

TUESDAY, MARCH 21, 2017
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

The Pickaway County Board of Commissioners met in Regular Session in the Pickaway County Annex, 141 West Main Street, Suite 400, Circleville, Ohio, on Tuesday, March 21, 2017, with the following members present: Mr. Brian S. Stewart, Mr. Jay H. Wippel, and Mr. Harold R. Henson. Brad Lutz, County Administrator, was also in attendance.

**In the Matter of
Minutes Approved:**

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve the minutes from March 14, 2017, with corrections.

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

Attest: Patricia Webb, Clerk

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

Commissioner Wippel offered the motion, seconded by Commissioner 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 22, 2017, 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 \$233,859.27 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: Patricia Webb, Clerk

**In the Matter of
Report Provided by Dave Conrad:**

The following is a summary of the report provided by Dave Conrad, EMA Director:

- Mr. Conrad reported that he will be attending a Central Ohio Healthcare Coalition Summit with representatives of the Pickaway County General Health District that will be held in Delaware County on Wednesday, March 22nd.
- The Emergency Management Office at Ohio Christian University (OCU) is collaborating with the Pickaway County EMA to host A National Weather Spotters training class (Skywarn). The class is free and will be held on April 3rd, at OCU from 6:30 p.m. to 8:30 p.m.
- Mr. Conrad submitted a letter notifying the commissioners that he is transferring his commission as an Ohio Peace Officer from the Circleville Police Department Reserves Unit to the New Holland Police Department. Mr. Conrad will be appointed to serve as Captain, and the Village of New Holland Police Chief, Jason Lawless, understands that Mr. Conrad's fulltime commitment to the duties of the Pickaway County EMA comes before any other outside commitments.
- Ethan Allen, CERT Leader, was in attendance and took the opportunity to confirm that he, Mr. Conrad, and Mr. Hube will be conducting a 2-day basic training for CERT members at the Crossroads Church on May 20th & 21st. Anyone interested in becoming a CERT member must take this basic training in order to be deployed by the county EMA office in an emergency situation.

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In the Matter of
Report Provided by April Dengler:

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

- Mrs. Dengler will be attending the annual County Risk Sharing Authority meeting with Andy Cupp, of Hummel & Plum Insurance Agency, at CCAO in Columbus on Wednesday, March 22nd.
- Additions to the Pickaway County Policy & Procedure Manual were distributed for the commissioners' review for ultimate inclusion related to concealed weapons being brought onto county land by a county employee with a valid license to carry and how it should be locked in their own vehicle while on county land; and inclusion of language related to a county employee's non-use of county vehicles if their driver's license has been suspended or revoked.
- The county's Health & Safety Committee continues to work on the upcoming Health & Safety Week scheduled to be held from May 15th – May 19th. Activities will also be scheduled to be held at the Pickaway County Service Center during the week for the convenience of employees that work in that building. There has been a number of requests for self-defense classes to be offered during that week, which Dave Conrad, EMA Director, is looking into.
- The Automated External Defibrillators (AED) the county purchased with the South Central Ohio Community grant will be installed in various county facilities, and 2 cabinets will need to be purchased for the AEDs that the county already has. When it was mentioned that AED training may be required, though there is automated audio instructions that are included in the AED. Ethan Allen Community Emergency Response Team (CERT) Leader offered his assistance in that training if it is felt that would be necessary.
- One application was received for the Deputy Dog Warden II position. The application will be reviewed by Marc Rogols, Dog Warden, and Mrs. Dengler.
- Troy Watkins, Pickaway County Building Inspector, reported that his work boots were stolen from the building department vehicle at some point while his was performing onsite building inspections.

In the Matter of
Meeting with Village of New Holland Mayor and
Chief of Police Regarding Various Topics:

Mayor Betzko, Mayor of the Village of New Holland, and Jason Lawless, New Holland Chief of Police, paid a visit with the commissioners related to various topics.

First discussed was the recent mail-in and door-to-door income survey the village conducted last year through the Ohio Rural Community Assistance Program (RCAP). Mayor Betzko stated that according to the current U.S. Census, the village's low-to-moderate residential income (LMI) level is above the 51% LMI threshold to be eligible for various grants, including the CDBG Formula Allocation program. The results of the survey are expected soon, and Mayor Betzko said he will submit them to the commissioners' office as soon as they are received. He said is certain the LMI will be well below the 51% threshold, and though village did not attend the county's recent Community Development Implementation Strategy (CDIS) public meeting when information and CDIS worksheets were provided, they plan to apply for FY 2017 CDBG funds for the purchase of a wastewater pump. The CDIS is 2-year a plan for which entities list prioritized projects in order to eligible for the consideration of CDBG funds in 2017 and 2018. The purchase of an emergency back-up generator was another priority project that was mentioned. In discussing the matter, it was determined that Village of New Holland will be provided the CDIS worksheets, which Mr. Betzko said will be prepared and turned into to the commissioners' office by the end of the week. All CDIS worksheets submitted by the various entities will be reviewed by the commissioners, in collaboration with Bob Berquist, CDBG consultant, during their regular session on Tuesday, April 4th, beginning at 1:30 p.m.

Mayor Betzko then stated that there are a number of homes in the New Holland area that have been condemned by the Health Department and inquired about the status of grant funds the commissioners' office informed villages and townships about a few years ago. The commissioners explained that those were Moving Ohio Forward grant funds made available through the Ohio Attorney General (AG) office, and they have since been expended on the demolition of a number of abandoned and condemned homes throughout

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the county. It was explained, however, that the process for the creation of a county land bank was implemented late last year, and its articles will be filed with the state around the end of March. The land bank is expected to be created by late spring, and the county plans to apply for federal monies available that can be used for the demolition of abandoned and condemned homes and other purposes.

The last topic of discussion was related to the Village of New Holland's recent decision to discontinue its contract for law enforcement services with the Pickaway County Sheriff Department (PCSO), and create its own police department. Jason Lawless was hired as its police chief. The commissioners heard concerns about New Holland's Police Department not receiving support from the PCSO communications dispatchers related to providing warrant information, complaints about the PCSO not taking reports on calls received from inside of New Holland, and the lack of cooperation in general.

At the conclusion of the meeting, Mayor Betzko and Mr. Lawless thanked the commissioners for the various information that was provided and for taking time to meet with them.

In the Matter of
Appropriations Approved:

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

10,000 to 101.1105.5703 – Contingencies
9,890.45 to 201.3007.5401 – Engineer-Contract Services

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

Attest: Patricia Webb, Clerk

In the Matter of
Transfers Approved:

Commissioner Henson offered the motion, seconded by Commissioner Wippel, to approve the following requests for the TRANSFER and RE-APPROPRIATION OF FUNDS:

210 from 101.1120.5301 – Treasurer-Supplies
To
101.1120.5404 – Treasurer-Advertising

10,000 from 101.1105.5703 – Contingencies
To
101.1101.5204 – Commissioners-Unemployment

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

Attest: Patricia Webb, Clerk

In the Matter of
Allocation of January 2017 Sales Tax Collections:

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to allocate the **January 2017 Sales Tax** collections in the following manner:

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88,440 to 401.0000.4121 – Capital Fund
795,961.78 to 101.0000.4121 – General Fund

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

Attest: Patricia Webb, Clerk

In the Matter of
Travel Authorization Approved for County Treasurer:

Commissioner Henson offered the motion, seconded by Commissioner Wippel, to approve and sign the Travel Authorization from Ellery Elick, County Treasurer, to attend the County Treasurer Association of Ohio spring conference at the total probable cost of \$600, which is scheduled to be held during May 15th - 18th, in Sandusky, Ohio.

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

Attest: Patricia Webb, Clerk

In the Matter of
Approval of Financial Pledge to the
Pickaway Addiction Action Coalition over a 3-Year Period:

In discussing last week's request from the Pickaway Addiction Action Coalition (PAAC) committee members for a financial pledge from the county for PAAC's efforts in reaching its goal to raise \$500,000, of which \$100,000 has been secured, to support an executive director position over the next few years, Commissioner Stewart offered the motion, seconded by Commissioner Henson, to approve a total pledge of \$60,000 to be paid over a 3-year period.

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

Attest: Patricia Webb, Clerk

In the Matter of
Job & Family Services Update:

Joy Ewing, JFS Director, met with the commissioners to provide the agency's update, and the following topics were reviewed:

- Children Services is flat-funded in the governor's proposed state budget; however, the Ohio Department of Job & Family Services (ODJFS) has been speaking with many legislators and it is hopeful that will be an increase, and also in Adult Protective Services. Right now, not enough funding is received to even support an investigative Adult Protective Services position. It was also mentioned that the governor had issued a story that foster care costs are going to fall to local governments because the State of Ohio has issued a \$138 million towards those costs; however, Mrs. Ewing stated that what wasn't said was of that \$138 million, about 60% of that is local dollars, so in essence, local governments are already funding most of foster care costs. ODJFS Association is sending out the message that the state has flat-funded foster care dollars and with the increase in costs, the state is providing very little funding.
- Mrs. Ewing spoke about Ohio Attorney General's SPARK Project, an 18-month pilot program that involves 10 counties, which includes Pickaway County. The SPARK program will use Victims of

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Crime Act (VOCAL) funds to help families struggling with addiction that have children in the Child Welfare system and getting them recovery coaches to help get families stable so children can be released from foster care services sooner.

- The Pickaway County JFS Department is completing its Request for Proposal (RFP) to be the OhioMeansJobs (OMJ) Operator for Workforce Area 20. The RFP is due by March 31st, and the Workforce Area 20 Board will be making the final decision.
- The Pickaway County JFS Department will be using a small portion of the \$2,000 to \$3,000 it will receive from the state to order letterhead and brochures with its current address related to the re-banding of OhioMeansJobs offices. The remaining funds will be used for letterhead and brochures with the Pickaway County JFS and OMJ office's new address after they relocate to the building on South Pickaway St.
- The state's conversion to the Ohio Benefits System was mentioned that tracks recipients of Medicaid assistance, and it will ultimately be including recipients of Ohio Works First and Food Assistance beginning in February 2018. To make a better comparison of the various assistance programs over the years, the county's JFS has switched from reporting the number of cases to the actual number of individuals that receive assistance. For 2014, 2015, and 2016, the JFS Department has made the change from the number of cases (which can include multiple people) to the number of individuals receiving Medicaid assistance and Mrs. Ewing was requested and will provide the individual numbers for 2012 and 2013 before the Medicaid expansion to gain a better understanding of the number of individuals that are eligible for Medicaid assistance since the pre-expansion.
- The county's unemployment rate in the month of January 2017, was 6.0%, which is up from 4.9% in the month of December 2016.

Following further review of the statistics related to the number of clients served through the county's JFS various divisions, the commissioners thanked Mrs. Ewing for the update.

In the Matter of
Bid Opening (2nd) for Pickaway County Post Frame Stable Project:

The second bid opening was conducted for 2 options related to the Pickaway County Fairgrounds Post Frame Stable Project. Those in attendance were: Tom Miller, of TCM Construction; Brian Mosely, of Pine Valley Construction; and Tom Perkins, interested citizen.

Option 1: Two 80' x 130' 48-stall stable buildings with plans incorporating the approximate design features as indicated in the bid documents. **Option 2:** Four 40' x 128' 22-stall stable buildings incorporating the design features as indicated in the bid documents.

The following bids were received and read aloud:

	<u>Option 1</u>	<u>Option 2</u>
Pine Valley Construction Circleville, Ohio 43113	\$389,400	\$340,000

With the bid amounts coming in higher than expected, it was determined that they will be reviewed by the commissioners and a decision will be made to accept or reject the bid during their afternoon session.

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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In the Matter of
Meeting with Juvenile Judge in
Reference to Changes to Office of Ohio Public Defender
Agreement for Indigent Representation in Abuse, Neglect, and
Dependency Cases in Juvenile Court:

Juvenile Judge Jan Long, along with Jenn Noble, Administrative Assistant to the judge, met with the commissioners to discuss the recent letter the commissioners received from the Office of the Ohio Public Defender (OPD). The letter stated that effective July 1, 2017, OPD will no longer provide legal representation to indigent individuals in abuse, neglect, and dependency cases in juvenile court, and juvenile courts will need to appoint legal counsel to cover these types of cases.

Judge Long said that he wanted to meet with the commissioners to discuss what will be a significant impact on the juvenile court system and he wanted to have discussions about possible options that could be considered in addressing issue, which will affect indigent parents of juveniles in abuse, neglect, and dependency cases.

The judge provided a brief summary of how the county came to enter into agreement with the office of the OPD legal representation to indigent. The judge stated that around the late 1970s, early 1980s, it became difficult to find attorneys that would agree to provide indigent representation at a lower rate in juvenile and common pleas courts, and the county ultimately entered into an agreement with the OPD to provide those services. It was mentioned that at that time, the state reimbursed counties for 75% of the costs, and the remaining 25% was paid by the counties. [It was noted that there currently a 48% reimbursement to the county from the state for contracted attorneys, and in the “as introduced” version of the budget the indigent defense reimbursement rate will be 42% in FY 2018, and 41% in FY 2019.] By law, the juvenile court is to appoint legal counsel for indigent juveniles in delinquency cases, and court is also obligated to appoint legal counsel to indigent parents in abuse, neglect, and dependency cases, which the judge stated are increasing primarily due to the opiate epidemic. It was also mentioned that it can become a bit complicated in some of these cases where there might be multiple children, a mother, and 2 or more fathers involved. In these circumstances, there could be 3 or more attorneys involved. In summary, there is now the need for the juvenile court to appoint entitled legal representation for indigent parents in abuse, neglect, and dependency cases that are not under the OPD agreement.

Judge Long stated that juvenile court is researching volume of cases the juvenile court handles, and will be gathering information from juvenile courts in surrounding counties that do not have an agreement with the OPD and the rates they pay for appointed legal counsel, as one option to consider may be to withdraw completely from the OPD agreement and return to the appointment of counsel on a case-by-case bases and pay at an hourly rate. Another option would be to enter into a contractual basis for a flat annual sum to be paid to an attorney to handle all or most of the cases in juvenile court. It was noted that this should bring the annual cost of the OPD agreement down.

Judge Long stated that there is a Pickaway County Bar Association meeting coming up and he could send a letter to its members in the meantime alerting them of change stated in the OPD letter, and notify them of the options the county is considering and seek their interest, comments, reactions, or other proposals for consideration. The commissioners agreed that this would be a good path to explore, and Judge Long stated that he will compose the letter for the commissioners’ review prior to sending it out. The judge pointed out that he would like to obtain local attorneys to handle juvenile cases because sometimes there is a need for an unscheduled hearing in emergency situations.

At the conclusion of the meeting, Judge Long thanked the commissioners for their time and cooperation in addressing the matter.

In the Matter of
County Administrator Report:

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

- After informing Dark Trace, the ransomware software company which was mentioned last week, that the county was not interested in the software at the cost of \$125,000, another proposal was submitted by the company at the cost of \$72,000; however, the reduced rate excludes the built-in security monitoring. The matter will be taken under consideration.
- In regards to the recent meeting Mike Struckman, Scioto Township Trustee, had with the commissioners where he informed them that Scioto Township has reached out to the Grove City PSAP to handle 911 calls from cell phones and landlines received from the township, Mr. Lutz stated that per the ORC, that would be allowable; however, the countywide 911 Plan would have to be amended and it is believed that Scioto Township's representative (the most populous township in the county) that is a member of the 911 Planning Committee will not have to withdraw from voting to make the change to the county's plan.
- In reference to the Pickaway County Fairgrounds Revitalization Plan, an overview of meetings Commissioner Wippel and Mr. Lutz held with Benefactor Group and Cramer & Associates related to capital fundraising campaign services was provided. Commissioner Stewart also spoke briefly about the letter and Charitable Donation Agreement the commissioners mailed to Pickaway Sportsman, Inc. last week that incorporated changes suggested by the directors of the organization during their meeting on January 21, 2017, which Commissioner Stewart attended. The county commissioners accepted the recommended terms to the agreement, and in their letter requested that it be approved at the Pickaway Sportsman, Inc. meeting scheduled for this evening.
- Mr. Lutz informed the commissioners that he was contacted by Dan Green, Jackson Township Zoning Inspector, regarding his discontent that the county building department issues building permits without proof there is the proper zoning certificate for the building. It was pointed out that the building department currently has a form that includes a box to check for verification that a zoning certificate been obtained that verifies that the type of building, or addition to an existing building, that one wants to construct can be built in a particular area that includes information about setbacks, etc. In discussing the matter, for which there is no defined process that addresses this in the law on the two separate functions, it was determined that the proper procedure will be further explored.
- Mr. Lutz reported that he was contacted by the PCSO regarding the failure of one of its 3 hot water tanks. Two quotes were received, the lowest being from Accurate with the price of \$14,820 to replace and install the 120 gallon, 30,000 BTU hot water tank.
- Mr. Lutz provided an overview of the vacant house he toured last week that was part of the parcel transfers to the county from the Brooks-Yates Housing Opportunities. He stated that the 3-bedroom house is in good condition and he was told by Bob Hively that a new AC unit was installed last year that was only used for 4 weeks. The commissioners determined that the house will be rented and John Bailey, of Bailey Property Management, will be contacted to handle the rental process and lease agreement on behalf of the county.
- Savings Bank-Ashville is conducting an all-day open house and the ribbon cutting scheduled for March 31st, at 10:30 a.m.

In the Matter of
Approval of Request for Statement of Qualifications
Related to Architectural/Engineering/Design Services in
Connection with Renovation of County-owned Building
Recently Owned by Brooks-Yates Center Housing Opportunities, Inc:

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve the Request for Qualifications (RFQ) that will be advertised for architectural engineering and design services in connection with the renovation of the former Books-Yates School located at 1005 S. Pickaway Street, for use as office and meeting space for the Pickaway County Department of Job & Family Services.

The RFQs must be received by the commissioners' office no later than 4:00 p.m., on April 10th, to be considered.

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**In the Matter of
Rejection of Bids Related to Pickaway County
Fairgrounds Post Frame Stable Bid Opening #2:**

In reference to the bid opening conducted earlier in the day related to the 2nd bid opening for the Pickaway County Fairgrounds Stable Project, Commissioner Wippel offered the motion, seconded by Commissioners Henson, to reject all bids, and it was determined that the project will be re-bid for one 80' x 120' stall stable with forty 11'x11' dirt floor horse stalls, with two 11'x 10' concrete floor shower stalls, six 11'x 10' concrete floor tack room stalls, and two 18' isles with dirt floor.

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

Attest: Patricia Webb, 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 18, 2017.

A total of \$662 was reported being collected as follows: \$200 in adoptions; \$12 in boarding revenue; \$135 in dog licenses; \$15 in dog license late fees; \$40 in owner turn-ins; \$155 in private donations; \$25 in redemptions; \$80 in transfer-out rescues.

Five (5) stray dogs were processed in; five (5) 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.

Brian S. Stewart, President

Jay H. Wippel, Vice President

Harold R. Henson, Commissioner
BOARD OF COUNTY COMMISSIONERS
PICKAWAY COUNTY, OHIO

Attest: Patricia Webb, Clerk