

TUESDAY, JANUARY 22, 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, January 22, 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 January 15, 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 Jay Wippel 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 January 24, 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 **\$1,917,470.00** 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 Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to approve the following requests for the APPROPRIATION OF FUNDS:

\$20,000.00 – 101.1105.5703 – Contingencies - 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 Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to approve the following requests for the TRANSFER AND REAPPROPRIATION OF FUNDS:

\$350,000.00 – 410.7104.5401 – Fairgrounds Cap Improvement Contract Services – Commissioners

TUESDAY, JANUARY 22, 2019
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

TO

410.7104.5505 – Fairgrounds Capital Improvement Material/ Supplies - Commissioners

\$20,000.00 – 101.1105.5703 – Contingencies – Commissioners

TO

101.1105.5706 – Economic Development - 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
Waiver Approved:**

Nancy Graham, Fiscal Specialist, requested a waiver to pay the Toole & Associates, in a timely manner related to plan reviews for the Building Department. After discussing the request, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to waive the waiting period to issue payment to the Toole & Associates, in the amount of \$4,193.65 from line item #101.1108.5401 building department contract services.

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 Darrin Flick:**

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

- Mr. Flick met with Ohio Christian University to discuss emergency preparedness, location of an emergency operations center, tornado sirens, and an upcoming active shooter exercise.
- Mr. Flick met with the county Engineer to ensure we are all ready for upcoming severe winter weather.
- Mr. Flick will meet with Frontier Communications to discuss some E-911 line issues.
- Mr. Flick will meet with Ohio EMA to discuss annual Local Emergency Planning Committee (LEPC) exercise.

**In the Matter of
Report Provided by Marc Rogols:**

The following is a summary of the report provided by Marc Rogols, County Administrator:

- There were two Worker's Comp cases filed last week that were medical only. Both cases were falls at the Service Center due to icy conditions.
- Victoria Brown starts employment today as the new custodial worker for the 12:00 p.m. to 4:00 p.m. shift.
- Preston Schumacher, Deputy Dog Warden II, will start next Monday. Last week, Mr. Schumacher volunteered at the shelter to become familiar before starting employment.
- Mr. Rogols was called to the shelter for a situation. A dog had escaped from his kennel and walked along the top of the kennels to get into another kennel with a dog that was smaller than him. The smaller dog required needed medical attention. The larger breed was euthanized.
- Mrs. Dengler and Mr. Rogols will be attending the Ohio Health Awards on Thursday at the Convention Center. Pickaway County will be receiving the Work Site Award.

**TUESDAY, JANUARY 22, 2019
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

**In the Matter of
Community Development Block Grant,
Ohio Development Service Agency,
Signature Card Authorization and Signature Certification:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to sign the Ohio Development Services Agency Authorized Signature Card authorize Commissioner Jay Wippel to sign the Signature Certification for request for payment and status of funds report for the CDBG grant.

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
Allocation of Fourth Quarter 2018 Casino Revenue:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to allocate the 2018 fourth quarter Casino Revenue in the following manner:

**\$6,806.00 to 401.0000.4575 – Capital Fund
\$163,342.58 to 101.0000.4575 – General Fund**

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

Attest: Angela Karr, Clerk

**In the Matter of
Allocation of November 2018 Sales Tax Collections:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to allocate the November 2018 Sales Tax collections in the following manner:

**\$27,890.00 to 401.0000.4121 – Capital Fund
\$669,352.38 to 101.0000.4121 – General Fund**

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
Adoption of 2019 General Fund Budget:**

Following the Commissioners' final review of departmental operating budget requests for fiscal year 2019, and the General Fund Resolution No. PC-121818-3, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to adopt the 2019 General Fund Budget, and the adoption of the following Resolution for the 1st half appropriations to be distributed in January 2019 to replace Resolution PC-121818-3 adopted December 18, 2018:

Resolution No.: PC-012219-1

WHEREAS, that pursuant to Ohio Revised Code §5705.392, the Pickaway County Board of Commissioners hereby adopts as 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 2019. 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

**TUESDAY, JANUARY 22, 2019
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

\$9,119,365.53

as the first half appropriation for 2019.

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
Adoption of 2019 Non-General/Special Revenue Fund Budget:**

Related to the Non-General/Special Revenue Fund for 2019, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution:

Resolution No.: PC-012219-2

BE IT RESOLVED by the Board of Commissioners of Pickaway County, Ohio, that to provide for the current expenses and other expenditures of said county during fiscal year ending December 31, 2019, the following sum be and the same is hereby set aside and appropriated for the several purposes for which the expenditures are to be made from the NON-GENERAL / SPECIAL REVENUE FUND

\$40,926,233.70

as an annual appropriation for 2019.

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
Fairgrounds Improvement Sales Tax
Revenue Bond Anticipation Note Series 2019:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve and sign the Fairground Improvement Bond Anticipation Notes, Series 2019, per Resolution No. PC-100918-2 passed October 9, 2018.

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
RNB Tailored Tints, Tinting King
Replacement tint for Bureau of Motor
Vehicles and Title Department front windows:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the 50% deposit required to pace the order with RNB Tailored Tints for the replacement of tint on the front windows of the Bureau of Motor Vehicles and Title Department located in the Annex Building.

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

TUESDAY, JANUARY 22, 2019
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

In the Matter of
Report Provided by Tawn Seimer,
Soil and Water Conservation District Director:

Tawn Seimer, Soil and Water Conservatory District (SWCD) District Administrator, Katrina Sharp and Cheyenne Jepsen, met with the Commissioners to give an update of the Pickaway SWCD.

Administrative:

The Ohio Federation and Soil and Water Conservation District (OFSWCD) meeting will take place February 24-26, 2019 in Columbus and staff and supervisors will be attending. A reception with legislators is scheduled on Tuesday evening at the State House. Mrs. Seimer informed the Commissioners that employee evaluations were held on December 12, 2018 after the December Board Meeting.

Mrs. Seimer informed the Commissioner that there was vandalism to two of the SWCD trucks while they were sitting in the parking lot over a weekend. The gas tanks on both vehicles were punctured and all of the gas was removed. The cost of repairs is estimated at \$2,000 per vehicle to replace the fuel tanks.

Education/ Outreach

The January "Conservation News" newsletter was mailed out to 2510 residents and emailed to 330. The Affiliate Membership renewal form have been sent out and the District Tree and Fish Sales information has been distributed. The Fish and Tree Sales is currently underway and order will be available for pickup in April. Katrina Sharp helped with Darby Creek Day where she worked with about 150 people of various ages. Ms. Sharp also completed an Ohio EPA Grant proposal to build an Augmented Reality Sandbox and met with the Pickaway County Ag Day planning committee. Ms. Sharp met with county school superintendents to discuss school participation in the Area 5 Envirothon, which is scheduled for April 30th at O O McIntyre Park in Gallipolis, Ohio. The Donald E. Minor Memorial Scholarship information has been distributed to the Pickaway County High Schools along with the annual poster contest information.

Technical

SWCD assisted different contractors with installation of nine waterways this fall. There are two SSD plans that are being completed with one more on the books. Cheyenne Jepsen explained that there were seven engineering plans that have been completed before the CRP was closed at the end of September 2018 and SWCD currently has 14 projects designed and are waiting on construction, 2 of which have requested layouts for tile installation. The weather has caused delays and SWCD will be able to fulfill the request once they have the ability to get in the fields.

In the Matter of
Pickaway County Board of Developmental Disabilities
Contract with Pickaway Agricultural and Event Center:

Mike Pelcic, Pickaway County Board of Developmental Disabilities Director, met with the Commissioners to discuss the Pickaway Agricultural & Event Center contract for handicap accessibility. The Pickaway County Board of Developmental Disabilities expressed concerns of the sizing of the 12 new handicap parking spaces, and if the spaces would allow for a van with a lift. The PCBDD Board also requested that there be camping lots available with handicap accessibility with hard surface such as asphalt and the size to allow for a camper, parking and picnic area. Mr. Pelcic requested that the modifications to the specs come to PCBDD to review to make sure they meet the needs of those with handicap or developmental disabilities. Commissioner Wippel advised that the camping spot are already there, asphalt just needs laid and electric needs installed or updated. The PCBDD Board had a question after seeing the virtual tour and one of the family restrooms was to have a changing table that could be utilized for an adult. Commissioner Wippel will check with Corna-Kokosing on a change order to upgrade the changing table unit to be usable for children and adult size.

Mr. Pelcic questioned when the first draw will be needed, and Commissioners agreed it would be easiest to do one draw at the completion. Mr. Pelcic will take the changes back to his Board to present at the

TUESDAY, JANUARY 22, 2019
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

February 28th meeting. The Board asked about recognition of BCBDD and Commissioners suggested a sign at the handicap parking spaces and another at the handicap camping area. Commissioner Wippel will provide Mr. Pelcic a sign draft for the review and approval of the PCBDD Board. Mr. Pelcic expressed the appreciation from the Board and will reach out after his February 28th meeting.

In the Matter of
Equipment Purchase for the Office of
Pickaway County Treasurer:

Ellery Elick, Treasurer met with the Commissioners to discuss the purchase of a currency counter for the Treasurer's Office. The current discriminator they currently house in the office is no longer able to be updated and is obsolete. The main purpose of the machine is to detect counterfeit currency and count funds. They recently had a counterfeit \$20.00 bill that was accepted through the machine and was charged back to the County. A new currency discriminator machine will cost \$2,495.00 plus \$329.00 for the printer. Mr. Elick requested that the Commissioners purchase a new machine since it is utilized for the entire county and that the Commissioners cover the first year of the maintenance agreement at \$459.00. Mr. Elick shall cover the maintenance agreement each year thereafter. The local banks have advised that there is a lot of counterfeit currency going around and to be on the lookout.

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the purchase of a currency discriminator from Automated Business Machines. The total cost for the discriminator and printer is \$2,824.00 plus one-year maintenance service agreement at \$459.00, to be paid from unplanned capital. The Pickaway County Treasurer shall cover the maintenance agreement each year thereafter.

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
County Administrator Report:

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

- WDC Group: Mrs. Dengler received a change order to install two additional alarm locks on doors and the specs for the new signs at the CRC Building. The size of the sign had to be increased to appropriately fit all logos and wording. Repairs are underway to the rood that caused water damage in the electrical room. The CRC Building passed the Life Safety and has a temporary certificate of occupancy. Mrs. Dengler receive a quote for \$4,500 for the removal of old sprinkler heads. The plaque for the mural was located and will be displayed in the CRC Building alongside the mural.
- Robert Adkins is meeting with Lieutenant Rhoades today at the Sheriff's Office at 1:30 pm to discuss servers for the Sheriff's Office.
- CDC of Ohio informed the City of Circleville that the Turner Drive project was not approved for the CDBG grant and the reasoning from the state.
- Mrs. Dengler addressed the house located on South Pickaway wit the Commissioners, and the decision was made to proceed to sell the real property and the park located on South Pickaway Street.
- The electrical issues at the Recorder's Office was reviewed by Jon Brown, Maintenance Supervisor, and he found that the problem is caused by small electrical space heaters being plugged and over loading the circuit. The Commissioners stressed that heaters need to be inspected by the Maintenance Department and approved for use. Mr. Brown suggested to continue to divide the circuit to lighten the load. The Commissioners approved the maintenance department to install a new outlet in Juvenile Court Department and a new circuit in the Recorder's Office.
- There is a Chamber Speaking event Tuesday, January 29th at 7:30 a.m. at Cooks Creek Golf Course.

**TUESDAY, JANUARY 22, 2019
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

**In the Matter of
Change Order No. 1A-9 General Work and
Labor signed for Pickaway Job and Family
Services Project at the CRC Building:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following Change Order No. 1A-9 received from Stockmeister Enterprises, Inc., related to labor for installation of alarm locks on door 214 and 136 at the CRC Building. The contract sum shall increase by \$1,811.92.

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
Ross, Pickaway, Highland, Fayette
Joint Solid Waste District Policy Committee Member for 2015:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, designating that Harold Henson, Vice President of the Pickaway County Board of Commissioners, to serve as the designee on the Ross, Pickaway, Highland, Fayette Joint Solid Waste Policy Committee for year 2019 representing the Pickaway County Commissioners.

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

I, Angela Karr, Clerk of the Board of Pickaway County Commissioners, do hereby certify the adoption of the foregoing resolution by the Board at their regular meeting held on January 22, 2019 and that said matter was recorded in the Commissioner Journal 65.

Angela Karr

**In the Matter of
Agreement with Carpenter Marty Transportation for
County & Township Road Intersections
(STW CEO Safety Studies):**

The Commissioners reviewed the County and Township Road Intersection Safety Study Agreement from Carpenter Marty Transportation for the STW-CEO Safety Study project provided to the County Engineer's Office. The consultants will perform the intersection study at the listed locations.

- Tarlton Road (C-016) and Kingston Pike (C-009) intersection
- Walnut Creek Pike (C-007) and Bell Station Road (T-038) intersection

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve and authorize Starlin C. Mullins to sign the County and Township Road Intersection Safety Study agreement for the STW-CEO Safety Study with Carpenter Marty Transportation.

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

TUESDAY, JANUARY 22, 2019
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

In the Matter of
Real Property Tax Exemption and Remission:

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to authorize Commissioner Jay Wippel to sign the Real Property Tax Exemption and Remission Application for property located at 2179 North Court Street, Rear, Circleville, Ohio. Title of aforementioned property was acquired by the Pickaway County Board of Commissioners on June 14, 2018 by criminal forfeiture.

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 January 19, 2019.

A total of \$1,623 was reported being collected as follows: \$120 in adoption fees; \$885 in dog licenses; \$450 in kennel licenses; \$23 in additional kennel license; \$5 in private donations; \$30 in redemptions; \$30 in auditor redemption and \$80 in transfer out-rescue.

Three (3) stray dog were 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
PICKAWAY COUNTY, OHIO

Attest: Angela Karr, Clerk