

**TUESDAY, SEPTEMBER 3, 2019**  
**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 3, 2019, with the following members present: Mr. Jay H. Wippel, Mr. Harold R. Henson and Mr. Brian S. Stewart. April Dengler, County Administrator, was also in attendance.

**In the Matter of  
Minutes Approved:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to approve the minutes from August 27, 2019, 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 Jay Wippel offered the motion, seconded by Commissioner Brian 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 September 4, 2019, 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 **\$1,151,447.02** 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  
Appropriations Approved:**

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

**\$3,000.00 – 246.4010.5301 – Dog Shelter – Supplies – Commissioners**

**\$4,000.00 249.2035.5203 – EMA Insurance - 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 Transfers Approved:**

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

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**\$20,000.00 – 101.1105.5720 – Fairgrounds Debt- Transfer Out – Commissioners  
TO  
325.0000.4901 – Transfer In – Debt Fund - 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  
Transfer and Re-appropriations Approved:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to approve the following requests for the TRANSFER AND RE-APPROPRIATION:

**\$31,118.50 – 201.3007.5401 – Auto License & Gas Tax Fund 201 – Contract Service- Engineer  
TO  
201.3007.5506 – Auto License Gas Tax – Contract Projects – Engineer**

**\$3,355.00 – 501.6915.5401 – General Sewer – Contract Services – Sanitary Engineer  
TO  
501.6915.5300 – General Sewer – Materials/ Supplies – Sanitary Engineer**

**\$9,000.00- 656.6083.5456 – Recycling Outreach – Fayette – RPHF Solid Waste  
TO  
656.6083.5102 – Salary – RPHF Solid Waste**

**\$9,000.00 – 656.6083.5456 – Recycling Outreach – Fayette – RPHF Solid Waste  
TO  
656.6083.5203 – Insurance – RPHF Solid Waste**

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 EMA Director:**

The following is a summary of the report provided by Darrin Flick, EMA Director & Pickaway County 911 Coordinator.

- The Governor attended the Buckeye State Sheriff's Association Luncheon, Wednesday, August 28, 2019 held at Watt Street Tavern in Circleville. Commissioner Stewart and Mr. Flick attended.
- Mr. Flick discussed VOIP solutions for 911 issues with Frontier.
- Mr. Flick attended the Pickaway County Budget Meeting, Central Ohio Trauma System (COTS) Meeting, and the Ohio EMA Training Council Meeting August 29, 2019.
- This week, Mr. Flick will be attending the Court Security Meeting August 4, 2019, the Regional Evacuation Meeting, Rescue Task Force Meeting and the monthly Pickaway County Fire Chiefs Meeting August 5, 2019.
- The pre-hazard mitigation grant information was sent to all county elected leaders and staff on September 3, 2019.
- Next week, Mr. Flick will be attending the Rescue Task Force Meeting and Monthly Communications Meeting September 11, 2019. Additionally, the Quarterly County Healthcare Coalition Meeting and the Pumpkin Show Safety Meeting August 13, 2019.

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**In the Matter of**  
**Deputy County Administrator Report:**

The following is a summary of the report provided by Marc Rogols, Deputy County Administrator:

- There were no BWC claims or Unemployment claims filed this week.
- The Maintenance Worker 1 (full-time) and Custodian Worker 1 (part-time) position interviews are scheduled for Wednesday, September 4, 2019. There is a total of four interviews scheduled.
- The Deputy Dog Warden position interviews are scheduled for Friday, September 6, 2019. There is a total of three interviews scheduled.
- The arraignment for charges filed against Rex Tremble was set for Tuesday, August 27<sup>th</sup> and it was continued upon request of the defendant. A civil protection order was filed with assistance of Victims of Crimes Office. Hearing is scheduled for Monday, September 9, 2019.
- Thrive On: The last day for entry for biometric screenings (4 for \$300 incentive). Friday, August 30<sup>th</sup> the system failed (large number waited until the last day). Two Pickaway County employees encountered an issue when their doctor offices uploaded their records.
- Mr. Rogols received notice from the City of Circleville that City Council Re-zoning hearing is scheduled for Tuesday, September 17, 2019 at 6:30 p.m. regarding 963 South Pickaway Street property.

**In the Matter of**  
**Resolution Adopted Requesting**  
**County Auditor to Place Delinquent**  
**Sewer Payments on Tax Duplicates:**

Upon the Commissioners' review of the list of people, provided by the Pickaway County Sanitary Engineer, that are delinquent at least 60 days on their sewerage payments, Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to adopt the following Resolution:

**Resolution No.: PC-090319-1**

BE IT RESOLVED, that the Board of Commissioners, Pickaway County Ohio, does hereby certify to the Pickaway County Auditor, Melissa Betz, that as of the 3<sup>rd</sup> day of September 2019, there is a list of people that are delinquent at least 60 days on their sewage payments; and

BE IT FURTHER RESOLVED, that the Board of Commissioners request Auditor Melissa Betz to place the assessments on the respective tax duplicates to be collected in the same manner as all other assessments.

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

Attest: Angela Karr, Clerk

\*A copy of the list of landowners is on file in the commissioners' office and county auditor's office.

**In the Matter of**  
**Travel Authorizations Approved**  
**For Job & Family Services Employees:**

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 September 2019, at the total probable cost \$2,021.17.

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**In the Matter of**  
**Letter Signed for Pickaway Metropolitan Housing**  
**Authority's 2020 Annual Plan Related to Pickaway County's**  
**Housing Improvement Strategy:**

Kim Hartinger, Pickaway Metropolitan Housing Authority met with the Commissioners to discuss the MPH 2020 Annual Plan. MPH is in the process of building 108 units. A lot of the units are old, and landlords are trying to keep up with updates to the units. Some units still have lead based paint in homes and some landlords are not interested in updating and are no longer participating in the program. Pickaway County MPH was asked by the Cleveland Branch to be a test facility for the new program and they would merge the two programs. Landlords have to be complaint to HUD Housing and the rate is 77% of vouchers used. Mr. Hartinger's understanding is that the units are given to them and they have to be kept at the low to moderate income housing. The thing that is making it more attractive is the number of units. The funds behind are the driving force behind this, and in which HPH cannot keep up with demand. Any monies given over the years that are remaining have to be given back, therefore, that is why it is being used in improvements and new units. PCMH has nothing larger than a duplex and they have a lot of single-family dwellings.

Mrs. Hartinger asked about having the Logan Elm students build a shelter house as a gathering place and Commissioner Stewart informed Mrs. Hartinger that there has to be a licensed contractor over the project and having the students build it on their own will not meet requirements. Commissioner Henson suggested reaching out to a few contractors that are involved with projects similar to hers.

Pickaway Metropolitan Housing Authority (MPH) submitted its 2020 Annual Plan to the Commissioners for their review. Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson to approve the Pickaway Metropolitan Housing Authority's 2020 Five Year and Annual Plan as presented on HUD form 50075-5Y and finds that it is consistent with the Pickaway County community Development Implementation Strategy (CDIS).

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**County Administrator Report:**

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

- Ohio State Patrols Driver's Exam Office informed the Commissioners' Office in writing that they will no longer be renewing their lease with the county and will be vacating the leased office by the end of November. The State of Ohio will no longer hold an office location in Circleville.
- Mrs. Dengler went to the Engineer's Garage to view the completed capital improvement projects. Photos were taken of the new flooring and ceiling fans in the garage area.
- Pickaway County Board of Development Disabilities have been invoiced for the fairground's improvement project. The total invoice for PCBDD was \$76,673.00.
- The groundbreaking for Dupont is scheduled for October 1, 2019.

**In the Matter of**  
**2020 Insurance Benefits Buy-Out Program Amounts:**

Mrs. Dengler requested that the Commissioners review the current Buy-Out program for insurance benefits and made the recommendation to establish the new buy-out rates for 2020. The new buy-out program is \$2,400 for a single plan and \$5,800 for a family plan. The first payment is included in the first paycheck in August 2020 and the second payment is in the first paycheck in December 2020. You must be enrolled in the county insurance plan for one year and provide proof of your enrollment in another insurance plan to be eligible. The payouts will be included in your gross income for 2020.

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Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson to establish the new buy-out program rates for single and family insurance coverage in the amounts set forth above.

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Approval of Increase in Contract Wages for**  
**Municipal Court Services provided by Gary Kenworthy, Circleville City Law Director:**

Gary Kenworthy, City of Circleville Law Director, met with the Commissioners to request their consideration of an increase in his compensation paid by the county to prosecute all criminal and traffic cases brought before the countywide Circleville Municipal Court. This includes cases brought through the Circleville Police Department, and unincorporated areas of the county brought by the Sheriff's Office, Highway Patrol, Department of Natural Resources, Liquor Control Commission, and other state administrative agencies. Mr. Kenworthy also has the duty to represent the State of Ohio in through the preliminary hearing stages in the prosecution of all felony cases countywide through the preliminary hearing stages, after which the county prosecutor's office provides such representation. Per Ohio Revised Code §1901.34 (C) the city director of law shall receive compensation to be paid by the county as the board of county commissioners deem reasonable. It was mentioned that the county's reimbursement of a percentage of the municipal court judge and bailiff wages are determined by state statute. Mr. Kenworthy's office has had to newly take on creating all case files for cases that are plead not guilty since the Courts will no longer be handling. Mr. Kenworthy has had to hire an additional employee, which even more additional staff is needed to handle the case loads. Mr. Kenworthy's budget has not been increased for years and he continues to make cuts. As Law Director, he handles a lot of the preliminary cases that are not needing to go to the county level with the County Prosecutor. Mr. Kenworthy feels the municipal court has a good probation department and they work their cases thoroughly. Mr. Kenworth said that it has now been four years since he last came before the county board of commissioners in 2015, where a 2% annual increase was approved for his new 4-year term. With this in mind, along with the increasing caseloads and cost of living, Mr. Kenworth stated that he was requesting the Commissioners consideration of a 3% annual increase over his next 4-year term commencing January 1, 2020. The Commissioner will discuss the request and Mr. Kenworthy thanked the Commissioners for their consideration.

After discussing the matter, the Commissioners stated that in taking all things into consideration, it was reasonable request; therefore, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve a 3% annual salary increase to Gary Kenworthy each year over a 4-year period commencing January 1, 2020.

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**  
**Complete Restoration Repairs in the**  
**Pickaway County Common Pleas Court and Commissioners' Office**  
**To be completed by The Durable Restoration Company:**

Mrs. Dengler presented a proposal from The Durable Restoration Company for repairs at the Pickaway County Common Pleas Court and Commissioners' Office. The proposal was quoted at \$10,820.00 repairs at the Common Pleas Court and \$13,560.00 at the Commissioners' Office.

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Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson to approve the proposal from The Durable Restoration Company to complete work at the Pickaway Common Pleas Court and the Commissioners' Office. The invoice will be paid from the unplanned capital fund.

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

Attest: Angela Karr, Clerk

**In the Matter of  
Sunnyside Subdivision:**

Sterlin Mullins, County Engineer met with the Commissioners to discuss drainage issues the trustees are dealing with at Sunnyside Subdivisions. With all the rain that we have had is has brought even more issues to light. Mr. Mullins attended a trustees meeting and was confronted with an individual with a deed with the language of storm water district assessments. Past minutes show that Sunnyside Phase II was passed to implement the assessment, but it was never assessed. The retention pond has brush and trees growing in it. Mr. Mullins advised that there are roughly 20 lots in the subdivision. Part of the stormwater would allow to repair and clean out the pond. Past ditch assessments have been submitted for a loan through ODAS and paid back with the assessment. Mr. Mullins' recommendation would be to send out a letter to all the residents and the ditch was approved years ago and to see the best way to place the assessment on the tax payers. Commissioner Wippel asked Mr. Mullins if this would be the same as the Clark Run Ditch Assessment and Mr. Mullins stated that it may very well be the same process. Mr. Mullins has met with three trustees and they would be interested in filing a petition on their own if the assessments can not proceed from past resolutions passed. Commissioner Wippel suggested that we may need to start over and let the trustees file a petition. It was suggested that Mr. Mullins contact Judy Wolford, Prosecutor for advice. By the filing of a petition, it will reflect with today's number and it would be a watershed project and would look outside the boundaries. It would have to be looked at and explained why there would be more than just the assessment for the resident's properties, it would be picking up surrounding land that would eliminate the issues as a whole. As it stands at this time, it is the responsibility of the trustees to maintain. It should have been a curb and gutter or a catch basin system. Mr. Mullins is meeting with the trustees the first week of October. The trustees filing a petition is a great way to show that trustees and residents are on board. Mr. Mullins will inform the Commissioners of the details from the meeting.

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

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending August 31, 2019.

A total of \$908.50 was reported being collected as follows: \$250 in adoption fees; \$90 in dog licenses; \$15 in dog license late penalty; \$40 in owner turn-ins and \$513.50 in private donations;

Three (3) stray dogs were processed in; five (5) dogs were adopted.

With there being no further business brought before the Board, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to adjourn. Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Jay H. Wippel, President

Harold R. Henson, Vice President

Brian S. Stewart, Commissioner  
BOARD OF COUNTY COMMISSIONERS  
PICKAWAY COUNTY, OHIO

Attest: Angela Karr, Clerk