

TUESDAY, MARCH 14, 2017
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

The Pickaway County Board of Commissioners met in Regular Session in the Pickaway County Annex, 141 West Main Street, Suite 400, Circleville, Ohio, on Tuesday, March 14, 2017, 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 Stewart offered the motion, seconded by Commissioner Henson, to approve the minutes from March 7, 2017, with corrections.

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

Attest: Patricia Webb, Clerk

**In the Matter of
Bills Approved for Payment**

Commissioner Wippel 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 March 15, 2017, 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 \$426,688.87 on the County Treasurer to satisfy the same.

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

Attest: Patricia Webb, Clerk

**In the Matter of
Report Provided by Dustin Hube:**

Dustin Hube, Fiscal Specialist/EMA Deputy Director, reported that he will be participating in a Franklin County Perimeter EMA Director's conference call from 10:00 a.m. to 12:00 noon, on Thursday, March 16th, during Mr. Conrad's absence while attending the Pickaway Leadership Retreat on Thursday and Friday.

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

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

- The Pickaway County Emergency Management Agency received a Certificate of Appreciation from Crossroads Church on Sunday for the services the agency provides.
- Mr. Conrad and Mr. Hube would like to sponsor a 2-day basic training class for Community Emergency Response Team (CERT) members during a weekend in May to be held at the Crossroads Church. Mr. Conrad stated that accrued compensation time he and Mr. Hube have earned would be used for their time to conduct the training.
- A National Weather Spotters class is scheduled to be held for interested individuals on April 3rd, from 6:00 p.m. to 8:30 p.m., at the Ohio Christian University.

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- Mr. Conrad will be attending the 2017 Pickaway Leadership Class 2-day retreat on Thursday and Friday of this week that will be held at the Deercreek State Lodge.

In the Matter of
Report Provided by April Dengler:

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

- Tuesday, March 21st, is “Rock Your Socks” Celebration Day for the World Down Syndrome Day and Developmental Disabilities Month. Everyone is encouraged to wear their brightest, most unique, and colorful mismatched socks. Photos can be sent that day to Heather Foil, Community Connections Coordinator at PCBDD, to be shared on social media.
- Mrs. Dengler met with the CORSA insurance adjuster at the PCBDD building that will be transferred to the county to inspect a roof leak on the flat rubber roof portion of the building that occurred during a recent high wind and heavy rain event. It was reported that the roof leak will not qualify for an insurance claim because it was determined that the leak was not caused by the weather event, but caused instead by the rubber that had been pulling away from equipment on the roof, such as the HVAC unit.
- For their information, a spreadsheet was distributed reflecting the Building Department’s residential and commercial building inspection numbers compared to January 1, 2016 – March 10, 2016, and January 1, 2017, to March 10, 2017. In 2016, there were 289 residential inspections, and there were 159 commercial inspections. For the same timeframe in 2017, 355 residential inspections were performed, and 214 commercial inspections. A total of 5 building inspection contractors were used for residential and commercial inspections, and for the same timeframe in 2017, a total of 23 have been used. Upcoming projects include Chestnut Commons/Westport Homes in the Village of Commercial Point for 100+ single family homes, and Mars Dog Food is moving into a space in the Intermodal area. Duke Realty has pads ready for use and is planning to expand the Panda Express building next to O’Reilly’s Auto Parts that is adjacent to Walmart.
- Mrs. Dengler reported that there are 3 tests that Geoff Davis needs to pass to become a certified Chief Building Officer (CBO) by September of this year when his interim license runs out. The Ohio Department of Building Standards indicated that if Mr. Davis passes 2 of those tests by September, they will work with him because there are so few CBOs available. If he does not ultimately pass the 3 tests, Mr. Davis will not be able to function as an interim CBO for 1 year, and then another 2-year interim would be given for 1 time only. It was noted that the Building Department has CBOs under contract if services are needed.
- The insurance adjuster also inspected the second story window on the west side of Memorial Hall that blew out during a recent high wind/heavy rain event that will be an insurance claim along with the window beside it that was compromised. During the window replacement/repair, it will require AEP to shut-off the electrical lines that run closely between Memorial Hall and 5th 3rd Bank and a window installer will have to be hired and a bucket truck will be needed. Repairs to the lowered ceiling in the men’s restroom in the Roundtown Players Group area that was damaged from debris that blew through the window will also be part of the claim.
- Additional bio-screenings have been scheduled for next week due to the large volume of county employee participation.

In the Matter of
Meeting with Cody Link, Chairman of a
Pickaway County Agricultural Society Subcommittee
Formed to Provide and Receive Input from the County Commissioners
Related to the Pickaway County Fairgrounds Revitalization Master Plan:

Cody Link, an active 2-year member of the Pickaway County Agricultural Society (Fair Board) paid a visit to the commissioners to inform them of a 7-member subcommittee that was formed by members of the Fair Board in an effort to provide input and receive information from the commissioners regarding the Pickaway County Fairgrounds Revitalization Master Plan. Mr. Link agreed to serve as chairman of the subcommittee that includes Steve Barthelmas, Sean Mayhugh, Scot Goldsmith, Jennifer Pontious, Mike Rittinger, and Randy Smith, which he said is a good mix of individuals.

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Mr. Link stated that he is before the commissioners to inquire about how the subcommittee, formed at the Fair Board meeting the night before, can develop a relationship with the commissioners regarding the fairground's revitalization project in an effective and respectful manner than what previously has been done before, and to gain a better understanding of what the commissioners expect from the Fair Board. He said that the subcommittee believes that with their experience and expertise, they can help with the design plans, speak about the fairground's maintenance, and with knowing about year around activities can provide information related to avoiding possible disruptions to the normal activities during the county fair that would delay the plan, in addition to staying up to date with the plan. Mr. Link stated that the Fair Board will be asked a lot of questions about the plan during the 2017 Pickaway County Fair and when they respond to the public they would like to provide educated responses, and the subcommittee would like to be the link that would funnel feedback and information back and forth between the Fair Board and the commissioners.

Mr. Link went on to explain that he is a former member of 4-H, and he has 10-month old twin girls that will be future 4-H members. He mentioned that when any of the commissioners attended Fair Board meetings to speak about the plan, he has been embarrassed about how the meetings have ended up being hostile and ineffective. Mr. Link stated that the commissioners have explained at the meetings about their plans to obtain input from the various stakeholders about the new buildings in the plan, and he would like to know the commissioners' thoughts on the formation of the subcommittee and how they might begin to meet with the commissioners to discuss the plan.

Commissioner Stewart responded by thanking Mr. Link for coming to meet and his willingness to engage with the commissioners about the plan. He stated that while it has been the commissioners' preference to engage with the Fair Board directly, and while it is unfortunate that it was found to be necessary to form the subcommittee, it is a good "middle ground" to exchange information back and forth. He went on to point out that the commissioners worked on the revitalization plan for 18 months, which he said is done with the exception of a few possible tweaks, and they have asked for input from the Fair Board a number of times. Mr. Link responded by stating that he understands that the plan is complete and the mission of the subcommittee is to provide its expertise for the various building's interior design.

Commissioner Wippel stated that he concurs with Commissioner Stewart's statement that they have always welcomed constructive conversation about the plan, held various stakeholder meetings, and requested input about the plan from the public at last year's county fair. He said that in moving forward, the commissioners have planned all along to welcome constructive conversations about the building's interior designs related to hog pins, locations of wash racks, and other matters and at this point, he feels that it is a good idea to have one person representing an official group to exchange this type of information back and forth between them and the Fair Board. Commissioner Wippel stated that the plan has always been about the 4-H kids and FFA members and as they steer forward, the commissioners welcome the opportunity to hear from stakeholders about the interior designs and they applaud Mr. Link's leadership in serving as chairman of the committee to accomplish this. He stated that the county fair is 1 week out of the year, and the remaining 51 weeks are used as a venue to raise money to sustain the annual county fair. Commissioner Wippel stated there is a limitation of space and expectations have to be kept in line; however, the commissioners believe that they have a very good plan and people will be proud of the fairgrounds.

In discussing the revitalization plan it was noted that the on-site housing for the grounds keeper is not included at this point as it is uncertain at this point on whether it will or will not be included. With the space that is available to work with, it is important to ensure that it is used at its most advantageous capacity.

Dialogue took place regarding how, when, and how often he should meet with the commissioners to exchange information. Mr. Link stated that if it would be necessary, he could meet with the commissioners weekly. It was determined that weekly meetings would not necessarily be needed unless there is new information to exchange.

After discussing the matter further, contact information was exchanged and the commissioners thanked Mr. Link for meeting with them, and it has always been their goal for the fairgrounds revitalization plan to be a team effort.

In the Matter of
Line Item Name Change Approved:

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Commissioner Henson offered the motion, seconded by Commissioner Wippel, to approve the FUND TRANSFER requests received from the Pickaway County Auditor totaling the amount of \$5,442,472.70 into various funds, too numerous to list, related to the 1st Half Real Estate Settlement. An itemized listing of the amounts and funds can be obtained from the County Auditor's office and County Commissioners' office.

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

Attest: Patricia Webb, Clerk

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

Commissioner Henson offered the motion, seconded by Commissioner Wippel, to approve the following request for a LINE ITEM NAME CHANGE requested by the Pickaway County Auditor:

**Line Item #626.6031.5810 Name Changed from: Personal Property (PP) – Reimbursement Fees
to
DS Drainage Note**

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

Attest: Patricia Webb, Clerk

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

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

**626.6031.5804 –DS Drainage Maintenance
905.00004926 – Juvenile Special Projects-Other Receipts
656.0000.4926 – RPHF Solid Waste District-Other Receipts
235.0000.4926 – E911-Other Receipts**

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

Attest: Patricia Webb, Clerk

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

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

**\$2,300 to 101.1105.5703 – Contingencies
\$142.86 to 101.1105.5703 – Contingencies
47,600 to 409.3008.5901 – Subdivision Assurance Fund-Other Expenses**

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
Transfers Approved:**

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

\$2,300 from 101.1105.5703 – Contingencies

To

101.2083.5313 – Sheriff-Memberships

\$3,000 from 101.1217.5417 – Juvenile Detention Center

To

101.1217.5496 – Juvenile Detention Center-Medical Expense

\$142.86 from 101.1105.5703 – Contingencies

To

101.1260.5301 – Juvenile Ct. Caseflow Planning Supplies

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

Attest: Patricia Webb, Clerk

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

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

\$47,600 - 409.3008.5901 – Subdivision Assurance Fund-Other Expenses

\$250 – 409.3008.5901 – Countywide Park District-Other expenses for donor designated projects

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

Attest: Patricia Webb, Clerk

**In the Matter of
Meeting with County Auditor for
Review of February Revenue and Expenditure Reports:**

Melissa Betz, County Auditor, met with the commissioners and reviewed the February month-end revenue and expenditure reports. February's end of month balance for the General Fund was \$5,022,404.37, and the balance for the day was \$4,626,183.25. It was noted that approximately \$2.2 million will be going into the General Fund after the normal distributions are paid out to the various entities from the first half real estate settlement that totaled \$5,442,472.70.

Conversation was also held regarding the Medicaid MCO sales tax issue and Local Government Funds included Governor Kasich's proposed SFY 2018 -2019 State Budget.

**In the Matter of
Meeting with County Engineer
Regarding Findings Related to the Proposed Howard Ditch Petition
For a County-Maintained Ditch Project:**

Chris Mullins, County Engineer, met with the commissioners to discuss a few matters. First was the proposed Howard Ditch Drainage Improvement for a petitioned county-maintained ditch project in Wayne and Jackson Townships. The petition, signed by Richard H. Howard, Ronald F. Bates, Norm Dresbach –

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Trinity Lutheran Church, and Matthew Gibson was filed in the county commissioners' office on December 30, 2014. The first public hearing for the project was held on March 17, 2015. At that time, the commissioners approved the county engineer to move forward his recommendation in his preliminary report to further investigate the proposed project, which would be done with the assistance of the Pickaway County Soil & Water Conservation District (SWCD).

Mr. Mullins presented the commissioners with a Technical Advisory Summary and Final Report prepared Aaron Mosely, Pickaway County SWCD District Technician. The summary states that the proposed plans for the drainage solution provides drainage benefits for approximately 877 acres of an approximated 2,680 acre watershed, and the estimated cost for the project is \$527,765.27. It had been found in earlier stages of the investigation that the soil types would not support an open ditch. The soil scientist report determined the soils to be mostly unconsolidated, non-cohesive material that will not maintain the channel shape at the anticipated flow velocities and moisture conditions.

In the Final Report from SWCD, it states that south of U.S. Rt. 22, there is an existing grassed waterway that has an old 20" clay tile adjacent to it. The waterway flows into an open ditch at the Yaple/Bowling property lines where the existing tile outlets. The clay tile has broken section and is beyond repair. The existing tile continues north under U.S. Rt. 22 where it's condition is poor. Trees have developed over the old tile and the waterway has been dug or dipped out over the years. Before crossing St. Rt. 104 on the Howard property, all trees have been removed and an open ditch has been constructed. Above St. Rt. 104, the drainage becomes a wooded ditch again. The ditch begins to parallel at large wooded wetland area that is primarily Linwood Muck and Westland soil types. The open ditch cases on the Gifford property before reaching the Bates property. But the clay tile Westland Soils. The drainage project continues northwest to connect to an existing waterway at an access land located on the Bates property. Historic records show the existing channel was originally built with a very low grade of 1.10%. This low grade proceeds onto the Bates property. This low grade favors siltation in the channel and would make this project ideally suited to the county ditch maintenance program. Based off of site evaluations and current soil test logs, an open ditch is not a stable option for the project.

The Final Report states that multiple options to resolve the current drainages issues were reviewed and evaluated, and the following two options were deemed as a possibility that were reviewed with the commissioners:

Option A:

- 206.95 drainable acres significantly benefitted
- Dip existing ditches on Bowling and Howard properties
- Install structure, grass water, 18" and 24" tile to St. Rt. 104
- 24" tile steps down to 12" once existing clay main leaves project area
- Install 18" tile to Bates driveway south of St. Rt. 56
- **Estimated cost: \$527,765.47**

Using a 5-year grain price (board) average, the benefits will annually average:

Corn	Increase of 30 bu./ac. @ \$5.37/bu. + \$161.10
Soybeans	Increase of 12 bu./ac. @ \$11.82/bu. = \$141.84

Corn & Soybean rotation average = \$151.47/ac./year x 206.95 ac. = \$31,347.72/yr.
\$527,765.47/\$31,346.72 = 16.84 Year Payoff

Using a 10-year grain price (board) average, the benefits will annually average:

Corn	Increase of 30 bu./ac. @ \$4.45/bu. = \$133.50
Soybeans	Increase of 12 bu./ac. @ \$9.95/bu. = \$119.40

Corn & Soybean rotation average = \$126.45/ac./year x 206.95 ac. = \$26,168.83/yr.
\$527,765.47 / \$26,168.83 = 20.17 Year Payoff

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Option B:

- 160.95 drainable acres significantly benefitted
- Dip existing ditches on Bowling and Howard properties
- Install structure, grass waterway, 18" and 24" tile to St. Rt. 104
- 24" tile steps down to 12" once existing clay main leaves project area
- **Estimated cost: \$406,002.46**

Using a 5-year grain price (board) average, the benefits will annually average:

Corn	Increase of 30 bu./ac. @ \$5.37/bu. = \$161.10
Soybeans	Increase of 12 bu./ac. @ \$11.82/bu. = \$141.84

Corn & soybean rotation average = \$151.47/ac./year x 160.25 ac. = \$24,273.07/yr.
\$406,002.46 / \$24,273.07 = 16.73 Year Payoff

Using a 10-year grain price (board) average, the benefits will annually average:

Corn	Increase of 30 bu./ac. @ \$4.45/bu. = \$133.50
Soybeans	Increase of 12 bu./ac. @ \$9.55/bu. + \$119.40

Corn & soybean rotation average + \$126.45/ac./year x 160.25 ac. = \$20,263.61/yr.
\$406,002.46 / \$20,263.61 = 20.04 Year Payoff

Mr. Mullins stated that based on the cost/benefit analysis, the increase in agricultural production will take 16 to 20 years to payoff, compared to the typical 4 to 5 year payoff for petitioned county-maintained ditches.

Based strictly on the cost benefit analysis, Mr. Mullins indicated that the project would not be feasible. However, after discussing the matter with the commissioners, before making his final recommendation to move forward or to discontinue the project, it was determined that he will contact petitioners Richard Howard and Ronald Bates about the findings, who desire the drainage improvement and would benefit the most from the project and, therefore, would be paying the larger portion of the costs. It was noted that either would require a second public hearing.

**In the Matter of
Discussion with County Engineer Regarding
Proposed Roadway Use and Maintenance Agreement with
Gas and Oil Well Producer Operators in the County
Related to Seasonal Road Weight Reductions:**

Chris Mullins, County Engineer, presented a Road Usage Maintenance Agreement (RUMA) for the commissioners' review he prepared that he may to present to them in the future for their consideration.

To alleviate deterioration during the freezing and thawing season, the county engineer and trustees of various townships request the commissioners to approve 50% road weight reductions on specified county and township roads. Mr. Mullins stated that due to the road weight reduction, gas and oil well producers with operations in the county have been hauling one-half of their normal loads. With the winter season being the peak drilling time for gas and oil well producers, typically based on agreements with surrounding landowners related to timing of planting season, Mr. Mullins said entering into a RUMA was proposed by the gas and oil well producers that would allow them to obtain a permit to haul weight over the 50% road weight limitation while holding them reliable for pay for damages it may cause to county and/or township roads. The permit would allow them to haul from 40,000 lbs. per truck weight to 80,000 lbs., which includes the weight of the truck. The amount of reimbursement to the county and/or townships for road damages would be on a prorated-basis calculated on the number of barrels hauled from each site that the gas and oil producers are required to certify annually to the Ohio Department of Natural Resources (ODNR).

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The agreement would require the commissioners' approval and would provide the county engineer to be their permitting authority and administer the agreements. Mr. Mullins stated that with the end of this year's freezing and thawing season approaching, it is not certain that he will be presenting agreements for their approval this year; however, it will provide a tool in the tool box for the future because road infrastructure has to be protected.

The commissioners thanked Mr. Mullins for the information.

In the Matter of
Resolution Adopted Certifying the CY 2016 Mileage Certification of
Pickaway County Maintained Roads to the Ohio Department of Transportation:

Chris Mullins, County Engineer, presented the CY 2016 County Highway System Mileage Certification form for submittal to the Ohio Department of Transportation certifying the total length of county-maintained public roads. He noted that total mileage is slightly lower than CY 2015, due to the Scioto Darby Road bridge replacement realignment over Big Darby Creek.

After reviewing the certification document, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to adopt the following Resolution:

Resolution No.: PC-031417-1

WHEREAS, in accordance with the provisions specified in §4501.01 of the Ohio Revised Code, an annual Highway System Certification must be submitted to the Ohio Department of Transportation as to the total length of the county's maintenance of public roads; then,

THEREFORE BE IT RESOLVED, as of December 31, 2016, the Pickaway County Board of Commissioners hereby certifies that there were 225.356 miles of public roads for which Pickaway County was responsible for maintaining in CY 2016.

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

Attest: Patricia Webb, Clerk

A ribbon cutting for the bridge replacement is being planned for the near future.

Related to a separate matter, Mr. Mullins stated that Paul Jacobs, the Water/Sanitary Operator, informed him that he intends to retire in approximately one year. Mr. Mullins stated that he has already spoken with a couple of individuals who have the necessary water and sewer certifications. In order to have a year's overlap of the position for the new operator's familiarization of the county's various water/sewer systems, Mr. Mullins stated he would like to move forward with hiring an individual after he receives Mr. Jacob's official retirement date.

At the conclusion of the meeting, Mr. Mullins thanked the commissioners for their time.

In the Matter of
Rental Lease Agreement Signed with the
Ohio Department of Public Safety for
Driver's Examination Station Space in Pickaway County Annex:

The commissioners reviewed the revised the Rental Lease Agreement from the Ohio Department Public Safety (ODPS) for the two-year lease of space for the Driver's Exam Station located in the Pickaway County Annex for the period of July 1, 2017, through June 30, 2019, with an automatic 2-year renewal. The rental rate reflects a \$0.60 per square foot increase from \$8.00 per square foot which the ODPS had been paying since 2001, to \$8.60 per square foot.

After their review, Commissioner Henson offered the motion, seconded by Commissioner Wippel, to approve and sign the agreement.

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

Attest: _____
Patricia Webb, Clerk

In the Matter of
PRIME AE Group, Inc. Proposal Approved and Signed
For Pickaway County Commissioners' Book Conversion Services:

Related to the meeting the commissioners held last week with Nathan Dilley, of PRIME 3SG/PRIME AE Group, Inc., they reviewed the proposal received for the digitalization of the Pickaway County Commissioners' Minutes Book Conversation Services for the scanning of 52 books. The cost per each book is \$380, with Optical Character Recognition (OCR) on all typewritten books at one cost of \$2,500; PDF Bookmarks for meeting dates at one cost of \$500; and two travel pickup/deliveries at \$60 each, for a total proposal amount of \$22,880. It was noted in the commissioners' review that any variance to the number of books scanned can be handled through an approved supplemental agreement or change order.

Following their review, Commissioner Henson offered the motion, seconded by Commissioner Wippel, to approve the proposal and authorizing Commissioner Stewart to sign the document.

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

Attest: _____
Patricia Webb, Clerk

In the Matter of
FY 2017 Partnership Agreement Between the
City of Circleville and Pickaway County to Make Application for
FY 2017 Community Housing Impact Program (CHIP) Funds:

In revisiting the FY2017 Partnership Agreement between the City of Circleville and Pickaway County that was discussed last week to make a joint application for the competitive FY 2017 Community Housing Impact Program (CHIP) funds in the total amount of \$800,000 (\$350,000 to the City of Circleville for projects inside the city limits, and \$450,000 to the county for projects outside the city limits), research was performed clarifying the commissioners' question about previous talks regarding PICCA submitting a Request for Proposal (RFP) for the administration of the 2-year program. Sharon Schall, Grant Specialist who is contracted by the City of Circleville Grant Department, was since contacted by the commissioners' office via email to seek clarification. It was reported that Mrs. Schall explained PICCA had submitted a RFP for the previous grant administrative assistant, who recently submitted her resignation.

Mrs. Schall explained in her email that it had been determined that her number of years' experience in administering CHIP grants would be beneficial in the state's application point-scoring process, and working with Mrs. Schall during the 2-year grant program would provide the necessary experience for PICCA's administrative assistant for future CHIP grant applications.

After discussing the matter, Commissioner Henson offered the motion, seconded by Commissioner Wippel, to enter into the above-mentioned agreement and authorizing Commissioner Stewart to sign the document.

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

Attest: _____
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**In the Matter of
Resolution Adopted Stating Pickaway County will be
Responsible for Bidding Processes and Acceptance of Bids
Related to the FY2016 Community Development Block Grant Formula Allocation Program:**

With the upcoming implementation of projects approved by the commissioners last year related to the FY 2016 Community Development Block Grant Formula Allocation Program, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to adopt the following Resolution:

Resolution No.: PC-031417-2

WHEREAS, Pickaway County was allocated \$155,000 in Community Development Block Grant (CDBG) Formula Allocation Funds for FY 2016; and,

WHEREAS, the Village of Ashville was approved to receive grant funds for Long Street Sidewalk Improvements, and Center Alley Street Improvements; the Village of Tarlton was approved to receive grant funds for improvements to Redding Street; and the Pickaway Senior Center was approved to receive grant funds for the purchase of kitchen equipment; then,

THEREFORE BE IT RESOLVED that Pickaway County will be responsible for all the necessary processes related to the bidding and acceptance of proposals for the above-described projects, including advertisement and bid openings.

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

Attest: _____
Patricia Webb, Clerk

**In the Matter of
Entrance Letter with the Ohio Auditor of State Office
Signed Related to the FY 2016 Pickaway County Audit:**

Related to the Pickaway County FY2016 Audit, the commissioners reviewed the Letter of Arrangement between Pickaway County and the Auditor of State (AOS) describing the objective and scope of services that will be provided by the AOS, the county's required involvement and assistance in support of the AOS services, the related fee arrangement, and other terms and conditions designed to ensure that the AOS professional services satisfy the county's audit requirements. Except for any changes in the fees and expenses which may result from circumstances described within the letter, the AOS expects the fees and expenses for its audit services will not exceed \$86,920.

Following the commissioners' review, Commissioner Henson offered the motion, seconded by Commissioner Wippel, authorizing Commissioner Stewart to sign the above-mentioned Letter of Arrangement.

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

Attest: _____
Patricia Webb, Clerk

**In the Matter of
Ohio Development Services Agency
629 Roadwork Grant Signed Related to the
Love's Travel Stop Road Infrastructure Project:**

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Ryan Scriber, P3 Economic Development Director, presented the Ohio Development Services Agency's (ODSA) 629 Roadwork Grant Agreement in the amount of \$500,000 for Commissioner Stewart's signature. The grant agreement is related to the Love's Travel Stop road infrastructure project located at the south east corner of Pittsburgh Rd. and R. Rt. 23, in Pickaway Township. The commissioners previously agreed for the county to serve as funding conduit for the grant.

After reviewing the document, Commissioner Wippel offered the motion, seconded by Commissioner Henson, authorizing Commissioner Stewart, President, to sign the grant agreement.

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

Attest: _____
Patricia Webb, Clerk

In the Matter of
Meeting with Pickaway Addiction Action Coalition
Members Regarding Request for Financial Commitment
To Fund an Executive Director Position:

Tim Colburn, Ryan Scribner, Molly Hedges, Ty Ankrom, and Dan Litzinger, members of the Pickaway Addiction Action Coalition (PAAC) Development Committee, met with the commissioners to discuss their financial strategic investment for an executive director position for PAAC. Mr. Colburn mentioned April Dengler, and thanked the commissioners for her membership on PAAC, and the good work that she does.

Mr. Colburn mentioned his and Mr. Scribner's meeting with the commissioners last month when they informed the commissioners that that they will requesting the commissioners' consideration of strategic financial support for PAAC to hire an executive director. So far, PAAC has raised \$100,000 in local monetary support toward its goal of raising \$500,000 that would sustain the position for 3 – 5 years. He mentioned that they have also met with all of the county's senators and district representatives about PAAC being considered in the State Capital Budget.

Mrs. Hedges then provided information about what PAAC has been able to accomplish thus far. She noted that she is in regular contact with a representative of the Ohio Attorney General (AG) office, who has stated that she is quite impressed that Pickaway County's numbers have gone down related to opiate and heroin overdoses from 10 in 2012, to 5 in 2016, compared to surrounding counties. She also mentioned that the AG office filmed an 8-minute video that was shown at its large state opiate addiction conference. The AG's office came to Pickaway County during the filming and was scheduled to be here to learn more about the PAAC, but ended up spending the entire day. They wanted to learn more about the collaborative services that have been put in place between local county agencies, such as Job & Family Services, the Sheriff's Department, the Probation Department, and others, and the AG's office wanted to use Pickaway County as a model. Of the 8-minute video that was shown at the state conference, Mrs. Hedges said probably 5 minutes of it was about Pickaway County. The video can be found on www.drugfreepickaway.com. A representative of the AG's office is also going to attend PAAC's upcoming Resource Fair that will be held on April 28th, in conjunction with the Sam Quinones' visit, author of *Dreamland*.

The PAAC's new Parent's Resource Guide book was then distributed, listing all of the various local organizations and their services that are available and an array of other detailed information. Mr. Litzinger distributed PAAC's Commitment Statement to review that invites anyone and everyone in the community interested in joining in on the commitment toward the goal of ending opiate addiction in Pickaway County by 2020. The statement says PAAC seeks to implement programs and processes to help save our children, young adults, and the community, and it lists nine objectives PAAC is seeking to accomplish. Mrs. Hedges mentioned that when PAAC members speak at various community functions, the Commitment Statement is distributed that people can sign providing their support in a variety of ways, including something as simple as volunteering their time. It was mentioned that PAAC has a speaker's bureau made up of local subject-matter experts that provides speaking engagements. Mrs. Hedges is also scheduled to speak at the Chamber of Commerce's upcoming Women's Network meeting.

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When the question was raised about what the executive director would do that would be adding to what PAAC has already done, Mr. Colburn said they are finding that there is PAAC's volunteer board that needs to be staffed as the members have responsibilities in their respective fields of work. Scheduling of events; exploration of further coordination of resource services to find additional efficiencies to be gained; assisting with the implementation of programs, such as Gabe Carpenter's, Probation Officer, Angel Program; were also mentioned. It was noted that the executive director would also be instrumental in seeking funding sources for PAAC to reach its goals, including a possible local addiction rehabilitation treatment center for those that want help. The DART Program in Lucas County was mentioned as a concept that PAAC has discussed. Mr. Scribner and Ty Ankrom provided additional comments about how an executive director could provide the driving force in accomplishing PAAC's goals and shine a light on Pickaway County as being proactive and aggressive.

After discussing the matter further, Mr. Colburn presented a letter to the commissioners thanking them for meeting with them to discuss the ongoing efforts and strategic direction of PAAC, which also included a commitment amount for consideration, and all of the members in attendance thanked the commissioners for their time.

Upon reviewing the requested commitment amount of \$100,000 that was included in the letter, the commissioners discussed various scenarios, such as a designated annual pledge amount over a 3-year period; however, no definite decision was made at the time. The commissioners noted that they will keep in mind the fact that the county is already paying increased costs related to addiction issues. For example, the additional \$100,000 to JFS for to keep up with the increased need for foster care services, an increased law enforcement budget, and potential increased to the judicial operating budgets that are impacted by the issue as well.

In the Matter of
Resolution Adopted Accepting the Conveyance of Real Property Parcels
In the Name of Brooks-Yates Center Housing Opportunities, Inc. to be
Placed in the Pickaway County Board of Commissioners' Name:

In moving forward with the transfer of the Pickaway County Board of Developmental Disabilities' building to the county and other real property that are located on South Pickaway Street and East Walnut Street, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to adopt the following Resolution:

Resolution No.: PC-031417-3

WHEREAS, the Pickaway County Board of Development Disabilities ("PCBDD") determined that real property titled in the name of Brooks-Yates Center Housing Opportunities, Inc., which includes Parcels Number **A05-4-100-00-015-00** (0 Walnut Street), **A05-4-100-00-016-00** (160 East Walnut Street) **A05-4-100-00-017-00** (0 Pickaway Street), **A05-4-100-00-018-00** (963 South Pickaway Street), **A05-4-106-00-001-00** (1005 South Pickaway Street), **A054-106-00-002-00** (0 East Walnut Street) **A05-4-106-00-023-01** (0 Logan Street), **A05-4-106-00-024-01** (0 Logan Street), **A05-4-001-00-015-00** (972 South Pickaway Street), are no longer needed by the PCBDD for the use in which they were acquired; then,

THEREFORE BE IT RESOLVED, the Pickaway County Board of Commissioners hereby accepts the conveyance of the aforesaid real property parcel numbers to be placed in the Pickaway County Board of Commissioners' name to be utilized for public use. Furthermore, the Pickaway County Board of Commissioners agrees to reimburse any grant money currently owed by the Pickaway County Board of Developmental Disabilities to the State of Ohio for the transferred properties.

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

Attest: _____
Patricia Webb, Clerk

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In the Matter of
County Administrator Report:

- Mr. Lutz informed the commissioners about a “Dark Trace” ransomware software presentation he received and the 4-week test trial that was performed on the county’s system. The cost of the software is \$125,000 that can be paid in annual installments of \$25,000 over a 5-year period.
- John Krock, of Clemans, Nelson & Associates, will be retiring and he introduced Aaron Weares, who will be his replacement, to Mr. Lutz last week.
- Mr. Lutz stated that he was approached by the county’s full time Custodial Crew Leader, who was advocating for holiday pay for part-time employees. Each averages working about 25 hours per week and are not to exceed 30 hours per week. Part-time employees are not eligible for healthcare insurance or holiday pay unless the holiday falls on a day they are scheduled to work. After discussing the matter further, it was determined that Mr. Lutz will contact other county administrators to see if other counties allow holiday pay for part-time employees to gain a better understanding of how common or uncommon the practice is.
- The county previously received a letter from Gary Kenworthy, City Law Director, related to the about the city’s intent to no longer compensate the annual \$12,500 for services provided within the city limits by the Pickaway County Dog Shelter due to financial issues it is currently facing. It was mentioned in his letter that Dog Shelter services are provided to villages and townships throughout the county at no cost. In the county’s response letter, it was noted that in 2016, 57% of all calls handled by the Dog Shelter were within the city limits and it was stated that due to the \$12,5000 annual reduction in the Dog Shelter’s budget, it will no longer be able to provide after-hours services in the county. Mr. Lutz informed the commissioners that another letter has been received from Mr. Kenworthy stating that the city regrets that the Dog Shelter will no longer be able to continue its after-hours services to the citizens of the county due to the \$12,500 loss in revenue; therefore, the city is willing to pay its proportionate share of funds based on its population compared to villages and townships within the county. In other words, if the city’s population amounts to 27% of the county-wide census, the city would be willing to pay \$3,375 of this total amount toward the cost of the after-hour services and the villages and township within the county would then be responsible for the balance.

In the Matter of
Weekly Dog Warden Report:

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending March 11, 2017.

A total of \$785 was reported being collected as follows: \$240 in adoptions; \$225 in dog licenses; \$75 in dog license late fees; \$55 in microchip fees; \$80 in owner turn-ins; \$75 in redemptions; \$40 in transfer-out rescue.

Fourteen (14) stray dogs were processed in; six (6) dogs were adopted.

With there being no further business brought before the Board, Commissioner Henson offered the motion, seconded by Commissioner Wippel, to adjourn. Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes. Commissioner Henson, yes. Voting No: None. Motion carried.

Brian S. Stewart, President

Jay H. Wippel, Vice President

Harold R. Henson, Commissioner
BOARD OF COUNTY COMMISSIONERS
PICKAWAY COUNTY, OHIO

Attest: Patricia Webb, Clerk