

TUESDAY, AUGUST 25, 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, August 25, 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.

In the Matter of
Minutes Approved:

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve the minutes from August 18, 2015, with corrections.

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

Attest: April Dengler, Assistant County Administrator

In the Matter of
Payment of Bills:

Commissioner Henson offered the motion, seconded by Commissioner 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 August 26, 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 \$446,028.10, 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: April Dengler, Assistant County Administrator

In the Matter of
Commissioners' Office Personnel Changes:

County Administrator Brad Lutz gave details regarding a Joint Solid Waste District (JSWD) meeting that was held on Monday, August 24, 2015 in the Joint Solid Waste office in Chillicothe, Ohio. He explained that earlier in the year, Gary Merkamp, District Coordinator and Wanda Rathcamp, District Administrative Assistant, had given the JSWD board their notices of retirement. Because of these impending retirements, the Pickaway County Commissioners proposed moving the JSWD main office to Pickaway County and staffing the office with Pickaway County employees Tom Davis as District Coordinator and Erica Tucker as Administrative Assistant. The proposal was approved unanimously by the Pickaway, Ross, Highland & Fayette County JSWD board members who were in attendance.

Due to this change, Erica Tucker will no longer be the Pickaway County Fiscal Specialist and Tom Davis will no longer be employed as a part-time Building Department Permit Technician.

Commissioner Stewart offered the motion to hire Erica Tucker as the Special Projects Assistant and Joint Solid Waste Assistant effective August 31, 2015 at a rate of \$16.50 per hour, seconded by Commissioner Henson. Voting No: None. Motion carried.

TUESDAY, AUGUST 25, 2015
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

Commissioner Stewart offered the motion to hire Dustin Hube as Fiscal Specialist and EMA Agency Planner effective August 31, 2015 at a rate of \$14.71 per hour, seconded by Commissioner Henson. Voting No: None. Motion carried.

Attest: April Dengler, Assistant County Administrator

**In the Matter of
Assistant County Administrator Update:**

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

- Ms. Dengler forwarded an email reminder to all employees for Franklin County regarding the upcoming deadline for Same Sex Spouse marriage enrollment for insurance offered by the Franklin County Healthcare Consortium.
- Ms. Dengler reported on the records retention audit currently being conducted by Nathan Dilley of PRIME 3SG. Mr. Dilley should finish his audit by Wednesday, August 26, 2015 and then will provide a findings report.
- GovDeals.com has uploaded the Engineer's Garage dump truck for the online auction.
- Ms. Dengler reported that she received a letter from BWC regarding how the first year's BWC's Health and Wellness grant money was spent. She is working with Weight Watchers to offer membership vouchers for the first 17 people who participated in the year one bio screenings. The cost of these vouchers is \$2193 which is the amount of grant money left to be spent in order to receive the second year's grant money.
- Ms. Dengler reported that a new Worker's Comp case was filed for a deputy of the Sheriff's Office jail who was spit on by an inmate who is Hepatitis C positive. All paperwork has been submitted to BWC and CompManagement.
- A Household Hazardous Waste Day committee meeting will be held on Thursday, August 27, 2015 at 10:00am at PPG Industries ERU conference room.

**In the Matter of
Emergency Management Agency Report:**

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

- Mr. Conrad has applied for \$127,500 in Homeland Security Funds to be used for P25 communications upgrades.
- Mr. Conrad reported that there was a recent fire at Deer Creek Lodge and Travis Adkins, Dispatcher at the Sheriff's Office, said that the ESN# for Deer Creek was not correct when he pulled it up to dispatch emergency personnel to the scene. Mr. Conrad believes that the ESN# is correct but he is going to do some research to make sure the number is correct.
- Dustin Hube, EMA Planner, reported that he is working with the Red Cross and Disaster Management at Ohio Christian University on a Home Fire Preparedness Campaign. This campaign will focus on raising awareness, facilitating preventative actions and fostering community participation to reduce home fire deaths and injuries.
- Both Mr. Hube and Mr. Conrad will be in attendance at the upcoming Household Hazardous Waste Day committee meeting at PPG on Thursday, August 27, 2015 at 10:00am.

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

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

TUESDAY, AUGUST 25, 2015
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

- Mr. Lutz reported that the Montgomery County Coroner's Office would like to charge a flat rate for autopsies instead of charging per autopsy. The County usually spends around \$30,000 per year on autopsies, and Montgomery County is proposing a flat fee of \$25,000 for 2016 and then re-evaluate for 2017.

Commissioner Stewart offered the motion to approve the new flat fee billing scheduled for the Pickaway County Coroner's Office, seconded by Commissioner Henson. Voting No: None. Motion carried.

Attest: April Dengler, Assistant County Administrator

- Mr. Lutz asked the Commissioners to sign the contract for Pine Valley Construction LLC which includes \$40,000 for windows, \$1600 for doors and \$9100 for the new restroom.

Commissioner Henson motioned to approve the authorization signatures for Pine Valley Construction LLC, seconded by Commissioner Wippel. Voting No: None. Motion carried.

Attest: April Dengler, Assistant County Administrator

- Mr. Lutz asked the Commissioners to sign the contract for Harber Concrete Construction, LLC in the amount of \$13 600 for concrete removal and replacement in various areas along Franklin Street and the replacement of the curb behind the south side of Franklin Street east of the Commissioners' Office.

Commissioner Wippel motioned to approve the authorization signatures for Harber Concrete Construction, LLC, seconded by Commissioner Henson. Voting No: None. Motion carried.

Attest: April Dengler, Assistant County Administrator

- Mr. Lutz reported that Sharon Schall, City of Circleville, sent a letter requesting that the \$95,000 the County agreed to contribute as program income for the CHIP program be sent to her so that she can use the money for a project that she has committed to fund. Commissioner Stewart stated that the funds are available for use and are not to be transferred to the City. Ms. Schall should submit bills and they will be paid out of that fund.

In the Matter of
Resolution Adopted Recognizing the
Month of September 2015 as "Hunger Action Month:"

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

Resolution No.: PC-082515-1

WHEREAS, hunger and poverty are issues of grave concern in the United States, including the State of Ohio where annually more than 524,000 individuals rely on food provided by the Mid-Ohio Food Bank; and,

WHEREAS, Pickaway County is committed to taking steps to raise awareness about the need to combat hunger in every part of our state and is committed to working with the Mid-Ohio Foodbank in educating people about the importance in addressing hunger and raising awareness of the necessity to devote more attention to hunger issues; and,

WHEREAS, in 2014, the Mid-Ohio Foodbank distributed more than 111,983 pounds of food and groceries in Pickaway County alone through its network of food pantries, soup kitchens, shelters, and other community organizations; and,

WHEREAS, Pickaway County would like to thank our countywide partners, which include the Circleville Church of Christ, the Emergency Clearinghouse Food Pantry, the PICCA Veterans program, the

**TUESDAY, AUGUST 25, 2015
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

Pickaway Senior Center, the Tarlton UMC Food Pantry, The Circle Shelter, the Village Table/Village Chapel UMC, and Touching Lives for Christ; and,

WHEREAS, food banks across the state – including the Mid-Ohio Foodbank – will promote numerous events throughout the month of September to bring awareness and attention to encourage involvement in efforts to end hunger in their local community; then,

THEREFORE BE IT RESOLVED THAT the Pickaway County Commissioners hereby recognize the month of

September, 2015

*as
Hunger Action Month
in
Pickaway County, Ohio*

as we call this observance to the attention of our citizens.

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

Attest: April Dengler, Assistant County Administrator

**In the Matter of
Resolution Adopted Designating September 17, 2015
Through September 23, 2015 as “Constitution Week”:**

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

Resolution No.: PC-082515-2

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

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

WHEREAS, the Constitution of the United States comprises the primary law of the United States Federal Government, describes the three branches of government, the Executive, the Legislative, and the Judicial, and lays down the basic rights of citizens of the United States; and

WHEREAS, the Constitution of the United States, the oldest Federal Constitution in existence, was framed by the Convention of Delegates from twelve of the original states in Philadelphia in May 1787, and was adopted by Convention of States on September 17, 1787, with ratification completed June 21, 1788; then

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners is proud to honor the Constitution of the United States and hereby designates the week of

September 17, 2015 through September 23, 2015

*as
“Constitution Week”
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: April Dengler, Assistant County Administrator

TUESDAY, AUGUST 25, 2015
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

In the Matter of
Meeting with Kim Hartinger, Executive Director of the
Pickaway Metropolitan Housing Authority Regarding 2016 Annual Plan:

Kim Hartinger presented the Pickaway Metropolitan Housing Authority's annual plan.

Commissioner Wippel offered the motion to approve the annual plan, seconded by Commissioner Henson. Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Henson, yes; Commissioner Wippel, yes. Voting No: None. Motion carried.

Attest: April Dengler, Assistant County Administrator

In the Matter of
Meeting with Melissa Betz, County Auditor

Ms. Betz gave the July month-end revenue and expenditure report.

In the Matter of
Executive Session:

At 9:45 a.m., Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to enter into Executive Session pursuant to Ohio Revised Code §121.22 (G) (1), to discuss the possible changes to the Commissioner's Office personnel. Brad Lutz, County Administrator, and April Dengler, Assistant County Administrator, were in attendance.

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

Attest: April Dengler, Assistant County Administrator

At 10:04 a.m., the commissioners exited Executive Session and resumed Regular Session.

No action was taken.

In the Matter of
Appropriations Approved:

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

23,773.85 to 101.1105.5703 – Contingencies
3,000 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: April Dengler, Assistant County Administrator

In the Matter of
Transfers Approved:

**TUESDAY, AUGUST 25, 2015
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

Commissioner Henson offered the motion, seconded by Commissioner Stewart, to approve the following requests for the TRANSFER AND RE-APPROPRIATION OF FUNDS:

**1210.00 from 507.6922.5401 – Contract Service
To
507.6922.5102 – Employees Salary**

**170.00 from 507.6922.5401
To
507.6922.5201 – PERS**

**37.00 from 507.6922.5205 – Worker’s Comp
To
507.6922.5202 – Medicare**

**23,773.85 from Contingencies
To
101.1117.5102 – Salary – 16,175.00
To
101.1117.5201 – Pers – 2264.50**

**101.1117.5202 – Medicare – 234.54
To
101.1117.5203 – Insurance – 1827.40**

**101.1106.5102 – Salary – 2376.00
To
101.1106.5201 – Pers – 332.64**

**101.1106.5202 – Medicare – 34.45
To
101.1106.5203 – Insurance – 529.32**

**3000.00 from 101.1105.5703 – Contingencies
To
101.1215.5414 – Juvenile Court Attorney Fees**

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

Attest: April Dengler, Assistant County Administrator

**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 August 21, 2015.

A total of \$868.00 was reported being collected as follows: \$520 in adoptions;\$225 in dog tags, \$30 in late tag fees, \$7.50 in puppy tags, \$6 in boarding revenue; \$25 in microchip fees; \$80 owner turn-in euthanasia; \$140 in owner turn-ins; \$25 in redemptions; \$72 in private donations.

One (1) dog was euthanized.

No firearms were discharged.

**TUESDAY, AUGUST 25, 2015
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PICKAWAY COUNTY, OHIO**

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 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: April Dengler, Assistant County Administrator