120 in dog license late fees; \$40 in owner turn-in euthanasia; \$70 private donation; \$90 in redemptions.

Six (6) stray dogs were processed in; no (-0-) dogs were adopted; no (-0-) dogs were euthanized initiated by the shelter.

With there being no further business brought before the Board, Commissioner Wippel offered the motion, seconded by Commissioner Henson, 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
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Attest: Patricia Webb, Clerk