

**TUESDAY, SEPTEMBER 25, 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, September 25, 2018, with the following members present: Mr. Jay H. Wippel, Mr. Brian S. Stewart, 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 Harold Henson, to approve the minutes from September 18, 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

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

Commissioner Brian Stewart 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 September 26, 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 **\$1,502,035.17** on the County Treasurer to satisfy the same.

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

Attest: Angela Karr, Clerk

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

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

**\$13,777.84 – 101.1105.5703 – Contingencies – Auditor**

**\$45,000.00 – 225.2085.5401 – DYS Alternative School Contract – Juvenile Court**

**\$1,500.00 – 101.1105.5703 – Contingencies – Commissioners**

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Fund Transfer Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests for the FUNDS TRANSFER:

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**\$246,624.71 – 101.1105.5701 – Transfer Out Auditor  
TO  
301.0000.4901 – Transfers - Auditor**

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

Attest: Angela Karr, Clerk

**In the Matter of  
Transfer & Re-Appropriation of Funds Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests for the TRANSFER & REAPPROPRIATION OF FUNDS:

**\$1,500.00 – 101.1105.5703 – Contingencies – Commissioners  
TO  
101.1108.5484 – Building Department Uniforms – Commissioners**

**\$1,300.00 – 201.3007.5401 – Auto License & Gas Tax Fund Contract Services – Engineer  
TO  
201.3005.5430 – Auto License & Gas Tax Fund – Conference Registration/ Training – Engineer**

**\$2,808.00 – HB295 Interest – Auditor  
TO  
301.8101.5603 – HB295 Principle – Auditor**

**\$13,777.84 -101.1105.5703 – Contingencies – Auditor  
TO  
101.1105.5701 – Transfer Out - Auditor**

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  
Line Item Name Change Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests for the LINE ITEM NAME CHANGE:

**225.2085.5401 – DYS Residential Treatment  
CHANGED TO  
225.2085.5401 – DYS Alternative School Contract – Juvenile Court**

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  
Approve Issuance of Blanket Purchase Order (BL)**

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Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests to APPROVE ISSUANCE OF BLANKET PURCHASE ORDER (BL):

**\$1,724.12 – 246.4010.5901 – Dog Shelter Other Expenses - Commissioners**

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

Attest: Angela Karr, Clerk

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

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

- WDC Group: Mrs. Dengler received a change order for the CRC Building making it compliant for fire safety. There will be fire protection walls installed and the exiting building doors in the gym will be changed to fire safe doors.
- Chris Rice turned in his two week notice to the Dog Shelter and the Deputy Dog Warden position will be posted on the County's website.
- Pumpkin Show Parking Passes will need to be submitted to the City of Circleville Police Department to receive passes for county employees. The passes will allow employees to park on designated county parking lots.
- Mrs. Dengler and Mr. Lutz attended the Benefit Meeting to receive the insurance rates for 2019. The rates have a slight increase from the 2018 rates and new incentives will be available to employees for a reduced deductible.

**In the Matter of**  
**Approval of Affidavit for Sheriff**  
**Robert B. Radcliff to attend the**  
**Buckeye State Sheriff's 2018 Annual Conference:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the affidavit for Sheriff Robert B. Radcliff to attend the Buckeye State Sheriff's 2018 Annual Conference November 11, 2018 through November 14, 2018.

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

Attest: Angela Karr – Clerk

**In the Matter of**  
**Approval of Affidavit for Treasurer,**  
**Ellery S. Elick to attend the**  
**CTAO Fall Conference:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the affidavit for Treasurer Ellery S. Elick to attend the CTAO Fall Conference November 12, 2018 through November 15, 2018.

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

Attest: Angela Karr – Clerk

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**In the Matter of  
Agreement submitted by Haven House of Pickaway  
County for use of Pickaway County Property:**

The Commissioners reviewed the agreement for the use of Pickaway County property submitted by Lisa Johnson from the Pickaway County Haven House. Mrs. Johnson is requesting the use of the front of the Courthouse on October 1, 2018 from 10:00 am to 12:00 p.m. to hold the Victims March to celebrate survivors and mourn those lost to domestic violence.

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the Agreement for the use of Pickaway County property submitted by Lisa Johnson with the Pickaway County Haven House.

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  
Resolution Adopted Designating the Month of October as  
Domestic Violence Awareness Month in Pickaway County:**

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

**WHEREAS**, domestic violence is a serious crime that affects people of all races, ages, income levels, sexes; and,

**WHEREAS**, the crime of domestic violence violates an individual's privacy, dignity, security, and humanity, due to the systematic use of physical, emotional, sexual, psychological, and economic control or abuse, and

**WHEREAS**, children who grow up in violent homes are believed to be abused and neglected at a rate higher than the national average, and

**WHEREAS**, domestic violence costs the nation billions of dollars annually in medical expenses, police, and court costs, shelters, foster care, sick leave, absenteeism, and non-productivity, and

**WHEREAS**, only a coordinated community effort will put a stop to this heinous crime; then,

**THEREFORE BE IT RESOLVED** that we, the Pickaway County Commissioners, urges all citizens to join staff and administration of Haven House of Pickaway County for the Annual Silent Victims Rally on October 1, 2018; and recognize:

*National Domestic Violence Awareness Month*

*in*

*Pickaway County, Ohio*

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  
Travel Authorizations Approved for  
Job & Family Services Employees:**

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The Commissioners reviewed and signed the Out-of-County Travel Authorization for numerous Job & Family Services employees to attend various meetings, training sessions, and to conduct home visitations throughout the month of October 2018, at the total probable cost \$1,860.26.

**In the Matter of the  
Change Order No. 1 signed for the  
2018 County and Township Resurfacing Project, Contract B:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following Change Order No. 1 related to changes in 2018 Pickaway County and Township Resurfacing Project, Contract B.

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

Attest: Angela Karr – Clerk

**In the Matter of  
Executive Session:**

At 9:55 a.m., Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to enter into Executive Session pursuant to ORC §121.22 (G) (4) to discuss collective bargaining matters pertaining to the Pickaway County Sheriff's Office employees, with Brad Lutz, County Administrator in attendance.

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

Attest: Angela Karr, Clerk

At 10:08 a.m., the Commissioners exited Executive Session and Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to resume Regular Session.

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

Attest: Angela Karr, Clerk

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

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

1. Fairgrounds update: The rain has delayed the work momentarily, but the project is still on schedule. Bradley Payne Advisors are working on the financial taxable and non-taxable portion of the financing option, while trying to keep the taxable portion small. Most buildings will need to be named after individuals or families to keep them at a non-taxable status. Estimation of \$8.5 million nontaxable and \$5 million taxable.
2. Emergency Radio update: Tom Swisher is proceeding with the conversion of the school emergency radios. W/S should be coming out this week to take care of the encryption on the jail radios. Once everyone is on the new system Mr. Swisher will coordinate the removal of the old system hardware. W/S picked up the first batch of trade-in radios, a combination of shop radios and EMA radios. Once a listing of system hardware is compiled Mr. Swisher will have inventory of spare parts for the backup system.
3. Sewer billing: The City Council will vote this evening to move billing to the City of Circleville for the County Engineers Office. If approved the billing will start in October.

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4. Mr. Lutz advised that he received all documents for his public records request from the State Auditor relative to Pickaway Sportsman Inc. The documents need to be reviewed by the Commissioners to pursue to the next step.

**In the Matter of the  
Change Order No. 1 signed for the  
Precast Bridge Beams and Block Foundations:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the following Change Order No. 1 related to changes in Precast Bridge Beams and Block Foundations.

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

Attest: Angela Karr – Clerk

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

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending September 22, 2018.

A total of \$195 was reported being collected as follows: \$40 in adoptions; \$60 in dog licenses; \$30 in dog license late penalty; \$40 in owner turn-ins; and \$25 in redemptions.

Three (3) stray dogs were processed in; and one (1) dogs was 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  
PICKAWAY COUNTY, OHIO**

Attest: Angela Karr, Clerk