

TUESDAY, JANUARY 9, 2018
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, January 9, 2018, with the following members present: Mr. Brian S. Stewart, Mr. Jay H. Wippel, and Mr. Harold R. Henson. Brad Lutz, County Administrator, was also in attendance.

In the Matter of
Minutes Approved:

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from January 2, 2018, with corrections.

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

Attest: Angela Karr, Acting Clerk

In the Matter of
Designation of President of the
Pickaway County Board of Commissioners for Year 2018:

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to designate Jay Wippel as President of the Pickaway County Board of Commissioners for year 2018.

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

Attest: Angela Karr, Acting Clerk

In the Matter of
Designation of Vice President of the
Pickaway County Board of Commissioners for Year 2018:

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to designate Harold Henson as Vice-President of the Pickaway County Board of Commissioners for year 2018.

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

Attest: Angela Karr, Acting Clerk

In the Matter of
Pickaway County Board of County Commissioners'
Office Hours and Weekly Meeting Day:

Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, designating the Pickaway County Commissioners' office hours to be 8:00 a.m. to 4:00 p.m., Monday – Friday, and the Commissioners' regular meeting day to be Tuesday of every week.

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

Attest: Angela Karr, Acting Clerk

In the Matter of
Bill Huhman Re-Appointed as
Pickaway County Apiary Inspector for Year 2018:

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Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to re-appoint Bill Huhman, 8516 Cox Road, Williamsport, Ohio 43154, as the Pickaway County Apiary Inspector for year 2018, at the rate of \$12.60 per hour, plus mileage reimbursement rate of \$0.46 per mile.

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

Attest: Angela Karr, Acting Clerk

**In the Matter of
Mileage Reimbursement Rate for Year 2018:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, to set the **mileage rate for year 2018, to be \$0.46 per mile for vehicles**, which is 85% of the IRS mileage reimbursement rate, and **\$0.30 per mile for motorcycles**.

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

Attest: Angela Karr, Acting Clerk

**In the Matter of
Designation of Official Representative and
Alternate Representative for the Purpose of
Voting at the Annual Meeting of the County
Commissioners' Association of Ohio in 2018:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution:

Resolution No.: PC-010918-1

**RESOLUTION TO DESIGNATE THE OFFICIAL REPRESENTATIVE AND ALTERNATE
FOR THE PURPOSE OF VOTING AT THE ANNUAL MEETING OF THE COUNTY
COMMISSIONERS' ASSOCIATION OF OHIO IN 2018**

WHEREAS, Article IV, Section 6, of the Code of Regulations of the County Commissioners' Association of Ohio requires each member county to, for the purpose of voting at any annual or special meeting of the Association, designate an Official Representative and Alternate; and,

WHEREAS, the designation of the Official Representative and Alternate for a county organized under the statutory from of county government shall be by resolution of the board of county commissioners; and,

WHEREAS, in designating the Official Representative and Alternate only a member of the board of county commissioners is eligible to be designated as the Official Representative and Alternate; then,

NOW THEREFORE BE IT RESOLVED that Brian Stewart, County Commissioner, is designated as the Official Voting Representative of Pickaway County; and,

BE IT FURTHER RESOLVED that Harold Henson, County Commissioner, is designated as the Alternate Voting Representative of Pickaway County.

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

Attest: Angela Karr, Acting Clerk

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In the Matter of
Determination of the Commissioners
Serving on Various Boards and Commissions:

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to set the following determinations that were made related to the Commissioners individually serving on various boards and/or committees or commissions for year 2018:

Pickaway Senior Center Board of Directors	Commissioner Brian Stewart
PICCA Board of Directors	Commissioner Harold Henson
High Education Learning Partners for Students (HELPS)	Commissioner Harold Henson
Local Emergency Response Committee	Commissioner Harold Henson
P3 Executive Committee/P3 Board of Directors	Commissioner Jay Wippel
911 Planning Committee	Commissioner Jay Wippel
Pickaway County Planning Commission	Commissioner Jay Wippel
Pickaway County Board of Revisions	Commissioner Brian Stewart

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

Attest: Angela Karr, Acting Clerk

In the Matter of
Meeting Tom Davis of
Ross, Pickaway, Highland, Fayette
Solid Waste District and Park District (RPHF):

Tom Davis, of the RPHF Solid Waste District, met with the commissioners to discuss the 2017 year for the Park District and provide a year-end report. The Park District had an outstanding year, as the park levy was passed November 7, 2017. After several years of planning the Park Board placed a .5 mill, 10 year, property tax before the Pickaway County voters and with a succeeded, 55% yea, to 45% nea results. Levy proceeds will provide the District with approximately \$700,000.00 per year for the next 10 years to allow improvement and expand outdoor recreation in Pickaway County.

The Park District completed several major projects in 2017:

- Completed the 1.5 mile Roundtown Trail
- New trailhead parking lot on Canal Rd.
- Park & Trail Grant support
- Accepted Canal land transfer from ODNR
- Boy Scout Eagle project
- Completed a successful State of Park District 2015 & 2016 financial & administrative records
- New Pickaway County Parks & Trails map
- Website Enhancements
- Dick & Jane Plum Family Foundation donation
- Canal Lock 31, National Historic Register application
- Park Board member changes

The Pickaway County Park District revenues were greater than projected due to several different donations made to the Park District. As of December 18, 2017, PCPD had received approximately \$28,340. These monies were received from Pickaway County Commissioners (\$10,000), the Ohio History Connection (\$4,750), a donation from Berger Health Systems (\$2,500), HealthCare Logistics (\$1,000), a \$10,000 (2016 year-end) donation from the Dick & Jane Plum Family Foundation, plus miscellaneous cash deposited into the Canal Park donation box. The donation box was removed mid-2017.

The Pickaway County Park District expenditures were less than projected as of November 18, 2017. PCPD had expended approximately \$32,585 as the Park Board had appropriated \$44,650 for the year of 2017. Estimating additional expenses for December, it appears the Park District will expend the guesstimate

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of \$33,000 in 2017, resulting in an additional \$11,000 to carry-over into 2018. The 2018 budget will have approximately \$54,000 in the Park District funds to begin the 2018 year.

Mr. Davis submitted the RPHF Solid Waste Management Plan 2018 Update for the review of the Commissioners. This plan is a 15 year plan with 5 year updates as mandated by the State of Ohio (ORC§3734.56).

Also discussed was the upcoming RPHF Solid Waste Board of Director's meeting scheduled for Thursday, January 11th, beginning at 10:00 a.m., at the Ross County Service Center.

In the Matter of
Resolution Enacting a Temporary
50% Weight Reduction on all Monroe Township Roads:

Chris Mullins, County Engineer, met with the Commissioners to discuss the adoption of a temporary 50% road load reduction requested by Monroe Township due to the freezing and thawing of township roads. Monroe Township Trustees requested for the 50% road reduction to be February 15, 2018 to June 1, 2018, and after discussion with Mr. Mullins it was found that the dates of February 15, 2018 to May 1, 2018 would be adequate for road limit restriction pursuant to weather conditions. Mr. Mullins typically requests February 1st to April 1st for weight limit restrictions for all county roads during times of thawing and moisture on a yearly basis.

Upon discussing the request, Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to adopt the following Resolution:

Resolution No.: PC-010918-2

BE IT RESOLVED that per Resolution No. 01-18 adopted by the Monroe Township Trustees on January 1, 2018, the Pickaway County Board of Commissioners hereby enacts a temporary 50% weight limit reduction on all township roads in Monroe Township due to freezing and thawing conditions for the period of February 15, 2018, to May 1, 2018.

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

Attest: Angela Karr, Acting Clerk

In the Matter of
Meeting with Todd Valentine of LW Associates
Regarding Shawnee Grove Phase II, Letter of Support:

Mr. Valentine presented the Commissioners with a letter of support for the Shawnee Grove Phase II project, asking for their signatures as support. The supporting letter is in hope that the Ohio Housing Finance Agency will recognize the Commissioners support for affordable housing for local Pickaway County families and award Tax Credit funding to the proposed development. Phase II will consist of up to 50 units being located on the east side of Kingston Pike at Granite Dr. in Circleville Township. The family units will be based on 60% AMI (area medium income), will consists of ranch style units with one to four bedrooms, washer/dryer hook-up and 1.5 car garage.

LW Associates is working with the Circleville Township Trustees and zoning committee preparing the application to apply for the proper zoning. It will be at the discretion and vote of the township trustees as to whether the re-zoning will be approved. The Commissioners letter of support is for the purpose of applying for financing only and does not take a position advocating for or against the re-zoning request. Mr. Valentine stated this will provide growth to the county and allow for clean, safe, affordable rent as starter homes for local families.

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve and sign the Shawnee Grove Phase II, letter of support.

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

Attest: Angela Karr, Acting Clerk

In the Matter of
Meeting with Board of Elections
Regarding IT Matters and Computer Purchase:

The Board of Elections presented the Commissioners with a contract from Triad, relative to the purchase of new computers, scanners and maintenance support. Triad is approved with the Secretary of State, and they are familiar with elections. Dave Winner, Melanie Willeford and Michele Lockard of the Board of Elections explained their main reasoning for the requested change of support providers for the Board of Elections being that they need support 24/7 during elections. The Secretary of State has deadlines regardless of issues the county may have with software or computers. Commissioner Brian Stewart, suggested the County's IT Department simply be approved for more hours during elections or set aside block hours designated at specific times, rather than secure 24/7 coverage 365 days a year which is not necessary.

The Commissioners will review the contract prepared by Triad and follow-up with the Board of Elections upon reviewing.

Ms. Lockard inquired as to the status of the scanning of documents. The Board of Elections has stacks of election results and minutes that need to be scanned for the purpose of electronic filing. Commissioner Stewart is meeting with Prime 3SG, to discuss the next project of scanning for the county. The Boards of Elections may be considered to be a part of the project.

In the Matter of
Meeting with Ellery Elick, County Treasurer:

County Treasurer, Ellery Elick met with the Commissioner to follow-up and advise as to his findings regarding merchant processing fee (MPF) for credit card use. A government agency cannot collect any sort of a service fee directly; this would have to take place through a third-party vendor. Mr. Elick explained that the credit card transactions are already processed through a third-party vendor, known as Sage Solutions, and they will have to collect any fees through which credit cards they process. The Treasurer's office would complete the transaction and process the exact amount due owing to the office, Sage Solutions would then charge the MPF directly to the customer at the rate of 2.95% of the transaction. The MPF would be a fee that would appear on the customer's statement as a charge to their credit card by Sage Solutions. Implementing this procedure would have Sage Solutions collecting the merchant processing fees directly. The Treasurer's office would be required to post a public notice notifying the taxpayers of the fee that would be charged by Sage Solutions.

Mr. Elick stated that the agreement with The Savings Bank, with no MPF up to \$100,000 annually for the 4-years term with a \$250,000 compensating balance in a 4-year certificate of deposit at 0% to help offset the MPF will no longer be required due to The Savings Bank would not be the institution processing the credit card transactions, it would now be Sage Solutions.

Therefore, Commissioner Harold Henson offered the motion, seconded by Brian Stewart, to accept the recommendation of Ellery Elick, Pickaway County Treasurer, in rescinding the January 2, 2018, motion of The Savings Bank of Circleville as the institution for credit card processing of the county for the next four-year period of October 11, 2017, thru October 10, 2021, and to adopt the following Resolution:

Resolution No.: PC-010918-3

RESOLUTION
RESCINDING THE DESIGNATION OF THE SAVINGS BANK
FOR CREDIT CARD PROCESSING

WHEREAS, The Savings Bank will no longer provide credit card processing for the Pickaway County Treasurer; and

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WHEREAS, The Savings Bank will not require a \$250,000 compensating balance in a 4-year certificate of deposit at 0% to help offset the MPF; then

THEREFORE BE IT RESOLVED, BY THE Board of County Commissioners of Pickaway County, State of Ohio, that:

SECTION 1. The County Treasurer hereby recommends the rescinding of the January 2, 2018 motion authorizing The Savings Bank, Circleville, Ohio, as the institution of the credit card processing of Pickaway County.

SECTION 2. The Board of County Commissioners, hereby, accepts the recommendation of the County Treasurer and will rescind the January 2, 2018, motion authorizing The Savings Bank, Circleville, Ohio, as the institution for the credit card processing of Pickaway County.

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

Attest: Angela Karr, Acting Clerk

Therefore, Commissioner Harold Henson offered the motion, seconded by Brian Stewart, to accept the recommendation of Ellery Elick, Pickaway County Treasurer, hereby, accepts the recommendation of the County Treasurer and will execute a contract with Sage Solutions, as the institution for processing credit card transactions of Pickaway County, and to adopt the following Resolution:

Resolution No.: PC-010918-4

RESOLUTION

**AUTHORIZING THE DESIGNATION OF SAGE SOLUTIONS FOR CREDIT CARD
PROCESSING AND COLLECTING OF MERCHANT PROCESSING FEES**

WHEREAS, the County Treasurer has submitted his recommendation of authorizing Sage Solutions as the institution for processing credit card transactions and collecting MPF; then

THEREFORE BE IT RESOLVED, BY THE Board of County Commissioners of Pickaway County, State of Ohio, that:

SECTION 1. The Board of County Commissioners is authorized to designate, upon recommendation of the County Treasurer, Sage Solutions as the third-party vendor to provide credit card processing for the county Treasurer, Building Department and Dog Shelter.

SECTION 2. The County Treasurer hereby recommends the designation of Sage Solutions, as the institution for processing credit card transactions of Pickaway County.

SECTION 3. The Board of County Commissioners, hereby, accepts the recommendation of the County Treasurer and will execute a contract with Sage Solutions, as the institution for processing credit card transactions of Pickaway County.

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

Attest: Angela Karr, Acting Clerk

Mr. Elick presented the United American Capital renewal contract to the Commissioners for review and approval. Mr. Elick also stated that WesBanco has showed interest in providing investment services and would like to prepare a proposal. Commissioners decided to renew the contract with United American Capital and will be meeting with Dennis Yacobozzi, January 16, 2018.

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve and sign the United American Capital contract.

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

Attest: Angela Karr, Acting Clerk

In the Matter of
Executive Session:

At 10:50 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 appointment, employment, dismissal, discipline, promotion, demotion, or compensation, etc., of a public employee with Mr. Lutz and Mrs. Dengler in attendance.

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

Attest: Angela Karr, Acting Clerk

At 11:15 a.m., the Commissioners exited Executive Session and Commissioner Henson offered the motion, seconded by Commissioner Stewart, to resume Regular Session.

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

Attest: Angela Karr, Acting Clerk

In the Matter of
Angela Karr Appointed as Clerk
Of the Board of County Commissioners:

Angel Karr, presently employed as the Fiscal Specialist in the Commissioners office, was offered and accepted the position of Clerk of the Board of County Commissioners in the Pickaway County Commissioners' office.

The Commissioners welcomed Mrs. Karr to her new position and stated that they were pleased that she accepted.

After a brief discussion, Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to hire Angela Karr as the Clerk of the Board of County Commissioners in the Pickaway County Commissioners' office, effective February 4, 2018, at the rate of \$21.50 per hour.

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

Attest: Angela Karr, Acting Clerk

Mrs. Karr thanked the Commissioners and stated that she is excited and looking forward to working in her new position.

In the Matter of
Designation of Angela Karr, Acting Clerk of the Board of County Commissioners, to
Receive Mandatory Certified Public Records Training and
Open Meeting Law Training on Behalf of the Commissioners:

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution:

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Resolution No.: PC-010918-5

WHEREAS, pursuant to Ohio Revised Code Section 149.43 (E) (1), the Pickaway County Commissioners desire to designate Angela Karr, Acting Clerk of the Board of County Commissioners, to serve as their representative/designee to receive mandatory Certified Public Records and Open Meeting Laws training on their behalf; and,

WHEREAS, a said training session will be provided by the Ohio Auditor of State Office on Friday, February 9, 2018, at the Liberty Center, 955 Liberty Drive, Lancaster, Ohio; then,

THEREFORE BE IT RESOLVED that Angela Karr, Acting Clerk of the Board of County Commissioners, is hereby designated as the authorized representative/designee to receive the training on behalf of Brian S. Stewart, Jay H. Wippel, and Harold R. Henson, members of the Pickaway County Board of Commissioners.

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

Attest: Angela Karr, Acting Clerk

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

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

- Two Workers' Compensation cases were filed last week regarding injuries sustained by Pickaway County Sheriff employees.
- Fiscal Specialist/ Administrative Assistant position was posted on the county website Monday, January 8th with applications to be received by Wednesday, January 17th. Interviews will be scheduled for Thursday, January 18th and Friday, January 19th.
- Franklin County will be holding a Health and Wellness meeting scheduled for January 11, 2018 at 2:00 p.m. in Franklin County, as they will be rolling out health incentives for 2018. She will be attending and taking members of the health & safety committee with her.
- The CCCAO webinar is scheduled for Wednesday, January 10, 2018 at 9:30 a.m. regarding the "Top 10 Do's & Dont's for Sexual Harassment".

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

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

- Dave met with Chief Baer, Deputy Chief Chapman and Sgt. Matt Hafey, of the City of Circleville Police Department. The City would like to receive the cell & voice over internet protocol (VOIP) calls and would like a date the changeover would take effect. Mr. Conrad will send an email stating the date and start the process.
- Preparing the application for the Emergency Planning Committee Grant.
- Working on an 911 update in Pickaway Township
- Gathering information regarding the annual GAAP reports for EMA and 911
- Working on the Emergency Management Performance Grant, quarterly submission for October to December 2017
- There may not be an 800MHz Advisory Board meeting on Thursday, January 11, 2018. Restructure of the 800MHz committee is needed, and re-valuate MARK members being on the committee. The committee can correspond through email and should only have a meeting twice a year.

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

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

- Our agreement with MARKS states a non-compete clause and MARKS is presently pursuing the City of Circleville. We currently provide service to the City of Circleville at the rate of \$6.50 a unit per month. MARKS has access to the county tower per our agreement. The City of Circleville wants to end service with Pickaway County and contract with MARKS directly.
- Received the contract with The Verdin Company regarding the courthouse tower clock.
- He will be leading the Leadership Pickaway group tour of the courthouse on February 2, 2018 at 8:00 a.m. Commissioner Stewart will speak to the group.
- Mr. Lutz submitted a vacation request for the dates of February 20th-26th.
- Broken tile, gutter work and chimney repairs have been noticed during the gutter project being performed by General Restoration Company. These repairs will be performed by General Restoration and paid from the capital improvement fund. General Restoration will forward all proposed invoices.
- The Note from Kingston National Bank for the John Deere Wheel Loader is being reviewed by Judy Wolford, Pickaway County Prosecutor. The County Engineer's office has reviewed and approved the Note.

In the Matter of
Verdin Planned Engineered Maintenance Agreement
Regarding Pickaway County Courthouse Clock Tower:

The Commissioners reviewed and approved the contract with The Verdin Company, relative to the scheduled maintenance to the courthouse tower clock. Maintenance will include a safety check, inspection of the clock frame and electrical units, inspect mechanical clock movement and controllers. Any parts shall be invoiced after service is performed. Contract includes one annual call in 2018, with agreement paid in advance at the sum of \$630.00.

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve and sign the Verdin Planned Maintenance Agreement.

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

Attest: Angela Karr, Acting Clerk

In the Matter of
Meeting with County Auditor to
Review Month-end and Year End Revenue & Expenditure Reports:

Melissa Betz, County Auditor, met with the Commissioners and reviewed December revenue and expenditures of the General fund end-of-month and year-end balance was \$7,648,339.48. \$716,000 in appropriations were not spent by offices countywide, and no areas of concern were noted.

Other topics discussed included the revenue increase coming from the continued expansion of the Rickenbacker logistical park, including the most recent Northpoint multi-phase development. The County has already seen an increase from the initial Northpoint development and Sofidel plant construction. Commissioner Stewart requested a breakdown of the Medicaid Care Organization money over the last 12 months, and Mrs. Betz stated that she should be able to give the accurate results in the next two months as it comes in.

Mrs. Betz and the Commissioners discussed the clean-up of abandoned mobile homes. Park owners can get title to an abandoned mobile home if it is worth less than \$3,000 without going through the court process. If the value exceeds \$3,000 they will have to complete the court process to take over ownership and have a title transferred once the court order is granted.

Mrs. Betz presented the J.L. Uhrig, Professional Service Contract for review and approval of the County Commissioners. Contract was left for review of Commissioners.

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At the conclusion of the meeting, the Commissioners thanked Mrs. Betz for meeting with them.

In the Matter of
Meeting with Tom Spring of
Circleville City Council:

Tom Spring appeared before the Commissioners stating he is looking for economic indicators for the City of Circleville. Mr. Spring asked the Commissioners, how does the county track its economic indicators. Commissioner Stewart explained that the County tracks sales tax collections every month, foreclosures, revenues and conveyance fees from the County Auditor, as well as inspection fees collected by the Building Department. Another great source is the Department of Developments website, it shows information and data regarding counties. Worker's Compensation as well as Job and Family Services can provide the unemployment reports.

Mr. Spring inquired as to the status of the Commissioners efforts to create a Land Bank. Commissioner Stewart explained that the first two statutory steps have been completed and that the next step needed to be completed by the County Treasurer. Mr. Spring showed interest in the land bank process and asked for additional information, Commissioner Stewart will forward additional information for the City to review.

In the Matter of
Matt Tootle Re-Appointment to the
Pickaway County Board of Developmental Disabilities:

Mike Pelcic of the Pickaway County Board of Developmental Disabilities met with the Commissioners requesting the re-appointment of Matt Tootle to the board. Mr. Tootle was originally appointed May 20, 2014 with his term to expire January 17, 2018.

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, appoint Matt Tootle to a second term on the Pickaway County Board of Developmental Disabilities.

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

Attest: Angela Karr, Acting Clerk

In the Matter of the Commissioners Discussing the
Meeting with MS Consultants & Fair Board:

The Commissioner discussed Roesse Brothers Paving's recommendation to not complete the parking lot until after the demolition of the buildings. Their reasoning is they did not want the new parking lot to be harmed during the demolition process. MS Consultants would like to demolish the coliseum first, before July 19th due to the electric lines that will run under the building. By removing the structure before, it will save time and money to start the building of the Arena and Multi-Purpose building.

In the Matter of
Creation of New Line Item:

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

639.000.4101 – Real Estate Taxes
639.000.4545 - Rollbacks

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

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**In the Matter of
Appropriations Approved:**

Commissioner Henson offered the motion, seconded by Commissioner Stewart, to approve the following APPROPRIATIONS request:

**917.6230.5401 – Contract Services – CDBG Loves
703.6072.5901 – Cash Bond Other Expenses
503.6916.5901 – Other Expenses -Darby Sewer
101.1105.5703 – Contingencies
229.1245.5501 – Clerk Computer Expense**

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

Attest: Angela Karr, Acting Clerk

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

Commissioner Henson offered the motion, seconded by Commissioner Stewart, to approve the following requests for the FUND TRANSFERS:

**\$92,000.00 from 101.6102.5499 – Soil & Water Agriculture Grant
To
601.000.4513 – Soil & Water County Match

\$24,052.48 from 101.1105.5704 – County Match Crime Victims
To
234.000.4556 – Local Share – Crime Victims**

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

Attest: Angela Karr, Acting Clerk

**In the Matter of
Transfers Approved:**

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

**\$51,127.55 from -Contingencies
To
101.1140.5401 – Contract Services

\$2,730.00 from – Travel & Expense
To
234.2063.5481 - Rent**

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

Attest: Angela Karr, Acting Clerk

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

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

**\$13,091.00 – 219.4020.5901 – Special Marriages – Other Expenses
\$3,000.00 – 246.4010.5527 – Dog Kennel – Other Expenses
\$30,000.00 – 248.2030.5901 – LEPC – Other Expenses
\$3,500.00 – 249.2069.5901 – COTS – Other Expenses
\$500.00 – 255.5036.5901 – 800 MHz Advisory Board – Other Expenses
\$1,500.00 – 249.2061.5901 – Citizens Corp. – Other Expenses
\$250.00 – 101.2001.5901 – EMA – Other Expenses
\$2,000.00 – 260.1150.5901 – Real Estate – Other Expenses
\$1,000.00 – 903.1109.5403 – GIS – Other Expenses
\$33,000.00 – 110.2052.5901 – Sheriff Commissary – Other Expenses
\$8,765.57 – 103.2041.5901 – Sheriff Marine Patrol – Other Expenses
\$1,800.00 – 919.6908.5901 – Treasurer Tax Lien – Other Expenses
\$1,900.00 – 234.2063.5901 – Victims of Crime SVAA – Other Expenses**

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

Attest: Angela Karr, Acting Clerk

**In the Matter of
Job & Family Services Contract Listing:**

Pursuant to the Pickaway County Board of Commissioners' Resolution of June 23, 2003, below is the list of agreements entered into, approved and otherwise executed by the Pickaway County Department of Job & Family Services and approved by the Pickaway County Board of Commissioners. The approved list contains the name of the party or parties with whom the agreement has been made, the purpose of the agreement, the commencement date and termination date of the agreement, and the compensation specified by the agreement.

**Pickaway County Job & Family Services
New or Amended Contracts
October, November, December 2017**

Agency	Contract Purpose	Effective Date	Termination Date	Contract Value
Bayes, Frank & Becky	Family Foster Home	11/20/2017	11/19/2019	Birth - 12 yrs \$18.00/day 13 to 18 years \$24.00/day
Hammond, Mark & Clara	Family Foster Home	10/30/2017	10/2/2019	Birth - 12 yrs \$18.00/day 13 to 18 years \$24.00/day
Integrated Services of Behavioral Health	Ohio Start Program	10/1/2017	9/30/2018	Not to Exceed \$85,000.00
Jackson Transportation	Transportation for TANF clients	1/1/2018	12/31/2018	Max \$15,000 \$2.25/mile
Jackson Transportation	Transportation for NET clients	1/1/2018	12/31/2018	\$2.25/mile
Monst, Kasindra & James	Family Foster Home	11/12/2017	11/11/2019	Birth - 12 yrs \$18.00/day 13 to 18 years \$24.00/day
PICCA	Transportation for TANF clients	1/1/2018	12/31/2018	Max \$15,000 \$1.82/mile

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PICKAWAY COUNTY, OHIO

PICCA	Transportation for NET clients	1/1/2018	12/31/2018	\$1.82/mile
Pickaway Prosecutor	MOU For attorney services	1/1/2018	12/31/2018	Reimbursement of cost for associated position
Public Children Services Association of Ohio	Ohio Start Program Grant MOU	10/1/2017	9/30/2018	Not to Exceed \$142,763.57
Sivic Solutions	Service Agreement for CFIS program	1/1/2018	12/31/2018	\$6,500/year
Westside Media	Website Host and Maintenance	1/1/2018	12/31/2018	\$65.00/hour maintenance and \$149.00/year for hosting fee
Workforce Services Unlimited	Monitoring Services	11/1/2017	10/31/2018	\$67.00/hour; not to exceed \$2,680.00

**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 6, 2018.

A total of \$1,480.00 was reported being collected as follows: \$200 in adoption fees; \$405 in dog licenses; \$230 in kennel licenses; \$55 in owner turn-ins; \$540 in private donations; \$50 in redemptions.

Six (6) stray dogs were processed in; Five (5) dog was adopted.

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 Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Jay H. Wippel, President

Harold R. Henson, Vice President

Brian S. Stewart, Commissioner
BOARD OF COUNTY COMMISSIONERS
PICKAWAY COUNTY, OHIO