

**TUESDAY, APRIL 24, 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, April 24, 2018, with the following members present: Mr. Jay H. Wippel, Mr. Harold R. Henson, and Mr. Brian S. Stewart. Brad Lutz, County Administrator, was also in attendance.

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

Commissioner Brian Stewart offered the motion, seconded by Commissioner Henson, to approve the minutes from April 17, 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 April 25, 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 \$823,987.73 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 Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the following requests for the APPROPRIATION OF FUNDS:

**\$5,000.00 – 200.1243.5401 – IV Admin. Contract – Juvenile/ Probate Court**

**\$65,000.00 – 101.1105.5703 – Contingencies - 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**  
**Transfers & Re-Appropriations Approved:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the following requests for the TRANSFERS and RE-APPROPRIATIONS OF FUNDS:

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**\$2,300.00 from 919.6908.5901 – Other Exp. – Tax Lien Sales - Treasurer**  
**To**  
**919.6908.5501 – Tax Lien Sales – Treasurer**

**\$65,000.00 from 101.1105.5703 – Contingencies – Auditor**  
**To**  
**101.1114.5901 – Data Processing - 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**  
**Waiver Approved:**

Nancy Graham, Fiscal Specialist, requested a waiver to pay the Pickaway County Auditor, in a timely manner related to the R.E.A. Contract Services. After discussing the request, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to waive the waiting period to issue payment to the Pickaway County Auditor, in the amount of \$69,580.00 from line item #260.1150.5401 – R.E.A. Contract Services.

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**  
**Creation of New Line Item:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the following request for the CREATION OF A NEW LINE ITEM:

**919.6908.5501 – Equipment – Tax Lien Sales - Treasurer**

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 Dave Conrad, EMA Director & 911 Coordinator:**

The following is a summary of the report provided by Dave Conrad, EMA Director & Pickaway County 911 Coordinator:

EMA

- Mr. Conrad attended the statewide EMA conference last week and it went well. The 50% match funds will continue into 2019.
- This year's LEPC tabletop exercise has been finalized and will be held at Ohio Christian University on Friday May 4<sup>th</sup>. From 8:00am until 12:00noon with participates, they include, Ohio Highway Patrol, Ohio Department of Transportation, Ohio Environmental Protection Agency, Ohio Emergency Management Agency, American Red Cross, Fairfield County Emergency Management Agency, Ross County Emergency Management Agency, Scioto Township Fire Department, Harrison Township Fire Department, Circleville Fire Department, South Bloomfield Police Department, Pickaway County Sheriff's Office, Pickaway County Emergency Management Agency and the Hazardous Material Response Team.

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E-911

- Approval of APCO Software at the County Public Safety Answering Point, this includes Emergency Medical, Fire, Law Enforcement, Missing and Exploited Children with training and 24/7 support. Commissioner Stewart asked Mr. Conrad if he could get a date to announce that the new APCO system is live and up for use. The date will need to be told to Frontier and publicized in the local paper to inform the public.
- Lt. Jon Rhoades forwarded a listing of the training that has been completed or is scheduled to complete for the dispatchers. (PST – Public Safety Telecommunicator/ EMD- Emergency Medical Dispatch).
  - Travis Adkins – Completed both PST and EMD
  - Todd Smith - Completed both PST and EMD
  - Julie Meenach - Completed both PST and EMD
  - Toda Sollars - Completed both PST and EMD
  - Ashley Roan - Completed both PST and EMD
  - Emily Reisinger - Completed both PST and EMD
  - Beau Adams - Completed both PST and EMD
  - Logan Keeton – Completed PST – *Start EMD May 9, 2018*
  - Mark Agin – *Start PST May 16, 2018*
  - Taylor Blanton – *Start PST May 9, 2018*

**In the Matter of**  
**APCO IntelliComm**  
**Criteria-Based Guidcard Software**  
**For the Pickaway County Sheriff's Office:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the \$34,000 to purchase the APCO IntelliComm Criteria-Based Guidcard Software for the Pickaway County Sheriff's Office. APCO IntelliComm is supported by IBM Watson analytics, is a cloud-based, criteria-based cognitive software solution that guides emergency call takers and dispatchers through interactions with citizens who call 9-1-1 for assistance with Law Enforcement, Fire and Emergency Medical Dispatch. The software provides each emergency communication center and staff member with a structured question, answer and dispatch process, including potentially life-saving pre-arrival instructions that meets all applicable national standards as well as the unique needs of each agency.

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**  
**Report Provided by April Dengler, Deputy County Administrator:**

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

- The first construction meeting with WDC Group will be tomorrow, Wednesday, April 25<sup>th</sup> at 9:30 a.m. at the CRC gym. There will be a photo op today at 12:00 p.m. at the CRC gym.
- Mr. Dengler completed three interviews with Erica Tucker, RPHF Soiled Waste Director, for her open part-time position in the Joint Solid Waste office. They will be interviewing more candidates later this week.
- Tom Davis, Park District Director, asked Mrs. Dengler to sit in on interviews for the full-time Executive Assistant position for the Park District. Those interviews will be next week.
- The tool set listed on GoveDeals.com sold for \$147.00. The fax machine did not sell and will be recycled with two copiers from other offices.
- Brad Lutz and Mrs. Dengler attended the Joint Benefits Committee meeting last Thursday in Franklin County. Most of the information provided was regarding the Thrive On incentive program.
  - 4 for \$300 YTD stats
    - Total enrollment = 5486
      - Franklin County = 5105

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- Pickaway County = 259
- Small Group Pool <100 employees = 122
- 3982 total completed the health risk assessments (online)
- 2660 completed bio screenings
- 2528 completed health advisor sessions
- 3200 completed tobacco wise portion
- 2178 completed the entire 4 for \$300 incentive program
- This year, Thrive On, in conjunction with Franklin County, will send targeted communication out to individual emails for employees and spouses regarding their progress in the 4 for \$300 incentive program and what items they still need to complete. Those email will go out in May. The future of incentives is moving toward outcomes-based Health and Wellness programs, such as: a reduced deductible if you are a non-tobacco user, etc..
- Eugene Foust, Senior Budget Analyst for Franklin County, is retiring at the end of June. Franklin County is in the process of hiring a Marketing and Communications employee. Mrs. Dengler met the new Deputy County Administrator for Franklin County, Kris Long.
- A great new app to download on your phone, Health4Me. It is United Healthcare's app which stores your health plan ID cards, provides account balances, gives current coverage information, and has a search feature to locate physicians, facilities, providers, etc.
- A new Worker's Comp case was filed from the Sheriff's Office. The deputy was jumping down from a trailer and twisted his knee. It is a medical only case.
- Operation Medication Drop will be held this Saturday, April 28<sup>th</sup> from 10:00 a.m. -2:00 p.m. at the Circleville Wal-Mart parking lot and is open to everyone. The event is sponsored by Berger Health Foundation, Pickaway Addiction Action Coalition, and City and County Law Enforcement as they join forces to keep Prescription Medications from being misused.

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

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to allocate the February 2018 Sales Tax collections in the following manner:

**24,454.00 to 401.0000.4121 – Capital Fund**  
**586,912.79 to 101.0000.4121 – General Fund**

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 Risk Sharing Authority Performance Bond**  
**For Underground Storage Tanks:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve and sign the Performance Bond with the County Risk Sharing Authority, Inc. (CORSA) for liability insurance coverage guaranteed herein is for taking corrective action and compensates third parties for bodily injury and property damage caused by accidental release from operating the underground storage tank for the period of May 1, 2018, through April 30, 2021.

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**  
**Application for Certificate of**  
**Title to Mobile Home:**

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Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve and authorize President, Jay Wippel to sign the Verification of Application to submit to the courts an Application for Certificate of Title to Mobile Home located at the Pickaway County Fairgrounds.

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**  
**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 May 2018, at the total probable cost \$2,242.12.

**In the Matter of**  
**Travel Authorizations Addendum Approved for**  
**Job & Family Services Employees for April and May:**

The Commissioners reviewed and signed the Out-of-County Travel Authorization Addendum for April and May for numerous Job & Family Services employees to attend various meetings, training sessions, and to conduct home visitations throughout the month of April and May 2018, at the total probable cost \$66.24.

**In the Matter of**  
**Roundtown Players Request for**  
**New Stage Curtains:**

Roundtown Players sent a letter to the Commissioners requesting a \$4,200 match to their raised funds for new curtains for the stage area. The current curtains are beginning to dry rot and have had makeshift repairs to prolong the life span of the curtains. They could foresee new curtains needed in the future, the old one could no longer be repaired. The overall cost for a new set of curtains is \$8,342 and they would be made of synthetic material, that will not dry rot. The new curtains would aid in entertaining audiences for many years to come.

Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to approve the purchase of new curtains for the Roundtown Players stage and contribute \$4,200 as half of the purchase price of \$8,342.00. The fund will be paid from the planned capital fund.

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**  
**Report Provided by Tawn Seimer, Soil and Water Conservation District Director**  
**And, Cheyenne Jepsen, District Technician:**

Tawn Seimer, Soil and Water Conservatory District (SWCD) District Administrator, and Cheyenne Jepsen, District Technician, met with the Commissioners to give an update of the Pickaway SWCD.

**Administrative:**

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Five staff and four supervisors attended the OFSWCD 75<sup>th</sup> Annual Meeting in Columbus. Cheyenne Jepsen was hired as the new District Technician on February 20<sup>th</sup>, and Aaron Mosley resigned on March 2, 2018 to accept a position in Piketon. The Cash Basic reporting has been finalized and uploaded to the Auditor of State – Hinkle System website. Mrs. Seimer attended the Certified Public Records training to be the certified designee for the District. The District had their Annual Plan of Work/ Local Work Group meeting with local agencies.

**Education/ Outreach**

Arista Hartzler, District Technician, has set up and created an “Area 5 Envirothon” web site to be used by all school districts and SWCD’s in Areas 5 and statewide. Montanta McFarland, Education/ Outreach Coordinator, assisted Ms. Jepsen with loading the information that needs to be provided to the schools for registrations and medical forms. Ms. McFarland worked with Erika in providing information for the 4-H Environmental Handbook. Ms. McFarland has also created a Conservation Lending Library that is available to teachers and students of Pickaway County Schools. There were 110 students that participated in the annual Soil and Water Stewardship Poster contest. The Ohio Envirothon will be at the Cedarville University this year on June 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup>, 2018. There were three applicants for the Donald E. Minor Memorial Scholarship. The Board motioned to give each of the three applicants a \$500 scholarship, due to funding availability. Ms. McFarland, Ms. Hartzler and Ms. Jepsen presented a one-week surveying program to the Westfall Agronomic Systems Class of 25 students. Ms. McFarland spoke to the high school seniors about careers and college as part of the Pickaway WORKS program. Ms. McFarland is working in conjunction with P3 and Pickaway County Farm Bureau, and hosted a six-week Annie’ Project program in which 19 farm women attended, and there are plans in place to hold a summer class. Pickaway SWCD and Fairfield SWCD hosted a three day Grazing School program, with 9 attendees. Ms. McFarland served as a Pickaway County judge for the FFA Ag Sales competition held at Amanda Clearcreek High School and attended the Pickaway County Farm Bureau Policy Development meeting. Ms. Hartzler attended the Stoneridge, Logan Elm and Westfall FFA Advisory Committee meeting on March 22, 2018. She informed and distributed the Donald E. Minor Scholarship material to the advisors. Ms. Hartzler and Ms. McFarland were both invited to attend Career Days at Westfall Middle School. Ms. McFarland, along with help from others in her office visited numerous classes during the past three months, and has programs scheduled for the rest of the school year. Ms. Hartzler presented the Enviroscope at the Westfall Extravaganza with 660 attendees at the event. The January newsletter was sent out to 2,484 customers. The newsletter included information for the annual tree and fish sale. Last year there was 3,666 trees sold (76 customers) and 16,846 fish sold (37 customers).

**Technical**

Ms. Hartzler and Ms. Jepsen are in training for the Technician Development Program Level 2. They will be taking the TDP Level 1 training this summer out in the field in Madison Co.. SWCD has had assistance from Amy Boyer, ODA Area 3& 5 Conservation Engineer for District Technician training about drainage, watersheds, waterways and tile planning. Ms. Hartzler, Ms. Jepsen and Ms. Boyer assisted Chris Mullins, County Engineer, on a possible drainage petition with Walter Kuhlwein. After surveying and review, options were given to Mr. Kuhlwein on how to correct the problem with his neighbors. They also discussed with Mr. Mullins and Anthony Neff, Deputy County Engineer, for District input needed in the County Technical Planning Committee Meetings. Two SSD plans left on the books and in various stages of design. SWCD provided assistance to 17+ landowners with drainage issues, or who wants to build ponds. Five CRP waterways were surveyed, two CRP waterways in various stages of design and one EQIP waterway in the design stage. Seventeen projects are designed and are waiting on construction. CRP is still closed and not sure of when it will re-open, maybe fall of 2018.

**In the Matter of**  
**Bid Opening for the Fairgrounds Buildings:**

The Commissioners conducted a bid opening for the project referred to as the Fairground Buildings and Manufactured Home located at the Pickaway County Fairgrounds, 415 Lancaster Pike, Circleville, OH 43113, was held April 24, 2018 at 10:31 a.m.. Brad Lutz, County Administrator was in attendance. The attendance sheet of interested bidders that attended the bid opening is on file.

**Building 1**

The following bids were received and read aloud:

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David Steele	\$900.00
D & L Farms	
3575 Cedar Hill Road	
Amanda, Ohio 43102	

**Building 2**

The following bids were received and read aloud:

David Steele	\$700.00
D & L Farms	
3575 Cedar Hill Road	
Amanda, Ohio 43102	

Attest: Angela Karr, Clerk

**In the Matter of**  
**Contract Award of the Fairgrounds Buildings Bids:**

In reference to the bid opening conducted April 24, 2018, referred to as Fairground Buildings and Manufactured Home, Commissioner Harold Henson offered the motion, second by Commissioner Brian Stewart, to accept the bids as follows.

**Building 1**

David Steele	\$900.00
D & L Farms	
3575 Cedar Hill Road	
Amanda, Ohio 43102	

**Building 2**

David Steele	\$700.00
D & L Farms	
3575 Cedar Hill Road	
Amanda, Ohio 43102	

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**  
**Bid Opening Pre-Cast Bridge Beams and**  
**Block Foundation Bids:**

The Commissioners conducted a bid opening for the project referred to as DEE-T116-0.40 WAS-T072-0.94 – Precast Bridge Beams and Block Foundations for the Pickaway County Engineer Department was held April 24, 2018 at 11:01 a.m.. Chris Mullins, County Engineer & Anthony Neff, Deputy County Engineer were in attendance. The attendance sheet of interested bidders that attended the bid opening is on file.

The following bids were received and read aloud:

<b>Scioto Valley Precast</b>	<b>\$87,020.00</b>
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3218 South Bridge Street  
Chillicothe, Ohio 45601

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Water and Sewer Billing**  
**With Chris Mullins, County Engineer**

County Engineer, Chris Mullins met with the Commissioners to discuss water and sewer billing for County residence. The billing is currently processed by Earnhardt Hill, and they have notified Mr. Mullins that they will be ending their service of outside billing. Earnhart Hill bills for 708 county customers at the rate of \$1.69 per bill with a 1.5% to 4% yearly increase. Earnhart Hill sends the bills on the 15<sup>th</sup> of each month. Mr. Mullins would like to see the billing sent the end of the month. Commissioner asked about doing the billing quarterly or every other month. An option of bi-monthly billing may be a way to cut costs and time.

The Commissioners went on to discuss with Mr. Mullins options of outsourcing billing or returning to a County office. Commissioners asked Nancy Graham, Fiscal Specialist, how Ross County processed their billing for water and sewer. Mrs. Graham went on to explain that she had processed the bills for the water portion for the county and the sewer billing was outsourced to a consulting firm. The bills would come to her at her office and she would then mail them out to customers. She had to process about 150 customers/ bills a month.

Mr. Mullins is trying to find another outside provider to offer the same service that Earhart Hill had done previously. Smart Bill is a company that will provide the services of printing bills and mailing to customers at the rate of \$ .88 per bill. However, they do not process the payments, they will have to go to the county for deposit and posting. Another option, is Wendy Hasting, Orient Water and Sewer, her service would be to print and mail bills monthly at \$1,509 per month, this cost would not include card stock or postage. Mrs. Hasting would not process the payments, they would be mailed to a county office for deposit and processing.

Mr. Mullins is to investigate various options including another Municipality to complete the billing and receive payments, other quotes from billing services, cost associated with County completing all billing and payment service.

**In the Matter of**  
**Jane Miller and Chip Span, Chief Engineer with ODOT**  
**to discuss Rural Broadband:**

Jane Miller, Owner of A-Z Consultant Services LLC, was asked to meet with the Commissioners to discuss options out in the County as broadband service available to tax payers. In 2016, ODOT asked Mrs. Miler to be the project manager to help with the expansion of their transportation dispatching system. Mrs. Miller is helping to expand broadband service in ten southern counties and talking with county commissioners to expand to rural counties. By providing broadband in rural locations, it will impact a whole whelm of communities that have not had internet services or poor service. Mrs. Miller stated that without broadband it effects education, schools, the county deputies and emergency service. She found that in Buckeye Hills they were doing some funding through ELP, and she is researching how that can be expanded to other areas. When looking at areas and their connectivity, they try research to see if the area has assets that ODOT can utilized, MARKS towers, and communities that have waters towers. They will have to locate the gap areas and locate companies to request that they place their service towers in those areas, if the assets are already there, and help reduce the cost. Chip Span, Connective Nation, is one to help with promoting and getting the service provided from the vendors. Connective Nation works all over the United States to help establish broadband service. Each year since 2008 they have contacted Connective Nation to

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gather information in areas. Connective Nation uses a more granular map to show services provided in an area. There is a lot of ways to do this, because we are a remote area and could look at fixed area. Inteliwave is not utilizing the old white frequency space, and by broadband using those frequency it could open up to a wider span to be available to use. County services should be making sure that they are working with their first net services and working with providers in the county that utilize fiber services. Fiberizing a home can be costly, so needing to figure where you want to provide service in the county and figure the most holistic way to provide that service. Commissioner Stewart asked if other counties were spending millions to provide this service to the community, and Mr. Span stated that as a municipal entity you may have access to CDBG money or coal or tobacco severance. Kentucky, in 2010 there was a seven-county cooperative that was used to get a grant through the USDA. Grant programs are available and can be applied for to use toward the project. Broadband providers will come into the area to provide this service if there is grant monies available to be utilized. Municipality's may be eligible for additional fund and an assessment if it was to apply for grants. Mr. Miller and Mr. Span completed a drive test, where they drove every road in a county with a cell phone from Verizon, AT&T, Sprint and T-Mobile to see the actual services they each were receiving in every location in the county, as the maps do not show coverage based as reality. Mrs. Miller has been going around to counties to do a regional approach to put together an application for the funding. They do not have a specific plan or provider, so a plan to design a network would need to be in place to create interest to have providers come in. The next step would be to see how much funding the project would be eligible for and gather proposals to implement it.

Florida has it as a requirement that any trenching done, conduit is placed in the trench for future lines to be ran for internet service. This creates dark fiber, a strand of fiber optic cable that is not lite and does not have anything going through it yet. Commissioner Stewart stated that the question is, where do you start. Mrs. Miller stated, first they gather the data of the county to find where the best coverage and worst coverage is, then you would look at funding options. Pickaway County is in the region that USDA and Appalachian Region (ARC) grants are available. Counties are not applying for the grants due to the project is bigger than they want to handle and is time consuming. More than likely it is more than they can handle and to over whelming to a small county. It would be beneficial if the county had someone to help through the process, and it would be much more likely to have success if the county used the expertise of the consultant. House bill 358. Mr. Span is currently working with Alabama and Florida on providing a wireless services to 95% of the county with a population of 63,000, for just under two million. Mrs. Miller suggested that schools and hospitals can partner with the county to help provide for funding to a project. Counties are investing in consultant to perform technology analysis to see where their county stand with providing services. Once the analysis is provided, counties are looking at what next step to take and how to get there. Mrs. Miller stated that they are doing the drive test for the ten southern counties and have held public meeting for the community and schools to attend and give their input.

**In the Matter of**  
**Brad Lutz, County Administrator:**

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

- Mr. Lutz asked Commissioner Stewart how his discussion of new voting machines with the Board of Elections went, and Commissioner Stewart expressed that he feels that they need to attend the vendor fair on Thursday, May 24th. The quote has increased from the original amount presented by the Board of Elections. They are getting enough to cover about 80% from the State. Commissioner Stewart and Brad Lutz, County Administrator will attend the vendor fair on May 24<sup>th</sup>.
- Friday is the RFQ interviews for the Construction Management for the Fairgrounds Revitalization Project that were submitted April 24<sup>th</sup>. The list of starter questions was sent to Josh Martin with MS Consultants to review prior to the interviews.
- The Ringgold Dairy buildings at the Fairgrounds location have had the electric disconnected, and the gas will be turned off by Columbia Gas on April 26<sup>th</sup>. Columbia Gas will not sign off on the approval for demolition until 30-45 days from the request.
- Mr. Lutz has been contacted and ask to participate to be a potential workshop instructor at Ohio University. The class would be a four-week course taught in the summer. Mr. Lutz will be submitting his application to become an instructor.
- Mike Schmidt was in yesterday working on emails and responding to people and committee members about the deadline to get their commitments submitted. Fundraising as it stands right now is at a million dollars.

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**In the Matter of**  
**Tim McGinnis, Planning and Development Director**  
**To review Plat and Development Agreement:**

Tim McGinnis presented the Commissioner with the Development Agreement for Project Fireball. The Engineer is satisfied with the project and approves, but has not been paid for his services. Upon review of the Development Agreement for Project Fireball, Commissioner Brian Stewart offered the motion, second by Commissioner Jay Wippel, to approve and sign the Development Agreement

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

Attest: Angela Karr, Clerk

The Shawnee Groves Plat is approved by all parties and good to go. Mr. McGinnis presented the Commissioner with the Plat for review. Commissioner Brian Stewart offered the motion, second by Commissioner Harold Henson, to approve and sign the Shawnee Grove Plat.

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**  
**Brad Schneider to Discuss the Property**  
**Owned by Michael Christy:**

Brad Schneider stopped in to meet with the Commissioner to discuss property located on Winchester Road, Parcel #F1600010015211. The owner is deceased and the property has \$12,000 due in back taxes as explained by the County Treasurer. Mr. Schneider contacted the Prosecuting Attorney to see when they were going to proceed with the publication and he was told that they did not have the funds to published for sheriff sale. Mr. Schneider then checked with them eight weeks later, to only be told that the check was at the Commissioner's office waiting to be signed to pay for publication. Mr. Schneider had stopped in the Commissioners' Office to check on the status of the check. Later, Mr. Schneider found out that the Auditor sent a check to The Herald with no documentation and they did not know what to do with the check. Once they were told were to apply the funds, they will have to run the ad for six weeks starting Friday, April 27<sup>th</sup>. Mr. Schneider was curious as to how does the Prosecutor allow a vacant property to incur \$12,000 in delinquent property taxes, which would take years.

**In the Matter of**  
**Chris Mullins, County Engineer**  
**Billing Issues with Earnhardt Hill Water:**

Chris Mullins, County Engineer addressed with the Commissioners an issue that was brought to his attention by Earnhart Hill Water. A Knollwood Village resident has not been billed for the last 84 months, he was a resident that went south for the cold months and his billing was changes to snow bird status while away from his home. However, Earnhart Hill never returned his status back to in use and has not been billed for the last 84 months. The Commissioners asked why the status of customers were allowed to be changed to a no bill status, this is a service that they would not prefer to carry on with the new billing. Based on the billing rate of \$45 a month times 84 month, the residents balance should reflect \$3,7800 due for sewer and water charges. Mr. Mullins is going to reach out to the resident to come up with a resolution of the issue and will inform the Commissioners of his findings.

**In the Matter of**  
**Tom Davis, Park District Director**  
**And the Approval of the Capital Grant Application:**

**TUESDAY, APRIL 24, 2018**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

Tom Davis, Park District Director, was wanting to preserve \$30,000 that was not spent from Resolution No.: PC-090616-4 adopted September 6, 2016. The grant was approved by Ohio Department of Natural Resources – Pass Through Grant Agreement in the amount of \$30,000, referencing #PICK-03C, for the Round Town Bike Trail project. The funds were to be used towards the costs to develop a 1.5 mile paved walking and biking trail that connects Ohio Christian University, Circleville City Schools, and the Circleville YMCA in Pickaway County. Mr. Davis is requesting an extension of the Capital Improvement Grant Project period through June 30 2019 to be used for the connector for the Roundtown Trail. The property is owned by the Woodwards, as they were approached due to it would be their property and it does go across a sewer easement. The Park District wanted to place the connector on top of the easement and a bridge would need to be installed. The Woodwards are not interested in selling the needed property for the connector at this time. By the Commissioners signing a Capital Improvement Budget “Pass Through Agreement” with the Ohio Department of Natural Resources, it will give an extension of a year for the project to be completed.

In reference to the Capital Improvement Budget “Pass Through Agreement” with the Ohio Department of Natural Resources, Commissioner Brian Stewart offered the motion, second by Commissioner Harold Henson, authorizing President, Jay Wippel to sign on the behalf of the Commissioners, the Pass Though Agreement to apply for an extension period to June 30, 2019.

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**  
**Contract Award Pre-Cast Bridge**  
**Beams and Block Foundations:**

In reference to the bid opening conducted earlier in the day referred to as DEE-T116-0.40 WAS-T072-0.94 – Precast Bridge Beams and Block Foundations and upon the written recommendation of Anthony Neff, Deputy County Engineer, Commissioner Brian Stewart offered the motion, second by Commissioner Harold Henson, to award the contract to the lowest bidder, **Scioto Valley Precast, 3218 South Bridge Street, Chillicothe, Ohio 45601, in the amount of \$87,020.00.**

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**  
**Weekly Dog Warden Report:**

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending April 21, 2018.

A total of \$365 was reported being collected as follows: \$80 in adoption fees; \$45 in dog licenses; \$15 in dog license late penalty; \$200 in private donations and \$25 in redemptions.

Five (5) stray dogs were processed in; two (2) 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.

**TUESDAY, APRIL 24, 2018**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

Jay H. Wippel, President

Harold R. Henson, Vice President

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

Attest: Angela Karr, Clerk