

TUESDAY, MAY 23, 2017
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

The Pickaway County Commissioners met in Regular Session in their office at 139 W. Franklin Street, Circleville, Ohio, on Tuesday, May 23, 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 Henson offered the motion, seconded by Commissioner Wippel, to approve the minutes from May 16, 2017, with corrections.

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

Attest: Patricia Webb, Clerk

In the Matter of
Bills Approved for Payment

Commissioner Henson offered the motion, seconded by Commissioner 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 May 24, 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 \$275,780.27 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 Erica Tucker:

The following is a summary of the report provided by Erica Tucker, RPHF Joint Solid Waste Administrative Assistant/Special Projects Assistant:

- An overview of the Health & Safety Week held last week was provided. It was reported that 30 employees donated to the Red Cross Blood drive, equating to saving a total of 90 lives. Some employees that signed up were deferred. Food that was left over from the free luncheon provided was taken to the JFS office and the sheriff's office for employees that were unable to attend. It was mentioned that Berger Health System did a very good job in catering the luncheon. Discussion was held about conducting next year's Health & Safety Week and combine it with the county elected official's employee appreciation cookout that will be held on a Friday in the latter part of July.
- The RPHF Joint Solid Waste Board of Director's meeting scheduled for Thursday, May 25th, will need to be rescheduled due to not being able to meet a quorum on that date.

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 conducted fire extinguisher training and emergency preparedness sessions during the Health & Safety Week.

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- Mr. Conrad will be out of the state on Thursday and Friday of this week, and will be back in the office on Tuesday, May 30th.

In the Matter of
Report Provided by April Dengler:

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

- An overview was provided for the Tire Collection and Electronics Collection event that was held on Saturday, May 20th. A total of 592 tires were collected, with 327 being brought in by various township trustees. Another tire collection event will be scheduled later in the year in collaboration with the Health Department and will be partially funded with its mosquito grant.
- In reference to researching the possibility of posting building permit reports on the county's building department website for public use, particularly related to zoning, Mrs. Dengler provided a report from May 1st to date for the commissioners' review. Though Mrs. Dengler mentioned the computer system at the building department is a bit dated, a listing of all various permits issued, including but not limited to new builds; additions; HVAC; fire protection; and etc. was able to be generated without any problem. The permit list included the date, name, address, and the jurisdiction such as township, village, or the City of Circleville, and other information. A total of 64 various permits have been issued in May, and 343 since the first of the year. In discussing the matter, it was determined that a monthly report could be uploaded to a pdf format and posted on the building department's website, with an identifying link or tab, and posted for 6-month periods of time. It was also determined that a letter will be drafted to be sent to all townships, villages, and the City of Circleville informing them of the posted information available for their use.

In the Matter of
Visit from Tim Wilson,
Executive Director of the Pickaway County
Welcome Center and Visitor's Bureau:

Tim Wilson, the new director of the Pickaway County Welcome Center and Visitor's Bureau paid a visit to the commissioners to officially introduce himself. Before providing a brief summary of various activities the bureau is doing to promote travel tourism in the county, Mr. Wilson thanked the commissioners for the donation they provided towards the cost of the new electronic sign in front of the facility. All agreed that the new sign is very attractive and a great addition to the Welcome Center and Visitor's Bureau. Mr. Wilson pointed out that it is also a good advertising tool for businesses, organizations, and community events.

Mr. Wilson mentioned that the bureau has begun focusing on inviting tourism to various attractions that exists throughout the county. He stated that agriculture, the county's top industry, is a valuable asset and the bureau is working with local farmers, various AG groups, and the Farm Bureau on promoting agricultural tourism. He mentioned the llama farm, Mt. Oval, the Slate Run Farm and provided examples how working historical farms are very popular tourist attractions. He also plans to collaborate with the Chamber of Commerce and the P3 Economic Development office on ways to promote tourism throughout Pickaway County.

Also mentioned was the flag poles project the bureau is currently working on for an American Flag, State of Ohio Flag, and Pickaway County Flag at the bureau's location. Mr. Wilson stated that they are working with the DAR regarding a grant related to the project, and it is expected that the cost will be in the \$2,500 range.

After providing additional plans the Welcome Center and Visitor's Bureau is working on, the commissioners thanked Mr. Wilson for stopping in to visit with them.

In the Matter of
Appropriations Approved:

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

2,000 5003.5301 – Pickaway HELPS-Kids on Campus Expense
21,500 to 101.1105.5703 – Contingencies
117,000 to 202.3011.5506 – Engineer-Contract Services
16,254.02 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 Wippel offered the motion, seconded by Commissioner Henson, to approve the following requests for the TRANSFER and RE-APPROPRIATION OF FUNDS:

1,500 from 101.1105.5703 – Contingencies
To
101.1108.5484 – Building Dept.-Uniforms

20,000 from 101.1105.5703 – Contingencies
To
101.1108.5401 – Building Dept. – 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
Discussion with County Engineer,
Chris Mullins, Regarding Proposed
Annexations and Development in Scioto Township:

Chris Mullins, County Engineer, briefly met with the commissioners and informed them that he would not be able to attend the 10:30 a.m. presentations of the Expedited Type 2 proposed annexation petitions the commissioners will be reviewing later in morning. He informed the commissioners that he recently received a request from the Village of Commercial Point Mayor to reduce the speed limit on Welch Road, a county road in Scioto Township, to 35 mph for public safety reasons due related to increased traffic with the two new housing subdivisions and there is other economic development expected in the area. He explained to the mayor that he cannot permanently reduce or increase speed limits without performing traffic and speed studies, and submit that and other information to the Ohio Department of Transportation for review. Mr. Mullins said in his conversations with the mayor and he was told that the village does not have a landuse plan or roadway plan in place. He said that when he asked the mayor if the village required the developer to perform a traffic impact study, install turn lanes, acceleration/de-acceleration lanes and other traffic safety measures planned for the new development, he was told that there was not. Mr. Mullins said that he informed the mayor that these various matters can be and should be required of the developer. He also informed the mayor that the engineer the village contracts with should also consulted about providing guidance in the area of development because the region is rapidly growing. Commissioner Wippel stated that several years ago a combined landuse plan was developed for Scioto Township and the Village of Commercial Point, in fact the county provided some funding; however, the trustees were not in favor of adopting it and the plan was never approved by the township.

After discussing the matter further, Mr. Mullins stated that he is not completely familiar with the Expedited Type 2 annexation process, and asked if these issues matters could considered at the time the annexations are to be acted upon by the commissioners. The commissioners explained that if all of the

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technical requirements [per ORC §709.023] are met, the annexation is to be granted. They stated, however, that they could inquire about the matters that Mr. Mullins brought to their attention during the annexation hearing.

In the Matter of
WDC Group Selected to
Enter into Negotiations for Architectural Services
Related to Renovations to the County Building on South Pickaway Street:

Mr. Lutz and Mrs. Dengler, provided an overview of the final three interviews they and Geoff Davis, Building Inspector, and Joy Ewing, JFS Director, held with architectural firms related to the renovations of the county's building on South Pickaway St., for the relocation of the JFS Department and OhioMeansJobs-Pickaway office. A total of five firms responded to the county's Request for Qualifications (RFQ) for the architectural services and all five were interviewed.

It was reported that after all interviews were conducted, an independent ranking of each was held and WDC Group was ranked the highest by Mr. Lutz, Mrs. Dengler, Mr. Davis, and Mrs. Ewing. The firm indicated that it would have no issue with providing biddable documents in the fall with construction to begin before the end of the year. After providing additional information regarding the firm, Mr. Lutz stated that it was the interview group's recommendation to enter into negotiations WDC Group for the cost of its architectural services.

Therefore, Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to enter into negotiations with WDC Group for costs associated with providing architectural services and management related to the renovations of the county building located on South Pickaway Street to be conducive to the needs of the Pickaway County JFS Department and OhioMeansJobs office.

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
Meeting Regarding Secretary of State
Advisory Regarding the Purchase of New Voting Equipment:

Michele Lockard, Director of the Pickaway County Board of Elections (BOE), and Melanie Willeford, BOE Deputy Director, met with the commissioners. Logan Meyst, of the Circleville Herald, was also in attendance.

On May 12th, the Secretary of State (SOS) issued Advisory 2017-4 to all county board of elections directing them to meet with their county commissioners prior to Jun 1st to discuss the county's need for new voting equipment. The Advisory stated that the SOS Office, in conjunction with the Ohio Association of Elections Officials (OAEO) and the County Commissioners Association of Ohio (CCAO) joint committee on elections administration, have been working have been working with the Ohio Department of Administrative Services (DAS) to obtain information on the estimated cost for each county to purchase new voting equipment within the next couple of years, prior to the 2020 election. Knowing the estimated cost for procuring new voting equipment is the first step in determining how much state funding may be allocated for counties to purchase new voting equipment in the event that such funding is available in the future. The second step is determining how many counties have a serious interest in purchasing new voting equipment within the next few years and the number of voting machines that each county is interested in purchasing. They are seeking to incorporate language in the current state budget bill that prescribes the plan that will be followed for acquisition of the new voting equipment and the state may provide some funding, similar to what was done for counties that purchased electronic poll books; however an amount has not yet been determined. Because the budget bill needs to be adopted before July 1st, it is important for the SOS to provide a state-wide cost estimate to the General Assembly and the Administration as soon as possible.

In discussing the county's voting equipment, which was provided by ES&S and is 10 years old, and to make repairs Mrs. Willeford mentioned that repair costs would be in the \$50,000 range and the machines

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should be functional for 2017, and 2018. She pointed out, however, that the voting machine model that is currently being used by the county are no longer available and parts are getting more difficult to find, and generally they are used parts. She also mentioned that the batteries are very expensive.

When Mrs. Willeford mentioned that she would like to remain with ES&S as the vendor for the new voting equipment, Commissioner Stewart noted that if the state puts forth a substantial amount of funds to help counties with the cost of new equipment, counties would likely not be individually bidding out the new equipment, and would go through the Ohio DAS and its approved list of several vendors with bulk contract prices.

The Statement of Need that was outlined in the SOS Advisory was reviewed to be used by counties in determining voting equipment needs and are to apply the following guidelines. The Statement of Need will be provided to county BOE's and is to be completed and returned to the SOS Office by June 13th.

- Each polling location and in-person absentee voting location must have at least one ADA-accessible voting unit.
- Each county should acquire at least one high speed optical scanner for the processing of absentee ballots. It is recommended that a county have at least one high speed optical scanner for each 75,000 registered electors.
- If a voting system uses a Direct Recording Electronic (DRE) or touchscreen interface as its primary voting unit, each county must acquire at least one unit per 175 registered electors (minus the number of absentee ballots cast and counted in the last presidential election.)
- If a voting system is an optical scan based system, each county must acquire at least one precinct-based optical scanner per precinct.
- Each county must have some form of ballot-on-demand capability for use at the board of elections' office.

With the likelihood of counties using the new equipment for several years, it was encouraged for counties to consider the need for back-up equipment, equipment necessary for in-person absentee voting, the cost of maintenance and licensing beyond the initial five years of ownership, and counties' population trends when determining equipment needs. It was noted with the higher technology voting machines, there has been talks about decreasing the number of machines required per the number of registered electors.

In reviewing the above guidelines in order, it was noted that the county has at least one ADA-accessible voting unit in each polling location and in-person absentee voting location. The county has at least one high speed optical scanner (though the county has under the recommended 75,000 number of registered electors.) With the county's voting system using a DRE or touchscreen interface as its primary voting unit, each county must acquire at least one unit per 175 registered electors (minus the number of absentee ballots cast and counted in the last presidential election.)

The county currently has 181 voting machines, and discussing the county's number of precincts and voting locations and the guidelines provided by the SOS, it was calculated that the county would need to purchase no less than 126 voting machines and Mrs. Willeford and Mrs. Lockard stated that it would be advantageous to have some extra voting machines for back-up. The total cost for everything involved would likely be in the \$1 million cost range.

After further discussion regarding the matter, the commissioners requested that when the Statement of Need is received by the SOS to contact them to further review and discuss the statement prior to its submission by June 13th.

Another topic of discussion that was brought before the commissioners by Mrs. Lockard and Mrs. Willeford was a software training session they participated in and some new software was presented that had to do with campaign finance, and software that had to do with questions and issues that can be scanned, backed-up off site and preserved indefinitely, and be made available to the public for research. In discussing the scanning, Commissioner Stewart mentioned the scanning and preserving of county documents that has already begun in the county auditor's office, clerk of court's office, and the commissioners meeting minutes journals, and \$100,000 has been earmarked in the county's 2017 capital budget for scanning purposes this year. The company, PRIME 3SG, is on the Ohio DAS state bid list and does not require the bidding process for document digitalization. Mrs. Lockard and Mrs. Willeford explained that the software they are referring to would digitalize documents as they are created and provide other helpful information and processes the BOE could utilize. Mrs. Lockard and Mrs. Willeford mentioned that a representative from the company had

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come in and spoke with them regarding the county's plan to digitally scan documents that would be backed-up offsite for preservation. In discussing the matter, an "ala carte" type of software option was mentioned as a possibility that might be able to be considered, and in the meantime the contact information for PRIME 3SG would be given to Mrs. Lockard and Mrs. Willeford, which could inventory all of the existing election results and other records and documents be scanned to date, and provide a price quote.

At the conclusion of the meeting, the commissioners thanked Mrs. Lockard and Mrs. Willeford for meeting with them and asked that they be informed when the Statement of Need is received from the SOS office regarding new voting equipment.

In the Matter of
Presentation of Expedited Type 2 Annexation Petition
For 163.708 Acres +/- of Scioto Township into the
Village of Commercial Point – Petitioner: Lehmann Farms Limited Partnership:

On May 17, 2017, the first of three Expedited Type 2 Annexation petitions was filed in the Pickaway County Commissioners' office on behalf of Lehmann Farms, Ltd. for the annexation of 163.708 +/- acres of Scioto Township into the Village of Commercial Point. The petition was filed by Plank Law Firm, with Donald T. Plank as the agent for the petitioner. The petition was signed by M. Drue Lehmann.

The map of the territory to be annexed was presented to the commissioners for their review. Terry Frazier, Development & Planning Director, was in attendance as was Mike Struckman, Scioto Township Trustee.

When the commissioners mentioned that a question was raised to them earlier in the day and whether they had any discretion related to Expedited Type 2 annexation approvals or disapprovals, Mr. Frazier stated that per the ORC, if the petition is properly filed and all technical requirements are met, it would be difficult to stop the annexation without a compelling reason. The commissioners explained that the question was raised about a Scioto Township or Village of Commercial Point landuse or roadway plan and that Commissioner Wippel mentioned the combined plan that was done; however, it was never officially adopted. Mr. Struckman, a Scioto Township Trustee, stated that the Village of Commercial Point adopted the plan for the village; however, it was never used and the current village administration is not aware that it exists. It was noted that traffic impact studies should have been performed and turn lanes and other traffic safety matters were considered by the village. Mr. Struckman mentioned that a small turn lane was eventually installed on Welch Road after a number of concerns were received. Mr. Frazier stated that when the land is annexed into the Village of Commercial Point, the village administration should require that these issues be addressed for any new development as the county does not have the jurisdiction.

After further discussing the matter, it was then noted that pursuant to ORC §709.023, the petition presented was properly filed and all other documents meeting the technical requirements accompanied the petition upon its filing. It was also noted that per ORC §709.023, the territory to be annexed does not exceed 500 acres, and the territory to be annexed shares a contiguous boundary with the municipality for a continuous length of at least 5% of the perimeter.

Pursuant to ORC §709.023, within 20 days after the filing of the petition, an ordinance or resolution adopted by the Village of Commercial Point related to the statement of services it will provide to the territory to be annexed is to be filed in with the commissioners' clerk. Within 25 days after the filing of the petition, an ordinance or resolution by the municipality or township consenting or objecting to the annexation is to be filed with the commissioners' clerk. If no ordinance or resolution is submitted within 25 days by the municipality or township objecting to the proposed annexation, it is presumed to be consent. Provided the remaining technical requirements are met, a hearing will be held by the commissioners no fewer than 30 days, or more than 45 days after the date of the petition's filing.

Pursuant to ORC §709.023, the petition for annexation is hereby entered upon the Pickaway County Commissioners' Journal #64 on this date of May 23, 2017, the first date upon meeting in regular session subsequent to the filing of the petition.

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In the Matter of
Presentation of Expedited Type 2 Annexation Petition
For 475.027 Acres +/- of Scioto Township into the
Village of Commercial Point – Petitioner: Lehmann Farms Limited Partnership:

On May 17, 2017, the second of three Expedited Type 2 Annexation petitions was filed in the Pickaway County Commissioners' office on behalf of Lehmann Farms, Ltd. for the proposed annexation of 475.027 +/- acres of Scioto Township into the Village of Commercial Point. The petition was filed by Plank Law Firm, with Donald T. Plank as the agent for the petitioner. The petition was signed by M. Drue Lehmann.

The map of the territory to be annexed was presented to the commissioners for their review. Terry Frazier, Development & Planning Director, was in attendance as was Mike Struckman, Scioto Township Trustee.

It is noted that pursuant to ORC §709.023, the petition was properly filed and all other documents required to accompany the petition upon its filing were included. It is also noted that per ORC §709.023 related to Expedited Type 2 annexations, the territory to be annexed does not exceed 500 acres, and the territory to be annexed shares a contiguous boundary with the municipality for a continuous length of at least 5% of the perimeter.

Pursuant to ORC §709.023, within 20 days after the filing of the petition, an ordinance or resolution adopted by the Village of Commercial Point related to the statement of services it will provide to the territory to be annexed is to be filed in with the commissioners' clerk. Within 25 days after the filing of the petition, an ordinance or resolution by the municipality or township consenting or objecting to the annexation is to be filed with the commissioners' clerk. If no ordinance or resolution is submitted within 25 days by the municipality or township objecting to the proposed annexation, it is presumed to be consent. Provided the remaining technical requirements are met, a hearing will be held by the commissioners no fewer than 30 days, or more than 45 days after the date of the petition's filing.

Pursuant to ORC §709.023, the petition for annexation is hereby entered upon the Pickaway County Commissioners' Journal #64 on this date of May 23, 2017, the first date upon meeting in regular session subsequent to the date of the filing of the petition.

In the Matter of
Presentation of Expedited Type 2 Annexation Petition
For 475.026 Acres +/- of Scioto Township into the
Village of Commercial Point – Petitioner: Lehmann Farms Limited Partnership:

On May 17, 2017, the third of three Expedited Type 2 Annexation petitions was filed in the Pickaway County Commissioners' office on behalf of Lehmann Farms, Ltd. for the proposed annexation of 475.026 +/- acres of Scioto Township into the Village of Commercial Point. The petition was filed by Plank Law Firm, with Donald T. Plank as the agent for the petitioner. The petition was signed by M. Drue Lehmann, owner of the property proposed to be annexed.

The map of the territory to be annexed was presented to the commissioners for their review. Terry Frazier, Development & Planning Director, was in attendance as was Mike Struckman, Scioto Township Trustee.

It is noted that pursuant to ORC §709.023, the petition was properly filed and all other documents required to accompany the petition upon its filing were included. It is also noted that per ORC §709.023 related to Expedited Type 2 annexations, the territory to be annexed does not exceed 500 acres, and the territory to be annexed shares a contiguous boundary with the municipality for a continuous length of at least 5% of the perimeter.

Pursuant to ORC §709.023, within 20 days after the filing of the petition, an ordinance or resolution adopted by the Village of Commercial Point related to the statement of services it will provide to the territory to be annexed is to be filed in with the commissioners' clerk. Within 25 days after the filing of the petition,

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an ordinance or resolution by the municipality or township consenting or objecting to the annexation is to be filed with the commissioners' clerk. If no ordinance or resolution is submitted within 25 days by the municipality or township objecting to the proposed annexation, it is presumed to be consent. Provided the remaining technical requirements are met, a hearing will be held by the commissioners no fewer than 30 days, or more than 45 days after the date of the petition's filing.

Pursuant to ORC §709.023, the petition for annexation is hereby entered upon the Pickaway County Commissioners' Journal #64 on this date of May 23, 2017, the first date upon meeting in regular session subsequent to the date of the filing of the petition.

In the Matter of
Presentation of Expedited Type 2 Annexation Petition
For 439.016 +/- Acres of Scioto Township into the
Village of Commercial Point – Petitioner: Ball Family Farms, Ltd.:

On May 19, 2017, an Expedited Type 2 Annexation petition was filed in the Pickaway County Commissioners' office on behalf of Ball Family Farms, Ltd for the proposed annexation of 439.016 +/- acres of Scioto Township into the Village of Commercial Point. The petition was filed by Isaac Wiles Burkholder & Teetor Law Firm, with Molly R. Gwin, as the agent for the petitioners. The petition was signed by Stanley L. Ball, Sandra J. Annon, Rita B. Anderson, and Linda B. Riebel, partners in the Ball Family Farms, Ltd.

The map of the territory to be annexed was presented to the commissioners for their review. Terry Frazier, Development & Planning Director, was in attendance as was Mike Struckman, Scioto Township Trustee.

It is noted that pursuant to ORC §709.023, the petition was properly filed and all other documents required to accompany the petition upon its filing were included. It is also noted that per ORC §709.023 related to Expedited Type 2 annexations, the territory to be annexed does not exceed 500 acres, and the territory to be annexed shares a contiguous boundary with the municipality for a continuous length of at least 5% of the perimeter.

Pursuant to ORC §709.023, within 20 days after the filing of the petition, an ordinance or resolution adopted by the Village of Commercial Point related to the statement of services it will provide to the territory to be annexed is to be filed in with the commissioners' clerk. Within 25 days after the filing of the petition, an ordinance or resolution by the municipality or township consenting or objecting to the annexation is to be filed with the commissioners' clerk. If no ordinance or resolution is submitted within 25 days by the municipality or township objecting to the proposed annexation, it is presumed to be consent. Provided the remaining technical requirements are met, a hearing will be held by the commissioners no fewer than 30 days, or more than 45 days after the date of the petition's filing.

Pursuant to ORC §709.023, the petition for annexation is hereby entered upon the Pickaway County Commissioners' Journal #64 on this date of May 23, 2017, the first date upon meeting in regular session subsequent to the date of the filing of the petition.

In the Matter of
Presentation of Expedited Type 2 Annexation Petition
For 2.391 Acres +/- of Harrison Township into the
Village of Ashville – Petitioner: HC Diversified, LLC:

On May 19, 2017, an Expedited Type 2 Annexation petition was filed in the Pickaway County Commissioners' office on behalf of H C Diversified, LLC, for the proposed annexation of 2.391 +/- acres from Harrison Township into the Village of Ashville. The petition was filed by Harral & Stevenson Engineering, with Craig E. Stevenson, PE, PS, as the agent for the petitioners. The petition was signed by Sam Hall, and Will Cline, Partners.

The map of the territory to be annexed was provided to the commissioners for their review. Terry Frazier, Development & Planning Director, was in attendance as was Mike Struckman, Scioto Township Trustee.

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It is noted that pursuant to ORC §709.023, the petition was properly filed and all other documents required to accompany the petition upon its filing were included. It is also noted that per ORC §709.023 related to Expedited Type 2 annexations, the territory to be annexed does not exceed 500 acres, and the territory to be annexed shares a contiguous boundary with the municipality for a continuous length of at least 5% of the perimeter.

Pursuant to ORC §709.023, within 20 days after the filing of the petition, an ordinance or resolution adopted by the Village of Ashville related to the statement of services it will provide to the territory to be annexed is to be filed in with the commissioners' clerk. Within 25 days after the filing of the petition, an ordinance or resolution adopted by the municipality or township consenting or objecting to the annexation is to be filed with the commissioners' clerk. If no ordinance or resolution is submitted within 25 days by the municipality or township objecting to the proposed annexation, it is presumed to be consent. Provided the remaining technical requirements are met, a hearing will be held by the commissioners no fewer than 30 days, or more than 45 days after the date of the petition's filing.

Pursuant to ORC §709.023, the petition for annexation is hereby entered upon the Pickaway County Commissioners' Journal #64 on this date of May 23, 2017, the first date upon meeting in regular session subsequent to the date of the filing of the petition.

In the Matter of
Discussion with Mike Struckman,
Scioto Township Trustee, Regarding Entering into
Agreement with the Grove City Public Safety Answering Point to
Provide 9-1-1 Emergency Dispatch Services for Landline and
Cell Phone Calls From Within Scioto Township:

Mike Struckman, Scioto Township Trustee, met with the commissioners and discussed an email of response from Dave Conrad, EMA Director & Pickaway County 9-1-1 Coordinator, to Scioto Township Fire Chief Porter "Chip" Welch, who requested whatever programming and/or equipment that is necessary be implemented on or before July 1st [as the Scioto Township Trustees has already entered into a contract with Grove City effective July 1st for the dispatching of fire and EMS services received from within the township] to ensure that a 9-1-1 call received from Scioto Township for fire or emergency medical services response can be transferred to the Grove City Police Department's Public Safety Answering Point (PSAP). Chief Welch requested in his email that Mr. Conrad to contact him regarding any information or points of contact at Grove City that Chief Welch can put him in contact with. The email went on to state that in order to ensure a minimal amount of disruption to the callers and difficulty for dispatchers at either the PCSO or Grove City, a "one button" or pre-programmed call transfer mechanism would be best for everyone. Chief Welch's email stated that the PCSO already has a switch set-up to transfer calls between its radio room and the Franklin County Sheriff's Office, and he is asking for the implementation of the same capabilities for Scioto Township's arrangement with Grove City. Terry Frazier, Director of the Pickaway County Development & Planning office, and former 9-1-1 coordinator, was also in attendance.

Mr. Conrad responded to Chief Welch in an email stating that from a 9-1-1 perspective, the countywide 9-1-1 plan defines how 9-1-1 calls are handled within the county and, as the 9-1-1 Coordinator, he has no authority to authorize or instruct that call be handled any differently than the plan allows. This includes installing hardware or software at the county's PSAP located at the Pickaway County Sheriff's Office (PCSO). The email went on to state that if reference is being made to non-emergency calls or emergency call that come to the PCSO that do not come through the 9-1-1 system, the decision on how to handle those calls rests with Sheriff Radcliff and Mr. Conrad has no authority over how those calls are handled. If the sheriff would decide to install a systems as described in Chief Welch's email, it would be the sheriff's decision to make.

Commissioner Stewart began by stating that the commissioners previously received a copy of the agreement between the Scioto Township Fire Department and Grove City and wanted to discuss the structure of how the 9-1-1 calls from within Scioto Township would be handled. Currently, the Pickaway County 9-1-1 plan states that any landline or cellular 9-1-1 calls goes to the Pickaway County PSAP located at the PCSO, exclusive of cellular 9-1-1 calls the PCSO receives from within the City of Circleville, unless the cellular 9-1-1 call hits a tower outside of and adjacent to Pickaway County, which is transferred to the Pickaway County PSAP. When Commissioner Stewart inquired if the request includes all landline calls

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from within Scioto Township are routed to the Grove City PSAP instead of the Pickaway County PSAP, Mr. Struckman stated that it does not; however, it would be preferable if they could and he was unsure if that capability exists at this time. He said that all landline calls would go to the Pickaway County PSAP first in case law enforcement services are required, if fire or EMS services are required, the PCSO would hit the transfer button to Grove City, which would then dispatch those emergency services. He stated that run cards are in effect at Grove City and the computer will know what emergency services entity to call in the event that Scioto Township fire and EMS services are already out responding to a call. Mr. Struckman stated that this would save a lot of time for someone that is calling about heart attacks and strokes. He said that the calls would go to the county's PSAP at the PCSO and deputies could be dispatched if law enforcement services are required, but if the call required fire or EMS services, that call would be transferred to Grove City.

To that point, Commissioner Stewart pointed out that this would require additional calls to be transferred, which is something that the county's 9-1-1 Planning Committee has been trying to reduce. Mr. Struckman pointed out that it would only be a matter of the county's PSAP dispatchers to push a button to transfer the call whether the call is for law enforcement or for fire/EMS services.

Commissioner Stewart stated that, for example, when Franklin County receives a call from within Pickaway County, it is automatically transferred to Pickaway County's PSAP. With the change that Scioto Township is asking for, it will require a subjective determination in addition to adding the call transfer. Mr. Struckman stated that the calls would still go to the county's PSAP first, and if law enforcement is required, the PCSO would dispatch those calls. If a cellular call from within the northern part of Scioto Township is made, it will hit one of the towers for Grove City and they will dispatch the calls for emergency services and if law enforcement is required, Grove City will transfer the call to the county's PSAP. Commissioner Stewart essentially stated that is one of the problems, in that Grove City would be determining how to respond to the dispatching of calls from Scioto Township in Pickaway County, and in what order.

When Commissioner Wippel provided an example of a call from Pickaway County that goes directly to Grove City, does the dispatcher remain on the line with the caller until the conversation is exhausted while determining if the call is for Pickaway County for law enforcement? Mr. Struckman stated that if the telephone system at the county's PSAP is sophisticated enough, which he stated it probably is, a 3-way call would occur between the two PSAPs and the caller.

Commissioner Stewart stated that in no way does he question Scioto Township's commitment to public safety, and he is not saying that how the county's system works is 100% satisfactory to all jurisdictions in the county; however, the county's 9-1-1 Plan clearly stated that the PCSO is responsible for the notification of emergency public safety agencies. He essentially stated that cellular calls received from the largest township in the county going to a PSAP outside Pickaway County would be problematic.

Mr. Struckman provided a copy of the Ohio Administrative Code (5507-1-19 (B) (1) effective May 12, 2016) and read aloud the following that states in part, "When a PSAP is found not to meet the established rules by the date of compliance set from the office of the 9-1-1 administrator in paragraph (A) of this rule, the office of the 9-1-1 administrator will notify the ESINet steering committee and requires enforcement action be initiated...." He went on to read (B) (2) of the OAC that states, "When a PSAP does not meet the compliant status outlined in paragraph (b) (1) of this rule, the office of the 9-1-1 administrator will notify the ESINet steering committee and request authority to notify the department of taxation to withhold all funds from the monthly fund disbursement from the wireless fund until the PSAP achieves compliant status." Mr. Struckman stated that that way in which he reads that, the Grove City PSAP has all of those requirements in place right now. Commissioner Stewart responded by stating for the record, the Pickaway County PSAP has never been found to be out of compliance with 9-1-1 regulations. Mr. Struckman then again read aloud from the AOC that states, "In the course of providing citizens with their most vital link to emergency response, 9-1-1 public safety answering points (PSAPs) in the state of Ohio shall comply with technical and operational standards and recognize and promote best practices that will provide consistent, quality service by well trained personnel utilizing a high level of secure technology." Commissioner Stewart stated that what Mr. Struckman is asking to be done cannot be done without changing the county's 9-1-1 Plan, and there is a statutory process in place to change the plan. He said if Scioto Township requires to go elsewhere, that requires a plan change. He went on to say that they can have that discussion, but until we amend the 9-1-1 plan to allow for calls to be dispatched by an outside-the-county entity, there is probably not much the county would be doing in facilitating the transfer of call to Grove City. The countywide 9-1-1 plan is a contract by all subdivisions the county agreeing to how the calls will be handled that is spelled out in the plan and with wireless calls from Scioto Township going to Grove City that would not be the case.

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Commissioner Wippel inquired as to what Scioto Township is requesting of the commissioners with the administration of the county's PSAP being under their purview, Mr. Struckman stated that they are requesting the commissioners' support if the sheriff does not want to agree to the change. He added that perhaps the township should have gone to the sheriff first about agreeing to install the button and transfer calls to Grove City for fire and EMS services to be dispatched for the township. When Commissioner Stewart inquired if the township could go to the sheriff and depending on his answer, the commissioners would know where he stands regarding the issue, and Mr. Struckman stated that yes they could.

After further discussion regarding the issue, Commissioner Stewart said to Mr. Struckman that they appreciate his frankness and willingness to always be upfront, and the next step for the commissioners is to gain a better understanding of the agreement signed between Scioto Township and Grove City, discuss the matter amongst themselves and Mr. Conrad further, and wait on the response that Sheriff Radcliff provides to Scioto Township after they have had their discussion with him. Mr. Struckman stated that he appreciated the time the commissioners took in meeting with him regarding the matter.

Mr. Struckman took a moment to inform the commissioners that Jim McFarland has been terminated as the Scioto Township Zoning Inspector and replaced by Jim McCoskey.

In the Matter of
Promissory Note Signed with
The Savings Bank of Circleville for
Purchase of 2001 Used Gradall for the
Pickaway County Engineering Department:

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to sign the 4-year loan with 4 annual payments with The Savings Bank of Circleville in the amount of \$85,000 with a 2.69% interest rate for the purchase of one (1) 2001 Gradall on behalf of the Pickaway County Engineering Department. The loan debt will be paid with Auto License & Gas Tax (ALGT) funds received by the county engineering department.

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
Letter of Support Signed for
P3's Application to American Electric Power Co. for its
2017 Local Economic Advancement Program (LEAP):

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to provide and sign a letter of support for P3's application to the American Electric Power Company's 2017 Economic Advancement Program (LEAP).

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
Meeting in Executive Session with
P3 Economic Development Executive Director:

Ryan Scribner, P3 Economic Development Executive Director, paid a visit to the commissioners with an economic development update. With the update involving confidential matters related to economic development associated with property adjacent to property owned by Commissioner Henson, he recused himself prior to entering into Executive Session and exited the board room.

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At 2:48 p.m., Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to enter into Executive Session pursuant to ORC §121.22 (G)(8) related to confidential matters associated with economic development business strategy.

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

Attest: Patricia Webb, Clerk

At 2:59 p.m., the commissioners exited Executive Session and Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to resume Regular Session.

Roll call vote on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, absent for vote.

Attest: Patricia Webb, Clerk

No action was taken.

In the Matter of
Rural Transportation Planning Organization (RTPO)
Working Group/Sub-Committee Meeting:

A Pickaway County Rural Transportation Planning Organization (RTPO) Working Group/Sub-committee meeting was held related to a pilot program developed ODOT in collaboration with the Mid-Ohio Regional Planning Commission and Columbus 2020. Pickaway County is included in an RTPO region that includes Union, Fairfield, Marion Morrow, Knox, and Madison Counties.

The initiative is for RTPOs to provide an inclusive list of projects with local and regional goals for economic development, transportation, and sustainability for consideration of federal funding that is available. The meeting was called by Commissioner Stewart, who is representing the county commissioners. Those in attendance were: Chris Mullins, Pickaway County Engineer; Terry Frazier, Director of the Pickaway County Development & Planning office; Ryan Scribner, P3 Economic Development Executive Director; Franklin Christman, Village of Ashville Administrator; Terry Brill, Scioto Township Trustee; Don Sherman, City of Circleville Director of Public Service. Earlier in the day, Don McIlroy, City of Circleville Mayor, informed the commissioners that he would not be able to attend the meeting.

In the Matter of
Weekly Dog Warden Report:

The weekly Dog Warden report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending May 20, 2017.

A total of \$916 was reported being collected as follows: \$160 in adoptions; \$36 in boarding revenue; \$180 in dog licenses; \$90 dog license penalties; \$25 in microchip fees; \$40 in owner turn-ins; \$245 in private donations; \$100 in redemptions; \$40 in transfer out rescue.

Eleven (11) dogs were processed in; four (4) dogs were adopted.

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With there being no further business brought before the Board, Commissioner Henson offered the motion, seconded by Commissioner Wippel, 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
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Attest: Patricia Webb, Clerk