

**TUESDAY, MARCH 15, 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, on Tuesday, March 15, 2016, with the following members present: Mr. Harold R. Henson, Mr. Brian S. Stewart, and Mr. Jay H. Wippel. Brad Lutz, County Administrator, was absent.

**In the Matter of  
Minutes Approved:**

Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to approve the minutes from March 8, 2016.

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

Attest: Patricia Webb, Clerk

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

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

BE IT RESOLVED, that the bills have been found to be properly filed and their respective vouchers shall be cross-referenced to the approving pages dated March 16, 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 \$501,007.80 on the County Treasurer to satisfy the same.

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Report Provided by Dustin Hube;  
Waiver Approved:**

Dustin Hube, Fiscal Specialist, attended the overnight Leadership Pickaway class that was held at Deercreek State Park on Thursday and Friday of last week.

Mr. Hube requested the approval of a waiver to make payment to Frontier Communications; therefore, Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to waive the waiting period to issue payment to Frontier Communications in the amount of \$1,266.67 from line item #101.1112.5481.

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

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

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

- Harrison Twp. Fire Chief, Eric Edington, and Mr. Conrad will be traveling to the Rickenbacker Intermodal area within Harrison Twp. later in the day to view new warehouse sites that will be storing hazardous materials.
- Discussion was held regarding options that could be considered to provide additional memory capacity on Mr. Conrad's computer.
- Mr. Conrad will be attending the SALT meeting at the Pickaway Senior Center on March 11<sup>th</sup>; the Emergency Management Advisory Council meeting at OCU on March 18<sup>th</sup> to discuss the university's emergency management program curriculum; the Athens Co. ESInet informational and planning meeting on March 22<sup>nd</sup>; the EmergiTech 2016 User's Training Conference scheduled to be held May 9<sup>th</sup> – 12<sup>th</sup>, in Dublin, Ohio.
- A statewide tornado drill is scheduled to take place on March 23<sup>rd</sup>, at 9:50 a.m., and the PCSO will activate all emergency/tornado sirens throughout the county.

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

The following is a summary of the report provided by Erica Tucker, Ross, Pickaway, Highland, Fayette (RPHF) Joint Solid Waste Administrative Assistant/Special Projects Assistant:

- Mrs. Tucker has been assisting Terry Frazier, Development & Planning Director, with organizing his office and purging files that are no longer required to be retained.
- The large console recycling bins for the county offices recycling program will be delivered to the various buildings by First Capital Enterprises on March 16<sup>th</sup>.
- Mrs. Tucker and Ms. Dengler will be meeting with Mike Pelcic of Pickaway County Board of Developmental Disabilities regarding interviewing an individual the county will employ in regards to emptying the desk-side recycling bins a few days a week related to the county offices recycling program.
- Tom Davis, RPHF Coordinator, will visit Saltcreek Elementary School on Thursday where a new recycling collection drop-off bin has been placed. It was reported that OCU is a potential new site for a recycling collection drop-off bin.
- Mr. Davis and Mrs. Tucker will be meeting with Rumpke Recycling on Thursday regarding curbside recycling in the City of Chillicothe, Ross County.
- Mrs. Tucker has been in contact with Pickaway County Board of Development Disabilities in referencing to displaying student's art work in the Pickaway County Annex. Commissioner Stewart mentioned that he will contact Congressman Steve Stivers' office about local high school student's art work from the annual Congressional Art Competition being displayed in the building as well.

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

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

- Nineteen (19) employees signed up for the short-term disability insurance during open enrollment and 8 signed up for long-term, bringing the total of 43 employees partake in the short-term and long-term disability insurance program offered.
- A total of 104 people participated in the bio-screenings that were conducted last week.
- Berger Health System will be providing bio-screenings on May 16<sup>th</sup> & 20<sup>th</sup> for the third of the 3-year

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Ohio Bureau of Workers Compensation's case study for participating employees. That same week is National Health & Wellness week and plans are to offer an event, such as a walking challenge, for county employees to participate in to kick-off the week and have fruits vegetables on hand for them. Also discussed was the possibility of local farmers setting up fruit and vegetable stands on the courthouse parking lot during a lunch hour one day during the week.

- Additional miscellaneous obsolete items have recently be placed on the govdeals.com online auction website.
- Ms. Dengler, Mr. Lutz, and Jonathon Brown, Maintenance Supervisor, met with members of Roundtown Players (RTP) Theater Group last week regarding miscellaneous upgrades to the space it occupies in Memorial Hall. Items included needed replacement of floor tile in the women's restroom; installing push bars on emergency exit doors; repair water pressure issues; continued painting in areas; and they would like remove a heat radiator in front of the stage that is no longer needed. RTP received a grant for new speakers for the audio system that they would like to store under the stage. As a future project, the RTP would also additional support in areas of the stage floor until it can be replaced. RTP indicated it would be willing to help subsidize the cost of the eventual stage floor replacement. It was also mentioned that the YMCA dance classes, also housed in the building, have been utilizing the stage for performances.
- Ms. Dengler will be attending the follow-up meeting at the Ohio Christian University scheduled for Wednesday regarding a possible hotel on the campus for visitors of the university.
- The FacilityDude online work order system for the county maintenance department has been implemented.
- At the request of one of the court security officers at the desk in the lobby of the courthouse, conversation was held regarding the possible placement of cigarette butt receptacles at the bottom of the courthouse steps to deter the extinguishing of cigarettes on the landing and in the concrete flower pots located on each side of the front entry doors.
- Related to a FY2015 Community Housing Improvement Program (CHIP) project, Ms. Dengler reported that a proposal was presented to Sharon Schall, contracted City of Circleville CHIP grant coordinator, regarding plumbing inspection for work performed by contractor Elmer Hines that was part of the rehabilitation project for a home in the Village of New Holland, which was then covered by flooring. Inspection of the work performed by Geoff Davis of the Pickaway County Building Department would require the floor to be taken up, which Mr. Hines stated that he did not want to do due to the additional project costs. Mr. Lutz and Mr. Davis then presented a proposal in that Mr. Davis would only require what test he could do with the plumbing that doesn't require the floor to be taken up as long as Mr. Hines and the homeowner sign an agreement that the work would be under warranty for three years. This warranty would include fixing any issues that rise from the plumbing work completed that would have been inspected. In response to the proposal, Mrs. Dengler relayed information provided in an email from Mrs. Schall stating that she and Mayor McIlroy discussed the proposal and they are not comfortable offering a homeowner a 3-year warranty, which is 2 years above the one-year warranty from Mr. Hines. She went on to say that in the years of working with Mr. Hines as a contractor, she has never received a complaint about his work. Mrs. Schall's email stated that it was decided to take part of the floor up in order for Mr. Davis to review the plumbing and an inspection was requested to be performed later in the week.

**In the Matter of**  
**Joshua M. Payne Hired for**  
**Position of Custodial Worker 1:**

With the recent resignation of a part-time Custodial Worker 1 on the Pickaway County Custodial staff, and following interviews conducted by April Dengler and John Brown, Maintenance Supervisor, it was their recommendation to hire Joshua M. Payne to fill the position.

Following a brief question and answer session, Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to hire Joshua M. Payne, 90 Water Street, Tarlton, Ohio 43154, for the part-time position of Custodial Worker 1, effective March 16, 2016, at the rate of \$10.00 per hour.

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

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Attest: Patricia Webb, Clerk

**In the Matter of  
Allocation of January 2016  
Sales Tax Collections:**

Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to allocate the sales tax collections from January 2016, in the following manner:

**39,655 to 401.0000.4121 – Capital Fund (5%)  
753,443.32 to 101.0000.4121 – General Fund (95%)**

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Resolution Adopted and Loan Documents Signed  
With Kingston National Bank for DS Drainage Construction Loan:**

After requesting proposals from local banks to finance \$25,569.25 for the construction of the DS Drainage Improvement Project, the commissioners accepted the proposal from Kingston National Bank (KNB) with the lowest interest rate of 2.70%, and a \$200 document fee. The commissioners reviewed the loan documents submitted by Paul Corson, Vice President, of KNB. The debt will be paid by construction assessments placed on benefitting landowner's real property tax duplicates for a period of 5 years that chose not to pay their proportionate share of the construction costs upfront.

Following their review, Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to adopt the following Resolution and sign the submitted loan documents:

**Resolution No.: PC-031516-2**

**RESOLUTION AUTHORIZING ISSUANCE AND SALE OF A \$25,769.25 NOTE**

WHEREAS, the Pickaway County Board of Commissioners ("Board") deems it necessary to issue a Note under the provision of Section 6131.02 of the Ohio Revised Code for the purpose of the disposal or removal of surplus water, controlling drainage of land, storage of water to regulate stream flow or prevent overflow, etc. by constructing appropriate methods for control of the water; and,

WHEREAS, the Kingston National Bank intends to issue a Note in the amount of \$25,769.25 over a period not to exceed five years, with not less than \$2,816.25 annually together with interest on the outstanding balance; and,

**SECTION 1.** That is necessary to issue a Note of the Board in the principal sum of not more than \$25,569.25, for the purpose of the disposal or removal of surplus water, controlling drainage of land, storage of water to regulate stream flow or prevent overflow, etc. by constructing appropriate methods for control of the water, under authority of the general laws of the State of Ohio, particularly Section 6131.23 of the Ohio Revised Code. Said Note shall be dated March 16, 2016, and shall be of the denomination or denominations requested by the purchaser thereof. The Note shall bear interest at the rate of Two and Seven Tenths per centum (2.70%) per annum. The Note is payable at maturity and matures October 12, 2021. Not less than one-tenth (0.01) of the cost of said purchase shall be paid in cash at the time of the purchase.

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SECTION 2. That said Note shall be signed by the members of the Board and attested by the signature of the Clerk to the Board. Said Note shall be designated “Anticipation of Current Revenue Note,” shall be payable by check or draft to the holder thereof, without deduction for exchange, collection or service charges, and shall recite that it is issued pursuant to the provisions of applicable law of the State of Ohio and this Resolution.

SECTION 3. That the Board hereby covenants that it will restrict the use of the proceeds of said Note hereby authorized in such manner and to such extent, if any, take such other actions as may be necessary, after taking into account reasonable expectations at the time the debt is incurred, so that they will not constitute obligations the interest on which is subject to federal income taxation or “arbitrage bonds” under Section 103 (b)(2) and 148 of the Internal Revenue Code of 1986, as amended (the “Code), and the regulations prescribed thereunder. The Fiscal Officer or any other office having responsibility with respect to the issuance of the Note is authorized and directed to give an appropriate certificate on behalf of the Board on the date of delivery of the Note for inclusion in the transcript of proceedings, setting forth the facts, estimates and circumstances and reasonable expectations pertaining to the use of the proceeds thereof and the provisions of said Sections 103 (b) (2) and 148 and regulations thereunder.

These notes are hereby designated “qualified tax-exempt obligations” for the purposes set forth in Section 275 (b)(3)(B) of the Internal Revenue Code of 1986, as amended. The Board does not anticipate issuing more than \$25,569.25 of “qualified tax-exempt obligations” during calendar year 2016.

SECTION 4. That it is hereby determined that all acts, conditions and things necessary to be done precedent to and in the issuance of said Note in order to make the same a legal, valid and binding obligation of the Board have been done, have happened and have been performed in regular and due form as required by law, and that said issue of Note and the tax for other payment of its principal and interest as the same falls due and is payable does not exceed any limitations of indebtedness or taxation fixed by law.

SECTION 5. That said Note shall be sold to Kingston National Bank, Kingston, Ohio. The proceeds from the sale of said Note, exempt the premium, if any, and accrued interest, shall be used for the purposes aforesaid and for no other purpose; the premium and accrued interest, if any, shall be transferred to the bond retirement fund to be applied to the payment of the principal of and interest on said Note in the manner provided by law.

SECTION 6. That, if not paid from other sources, for the payment of said Note there shall be levied annually a sufficient tax to pay the interest on and principal of such Note; such tax shall be inside the tenmill limitation and shall not exceed the amount the county currently receives from within the ten-mill limitation.

SECTION 7. That it is found and determined that all formal actions of the Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of Board; and that all deliberations of the Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 8. That the Clerk of the Board be and is hereby directed to forward a certified copy of this Resolution to the county Auditor.

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

Attest: Patricia Webb, Clerk

**In the Matter of**  
**FY2016 Community Development Block Grant**  
**Allocation Program Amount:**

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Correspondence was received from the Ohio Development Services Agency that the county's FY2016 Community Development Block Grant (CDBG) Allocation amount is \$155,000. The allocation amount for the FY2015 CDBG program was \$148,000.

**In the Matter of**  
**Revised Resolution Adopted Approving the Fiscal & Administrative**  
**Agent For the Workforce Development Area 20/21 Under the**  
**Workforce Innovation and Opportunities Act:**

Joy Ewing, Director of the Pickaway County Job & Family Services, spoke with the commissioners regarding the resolution recently adopted by all county boards of commissioners in the Workforce Development Area 20/21 (comprised of Fairfield, Pickaway, Ross, Vinton and Hocking Counties). Per the Ohio Department of Job & Family Services, the resolution is include specific language stating that the Economic Development Department of the Fairfield County Commissioners approves the acceptance of the role of administrative agent for the Workforce Development Area 20/21 under the Workforce Innovation and Opportunity Act (WIOA).

Therefore, Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to adopt the following Resolution:

**Resolution No.: PC-031516-1**

**A Resolution Approving the Fiscal and Administrative Agent for the Workforce Development Area 20/21 under the Workforce Innovation and Opportunity Act**

WHEREAS, the Workforce Innovation and Opportunity Act was signed into federal law on July 22, 2013, and the act emphasizes a broad vision of workforce development programs that respond to the needs of employers by preparing workers with the skills and resources needed to compete for in-demand jobs; and,

WHEREAS, there is a transition process from the designation as a Workforce Investment Act local area to a Workforce Innovation and Opportunity Act local area; and,

WHEREAS, the chief elected officials of each county of the Workforce Development Area 20/21 desire to transition to Fairfield County Economic Development, under the Fairfield County Board of Commissioners, serving as the fiscal and administrative agent for the Area, transitioning to the role of administrative agent on March 1, 2016, and transitioning the role of fiscal agent at the beginning of the new fiscal year on July 1, 2016; and,

WHEREAS, the local area of Fairfield, Pickaway, Ross, Vinton and Hocking Counties Job & Family Services are approving this transition; then,

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NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF PICKAWAY, AND STATE OF OHIO:

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Section 1. That the Economic Development Department of the Fairfield County Commissioners approves the acceptance of the role of administrative agent for the Workforce Development Area 20/21 under the Workforce Innovation and Opportunity Act, effective March 1, 2016.

Section 2. That the Economic Development Department of the Fairfield County Commissioners approves the acceptance of the role of fiscal agent for the Workforce Development Area 20/21 under the Workforce Innovation and Opportunity Act, effective July 1, 2016.

Section 3. That the Board of County Commissioners recognizes the separation of duties that comes from the fiscal and administrative agent serving under the Board of Commissioners distinctly.

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Section 4. That the Pickaway County Board of County Commissioners authorizes the Fairfield County Administrator to sign all necessary paperwork relating to WIOA processes as the administrative and/or fiscal agent once Fairfield County is serving the role of administrative and/or fiscal agent.

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

Attest: Patricia Webb, Clerk

**In the Matter of**  
**Job & Family Services Update:**

The following is a summary of the report provided by Joy Ewing, Director of the Pickaway County Department of Job & Family Services:

- The local JFS Department is collaborating with the Pickaway County Sheriff's Office (PCSO) to related to the issue of the number of opiate-dependent individuals that were either overdosing after being released or going back to using drugs because their Medicaid had been disrupted due to incarceration and they were unable to obtain/continue detox medication, such as Suboxone (oral) or Vivitral (injection) after detoxing while in jail as it takes at least 30 days to get their Medicaid reinstated. In December 2014, the local JFS department assigned a caseworker who meets with inmates one week prior to their release and arrangements were made where their probation officers take the individual to the doctor to receive Vivitral, an extended-release injectable suspension to help prevent relapse after opioid detox. So far, about 15 released individuals have been involved with the program and they will continue to be monitored. Currently, Pickaway County is the only county in the state that has implemented the program, and Mrs. Ewing stated that she has received a number of inquiries about it from other counties. Mrs. Ewing stated that she will keep the commissioners updated.
- The month of April is National Child Abuse Awareness Month and the JFS Department will be conducting a flag raising event on April 11<sup>th</sup>, beginning at 9:00 a.m., at the Pickaway County Service Center. Conversation was held regarding the increase in the number of child welfare cases the agency handles, which was 306 in 2014, and 485 in 2015. This includes children in foster care and children that remain in their homes with in-home services provided by JFS. This is a topic that Mrs. Ewing spoke to the commissioners about during her update in January, and she referenced a very recent WBNS-10TV investigative story (for which the local JFS Department was one of the agencies contacted to gain information) regarding the increase in child abuse and neglect cases and a break down on the average number of cases a caseworkers handle in some counties. The state recommends that case workers have 12 children at a time as part of their caseload and Pickaway County averages 15. Mrs. Ewing also stated that the JFS Department has been doing what it can in preserving funds to address the costs associated with the increase in children services and provided some examples; however, she anticipates that she will be coming before the commissioners prior to the end of the year to request additional local funds.
- The JFS Department will be holding its second annual Community Day this year on April 24<sup>th</sup>, from 4:00 p.m. to 6:00 p.m., at the Mary Virginia Crites Hannan Park where refreshments, games, and family activities will be provided.
- The local JFS Department is the lead agency related to the Comprehensive Case Management & Employment Program (CCMEP) and will submit the CCMEP Plan to the Ohio Department of Job & Family Services by May 30, 2016.
- Mrs. Ewing spoke about the agency's continuance of the Internship Program that has been very successful and interest in the program is increasing. Currently, there are 3 interns working at the agency and Mrs. Ewing has 10 interviews scheduled for 3 slots that will be available next year.
- Pickaway County's unemployment rate for the month of January 2016, was 5.8%.
- A spreadsheet was provided listing the number of clients served throughout the various divisions of the agency and the associated costs for the period of February 2015, through February 2016.
- The agency will again participate in the Summer Youth Program; however, the funding will be somewhat limited compared to the past due to various reasons, including funding being taken from

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the program to help fund the Comprehensive Case Management and Employment Program that is available to 16 – 24 year-old Ohio Workforce (OWF) and WIOA eligible youth.

Following a brief question and answer session to gain some additional information regarding some of the topics discussed, the commissioners thanked Mrs. Ewing for the update.

**In the Matter of  
Eric Tucker Designated as Harold R. Henson's  
Alternate on the Pickaway County Planning Commission:**

The commissioners' clerk was presented with a letter signed by Pickaway County Commissioner, Harold R. Henson, designating Erica Tucker as his alternate on the Pickaway County Planning Commission. Pursuant to Ohio Revised Code §713.22, members of the planning commission shall send a letter of appointment to the clerk of the board of commissioners designating an individual to serve as that member's alternate.

Therefore, Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to accept the appointment of Erica Tucker so serve as the alternate member for Harold R. Henson on the Pickaway County Planning Commission.

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Proposal from ms consultants, inc. for  
Pickaway County Fairgrounds Master Plan:**

The commissioners and Eric Tucker, Special Projects Assistant, reviewed the proposal from ms consultants, inc. for the Pickaway County Fairgrounds Master Plan. In reviewing the proposal, discussion was held regarding negotiating the price.

**In the Matter of  
Appropriation Approved:**

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

**27,500 to 101.1105.5703 – Contingencies**

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Transfer Approved:**

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

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**27,500 from 101.1105.5703 – Contingencies  
To  
101.2005.5401 – Coroner-Contract Services**

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

Attest: Patricia Webb, Clerk

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

The weekly report for the Wright-Poling/Pickaway County Dog Shelter was filed for week ending March 12, 2016.

A total of \$853 was reported being collected as follows: \$240 in adoption fees; \$48 in boarding revenue; \$240 dog licenses; \$120 in late dog license fees; \$40 in owner turn-ins; \$40 in owner turn-in euthanasia; \$125 in redemptions.

Seven (7) 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 Wippel offered the motion, seconded by Commissioner Stewart, to adjourn. Voting on the motion was as follows: Commissioner Henson, absent for vote; Commissioner Stewart, yes. Commissioner Wippel; yes. Voting No: None. Motion carried.

Harold R. Henson, President

Brian S. Stewart, Vice President

Jay H. Wippel, Commissioner  
BOARD OF COUNTY COMMISSIONERS  
PICKAWAY COUNTY, OHIO

Attest: Patricia Webb, Clerk