

**TUESDAY, JUNE 26, 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, June 26, 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 Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to approve the minutes from June 19, 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: \_\_\_\_\_  
April Dengler, Deputy County Administrator/ Acting Clerk

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

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay 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 June 27, 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 \$260,195.93 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: \_\_\_\_\_  
April Dengler, Deputy County Administrator/ Acting Clerk

**In the Matter of  
Appropriation of Funds Approved:**

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

**\$5,000.00 – 101.1105.5703 – Contingencies – Commissioners**

**\$17,944.80 – 304.8103.5603 – JFS Building Note – Principal – Pickaway County Auditor**

**\$15,391.62 – 304.8207.5604 – JFS Building Note – Interest – Pickaway County Auditor**

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

Attest: \_\_\_\_\_  
April Dengler, Deputy County Administrator/ Acting Clerk

**TUESDAY, JUNE 26, 2018  
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**In the Matter of  
Transfers & Re-Appropriations Approved:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests for the TRANSFERS and RE-APPROPRIATIONS OF FUNDS:

**\$5,000.00 from 101.1105.5703 – Contingencies – Commissioners  
To  
101.1108.5961 – Township, Village, City Fee Returns– Commissioners**

**\$1,000.00 from 501.6915.5402 – Contract Repairs – General Sewer District – Sanitary Engineer  
To  
501.6915.5300 – Materials & Supplies – General Sewer District – Sanitary Engineer**

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

Attest: \_\_\_\_\_  
April Dengler, Deputy County Administrator/ Acting Clerk

**In the Matter of  
Fund Transfer:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests for a FUND TRANSFER:

**\$33,336.42 from 101.1105.5701 – Transfers – Pickaway County Auditor  
To  
304.0000.4901 – JFS Building Note – Transfers – Pickaway County Auditor**

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

Attest: \_\_\_\_\_  
April Dengler, Deputy County Administrator/ Acting Clerk

**In the Matter of  
Amended Certificate:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests for a AMENDED CERTIFICATE:

**\$33,336.42 – 304.0000.4901 – JFS Building Note – Transfers – Pickaway County Auditor**

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

Attest: \_\_\_\_\_  
April Dengler, Deputy County Administrator/ Acting Clerk

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**In the Matter of**  
**Approve Issuance of Blanket Purchase Order (BL)**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests to APPROVE ISSUANCE OF BLANKET PURCHASE ORDER (BL):

**\$3,964.82 – 101.1210.5901 – General – Common Pleas Court**

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

Attest: \_\_\_\_\_  
April Dengler, Deputy County Administrator/ Acting Clerk

**In the Matter of**  
**Report Provided by Dave Conrad, EMA Director & 911 Coordinator:**

The following is a summary of the report provided by Dave Conrad, EMA Director & Pickaway County 911 Coordinator:

EMA

- Mr. Conrad reported that the Community Emergency Response Team (CERT) along with Box 65 provided first aid and transportation services for the 2018 Pickaway County Fair. They assisted with 39 requests. The requests ranged from directions on the grounds to transporting elderly and disabled visitors around the fair and to the parking area. They also assisted 26 visitors and show employees with first aid. These calls ranged from providing a Band-Aid for blisters on feet; nose bleeds, twisted ankles, and cuts from falls.
- This coming Friday, June 29<sup>th</sup>, the Pickaway County General Health District will be holding a community health improvement plan meeting from 8:00am until 10:30 am at Berger Hospital in the Community Room

E911

- Mr. Conrad reported that he was able to complete the Federal Survey by the deadline requested by contacting Terry Frazier, City of Circleville Safety Director, to obtain the information.
- Mr. Conrad has a statewide 911 conference call this Thursday, June 28<sup>th</sup> at 11:00am about the new PSAP rules.
- This Friday, June 29<sup>th</sup>, Mr. Conrad is working with Tom Swisher, 800MHz Coordinator, and Jon Brown, Maintenance Supervisor, to pick up some donated communications equipment from the Reynoldsburg Police Department.

**In the Matter of**  
**Report Provided Tim McGinnis, Planning and Development Director:**

The following is a summary of the report provided by Tim McGinnis, Planning and Development Director:

- Mr. McGinnis reported that he is handling the day-to-day business of approving lot splits and answering zoning questions.

**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:

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- WDC Group – The outside staircase is being worked on, soil and concrete testing has been completed and the report given to the Building Department to add to the renovation file. The general contractor (Stockmeister) is tearing the roof off the building this week and they have agreed to remove the current signage that is in the front of the building. Drywall is being delivered this week.
- GovDeals.com – The old Maintenance Department truck – 1993 White Chevy 2500 with 91,945 on it will be posted this week.
- Fairgrounds Revitalization Project – The demolition permit for the Grange Building and the animal barns has been received from the Building Department
- Tabletop County flags have been ordered from The Flag Lady. The Commissioners Office uses those to give to the local schools as well as the Pumpkin Show Little Miss and Queen courts.
- CDBG Administrator Listing – a listing of potential CDBG administrators was sent to the Commissioner’s Office from Mary Oakley and Ryan Scribner.

**In the Matter of**  
**Report Provided by Brad Lutz, County Administrator:**

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

- Mr. Lutz explained to the Commissioners that he had asked Don Sherman, Director of Public Service for the City of Circleville, if he had a status update for the Fairgrounds utilities and site plans. Mr. Sherman’s response was that he was “working on it”. Mr. Lutz will send another email requesting further updates.

**In the Matter of**  
**Titles signed for Sheriff’s Office vehicles to be scrapped:**

The Sheriff’s Office submitted titles to 4 vehicles to be scrapped at DeerCreek and one that will be purchased for use. The vehicles are as follows:

**2FAFP71W85X128907 – 2004 Ford Crown Vic**  
**2FAFP71WX5X128908 – 2004 Ford Crown Vic**  
**2FAFP71W65X128906 – 2004 Ford Crown Vic**  
**2GAGG39K9P4117324 – 1992 Chevy Transport Van (DeerCreek will purchase to use at their facility)**  
**2FABP7BV8AX128114 – 2010 – Ford Crown Vic**

**A total of \$2000 will be received for all of the vehicles**

Commissioner Henson offered the motion to approve Commissioner Wippel to sign the titles for these vehicles, seconded by Commissioner Stewart.

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

Attest: \_\_\_\_\_  
April Dengler, Deputy County Administrator/ Acting Clerk

**In the Matter of**  
**Ditch Assessment Approval:**

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Commissioner Stewart made a motion to approve the annual maintenance assessment for the following County ditches for the year 2018 and payable in 2019:

**Autie Howard Group Ditch  
Blue Anderson Ditch  
Braskett Ditch  
Brill Group Ditch  
Buskirk Upper Terminus Open Ditch  
Clark's Run Upper Terminus Ditch  
Congo Lateral #1 Ditch  
Cook's Group Open Ditch  
Dry Run Lateral #1 Ditch  
DS Drainage Improvement  
George's Run Upper Terminus Ditch  
Greenbriar Extension #1 Ditch  
Hughes County Ditch Lateral #1  
Hughes Main Ditch  
Metzger-Ewing-Johnson Group Ditch  
Mud Run Lateral #1 Ditch  
PC Acres Storm Water Ditch  
Pence Main Tile Ditch  
Springwater Run Ditch  
Wampler Hills Storm Watch Ditch  
Wilson Ditch**

Seconded by Commissioner Henson. Voting was as follows: Commissioner Stewart, yes; Commissioner Henson, yes; Commissioner Wippel, absent. Motion carried.

Attest: \_\_\_\_\_  
April Dengler, Deputy County Administrator/ Acting Clerk

**In the Matter of  
Application for New Liquor License for  
Loves Travel Stop & Country Stores #690, located in Pickaway Township:**

The Commissioners reviewed the application for a new liquor license received from the Ohio Division of Liquor Control for Loves Travel Stops & Country Stores #690, located in Pickaway Township.

Following the review, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson to make no request for a hearing related to the following:

New Liquor Permit #53165280065:

Loves Travel Stops and Country Stores Inc.  
DBA Loves Travel Stop #690  
25727 Duroc St  
Pickaway Township  
Circleville, Ohio 43113

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

Attest: \_\_\_\_\_  
April Dengler, Deputy County Administrator/ Acting Clerk

**In the Matter of**

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**Application for New Liquor License for  
Glpettit LLC, DBA Pettits Drive Thru 3, located in Darby Township:**

The Commissioners reviewed the application for a new liquor license received from the Ohio Division of Liquor Control for Glpettit LLC, DBA Pettits Drive Thru 3, located in Darby Township.

Following the review, Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel to make no request for a hearing related to the following:

New Liquor Permit #:

Glpettit LLC  
DBA Pettits Drive Thru 3  
9200 US 62  
Darby Township  
Orient, Ohio 43146

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

Attest: \_\_\_\_\_  
April Dengler, Deputy County Administrator/ Acting Clerk

**In the Matter of  
Permissive Fee Second Public Hearing:**

**Resolution No.: PC-062618-1**

**RESOLUTION LEVYING AN ADDITIONAL FIVE DOLLAR (\$5.00) MOTOR VEHICLE LICENSE TAX FOR PICKAWAY COUNTY, STATE OF OHIO PURSUANT TO 4504.24 OF THE OHIO REVISED CODE**

**WHEREAS**, Ohio Revised Code (ORC) Section 4504.24, as enacted by House Bill 26 of the 132<sup>nd</sup> General Assembly, authorizes a board of county commissioners to adopt a resolution levying an additional motor vehicle license tax upon the operation of motor vehicles on the public roads and highways in the county, which tax is in addition to the tax levied by Section 4503.02, 4503.07 and 4503.18, and any other taxes levied under Chapter 4504 of the Revised Code;

**WHEREAS**, additional funds are necessary to adequately finance the planning, constructing, improving maintaining and repairing of public roads, highways and streets, and the maintaining and repairing of bridges and viaducts; and

**WHEREAS**, the county wishes to levy an annual license tax upon the operation of motor vehicles on the public roads and highways in the county, which tax is in addition to any of the taxes levied under Chapter 4504 of the Ohio Revised Code; and

**WHEREAS**, tax collected by the county pursuant to Section 4504.24 of the Ohio Revised Code shall be at the rate of \$5.00 per motor vehicle on all motor vehicles registered in Pickaway County; and

**WHEREAS**, prior to the adoption of any resolution authorizing the county to levy an additional motor vehicle license tax under Section 4504.24 of the Ohio Revised Code, the county must conduct two public hearings thereon; the second hearing to be not less than (3) but not more than ten (10) days after the first hearing; and

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**WHEREAS**, pursuant to the requirements of Section 4504.24 of the Ohio Revised Code, the county is required to provide notice of the date, time, and place of both hearings by publication in a newspaper of general circulation in the county, or as provided in Section 7.16 of the Ohio Revised Code, once a week on the same day of the week for two consecutive weeks, the second publication being not less than ten (10) but not more than thirty (30) days prior to the first hearing;

**WHEREAS**, Pickaway County has provided public notices twice in a newspaper of general circulation in the county and has held two public hearings as required by law;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Pickaway County, Ohio:

1. That the board of county commissioners, pursuant to Section 4504.24 of the Ohio Revised Code, hereby determines that it is necessary to levy an additional county motor vehicle license tax;
2. That an additional license tax is hereby levied pursuant to Section 4504.24 of the Ohio Revised Code; this tax is in addition to any tax levied pursuant to Section 4503.02, 4503.07 and 4503.18 of the Ohio Revised Code and any other relevant tax levied under this title of the Revised Code; the tax shall be at the rate of five dollars (\$5.00) per motor vehicle on all motor vehicles in the district of registration of which is Pickaway county, Ohio; the rate shall be in addition to the taxes at rates specified in Sections 4503.04 and 4503.16 of the Ohio Revised Code;
3. That this resolution shall become effective thirty days following adoption and is subject to referendum as provided in Sections 305.31 to 305.41 of the Ohio Revised Code.
4. That the clerk to the board of county commissioners shall provide written notice of the adoption of this resolution to the legislative authority of each municipal corporation and the board of trustees of each township that is located in the county in accordance with Section 4504.24 of the Ohio Revised Code.
5. That the clerk to the board of commissioners is hereby directed to certify a copy of this resolution to the county engineer, the county auditor and the county treasurer.
6. That the clerk to the board of commissioners is directed to certify this resolution to the Bureau of Motor Vehicles, Attention: Tax Distribution Section

**BE IT FURTHER RESOLVED** that all formal actions of the board relating to the adoption of this resolution were taken in an open meeting of the board in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code

Upon roll call on the adoption of the resolution, the vote was as follows: Voting on the motion was as follows: Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: Commissioner Stewart. Motion carried.

Attest: \_\_\_\_\_  
April Dengler, Deputy County Administrator/ Acting Clerk

I, April Dengler, Acting Clerk of the Board of Commissioners of Pickaway County, Ohio certify that the foregoing is a true and correct copy of a Resolution adopted at a legally convened board meeting on June 26, 2018.

Attest: \_\_\_\_\_  
April Dengler, Deputy County Administrator/ Acting Clerk

**In the Matter of**  
**FY2018 Community Development Block Grant (CDBG)**  
**Critical Infrastructure for Village of New Holland-South Main St. Reconstruction**  
**First Public Hearing:**

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The first public hearing was held today, June 26<sup>th</sup>, 2018, at 11:00am regarding FY2018 Community Development Block Grant (CDBG) Critical Infrastructure for Village of New Holland-South Main St. Reconstruction. Robert Berquist, CDBG Administrator, presented the project. In attendance: April Dengler, Angela Karr, Bob Berquist, Harold Henson, Brian Stewart and Brad Lutz. No questions or comments were submitted.

**In the Matter of**  
**FY2018 Community Development Block Grant (CDBG)**  
**Critical Infrastructure for the City of Circleville**  
**First Public Hearing:**

The first public hearing was held today, June 26<sup>th</sup>, 2018, at 11:15am regarding FY2018 Community Development Block Grant (CDBG) Critical Infrastructure for the City of Circleville – Turner Street Reconstruction. Robert Berquist, CDBG Administrator, presented the project. In attendance: Angela Karr, Bob Berquist, Brian Stewart, Harold Henson, Brad Lutz, April Dengler and Don Sherman. No questions or comments were submitted.

**In the Matter of Update Report**  
**Devin Scribner, Executive Director PAAC:**

Devin Scribner, Executive Director of the Pickaway Addiction Action Coalition (PAAC) and PAAC board members Larry Schieber, Jimmie Davis, Tia Moretti, and Pastor Kevin Pees were in attendance.

- Mr. Scribner gave an update on both current and new board members to PAAC and spoke about what the county's financial investment has done for PAAC.
- He reviewed the PAAC blueprint that was developed which explains PAAC's goals for 2018. He explained that PAAC is the gold standard of coalitions in the country. There are many other communities that are interested in how PAAC was developed, how it functions and is successful.
- Mr. Scribner described how he is currently working on a public awareness campaign. There was a community event last fall at Circleville High School to go over the blueprint and engage the community. One of the focuses of PAAC is to change the language and stigma of addiction. He is working on scheduling Train the Trainer events, hopefully 5 a month to teach members of PAAC how to talk to the public about substance abuse disorders.
- The new Foundations 4 Youth program is going strong with an initial expectation to serve 20-30 kids and have had on average 120-150 kids of all age groups every Tuesday. PAAC has formed a partnership with Foundations 4 Youth and is working to help them build their business plan, helping to bring in food, volunteers, etc.
- Mr. Scribner is also working on safe drug disposal. 70% of initial drug use starts with prescription drugs and disposing of them appropriately will cut down on the use of prescription drugs. Devin has safe disposal bags that he hands out. The Sheriff's Department and Police Department are taking some of the safe disposal bags to funeral homes for relatives of loved ones to dispose of old medications.
- Mr. Scribner spoke about the Hub and Spoke model at Berger Hospital. Berger will begin screening all OB patients and if they test positive for drug use they will offer them treatment.
- Mr. Scribner also spoke about applying for several federal grants. PAAC recently won the Cardinal Health grant for \$100,000. Addiction Policy Forum, which is a large partner of PAAC, has helped the Sheriff's Office apply for a grant. The new Crisis Helpline was established through Addiction Policy Forum and is the first of its kind in the country. People who call the Crisis Helpline are referred locally.
- One of Mr. Scribner's "To Do" items will be to survey the county schools to find out where and what issues need to be addressed.



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**PICKAWAY COUNTY, OHIO**

**In the Matter of**  
**Executive Session to discuss Collective Bargaining Agreements:**

Commissioner Wippel moved to enter into Executive Session at 11:35am to discuss Collective Bargaining Agreements, seconded by Commissioners Henson.

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

Attest: \_\_\_\_\_  
April Dengler, Deputy County Administrator/ Acting Clerk

Commissioner Henson moved to exit out of Executive Session at 11:45am, seconded by Commissioner Stewart. No action was taken.

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

Attest: \_\_\_\_\_  
April Dengler, Deputy County Administrator/ Acting Clerk

**In the Matter of**  
**Anticipated Out of County Travel**  
**Pickaway County Job and Family Services Addendum:**

Commissioner Stewart made the motion to approve the Anticipated Out of County Travel – Pickaway County Job & Family Service Addendum in the amount of \$32.23 for 6/28/2018, seconded by Commissioner Henson.

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

Attest: \_\_\_\_\_  
April Dengler, Deputy County Administrator/ Acting 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 June 23, 2018.

A total of \$1,314.52 was reported being collected as follows: \$12 in boarding revenue; \$30 in dog licenses; \$30 in dog license late penalties; \$40 in owner turn-in euthanasia; \$40 in owner turn-ins; \$746 in private donations; \$80 in redemptions and \$336.52 in P4P expense reimbursement.

Four (4) stray dogs were processed in; two (2) dogs were adopted.

With there being no further business brought before the Board, Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to adjourn.

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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.

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Jay H. Wippel, President

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Harold R. Henson, Vice President

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Brian S. Stewart, Commissioner  
BOARD OF COUNTY COMMISSIONERS  
PICKAWAY COUNTY, OHIO

Attest: \_\_\_\_\_  
April Dengler, Deputy County Administrator/ Acting Clerk