

TUESDAY, FEBRUARY 27, 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, February 27, 2018, with the following members present: Mr. Jay H. Wippel, Mr. Brian S. Stewart, and Mr. Harold R. Henson. Brad Lutz, County Administrator, was also in attendance.

In the Matter of
Minutes Approved:

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from February 20, 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 February 28, 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 **\$300,560.58** 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
Transfers Approved:

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for the TRANSFER & RE-APPROPRIATION OF FUNDS:

\$200.00 from 101.1120.5301 – General Fund Supplies – Treasurer
To
101.1120.5404 – General Fund Advertising – Treasurer

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 Approved:

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

**\$8,000.00 from 101.1105.5801– Advances Out -General Fund – Juvenile/Probate Court
To
227.0000.4910 – Advances In – VOCA Fund – Juvenile/Probate Court**

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
Creation of New Line Item:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following request for the CREATION OF A NEW LINE ITEM:

297.0000.4984 – Pickaway WORKS Donations -Pickaway HELPS

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 2018 Circleville Pumpkin Show.

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the written request from the Lima Company for the use of Memorial Hall during the 2018 Circleville Pumpkin Show.

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
Rev. Rom Feister’s Submission of the
Agreement for use of Pickaway County Property:**

The Commissioners reviewed the agreement for the use of Pickaway County property submitted by Rev. Rom Feister from the Pickaway County Ministerial Association. Rev. Feister is requesting the use of the front of the Courthouse on March 30, 2018 at 12:00 p.m. to have prayer and to start the route of their traveling cross. The wooden cross will then travel to Memorial Hall, at then it will be left to be displayed until April 1, 2018 at 12:00 p.m.

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Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the Agreement for the use of Pickaway County property submitted by Rev. Rom Feister with the Pickaway County Ministerial Association.

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 March 2018, at the total probable cost \$2,355.32.

In the Matter of
Agreement with MasterMind, LLC for
County & Township Roads No-Passing Zone Safety Study Project
(NPZ-CEAO Safety Studies FY2018):

The Commissioners reviewed the County and Township Roads No-Passing Zone Safety Study Agreements from MasterMind, LLC for the NPZ-CEAO Safety Studies FY2018 project provided by the County Engineer's Office. The consultants will perform the No-Passing Zone Study using a virtually based two vehicle sight light method to determine locations of all loss of sight no-passing zones. No-passing zones at all intersections, one lane bridges, one lane tunnels, etc. shall be established at the proper length as determined by the Manual of Uniform Traffic Control Devices and/ or agency.

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the County and Township Roads No-Passing Zone Safety Study agreements for the NPZ-CEAO Safety Studies FY2018 project.

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
Kim Martin & Nick Tatman Appointed to the Ohio Children's Trust Fund
Child Abuse & Child Neglect Regional Prevention Councils:

During business conducted while in session, the Commissioners discussed Ohio's Biennial Operating Budget (House Bill 64) that included language creating a locally controlled regional model through which the **Ohio Children's Trust Fund (OCTF)** will provide child abuse and child neglect prevention funds on a regional basis. The language divides Ohio into eight child abuse and child neglect prevention regions, each consisting of prevention council for each region. Each board of county commissioners within a region may appoint up to two county prevention specialists to represent the county on the council. ORC §3109.172 (A) lists the types of individuals that are considered prevention specialists and council members appointed by boards of county commissioners are to serve two-year terms and may be appointed for two consecutive terms only.

Kim Martin, Pickaway County Family & Children First Council Director, and Nick Tatman, Pickaway County JFS Children's Service Director, have expressed their interest in being re-appointed to

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serving on the council. After discussing the matter, Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to re-appoint Mrs. Martin and Mr. Tatman on the **Ohio Children's Trust Fund – Child Abuse and Child Neglect Regional Prevention Council**.

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
Report Provided by April Dengler, Deputy County Administrator:

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

- Today is the pre-bid meeting with WDC Group for the Job & Family Services renovation project at 1:00 p.m. in the gym at 1005 South Pickaway Street.
- All the items have sold that were listed on GovDeals.com. The baptismal sold for \$146.00.
- Received a new quote from Mike's Landscaping for the Pickaway County properties mowing. She contacted the other three companies to follow-up on their potential quotes and have received no additional responses.
- Ms. Dengler will be interviewing a plumbing inspector candidate for the Building Department on Wednesday at 2:00 p.m.
- Electricians will be working on the generator at the Dog Shelter today at 1:00 p.m.. The Dog Shelter will have no electricity from that point on for the remainder of the day. Employees will still be there taking care of dogs, etc. but no phone or computer access.
- Pickaway HELPS hired Emily Smith, part-time, beginning March 6th. Ms. Smith replaces the position previously held by Jan Shannon.
- There was a PAAC Board meeting last Friday. Devin Scribner, Executive Director, gave his report.
 - Two grant applications have been submitted
 - Cardinal Health Generation RX- \$25,000
 - Cardinal Health Community Grant -\$100,000

He is still working on a DFC Grant with Tia Moretti as well as finalizing a fundraising letter. He is also continuing to work on the PAAC Strategic Blueprint Dashboard's key priorities:

- Create an Overdue Fatality Review Team (by July 1, 2018)
- Launch Addiction Public Awareness Campaign (ongoing)
- Encourage Safe Prescription Drug Disposal (end of March 2018)
- Link Patients with SUD to Treatment (Hub and Spoke) (by September 2018)
- Equip First Responders with Naloxone (survey all first responders by April 2018)
- Assess opportunities for implementing a Sequential Intercept Diversion Model (by end of 2018)
- Barry Bennett reported that he is partnering with the Circleville City Police Department to start a "Youth Drop-In Center". They hope to start by April 2nd. Pickaway County youth can stop in to the center to play games, study, have a meal. Non-uniformed officers will be there as well as peer support individuals. This will be a gathering place for youth to hang out and have fun. Funding is coming from grants as well as PARS. The location will either be at the old Community Action building or The Dock on Hayward Ave. Final details will be made to the public ASAP.
- Generation RX training will be provided at Circleville High School on March 20th.
- The PAAC Treatment Committee will review potential resources to add or remove from the current resource list. Must be non-profit to be considered.

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In the Matter of
Executive Session:

At 9:40 a.m., Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to enter into Executive Session pursuant to ORC §121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation, etc., of a public employee with Mr. Lutz and Mrs. Dengler in attendance.

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

Attest: _____
Angela Karr, Clerk

At 10:00 a.m., the Commissioners exited Executive Session and Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to resume Regular Session.

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

Attest: _____
Angela Karr, Clerk

No action was taken.

In the Matter of
Executive Session:

At 10:02 a.m., Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to enter into Executive Session pursuant to ORC §121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation, etc., of a public employee with Terry Frazier in attendance.

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

Attest: _____
Angela Karr, Clerk

At 10:25 a.m., the Commissioners exited Executive Session and Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to resume Regular Session.

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

Attest: _____
Angela Karr, Clerk

No action was taken.

In the Matter of
Meeting in Executive Session:

At 10:32 a.m., Commissioner Brian Stewart offered the motion, second by Commissioner Harold Henson, to enter into Executive Session pursuant to ORC §121.22 (G) (8) to discuss county hospital's trade

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secrets with Tim Colburn, CEO/President of Berger Health System, John Edgar, Scott Blue, Shirley Bowser, and Jim Flynn of the Berger Board of Governors, with Mr. Lutz in attendance.

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

Attest: _____
Angela Karr – Clerk

At 11:34 a.m., the Commissioners exited Executive Session and Commissioner Brian Stewart offered the motion, second by Commissioner Harold Henson to resume Regular Session.

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

Attest: _____
Angela Karr – Clerk

No action was taken.

In the Matter of
Change Order Signed to add
Federal Road & McKinley Road to the
2017 County & Township Resurfacing Program:

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following Change Order No. 1 related to adding Federal Road and McKinley Road and varying conditions to the 2017 County and Township Resurfacing Program, Contract A.

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
Brad Lutz, County Administrator:

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

- Discuss change order (attached) regarding work being done at the Courthouse around the gutter replacement.
 - While General Restoration is doing their work, other items have been noted that need attention. Most have been insignificant in nature and have been approved by the Administrator after review of the need with the Maintenance Supervisor.
 - One item that needs the attention of the Commissioners is in regard to the chimneys. They are in need of tuck-pointing, but some are worse than others.
 - According to the Maintenance Supervisor, “Most of the chimney conditions I can see from the ground are fairly sound. However, there is a chimney in the roof section above Judge Knece’s courtroom that has a visibly loose medium sized brick. If said brick moves at all from its current state of leaning it will fall and needs to be addressed ASAP. In my opinion, there is one critical chimney and the rest are necessary within the next 24-36 months.
 - The CO for all chimneys is \$19,400. I am asking the Commissioners to determine whether they will approve the CO for all chimney’s or just the one that needs immediate attention.
- Fairgrounds Scope of Work for the Maintenance Department

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- The Maintenance Supervisor met with the Fair Board President to discuss the anticipated scope of work that the Maintenance Department will be responsible for as part of the contract between the Fair Board and the Commissioners.
 - Maintenance scope of work:
 - Respond to various building related issues as they arrive through work orders.
 - Setup PM's for the Ankrom building and the horse barns to be conducted monthly.
 - Set up tables for Flea Markets the Wednesday preceding the event.
 - Move racks of chairs between the Grange building and Coliseum as necessary between events.
 - Turn on/off heat in the Coliseum the Friday before a weekend event and the Monday after.
 - Remove tables and throw trash into the dumpster after an event.
Commissioners need to discuss what is the responsibility of Maintenance Department and what is the responsibility of the fair board before, during and after events. Commissioner Wippel & Mr. Lutz will clarify with Von Cremeans.
 - Custodial scope of work:
 - Vacuum, mop and clean bathrooms in the Ankrom building.
 - Clean and stock bathrooms in the Coliseum.
 - Use floor scrubber to clean the large area in the Coliseum on the Wednesday before an event.
- The Commissioners should review the scope and determine if this is what was anticipated as part of the contract.
- Attached are the documents provided by Tyler Cordle from Capabilities, Inc. regarding their In-Demand Summer Youth Work Experience program that was discussed at the last Commissioners' Meeting. Mr. Lutz will discuss with April Dengler, Deputy County Administrator to see if we could use their services at the County.
- Regarding the Fairgrounds Project;
 - Attached are the plans for MS Consultants planning commission submittal to the City.
 - Overall Site Plan
 - Detailed Site Plan
 - Utility Plan
 - The next meeting with MS Consultants is Monday, March 5, 2018 at 10am. The primary discussion item will be the finalization of the 60% plans based on feedback received by MS at the last meeting from Commissioner Wippel and Fair Board President Cremeans.
 - Plans for the fairgrounds buildings, as prepared by MS Consultants, are available electronically for anyone who would like to have those emailed to them. They are significant in size and would need to be sent individually by building.
- In January, Mr. Lutz forwarded the Commissioners the Comprehensive Facilities Report from Dude Solutions. He would like to set a time during a Commissioners' meeting sometime in the next few weeks to bring in the Maintenance Supervisor to discuss further in an effort to put together a multi-year facilities plan regarding infrastructure repair and replacement. A date will need to be set late March to address Dude Facility and Service Center.
- The mediation with the Court of Claims regarding Mr. Parks's public records complaint is scheduled for Friday, March 2 at 10 AM by phone. He will attend with Judy Wolford, County Prosecutor.
- Tonight at 6:00pm will be a Town Hall style meeting for community leaders to hear about the Great Ohio Bicycle Adventure (GOBA) tour coming through town on June 19th / 20th. Representatives from the City, County, volunteer organizations and relevant not-for-profits have been invited to learn about, among other things, activities around the ride, the route into and out of town, what the riders will need, what the day will look like for those of us in the community, emergency plans, and what the community should expect. Representatives from GOBA will attend to present information on the ride and answer questions.
- Tonight is the scheduled special meeting of the Fair Board at 7:00pm at the Fair Board office on the Fairgrounds.

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- The March Madness Community basketball game at OCU will be held on March 21 at 6pm. Mr. Lutz was asked to participate and has agreed to do so.
- Chamber Annual Dinner - Thursday, April 12 at 5:30pm at Deer Creek Lodge & Conference Center
 - Would the Commissioners like to donate personally to the silent auction? Commissioner Stewart is attending and the Commissioners all agreed to give a joint donation to the event.
- Foreclosures filed in the Pickaway County Clerk of Courts: 2018-7, 2017-17, 2016-14, 2015-11.

In the Matter of
Change Order Proposal to add Chimney Repairs to the
2017 Pickaway County Courthouse Gutter Replacement:

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the Change Order Proposal in the amount of \$19,400 to add chimney repairs to the 2017 Pickaway County Courthouse Gutter Replacement project.

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
Meeting in Executive Session:

At 3:40 p.m., Commissioner Brian Stewart offered the motion, second by Commissioner Harold Henson, to enter into Executive Session pursuant to ORC §121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation, etc., of a public employee and ORC §121.22 (G) (2) to consider the purchase of real or personal property with Mr. Lutz and Mrs. Karr in attendance.

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

Attest: _____
Angela Karr – Clerk

At 4:03 p.m., the Commissioners exited Executive Session and Commissioner Brian Stewart offered the motion, second by Commissioner Harold Henson to resume Regular Session.

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

Attest: _____
Angela Karr – Clerk

No action was taken.

In the Matter of
Notice of Commencement of a Public Improvement
For the PIC-TR028-1.36 Design Build Project:

The Commissioners reviewed the Notice of Commencement of a Public Improvement provided by the County Engineer's Office for the PIC-TR028-1.36 design build project that was awarded to Miller Bros. Construction, Inc. on February 13, 2018.

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Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, authorizing Commissioner Jay Wippel, President, to sign the Notice of Commencement of a Public Improvement for the PIC-TR028-1.36 design build project.

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
Weekly Dog Warden Report:

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending February 24, 2018.

A total of \$857 was reported being collected as follows: \$120 in adoption fees; \$135 in dog licenses; \$45 in dog license late penalty; \$76 in kennel licenses \$76 in dog license late penalty; \$40 in owner turn-ins; \$300 private donations; \$25 in redemptions; transfer out- rescue \$40.

Six (6) stray dogs were processed in; four (4) dogs were adopted.

With there being no further business brought before the Board, Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold 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