

TUESDAY, APRIL 14, 2015
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, April 14, 2015, with the following members present: Mr. Brian S. Stewart, Mr. Harold R. Henson and Mr. Jay H. Wippel. Brad Lutz, County Administrator, was also in attendance. Sara Reed of the Circleville herald was in attendance for the morning session.

**In the Matter of
Minutes Approved:**

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve the minutes from April 7, 2015, with corrections.

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

Attest: Patricia Webb, Clerk

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

Commissioner Wippel offered the motion, seconded by Commissioner Henson, 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 April 15, 2015, 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 \$126,336.02 on the County Treasurer to satisfy the same.

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

Attest: Patricia Webb, Clerk

**In the Matter of
Fiscal Specialist Report:**

The following is a summary of the report provided by Erica Tucker, Fiscal Specialist:

- **Lightning Strike:** Mrs. Tucker reported that the motherboard on her computer was fried due to a lightning strike that occurred last week. The computer is still under warranty and Robert Adkins, IT Manager, is working on getting her Access accounts payable program back up. Two computers in the County Engineer's Department and two HVAC thermostats in the Building Department were also fried. Mrs. Tucker and Mr. Adkins are tracking the expenses related to the various damages, which may be submitted as an insurance claim depending on the total amount.
- **Internet Service at Dog Shelter:** It was reported that the Dog Shelter is experiencing issues with its Internet service provider, Intelliwave. Mrs. Tucker contacted Time Warner and was informed that the company is expanding its services to area where the Dog Shelter is located; however, it will be several weeks before it will be available. A quote for service was requested, which will be reviewed by Mr. Adkins and Mrs. Tucker when it is received.

**In the Matter of
Waivers Approved:**

TUESDAY, APRIL 14, 2015
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve the following:

- Waive the waiting period to issue payment to Kingston National Bank in the amount of \$18,914.46 from line items #316.8117.5603 and #316.8217.5604 for the principal and interest for the Clarks Run Ditch Note payment;
- Waive the waiting period to issue payment to US Bank in the amount of \$1,459.42 for credit card purchases made by various county agencies from lines 101.1105.5966; 101.1112.5301; 101.1108.5430; 401.7115.5529.

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

Attest: Patricia Webb, Clerk

In the Matter of
Emergency Management Agency Report:

The following is a summary of the report provided by Dave Conrad, EMA Director/E911 Coordinator:

- **Pipeline Safety meeting:** Mr. Conrad will be attending pipeline safety meeting in the evening that will be held in Logan, Ohio.
- **Public Safety Message at Crossroads Church:** Mr. Conrad stated that he has been asked to participate in a public safety message at the Crossroads Church on Sunday, April 18th, and asked for the Commissioners' thoughts. Commissioner Stewart that this is on the weekend and on Mr. Conrad's own time, and he has no issue with his participation. Commissioners Wippel and Henson agreed.
- **Emergency Management Association of Ohio:** Mr. Conrad will be attending the Ohio EMA Association of Ohio's Spring Conference that will be held in Columbus on April 15th & 16th.
- **Local Emergency Planning Commission (LEPC):** The LEPC exercise information has been submitted to the state. The table-top exercise will be held on Saturday, May 9th, at the Pickaway Twp. Fire Department.
- **800 MHz Radio System:** Mr. Lutz and Mr. Conrad reported that he and Tom Swisher, Countywide Radio Communications System Coordinator, have noticed a buzzing sound from time-to-time emitting over the 800 MHz Radio Communications System. WS Electronics was called and the technician thinks it is a data burst test that is somehow being sent over the air. Setting up a recording system at the site was suggested to see if it only happens on certain channels, talk groups, or with certain radios. It was noted that any repairs that may be needed can be paid from the 800 MHz Radio Communications fund.

In the Matter of
Assistant County Administrator Report

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

- **Resignation letter from Bill Toole, Pickaway County Chief Building Official:** Bill Toole submitted his letter of resignation, dated April 8th. Mr. Toole has been provided the opportunity to own and operate his own company he would like to pursue and he will be coming in to speak with the Commissioners about it later in the morning. Mrs. Dengler and Brad Lutz will be speaking with the Commissioners later in the day regarding job descriptions for various inspectors.
- **Resignation of Rhonda Grubb, Deputy Dog Warden:** Last Friday, Rhonda Grubb was written up by Marc Rogols, Chief Dog Warden, for not obeying his request to bring dogs in back into the shelter

TUESDAY, APRIL 14, 2015
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

due to the thunder storm that was approaching. Ms. Grubb and a 16-year old volunteer were outside in the exercise area with some of the dogs and after the volunteer came back inside of the shelter, Ms. Grubb instead released all of the dogs to the outside exercise area. Subsequently, Ms. Grubb submitted her letter of resignation, effective April 29th, which stated due to medical issues she was no longer able to continue her employment at the Dog Shelter.

- **County employee bio-screenings:** Ms. Dengler continues to schedule county employees who are opting to participate in the Ohio Bureau of Workers' Compensation (BWC) bio-screenings that will be provided at the Pickaway County Service Center next Wednesday and Thursday. She reported that all elected officials agreed to allow their employees who participate in the bio-screenings 4 hours of compensation time, with the exception of the Health Dept. which agreed to provide 2 hours of compensation time to its employees.
- **County Commissioners' Association of Ohio (CCAO) meeting:** Mrs. Dengler attended the CCAO meeting last week and learned that CompManagement, the county's Ohio Workers' Compensation third party administrator, will continue to offer CCAO's Group Retrospective Rating Program as long as it continues to generate savings. Only 8 counties in the state, including Pickaway County, remain in the Group Retrospective Rating Program. Online electronic bill payment for premiums was discussed. Also discussed at the meeting was the proposed Ohio Senate Bill 5, legislation that would make first responders diagnosed with psychiatric post-traumatic stress disorder (PTSD) arising from exposure to traumatic situations that is not connected to a physical injury eligible for compensation and benefits under Ohio Workers' Compensation. Currently, first responders are eligible for Workers' Compensation if the condition is connected only to a physical injury. Commissioner Stewart noted that CCAO, the Ohio Municipal League, the Ohio Township Trustees Association, and other organizations oppose Ohio Senate Bill 5, and the Ohio Bureau of Workers' Compensation has testified that premiums would double if it were to pass.
- **Healthcare Open Enrollment:** Most of the issues that a few county employees experienced related to changes they made during the healthcare insurance open enrollment have been rectified.
- **County Engineer Department's BWC claim:** The employee at the County's Highway Garage that was injured on the job a few weeks ago remains off-duty and is receiving physical therapy. This is now a loss-time claim because he has been off work for more than 7 days and no light duties were available to be offered for the employee to return to work. Ms. Dengler mentioned that the County Engineering Department will be participating in the Touch-A-Truck Fest again this year that is scheduled for Thursday, May 21st.

In the Matter of
Agreement for Use of Pickaway County Property Signed:

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to sign the Agreement for the Use of Pickaway County Property submitted by Sue Lumley, President of the Circleville Downtown Business Association, for the use of the front of the Courthouse on July 3, 2015, from 1:00 p.m. to 4:00 p.m., for the purpose of honoring our military and service men and women.

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

Attest: Patricia Webb, Clerk

In the Matter of
Meeting with Chris Pence, Property Owner on
Bulen Pierce Road Regarding Sale of his Home:

Chris Pence, homeowner on Bulen Pierce Road, met with the Commissioners to inquire about the status of the Commissioners' transferring land that will ultimately be transferred to the county as the result of an Ohio Department of Transportation (ODOT) project that moved the "old road" west by several hundred feet and constructed a "new road." In October 2014, Mr. Pence and several other affected homeowners met with the Commissioners last year who agreed to transfer the land between the old road and new road to them

TUESDAY, APRIL 14, 2015
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

after it is transferred to the county by ODOT to allow for road frontage and the homeowners would have the right to maintain the property. Mr. Pence stated that he is selling his home and he disclosed to the realtor that he does not yet own the property; however, he informed the realtor of the Commissioners' intention to ultimately transfer the land once it is transferred to the county by ODOT and inquired if he could receive something formal from them stating this. It was noted that the county does not yet own the property due to a current ODOT litigation issue related to the road relocation project that will have to be resolved before the transfer can be done, which Mr. Pence said he was told that it could take as long as a year. Prior to the transfer, and new survey to mark the new property boundaries and properly divide up the land between the affected homeowners will be required, which will be responsibility of the landowners.

Following further discussion regarding the matter, it was determined that a letter will be composed, though at this point will not be legally binding, that can be used to make it clear of the Commissioners' intention to ultimately transfer the property. Mr. Pence thanked the Commissioners for their time and stated that he will begin looking into having the land surveyed.

In the Matter of
Re-appointments to Ross, Pickaway, Highland, Fayette
Joint Solid Waste District Policy Committee:

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to reappoint the following individuals to the Ross, Pickaway, Highland, Fayette Joint Solid Waste District Policy Committee for an additional two-year term, which will expire on April 15, 2017:

Eugene Dowler	Representing the general interest of the citizens of Pickaway County
Paul D. Florey	Representing the public interest of Pickaway County
Judy Manion	Representing the public interest at-large of Pickaway County

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

Attest: Patricia Webb, Clerk

In the Matter of
Resolution Adopted for Ralph C. Starkey Community Action Day:

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

Resolution No.: PC-041415-1

WHEREAS, it is the pleasure of the Pickaway County Board of Commissioners to recognize occasions and people of outstanding significance; and,

WHEREAS, young adults are an asset to our community and many of them participate in the annual Ralph C. Starkey Community Action Day event; and,

WHEREAS, their direct involvement in the lives of others during this event not only benefits the recipient, but also educates the public, media, and policy makers about the positive impact young adults make in their communities; and,

WHEREAS, while the event highlights these amazing contributions, it also honors Mr. Ralph C. Starkey for his devotion to young people he exhibited throughout his life in addition to the countless hours

TUESDAY, APRIL 14, 2015
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

he volunteered to the community, most significantly for his diligent efforts in making the Mary Virginia Crites-Hannan Community Park a reality; then,

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners hereby thank the young adults in our community for participating in this event and hereby proclaim

Thursday, April 16, 2015
as
Ralph C. Starkey Community Action Day
In
Pickaway County, Ohio

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

Attest: Patricia Webb, Clerk

In the Matter of
Resolution Adopted for Berger Health System Volunteer Day:

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

Resolution No.: PC-041415-2

WHEREAS, it is the pleasure of the Pickaway County Board of Commissioners to recognize people and occasions of outstanding significance; and,

WHEREAS, April 12 through April 18, 2015, is National Volunteer Week; and,

WHEREAS, National Volunteer Week is not only about inspiring people to volunteer their services, but also provides the opportunity to thank individuals who engage in their community by unselfishly volunteering their time to benefit others; and,

WHEREAS, Berger Health System and the entire community are extremely fortunate to have more than 240 individuals who generously volunteer over thousands of hours of their time collectively each year at the hospital, its gift shop, the Circle of Caring, Berger Hospice, Friends of Berger, and the Free Clinic of Pickaway County; and,

WHEREAS, the care and support these volunteers provide to others is unmeasurable and does not go unnoticed or under-appreciated; then,

THEREFORE BE IT RESOLVED that the Pickaway County Commissioners are honored to recognize the outstanding character and compassion that each of the volunteers affiliated with Berger Health System continuously demonstrate and hereby declare:

Friday, April 17, 2015
as
Berger Health System Volunteer Day
in
Pickaway County, Ohio

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

Attest: Patricia Webb, Clerk

TUESDAY, APRIL 14, 2015
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

In the Matter of
Child Abuse Prevention Month:

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

Resolution No.: PC-041415-3

WHEREAS, the month of April has been designated as “Child Abuse Prevention Month”; and,

WHEREAS, child abuse and neglect are recognized as one of our most pressing social problems, affecting many of Pickaway County’s children each year; and,

WHEREAS, every child has the right to live and grow in a safe, secure, and supportive environment; and,

WHEREAS, child abuse has been correlated with drug and alcohol abuse, teen suicide, and chronic truancy; and,

WHEREAS, since it takes a community to protect a child, community action is needed to break the cycle of abuse and improve family life; and,

WHEREAS, the Pickaway County Board of Commissioners and the Pickaway County Department of job & Family Services support and promote the partnership between state, county, and local public and private agencies to prevent child abuse and neglect; then,

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners hereby designates the month of

April 2015
as
Child Abuse Prevention Month
in
Pickaway County, Ohio

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

Attest: Patricia Webb, Clerk

In the Matter of
Meeting with Bill Toole, Pickaway County
Chief Building Official, Regarding Resignation:

Bill Toole, Pickaway County Chief Building Official, met with the Commissioners regarding his letter of resignation dated April 8, 2015, as the Pickaway County Chief Building Official (CBO). Mr. Toole also performed commercial and residential inspections, including electrical, and plan reviews and approvals. Mr. Toole’s last date on the job will be April 17, 2015. Mr. Toole stated that he has been offered an opportunity to jointly own and operate his own company currently known as Asebrook & Co., a firm that offers CBO services, commercial plan inspection services, commercial building inspection services, commercial electrical inspection services, commercial plumbing inspection services, etc. The company’s name will ultimately be changed to Toole & Associates. The county’s Building Department currently has an agreement with Asebrook & Co. for CBO services, plan inspections, building inspectors, electrical inspectors, and plumbing inspectors to be used on an as-needed basis. Prior to Mr. Toole’s employment as CBO for the county, contracting the CBO services and plan inspections was common practice for the local building department. Mr. Toole indicated that he spends approximately 5 hours per week on plan

TUESDAY, APRIL 14, 2015
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

inspections. Hiring a state certified building inspector with Electrical Safety Inspector Certification (ESI) was discussed and rather than ultimately hiring a new CBO, conversation was held in regards contracting CBO services from Toole & Associates in the in the future.

At the conclusion of the conversation, Commissioner Stewart congratulated Mr. Toole on his new opportunity and thanked him for the excellent work he has done for the county. Mr. Toole thanked the Commissioners for placing their trust in him to do the job that they hired him to do. "I truly mean that," stated Mr. Toole.

In the Matter of
Resolution of Support Adopted for Pickaway County to
Participate in ChioCheckbook.com Website:

Commissioner Stewart spoke of the opportunity to participate in promoting government transparency by way of the OhioCheckbook.com website initiative recently launched by John Mandel, Ohio Treasurer of State, which allows Ohioans to see how their tax dollars are being spent and provides public officials with a tool to improve efficiency. Ohio Treasurer Mandel sent letters to counties, cities, townships, villages, school districts, libraries and other entities across Ohio inquiring about their willingness to put their spending information of the website. Treasurer Mandel's office will host, post, and display the checkbook-level spending at no cost to the various local governmental and other entities. Commissioner Stewart stated that this would be consistent with what the county has been trying to do locally in regards to transparency and improving responsiveness from all county offices related to public records requests, and that he is in favor of partnering with the Ohio Treasurer's office to have the county's government checkbook posted on the website, to which Commissioners Henson and Wippel agreed. Commissioner Stewart mentioned that he emailed Melissa Betz, County Auditor, and Ellery Elick, County Treasurer, who both indicated that they are open to the concept and that their respective state association conferences are coming up next month where the topic will be discussed and they would like to meet with the Commissioners following the conferences after they have obtained more detailed information.

In the meantime, Commissioner Stewart stated that he would like to respond to the Ohio Treasurer's Office and requested a motion expressing the board's support; therefore, Commissioner Henson offered the motion, seconded by Commissioner Wippel, to adopt the following Resolution:

Resolution No.: PC-041415-3

WHEREAS, Josh Mandel, Ohio Treasurer of State, recently launched an OhioCheckbook.com website that allows Ohioans to research how their tax dollars are being spent and provides public officials with a tool to improve efficiency; and,

WHEREAS, the Pickaway County Commissioners have been invited to partner with the Ohio Treasurer of State's OhioCheckbook.com website and display Pickaway County's checkbook-level spending at no cost to the county; then,

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners hereby supports the county partnering with the Ohio Treasurer of State and participate in the OhioCheckbook.com website.

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

Attest: Patricia Webb, Clerk

In the Matter of
Letter of Support Approved and Resolution Adopted in
Support of Proposed Online Voter Registration in the State of Ohio:

TUESDAY, APRIL 14, 2015
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

Clayton Henson, Manager of Regional Services for Ohio Secretary of State, Jon Husted, along with Avi Zaffini, Marketing & Outreach Manager, and Chelsea Faulkner, Regional Liaison, met with the Commissioners to discuss obtaining their support of online voter registration.

Clayton Henson thanked the Commissioners for taking the time to meet with them about requesting their support of online voter registration in the state of Ohio, which Secretary of State Husted has been working on since he was elected in 2011. He said that when Secretary of State Husted started advocating the proposal, less than ten states had online voter registration and currently there are twenty-five. In Ohio, online voter registration is gaining more traction, most recently with the introduction of Senate Bill 63 in the Ohio General Assembly by Ohio Senator Frank LaRose. Online voter registration is not being proposed as a means in which to eliminate paper voter registration form and that method will continue to be available. Mr. Henson stated that allowing Ohioans to register online is more secure, convenient, and more accurate than the traditional paper form and will save taxpayer's money. Through the online voter registration process, Mr. Henson stated that the individual registering would go to the Ohio Secretary of State's website and fill in the following five fields: name; address; date of birth; last four digits of their social security number; and his/her Ohio driver's license number or state identification card number. Once the individual submits his/her online voter registration form, the individual is immediately checked by the Ohio Bureau of Motor Vehicles (BMV) database. If the five fields do not match, the individual will be unable to register using the online system. Mr. Henson stated that the paper voter registration process does not allow for this real time check with the Ohio BMV database. He said that not one of the more than 20 states that use the online voter registration process has reported any cases of fraud or security breaches. In addition to being secure, convenient, and accurate. Mr. Henson stated that not only does the online voter registration save taxpayer's money by reducing the amount of paper required for the registration process, it also allows board of election's employees to focus on other tasks beyond inputting the registration forms into the database. He said county boards of elections can save anywhere from \$0.50 to \$1.00 per registration. Between 2011 and 2014, this could have amounted to a savings of anywhere between \$2.8 million and \$5.6 million for the state of Ohio. On a local level, this means that Pickaway County could have saved between \$10,720 and \$21,439 over the same time period.

Following a question and answer session, all of the Commissioners expressed their support of online voter registration and a draft letter of support was provided for their review and consideration. Following the review, Commissioner Stewart stated they will supply a letter of support. He also requested a motion to adopt a resolution of support as well, which was offered by Commissioner Henson, and seconded by Commissioner Henson, for the following:

Resolution No.: PC-041415-4

WHEREAS, nationally online voter registration has been passed in twenty-five states; and,

WHEREAS, online voter registration is more secure, convenient, and cost effective; and,

WHEREAS, bipartisan legislation, Senate Bill 63, has been introduced to the 131st Ohio General Assembly for online voter registration in the state of Ohio; then,

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners hereby support online voter registration in the state of Ohio.

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

Attest: Patricia Webb, Clerk

Mr. Henson and Mr. Zafinni thanked the Commissioners for taking the time to meet with them and for providing their support of online voter registration for the state of Ohio.

TUESDAY, APRIL 14, 2015
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

In the Matter of
Update Regarding Migration of
Pickaway County Exchange Server:

Ben Rule, InfoLink Technology's General Manager, and Robert Adkins, County IT Manager, met with the Commissioners regarding the migration of the Pickaway County Exchanger server to Microsoft's Exchange Online. Mr. Rule mentioned that there had been much planning and preparation for the migration, which he and Mr. Adkins stated that it went as smoothly as possible. The process began on Friday, April 3rd, and it was reported that it is now complete, including scanner configurations with the exception of the scanner in the Law Library, which will be configured soon now that the scanner is on the network. Mr. Adkins reported one incident where all of the contacts for one elected official's iPhone did not make it through the transition; however, he is working on rectifying the matter. Commissioner Stewart mentioned that every email in his Outlook prior to the conversion does not provide the option to forward or reply and some of the archived emails no longer appear. Mr. Adkins stated that he will look into the matter. The Commissioners and Mr. Lutz reported that they have not received any complaints from the county's email users since the migration and Mr. Adkins stated that everyone has been very accommodating and understanding through the process. Mr. Adkins also mentioned that various departments have record retention policies they follow and he now has to ability configure the archival to match the records retention policies.

In the Matter of
Radio Interview Planned with
Mike Smith of WBEX/WKKJ Radio:

Mike Smith of WBEX/WKKJ Radio in Chillicothe briefly spoke with the Commissioners and made arrangements for them to meet with him for an interview at the radio station on Tuesday, May 5th. The radio interview will run live on WBEX from 8:30 to 8:50 a.m., and will be repeated on WKKJ Sunday morning.

When Mr. Smith inquired if the Commissioners had anything to report that was newsworthy, Commissioner Stewart informed him that they will be meeting with the Circleville City of Circleville's Committee of the Whole on Tuesday, at 7:30 p.m. in the City Hall Council Chambers regarding the Pickaway County Combined PSAP Proposal that was recently provided to Dave Crawford, President of Circleville City Council, and Circleville Mayor Don McIlroy. The proposal was subsequently provided to the Circleville Herald and others that have expressed interest, and Commissioner Stewart informed Mr. Smith that he could send him a copy as well.

In the Matter of
Meeting Regarding Fundraising Project and
External Illumination of Courthouse:

A small group of local business owners who have formed a board/committee/guild (the name yet to be determined, but will be referred to as "board" for the purpose of this summary) met with the Commissioners to discuss their concept of enhancing the Courthouse with year-round external lighting. Those on the board who attended the meeting were Sheree and Tony Jankiewicz, owners of Christopher's Boutique; Paul Johnson, real estate agent and contractor; Karen Hallinin of UTE Utility Truck Equipment; and Father David Getreu, of St. Philips Episcopal Church. Also in attendance was owner of Light Up Columbus, Chris Apfelstadt who was there to provide a presentation. Light Up Columbus is a full-service high-end residential and commercial lighting company.

Commissioner Stewart opened the meeting by providing a brief background. He explained that he had been contacted by Mr. and Mrs. Jankiewicz who had done some research on the lighting of the Licking County Courthouse and light displays during the Christmas season. Commissioner Stewart stated that this was something that he has had in the back of his mind as an abstract concept for the Pickaway County Courthouse and after he was approached by Mr. and Mrs. Jankiewicz he traveled with them to Licking

TUESDAY, APRIL 14, 2015
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

County and they spoke with one of the county commissioners that is involved with its project and obtained some good information.

Each board member then introduced themselves and provided a brief summary of their education, professional background, expertise, and what they feel they could bring to the table for the proposed project. Mrs. Jankiewicz she and all of the board members are excited about the concept and feel the lighting will make the courthouse an attraction that could bring economic growth and tourism to the community, not just during the Christmas season, but all year around. Mrs. Jankiewicz stated that they would love one of the Commissioners to be a member of their board, which she said is in the process of filing for a 501 (c)(3) non-profit organization status and has fundraising plans to purchase the lighting that would be installed on the exterior of the courthouse.

Mrs. Jankiewicz then introduced Mr. Apfelstadt who founded Light Up Columbus in 2007 as a full service residential and commercial lighting company and over the years has it has expanded to include year-round projects. He said the company has developed a special niche working with city and state entities to design and install impressive displays for parks, public buildings, such as the Columbus Commons, Bicentennial Park, The Scioto Mile, and they are working on lighting for the Ross County Courthouse and City of Chillicothe. A color brochure that included some of the company's work was provided that included pictures of the exterior of the Pickaway County Courthouse lit up with a variety of colors. He said instead of simply lighting the building with white light, his company uses a fixture powered by 60 multi-colored LED blubs. Using red, green, blue, amber, and white light, they have the ability to create a very diverse variety of colors. Mr. Apfelstadt said the goal of the company is to highlight the unique historical architectural features of the courthouse by lighting the structure. The color of lighting can be changed for the various holidays such as red, white, and blue for the 4th of July, orange during the Pumpkin Show, etc. The technical specifications were reviewed and the fixture recommended was a built with a heavy duty casing that can be painted to blend in with the building that would be attached to the structure using a mounting system. The company would install the lights, but a licensed electrician would be needed to run two conduits, one for the power supply and another for the DMX cable. The electrician would pull the wire and make the final electrical connections. Mr. Apfelstadt stated that he understood that there has been extensive improvements to the courthouse over the past few years and the casing paint can be matched exactly to be less intrusive. He said there are various ways to control the colors and because of the quantity of fixtures for this particular application, it includes a Windows based laptop, the necessary software, and the proper signal converter to control the lights that can be easily customized and synchronized to music. Mr. Apfelstadt once the casings are mounted, the lighting options that can be created are endless. There were two different options for consideration. The first included 16 lights on all four side of the clock tower and 22 on the lower level of the front of the courthouse with an investment cost of \$38,000. Mr. Apfelstadt stated that he understood that the county was in the process of refurbishing the clock faces and hands that includes backlighting of the faces of the clock that he does not want to take away from. Option 2 included 20 lights on the upper front of the building with an investment cost of \$22,000. Both options can have can have add-ons: "A" being 6 lights on the lower right side of the building; and "B" being 6 lights on the upper right side of the building. The electrical costs to illuminate the lights is \$0.18 per light, for 6 hours per day.

During a question and answer session, it was noted that the board that is being formed would raise the funds to pay for the lights that they would have Mr. Apfelstadt install. Mrs. Jankiewicz stated that they would like to begin fundraising as soon as possible and she has the weekend following Thanksgiving 2016, as a target date to have the lights installed. The Commissioners were receptive to the concept and there are things that will have to be factored in. One being a courthouse electrical system assessment and the possibility of an electrical upgrade based on the assessment, the cost for a licenses electrician to run two conduits, pull the wire, and make the final electrical connections, and the electrical cost to illuminate the lights. Mr. Jankiewicz stated that the board is willing to pay for some of the electrical upgrades that may be necessary because they really would like to see this happen and have full intentions to raise the money. Commissioner Wippel mentioned that the courthouse is a historical building and is situated in the City of Circleville's Historic District, which will require approval.

At the conclusion of the meeting, Commissioner Stewart mentioned that they would like to discuss the idea and informed the group that they will be in touch.

TUESDAY, APRIL 14, 2015
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

In the Matter of
County Administrator Report:

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

- **County Risk Sharing Authority (CORSA) Renewal:** The invoice for CORSA’s annual liability insurance premium has been received in the amount of \$214,619 for the 2015/2016 program year, which is approximately 10% less than last year. CORSA is financially strong, and the member equity is being used as a dividend toward the premium.
- **Roundtown Trail Grants:** Mr. Lutz reported that he met with Tom Davis, Executive Director of the Pickaway County Park District Board (PCPDB), and Anthony Neff, Deputy County Engineer, regarding the grants (Ohio Dept. of Natural Resources-Ohio Trail Fund in the amount of \$150,000 with a \$37,500 local match; Ohio Dept. of Transportation-Alternate Transportation in the amount of \$297,000 with a \$59,400 local match) the Park District Board received for the Roundtown Trails project and the county is serving as the pass-through entity for those funds. The PCPDB has also received \$50,790 in donations towards the project, which the county is holding in the Roundtown Trail Project Fund. It was noted that the county previously contributed \$10,000 toward the project. Mr. Lutz went onto explain that the grants are “reimbursable” grants, meaning the monies have to be spent and turned into the respective grantor for reimbursement, which means the county will be in the position of making advances from the county’s General Fund that will be paid back when the reimbursement requests have been submitted, approved, and processed by the grantor. All local matches and donations are to be used before making draws from the reimbursable grants. The project will not begin until 2016; however, there will be some expenses incurred in 2015, related to engineering and other items, and Mr. Lutz stated that there is enough money in the PCPDB fund to pay those expenses. In discussing the advances that the county will have to make, it was mentioned that the county being in the position of having to advance funds is something that should have been discussed early on. Mr. Lutz stated that in going forward, this is a matter that will be focused on in the beginning when the county is asked to serve as a pass-through entity for the funds.
- **Pickaway County Agricultural Society; approval to reimburse James Gregg for repairs to county-owned building on Fairgrounds property:** Mr. Lutz requested Commissioner Stewart to provide a summary of a recent situation regarding the reimbursement of repairs made to the county-owned building at the front of the fairgrounds property that is rented by owner of Gregg’s Barber Shop. A few months ago Mr. Gregg paid for plumbing and other repairs totaling approximately \$1,200 that were needed at the building after notifying the Agricultural Society of the issues and received no response. The county has an agreement with the Agricultural Society wherein it receives ½, or \$3,600 a year, of the annual rent paid by Mr. Gregg and the county receives the other \$3,600 as reimbursement for the purchase of and improvements to the building a few years ago. A number of weeks ago, Mr. Lutz spoke with a member of the Agricultural Society and inquired if Mr. Gregg had been reimbursed and he was informed that the check was cut and was about to be mailed because he saw it on the treasurer’s desk. Commissioner Stewart recently spoke with Mr. Gregg and when he inquired if he had received the reimbursement check from the Agricultural Society, Mr. Gregg informed him that he was told by the same Agricultural Society member that they do not have the money and asked Mr. Gregg if he would consider his reimbursement as a donation and he reluctantly agreed. Commissioner Stewart said that he told Mr. Gregg that the Agricultural Society recently received \$7,200 from the county for its share of 2014 and 2015 rent, a matter in which Mr. Gregg stated that he was not aware of. In discussing the matter, it was stated that this incident may be grounds to reconsider the split of rental income with the Agricultural Society. It was determined that in the meantime, that the county will reimburse Mr. Gregg for the repairs to the building; therefore, Commissioner Henson offered the motion, seconded by Commissioner Wippel, to reimburse Mr. Gregg the amount he paid in repairs to the building that will be paid from unplanned capital expenditures.

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

Attest: Patricia Webb, Clerk

TUESDAY, APRIL 14, 2015
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

- **Approval to purchase gravel for Dog Shelter driveway and pad:** Mr. Lutz reported that in speaking with Chris Mullins, Pickaway County Engineer, he was informed that gravel for the driveway and pad at the county Dog Shelter could be purchased at the cost of \$11 per ton. A total of 10,000 tons would be required and Mr. Mullins offered to transport and “tailgate” the gravel onto the driveway and pad and the county’s Maintenance Department staff and Marc Rogols, Dog Warden, could level it. After discussing the matter, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve \$1,100 to purchase the gravel that will be paid from unplanned capital expenditures.

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

Attest: Patricia Webb, Clerk

- **Roof over area that houses State Auditors:** Mr. Lutz reported that he checked on the roof that was replaced by Carl T. Johnson Co. above the area that houses the State auditors when they are working onsite and found it continued to leak in the same areas. The Carl T. Johnson Co. was called back to and took care of the issue. A quote will be requested from the company to replace the roof above the courtroom.
- **HVAC project in basement of the building occupied by the County Engineering Department:** It was reported that the HVAC project continues to move forward.
- **Pickaway County Service Center parking lot resurfacing project:** Mr. Lutz reported that after speaking with Anthony Neff, Deputy County Engineer, he was informed that the OhioMeansJobs office building will need to close for two days, though not consecutively, during the parking lot resurfacing project. Mr. Lutz contacted Joy Ewing, Director of the Pickaway County Department of Job & Family Services (JFS), who indicated that this should not be a problem as long as she is aware of the days ahead of time so signs can be placed on the door informing the public that the resource center will be closed. Though the office will not be open to the public for those two days, OhioMeansJobs staff will continue to work at computer workstations in the JFS offices located in the Pickaway County Service Center.
- **Stripping/waxing of floors at the Pickaway County Sheriff’s Office (PCSO):** John Brown, Maintenance Supervisor, reported that there is 3,200 sq. ft. of tile flooring that needs to be stripped and waxed. It was determined that Mr. Brown will obtain quotes.
- **Mowing:** The Maintenance Department has begun mowing with push mowers and the mower deck has been installed on the department’s new tractor and is being utilized. Mr. Brown continues to plan to implement a work order process for departments to use in submitting maintenance requests.
- **Ohio Bureau of Workers’ Compensation (BWC):** The Ohio BWC will be refunding the savings to the county, a total of \$91,415.54, which will be received over the next several years through the County Commissioners Association’s Group Retrospective Rating Program as of the 12/31/14 evaluation.
- **Terry Frazier-Missing Files:** Mr. Lutz reported that Terry Frazier, Director of the Pickaway County Development & Planning Office, reported that on Tuesday, April 7th, he attempted to locate a file folder that contains his collection of E911 materials that he has maintained for about 2 years. Mr. Frazier provided a memorandum regarding the matter which stated that nothing the file is irreplaceable, nor proprietary or sensitive in nature, but was used as a quick reference for E911 related meetings and inquiries. He stated that he never took the folder home or out of the office except to E911 meetings. Mr. Frazier also reported that he recently looked for a file folder marked “Legal” that contained some documents related to development and other matters. Mr. Frazier stated that his memorandum was not a theft report, as the folders have no monetary or intrinsic values, and the folders were not taken off-site and inadvertently left elsewhere by him as the only use was for office reference and very occasional meetings in the Commissioners’ office.

In the Matter of
Meeting with County Auditor
Regarding March Revenue & Expenditure Reports:

TUESDAY, APRIL 14, 2015
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

Melissa Betz, County Auditor, met with the Commissioners and reviewed the revenue and expenditure reports for period ending March 31, 2015. A month end balance was \$4,755,711.13. The balance for the day was \$4,452,175.35. Mrs. Betz stated that based on the first half real estate tax collections, its 2015 estimated revenue will be exceeded.

After reviewing the various departmental line items, Mr. Lutz inquired if Steve Hawkins, Fiscal Officer for the Pickaway Health Department, had contacted her regarding employee fringe benefits reimbursement for the handling of TB cases. Mrs. Betz stated that Mr. Hawkins has not contacted her but she mentioned an old TB fund in the county's financial system that has an approximate \$31,000 balance that has just been sitting there, and it was mentioned that the state auditors could be consulted.

In the Matter of
Contract Awards for Emulsion and
Asphalt Unit Price Bids:

In reference to the bid opening conducted on April 7, 2014, for the 2015 Materials Unit Price bids for road and bridge materials and per the written request of Chris Mullins, Pickaway County Engineer, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to award various unit price Emulsion and Asphalt contracts, too numerous to list, to the following bidders:

Asphalt Materials, Inc.
Marietta, Ohio 45750

KMC Paving
Circleville, Ohio 43113

Marathon Petroleum
North Bend, Ohio 45052

Roose Brothers Paving
Ashville, Ohio 43103

Kokosing Materials
Fredericktown, Ohio 43019

The Shelly Company
Thornville, Ohio 43076

Westfall Aggregate & Materials, Inc.
Circleville, Ohio 43113

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

Attest: Patricia Webb, Clerk

The detailed list of the Emulsion and Asphalt unit prices is available in the County Commissioners' office and County Engineer's office. It is noted that Mr. Mullins will be providing the contract award recommendations for aggregates next week.

In the Matter of
Revenue and Expenditure Line Items Reviewed:

Mr. Lutz distributed the General Fund revenue and departmental expenditure reports revenue that were thoroughly reviewed by the Commissioners and no real areas of concern were detected.

In the Matter of
Authorization to Advertise for Pickaway County
Building Inspector II Position:

After an in depth overview of the certifications held by Geoff Davis, Building Inspector, the additional certification he is currently working on obtaining, and the modified job descriptions for Pickaway

TUESDAY, APRIL 14, 2015
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

County Chief Building Official, Building Inspector I, Building Inspector II, and Building Inspector III, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to advertise for the fulltime position of Pickaway County State Certified Building Inspector II. A State of Ohio Building Inspector Certification will be required along with a State of Ohio Electrical Safety Inspector Certification and 2 years of related work experience. Preferred qualifications will be an individual with State of Ohio Residential Building inspector Certification and State of Ohio Residential Mechanical Inspector Certification. The hourly rate will be \$25.00 - \$27.50 per hour, based on qualifications and certifications.

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

Attest: Patricia Webb, Clerk

In the Matter of
Job Description Modifications Approved for Pickaway County
Chief Building Chief Official; Building Inspector I;
Building Inspector II; Building Inspector III Positions:

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve modifications made to the Pickaway County Chief Building Official position and the Pickaway County Building Inspector I, Building Inspector II, and Building Inspector III positions to reflect the licensure or certification requirements that are spelled out in 4101:7-3-01 of the Ohio Administrative Code.

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

Attest: Patricia Webb, Clerk

In the Matter of
Pay Increase for Geoffrey Davis, Building Inspector for
Additional Management Responsibility and Flood Plain Management:

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve a \$0.50 per hour pay increase, effective April 20, 2015, for Geoffrey Davis, Pickaway County Building Inspector, for additional office management responsibility in the Pickaway County Building Department and Flood Plain management, effective April 20, 2015.

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

Attest: Patricia Webb, Clerk

In the Matter of
Amended Certificate Approved:

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

Resolution No.: PC-041415-5

WHEREAS, the Pickaway County Budget Commission granted an AMENDED CERTIFICATE in the amount of \$18,914.46 for the Clark Run Ditch Fund #316; then,

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners hereby appropriates the following sum for expenditure for period ending December 31, 2015:

**TUESDAY, APRIL 14, 2015
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

**Clarks Run Ditch Fund #316
\$18,914.46**

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

Attest: Patricia Webb, Clerk

**In the Matter of
Appropriations Approved:**

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

**1,271.55 to 316.8217.5604 – Clarks Run Ditch
17,642.91 to 316.8117.5603 – Clarks Run-Principal
1,271.55 to 316.8217.5604 – Clarks Run-Interest
7,500 to 101.1105.5703 – Contingencies**

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Henson, yes; Commissioner Wippel, 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 request for the TRANSFER and RE-APPROPRIATION OF FUNDS:

**1,000 from 101.1215.5309 – Juvenile-Postage
to
101.1215.5415 – Juvenile-Attorney Fees

7,500 from 101.1105.5703 – Contingencies
to
101.1101.5204 - Unemployment**

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

Attest: Patricia Webb, Clerk

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

The weekly report for the Wright-Poling/Pickaway County Dog Shelter was filed for week ending April 11, 2015.

A total of \$497 was reported being collected as follows: \$120 in adoptions; \$210 in sale of tags; \$75 in late tag fees; \$50 in redemptions; \$42 in boarding revenue.

No (-0-) dogs were euthanized. No firearms were discharged.

**TUESDAY, APRIL 14, 2015
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

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 Henson, yes; Commissioner Wippel; yes. Voting No: None. Motion carried.

Brian S. Stewart, President

Harold R. Henson, Vice President

Jay H. Wippel
BOARD OF COUNTY COMMISSIONERS
PICKAWAY COUNTY, OHIO

Attest: Patricia Webb, Clerk