

**TUESDAY, NOVEMBER 20, 2018**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

The Pickaway County Board of Commissioners met in Regular Session in their office located at 139 West Franklin Street, Circleville, Ohio on Tuesday, November 20, 2018, with the following members present: Mr. Jay H. Wippel and Mr. Harold R. Henson. Mr. Brian S. Stewart was present for the late morning session and afternoon sessions. April Dengler, County Administrator, was also in attendance.

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

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to adopt the following Resolution:

BE IT RESOLVED, that the bills have been found to be properly filed and their respective vouchers shall be cross-referenced to the approving pages dated November 21, 2018, in the Commissioners' Voucher Journal, the date in which checks will be cut; then,

BE IT FURTHER RESOLVED, that the Board of Pickaway County Commissioners orders the Auditor of Pickaway County, Ohio, to draw her warrant on this entry in the amount of **\$182,208.99** on the County Treasurer to satisfy the same.

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

Attest: Angela Karr, Clerk

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

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

**-\$45,000.00 – 257.0000.4557 – State Share – JFS**

**\$130,000.00 – 207.5020.5401 – Contract Services – JFS**

**\$1,500.00 – 206.5015.5403 – Travel & Expenses – JFS**

**\$124.00 – Congo Lateral Ditch – Engineer**

**\$8,228.00 – 279.6128.5901 -Greenbriar Ditch – Engineer**

**\$1,299.00 – Hughes Upper Terminus Ditch – Engineer**

**\$6,663.00 – 272.6121.5901 – Other Expenses Metzger Ewing Johnson Ditch – Engineer**

**\$1,000.00 – 311.8102.5603 – Northwood Park – Principal – Auditor**

**\$7,000.00 – 101.1105.5703 – Contingencies – Commissioners**

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

Attest: Angela Karr, Clerk

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**In the Matter of  
Transfer and Re-appropriation of Funds Approved:**

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

**\$23,000.00 – 101.2012.5102 – Salary Administration – Sheriff  
TO**

**101.2083.5401 – Contract Service – Sheriff**

**\$7,000.00 – 101.2012.5203 – Insurance Administration – Sheriff  
TO**

**101.2083.5401 – Contract Services – Sheriff**

**\$7,000.00 – 101.1105.5703 – Contingencies – Commissioners  
TO**

**101.1112.5404 – County wide Advertising & Printing – Commissioners**

**\$129.00 – 1010.1140.5404 – Advertising – Board of Elections  
TO**

**101.1140.5403 – Travel Board**

**\$8.00 – 101.1140.5404 – Advertising – Board of Elections  
TO**

**101.1140.5491 – Contract Services Rents/ Truck Rental – Board of Elections**

**\$1,000.00 – 227.2020.5203 -VOCA Insurance – Juvenile Court  
TO**

**227.2020.5403 – VOCA Travel Expenses – Juvenile Court**

**\$468.97 – 304.8207.5604 – JFS Note Interest – Auditor  
TO**

**304.8103.5603 – JFS Note Principal - Auditor**

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

Attest: Angela Karr, Clerk

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

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to adopt the following Resolution:

**Resolution No.: PC-112018-1**

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of (\$45,000.00) for the WORKFORCE DEVELOPMENT FUND #257 to reduce revenue as estimated receipts will not be received; then,

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2018:

**WORKFORCE DEVELOPMENT FUND #257  
(\$45,000.00)**

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Report Provided by Darrin Flick, EMA Director:**

The following is a summary of the report provided by Darrin Flick, EMA Director:

- Mr. Flick conducted a drone meeting with members of the county to include Circleville PD and a rep from all of the Fire Chiefs. A decision was made to move forward with a drone program under the EMA. Mr. Flick will research policies, equipment, and legal requirements over the next month and follow up with the group in Jan.
- Mr. Flick is finishing up 2019 EMA, E-911, and 800mhz budget.
- There is work on a proposal to get full time support to EMA and Emergency Communications.
- Mr. Flick is developing a plan to establish a permanent emergency operations center in the county.

**In the Matter of**  
**Allocation of September 2018 Sales Tax Collections:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to allocate the September 2018 Sales Tax collections in the following manner:

**\$28,296.00 to 401.0000.4121 – Capital Fund**  
**\$679,102.64 to 101.0000.4121 – General Fund**

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Petition from Scioto Holding Company for**  
**Annexation to The Village of Commercial Point:**

On November 18, 2018, a petition for the proposed expedited type II annexation of 34.026 +/- acres of Scioto Township, petitioned by property owner Scioto Holding Company, was filed in the Pickaway County Board of Commissioners' office by Molly R. Gwin, Agent for Issac, Wiles, Burkholder & Teetor, 2 Miranova Place, Suite 700, Columbus, Ohio 43215, Petitioner.

The Clerk to the Board of Commissioners has hereby set the hearing date and time for the proposed annexation for **Tuesday, February 12, 2019 at 10:00 a.m., located in the Pickaway County Board of Commissioners' office, 139 West Franklin Street, Circleville, Ohio 43113.**

Attest: Angela Karr, Clerk

**In the Matter of**  
**Rental Lease Agreement Signed with**  
**Ross, Pickaway, Highland, Fayette (RPHF) County Joint Solid Waste District:**

The Commissioners reviewed the rental lease agreement for the space the RPHF Joint Solid Waste District office now occupies in the Pickaway County Annex building. The monthly rental amount is \$300, the same amount the RPHF Joint Solid Waste District paid before the office was transferred from Ross County. The agreement will terminate November 1, 2021.

After reviewing the rental lease, Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, for its approval and signing of the lease agreement.

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

Attest: Angela Karr, Clerk

**In the Matter of  
Resolution Adopted for 2018 – 2019  
Then & Now Certifications:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, for the Board to adopt the following Resolution:

**Resolution No.: PC-112018-2**

WHEREAS, for the period of **December 1, 2018, to January 31, 2019**, all purchases of **\$1,000 or less are exempt from the THEN and NOW CERTIFICATION requirements**, and

WHEREAS, during the designated period, all bills exempt from the Then and Now Certification shall be listed on the Bill Listing during this time; then

THEREFORE BE IT RESOLVED that for any person authorized to make purchases shall file a written document with the Pickaway County Auditor within three (3) business days of making a purchase stating the purpose, amount, and date of the purchase along with the name of vendor.

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

Attest: Angela Karr, Clerk

**In the Matter of  
Job & Family Services Contract Listing:**

Pursuant to the Pickaway County Board of Commissioners' Resolution of June 23, 2003, below is the list of agreements entered into, approved and otherwise executed by the Pickaway County Department of Job & Family Services and approved by the Pickaway County Board of Commissioners, The approved list contains the name of the party or parties with whom the agreement has been made, the purpose of the agreement, the commencement date and termination date of the agreement, and the compensation specified by the agreement.

**Pickaway County Job & Family Services  
New or Amended Contracts  
January 2019**

PCJFS Contracts for CSEA 2019				
Organization/Agency	Contract Purpose	Effective Date	Termination Date	Contract Value
Pickaway Co Common Pleas/Juvenile Court	Magistrate	1/1/2019	12/31/2019	\$57,462.68
Subpoena Service Plus	Process Serving	1/1/2019	12/31/2019	\$32,000.00
Pickaway County Clerk of Courts	Case Processing	1/1/2019	12/31/2019	\$54,932.03
Pickaway County Juvenile Court	Case Processing	1/1/2019	12/31/2019	\$67,467.32

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**In the Matter of**  
**Report Provided by April Dengler, County Administrator:**

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

- Mrs. Dengler met with Andy Cupp, Hummel & Plum on Friday to go over insurance coverage on all county vehicles.
- Ohio EPA Water Quality: No requirements of timing on updates to the plan. The plan was last update in 2002.
- The budget spreadsheets are coming in and are due tomorrow along with any capital improvements requested. Mrs. Dengler will put together the power point for the budget meeting.
- Interviews for the Dog Warden position were held last week. Mrs. Dengler presented the Commissioners with a resume for review.
- A Worker's Comp claim filed for an employee at the Sheriff's Office that severed her ring finger. The employee will return to work on Monday, November 26<sup>th</sup>.
- The vehicle posted for juvenile probation sold for \$2,610 on Govedeal.com.
- Mrs. Dengler is gathering numbers to have full-time maintenance at the Pickaway Agricultural and Event Center.
- US 22 east will be closed Monday in front of the Pickaway Agricultural and Event Center for work to be performed by State of Ohio, Department of Transportation. Mrs. Dengler submitted a release of funds documentation to Ohio Department of Agricultural and they provided her with additional documents to complete once the project is completed.

**In the Matter of**  
**Sherri Rarey Hired as Chief Dog Warden for**  
**The Pickaway County Dog Shelter:**

After reviewing and discussing the applications received for the Chief Dog Warden position at the County Dog Shelter, Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, to hire Sherri Rarey, at the rate of \$18.50 per hour, effective November 27, 2018.

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Pickaway Agricultural and Event Center Update:**

The decisions was made to use almond color siding for the buildings at the Pickaway Agricultural and Event Center. The indoor arena is scheduled to be dried in by December 12<sup>th</sup> and the horse barn will be delivered next Friday. Corna-Kokosing is working on the cattle barn now and will proceed to the sheep barn once the cattle barn is completed. The amphitheater seating is completed, and the steps should be started soon. The amphitheater will provide more seating than the grandstands and will be great for outdoor events. The pond is currently being dug out for water retention. Saturday, December 1<sup>st</sup>, 9:00 a.m. to 12:00 p.m. there will be the Flapjack Farwell pancake breakfast, to say farewell to the coliseum.

**In the Matter of**  
**Credit Rating Update with**  
**John Payne, Brickler and Eckler:**

John Payne, Brickler and Eckler, met with the Commissioners to provide a credit rating update.

Mr. Payne stated that an AA Stable rating is a great rating and will help the sale, as the market and rates have stayed pretty flat since he was here last. The next step is to send out the preliminary document. Mr. Payne suggested that splitting the issue into two parts will save \$100,000. By January 3<sup>rd</sup> the money will be sold to have 13,500,000. A week from Thursday the underwriters will know an interest rate and will get closure to a closing date. Commissioner Stewart asked Mr. Payne about fees and Mr. Payne stated that fees will be covered out of the rate and no check will need to be cut to pay fees.

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The growth of Pickaway County has increased 40% since 2000 and is doing well. The investment in to the Pickaway Agricultural and Event Center is a public place that residence of Pickaway County will be able to utilize in more ways than just the fair, it will be able to be utilized year-round. The Commissioners thanked Mr. Payne for his hard work and looks forward to working again in the future.

**In the Matter of**  
**Meeting to Review Pickaway County**  
**Board of Developmental Disabilities'**  
**2019 Program and Expenditure Plan:**

Mike Pelcic and Marie Wilbanks, of the Pickaway County Board of Developmental Disabilities (PCBDD), met with the commissioners to review the agency's 2018 Program and Expenditures Plan.

The following is a summary of the PCBDD's 2018 Program and Expenditures Plan reviewed, with inquiries from the commissioners throughout:

- The 2019 Program and Expenditures Plan requested a spending level of \$6,749,500 for the program and services of the Board. From the total expenditures, \$1,588,932 will be used as local match for Medicaid Waiver services and the local match generates an additional \$4,428,887 in state and federal funds to provide services. Mr. Pelcic provided that their revenues for 2019 are projected to be \$5,129,500. This total is a combination of \$4,365,000 from tax collection, \$102,500 from local revenue, \$259,000 from state revenue and \$403,000 from federal revenue. Mr. Pelcic requested a continuance of the roll-back from real estate taxes into next year and he has a meeting scheduled with the County Auditor to discuss. Mr. Pelcic figures that there will be a few hundred thousand in deficit next year.
- PCBDD is serving approximately 441 people, an increase of 26 person for this year, and are expecting the enrollment to increase at a consistent rate as in past years. There seems to be an increase in children and to handle the growing enrollment, a Service and Support Administrator will be added to the organization in the fourth quarter.
- Ten will be added to the Level 1 Medicaid Waivers based on needs. Residential funding will increase by enrolling five people on Individual Options (I/O) waivers and two people on Self Empowered Life Funding (SELF) waivers. The estimated local match increase of \$159,091 for additional Medicaid Waivers combined with a state decrease of \$55,330 will generate \$145,587 in federal funds for home and community-based services and employment.
- The PCBDD Board will continue efforts on the Employment First Initiative with the Scioto Downs Project SEARCH program for adults, and the Berger Project SEARCH program for students. These projects will further the Board's goal to increase community employment for those served by more than 5 % each year.
- During 2018, the Board gathered information through focus group meetings to develop a three-year strategic plan (2019-2021) and will begin accomplishing the goals and objectives.
- 2018 Program Accomplishments:
  - Provide representation on Pickaway County Early Childhood Coordinating Committee, Pickaway Head Start Policy Council, and the Ohio Department of Development Disabilities Rule Committee.
  - Improved communication with Local Education Authority (LEA) to transition Children from Early Intervention to Preschool.
  - Implement virtual consultation with the Family Child Learning Center.
  - Retained a new medical partner to evaluate children suspected to have an autism spectrum disorder through the Autism Diagnostic Education Program.
  - Contracted with the Ohio Center for Autism and Low Incidence (OCALI) to conduct a comprehensive preschool and elementary autism program review within the four school districts within the county.
  - Provided school districts with the OCALI final report that included discoveries, considerations and resources to improve education programs for students with autism.
  - Provided paraprofessional mentoring in Teays Valley and Circleville City Schools. And provided teacher monitoring in Logan Elm, Westfall, Teays Valley and Circleville School Districts.
  - Collaborated with school districts on specific students to complete Ziggurat Model and Comprehensive Autism Planning System (CAPS).

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- Worked with Trauma Informed Care trainer to obtain knowledge and skills to implement trauma informed strategies for all students at BYS and in the school districts.
- Relaunched Circle of Friends (formerly People First) with a greater emphasis on learning advocacy and skills.
- Offered golf as a new Special Olympics sport.
- Created a new Family Services and Support Administrator position which provides services for families with children ages three through five.
- Created a SSA Supervisor position to provide additional oversight of ISPs (Individual Service Plan) and routine SSA tasks.
- Increased school district engagement and collaboration through the Culture of Coordinated Support project.
- Partnered with PICCA to begin an employability readiness program (PickAcademy).
- Assisted the YMCA in transitioning to an inclusive camp model.
- Expanded security awareness and training program staff.
- Voluntarily reduced local tax revenue.
- Approved community inclusion grants funded through Health and Respite budget.
- Improve costs and efficiency of transportation through shared ridership.
- Conducted a three-year strategic plan and retained an external consultant to facilitate focus groups meeting to gather stakeholder input.
- Completed the State of Ohio Critical Security Controls Compliance evaluation by DODD. The purpose of evaluation was to assess the privacy and security safeguards, and systems.
- Initiated a Culture of Coordinated Support: an effective, efficient, person-centered system where students, families, school, and agencies work together toward a shared goal to help the student transition to adulthood.
- The three-year Strategic Plan goals:
  - Ensure sustainable, reliable, accessible and integrated transportation options are available for all people served.
  - Keep the people that are served informed and engaged.
  - Connect parents, providers, and people served with available training resources.
  - Keep all staffed informed and engaged.
  - Expand online presence.
  - Assure funding is adequate to meet needs of people served for home and community-based services.
  - Increase the number of people served of working age engaged in community employment by 5% annually.
  - Take an active role in recruiting and retaining providers to meet the needs of people served.

The Board meeting Wednesday, December 12<sup>th</sup> at OCU at 5:00 p.m. will be a little different than their usually meeting, due to they hold a dinner. Gary Shearer will be present at the meeting, and he will be receiving the Legislative of the Year Award from the Ohio Association of County Boards of Developmental Disabilities.

At the conclusion of the meeting, the commissioners thanked the group for meeting with them and providing the overview.

**In the Matter of**  
**United Bankers Bank Custodial Agreement:**

Ellery Elick presented a revised custodial agreement from United Bankers Bank. Upon the review of the Commissioners, additional corrections need to be made to the agreement. Mr. Elick will submit the request of corrections to United Bankers Bank and follow up with the Commissioners upon United Bankers Bank approval.

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**In the Matter of**  
**FY2018 CDBG Grant and**  
**Distribution of Funds to**  
**The Village of New Holland:**

Commissioners took part in a phone conference with Robert Berquest, Berqshire, LLC to discuss the cost estimate for Haven House and the distribution of funds. Mr. Berquist received a quote regarding Haven House, Lisa Johnson has had a difficult time getting an accurate estimate due to there are only so many vendors within the Ohio that perform what the quote consisted of. Mr. Berquist requested from the Ohio Development Services Agency to allow the vendor that completed the quote to perform the work due to shortage of vendors. There is a \$24,500 difference since the quote came in significant lower than the original quote, and the available funds can be applied to an existing project already awarded. Mr. Berquist suggested the available funds be moved to the New Holland projects since they submitted two different application, one being the purchase of a generator and the other the purchase of the pump for the village.

During business conducted while in session, Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to adopt the following Resolution:

**Resolution No.: PC-112018-3**

WHEREAS, the Pickaway County Commissioners wish to apply the funds that became available from the revision of the estimate for the Haven House project to the Village of New Holland generator application, 2018 Community Development Block Grant Allocation; then,

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners hereby authorizes the Village of New Hollands generator application be increase by \$24,000 for the purchase of an emergency generator in addition to the pump for the Village of New Holland due to the difference in quote from the Haven House project.

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Fourth District Court of Appeal:**

Mike Hess, newly elected Fourth District Court of Appeals Judge and Bill Harsha, Fourth District Court of Appeals Judge, met with the Commissioners to discuss the transition of housing the Fourth District Court of Appeals Office in Pickaway County. Commissioner Wippel informed Mr. Hess that the Service Center has an office the size of 3,480 sq. ft. and the JFS side is 7,900 sq ft. Mr. Hess stated that he was contacted by Mayor McIlroy about the P3 building and that he does not believe it will be large enough as they have an office that is 3,250 sq. ft. He pays currently \$30-\$31 a sq. ft for the office he currently houses in Ross County. The Commissioners, Mrs. Dengler, Mr. Hess and Sandy Williams all proceeded to the Service Center for a tour of the facility.

**In the Matter of**  
**Minutes Approved:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the minutes from November 13, 2018, with corrections.

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

Attest: Angela Karr, Clerk

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**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 17, 2018.

A total of \$943.82 was reported being collected as follows: \$200 in adoption fees; \$120 in dog licenses; \$30 in dog license penalty; \$155 private donations; \$25 in redemption; and \$413.82 in P4P expenses reimbursement.

Four (4) stray dogs were processed in; five (5) dogs were adopted.

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

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

Jay H. Wippel, President

Harold R. Henson, Vice President

Brian S. Stewart, Commissioner

**BOARD OF COUNTY COMMISSIONERS**  
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Attest: Angela Karr, Clerk