

**TUESDAY, DECEMBER 22, 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, December 22, 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. Amanda Plotts, of the Circleville Herald, was present for a portion of the morning session.

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

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve the minutes from December 15, 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 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 December 23, 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 \$508,053.25 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**  
**EMA/911 Coordinator Report:**

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

- The PageGate Paging software has been installed at the Pickaway County Sheriff's Office (PCSO) that allows text/paging information to be received by first-responders on their mobile devices. EmergiTech will provide training for the telecommunicators on January 14<sup>th</sup> and 15<sup>th</sup>, 2016. There may be some questions regarding salaries related to telecommunicators that come in for the training sessions on their day off.

**In the Matter of**  
**Special Projects Assistant Report:**

Erica Tucker, RPHF Joint Solid Waste Coordinator and Special Projects Assistant, reported that approximately 500 people have completed the online survey so far related to the Pickaway County Fairgrounds Revitalization Plan.

**TUESDAY, DECEMBER 22, 2015**  
**OFFICE OF THE BOARD OF COMMISSIONERS PICKAWAY**  
**COUNTY, OHIO**

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

- There are 6 or 7 general items from a few county departments/agencies that are currently posted on the govdeals.com auction website until December 29<sup>th</sup>.

**In the Matter of**  
**Discussion Regarding Brad Schneider's Request**  
**For a Special Planning Commission Meeting:**

The commissioners and Terry Frazier, Pickaway County Development & Planning Director, held a brief conversation regarding Brad Schneider's request last week for a special meeting of the Pickaway County Planning Commission regarding a 20 ft. easement, which still needed a survey plat, that he wanted to get approved by the Pickaway before the end of the year. The easement is related to 55 acres of his land he put into conservation easement with the Appalachia of Ohio Alliance, a land conservancy. The fact that the land AOA created a tax parcel without highway frontage causes it to be required to go before the county planning commission and conversation was held about AOA obtaining a 15 ft. or 20 ft. strip at the time acreage is acquired for conservation purposes to avoid similar issues in the future.

**In the Matter**  
**Allocation of October 2015**  
**Sales Tax Collections:**

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to appropriate the **October 2015 Sales Tax** collections in the following manner:

**350,000 to 401.0000.4525 – Capital Fund 352,909.64 to 101.0000.4525 – General Fund**

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**  
**Contract Bed Rental Agreement**  
**Signed with Multi-County Juvenile Detention District:**

The commissioners signed the Contract Bed Rental Agreement with the Multi-County Juvenile Detention District of Fairfield, Hocking, Licking and Perry Counties located in Lancaster, Ohio, for the period of January 1, 2016, through December 31, 2016. Pickaway County agrees to pay a contract amount of \$95 per diem rate per day, based on availability. The \$95 per diem rate per day has remained the same for a number of years.

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

The commissioners signed out-of-county Travel Authorizations for Job & Family Services employees to attend various meetings, training session, and conduct home visits in the estimated amount of \$1,410.34 for the month of December 2015, and in the amount of \$1,488.54 for the month of January 2016.

**TUESDAY, DECEMBER 22, 2015**  
**OFFICE OF THE BOARD OF COMMISSIONERS PICKAWAY**  
**COUNTY, OHIO**

**In the Matter of**  
**Re-appointments to the Pickaway County**  
**Building Department Residential Appeals Board:**

Commissioner Stewart offered the motion, seconded by Commissioner Henson, to re-appoint the following individuals to the Pickaway County Building Department Appeals Board for an additional 4-year term:

Durk Peters (General Contractor)  
7930 U.S. Rt. 22  
Circleville, Ohio 43113  
Term Expires: 12-31-18

Hurst Pack (Heating & Cooling)  
147 W. Main Street  
Circleville, Ohio 43113  
Term Expires: 12-31-18

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**  
**Re-appointments to the Pickaway County**  
**Planning Commission:**

Commissioner Stewart offered the motion, seconded by Commissioner Henson, to re-appoint the following members to the Pickaway County Planning Commission for an additional 2-year term:

C. Randal Metzger  
6950 Hunsicker Road  
Williamsport, Ohio 43164  
Term expires: 12-31-17

Jack Corder  
7309 Old Tarlton Pike  
Circleville, Ohio 43113  
Term expires: 12.31.15

Jeff Burrows  
587 Oakland Terrace  
Circleville, Ohio 43113  
Term expires: 12-31-17

R. Stan Summers  
7865 Brooks Miller Rd.  
Circleville, Ohio 43113  
Term Expires: 12-31-17

Stacey Sark  
9740 Gulick Road  
Orient, Ohio 43146  
Term expires: 12-31-17

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**  
**Commissioners' Annual Leadership Prayer Breakfast:**

The commissioners' 32<sup>nd</sup> Annual Leadership Prayer Breakfast has been scheduled for Tuesday, January 19, 2016, at the Pickaway Senior Center and will begin at 7:30 a.m. Pastor Kevin Pees, of the Village Chapel United Methodist Church, will be the speaker for the event.

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

**TUESDAY, DECEMBER 22, 2015**  
**OFFICE OF THE BOARD OF COMMISSIONERS PICKAWAY**  
**COUNTY, OHIO**

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

- Mr. Lutz informed the commissioners that he received an email from Chris Mullins, County Engineer, related to his being contacted by Thea J. Walsh, AICP, of the Mid-Ohio Regional Planning Commission (MORPC) related to Rural Transportation Planning Organization (RTPO) program that MORPC is proposing to help rural areas in Central Ohio get their transportation projects capitalized. The City of Circleville has been approached as well. Mr. Mullins stated in his email that he would like to take the lead on the matter, with the approval of the commissioners, and his initial thought is to set up a meeting to include Ms. Walsh of MORPC, representatives from the City of Circleville, the P3 Economic Development Office, and possibly the Village of Ashville. Mr. Mullins' email mentioned that the latest Transportation Bill includes RTPOs and more and more funding will be funneled through these types of mechanisms and he would like to schedule an appointment with the commissioners in the near future to discuss the matter.
- An inquiry was made by a benefiting landowner of the Clarks Run Ditch Extension project related to paying off the construction assessment prior to the 5-year period that it was placed in real estate tax duplicates. After speaking with the county treasurer, Mr. Lutz reported that it would not be feasible to for the landowner to pay his construction assessment off early because it is included in a pool of benefiting landowners that chose to have their assessments placed on their real estate taxes.
- The Affordable Care Act's Cadillac tax provision has been delayed to year 2020.
- Tom Swisher, Pickaway County Radio Communications Coordinator, reported that the system is working well other than signal strength issues related to the antennas which will be resolved in the 800 MHz Radio Communications upgrade. The cabinets and other items in the building at the tower site will be replaced. Feed cables have been installed and WS Electronics will be removing portions of the system that will no longer be needed.
- The county's agreement that was sent Ohio MARCS continues to be reviewed by the agency. Mr. Swisher is preparing a list of user groups and the talk groups in the county that will have access to the drip zone.

**In the Matter of**  
**Request for Qualifications from Professional**  
**Planning Firms Related to Pickaway County**  
**Fairgrounds Revitalization Plan Discussed:**

The commissioners reviewed a draft Request for Qualifications (RFQ) prepared by Terry Frazier, Director of the Pickaway County Development & Planning Office, to assist with the Pickaway County Fairgrounds Revitalization Plan. Commissioner Wippel mentioned creating an ad hoc local advisory committee to work with the planning firm, which would include various public and private individuals that have an interest and can provide input in the revitalization plan.

**In the Matter of**  
**Deed of Conservation Easement Signed for 15.085 Acres of County-**  
**owned Land in Jackson Township:**

Anthony Neff, Deputy County Engineer, met with the commissioners to obtain their signatures on the Deed of Conservation Easement on 15.085 acres of land the county acquired in Jackson Township related to the Scioto Darby Road Bridge Replacement Project that was required by the Ohio EPA to be purchased for mitigation purposes. The bridge spans the Big Darby Creek, a protected and State and National Scenic River, in which endangered aquatic species have been found.

Mr. Neff stated he spoke with Tom Davis, Pickaway County Park District Board Coordinator, and the PCPDB agreed to supervise and enforce the deed on the conservation easement that will be kept in perpetuity and meets the requirements of the Ohio Department of Natural Resources and the Ohio Environmental Protection Agency.

**TUESDAY, DECEMBER 22, 2015**  
**OFFICE OF THE BOARD OF COMMISSIONERS PICKAWAY**  
**COUNTY, OHIO**

Therefore, Commissioner Stewart offered the motion, seconded by Commissioner Henson, to execute and sign the Deed of Conservation Easement that included a certified Plat of Survey and a Legal Description of the 15.085 acres, which will require an access easement from landowner Kevin Steward, who has agreed to the right-of-way.

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 Designating the**  
**Pickaway County Park District Board to**  
**Supervise and Enforce Deed on Conservation Easement**  
**Related to 15.085 Acres of County-owned Land Situated in Jackson Township:**

Commissioner Stewart offered the motion, seconded by Commissioner Henson, to adopt the following Resolution designating the Pickaway County Park District Board to supervise and enforce the conservation deed on the 15.085 acres of property in Jackson Township related to the Scioto Darby Road Bridge Replacement Project:

**Resolution No.: PC-122215-1**

WHEREAS, Pickaway County acquired 15.085 acres of land through purchase in Jackson Township that was required by the Ohio Environmental Protection Agency to be conserved for mitigation purposes related to the Scioto Darby Road Bridge Replacement Project; and,

WHEREAS, pursuant to Ohio Revised Code §5301.69 (A), the Pickaway County Board of Commissioners shall name an appropriate administrative officer, department, or division to supervise and enforce the easement; and,

WHEREAS, Ohio Revised Code §5301.69 (B) states that an appropriate charitable organization may acquire and hold conservation easements; and,

WHEREAS, the Pickaway County Park District Board is an appropriate charitable organization and has agreed to supervise and enforce the conservation easement; then,

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners hereby designates the Pickaway County Park District Board to supervise and enforce the deed on the conservation easement on the 15.085 acres of said land the county owns that is situated in Jackson Township, 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**  
**2016 Capital Fund Budget Approved:**

Following a thorough and final review of the 2016 Capital Plan in the amount of \$1,040,171, which included a \$60,000 appropriation for unplanned items/projects, Commissioner Wippel offered the motion, seconded by Commissioner Henson, for its approval as presented by Brad Lutz, County Administrator.

**TUESDAY, DECEMBER 22, 2015**  
**OFFICE OF THE BOARD OF COMMISSIONERS 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**  
**Appropriations Approved:**

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

**239 to 651.6050.5901 – Unclaimed Funds-Other expenses**  
**5,658 to 101.1105.5703 – Contingencies 5,512.68 to 101.1105.5703 – Contingencies 5,044.11 to**  
**101.1105.5703 – Contingencies**  
**39.88 to 101.1105.5703 – Contingencies**

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

Attest: Patricia Webb, Clerk

**In the Matter of Transfers**  
**Approved:**

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

**35.11 from 101.1105.5703 – Contingencies To**  
**101.2001.5102 – Commissioners-Salary**

**4.77 from 101.1105.5703 – Contingencies To**  
**101.2001.5102 – Commissioners-PERS**

**1,800 from 501.6915.5300 – Sanitary Engineer-General Sewer Materials/Supplies To**  
**501.6915.5102 – Sanitary Engineer-General Sewer-Employees Salary**

**500 from 501.6915.5201 – Sanitary Engineer-General Sewer-Materials/Supplies To**  
**501.6915.5201 – Sanitary Engineer-General Sewer-PERS**

**50 from 501.6915.5300 – Sanitary Engineer-General Sewer-Materials/Supplies To**  
**501.6915.5292 – Sanitary Engineer-Medicare-General Sewer**

**6,700 from 201.3005.5102 – Engineer ALGT-Employee Salary To**  
**201.3005.5201 – Engineer ALGT-PERS**

**7,700 from 201.3005.5102 – Engineer ALGT-Employee Salary To**  
**201.3006.5106 – Engineer ALGT-Laborers Salary**

**33,000 from 201.3005.5203 – Engineer ALGT-Insurance To**  
**201.3006.5106 – Engineer ALGT-Laborers Salary**

**18,000 from 201.3006.5504 – Engineer ALGT-Land To**  
**201.3006.5106 – Engineer ALGT-Salary**

**TUESDAY, DECEMBER 22, 2015  
OFFICE OF THE BOARD OF COMMISSIONERS PICKAWAY  
COUNTY, OHIO**

**3,500 from 201.3006.5505 – Engineer ALGT-Materials/Supplies To  
201.3006.5106 – Engineer ALGT-Laborers Salary**

**330 from 101.1218.5101 – Probate Salaries To  
101.1218.5492 – Probate-Court Services**

**200 from 232.1155.5401 – Treasurer DTAC-Contract Services To  
232.1155.5201 – Treasurer DTAC-Employees PERS**

**4,705.54 from 101.1105.5703 – Contingencies To  
101.1101.5102 – Commissioners-Employees' Salaries**

**4,705.54 from 101.1105.5703 – Contingencies To  
101.1101.5102 – Commissioners-Employees' Salaries**

**656.58 from 101.1105.5703 – Contingencies To  
101.1101.5201 – Employees' PERS**

**150.56 from 101.1105.5703 – Contingencies To  
101.1101.5210 – Commissioners-PERS**

**700 from 101.1105.5703 – Contingencies To  
101.1211.5202 – Court Magistrates-Medicare**

**888 from 101.1105.5703 – Contingencies To  
101.1211.5201 – Court Magistrates-PERS**

**4,763 from 101.1105.5703 – Contingencies To  
101.1211.5105 – Court Magistrates-Salary**

**4,573.42 from 101.1105.5703 – Contingencies To  
101.1102.5102 – Maintenance-Salaries**

**451.19 from 101.1105.5703 – Contingencies To  
101.1102.5201 – Maintenance-PERS**

**49.50 from 101.1105.5703 – Contingencies To  
101.1102.5202 – Maintenance-Medicare**

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Henson, yes; Commissioner Wippel, absent for vote. 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 December 19, 2015

A total of \$1,029 was reported being collected as follows: \$296 in adoption fees; \$12 in boarding revenue; \$345 in tag sales; \$167 in kennel licenses; \$109 in private donations; \$20 in redemptions; \$80 in owner turn-ins.

**TUESDAY, DECEMBER 22, 2015**  
**OFFICE OF THE BOARD OF COMMISSIONERS PICKAWAY**  
**COUNTY, OHIO**

One (1) stray dog was processed in; ten (10) dogs were adopted; no (-0-) dogs were euthanized.

No firearms were discharged.

With there being no further business brought before the Board, Commissioner Henson offered the motion, seconded by Commissioner Stewart, to adjourn. Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Henson; yes. Commissioner Wippel; absent for vote. 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