

**TUESDAY, FEBRUARY 17, 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, February 17, 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 Henson offered the motion, seconded by Commissioner Wippel, to approve the minutes from February 10, 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 February 19, 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 \$175,045.19 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  
Fiscal Specialist Report:**

Erica Tucker, Fiscal Specialist, reported that she continues to process bills for weekly submission to the county auditor's office. She will be attending her second Pickaway County Chamber of Commerce's Leadership Pickaway class this Friday. The two-day retreat at Deercreek State Park's Lodge is scheduled for next month.

**In the Matter of  
Sgt. Robert E Sommers, Emergency Management Superintendent  
For the 121 Air Refueling Wing-Ohio National Guard, to the  
Pickaway County Local Emergency Management Commission;  
Emergency Management Agency Update:**

Dave Conrad, Pickaway County Emergency Management Agency Director, presented an application from Staff Sgt. Robert Sommers, Emergency Management Superintendent for the 121st Refueling Wing-Ohio National Guard at the Rickenbacker Air Base, to the Pickaway County Local Emergency Response Committee (LEPC). No other representative Ohio National Guard serve on the committee. Mr. Conrad mentioned that the 121<sup>st</sup> Refueling Wing has assisted Harrison Fire Department in the past in providing large water tankers and will provide assistance throughout the entire county if/when needed.

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After reviewing the application, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to appoint Staff Sgt. Robert. E. Sommers to the Pickaway County Local Emergency Planning Commission.

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

Attest: Patricia Webb, Clerk

Mr. Conrad informed the Commissioners that he will be participating in a conference call with the Ohio Emergency Management Agency (EMA) and other county EMA agencies on Wednesday, February 18<sup>th</sup>, at 10:30 a.m., regarding changes related to the recent reorganization of the Ohio EMA.

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

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

- **Berger Health System's Acute Care Clinic:** A total of 18 county employees attended last week's Open House for Berger Health System's new Acute Care Clinic that is available to BHS employees, county employees, and city employees that participate in the United Healthcare plan. Discussion will be held at the upcoming elected official's luncheon in March related to encouraging utilization of the facility.
- **County's Health Program:** Four county employees signed up for Health Coaching Sessions as part of the Fit Bit Wristband challenge. Seven employees so far have completed the challenge and have picked up their Fit Bits.
- **County Maintenance Supervisor Position:** Kevin Storey, County Maintenance Supervisor, recently submitted his two-week notice regarding his resignation to accept another position he was offered. A notice regarding the availability of the position has already been published in the Circleville Herald and will run for about a week and a half. Mr. Storey's last day will February 25<sup>th</sup>, and he will be meeting with the Commissioners next Tuesday to discuss any pending and/or future capital projects.
- **Tire Collection Day Event:** A tentative date of April 25<sup>th</sup>, from 9:00 a.m. to 12:00 noon has been set with Sundown Tire, the company the county has utilized in the past for tire collection day events. Ms. Dengler will be checking on the availability of the county highway garage as the site for the event again this year.
- **County Commissioners' Association (CCAO) of Ohio Group Retro Meeting:** Ms. Dengler and Mr. Lutz will be attending CCAO's Group Retro meeting in Columbus on Wednesday, February 18<sup>th</sup>, from 9:30 a.m. to 12:00 noon.
- **Franklin County Healthcare Consortium Open Enrollment:** Healthcare open enrollment begins Monday, February 23<sup>rd</sup>, and will end Friday, March 6<sup>th</sup>. Open enrollment meetings will be conducted on February 27<sup>th</sup>, from 9:00 a.m. to 11:00 a.m. at the Pickaway County Service Center, and at 1:00 to 4:00 p.m. the same day in the Common Pleas Courtroom in the Courthouse where employees can learn of any changes. Representatives from the Franklin County Healthcare Consortium will be there along with representative from MetLife Insurance Company regarding payroll deducted short-term disability insurance, and possibly a representative from Standard Life Insurance for payroll deducted term life insurance. It was noted that a \$100,000 policy can be obtained with no medical exam. Any policy amount above \$100,000, up to a maximum of \$300,000, will require an exam. It was also noted that the policy can be increased in \$10,000 annual increments up to the \$300,000 maximum with no exam requirement. It was determined that Ms. Dengler will research the insurance rates.
- **Ohio Bureau of Workers' Compensation (BWC):** Ms. Dengler and Mr. Lutz met with representatives from the Ohio BWC last week and claims have steadily decreased over the past few years. One long-term disability claimant has recently received a temporary disability benefit

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extension to April 20<sup>th</sup> due to issues related to surgery he had as a result of his on-the-job injury. It was also reported that the Ohio BWC has made changes to its billing structure and rather than being billed on past history experience, billing will be on a perspective basis. He pointed out that the county is now in “Group” and no longer in “Group Retro” and will receive Group Retro refunds for three years.

**In the Matter of**  
**Discussion Regarding Memorandum of Understanding**  
**Between the County, the Soil & Water Conservation District, and**  
**County Engineer Related to Ditch Petitions for County Maintained Ditches:**

Commissioners Wippel and Henson, along with Mr. Lutz attended a meeting with Soil & Water Conservation District office representatives to review the revised Memorandum of Understanding (MOU) drafted by the county engineer related to ditches/drainage improvement petitions. One matter contained within the MOU that has not yet been determined is the percentage of the cost of the drainage improvement the SWCD office will receive for the planning and design plans, and the percentage the county engineering department will receive for obtaining a contractor (through public bidding), overseeing the projects construction project, and the continued ditch maintenance. Typically, 5% of the construction cost is split between the SWCD office and the county engineer for their respective services. SWCD office is asking for a full 5%. Mr. Mullins has been requested to provide a percentage amount that could be agreed upon and brought before the Commissioners for their consideration.

**In the Matter of**  
**Introduction of New**  
**Family & Children First Council Executive Director:**

Mike Pelcic, Superintendent of the Pickaway County Board of Developmental Disabilities, met with the Commissioners to introduce Kim Martin, the new Executive Director of the Pickaway County Family & Children First Council, a mandated position by the Ohio Family and Children First Council that was recently vacated by Danielle Ratcliff. Mrs. Martin works 25 hours a week and her office is located in the Pickaway County Educational Service Center on Stoneridge Drive.

Mrs. Martin explained that the mission of Family and Children First Councils (FCFC) is to promote collaboration among community agencies to assure that services are available to children and families in need of assistance. FCFC’s are mandated by the state to perform four core functions: engaging and empowering families; building community capacity; coordinating systems and services; and shared accountability. Mrs. Martin stated she looks forward to working on addressing the needs for children and families in the community and if the Commissioners have any suggestions on how to build capacity to please let her know. Part of her job is to connect and collaborate with various services in the county and she attends various community meetings and discusses working together on various services. She mentioned that the Community United Methodist Church has offered to open its facility for mentoring in the county. Mrs. Martin said that she has been contacted by the juvenile court judge regarding this need in the community. Mrs. Martin also mentioned that in meeting with mental health and other organizations and representatives from schools throughout the county she has learned that there is a need for adolescent recreation in the community.

Teen Task Force, which is part of the FCFC, is sponsoring a Penguin 5K race on April 11<sup>th</sup> with a \$2,500 grant that was obtained for the sole purpose of raising awareness related to bullying and asked the Commissioners to consider participating in any capacity they may wish.

After providing the Commissioners with additional information and a brief question and answer session, Mrs. Martin stated that she will be providing them with the FCFC meeting dates and invited any of them to attend and communicate any ideas or recommendations to her. She also requested that they contact her of any service agency meetings that may be advantageous for her to attend to collaborate with and in accomplishing the FCFC goals.

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

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

- **Rental Lease for Gregg's Barber Shop:** Last week, Mr. Lutz met with Jim Gregg, owner of Gregg's Barber Shop that is located in a county-owned building on the frontage of the fairgrounds property to discuss clarifying some language and a minor grammatical error contained within the rental lease. Mr. Lutz also informed the Commissioners of a plumbing issue that the barber shop was having and employees of the barber shop called the Pickaway County Agricultural Society, which is responsible for the maintenance of the building. The Agricultural Society instructed the employees to contact a plumber, who ultimately determined that a special tool would be required to make the repair that he did not have. Mr. Lutz told the Commissioners that in his meeting with Mr. Gregg last week, he was informed that the plumbing issue was ultimately resolved.
- **Heating & Cooling for basement of building occupied by the County Engineering Department:** Accurate Heating & Cooling reviewed the basement of the building that is occupied by the county engineering department. The company was requested to provide a proposal for a heating and cooling plan for the basement that is currently heated and cooled by three systems. With the recent failure of one of the systems that was 36 years old, it was decided to research the cost for the installation of one heating & cooling system for the entire basement. Mr. Lutz also mentioned that the maintenance department is installing shelving a small office in a back area of the basement and is currently pulling abandoned wiring, replacing ceiling tiles, and other clean-up work to make the basement area. J&J Painting has been informed that its quote to paint common areas of the basement was approved. A requested quote from Griffith's carpet has not yet been received for carpeting a portion of the basement.
- **Flat roof on building attached to rear of Courthouse:** Carl T. Johnson, Inc. has been informed that its quote to replace the flat roof on the building attached to the rear of the Courthouse was approved in the amount of \$7,900.
- **Pickaway County Annex:** The maintenance department supervisor is working on a key inventory/survey list of all individuals that have a key to gain entrance into the common areas of the Pickaway County Annex as discussed last week during a brief meeting last week with Mike Struckman. Commissioner Wippel and Mr. Lutz also viewed and confirmed that the bronze military plaques in a common area of the building were secure, a topic that had also been raised by Mr. Struckman.
- **County Maintenance Supervisor:** Mr. Lutz mentioned that the maintenance department staff and custodial staff will report to the assistant county administrator related to leave requests, cleaning concerns, etc., until a new maintenance supervisor is hired.
- **Jason Wiseman/Schumacher Homes:** Mr. Lutz and the Commissioners received another email from Jason Wiseman related to HVAC issues he said he continues to have in his home that built by Schumacher Homes in 2013, and ultimately inspected by the Pickaway County Building Department. This is a matter that was brought to the attention of the Commissioners' office last year. Essentially, Mr. Lutz stated that Mr. Wiseman provided copious information in his email and a meeting will be held later in the week with Bill Toole, Chief Building Official, Geoff Davis, Building Inspector, Mr. Lutz, and April Dengler, Assistant County Administrator to discuss the matter. The information provided by Mr. Wiseman will be provided to Mr. Toole and Mr. Davis to review. In the meantime, the assistant county administrator will obtain the name of the contact from Schumacher Homes, Inc. that Mr. Wiseman has been speaking with as his email indicated that if the county building department were to inspect the HVAC system again and find there are issues, the Schumacher Homes' contact said they would pay to have those issues addressed.
- **Tax Increment Financing (TIF) District:** The county auditor has been requested to provide numbers related to the amount of real estate taxes the Circleville Township would receive if the TIF account was paid-off and closed out; projected TIF revenue going forward; and the total amount of money received in the TIF fund since its inception.

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- **Mobile Home Park in Orient:** Mr. Lutz informed the Commissioners that the owner of the mobile home park in Orient has acquired Guardian Water & Power company to handle the individual water meters in the mobile home park by way of reading, billings, collections, and shut-offs for a fee in addition to the user rates, which may be a company the Commissioners could keep in mind. The county maintains a master meter to the mobile home park and the billing is sent to the mobile park owner.
- **Village of Darbyville Water Tower Leak:** It was reported that the mayor for the Village of Darbyville contacted Mr. Lutz on Wednesday of last week after Commissioner spoke to the president of the village council on Tuesday who informed him that the village had appropriated the \$10,000 to repair its leaking water tower. The county had contacted the village council president after Commissioner Wippel had received a telephone call about the water tower and the village's position of not having the funds to repair it. The Commissioners had contemplated attending a special meeting with the village council to discuss the *possibility* of loaning money to the village to make the repair; however, after placing a telephone to the village council president that day, the Commissioners were told that the village had held a special meeting and appropriated the funds to take care of the situation and was moving forward with the repairs. Mr. Lutz reported that the mayor called the following day and was upset saying that he heard the county wasn't going to provide any funding to the village. When Mr. Lutz informed the mayor that the village council president had made it clear that the money had been appropriated for the repair, the mayor said that the village council president does not know the whole story. He said that the village still needs money to clean out the inside of the water tower and to do other fixes to get the water tower operational. After discussing the matter, the Commissioners determined that they will wait for further contact from the village before taking additional action.
- **Chiller/Cooling Tower at Pickaway County Sheriff's Office:** Issues with the chiller/cooling tower are being explored at the PCSO. The unit is operating; however, not at its full capacity.
- **Pickaway County Service Center Parking Lot Replacement Project:** Mr. Lutz has begun contacting adjacent property owners related to asking permission to use their property for employee parking when the parking lot replacement project is underway at the PCSC later this year. The county engineer is working on the project specifications. It will need to be determined if the project will be bid all at once for both levels of the parking lot, or an alternate bid to stagger the project.

**In the Matter of**  
**Renewal Contract with Volunteer Energy Approved:**

Mr. Lutz informed the Commissioners that the three-year contract the county entered into with Volunteer Energy, a subsidiary of First Energy, will expire in two months. Following deregulation, the county entered into the agreement in 2012 to obtain reduced electric and natural gas rates. It was reported that Volunteer Energy has been easy to work with related to any questions the Commissioners' fiscal officer regarding natural gas and electric bills.

After discussing the agreement, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve a three-year contract renewal with Volunteer Energy.

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 with Appalachia of Alliance of**  
**Ohio and Approval of Application for Agricultural Easement and**  
**Approval of Application for Clean Ohio Project:**

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Steve Goodwin and Steve Fleegal of Appalachia Ohio Alliance (AOA), a non-profit land trust conservancy, met with the Commissioners to obtain their approval for an application to the Ohio Department of Natural Resources for Clean Ohio grant fund project in the county and the renewal of the Commissioners' previous approval for a farmland preservation easement that included an Indian Mound on the Barr Farm. Mr. Goodwin had contacted the Commissioners' clerk in the late afternoon of Friday, February 13<sup>th</sup>, to schedule the appointment. Also in attendance were Al Altfater, President of AOA, landowner Rick Cossin of the Cossin Farm, Brad Parrett of the Haddox Farm, Brad Schneider and Joseph Schneider of Schneider Farms, Arnold Gabriel of A. Gabriel Farm, and Richard Elsea, representing Ducks Unlimited, and Pheasants Forever.

Commissioner Stewart opened the meeting by requesting status of the request to approve several applications in August of last year for Clean Ohio funds where the landowners are selling land to AOA for conservation purposes. It was reported that the 17 acres for the List farm conservation easement was approved by the state and is currently in the bureaucratic process. The Cline and Steward applications were approved and will be closed soon. The Kreisel property on Scippo Creek was also approved by the state and is being finalized. It was mentioned that the Barr Family application the Commissioners supported last year was approved by the state as well and today AOA is asking for a continuation for the purchase of an agricultural conservation easement at on another location of the Barr farm on 8500 Ashville-Fairfield Road, Ashville, Ohio. The Barr Family will again continue to own the land that will be managed by AOA. This will be the final request from the Commissioners for the support of an application to the state for the Barr Family. Barr family members were planning to attend this meeting to express their support; however, were unable to due to extenuating circumstances.

After discussing the matter with the Barr's previously meeting with the Commissioners a number of times in the past regarding their desire to participate agricultural conservation easement program, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to adopt the following Resolution:

**Resolution No: PC-021715-1**

WHEREAS, on the 17<sup>th</sup> day of February, 2015, the Pickaway County Board of Commissioners received a request from the Barr Family for support of their application to the State of Ohio for the purchase of an agricultural conservation easement on their farm located at 8500 Ashville-Fairfield Road, Ashville, Ohio; and,

WHEREAS, the Pickaway County Board of Commissioners has reviewed this request for support and determined that the nomination of the property for purchase of an agricultural easement is compatible with the long-range goals of the local government regarding farmland preservation; then,

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners hereby supports the application for an agricultural conservation easement to the State of 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

Discussion was then held regarding a new request for support of an application from the Commissioners being the Scioto River Flyway Corridor project and includes the acquisition and/or restoration of the Howard & Mae Cossin property, Mary Belle Haddox property, and the Joe Schneider and Brad Schneider properties. Brad Schneider expressed his desire to apply for Clean Ohio conservation funds for bottom land along Scioto River that is already planted in trees, and the proposed purchase price is approximately \$3,200 per acre. AOA is in a verbal agreement with Mr. Schneider at this point. Joe Schneider property is for restoration only and they are waiting on numbers from the surveyor for a purchase price per acre. Conversation was regarding information related to 280 acres that was sold by Brad Schneider through the Water Resource Restoration Sponsor Program (WRRSP). When the Commissioner inquired if the various properties' real estate tax amount change when the land is in

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the ownership of AOA, Mr. Fleegal stated that it depends on the use of the property. Some properties are tax exempt, but the properties are not automatically tax exempt. When the question was raised about public use of the properties involved, Mr. Fleegal stated that AOA does have some control depending on the use of the property, but issues and controls hunting permits. Mr. Fleegal said that each situation is different and AOA works with the landowners on their wishes as far as permitting hunting. The Cossin property consists of 138 acres at the approximate cost of \$4,250 per acre. The Commissioners reviewed an aerial map of the Schneider properties and the Haddox and Cossin properties and asked questions of each owner and all said that they understood all of the aspects of what they are requesting the Commissioners to support. When Commissioner Wippel asked Rich Elsea if he had anything he wanted to add, he replied by stating that he was representing Ducks Unlimited and Pheasants Forever, and both organizations support what AOA is doing and have provided support letters for the applications.

When Commissioner Stewart inquired as to the application deadline, Mr. Fleegal stated the applications are due next Friday. With that being said, Commissioner Henson mentioned that they had previously requested AOA to come to them before the nearing of the state's application deadline in order for them to have more time to review and consider the requests for support. Mr. Fleegal responded by stating that he understood; however, the bureaucratic process and other matters in preparing for the application can take some time and they don't want to come before the Commissioners prematurely. Commissioner Wippel recommended the possibility of receiving periodic updates from AOA regarding the status of projects they have supported and any projects that may be in the works. It was mentioned that the updates could be by meeting with the Commissioners or providing the information via email. Mr. Fleegal and Mr. Goodwin stated that they understood and that they will contact the Commissioners' clerk to schedule any such meetings.

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

**Resolution No: PC-021715-2**

WHEREAS, the Pickaway County Board of Commissioners, Pickaway County, Ohio, supports the use of Clean Ohio funds by the Appalachia Ohio Alliance, a 501 (c)(3) nonprofit land trust, for the Scioto River Flyway Corridor project; and,

WHEREAS, said project includes the acquisition and/or restoration of the Howard & Mae Cossin property, the Mary Belle Haddox property, and Joe Schneider and Brad Schneider properties that will conserve and restore lands along the Scioto River and Scippo Creek in a natural state to protect water quality and habitat; and,

WHEREAS, said project will help enhance a regional flyway corridor for migratory birds and protect the natural, historical, scenic and cultural heritage of Pickaway and Walnut Townships and Pickaway County while providing recreational and educational opportunities for the benefit of current citizens as well as for future generations; then,

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners supports Appalachia Ohio Alliance in its application for Clean Ohio funds for the aforementioned project on this 17<sup>th</sup> day of February, 2015.

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**  
**General Public Hearing for**  
**FY2015 Pickaway County Community Development**  
**Block Grant Small Cities Program:**

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The Pickaway County Board of Commissioners held the General Public Hearing related to FY2015 Pickaway Community Development Block Grant Small Cities Program, a federally funded program administered by the State of Ohio, specifically the Ohio Development Services Agency (ODSA). The public hearing was facilitated by Robert Berquist, of Berquist Consulting, Inc., the county's CDBG consultant. Those in attendance were: Pennie McCain, of the Village of Williamsport Council; Ted Rogers, Monroe Twp. Trustee; Michael Fracassa, of the Ohio Christian University; Tom Davis, Director for the Pickaway County Park District Board; Franklin Christman, Village of Ashville Administrator; and John Ankrom, City of Circleville Service Director.

Mr. Berquist began by introducing himself. He stated that this is the first of technically three public hearings and is intended to provide information about what is available under the CDBG Allocation Program, the competitive set-asides, economic development, and public infrastructure grant programs. It was mentioned that the CDBG public hearing does not cover the Community Housing Impact & Preservation (CHIP) grant other than to make it known that it is available. Mr. Berquist stated that there will be two phases to this particular public hearing. The first was to provide information regarding the community development program and all others associated with it. Then there will be information regarding the Community Development Implementation Strategy (CDIS), which is a new requirement from the state that replaces the Community Assessment Strategy (CAS). There will be a CDIS meeting, not a public hearing, but a meeting that is vital for all entities interested to provide a list of projects.

Mr. Berquist distributed information about the Community Development Allocation, which the county expects to receive approximately \$135,000 and the Competitive Set-Aside Programs. Mr. Berquist reviewed the type of eligible projects under CDBG Allocation Program that must benefit areas that are at least 51% low-to-moderate (LMI) income or projects that eliminate blight. The three competitive set-aside programs were explained that can be applied for up to \$300,000 each, being the Neighborhood Revitalization, Downtown Revitalization, and Critical Infrastructure Program that must be applied for at the same time as the CDBG Allocation Program and Mr. Berquist provided project examples for each. He said the Neighborhood Revitalization Program is a very competitive program and the Ohio Development Services Agency (ODSA) prefers to see at least three to four funding sources and five to six different activities in applications and he provided information about what is needed to apply for this gap funding. He mentioned that the City of Circleville plans to apply for Critical Infrastructure funds for the South Court Street Connector project, a \$3 million Ohio Department of Transportation Project that will alleviate potentially hazardous safety issues in relationship to traffic patterns. A question was raised about the three competitive set-asides and whether all three could be applied for, Mr. Berquist stated that the county can apply for three competitive set-asides with no more than two of any one program. Mr. Berquist pointed out that a maximum four activities/projects can be applied for under the CDBG Allocation program and three competitive set-asides. The competitive set-asides require a great deal preplanning, information, and other identifiable funding sources in order to be eligible to be considered for funding. Other questions were raised that Mr. Berquist answered regarding communities as a whole that do not meet the LMI requirement, but a specific area of the community might and he provided information about Block Groups and Census Tracts data and maps and how it can be found on the ODSA website.

Mr. Berquist then spoke about the Residential Public Infrastructure Program that can fund projects that provide water and/or sanitary sewer service to residents in areas that are at least 60% LMI and the water and sewer rates have to equal or exceed 2% of the median household income for that area based upon EPA usage averages per household. These funds can be applied for up to \$500,000 at any time of the year.

The Economic Development Loan and Public Infrastructure Grant Program was reviewed that creates and retain permanent, private-sector job, principally for LMI persons through the expansion and retention of business and industry. Mr. Berquist provided an example of if a company wants to locate in a jurisdiction and needs gap financing, a below market interest rate loan can be applied for up to \$500,000 but has be "the last money in" after the business has a minimum amount of equity and obtained a loan from a private lender and there is still a gap that needs to be filled.

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The Community Development Corporation (CDC) Economic Development Program was reviewed that encourages entrepreneurship, creates and retains long-term private sector jobs and enable community and economic development investment in underserved neighborhoods.

In discussing the CDBG Allocation Program, Mr. Lutz, the County Administrator, said that it had previously been mentioned that the program is federally funded and distributed through the ODSA, but the state decreased the amount of funds to be available for the allocation program and made funding designations for the competitive set-aside Neighborhood Revitalization, Downtown Revitalization, and Critical Infrastructure Programs. Mr. Berquist said that was correct; however, the LMI requirement still has to be met. When Mr. Ankrom inquired about the CDBG Discretionary funds, Mr. Berquist indicated that he has not seen discretionary fund listed.

The next topic discussed was the Community Development Implementation Strategy (CDIS) that is new this year and replaces the Community Assessment Strategy (CAS) to qualify projects for the CDBG Program. Mr. Berquist stated that the county will be require to disseminate information about the CDBG Program, Residential Public Infrastructure, Economic Development Loan and Public Infrastructure Grant Program to all local stakeholders. These include, but are not limited to municipalities, townships, community and senior centers, public services, and other stakeholders that are eligible to receive funds. All will be encouraged to participate in the CDIS project because if a project is not listed in the county's CDIS over the next two years, the project will not be considered for funding by the state. The CDIS will be updated every odd numbered year. The county will schedule a meeting to discuss the CDIS that it will submit to the state, distribute applications, discuss project priority listings, and what will be needed to complete it. Projects under the CDBG Allocation Program and the competitive set-aside programs that will all be listed in the CDIS. It was pointed out that, due to the City of Circleville now being an acquired city under the CDBG Allocation Program, the city will be entitled to a larger CDBG Allocation amount this year because it did not take its allocation from last year's program and the county was mandated to provide funding in years 2013, 2014, and 2015. It was stated that it is important to keep in mind; however, that any eligible entity must still submit a two-year project priority listing this year in order to be considered for funding in 2016.

Following a brief question and answer session was held regarding the information that was presented, it was conveyed that the county will be setting the CDIS meeting date and the date for the final hearing and that information will be provided to eligible stakeholders. Commissioner Stewart thanked everyone for their attendance and asked that they help spread the word on how important it is for any eligible entity to attend the upcoming CDIS meeting.

**In the Matter of**  
**Transfer Approved:**

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

**10,920 from 234.2064.5102 – Victims of Crime-Salary**  
**To**  
**234.2064.5201 – Victims of Crime-PERS**

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

Attest: Patricia Webb, Clerk

**In the Matter of**  
**Allocation of December 2014**  
**Sales Tax Collections:**

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Commissioner Henson offered the motion, seconded by Commissioner Stewart, to appropriate the December 2014 Sales Tax collections in the following manner:

**25,275 to 401.0000.4121 – Capital Fund**  
**606,613.40 – 101.0000.4121 - General Fund**

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 Filed:**

The weekly report for the Wright-Poling/Pickaway County Dog Shelter was filed for week ending February 14, 2015.

A total of \$525 was reported being collected as follows: \$160 in adoption fees; \$120 in sale of tags; \$60 in late tag fees; \$30 in owner turn-ins; and \$155 in private donations.

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