

**TUESDAY, DECEMBER 8, 2015**  
**OFFICE OF THE BOARD OF COUNTY 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 8, 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 December 1, 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 9, 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 \$286,494.80 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  
Waiver Approved:**

Dustin Hube, Fiscal Specialist, requested a waiver to pay Cox Paving, LLC, in a timely manner related to the Village of Ashville's FY2014 CDBG West Station Street Improvements project. After discussing the request, Commissioner Henson offered the motion, seconded by Commissioner Wippel, to waive the waiting period to issue payment to Cox Paving, LLC, in the amount of \$49,600 from line item #251.6223.5520 – FY2014 CDBG-Projects – in reference to the Village of Ashville's West Station Street Improvements.

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 provided by Dave Conrad, EMA/911 Coordinator:

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- Mr. Conrad is in the process of working with the county's GIS coordinator in entering 8 new private roads in the Master Street Address Guide (MSAG). The roads are related to the additional phase at Kingston Mound Manor located on Kingston Pike.
- Mr. Conrad is closing out a FEMA project in reference to a flooding mitigation that previously occurred on Gulick Road in Muhlenberg Twp.
- Mr. Conrad was contacted by Weaver Consulting related to any EPA matters (previous hazardous material spills, underground storage tank releases, etc.) that may have occurred, prior to a housing development that will occur along Miller Ave. in the Village of Ashville.
- Mr. Conrad will be attending an EMA conference on Thursday and Friday of this week.

**In the Matter of**  
**Report Provided by Erica Tucker:**

- It was reported that the online survey to obtain the public's input related the Pickaway County Fairgrounds Revitalization Plan is ready to go live. The online survey will be available until January 15, 2016.
- Mrs. Tucker requested the commissioners' consideration in splitting the cost with the RPHF Joint Solid Waste District for technological upgrades to the conference room in the RPHF offices located in the Pickaway County Annex. Mrs. Tucker stated that the RPHF conference room has already been utilized by other groups as well and the upgrades would be very beneficial. The commissioners were receptive to the request.
- Mrs. Tucker and Tom Davis, RPHF Coordinator, will be visiting a recycling site in Adelphi that has been reported to be in the need of clean-up.
- A special meeting of the RPHF Joint Solid Waste District Board is scheduled for December 14<sup>th</sup>, at 9:00 a.m. to vote on the renewal of the Rumpke Recycling contract.

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

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

- Mrs. Dengler reported on the Pickaway County Community Improvement Coalition meeting that was held last week related to the drug issues throughout the county. Another meeting is scheduled to be held on December 14<sup>th</sup>.
- Mrs. Dengler has been requested by the county auditor's office to provide information at the year-end GAAP meeting related to the increase in healthcare premium costs and the 2 "premium holidays;" the Flexible Spending Account (FSA) that is being offered; and the upcoming healthcare insurance open enrollment.
- The "Hello Happy" healthy life style challenge will take place from March 7, 2016, through September 30, 2016.
- Mrs. Dengler and Mr. Conrad will be attending the Safety Council meeting scheduled for Wednesday.

**In the Matter of**  
**Kim Martin and Nicholas Tatman Appointed as Representatives of**  
**Pickaway County on Child Abuse & Neglect Regional Prevention Council:**

The commissioners discussed the Ohio's Biennial Operating Budget (House Bill 64) that included language creating a locally controlled regional model through which the Ohio Children's Trust Fund (OCTF) will provide child abuse and child neglect prevention funds on a regional basis. The language divides Ohio into eight child abuse and child neglect prevention regions, each consisting of prevention council for each region. Each board of county commissioners within a region may appoint up to two county prevention specialists to represent the county on the council. ORC §3109.172 (A) lists the types of individuals that are considered prevention specialists and council members appointed by boards of county commissioners are to serve two-year terms and may be appointed for two consecutive terms only.

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Kim Martin, Pickaway County Family & Children First Council Director, and Nick Tatman, Pickaway County JFS Children's Service Director, have expressed their interest in serving on the council and after discussing the matter, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to appoint Mrs. Martin and Mr. Tatman on the Ohio Children's Trust Fund – Child Abuse and Child Neglect Regional Prevention Council.

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

Attest: Patricia Webb, Clerk

**In the Matter of**  
**Meeting Regarding Additional**  
**Electronic Poll Books for Pickaway County Board of Elections:**

Melanie Willeford, Deputy Director of the Pickaway County Board of Elections (BOE) office, met with the commissioners to request their consideration of purchasing 5 additional ExpressPoll Tablets. In January of this year, the commissioners purchased 55 ExpressPoll Tablets for the BOE with signature capabilities in the amount of \$85,228.32, through a municipal lease-purchase agreement, to be used at the various voting precinct locations throughout the county. The tablets provide more efficiency during Election Day and the tablets were utilized last month during the November election. All voting precincts and locations were provided with at least one tablet and Mrs. Willeford stated that some of the larger precincts would benefit from two tablets, particularly during presidential elections. Locations that could use an additional tablet include the Circleville South that has 885 registered voters and a split precinct, the Ashville North precinct that has 1,029 registered voters and is growing, along with the Village of South Bloomfield precinct that has 1,115 registered voters, the Village of Commercial Point that has 1,211 registered voters, and Scioto South is also growing with 953 voters. A total five tablets are kept in the BOE office as back-up during Election Day, and four are used by the BOE staff on Election Day. Mrs. Willeford stated that per the Ohio Revised Code, when a voting location reaches 1,400 registered voters, they are required to be split.

In June of this year, reimbursement up to 85% for the purchase of poll tablets authorized by ORC Section 207.63 of Amended Substitute House Bill 64, and Pickaway County will receive a reimbursement of \$54,869.42. Mrs. Willeford presented a proposal for the purchase of five additional poll tablets, or ten additional tablets. In discussing the proposals, it was ascertained that the purchase of an additional five tablets in the amount of \$8,006.75 would be sufficient. When the question was raised as to when reimbursement can be expected to be received, Mrs. Willeford stated that she is currently doing the paperwork for submission and reimbursement can be expected in June 2016.

After further discussion regarding the matter, the commissioners were favorable to purchase 5 additional poll tablets that can be included in the county's 2016 Capital Plan.

**In the Matter of**  
**Community Reinvestment Area Agreement;**  
**Teays Valley Local School District, and Eastland-Fairfield**  
**Career & Technical Schools Compensation Agreements Signed:**

Related to Resolution No.: PC-120115-1, and Resolution No.: PC-120115.2 adopted by the commissioners on December 1<sup>st</sup>, the following documents were signed: the Community Reinvestment Area (CRA) Agreement between the county, the Columbus Regional Airport Authority and DRCS, LLC; the Teays Valley Local School District, and the Eastland-Fairfield Career & Technical Schools agreements.

**In the Matter of**  
**Annual Year-End Budget Meeting:**

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The commissioners conducted their annual year-end budget luncheon meeting with elected officials and department heads that was held at the 4-H & Grange building located on the Pickaway County Fairgrounds. A 2015 Capital Projects Fund report was provided, along with a summary of the 2015 budget year, the 2016 health insurance report; the 2016 budget year outlook including revenue and expense projections; departmental reviews – 2015 vs. 2016. For year 2016, the departmental budget requests have nearly equaled the estimated receipts. The elected officials or department heads from each department that asked for significant increases in their 2016 budget requests over 2015 requests provided an explanation. These departments included the Pickaway County Sheriff's Office with a request of \$736,617 in additional appropriations; the Board of Elections - \$40,274; Prosecutor's Office - \$31,915; Auditor's Office - \$30,025; Treasurer's office - \$22,090; Recorder's office \$20,682; and countywide facilities \$26,400.

**In the Matter of**  
**Appropriation Approved:**

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

**20,763 to 101.1105.5703 – Contingencies**

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

Attest: Patricia Webb, Clerk

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

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

**1,927.27 from 101.1112.5405 – Professional Services**

**To**

**101.4004.5436 – Crippled Children**

**3,000 from 101.1210.5407 – Common Pleas Court-Transcript Fund**

**To**

**101.1210.5301 – Common Pleas Court-Supplies**

**632.58 from 639.6052.5301 – Countywide Park District-Supplies**

**To**

**639.6052.5968 – Countywide Park District-Park Improvement Program**

**20,763 from 101.1105.5703 – Contingencies**

**To**

**101.3001.5938 – Engineer-Reimbursement-Contract Services**

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**  
**Appropriation Approved by County Administrator:**

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Brad Lutz, County Administrator, approved the following request for the APPROPRIATION OF FUNDS:

**49,600 to 251.6223.5520 – CDBG FY2014 - Projects**

**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 5, 2015.

A total of \$486 was reported being collected as follows: \$120 in adoption fees; \$120 in tag sales; \$166 in kennel licenses; \$40 in owner turn-in euthanasia; \$20 in private donations; \$20 in redemptions.

Five (5) stray dogs were processed in; three (3) dogs were adopted; no (-0-) dogs were euthanized initiated by shelter.

No firearms were discharged.

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: Patricia Webb, Clerk