The Pickaway County Board of Commissioners met in Regular Session in their office located at 139 West Franklin Street, Circleville, Ohio, on Tuesday, March 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 Harold Henson, to approve the minutes from March 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 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 March 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 \$1,346,962.38 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 Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for the APPROPRIATION OF FUNDS:

\$182,182.00 – 101.1105.5703 – Contingencies – Commissioners

41,500.00 - 101.1105.5703 - Contingencies (2nd Half) - 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 Fund Transfer Approved:

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

\$182,182.00 – 101.5005.5401 -Child Services Contract – JFS TO 207.0000.4901 – County Maintenance of Children - JFS

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

\$182,182.00 – 101.1105.5703 – Contingencies – Commissioners TO 101.5005.5401 – Children Services Contract Services – Commissioners \$41,500.00 – 101.1105.5703 – Contingencies – Commissioners

TO 101.1112.5402 – Countywide Contract Repairs - 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 Report Provided by Darrin Flick:

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

- A MARCS Radio discussion with MARCS Radio Office is scheduled for Tuesday. MARCS would like to add some talk groups to our tower. Groups will slowly be added to the talk groups to ensure no impact to our users
 - The LEPC Exercise Design Team Meeting is scheduled to meet on Wednesday. Solidified exercise date and Scenario June 21st.
 - The Radio Spectrum testing at new Fairgrounds to ensure good public safety radio coverage. There are some spots that may need repeaters installed, specifically in the large metal buildings.
 - The sirens will sound for the statewide tornado drill scheduled for Wednesday at 9:50 a.m. Good communication across the county. There are a couple of sirens not working and local municipality are responsible for their upkeep. Mr. Flick is working with them to get them fixed.
 - Mr. Flick received a records request from Circleville Police for the 911 Planning Committee Meeting Minutes.
 - Mr. Flick scheduled a HazMat Meeting with all Chiefs who have a HazMat program. Mr. Flick is trying to synchronize efforts across the county.
 - Mr. Flick is working on the 8 Part documentation requirement for the EPA's to sign off on the Emergency Operation Center.
 - The Pipeline Safety Exercise is Tuesday at 5:30 p.m.
 - The state 911 Meeting is Wednesday.
 - The Samsung Public Tech Showcase in South Bloomfield on Thursday.
 - Mr. Flick will provide support to Fairfield County for an upcoming funeral.

In the Matter of Deputy County Administrator Report:

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

- One medical only BWC claim was filed this week for the Sheriff's Office. An inmate attacked a corrections officer causing minor injuries to the face, eye and knee.
- Mr. Rogols is attended the ThriveOn Program Launch meeting in Columbus last Thursday. Emails went out to county employees yesterday with changes. Bio metric screenings will begin May 1st. Town hall meeting set for April 16^t, 2019 from 2:00-3:00 p.m. at JFS Conference room at the CRC Building to discuss the changes and take questions. There were 12 winners from the Healthy Selfie contest. The winners received gift cards from Circleville Nutrition and Health Food Cupboard
- Micki Fullen, Custodian Supervisor returned to work on Monday with two week restrictions.
- Mr. Rogols left repeated phone messages for Don Sherman, City of Circleville, to set up a meeting to discuss the Pickaway Street property. Mr. Rogols is attempting to obtain the exact variances needed to sell before survey and application is completed.
- The Dog Shelter received notification of a unlicensed breeder of wolf hybrids on US 22 West, Circleville. The breeder has been breeding since 2004 and selling the pups before 8 weeks. The situation surfaced due to a large dog on dog attack. The Dog Warden is meeting with Gary Kenworthy, City Law Director, to file charges. The Department of Agriculture has been contacted for breeding violations.

In the Matter of State of Ohio Easement with State of Ohio, Department of Administrative Services:

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the State of Ohio Easement with the Department of Administrative Services (File No. 5972). The State of Ohio desires to obtain from State an easement in order to permit the installation, construction, reconstruction, use, operation, maintenance, repair, replacement, removal, servicing and improvements of a certain 12-inch force main sanitary line upon the Easement Area.

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

Attest: Angela Karr, Clerk

In the Matter of County Engineer Department request to Advertise for Bids for Structure Replacement of Project WAL-T084-1.40, SAL-T205-2.50, WAL-T008-4.65 Deck and Guardrail Replacement Materials:

Anthony Neff, Deputy County Engineer, submitted a written request for authorization to advertise to receive bids for structure replacement project titled WAL-T084-1.40, SAL-T205-2.50, WAL-T008-4.65 Deck and Guardrail Replacement Materials on South Perry Road over Moccasin Creek, Ett Noecher Road over Little Walnut Creek, and Winchester Road over Little Walnut Creek. The Engineer's estimate for the superstructure replacement project is estimated at \$151,778.57.

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve and grant authorization to advertise to receive bids for the structure replacement of project WAL-T084-1.40, SAL-T205-2.50, WAL-T008-4.65 Deck and Guardrail Replacement Materials on South Perry Road over Moccasin Creek, Ett Noecher Road over Little Walnut Creek, and Winchester Road over Little Walnut Creek.

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

Attest: Angela Karr, Clerk

In the Matter of County Engineer Department request to Advertise for Bids for Structure Replacement of Project WAL-C032-3.97, WAL-T008-4.65, WAL-T084-1.40, SAL-T205-2.50 Guardrail Installation:

Anthony Neff, Deputy County Engineer, submitted a written request for authorization to advertise to receive bids for structure replacement project titled WAL-C032-3.97, WAL-T008-4.65, WAL-T084-1.40, SAL-T205-2.50 Guardrail Installation on Ashville Fairfield Road over Lick Run, South Perry Road over Moccasin Creek, Ett Noecher Road over Little Walnut Creek, and Winchester Road over Little Walnut Creek. The Engineer's estimate for the superstructure replacement project is estimated at \$75,198.79.

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve and grant authorization to advertise to receive bids for the structure replacement of project WAL-C032-3.97, WAL-T008-4.65, WAL-T084-1.40, SAL-T205-2.50 Guardrail Installation on Ashville Fairfield Road over Lick Run, South Perry Road over Moccasin Creek, Ett Noecher Road over Little Walnut Creek, and Winchester Road over Little Walnut Creek.

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

Attest: Angela Karr, Clerk

In the Matter of Contract for Project Referred to as the Pickaway County WAL-C032.3.97 (Superstructure and Replacement Ashville Fairfield Road over Lick Run):

In reference to the bid opening conducted on March 19, 2019 referred to as "WAL-C032.3.97", and upon the written recommendation of Anthony Neff, Pickaway County Deputy Engineer, Commissioner Brian Stewart offered the motion, second by Commissioner Harold Henson, to approve and execute contract with The Ohio Bridge Corporation, DBA U.S. Bridge, 201 Wheeling Avenue, Ohio 43725, in the amount of \$182,352.00.

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 Easement Vacation Request By Michael Cravens:

Michael Cravens started his discussion off with explaining that he purchased the property in March of 2018 and days prior to the closing, he became aware of a 20' easement adjacent to the southern property line. Prior to Mr. Cravens purchasing the property a 40'x50' pole barn was placed in the southwest corner of Lot 12, located at the end of the driveway which intrudes onto the easement by 16'. Due to the easement, the title company would not insure the building and Mr. Cravens was forced to lower the asking price by \$16,000. Mr. Cravens' request is to vacate the 20' utility easement.

Following a brief question and answer session regarding the request, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to vacate the specified 20' utility easement.

Voting on the motion was as follows: Commissioner Wippel, yes; Commissioner Stewart, 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 February 2019. The cash balance as of today is at \$9,188,684.36, although payroll will be deducted, however real estate taxes have been settled and sales tax is deposited. End of the month balance for February was at \$7,089,533.52. There will not be any other election before the second half of property taxes settlement. There have been more real estate records with the new system implicated with the County Recorder's Office. The new system makes searching so much easier to use. Commissioner Stewart inquired the balance reflecting in the Fairgrounds #410 fund and was curious if more has been deposited since the end of the month. Mrs. Betz will provide a detailed expenditure and revenue report for the fund. The Medicaid transition fund still reflects \$2,000,000 and Commissioner Stewart asked if it will need to be a question for the Treasurer if those funds are invested and if not, we may want to look into investing. The \$39,000,000 collected from the first half of property taxes will be disbursed to the schools and townships. Northwood Park Sewer Bond is no longer being collected and the debt services still needs to be paid. There is some old fund that are inactive that the balances still reflect, and we hold the money waiting for the fund to be disbursed. \$83,000 of unclaimed monies, Mrs. Betz stated that we will hold in the fund for 5 years and then transfer into the general fund. An individual can still request the unclaimed funds up to 10 years and the fund would then be paid out from the general fund. Clerk of Courts reflects \$953,000 and Commissioner Stewart will discuss the possibility of updating software for the docket.

Mrs. Betz discussed the public records request that she had received from the City of Circleville. Some of the requested information Mrs. Betz had already filled from their last request and informed the City of Circleville of her previous fulfillment of their last public records request. Mrs. Betz thanked the Commissioners.

In the Matter of Office Space for Veteran Services:

Margie Pettibone and Todd Huffman from Veterans Services visited the Commissioner to request the office space at the service center on Island Road. The parking and safety are their biggest concerns and the services center can provide that for their department and would provide a better environment for the handicap veterans. The parking would allow plenty of room to keep the vans in a well lite parking lot and install camera. They recently purchased a trailer that they will have to store at the Sheriff's Office and the move would allow them to keep it at the services center. They would be able to utilize the maintenance garage to do their vehicle checks to keep them maintained and clean. Mrs. Pettibone would like to utilize the parking lot to hold fundraisers and events. During Pumpkin Show the veterans are unable to get to the office located at the Annex and the Service Center would allow for veterans to utilize during the week while the event is held. The Service Center has an area that can be used to show the phone services provided to veterans and computers available for use. If spacing was available, counseling would be able to take place in the facility for veterans to utilize. Commissioner Stewart asked how many offices they currently hold, and Mrs. Pettibone advised that they have 5 office with files located in five different rooms. The Service Center room available is 2,300 sq. ft. and Commissioner Stewart was concerned that the Services Center may provide less room than the Annex that Veterans Services is currently housing. They would be able to cut down on their office size if they could utilize the conference room at the Service Center to hold their meeting if it would be needed. The Commissioner also offered the conference rooms available in the CRC Building.

Mr. Huffman advised that \$580,000 was given back to the general fund over the last 10 years and funds may be available to use toward renovations of a new office space for Veterans Services. Commissioner Stewart asked why can their Board approve to spend money to renovate a floor but can not approve to purchase the parking lot that is currently being used by Veterans Services. Commissioner Stewart stated that they were not asked to purchase, they were asked to commit to not spending the requested amount need toward the parking lot to later transfer to the general fund at the end of the year as has been done in past years. The Commissioners thanked and praised Mrs. Pettibone and Mrs. Huffman for doing a great job on their budgeting and keeping Veterans Services in good financial standings.

The Commissioner will review Mrs. Pettibone's and Mr. Huffman's concerns and take into consideration while reviewing the available spacing at the Service Center.

In the Matter of Resolution Adopted Certifying the CY 2018 Mileage Certification of Pickaway County Maintained Roads to the Ohio Department of Transportation:

Chris Mullins, County Engineer, presented the CY 2018 County Highway System Mileage Certification form for submittal to the Ohio Department of Transportation certifying the total length of county-maintained public roads.

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

Resolution No.: PC-032619-1

WHEREAS, in accordance with the provisions specified in §4501.01 of the Ohio Revised Code, an annual Highway System Certification must be submitted to the Ohio Department of Transportation as to the total length of the county's maintenance of public roads; then,

THEREFORE BE IT RESOLVED, as of December 31, 2018, the Pickaway County Board of Commissioners hereby certifies that there were 224.554 miles of public roads for which Pickaway County was responsible for maintaining in CY 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 Sheriff's Office Building Repairs:

Sheriff Radcliff, Lt. Carpenter and Randy Davis from the Pickaway County Sheriff's Office met with the Commissioners to discuss the sewer issues they located last October. In January they found bigger issues with the pipes in the kitchen area. Mr. Davis provided photos showing the damage to the piping in the booking area, kitchen and A & B room. Pipes are holding water and gravel due to the deteriating of the pipes. Mr. Davis met with the original contractors that built the jail and they would be willing to take on the project, however they recommend the architecture take a look at the project. The pipes need to be change to pvc and the project would need to be done in phases in order to keep the jail open and in working order. They can look into utilizing an out-source kitchen while the kitchen area would be out of commissioner. Sheriff Radcliff discovered that Auglaize County Jail had the same issues and they were able to apply for some funding to help alleviate some of the costs.

The job will have to be bid out and the plans of the jail will have to be acquired. Lt. Carpenter provided a check list of information that will need to be submitted to the State of Ohio, Jail Commission for review. The project will be submitted to see if there is any funding to help with the cost of the project. Some of the current pipe is 12' to 13' deep and the project is a serious issue. Mr. Rooter suggest cleaning all other existing lines in hope to prolong the life of the pipes. Commissioner Stewart suggested that Mrs. Dengler reach out to WDC Group for guidance. Mr. Davis asked if the issue with the basement in building A needs to be addressed with WDC Group as well and Commissioner Stewart advised to send the information onto the Commissioners for review.

Sheriff Radcliff advised that the maintenance building is an original building and the roof is leaking in the wash bay and evidence bay. The size of the building is about a third of the size of the Annex building. Commissioner Stewart suggested to gathers quotes for the roof project and this may be an option for unplanned capital.

In the Matter of Berger Hospital Lease Agreement:

Commissioner Harold Henson offered the motion, second by Commissioner Brian Stewart, to approve and execute the Assignment and Assumption Agreement for Ohio Health Berger Hospital for

existing obligations, liabilities and contracts with Tim Colburn, CEO Berger Health System and Cassandra Taylor, Berger Health Systems in attendance.

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 State of Ohio Community Development Request for Payment & Status of Funds Request:

Commissioner Harold Henson offered the motion, second by Commissioner Brian Stewart, to approve and execute the fund request for CDBG Housing Draw No. 2, in the of \$31,800.

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 Housing Semi-Annual Program Income Report Community Development Block Grant Fund:

Commissioner Harold Henson offered the motion, second by Commissioner Brian Stewart, to authorize Commissioner Wippel to sign the Housing Semi-Annual Program Income Report for the CDBG funds.

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:

- Board of Elections is great with using the gym at the CRC Building for election machine training and they will coordinate with Joy Ewing, JFS Director.
- The CRC Building will be holding their ribbon cutting/ open house Tuesday, April 2, 2019 at 11:00.
- CORSA insurance adjuster, Andy Holter is going to access the damage at the Pickaway County Airport. There is more damage than thought and may be a total loss.
- Mrs. Dengler is in search of who is responsible for the plaques in front of the Annex. The plaque holds names of WWII and Vietnam Veterans.
- The Accurate HVAC contract for 2019 is the same as 2018 with an increase of \$10.00 per hourly rate.
- Mrs. Dengler is working on the large public records request that was received from the City of Circleville. The documents and emails will take a while to gather.
- Mrs. Dengler responded by letter to Westfall School Districts request to waive fees due to the Building Department.
- The Chambers Annual Dinner is April 11, 2019 at 5:30 p.m. There will be a silent auction, dinner, program and award presentation.

In the Matter of Accurate Heating and Cooling Service Agreement:

Motion to authorize April Dengler to sign on behalf of the Commissioners: B/C

Commissioner Brian Stewart offered the motion, second by Commissioner Harold Henson, to authorize April Dengler, County Administrator to sign the Service Agreement Proposal with Accurate HVAC on behalf of the 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 the Change Order/ Cost Estimate No. 00 signed for the Pickaway Agricultural and Event Center:

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the following Change Order No. 00 to include backup stud wall for bleachers systems inside of multi-purpose building, for the Pickaway Agricultural and Event Center Fairgrounds Revitalization 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 the Change Order/ Cost Estimate No. 10 signed for the Pickaway Agricultural and Event Center:

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the following Change Order No. 10 to scope work as outlined for building H- Amphitheater, for the Pickaway Agricultural and Event Center Fairgrounds Revitalization 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 the Change Order/ Cost Estimate No. 14 signed for the Pickaway Agricultural and Event Center:

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the following Change Order No. 14 for plaza improvements including seat walls with cast stone caps, associated plantings and soil in the planter areas and freestanding plants at various locations for the Pickaway Agricultural and Event Center Fairgrounds Revitalization 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 the Change Order/ Cost Estimate No. 17 signed for the Pickaway Agricultural and Event Center:

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the following Change Order No. 17 to remove existing breakers and install new HPL2 per response to RFI 1002, for the Pickaway Agricultural and Event Center Fairgrounds Revitalization 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 the Change Order/ Cost Estimate No. 21 signed for the Pickaway Agricultural and Event Center:

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the following Change Order No. 21 to replace 18 W5 fixtures with type X3 per RFI 109, for the Pickaway Agricultural and Event Center Fairgrounds Revitalization 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 the Change Order/ Cost Estimate No. 22 signed for the Pickaway Agricultural and Event Center:

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the following Change Order No. 22 to furnish and install hotbox per request of City of Circleville, for the Pickaway Agricultural and Event Center Fairgrounds Revitalization 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 Weekly Dog Warden Report:

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending March 23, 2019.

A total of \$285 was reported being collected as follows: \$120 in adoptions \$75 in dog licenses; \$15 in dog license late penalty; and \$75 in private donations.

One (1) stray dog was processed in; three (3) dogs were 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