

TUESDAY, AUGUST 9, 2016
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 43113, on Tuesday, August 9, 2016, with the following members present: Mr. Harold R. Henson, Mr. Brian S. Stewart, and Mr. Jay H. Wippel. Brad Lutz, County Administrator, was also in attendance.

**In the Matter of
Minutes Approved:**

Commissioner Stewart offered the motion, seconded by Commissioner Wippel to approve the minutes from August 2, 2016, with corrections.

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

Attest: Patricia Webb, Clerk

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

Commissioner Stewart 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 10, 2016, 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 \$542,028.96 on the County Treasurer to satisfy the same.

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

Attest: Patricia Webb, Clerk

**In the Matter of
Report Provided by Dustin Hube:**

Dustin Hube, Fiscal Specialist/EMA Deputy Director, has been approved by the Ohio EMA to be a co-presenter of a Compassion Fatigue presentation at the Ohio EMA Director's winter conference that is scheduled to take place on December 8th and 9th.

**In the Matter of
Report Provided by Dave Conrad:**

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

- Mr. Conrad and Mr. Hube are interested in pursuing Certified Emergency Manager (CEM) certification that is offered through the Ohio EMA office. Mr. Conrad will provide additional information within the next few weeks.
- It was reported that there were issues with the change-over that was to occur last week at the county's PSAP related to the conversion to the new routers to directly connect EmergiTech to Frontier Communications to ensure the most updated telephone numbers are in the county's 911 system. The matter is being explored.
- A Technical Advisory Committee meeting is scheduled to be held on Wednesday, August 10th, beginning at 10:00 a.m. at the Scioto Twp. Fire Dept. related to reviewing the Pickaway County

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Hazmat Team's equipment and training records to ensure compliance in order to continue to receive funding.

In the Matter of
Report Provided by Erica Tucker:

The following is a summary of the report provided by Eric Tucker, RPHF Solid Waste District Administrative Assistant/Special Projects Assistant:

- Mrs. Tucker, who also assists Terry Frazier, Director of Planning & Development, will be attending the Pickaway County Planning Commission meeting scheduled to be held in the commissioners' conference room later in the day.
- Juveniles that have been assigned community service hours have begun providing supplemental recycle bin checking services at the various sites throughout the county. With considering the implementation of video security cameras installed at the recycling bin locations to deter illegal dumping, meetings are scheduled with judges, the county prosecutor's office, and sheriff's office to discuss the possible prosecution of such actions if found on the videos.
- Mrs. Tucker prepared the new 2016 Pickaway County Agricultural Society's Membership list that was distributed for the commissioners' review. Mr. Lutz also reported that a quote was received in the amount of \$12,000 for services related to a new horse barn at the county fairgrounds and the amount would only cover obtaining biddable documents for the horse barn's construction. With the amount being determined excessive, other options will be explored. Related to the Pickaway County Fairgrounds Revitalization Master Plan, Commissioner Wippel, Mr. Lutz, and Mrs. Tucker will be meeting with ms consultants, inc. on August 19th, at 10:30 a.m., and a rough draft of the master plan is expected to be provided.

In the Matter of
Report Provided by April Dengler:

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

- Ms. Dengler will be participating in the County Commissioners Association of Ohio and County Risk Sharing Authority's online webinar on August 31st, regarding HB 523, which legalizes certain types of uses of medical marijuana to treat specific qualifying medical conditions, and its impact on employers.
- A medical only Workers' Compensation case was filed last week by a Pickaway County Sheriff Office corrections officer that sprained their ankle when responding to an all-officers call related to a scuffle.
- The town hall meeting related to opiate addiction that is being organized by the Ohio Attorney General Office and the Pickaway County Community Improvement Coalition will be held on October 24th, from 7:00 p.m. to 9:00 p.m., in the Circleville High School Auditorium. Ms. Dengler will be attending the PCCIC Board meeting on Friday, August 12th, that will discuss obtaining panelists and speakers, including recovering addicts and families of addicts. Plans are to have tables set up in the hallway of the various local organizations that offer resources to provide immediate assistance and sign people up for services after the meeting.
- CORSA's liability claim adjuster will be meeting with a roofing company on Friday, August 12th, to access the damage and needed repairs regarding the roof leak that occurred at Memorial Hall causing the embossed tin ceiling in the Soldier's Monumental Association's War Artifacts Museum room to collapse. One quote has been obtained for a partial ceiling replacement in the amount of \$26,000, and \$38,500 for a full ceiling replacement in the room. A list of companies that offer similar tin ceiling panels are being explored to maintain historical integrity. Until the location leak is occurring and its cause is determined, whether it be poor workmanship/materials or a weather event, CORSA will not pay the county for repairs. Ms. Dengler will provide the commissioners regarding the results of the inspection next week.
- Commissioner Wippel and Ms. Dengler met with Ukrainian students last week at the county's OSU Extension Office who are here for several months to learn more about extension offices and services in an effort to implement them in their country. It was reported that it was a very good meeting and the students asked excellent questions.

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In the Matter of
Discussion with Stan Summers,
President of the District Advisory Council, Regarding
Pickaway County General Health District:

Stan Summers, President of the District Advisory Council (DAC), met with the commissioners and confirmed their attendance at the DAC's meeting scheduled later in the evening related to the City of Circleville extending its relationship with the Pickaway County General Health District (PCGHD) for one year. The DAC is made up representatives from villages and townships, in addition to the City of Circleville. Per the ORC, the county board of commissioners has one vote on the DAC, with the president casting the vote on the board's behalf.

Under the 2003 contract, the city pays 50% of the PCGHD annual budget based on its usage of the department's services. The remaining 50% is paid among the villages and townships based on their respective property values. In April of this year, the DAC voted to increase the PCGHD budget by \$47,500 to hire an accreditation officers as a result of the requirement that all county general health districts be accredited by 2020, in order to continue receiving federal funding through the Ohio Board of Health. This increase raised the city's annual contribution from \$181,400 to \$205,163, the mayor, said the city could not afford. Therefore, prior to July 1st, Circleville City Council voted and the PCGHD that the city was withdrawing from the DAC, effective January 1, 2017, while the city planned to seek alternative options.

Recently the PCGHD Board voted to allow Dr. Bolender to have discussions with the mayor and permit the city to pay the \$181,400 for one more year and, to help make up the difference, the PCGHD obtained \$40,000 in grants that have been made available to general health districts to help fund the accreditation officer that was hired. City council passed a resolution to remain with the district for the additional year; however, Mr. Summers said that the city will not rescind its letter to withdraw from the DAC. The city would like to place a county-wide health department levy on the ballot in 2017, which would require the board of county commissioners' approval, and if the levy fails, the city would anticipate withdrawing from the DAC by January 1, 2018.

In the Matter of
RPHF Solid Waste District Update:

Tom Davis, RPHF Solid Waste District Coordinator, and Erica Tucker, Administrative Assistant met with the commissioners with an update regarding the following topics:

- The next RPHF Board of Director's meeting is scheduled for 9:00 .m. on October 27th, in Washington Court House, and the second RPHF Policy Committee will held in the afternoon.
- Mr. Davis attended an Organization of Solid Waste District of Ohio meeting last week and one of the discussions was related to the Ohio Open Meetings Act that requires a member of a public body to be present in person at a meeting in order to be considered present to vote or be counted as part of a quorum. He reported that the matter of permitting electronic or telephone conferences being accepted as members being present to vote is one of the matters on the County Commissioners Association's legislative platform.
- In preparing for next year's budget, one of the matters being examined by Mr. Davis and Mrs. Tucker is the district's Recycling Outreach Coordinator program. A breakdown of the number of hours and the annual cost to the district of each, which was diverse, were reviewed that also included costs for "recycling bin checking contracts." In an effort for more consistency and potential cost savings to the district, three outreach program scenarios were presented for review regarding outreach services that included: 1) working with other agencies in the district's counties that already provide outreach programs to residents (i.e. SWCD, OSU Extension) and integrate recycling and solid waste into those the programs; 2) consolidate outreach efforts under the district office that would evaluate individual county needs and design a program to provide adequate services in each county. The district office would hire and provide guidance to the individual(s) hired to perform those services; 3) keep as is, but outline in an agreement with each county the minimum requirements and expectations for the money received. A list of expectations of county outreach specialists was also reviewed. It was mentioned that ultimately, which direction to go will be a decision made by the RPHF Joint Solid Waste Board of Directors. Mr. Davis said that he has meetings scheduled with the other district

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counties to discuss the same scenarios and he mentioned that Highland County is interested in the first scenario of working with other agencies that already provide outreach services.

After obtaining additional information, the commissioners thanked Mr. Davis and Tucker for the update, and Mr. Davis requested the commissioners to contact him if they have any further questions or suggestions while considering the various options.

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

- The letter from Judge Knece regarding the Courthouse Security Committee's recent unanimous vote to have the commissioners purchase four additional panic buttons for use in the courthouse was discussed. It was noted that the replacement of the existing panic button system has been known to be needed and was incorporated into the county's 2017 Capital Plan (\$15,000). With the cost of adding four additional panic buttons totaling \$4,000, Mr. Lutz stated that he and the sheriff have had conversations and the sheriff will inventory the existing button locations to determine where multiple panic buttons exist at various building locations and some could be transferred to the courthouse in the meantime.
- For the sake of comparing monthly utility costs of the PCBDD building located at 1005 S. Pickaway St. that Joy Ewing, JFS Director, will be touring with the commissioners later in the day, it was reported that the various monthly utility costs for the JFS department and the OhioMeansJobs Office are approximately \$45,000 year. Bob Hively, PCBDD Financial Manager, previously reported the utilities at the 1005 S. Pickaway St. building to be \$15,000 per month. Though it was mentioned that if the JFS department and OhioMeansJobs Office relocated to the 1005 S. Pickaway St. location, the monthly utility costs would be higher than \$15,000 per month, but it would be fairly safe to say that there would be some level of savings if the relocation occurred.
- It was reported that the courthouse air conditioning went down the day before and Accurate Heating & Cooling, the HVAC service agreement provider, responded. While the technician was able to get the system back up, some of its components need replaced and were ordered. Emails are being sent to courthouse employees keeping them informed of the situation.
- The Pickaway County Chamber of Commerce will be sending out letters soon to all candidates that are running for political office to request an RSVP for the forum it will be conducting for the community on September 20th, in the CHS Auditorium.
- Related to the county Building Department, discussions have been held about the concept of establishing a threshold, for example \$250,000 or \$500,000, on new commercial development project values on which to implement a 10% surcharge on building inspection fees that would be respectively paid to townships and villages. It was mentioned by Mr. Lutz that the county Building Department estimates building inspection fees based on the commercial development's value. Applying the surcharge on commercial development projects that are receiving tax incentives was also considered; however, it was determined that would be too complex for the Building Department to track which projects receive those tax incentives, which can involve various abatement percentages for various lengths of time; therefore, a threshold amount would be more practical. No definite decision was made and the matter will continue to be explored. Also discussed last week related to the Building Department was the exploration of reducing commercial signage permit fee schedules in an effort to help reduce costs for new businesses, particularly smaller ones. The county Building Department's signage fee schedule and fee schedules of adjoining county Building Departments (Ross, Fayette, and Franklin) were reviewed, which varied widely. While it is the commissioners' consensus that the county Building Department needs to cover its costs in relationship to staff time and other overhead costs associated with signage permit services, it is thought that they could be reduced at some level. It was determined that numbers on the estimated impact signage permit fee reductions would have on the Building Department would first be obtained before moving forward.

**In the Matter of
Meeting in Executive Session with
Sheriff Robert Radcliff:**

At 11:11 a.m., Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to enter into Executive Session with Sheriff Robert Radcliff and Dave Evans, Pickaway County Sheriff Office

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(PCSO) Human Resources Director, regarding the discipline of two PCSO employees. Brad Lutz, County Administrator, was also in attendance.

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

Attest: Patricia Webb, Clerk

At 11:42 a.m., the commissioners exited Executive Session and Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to resume Regular Session.

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

Attest: Patricia Webb, Clerk

No action was taken.

**In the Matter of
Tour of Pickaway County Board of
Developmental Disabilities' Building:**

The commissioners toured the Pickaway County Board of Developmental Disabilities Building (PCBDD) located at 1005 S. Pickaway Street with Joy Ewing, Director of the Pickaway County Department of Job & Family Services. Mrs. Ewing asked to view the interior of the facility after she was contacted by the commissioners' office regarding her possible interest in relocating the JFS department from the Pickaway County Service Center to the 1005 S. Pickaway Street site.

Following the tour, permission was granted to Mrs. Ewing to tour the facility again with a few of her employees on Friday, August 12th.

**In the Matter of
Pickaway County Planning Commission Meeting:**

The commissioners attended the regular monthly meeting of Pickaway County Planning Commission held in their conference room. Minutes of the meeting reflecting the actions that took place can be obtained from the Pickaway County Development & Planning Office.

**In the Matter of
Amended Certificate Approved:**

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

Resolution No.: PC-080916-1

WHEREAS, the Pickaway County Budget Commission granted an AMENDED CERTIFICATE in the amount of \$150,000 for the Capital Improvement Fund #401; then,

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners hereby appropriates the following sum for expenditure for period ending December 31, 2016:

**Capital Improvement Fund #401
\$150,000**

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

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Attest: Patricia Webb, Clerk

**In the Matter of
Cash Advance Back Approved:**

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve the following CASH ADVANCE BACK request:

**4,500 from 227.2020.5801 – VOCA-Cash Advance Out
To
101.0000.4910 – General-Cash Advance In**

Voting on the motion was as follows: Commissioner Henson, yes; Commissioner Stewart, 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 requests for the APPROPRIATION OF FUNDS:

**150,000 to 401.0000.4121 – Capital Improvements
175 to 101.1105.5703 - Contingencies**

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

**175 from 101.1105.5703 – Contingencies
To
101.1105.5611 – Special Projects Assessment-Interest

16,823.08 from 401.7115.5530 – Unplanned Capital
To
401.7115.5529 – Planned Capital**

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

Attest: Patricia Webb, Clerk

**In the Matter of
Resolution Adopting the Approval of County Engineer
Related to Ingress/Egress Improvements to Specific Roads
Related to the Shelly Company's Sand/Gravel Quarry Site on
Weigand Road in Harrison Township:**

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Chris Mullins, Pickaway County Engineer, submitted his letter to the commissioners' office expressing his approval of the proposed ingress/egress to the U.S. Rt. 23 and Weigand Road intersection related to the Shelly Company's Weigand Road sand/gravel quarry site. On July 5th, Aaron Muhlencamp of the Shelly Company, and Paul Rice, Esq./legal counsel, met with the commissioners and Mr. Mullins to explain the proposed project, namely discussing the proposed ingress/egress on U.S. Rt. 23 at the Weigand Road. Harrison Township Trustee, Joe Defelice, was also in attendance for that meeting. It was also explained that the Shelly Company was proposing to make improvements to Weigand Road itself, widening it from the existing 20 ft. to 24 ft., with 2 ft. shoulders on each side.

After discussing the letter, Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to adopt the following Resolution:

Resolution No.: PC-080916-2

WHEREAS, the Shelly Company applied for a Conditional Zoning Certificate for proposed surface mining activities for its sand/gravel quarry located on Weigand Road in Harrison Township; and,

WHEREAS, on July 5, 2016, a representative of the Shelly Company and its legal counsel reviewed the proposed ingress/egress improvements at the intersection of US. Rt. 23 and Weigand Road with the Pickaway County Board of Commissioners and Pickaway County Engineer, Chris Mullins, with Joe Defelice, Harrison Township Trustee, also in attendance; and,

WHEREAS, additional improvements related to the widening of Weigand Road from 20 feet wide to 24 feet wide with 2 foot shoulders on each side were also reviewed; and,

WHEREAS, pursuant to ORC 303.141, on August 5, 2016, the Pickaway County Engineer, provided a letter to the Pickaway County Board of Commissioners to express his approval of the proposed ingress/egress to the Shelly Co., Weigand Road sand/gravel quarry site, stating that the improvements should be sufficient to accommodate the additional truck traffic related to the gravel quarry; then,

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners hereby adopts the of approval by Chris Mullins, Pickaway County Engineer, associated with the proposed ingress/egress to the above specified roads related to the Shelly Co., Weigand Rd. sand/gravel quarry site.

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

Attest: Patricia Webb, Clerk

A copy of the resolution, along with the conceptual drawings of the ingress/egress improvements to the specified roads to accommodate the additional truck traffic, will be sent to the Harrison Township Trustees and to Terry Frazier, Director of the Pickaway County Development & Planning Office.

In the Matter of
Temporary Liquor Permit Signed for the
Upcoming Pickaway Sportsman, Inc. Extravaganza to be
Held at the Pickaway County Fairgrounds:

The commissioners reviewed the Ohio Department of Commerce, Division of Liquor Control "F Permit Application" for a temporary liquor permit for the Pickaway Sportsman, Inc. to sell beer at its annual Sportsman Extravaganza event scheduled to be held on September 17th, from 9:00 a.m. to 11:00 p.m. at the Pickaway County Fairgrounds. ORC Section 4301.62 ("open container statute") prohibits anyone from possessing an open container of any alcoholic beverage outside of the event premises. Whoever violates this statute is guilty of a Misdemeanor of the first degree. Any alcoholic beverage must be both sold and consumed within the premises.

Following the review, Commissioner Stewart offered the motion, seconded by Commissioner Henson, to approve the permit.

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

Attest: Patricia Webb, Clerk

**In the Matter of
Agreement for Use and Disposition of Vehicle**

After revisiting the Agreement for Use and Disposition of Vehicle related to leasing the 2007 Hummer from Hetty's Kids, LLC, (a charitable trust) to be used exclusively by the PCSO's D.A.R.E. program that was reviewed last week, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to move forward with executing the document.

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

Attest: Patricia Webb, 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 August 6, 2016.

A total of \$474 was reported being collected as follows: \$200 in adoption fees; \$24 in boarding revenue; \$105 in dog licenses; \$30 in dog license late fees; \$75 in redemptions; \$40 in private donations.

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

No firearms were discharged.

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

Harold R. Henson, President

Brian S. Stewart, Vice President

Jay H. Wippel, Commissioner
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Attest: Patricia Webb, Clerk