

**TUESDAY, FEBRUARY 2, 2016**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

The Pickaway County Board of Commissioners met in Regular Session in their office on Tuesday, February 2, 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. Amanda Plotts of the Circleville Herald was in attendance for the morning session.

**In the Matter of  
Minutes Approved:**

Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to approve the minutes from January 26, 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 Wippel offered the motion, seconded by Commissioner Stewart, 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 February 3, 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 **\$96,299.18** 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:**

The following is a summary of the report provided by Dustin Hube, fiscal Specialist and part-time EMA Planner:

- Mr. Hube attended Healthcare Coalition meeting conducted at the Health Department on Friday, January 29<sup>th</sup>.
- Mr. Hube observed the Local Emergency Response Commission functional exercise that was held in Ross County on Saturday, January 30<sup>th</sup>.
- Mr. Hube will be attending his second 2016 Pickaway Leadership class on Friday, February 5<sup>th</sup>.

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

- Mr. Conrad evaluated the Ross County Emergency Response Committee's functional exercise held on Saturday, January 30<sup>th</sup>.
- Mr. Conrad will provide a summary of the information gathered regarding the tours of the Knox County and Licking County combined PSAPs that he, the commissioners, county administrator, and Terry Frazier participated in last week.

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- Mr. Conrad will be attending an Emergency Performance Grant (EMPG) management class in Athens County on Wednesday, February 3<sup>rd</sup>, related to changes in the reporting process for eligible reimbursable expenses.

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

The following is a summary of the report provided by Erica Tucker, Administrative Assistant for the Ross, Pickaway, Highland, Fayette Joint Solid Waste District, and Special Projects Assistant:

- The new website for the RPHF Joint Solid Waste District is up and further information for the public's use is in the process of being added.
- First Capital Enterprises completed its tours of county offices regarding office participating in the county office recycling program. It was reported that the sheriff's office and prosecutor's office are still deciding about their participation in the program due to documents that contain sensitive information. Currently each department shreds its own documents.
- One recycling drop-off bin was removed in Village of Ashville due to dumping issues. Tom Davis, RPHF coordinator, is looking into more recycling drop-off locations.
- Mrs. Tucker will be assisting Robert Adkins, IT Manager, on verifying IT inventory and will be touring county buildings to inventory universal surge protectors (USP).
- A comprehensive report was presented to the commissioners and briefly reviewed on the final results of the online survey for public input related to the Pickaway County Fairgrounds Revitalization Plan. A total of 661 responses were received. Mrs. Tucker will begin contacting the architecture/planning consulting firms that responded to the county's Request for Qualifications (RFQ) to schedule meetings with the commissioners next week.

**In the Matter of**  
**Report Provided by April Dengler:**

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

- Mandatory online healthcare benefits open enrollment is scheduled for February 8<sup>th</sup>, thru February 26, 2016. Franklin County will be available to employees to answer any questions regarding enrollment and provide laptops for those to enroll that may not have computer access on Friday, February 12<sup>th</sup>, beginning at 10:00 a.m. at the Pickaway County Annex 11:30 a.m., the county engineer's highway garage, and 2:00 p.m. at the Pickaway County Sheriff's Office.
- The tire and electronics collection day event is scheduled for Saturday, April 23<sup>rd</sup>, at the county engineer's highway garage. Townships will be able to turn in tires on Thursday, rather than Friday, due to the engineer's highway garage being closed on Fridays due to still working 10-hour days Mondays thru Thursdays. Sundown Tires will be collecting the tires again this year, and the electronics, which will be collected and placed in a bay, and Accurate IT Recycling will pick up the equipment sometime after the event. No televisions will be accepted; however, other regional RPHF Joint Solid Waste Districts electronic collection events will be taking TVs at a minimal cost. Collection day events information will be available soon on the RPHF website.
- A denial of an Ohio Bureau of Workers Compensation (OBWC) claim was submitted to the agency that was filed by an off-duty who was picking up his uniforms and fell on ice, breaking an ankle, as he exited the PCSO building. OBWC will make the final determination regarding the claim's approval or disapproval.
- An application for the South Central Power (SCP) Community Grant was submitted again this year for the purchase of defibrillators to be placed in all county facilities. SCP encouraged the resubmission stating that it was just the type of applications they support; however, last year's funds fell short to be able to fund all applications received.

**In the Matter of**  
**Resolution Enacting a Temporary**  
**Road Load Reduction for Monroe Township Roads:**

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Per Resolution No. 01-16 adopted by the Monroe Township Trustees, Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to adopt the following Resolution:

**Resolution No.: PC-020216-1**

WHEREAS, the Pickaway County Board of Commissioners received Resolution No. 01-16 dated January 18, 2016, from the Monroe Township Trustees requesting the enactment of a temporary 50% weight limit reduction for all township roads due to freezing and thawing conditions; then,

BE IT RESOLVED, that per request of the Monroe Township Trustees, the Pickaway County Board of Commissioners hereby enact a temporary **50% weight limit reduction for all township roads in Monroe Township for the period of February 15, 2015, through June 1, 2015.**

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  
Jackie Landau Named as  
Selection to Represent the General Interest of  
Industrial Generators of Solid Wastes within Pickaway County on the  
Ross, Pickaway, Highland, Fayette Joint Solid Waste Policy Committee:**

After the commissioners' discussion regarding Pickaway County's representative of the general interests of Industrial Generators of solid wastes within the county, Brian Stewart, Pickaway County Commissioners' representative on the Policy Committee of the Ross, Pickaway, Highland Fayette Joint (RPHF) Solid Waste Policy, signed the form naming Jackie Landau, of PPG Industries, Circleville, Ohio, as his selection to the district's Policy Committee.

This appointment fills the position vacated by Donna Howland, and will expire on April 21, 2017.

**In the Matter of  
Letter of Support Signed for Frontier Community Services  
Regarding Proposed Miller Commons Senior Housing Development:**

Per the request last week from Rod Siddons, Frontier Community Services (FCS), related to support letter from the commissioners regarding FCS's application to the Ohio Housing Finance Agency for the proposed Miller Commons senior rental housing development in the Village of Ashville, Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to sign the letter. The proposed rental housing development would be restricted to households with incomes at or below 60% of Area Median Income. No tax abatements or waiver of sewer fees are referenced in the letter as the development site is not in an existing Community Reinvestment Area (CRA) or Enterprise Zone, and the Village of Ashville provides the sewer services.

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  
Discussion with Jason Lawless,  
Republican Candidate for Pickaway County  
Sheriff Regarding Status of Proposed Combined  
Public Safety Answering Point (PSAP) Plan:**

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Jason Lawless, Republican candidate for the office of Pickaway County Sheriff, attended the commissioners' meeting and inquired about the status of the proposed draft combined Pickaway County/City of Circleville PSAP Plan that the commissioners presented to Circleville City Council in April of last year in preparation for Next Generation 911 (NG911). Bill Capretta, county resident and retired City of Columbus Police officer, was also in attendance.

The commissioners explained the following in regards to the 911 system. In the early 1990s, it was required for counties to develop a 911 system plan. Ohio law requires that each public PSAP shall be operated by a subdivision, or by a regional council of governments (COG). It was explained that currently, the most significant difference between the county's and the Knox County PSAP operation is that Knox County's PSAP has always been under the authority of the commissioners and the PSAP is operated on a day-to-day basis by an independent supervisor, including dispatch telecommunicators. Beginning in January 2014, county, city, village and township elected and appointed public safety professional met monthly to discuss the current E911 dispatching systems in the county and the city to prepare for NG911. Currently, wireline calls recalls outside the city limits are routed to the county PSAP and then transferred to the city PSAP for service. During that same period, the Pickaway County Dispatch Advisory Committee to make recommendations in regards to the current dispatching systems. During these meetings, it was made clear that given the requirements of NG911 rules and policies that will be set by the state, and the costs of implementation, the continued separation of the county's PSAPS is inefficient in regards to call handling. In June 2014, at the conclusion of these meetings, three recommendations were agreed to unanimously, which included the consolidation of the two PSAPS; uniform training through approved entities for the purpose of continuing education and training for telecommunications, PSAP managers and administrators; and the implementation of run cards and the study of pre and post arrival instruction. In July 2014, pursuant to Ohio Revised Code §128.12, the Pickaway County adopted an amendment to the countywide plan in order to conform to state law which reads that the operations, management, staffing and employee training for the PSAP is the responsibility of the county commissioners. The commissioners subsequently met with and proposed a Pickaway County 911 System Supervisor Agreement to the sheriff that contained language for him to serve as the Pickaway County 911 Supervisor and included some changes to which he stated he was not interested in signing. It then became necessary for the county to explore other options and after a series of 911 Planning Committee meetings with the Circleville Mayor, Safety Director, and Police Chief, the commissioners' office drafted plan for a combined PSAP located in the current police dispatch and 911 center. The commissioners presented the plan to the Circleville City Council in April by have not yet received a formal response.

The commissioners informed Mr. Lawless that they toured the combined PSAPs in Knox County and Licking County last week and it was very informational. Of the two PSAPs, Knox County's was the most comparable to what the county has proposed in the combined PSAP plan with the city.

When Mr. Lawless inquired as to why the consolidation process was taking so long when it involves the safety of the residents, particularly related to response time, Commissioner Stewart stated that it is one thing to say that the system could be better, but it's not accurate to say that the residents of the county are in jeopardy and are unsafe. He listed some improvements that have been made to the system, the most recent being the ability for fire responders to receive text messages on various mobile devices through software that is integrated with the 911 system that the commissioners approved. Commissioner Stewart stated that the City of Circleville has a new police chief, new safety director, and three new council members and until the city gives some response one way or another, the proposal is "still on the table." Commissioner Henson mentioned that it is preferable to do it right the first time, and not have the city brought in at a later time. Commissioner Stewart agreed, stating that it is big issue and when multiple independent sovereign subdivisions are involved and all have to agree on how to come together, it is just not a quick process. Commissioner Stewart said that the best set up for the consolidation would be the neutral administration of the 911 system and getting away from one user of the system also being in control of the system. One matter that Commissioner Wippel said they would like to see implemented is a call tree. Currently all calls, whether they be to 911 or non-emergency calls to 740-474-2176, goes into the PSAP and not handling non-emergency calls would free up the dispatch telecommunicators with unneeded busy work. It was mentioned that at Licking County's PSAP, the telecommunicators enter data into the 911 system as they take the calls, and are not writing the information down on paper as is done at the county's PSAP. It was mentioned that

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the commissioners have visited Athens, Meigs, Union, Knox, and Licking County's PSAPs, and while all have a slightly different way in which they operate, whether it be under the authority a COG or board of commissioners, they all do a lot of things that are already in the county's proposed consolidation plan, such as call trees and telecommunicators entering call information into the system appropriately as they come in.

At the conclusion of the meeting, it was determined that if Mr. Lawless could review the proposed consolidation plan it would answer a lot of questions he may have and he was provided a copy. He then thanked the commissioners for their time.

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

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

- There are two water leaks in a 3" copper water line and T's that reported to have occurred at the PCSO, and a proposal was obtained by the PCSO from a company in Columbus that came in at \$3,900. The county's maintenance supervisor is contacting local plumbers regarding proposals in addition to looking into back-flow preventers.
- The county maintenance supervisor continues to move forward with FacilityDude and DudeU, an online university where you can be trained on the software. Also, the work order system will hopefully be implemented as soon as possible.
- The location for Pickaway County Chamber of Commerce Networking Breakfast scheduled for Wednesday, February 3<sup>rd</sup>, has been moved to take place at the Pickaway Golf Course on Stoutsville Pike due to the number of tickets sold. The commissioners will be providing a brief 2016 Pickaway County Forecast presentation.
- The Franklin County's Healthcare Benefits Program premium holiday in December of this for employees that complete in the Hello Happy health challenge will not be as lucrative as originally stated in the benefits meeting that Mr. Lutz and Ms. Dengler previously attended in Columbus. The numbers Mr. Lutz and Ms. Dengler provided the commissioners with were the same numbers that were provided to everyone at the meeting. Rather than one-half month, or a one pay period, healthcare premium holiday for county employees is now something less. No reference as to why the healthcare premium holiday is now being reported differently has been received from the healthcare benefits program; however, Mr. Lutz will be looking into the matter and will keep the commissioners informed.
- Erica Tucker was contacted by Palmer Energy regarding solar project program and will arrange a meeting for them to speak with Mr. Lutz who will discuss the recent decision the commissioners made to not move forward with a solar project at the PCSO due to the comparison of the substantial costs that would be involved with the array of solar panels and the nominal benefits over the lifespan of the array.
- Mr. Lutz has a call into Wayne County to obtain information regarding a law suit filed by a county elected official due to the county commissioners' implemented increase in healthcare premium costs during his term.

**In the Matter of  
Meeting Regarding Rural Transportation Planning Organizations:**

Thea Walsh, AICP, of the Mid-Ohio Regional Planning Commission (MORPC), along with Scott Phinney, P.E, of the Ohio Department of Transportation (ODOT), met with the commissioners to provide information and answer questions related to MORPC's proposal for Pickaway County to become a part of a Central Ohio Rural Transportation Planning Organization (RTPO). Chris Mullins, County Engineer, was also in attendance.

Ms. Walsh began by providing maps of the three geographic areas in central Ohio, the MORPC Area Boundary, which is considered the Regional Planning Commission (RPC) Area; the MORPC Metropolitan Planning Organization (MPO) Area; and a proposed RTPO area that included Pickaway, Madison, Union,

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Marion, Morrow, and Knox Counties. Due to federal restraints on transportation funding dollars that ODOT receives from the federal government, the MPO is focused on for transportation planning and capital projects.

It was explained that the federal surface transportation legislation passed in 2012, included a definition of the basic structure and responsibilities of RTPOs for the first time in federal statute. This statutory language describe RTPOs as being voluntary institutions representing local governments in applying for funds to get transportation projects capitalized. In 2013, the Ohio Department of Transportation (ODOT) began a two-year pilot program with five multi-county Rural Planning Organizations (RPOs), or councils of government (COG), providing them with funding to conduct regional planning in coordination with local stakeholders, Metropolitan Planning Organizations (MPOs), and ODOT. Mr. Phinney said that the governor just recently designated the five existing Rural Planning Organizations (RPOs) in Ohio as RTPOs, which he said basically means that they are recognized as the transportation planning organization for their area, and Ohio is the first state in the nation to issue such designations.

Ms. Walsh stated now that the state of Ohio is tending to go in the direction of RTPOs, MORPC would like to assist counties outside of the MPO go after transportation funding opportunities that becomes available. MORPC fits the criteria to host both MPOs, and RTPOs must have a lead planning agency that serves as the fiscal and administrative agent and provides planning staff support at the local level. A Memorandum of Understanding (MOU) would be entered into by the RTPO.

During a detailed discussion and question and answer session, information was obtained that includes, but not limited to, the following:

- Funds allocated to RTPOs by ODOT is a separate pot of federal funds from what is allocated to MPOs and what the county engineer receives from the program that ODOT funds through the County Engineer's Association of Ohio for bridges, safety projects, etc. If the county engineer wants to apply for additional funding and is not a part of an RTPO, it is more difficult to make a case coming in as a local community competing against other counties.
- RTPOs provide the mechanism for counties to apply for funds for local projects, such as county roads, that was not available before. For ranking purposes, being a part of an RTPO adds points to an application to ODOT.
- All RTPOs, regardless of the number of counties included, have equal standing with ODOT as far as application consideration.
- Counties can form their own RTPOs, for example Pickaway, Fairfield, and Madison and hire a consultant for the creation of a regional transportation plan that meets federal criteria; however, it would require the counties to create an agency that is organized under articles in the Ohio Revised Code for a Regional Planning Commission (RPC) or a council of governments that is officially recognized by the state and ODOT. Multi-county RTPOs brings more consistency to the region. ODOT takes notice when it sees a regional transportation plan because it does not have the resources to meet the needs of all 88 counties in the state.
- An RTPO Transportation Planning Committee would be formed that would include three members from each county subcommittee, or local committee, which would be authorized and appointed by their respective board of county commissioners. The committee would determine its own bylaws and ODOT expects the "bottom up approach." The committee's role would be the coordination of all RTPO planning for the region and division of resources. Most to all of the planning would happen at the county local committee level. The subcommittee would determine a plan that would include all municipalities in the county and three local members of the RTPO Transportation Planning Committee that would provide details on why the plan should be approved and MORPC supports that.
- Transportation planning funds would be held by ODOT, which would provide reimbursement to directly to counties in the RTPO.

After obtaining additional information, the commissioners thanked Ms. Walsh and Mr. Phinney for meeting with them.

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**In the Matter of**  
**Meeting in Executive Session:**

Joy Ewing, Pickaway County Job & Family Services Director, met with the commissioners regarding a personnel matter related to an employee within the agency.

At 10:54 a.m., Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to enter into Executive Session pursuant to ORC §121.22 (G) (1) to consider the discipline of an employee of the Pickaway County Department of Job & Family Services. Brad Lutz, County Administrator, was also in attendance.

Roll Call 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

At 11:06 a.m., the commissioners exited Executive Session and Commissioner Wippel motioned to resume Regular Session.

Roll Call 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**  
**Action Taken Upon Resuming Regular Session:**

Upon resuming Regular Session, Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to approve the disciplinary action of a five-day suspension of Jason Tonn, Pickaway County Job & Family Services employee, without pay for the dates of February 11, 17, 19, 23, and 26, 2016, for offenses relevant to ORC §124.34.

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

**In the Matter of**  
**Meeting in Executive Session:**

At 11:15 a.m., Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to enter into Executive Session pursuant to ORC 121.22 (G) (2) to consider the purchase of real property for public purposes.

Roll call voting on the motion was as follows: Commissioner Henson, yes; Commissioner Stewart, yes; Commissioner Wippel, yes. Voting No: Motion carried.

Attest: Patricia Webb, Clerk

At 11:30 a.m., Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to resume Regular Session.

Roll call 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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No action was taken.

**In the Matter of  
Approval for The Savings Bank to Place an  
ATM Kiosk in the Lobby of the Courthouse:**

Related to the request that had been made from a few elected officials with offices in the courthouse for the exploration of an ATM kiosk being installed inside the building that Mr. Lutz recently discussed with the commissioners, a proposal requested from The Savings Bank of Circleville was reviewed. The Savings Bank of Circleville serves as the Public Depository of Active and Interim Funds of Pickaway County.

With the commissioners' approval, The Savings Bank would like to place an ATM to the left of the main lobby elevator, against the security desk. The security officers have no issue with the installation of the ATM at that location as it does not hinder the ability to see the lobby in any manner from the security desk. A picture of the ATM machine and its proposed location was provided for the commissioners' review.

The Savings Bank would be responsible for the installation, maintenance, and services of the ATM. The money would be delivered by a third party vendor. All required communications and improvements will be the responsibility of The Savings Bank. In exchange for permitting the installation of the ATM in the lobby of the courthouse, the bank proposed to pay the county .50¢ per foreign (non-Savings Bank customer) transaction fee as rent for the space. The Savings Bank will charge no fees on this machine for customers of the bank, which will provide evidence of the transactions when the rent is paid, in addition to a lease agreement that is acceptable to all parties.

Following further discussion regarding the matter, Commissioner Stewart offered the motion, seconded by Commissioner Wippel, authorizing the installation of the ATM kiosk in the lobby of the courthouse at the above-described location by The Savings Bank of Circleville.

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  
Meeting with Chris Mullins, County Engineer:**

Chris Mullins, County Engineer, briefly met with the commissioners and to discuss the information obtained in the RTPO meeting earlier in the day with Ms. Walsh and Mr. Phinney. Discussion was held about the bylaws, local committee structure, and Mr. Mullins stated that he could contact some adjacent county engineers that he has previously had discussions with regarding their thoughts on the proposed RTPO.

Regarding ditch projects, Mr. Mullins reported that Anthony Neff, Deputy County Engineer, is in the process of shooting the elevations for the North Court Street Drainage Improvement. Mr. Mullins stated that he just completed county bridge inspections and will begin focusing on the design plans for the Howard Ditch Improvement.

Related to the request from the Clarks Lake Subdivision's Civic Organization in regards to the donation a portion of county acreage where the former lagoons were located, Mr. Mullins, who previously indicated that he would like to keep a portion of the acreage, stated that he will begin looking further into that matter as well.

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**In the Matter of  
Discussion with Director of Planning & Development  
Regarding Requests For Qualifications from  
Qualified Architectural/Planning/Consulting Firms Related to  
Pickaway County Fairgrounds Revitalization Master Plan:**

Related to the commissioners' Request for Qualifications (RFQ) from qualified architectural/design/planning firms for consulting services related to the Pickaway County Fairgrounds Revitalization Master Plan, responses were received from the following firms:

MKSK  
462 S. Ludlow Alley  
Columbus, Ohio 43215

Edsall & Associates, LLC  
754 Neil Avenue  
Columbus, Ohio 43212

G2 Planning & Design  
720 E. Broad Street  
Columbus, Ohio 43215

ms consultants, inc.  
2221 Schrock Road  
Columbus, Ohio 43229

Stantec  
1500 Lake Shore Drive  
Columbus, Ohio 43082

Terry Frazier, met with the commissioners and a scoring system was discussed as a ranking mechanism and once a firm is decided upon, negotiating the scope of services and the terms and price of an agreement for the planning services would follow. It was determined that meetings will be scheduled with each firm to review their respective RFQ with the commissioners as soon as possible as the goal is to make a decision on February 16<sup>th</sup>.

**In the Matter of  
Cash Advances Approved:**

Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to approve the following CASH ADVANCE requests:

**470.17 from 101.1105.5801 – Juvenile/Probate-General Cash Advance  
To  
915.0000.4910 – Hocking CASA Grant-Advance In**

**2,550.22 from 101.1105.5801 – Juvenile/Probate-General Cash Advance  
To  
227.0000.4910 – VOCA-Advance In**

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Line Item Name Change Approved:**

Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to approve the following request for a LINE ITEM NAME CHANGE:

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**Line Item #601.0000.4222**

**Change from: Soil & Water Ditch Maintenance  
Change to: Soil & Water Charges for Services**

Voting on the motion was as follows: Commissioner Henson, absent for vote; 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 Stewart, to approve the following requests for the APPROPRIATION OF FUNDS:

**8,514 to 295.1255.5203 – Felony Day Reporting – County Share  
4,577.85 to 318.6104.5901 – DS Drainage-Other Expense**

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Creation of New Line Items Approved:**

Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to approve the following requests for the CREATION OF A NEW LINE ITEM:

**318.6104.5401 – DS Drainage Improvement-Contract Services  
318.8119.5603 – DS Drainage Improvement-Note/Principal  
318.8203.5604 – DS Drainage Improvement-Note/Interest  
818.6104-5901 – DS Drainage Improvement-Other Expense  
318.0000.4601 – DS Drainage Improvement-Special Assessment Revenue  
318.0000.4926 – DS Drainage Improvement-Other Receipts**

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Issuance of Blanket Purchase Order Approved:**

Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to approve the following request for the ISSUANCE OF A BLANKET PURCHASE ORDER:

**4,577.85 – DS Drainage Improvement – Other Expense**

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

Attest: Patricia Webb, Clerk

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**In the Matter of**  
**Weekly Dog Warden Report:**

The weekly report for the Wright-Poling/Pickaway County Dog Shelter was filed for week ending January 30, 2016.

A total of \$1,725.03 was reported being collected as follows: \$200 in adoption fees; \$45 in redemptions; \$7 in boarding revenue; \$840 dog licenses; \$306 in kennel licenses; \$40 in owner turn-ins; \$287.03 in private donations.

Ten (10) stray dogs were processed in; five (5) dogs were adopted; no (-0-) dogs were euthanized.

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, absent for vote; Commissioner Stewart yes. Commissioner Wippel; yes. Voting No: None. Motion carried.

Harold R. Henson, President

Brian S. Stewart, Vice President

Jay H. Wippel, Commissioner  
BOARD OF COUNTY COMMISSIONERS  
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Attest: Patricia Webb, Clerk