

**TUESDAY, JUNE 14, 2016**  
**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 43113, on Tuesday, June 14, 2016, with the following members present: Mr. Harold R. Henson and Mr. Brian S. Stewart. Mr. Jay H. Wippel was absent. Brad Lutz, County Administrator, was also in attendance.

**In the Matter of  
Minutes Approved:**

Commissioner Stewart offered the motion, seconded by Commissioner Henson, to approve the minutes from June 7, 2016, with corrections.

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Payment of Bills:**

Commissioner Stewart offered the motion, seconded by Commissioner Henson, 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 June 15, 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 \$448,442.23 on the County Treasurer to satisfy the same.

Voting on the motion was as follows: Commissioner Henson, yes; Commissioner Stewart, yes; Commissioner Wippel, absent. 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/part-time EMA Planner:

- At Mr. Hube's request, Commissioner Henson signed invoices that will be sent to each township and village for the annual EMA dues that are assessed on a \$0.15 a per capita basis according to the most recent U.S. Census figures. Discussion was held about the possibility of increasing the per capita basis rate next year. [The current rate has been at the \$0.15 per capita rate since 2008].
- Mr. Hube will be attending the final 2016 Pickaway Leadership class on Friday, June 17<sup>th</sup>. He said that he thoroughly enjoyed participating in the class and met a lot a great people and made a lot of new contacts which he feels will be very advantageous. The commissioners congratulated him on completing the 2016 Pickaway Leadership class.

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

The following is summary of the report provided by Dave Conrad, EMA Director:

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- Mr. Conrad said he was asked to remove the D-Con trailer and packaged water from the City of Circleville's building on South Court Street because they are repurposing the building. He is working with the Pickaway County Sheriff's Office in moving the items to its location.
- Mr. Conrad will be manning the first-aid station next week at the county fair.

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

The following is summary of the report provided by Erica Tucker, RPHF Solid Waste District Administrative Assistant/Special Projects Assistant.

- The draft Pickaway County Fairground Revitalization Master Plan will be displayed at two locations at the county fair next week to provide the opportunity for it to be viewed by the public and receive questions and comments and a suggestion box will be provided. The plan will be displayed in the coliseum, Monday and Tuesday from 10:00 a.m. to 12:00 noon; Wednesday and Thursday, 5:00 p.m. to 7:00 p.m.; and Friday 10:00 a.m. to 12:00 noon and again at 5:00 p.m. to 7:00 p.m. ms consultants, inc., the design firm, will also be available at various times with the display at the shelter house.
- An email was sent with a link to join the Board of Director's Special meeting for members who cannot attend. The meeting is scheduled to be held on Thursday, June 16<sup>th</sup>, at 9:00 a.m. in the Pickaway County Annex.
- Preparations continue for the "Friday in the Park" activity that the RPHF Joint Solid Waste District will be providing on Friday, June 24<sup>th</sup>, where children will be taught how to make bottle cap flowers.
- Mrs. Tucker will be attending the Pickaway County Planning Commission meeting that will be held in the commissioners' conference room later in the day. She has been assisting Terry Frazier in preparing for the meeting.

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

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

- It was reported that all of the permits that the Love's Travel Stop needed to break ground has been approved as well as the permits for the Chipotle Restaurant.
- Attempts are being made to schedule a meeting with the Pickaway Twp. Fire Chief, Sofidel America, and Geoff Davis of the county Building Department regarding fire system inspections.
- A total of 5 workers participating in the Summer Youth Program have been assigned to the county; 2 are working at the Maintenance Department, and 3 at the Dog Shelter.
- The current bid amount for the 2013 GMC Sierra that is posted on govdeals.com is at \$25,000, and the 2006 Jeep Grand Cherokee is at \$3,550. The vehicles were seized through a court case and the proceeds will be distributed evenly among the Pickaway County Prosecutor's Office Law Enforcement Trust Fund, the Pickaway County Sheriff's Office Laws Enforcement Trust Fund, and the Ohio Casino Control Commission Law Enforcement Trust Fund.
- Ms. Dengler will be attending the Pickaway County Community Improvement Coalition meeting scheduled to be held on Wednesday, June 22<sup>nd</sup>, at Berger Health System beginning at 7:30 a.m.

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

At 9:45 a.m., at the request of Brad Lutz, Commissioner Stewart offered the motion, seconded by Commissioner Henson, to enter into Executive Session pursuant to ORC 121.22 (G) (1) to discuss the possible termination of a County Board of Commissioners' employee. Mrs. Dengler and Mrs. Tucker were also in attendance.

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

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At 9:58 a.m., the commissioners exited Executive Session and Commissioner Stewart offered the motion, seconded by Commissioner Henson, to resume Regular Session.

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

Attest: Patricia Webb, Clerk

No action was taken.

**In the Matter of  
Bid Opening Conducted for  
“MAD-C008-10.43 Prestressed Box Beams”:**

At 10:01 a.m., the commissioners held a bid opening for “MAD-C008-10.43 Prestressed Box Beams” with Chris Mullins, County Engineer, and Anthony Neff, Deputy County Engineer, were in attendance.

**Engineer’s estimate: \$36,000**

The following bid was received and read aloud:

<b>Prestress Services Industries, of Ohio, LLC</b>	<b>\$33,680</b>
250 N. Hartford Ave.	
Columbus, Ohio 43222	

The bid was turned over to Mr. Mullins and Mr. Neff for their review and contract award recommendation.

**In the Matter of  
Bid Opening Conducted for  
“MAD-C008-10.43 Guardrail”:**

At 10:16 a.m., the commissioner held a bid opening for “MAD-C008-10.43 Guardrail” Chris Mullins, County Engineer, and Anthony Neff, Deputy County Engineer, in attendance.

**Engineer’s estimate: \$25,000**

The following bids were received and read aloud:

<b>Lake Erie Construction co.</b>	<b>\$23,120</b>
25 S. Norwalk Rd.	
P.O. Box 777	
Norwalk, Ohio 44857	

<b>M.P. Dory Co.</b>	<b>\$21,850</b>
2001 Integrity Dr. S	
Columbus, Ohio 43209	

The bids were turned over to Mr. Neff and Mr. Mullins for review and contract award recommendation.

**In the Matter of  
Meeting with Joy Ewing, Director of  
Pickaway County Department of Job & Family Services:**

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Joy Ewing, Director of the Pickaway County Department of Jobs & Family Services, met with the commissioners and briefly spoke with them about Amendment #1 to the Subgrant Agreement between the Ohio Department of Job & Family Services and representatives of Local Area 20. The amendment requires Commissioner Wippel's signature, which is the Chief Elected Officer of the Local Workforce Development Board. As it is not necessary to obtain Commissioner Wippel's signature while the commissioners are in session, it was determined that arrangements will be made to connect with Commissioner Wippel sometime next week to sign the amendment.

Discussion was also held about the reappointment of some of the county's members on the Ross, Pickaway, Fairfield, Hocking, and Vinton Workforce Development Area-20 Board that will expire on June 30<sup>th</sup>. The board consists of 21 members, and many times it is difficult to obtain a quorum. One of the county's members on the board has expressed concerns about the attendance of another county member and a spreadsheet was distributed reflecting each member's attendance over the past few years. Mrs. Ewing stated that she had a conversation with that board member, who stated that he wants to be a valuable member; however, she said that with the complexity involved in understanding many of the matters discussed, the member was interested in participating in another orientation to which she was amicable. In discussing the matter, it was determined that Mrs. Ewing will contact the board member that has expressed his concerns and obtain his feedback on what she and the commissioners just discussed before making the reappointments.

**In the Matter of**  
**Report Provided by Brad Lutz:**

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

- Discussion was held regarding the complaint Mr. Lutz forwarded to the commissioners regarding the Fairfield County Commissioners' recent vote to withdraw from the Franklin County Cooperative Healthcare Benefits Program and their law suit over a reserve disagreement with the Franklin County Board of Commissioners, which has not yet responded to the law suit. Franklin County and Pickaway County are also part of the co-op along with other small local governments. Fairfield County has more than \$10 million in the reserve and, due to annual insurance increases and finding better rates elsewhere, the Fairfield County Board of Commissioners believe the county is entitled to its portion of the reserve. The Franklin County Board of Commissioners, along with the Franklin County Cooperative Healthcare Benefits Program, are listed as defendants on the lawsuit. It was mentioned that there is no specific language in the agreement that addresses refunds or paying back negative reserve balances if a member chooses to withdraw from the consortium; however, there is language that states if a member is expelled from the consortium its reserve balance is forfeited. Mr. Lutz was requested to contact Franklin County as an interested party regarding the issue.
- A spreadsheet of general fund full-time and part-time county employee's hourly pay rates were reviewed for the commissioners' consideration and the impact that a 2% pay increase and a 3% pay increase would have on the general fund. It was determined that Mr. Lutz will provide additional information requested by the commissioners.
- Mr. Lutz is working with Sean Mayhew, Pickaway County Agricultural Society Treasurer, related to the \$100,000 grant application that will be submitted related to the \$4.7 million grant allocation the General Assembly made available to county fairgrounds that will include estimates for renovations to the horse barns and a manure pit cover.

**In the Matter of**  
**Meeting with Tom Davis, RPHF Solid Waste District Coordinator, and**  
**Pickaway County Park District Board Director/Consultant Regarding Updates:**

Tom Davis, Pickaway County Park District Board Director/Consultant, and RPHF Joint Solid Waste District Coordinator, met with the commissioners and provided brief updates.

Pickaway County Park District Board (PCPDB):

- The county engineering department has submitted the bid package for approval to ODOT/ODNR related to the construction of the Roundtown Trail Project, which will extend from OCU to the YMCA. The project is being funded through federal grants administered through the state grants and

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private dollars. It is anticipated that the county will be letting the project out for bid in early August, with construction begin in September.

- The PCPDB is in the process of organizing a levy committee to ultimately place a countywide park district levy on the ballot for a general tax increase that would generate approximately \$700,000 a year for parks countywide. David Fey, Director of Fairfield County Parks, will be speaking with the PCPDB at noon on Thursday, June 16<sup>th</sup>, about its park levy. Conversation was held regarding the importance of an organized campaign for the levy and inform citizens of how the funds would be utilized.
- A reminder of the Scioto River Flyway Open House and Dedication organized by Appalachia Ohio Alliance Land Conservancy that will take place in Pickaway Township on Saturday, June 18<sup>th</sup>, from 10:00 a.m. to 2:00 p.m.

**RPHF Joint Solid Waste District:**

- Mr. Davis stated that he will be requesting the RPHF Board of Directors' input related to the 25 hours per week he was hired to work in his part-time position as district coordinator, and the 30 hours that he said has been necessary for him to put for the past number of months, particularly related to the district plan, or if he should cut back to 25 hours that would involve prioritizing his workload; or file for compensation hours; or any other recommendations the board might offer.

At the conclusion of the meeting, the commissioners thanked Mr. Davis for the update.

**In the Matter of**  
**Meeting with Kristen May Regarding**  
**Pickaway County Cultural Arts Center Proposal:**

Kristen May, resident and a teacher at Teays Valley Local School District, who is active with and interested in cultural arts, met with the commissioner regarding a proposal she created for a Pickaway County Cultural Arts Center to be housed in what she referred to as the annex area and gymnasium connected to the Evert's building on South Court Street. [WODA Group, Inc., developers, contractors, and property managers that will be developing the main building into approximately 49 units of 1 and 2-bedroom senior housing units that will be financed with tax credit equity from Ohio Housing Finance Agency (OHFA) Low Income Housing Tax Credits (LIHTC).

Mrs. May said as a brief background, the City of Circleville was awarded \$200,000 from the State Biennial Capital Budget last year for unspecified "renovations" to be used as a "community and arts center" and put out an RFP to the public for ideas for the use of annex area and gymnasium for that purpose. Mrs. May created a proposal for a community cultural arts center, which is endorsed by the local 501 (c)(3) arts organization, ArtsaRound, which she said is a sponsor. The Pickaway County Cultural Arts Center would be a place of artistic and cultural expression, enrichment, education, recreation and wellness and she mentioned that the building was designated as a historical structure last year. With display boards she prepared, Mrs. May reviewed the space and the proposed uses. She spoke about renovations that would need to be done to the building that the \$200,000 could be used towards, which included a new roof, HVAC system upgrade, and mechanical and wiring upgrades, etc. The proposed construction phase would begin in September 2016, with completion in June 2017, roughly coinciding with the WODA housing construction timeline. She said that it is proposed that substantial government funding is available to the center, for both capital improvements and operations. The center fits numerous funding requirements, such as providing cultural arts, improving quality of life amenities, addressing local economic need, prevention of neighborhood blight, and preserves the historical significance of the Everts building. She has had conversations with individuals from the Cultural Facilities Grants program, the Ohio Development Services Agency, and Senator Troy Balderson. Mrs. May prepared a Start-Up Phase Proposal, Year 1, that included a cash flow projection that totals \$77,174, and cash payout of \$76,056. She said that sustainability for the center could be achieved through a combination of private, local, and government funding. She said she is looking to gather four of five strong sponsors that could possibly pledge based on the proposal.

Mrs. May said that she will be presenting the Start-Up Phase Proposal, Year 1 to Circleville City Council on Tuesday, June 21<sup>st</sup>, at 7:00 p.m., asking for its approval and she has been contacting and encouraging a show of support from various organizations and businesses by attending the proposal's presentation to city council.

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After a brief question and answer session, the commissioners stated that it was a very good proposal and the center could be something to attract people to the community. They added that they would be glad to speak with city council members on a personal level, explaining that it is not their place to attend a meeting and express to city council what to do with a building it owns. Mrs. May stated that she understood, and personal conversations with council members would be very much appreciated and she thanked the commissioners for their time and support.

**In the Matter of  
Contract Award for  
“MAD-C008-10.43 Guardrail” Project:**

In reference to the bid opening conducted earlier in the day referred to as “MAD-C008-10.43 Guardrail” and upon the written recommendation of Anthony Neff, Deputy County Engineer, Commissioner Stewart offered the motion, seconded by Commissioner Henson, to award the contract to the lowest bidder, M.P. Dory Co., 2001 Integrity Dr. S, Columbus, Ohio 43209, in the amount of \$21,850.

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Contract Award for  
“MAD-C008-10.43 Prestressed Box Beams” Project:**

In reference to the bid opening conducted earlier in the day for the project referred to as “**MAD-C008-10.43 Prestressed Box Beams**,” and upon the written recommendation of Anthony Neff, Deputy County Engineer, Commissioner Stewart offered the motion, seconded by Commissioner Henson, to award the contract to **Presstress Services Industries of Ohio, LLC, 250 N. Hartford Ave., Columbus, Ohio 43222, in the amount of \$33,680.**

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Enterprise Zone Agreement Approved for  
Sofidel America for Tax Incentives:**

Ryan Scribner, P<sup>3</sup> Executive Director, and Terry Frazier, Director of the Pickaway County Development & Planning Office met with the commissioners regarding the application made by Sofidel America, Phase 1, for the approval of an Enterprise Zone (EZ) Agreement for a 100% tax incentive for the development real property for a 15-year period related to the significant capital investment in the construction of a new 1,700,000 sq. ft. facility tissue paper products manufacturing facility in Pickaway Township. The Pickaway Township Trustees and the Logan Elm Board of Education recently voted to approve the agreement, which is a requirement for EZ agreements, and necessitates the board of county commissioners’ approval.

With talks of the possibility that the General Assembly ultimately doing away with Enterprise Zones at some point, the creation of Community Reinvestment Area in Pickaway Township and other areas of the county was discussed to encourage industrial and commercial development. It was determined that with the absence of Commissioner Wippel, the matter will be discussed in more depth sometime after he returns next week.

After further discussing regarding the creation of CRAs and the EZ Agreement with Sofidel America, Commissioner Stewart offered the motion, seconded by Commissioner Henson, for approval of the EZ

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agreement and to authorize signing the document after Mr. Frazer obtains the county prosecutor's approval as to form.

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 Matter of**  
**Meeting with County Auditor to**  
**Review May Revenue & Expenditure Reports:**

Melissa Betz, County Auditor, met with the commissioners and reviewed the May revenue and expenditure reports. Before reviewing the reports, Mrs. Betz spoke about the Medicaid Managed Care Organization (MCO) sales tax law applied to MCO providers by Ohio in 2010 that is out of compliance with federal regulations according to the Centers for Medicare and Medicaid Services. Mrs. Betz stated that she believes that the county has been receiving approximately \$30,000 a month in MCO sales tax since 2010, which will be ceasing sometime next year. She will be gathering more information about the matter and stated that at this point she does not know if the MCO sales tax counties have received will have to be paid back.

Also brought up was the proposed amendment of the Fair Labor Standard Act (FLSA) for changes to the exemption tests for salaried employees that will be implemented at the end of the year. Mr. Lutz stated that the assistant county administrator has been asked to obtain more information through a webinar the County Commissioners Association of Ohio (CCAO) is providing. Mrs. Betz stated that she will request that topic be placed on the agenda for the next county elected officials' luncheon.

Mrs. Betz also spoke about the CAUV hearings that were held earlier this month and there is slight increase in soil values; however, it will not affect the county in 2016 and 2017.

Related to the county's Geographic Information System (GIS), Mrs. Betz stated that the GIS coordinator and DDTI Technologies have been working on entering information into the system in preparation for Next Generation 911 (NG911) and the process is going very well.

Mrs. Betz reported that the county auditor's office is very close to joining the online checkbook initiative launched by Ohio Treasurer Josh Mandel, which allows the public to view and search county expenditures. She stated that Creative Microsystems, Inc., the auditor's office software provider for the financial system and payroll, has provided the necessary spreadsheet to upload and send to the Ohio Treasurer of State office. She also indicated that the county's Job & Family Services Department and Pickaway County the Pickaway County Board of Development Disabilities are reviewing the information to ensure any of their sensitive information is not included.

In reviewing the May revenue and expenditure reports, no areas of concern were noted and Mrs. Betz reported that at the end of the month the General Fund balance was \$5,261,670.16, and the current balance was \$5,047,597.80.

At the conclusion of the meeting, the commissioners thanked Mrs. Betz.

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

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

**917.0000.4581 – Roadwork Development 629 Grant - Revenue**  
**917.3020.5401 - Roadwork 629 – Contract Services**

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

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**In the Matter of  
Appropriations Approved:**

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

**1,000 – 507.6922.5300 - Orient Water-Materials & Supplies  
5,000 – 296.1256.5401 - Misdemeanor ISP-Contract Services**

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

Attest: Patricia Webb, Clerk

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

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

**5,000 – 101.1210-5901 – Common Pleas-Other**

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Transfer Approved:**

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

**8,000 from 296.1256.5203 – ISP-Insurance  
To  
296.1256.5401 – ISP-Contract Services**

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Pickaway County Planning Commission Meeting:**

The commissioners attended the Pickaway County Planning Commission meeting held in their conference room. Minutes of the meeting can be obtained from the Pickaway County Development & Planning Office.

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



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The weekly report for the Wright-Poling/Pickaway County Dog Shelter was filed for week ending June 11, 2016.

A total of \$716 was reported being collected as follows: \$240 in adoption fees; \$30 in boarding revenue; \$135 in dog licenses; \$45 in dog license late fees; \$40 in owner turn-ins; \$100 in redemptions; \$126 in private donations.

Twelve (12) stray dogs were processed in; six (6) 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 Henson, to adjourn. Voting on the motion was as follows: Commissioner Henson, yes; Commissioner Stewart, yes. Commissioner Wippel, absent. Voting No: None. Motion carried.

Harold R. Henson, President

Brian S. Stewart, Vice President

ABSENT

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