

TUESDAY, NOVEMBER 14, 2017
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

The Pickaway County Board of Commissioners met in Regular Session in their office located at 139 West Franklin Street, Circleville, Ohio on Tuesday, November 14, 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 Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the minutes from November 7, 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: Angela Karr – Acting Clerk

In the Matter of
Bills Approved for Payment:

Commissioner Henson offered the motion, seconded by Commissioner Stewart, to adopt the following Resolution:

BE IT RESOLVED, that the bills have been found to be properly filed and their respective vouchers shall be cross-referenced to the approving pages dated November 15, 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 \$349,779.09 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 – Acting Clerk

In the Matter of
Report Provided by Dave Conrad:

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

- Sherriff's staff & Mr. Conrad met with Frontier Communications representative's last week to consider their next generation 911 solution. He is currently awaiting to receive a quote from Frontier. We currently utilize the EmergiTech 911 solution. Frontier would like to provide this service and they subcontract with Air Bus as well as two other vendors. The Commissioners requested quotes with detailed breakdown if they chose to purchase a software upgrade. Estimation of \$100,000.00 for software upgrade from the 911 Fund.
- Safety Counsel Lunch will be held today at 11:30 A.M.. Food will be provided.
- He will be assisting the County Health Department this afternoon and in the morning with their annual exercise requirement.
- He will be attending the Central Ohio EMA Director meeting to be held Friday, November 17, 2017 in Columbus.

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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:

- PAAC Executive Committee is requesting to add two new members to the board, one being Pastor Kevin Pees, Village Chapel and second being Jonathan Davis, Superintendent Circleville City Schools. Request will be addressed at the next committee meeting.
- The Pickaway County S.A.L.T. Counsel will be holding their 7th Anniversary Celebration on Wednesday, November 15th at 1:00 P.M. at the Senior Center. Cake and punch will be served.
- The YMCA Rental Lease for Memorial Hall was emailed to Jeff Phillips regarding signature.
- Commissioners discussed the contract with Meritage Systems, as recommended by Ms. Dengler, for new computer software for the Building Department.
- Health & Safety meeting update: Home Alone Workout & Pie Chart sheets were provided for the holiday season. Ugly Holiday Sweater Contest to be held December 15th. Visa gift cards will be awarded to winners, 1st - \$50.00, 2nd- \$25.00 & 3rd - \$15.00. Registration deadline is Friday, December 8th. Judging will be held on December 15th 9:00 A.M. – 10:30 A.M. Must be a sweater, sweatshirt or vest and must be in good taste, family friendly, work appropriate attire. Participants cannot alter their sweater on the day of judging. Healthy Holiday Recipes can be submitted by employees from now until December 1st to have their name entered into a drawing for a chance to win a \$10 Subway gift card.
- One Worker's Compensation Claim was filed for the Pickaway County Dog Shelter (Medical Only).

**In the Matter of
Executing Software Contract with Meritage for the
Pickaway County Building Department:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve and execute contract with Meritage Systems for the purchase of new software for the Pickaway County Building Department.

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

Attest: Angela Karr – Acting Clerk

**In the Matter of
The Pickaway County Fairgrounds with
Senior Fair Board President Von Cremeans:**

The following is a summary of the report provided by Von Cremeans, Pickaway County Fair Board Member:

Mr. Cremeans discussed the officer elections at the most recent Pickaway County Fair Board meeting held Monday, November 13, 2017 at the County Fairgrounds. Mr. Cremeans was elected President. Randy Smith was elected Vice-President. Sean Mayhugh was elected Treasurer and, while Bev Crawford will still be maintaining Fairground office, Christy Pence was elected as Board Secretary.

Mr. Cremeans said that the community of Pickaway County is supportive of the fairgrounds upgrades and the board members are excited for changes. The Fair Board would like to have the Commissioners, MS Consultants, 4-H Advisors & Volunteers at the meeting to be held on December 18, 2017 at 6:00 P.M. They would like to have a presentation, discuss fundraising and display the Fairgrounds plans. This would be a great opportunity to allow those not involved to get additional information relative to the revitalization plan.

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Mr. Cremeans has requested kitchen fund records be provided by the previous Fair Board Executive committee. There has yet to be any provided to date. The kitchen is currently losing money due to not being used or rented. Previous Board Members claimed that the kitchen fund is “a flower fund” and goes with the old members upon departing. The Commissioners noted that this is not the case as the funds stay with the fairgrounds. It was suggested that the kitchen be rented to the 4-H groups for fundraising during events, flea markets & gun shows. By doing this, it provides fundraising and keeps the kitchen utilized. Further examination of the kitchen area led to finding letters that had been sent to Bob Black & Mike Rittinger addressing issues by the Commissioners. These were not in the Fair Board office as they should have for review by the Board. Additional correspondence sent to past Board Members will be forwarded by email to Mr. Cremeans from Brad Lutz, County Administrator. Mr. Cremeans is in possession of Board Records & Minutes as they are in the office located at the fairgrounds.

Also discussed were other issues noted in Von’s review of the financial records. For example, rent for the 2016 Extravaganza event was \$1,500.00 but there was an invoice paid from Rumpke for the sum of \$3,700.00 for trash removal in December 2016 which was likely from the 2016 Extravaganza. Events need to pay a rental fee that is relative to the costs of the event.

Mr. Cremeans would like to get shirts for the Directors to wear at the fairgrounds with the new name of the fairgrounds. This is for representation during the fair and events and so that the community will know who to go to with questions or concerns. This will be discussed with the Board Members.

In regard to the asphalt grinding located at the Fairgrounds, there are no records of asphalt sales. Related to those grinding sales, there seem to be issues with the use of the tractor located on fairground property as anyone who wants to use the tractor can without supervision. The Board will discuss having two meetings every month to reorganize issues. One being to take the keys to the tractor and having a policy that the keys must be signed out and a waiver signed by each person operating tractor per each use. Locks need to be changed, gates need to be locked, tractor keys removed from tractor and placed under supervision to gain control. Mr. Cremeans needs clarification on funds and policies to change locks on premises. Per the Commissioners, there needs to be Emergency Repair & Policies set in place and approved by the Commissioners. Fair Board Members will put together changes to Emergency Repairs & Policies and bring before the Commissioners for review and approval. The new Board members are taking an inventory of everything on the fairgrounds property and all money being spent has to get the Board’s approval.

The Commissioners will put together a list for the Fairground Board as to the status of the revitalization plan and related fundraising. Notices have been sent to current tenants on the Fairground property with date of April 30th as exit date. Demolition is to start on the Barber Shop and Auto Body Shop immediately following April 30th.

The Commissioners will also draft a letter to the Fairgrounds Board Members to discuss a Rental Manager & Maintenance.

In the Matter of
Labor Dispute regarding Sofidel with
Keith Kistler Representative of
Indiana/ Kentucky/ Ohio Regional Council of Carpenters:

The following is a summary of the report provided by Keith Kistler Representative of Indiana/ Kentucky/ Ohio Regional Council of Carpenters:

Mr. Kistler attended meeting on behalf of IKOCC regarding their dispute with Sofidel labor issues and tax abatements. As an unsuccessful bidder for the Sofidel project his company has disputes relative to the current contractor, an Italian based company which Mr. Kistler claims is hiring immigrants and temporary services for installation of machinery into the plant. By Sofidel hiring employees from a foreign company and paying \$13 to \$16 an hour with no benefits for a skilled level position, Mr. Kistler claims it is creating a situation where tax dollars are leaving the county. Mr. Kistler claimed that this creates an issue where it is harder for other contractors to get work in the area.

Commissioner Brian Stewart explained that on the contrary the County’s sales tax revenue has increased every month compared to a year ago and there has been no negative impact locally caused by

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Sofidel's contractors. The tax abatements were provided because the Sofidel project is bringing 300 jobs to Pickaway County. These jobs have benefits that will continue to support the community long after the plant is built. As a result, Commissioner Stewart stated that Sofidel's project is a gain to the community, not a loss.

In the Matter of
BID Opening PIC-TR31-0.52 Replace Bridge over
CSX & NS Railroads on Lockbourne Easter Rd.
For Pickaway County Engineer Department:

BID Opening PIC-TR31-0.52 Replace Bridge over CSX & NS Railroads on Lockbourne Easter Rd. for Pickaway County Engineer Department was held November 14, 2017 at 10:00 A.M.. Chris Mullins, County Engineer & Anthony Neff, Deputy County Engineer were in attendance.

Engineer's Estimate: \$2,822,850.00

The following bids were received and read aloud:

- Eagle Bridge Company \$3,029,500.00
- Shelly & Sands \$3,092,699.00
- Miller Brothers Construction, Inc. \$2,347,000.00
- Complete General Construction \$2,859,636.00
- Armstrong Steel Erectors, Inc. \$3,901,250.00
- Kokosing construction Company, Inc. \$2,894,400.00

The bids were turned over to Mr. Mullins and Mr. Neff for their review and contract award recommendation.

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

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

- Mr. Lutz and Terry Frazier attended the Jobs Ohio Site to Ohio Meeting at the Pickaway County Library on November 9th. It was a great learning experience. The presenter did an excellent job. The presentation focused on lessons like "do not build to suit, if you have a spec building, make sure it is move in ready and do not focus heavily on quality of life when speaking to prospects. Quality of life is important to the community, but the prospect is focused on the tangibles like excess water, sewer, gas and other capacities." Her thoughts of the Pickaway Progress Site on the old Thompson site is that it looks great. She suggested that P3 needs to have excess capacity on our website when advertising sites. Companies research this when looking at locations.
- Mr. Lutz met with Melissa Betz, Auditor & Chris Mullins, County Engineer regarding the setup of a fund to pass monies through to help with ditch and sewer projects to avoid having outstanding advances. This would be the appropriate way to handle the funds. Mr. Mullins will ask the Commissioners to transfer moneys into this fund where they would become loan receivables. The County Engineer will have an agreement with the Commissioners' office as to a repayment schedule for the funds. Approval from State Auditor will be needed to create the fund.
- Budget worksheets are starting to come in from the county departments. It was suggested to the departments to budget similar to last year's figures.

In the Matter of
WDC Architects & Financing of the new JFS Building:

On December 4th, Commissioner Stewart will meet with John Payne to discuss potential financing for the new JFS building and the fairgrounds. Commissioner Stewart also spoke with Jeff Farthing with The Savings Bank about financing of the JFS building remodel. Commissioner

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Wippel also discussed financing with Kingston Bank, the Commissioners will determine their next steps after Commissioner Stewart's meeting with Mr. Payne.

**In the Matter of
Everts Middle School:**

An email was received by Commissioner Stewart & Brad Lutz from Dave Crawford notifying the County that, "the city has re-instituted the RFP process for the Everts properties. This is, in part, to give the arts group an opportunity to update their previous application. The deadline is December 31st ." The group wants to repurpose the buildings as an arts center and may approach the Commissioners asking for an extension of the December 1st deadline.

**In the Matter of
The Berger Board of Governors (BOG):**

Mark Leatherwood's term on the Berger Board of Governors will expire December 31st and Scott Blue may be interested in being appointed to Mr. Leatherwood's seat. Mr. Blue currently attends meetings as an office member but does not have voting rights. Clarification is needed as to whether a board member has to be a county resident to hold a seat on the Board.

Tim Colburn would like to meet November 30th with Dave Crawford, John Edger & Commissioner Stewart to discuss their next steps with the City.

**In the Matter of
Report provided by Terry Frazier, Development & Planning Director:**

- Mr. Frazier has received the Development Agreement, subdivision bond & security bond from Lexon Insurance Company relative to the construction of an industrial street named, "Tradeport Court," a cul-de-sac in the proposed "Ashville Pike NorthPoint Development" 3 -lot subdivision. He will have the County Prosecutor review the agreement and, upon completion of review, he will then provide the Commissioners with the final plat for approval and signatures.
- It was noted that there are drainage issues in the Circleville Plaza which should likely be remedied. The Commissioners discussed conditioning the approval of further plats based on Casto's fixing these issues.
- A Walmart Gas Station will be going in just south of Buffalo Wild Wings on South Court Street. The new station will consist of 6-8 bays and will have a small store for merchandise purchases. The entrances will be through the parking lot of Buffalo Wild Wings shopping center and Sperry Dr. due to no curb cuts.
- Kay Jewelers & Panda Express will be constructed south of O'Reilly Auto Parts. The entrance of O'Reilly Auto Parts will become a shared entrance access due to no curb cuts.

**In the Matter of
Fairgrounds Maintenance Position:**

The County Commissioners discussed preparing a letter to the Fairgrounds Board regarding a Maintenance Position. Specific details as wages, benefits, hours, etc. will need to be settled upon and approved by the Commissioners. There will need to be a Maintenance Fund set up by the Senior Fair Board to help with a percentage of the costs for said position. The Commissioners will be contacting other counties to gather information relative to their maintenance crew and wages.

**In the Matter of
Discussion of The Commissioner Regarding Fairgrounds Revitalization:**

The Commissioners would like to have a few additional large sponsors in place to announce at December 18th meeting discussed earlier with Von Cremeans.

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Revitalization Next Steps:

- Build a prospect list for fundraising.
- Pledge card is at the Columbus Foundation awaiting approval.
- Schedule a time at the first of the year for the Commissioners to meet with the Fair Board committee to start working a plan for the auction and ground breaking.
- Discuss ordering hard hats for the kids to get them involved with the last day of fair, demolition and ground breaking.
- Continue to work on the donation figures and the County's match.
- Put a proposal together to send to the General Assembly for fairgrounds funding to be included in the State's biannual capital plan. This is due sometime in December. Waiting on Representative to provide a date.
- Brad Lutz to discuss amphitheater at the fairgrounds with Tim Wilson, Director of the Visitor's Bureau. The Commissioners discussed whether the amphitheater should be semi-enclosed, have a storage area, sound system and a back stage.
- Wednesday, November 15th, the Commissioners and County Administrator, Brad Lutz are scheduled to look at a barn located on Ashville Pike and the new stables being built off of Lockbourne Eastern Rd.

**In the Matter of
Amended Certificate Approved:**

Commissioner Harold Henson offered the motion, second by Commissioner Brian Stewart, to adopt the following Resolution:

Resolution No. PC-110117-1

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$12,443.91 for the Holding Bond Fund #703; then,

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriates the following sum for expenditure for period ending December 31, 2017:

**Holding Bond Fund #703
\$12,443.91**

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

Attest: Angela Karr – Acting Clerk

**In the Matter of
Appropriations Approved:**

Commissioner Harold Henson offered the motion, second by Commissioner Brian Stewart, to approve the following request for APPROPRIATION OF FUNDS:

**\$60,000.00 to 101.1105.5703 – Contingencies
\$200.00 to 903.1109.5201 – PERS – GIS
\$1,900.00 to 903.1109.5102 – Salary GIS
\$12,443.91 to 703.0000.4983 – Holding Bond
\$1,000.00 to 703.6072.5901 – Other Expenses – Holding Bond**

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

Attest: Angela Karr – Acting Clerk

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**In the Matter of
Transfers Approved:**

Commissioner Harold Henson offered the motion, second by Commissioner Brian Stewart, to approve the following request for TRANSFER & RE-APPROPRIATION OF FUNDS:

**\$60,000.00 from 101.1105.5703 – Contingencies
To
101.1112.5481 – Utilities – Countywide Facilities**

**\$5,034.42 from 101.2083.5430 – Training Sheriff
To
101.2083.5308 – Food/ Prisoners – Sheriff**

**\$500.00 from 201.3005.5403 – Travel Expense
To
201.3005.5411 – Engineers Maintenance/ Repairs – Copiers**

**\$4,000.00 from 201.3005.5403 – Travel Expense
To
201.3006.5312 – Garage – Engineers Supplies & Materials**

**\$1,325.00 from 201.3006.5505 – Material/ Supplies
To
201.3007.5901 – Engineers Other Expenses**

**\$500.00 from 101.1140.5309 – Postage
To
101.1140.5102 – Board of Elections Employee Salary**

**\$1,00.00 from 101.1140.5428 – Contract Workers
To
101.1140.5491 – Board of Elections Rents/ Janitors Fee**

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

Attest: Angela Karr – Acting Clerk

**In the Matter of
Approval of Blanket Purchase Order:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the following request for the ISSUANCE OF A BLANKET PURCHASE ORDER:

\$250.00 – 101.1111.5901 – IT Department Other

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

Attest: Angela Karr – Acting Clerk

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**In the Matter of
Customer Service Agreement signed with Rumpke Waste & Recycling
Related to the Pickaway County Courthouse & Sheriff's Office:**

The Commissioners reviewed the agreement from Rumpke Waste & Recycling for the two 8 yard containers for trash located at the Pickaway County Courthouse and Pickaway County Sheriff's Office and Jail. The Contract is a three-year term with service being provided two times a week at \$256.07 per container.

Following the review, Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the Customer Service Agreement with Rumpke Waste & Recycling.

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

Attest: Angela Karr – Acting Clerk

**In the Matter of
Weekly Dog Warden Report:**

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending November 11, 2017.

A total of \$352 was reported being collected as follows: \$120 in adoption fees; \$45 in dog licenses; \$50 in redemptions; \$25 in microchip fees & \$112 in private donations.

Five (5) stray dogs were processed in; three (3) dogs were adopted.

With there being no further business brought before the Board, Commissioner Henson offered the motion, seconded by Commissioner Stewart, 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: Angela Karr – Acting Clerk