

TUESDAY, FEBRUARY 26, 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, February 26, 2019, with the following members present: Mr. Brian S. Stewart, Mr. Jay H. Wippel, and Mr. Harold R. Henson. April Dengler, County Administrator, was also in attendance.

**In the Matter of
Minutes Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the minutes from February 19, 2019, 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 Harold Henson offered the motion, seconded by Commissioner Brian 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 February 27, 2019, 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 **\$382,731.43** 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 Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the following requests for the APPROPRIATION OF FUNDS:

\$188,028.00 – 101.1105.5703 – Contingencies – Auditor

\$133,345.68 – 304.0000.4901 – JFS Note – Auditor

\$59,675.00 – 304.8207.5604 – JFS Note Interest – Auditor

\$19,670.00 – 304.8103.5603 – JFS Note Principal – Auditor

\$11,527.00 – 295.1225.5301 – Supplies – Commissioners

\$10,000.00 – 296.1256.5401 – Adult Probation Contract Services – Commissioners

\$625.00 – 101.1105.5703 – Contingencies – 2nd Half – Commissioners

\$25,000.00 – 231.1247.5501 – Equipment – Common Pleas Computer Fund – Common Pleas Court

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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 Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the following requests for the TRANSFER AND REAPPROPRIATION OF FUNDS:

**\$133,345.68 – 101.1105.5701 – Transfer Out Miscellaneous – Auditor
TO
304.0000.4901 – Transfers In – JFS Note – Auditor**

**\$625.00 – 101.1105.5703 – Contingencies 2nd Half – Commissioners
TO
101.1105.5404 – Advertising & Printing – Commissioners**

**\$188,028.00 – 101.1105.5703 – Contingencies – Auditor
TO
101.1105.5701 – Transfers Out – Miscellaneous – Auditor**

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 Item Approved:**

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

928.1261.5205 – Workers Comp- ATP Grant – Auditor

651.0000.4590 – CDBG 2018 – Commissioners

251.6227.5522 – CDBG Fair Housing 2018 – Commissioners

251.6227.5521 – CDBG Admin 2018 – Commissioners

251.6227.5520 – CDBG Projects 2018 – Commissioners

651.0000.4591 – CDBG 2019 – Commissioners

251.6228.5520 – CDBG Projects 2019 – Commissioners

251.6228.5521 – CDBG Admin 2019 – Commissioners

251.6228.5522 – CDBG Fair Housing 2019 – 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

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In the Matter of
Amended Certificate Approved:

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

Resolution No.: PC-022619-1

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$25,000.00 for the CDBG 2018 Fund #651.0000.4590 to amend budget due to receipt of CDBG 2018 Grant money; 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:

CDBG 2018 FUND #651.0000.4590
\$25,000.00

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
Amended Certificate Approved:

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

Resolution No.: PC-022619-2

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$133,345.68 for the JFS Note Fund #304 for amount of monies transferred from General fund to JFS Debt Fund; 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:

JFS NOTE FUND #304
\$133,345.68

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:

The following is a summary of the report provided by Darrin Flick, EMA Director & Pickaway County 911 Coordinator.

- Mr. Flick attended the County Courthouse Security meeting on February 20, 2019. Mr. Flick informed the Commissioners that the metal detector at the Courthouse used for entrance security is not working and needs replaced. Court security requested to purchase new magnetometer for the Court House. The new magnetometer is estimated at \$3,400 per new unit and repair of the current machines is \$1,500.00 per unit.

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- Mr. Flick is scheduled to meet with IT/ Maintenance this week to discuss the Emergency Operation Center design.
- The FEMA Environmental and Historical Preservation review was submitted on February 25, 2019.
- E-911 Planning Committee preparation on March 5, 2019 at 0800 at the Commissioners' Office.
- EMA will be hosting the Pickaway County Terrorism Advisory Committee (TAC) on February 27, 2019.
- Mr. Flick informed the Commissioners that a new committee is being formed to collaborate on homeland security issues.

In the Matter of
Appropriating Funds for the purchase of
Multi-zone Walk-through Metal Detectors:

Upon discussion, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve to appropriate \$3,400 for the purchase of one new Garrett MZ 6100 multi-zone walk-through metal detectors for the security of the main entrance of the Court House.

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
Deputy EMA Director/
Deputy 800 MHz Director

During business conducted while in session, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to hire Tom Swisher as the combined full-time Deputy EMA Directors and Deputy 800 MHz Director position at the pay rate of \$26.00 per hours effective March 4, 2019. The Deputy EMA Director/ Deputy 800 MHz Director will report to the EMA Director.

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
Retirement of Elaine Miller:

The Pickaway County Board of Commissioners met in Regular Session in their office located at 139 West Franklin Street, Circleville, Ohio, on Tuesday, February 26, 2019, with the following members present: Mr. Brian S. Stewart, Mr. Harold R. Henson, and Mr. Jay H. Wippel.

During business conducted while in session, Commissioner Stewart offered the motion, seconded by Commissioner Henson, to adopt the following Resolution:

WHEREAS, it is the privilege of the Pickaway County Board of Commissioners to recognize occasions and people of outstanding significance and achievements; and,

WHEREAS, Elaine Miller, Director of Clinical Services for the Pickaway County General Health District, has experienced a long, successful career in the general health district field; and,

WHEREAS, in 1977, Mrs. Miller started her journey in nursing which later led her to Pickaway County, where she successfully will complete her last 20 years of employment with Pickaway Count General Health District; and

WHEREAS, with her extensive knowledge, Mrs. Miller was successful in educating residents throughout the community on clinical services, regulations, and safe practices; and

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WHEREAS, Mrs. Miller has determined that she wishes to retire after many years of commendable service; and

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby thanks Elaine Miller for her years of exemplary service and dedication and congratulates her on her well-earned retirement and wishes her happiness and success in all of her future endeavor and hereby declare:

Thursday, February 28, 2019

As

Elaine Miller Day

In Pickaway County, Ohio

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
Lima Company's Request to Use Memorial Hall
For the Eyes of Freedom Exhibit:

The Commissioners reviewed the request from the Lima Company to utilize Memorial Hall for the purpose of displaying the "Eyes of Freedom" and "The Spirit of America's Story" exhibit during the week of the 2019 Circleville Pumpkin Show.

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the written request from the Lima Company for the use of Memorial Hall during the 2019 Circleville Pumpkin Show and authorize Commissioner Jay Wippel to sign the Agreement for Use of Property.

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
Westfall Local Schools
Request of Waiving Inspection Fees:

Westfall Local School District sent a letter to the Commissioners in regard to anticipated fees assessed for student safety measures. Westfall School is in receipt of a grant totaling \$7,571.00 through House Bill 318 for the purchase of door entry locks for school buildings in the event of an emergency. The installation of the entry locks come with fees due to the Pickaway Building Department of approximately \$1,514.20, and Westfall Schools is requesting the consideration of Pickaway County to waive the fees related to the grant involving the purchase of the door entry locks.

Upon discussion of the request, Commissioner Stewart will reach out to Westfall Local Schools by letter on behalf of the Pickaway County Commissioners to give insight to the rules and regulation of the Building Department and the fees required to collect. The Building Departments required fees have been paid by other local school district for the same purpose of installation of door entry locks and were not waived. The Commissioners do not feel that they can approve the request of Westfall School District at this time, and therefore, the customary fees required by the Pickaway Building Department will be due and payable.

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In the Matter
Pickaway WORKS:

Christy Mills, Pickaway WORKS, provided the Commissioners an update of the World of Real Knowledge and Skills program. Pickaway WORKS is successfully working with all local surrounding school districts to communicate with Pickaway County employers to collaborate an effort to align the two to learn about each other and began relationship building. Ryan Scribner, Pickaway Progress Partnership (P3), has been working with the Columbus Regional area for guidance to make sure the proper steps are taken and to prepare local kids for the demanding jobs. The WORKS program is going in the right direction to connect schools to business by providing teacher tours, job shadowing, trainings, and meeting with business. It has had a positive impact and the groups are more than willing to jump on board. Mrs. Mills is establishing tours of local businesses and schools to provide information on the program to students, teachers and employers. They have developed a website to provide information and updates.

Through the growth and improvements, Pickaway HELPS and Pickaway WORKS joined forces in November of 2017 and is now known as Pickaway World of Real Knowledge and Skills (WORKS). The Pickaway WORKS program is still implementing college and career night, ACT prep workshops, FASFA day, Pickaway HELPS Ula Jean Ater Metzler Scholarship, Real Money/ Real World, and Kids on Campus. The combined programs has allowed for additional educator business tours, job shadows/ internships, guest speaker events, senior boot camps, thinking partners and business showcase.

The Pickaway County Welcome Center and Visitors Bureau held a contest for Logan Elm second graders to create a new flag design for the Welcome Center and through the process the students learned about Pickaway County and what it has to offer. Mr. Scribner felt this was a great way to start to incorporate the Pickaway WORKS program into the schools at a younger age and showing them to use resources within Pickaway County. Mrs. Mills and Mr. Scribner are excited for the future of Pickaway Works and thanked the Commissioners for their continued support of the program.

In the Matter of
Appropriating Funds to
Pickaway WORKS:

Upon discussion, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve to appropriate \$20,000 to Pickaway WORKS as continued support and partnership to promote valuable educational and career opportunities for students and families of Pickaway County.

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
Auditor's Monthly Reports:

Melissa Betz, Auditor, met with the Commissioners to provide a end-of-month report for the month of January 2019. Mrs. Betz informed that she has received another public records request from the City of Circleville, Police Department and the Commissioners explained how the funding from the State of Ohio for the E911 works and how both entities have to be in compliance in order for either of the entities to receive the funds. If one is not in compliance the other will not be eligible for the funding. The Commissioners mentioned an recent article on the City of Circleville and the \$9 million in cash balance and a cashed in CD's. There was a township that did not receive approval and Mrs. Betz advised them to contact the Park District.

Rocky's has paid their taxes and the settlement is looking to be greater than anticipated. The Treasurer's Office is still working on posting real estate taxes from the first half collections. Mrs. Betz indicated the County General fund would be receiving a little over \$2 million in tax dollars but will not know an exact number until the settlement is completed. The month ended with a balance of \$7,363,466.55. Casino revenue is no different than expected and stayed stable. Mrs. Betz expressed that expenditure wise we are just getting started and we are right on target with where we were at this time last year.

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Mrs. Betz submitted budgetary action request to make payments for the JFS project. US Bank is still holding \$160,000+ as excess funds and it off sets the payment schedule for the Sales Tax Bond. The transfers will be set up for a portion of the Sales Tax Revenue to be placed in fund to make future payment on the Sales Tax Bond payment.

**In the Matter of
Executive Session:**

Commissioner Harold Henson recused himself before entering into executive session.

At 11:00 a.m., Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to enter into Executive Session pursuant to ORC §121.22 (G) (8) to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance, with Ryan Scriber, P3, Jean Carter Ryan, Franklin County Finance Authority, Angela Karr, Clerk, and April Dengler, Deputy County Administrator in attendance.

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

Attest: Angela Karr, Clerk

At 11:50 a.m., the Commissioners exited Executive Session and Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to resume Regular Session.

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

Attest: Angela Karr, Clerk

No action taken.

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

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

- WDC Group: Stockmeister received reports that the roof at the CRC Building was still leaking and with review of the repairs completed by the current contract, have chosen to terminate the contract with the contractor. A new contractor was present on Monday to assess the damage and make repairs accordingly. The building plans were delivered to WDC Group for Judge Hess' office remodel.
- Mrs. Dengler spoke Candy at the Building Department about payments on fees and she explained that General Contractors have been having subcontractors pay their portion of fees and we will start to see more and more of this.
- The Board of Elections thanked the Commissioners for the approval of the purchase of the new voting machines.
- The wind storm Sunday caused a tree to fall on a fence at the Dog Shelter. There will need to be a few additional trees that need to be removed to prevent future damage. Information has been submitted to Hummel and Plum Insurance to process the claim.
- Education Roundtable will be held at Cooks Creek on Thursday, March 21, 2019 at 7:30 pm. The event will include Mike Schmidt, Executive Vice President and Partner, Cramer and Associate giving an update of the Pickaway Agricultural and Event Center project. The cost is \$10 per person to attend the event.
- Mrs. Dengler sent a bid sheet to Daryl Wolfe and one couple looked at the house located at 963 South Pickaway Street. The bid opening for the properties is scheduled for Tuesday, March 19, 2019 at 11:30 at 139 West Franklin Street.

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- Judge Hess, Fourth District Court of Appeals Office, met with Pine Valley Construction and performed a walk through of the new office and Judge Hess requested additional changes, steel door, mirrors and tinted windows.
- Mrs. Dengler informed that the office had a large public records request from a citizens and the preparation will take some time to gather requested information.
- Mrs. Dengler received an email from the Sheriff regarding the sewer lines. Sheriff Radcliff was informed by Auglaze County, which had the same issues, that they received funds from CCAO for repairs by using Flo-Liner and Sheriff Solomon would like for Mrs. Dengler to reach out to gather additional information. The original contractors that built the jail are scheduled to come to the jail on Monday at 10:00 a.m. to determine the cause of the problem.
- Marc Rogols, Deputy County Administrator, is attending a session at the Health Department this morning given by the Attorney General's Office on Sunshine Laws and Records Retention.
- Veterans Services will be meeting in March and Mrs. Dengler will plan to discuss the purchase of the parking lot at the Annex.
- Mrs. Dengler is gathering information and documentation in preparation for the E911 Planning Committee meeting scheduled for Tuesday, March 5, 2019 at 8:00 a.m.
- Job and Family Services is settling in as they complete their move into the new CRC Building.

**In the Matter of
Community Housing Improvement
Program (CHIP) Application Process:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve Pickaway County Community Action (PICCA) to apply for a joint application with the City of Circleville, with separate requirements for the application of the CHIP program.

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

Attest: Angela Karr, Clerk

**In the Matter of
Fourth District Court of Appeals
Office Renovations:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve change order #110 in the amount of \$13,200.00 for the Fourth District Court of Appeals new office renovations to remove one way mirrors, frame in opening, remove built in desk, budget for kitchen cabinets, countertops, refrigerator labor to install, install a commercial steel store front door, custom built bookshelf, new toilet, door chimes, and solid glass window for lobby with talk through capabilities.

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

Attest: Angela Karr, Clerk

**In the Matter of
E911 Wireless Equipment
Upgrade with the City of Circleville:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to take internal steps to disburse E911 funds in accordance with the Commissioners letter to the City dated February 14, 2019, pleading the outcome of the E911 Planning Committee meeting to be held March 5, 2019.

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

Attest: Angela Karr, Clerk

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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 23, 2019.

A total of \$690 was reported being collected as follows: \$120 in adoption fees; \$105 in dog licenses; \$30 in dog license late penalty; \$40 in owner turn-in euthanasia; \$40 in owner turn-in puppy; and \$355 in private donations.

Five (5) stray dog was processed in; three (3) dog was adopted.

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.

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