

TUESDAY, MAY 10, 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, May 10, 2016, with the following members present: Mr. Harold R. Henson, Mr. Brian S. Stewart, and Mr. Jay H. Wippel. Brad Lutz, County Administrator, and was also in attendance.

**In the Matter of
Minutes Approved:**

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve the minutes from April 26, 2016, with corrections.

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

BE IT RESOLVED, that the bills have been found to be properly filed and their respective vouchers shall be cross-referenced to the approving pages dated May 11, 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 \$152,096.69 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:**

Dustin Hube, Fiscal Specialist/Part-time EMA Planner, reported that he will be requesting a portion of the second half a line item appropriation needed for the Building Department, though it is no indication of overspending.

It was also reported that Dave Conrad, EMA Director/911 Coordinator, is attending a 911 conference in Columbus.

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

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

- Preparations continue to be made for the Pickaway County Employee Health & Safety Week schedule for May 16th - 20th. A calendar of events that will take place during lunch hours that will be available to employees was reviewed. Bio-screenings, a medical mobile unit, various healthy lifestyle demonstrations and safety presentations, and other activities will be available throughout the week, which will close with a free open lunch for employees at The Dream House on Mound Street.

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- It was reported that a corrections employee who was injured in 2012 while assisting with a combative inmate at the PCSO and has been on Workers Compensation disability leave since incident has been released to return to light-duty; however, no light-duty responsibilities are available. John Krock, of Clemans, Nelson, and Associates, will be contacted regarding the matter.

In the Matter of
Resolution Adopted Designating
May 16th – 20th, 2016 as Pickaway County
Employee Health and Safety Week:

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

WHEREAS, the Pickaway County’s Health and Safety Committee’s vision is to create a culture of wellness that encourages employees to improve and maintain their health by providing opportunities to encourage healthy lifestyle choices; and,

WHEREAS, nearly every person has some form of health risk to varying degrees, whether it is unhealthy eating, lack of exercise or sleep, high blood pressure, high cholesterol, drinking, smoking, or a matter of genetics; and,

WHEREAS, because employees are the most valuable asset to any workplace environment, the Pickaway County Commissioners want to encourage personnel to learn relax, interact and enjoy eating lunch together, go for a walk, and engage in the various healthy lifestyle activities and safety presentations that are planned during their lunch hours throughout the Pickaway County Employee Health and Safety Week; then,

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby support and designate the week of

May 16th – 20th, 2016

as

Pickaway County Employees Health and Safety Week

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
Transfer of Liquor License Approved for
Harrisburg Mobile, LLC, with No Request for a Hearing:

After reviewing a request for the transfer of Liquor Permit #3630880 received from the Ohio Division of Liquor Control, Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to approve the following with no request for a hearing:

Transfer from:

Harrisburg Petroleum, LLC
DBA Harrisburg Sunoco
9109 US62
Darby Twp.
Harrisburg, Ohio 43216

Transfer to:

Harrisburg Mobil, LLC
DBA Harrisburg Mobil
9109 US62
Darby Twp.
Harrisburg, Ohio 43216

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

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**In the Matter of
Review of FY2016 Community Development
Block Grant Allocation Applications Received:**

The commissioners reviewed a spreadsheet of the FY2016 Community Development Block Grant Allocation (CDBG) the applications received from eligible entities for prepared by program administrator, Bob Berquist, of Berqshire, LLC. For project applications to be considered, they must be listed as priority projects on the PY2015 & 2016 Community Development Implementation Strategy (CDIS) that was adopted last year.

The county's total grant allocation is \$155,000, with \$125,000 available to fund up to a maximum of 4 projects after administrative services and required Fair Housing program expenses are deducted. Based on projects listed on the CDIS and application submissions, the following grant requests and project breakdowns were reviewed:

	<u>Requested Grant Amount</u>	<u>Local Share</u>	<u>Total Project Amount</u>
Village of Ashville - Long St. Sidewalks	\$ 24,461	\$ 7,115	\$ 35,576
Village of Tarlton Redding St. Improv.	\$ 35,215	-0-	\$ 32,215
Pickaway Senior Center Kitchen Equipment	\$ 3,630	-0-	\$ 3,630
City of Circleville Turner Dr. Improv.	\$204,221	\$90,764	\$294,985

Taking into consideration that the City of Circleville's Project exceeded the total grant amount available for projects, it was determined that Mr. Berquist will be requested to contact the City of Circleville to inquire about its capability of increasing its local share by an additional \$60,694 to close the gap in funding needed for its project. If the city is unable to provide the additional local share, Mr. Berquist will be contacted about moving to the next project listed on the CDIS.

**In the Matter of
Adoption of Resolution for Ula Jean Ater Metzler's
Selection as Pickaway County's 2016 Inductee into the
Center Ohio Senior Citizens Hall of Fame:**

Related to the commissioners' successful nomination of Ula Jean Ater Metzler's as Pickaway County's 2016 Inductee into the Central Ohio Senior Citizens Hall of Fame, they will be presenting with the following Resolution to Mrs. Metzler, at the Martin Janis Center in Columbus on Wednesday, May 18th, at 1:00 p.m. The motion was offered by Commissioner Stewart, seconded by Commissioner Wippel, to adopt the following:

WHEREAS, it is the pleasure of the Pickaway County Board of Commissioners to recognize occasions and people of outstanding significance and it was not difficult for the Pickaway County Board of Commissioners to select and nominate Ula Jean Ater Metzler as Pickaway County's 2016 Inductee to the Central Ohio Senior Citizens Hall of Fame; and,

WHEREAS, during Ula Jean's more than 30-year professional career as a teacher in the Circleville City School System, she was dedicated to improving the lives of Pickaway County residents through education, and she achieved an impressive list of accomplishments and received numerous awards at the state and local levels; and,

WHEREAS, after her retirement as an educator, Ula Jean's personal desire to serve others in the community continued as she ran for a seat on the Pickaway County Board of Commissioners. The residents

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of the county elected her to serve for three consecutive terms, from 2000, to 2012. During that time, Ula Jean served on numerous community boards and commissions; and,

WHEREAS, Ula Jean would proudly tell you that her father instilled in her at an early age the importance of the principle of “paying it forward,” and in early 2006, she did just that. Ula Jean met with staff at the Ohio Board of Regents expressing her frustration with the lack of higher education course offerings available locally in Pickaway County. Today, new opportunities are accessible to Pickaway County residents of all ages to attend college closer to home; and,

WHEREAS, Ula Jean did not stop there. In 2006, she led her fellow county commissioners in establishing the Pickaway Higher Education Learning Partners for Students (H.E.L.P.S.) program in partnership with the Pickaway County Department of Job & Family Services and all four county school districts that promotes higher education opportunities among students and families in the community. More than 2,000 high school students have benefited from Pickaway H.E.L.P.S. with career planning and a wide-array of other hands-on services and support needed to remove barriers to obtain education beyond the high school level. Pickaway H.E.L.P.S. now offers the Ula Jean Ater Metzler Scholarship and a total of \$5,000 has been awarded among ten eligible low-income and first-generation graduating seniors of a Pickaway County high school towards their attendance at any accredited post-secondary education institution in the country; and,

WHEREAS, Pickaway H.E.L.P.S. also coordinates the Kids on Campus summer education enrichment program held annually at the Ohio Christian University in Circleville. It offers the opportunity for first through fourth graders in the county to experience life on campus while improving their math, science, art, and technology skills. More than 1,100 students have participated in the program since its inception nine years ago and student enrollment increases significantly each year. These programs are just two examples of Ula Jean’s dedication to helping others in the community succeed life through higher education and her motto of “education equals dollars” will ring true for many residents of Pickaway County today and in the future; and,

WHEREAS, Ula Jean also volunteers her time at Pickaway Manor Nursing Home and various organizations throughout the community, and it is difficult to convey the positive far-reaching impacts that she provides to its residents of all ages; then

THEREFORE BE IT RESOLVED that it is with great pride for the Pickaway County Board of Commissioners to present this Resolution and is honored to congratulate

Ula Jean Ater Metzler
as the
Pickaway County
2016 Inductee into the Central Ohio Senior Citizens Hall of Fame

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

Attest: Patricia Webb, Clerk

In the Matter of
Report Provided by Brad Lutz:

- The county’s updated spreadsheet for the planned vs. actual 2016 Capital Projects was reviewed that totaled \$1,494,933 in total projects, which leaves a projected negative balance of \$442,992.33 based on the 2016 projected revenue, including the remainder of the Crites-Hannan Estate capital funds. Previous discussions have been held regarding the anticipated shortfall and conversation took place about increasing the percentage [typically 4% Capital Fund; 96% General Fund], if not placing all of the sales tax collections the county will receive later this month into the Capital Fund. Year-to-date expenditures for capital projects already completed this year reflected a total of \$696,671, and Mr. Lutz will provide an itemized listing of the closed-out the projects.
- For the commissioners’ review, Mr. Lutz provided copies of a proposed Amended Easement and Right of Way document from the American Electric Power (AEP) that was forwarded by Chris Mullins, County Engineer, whom AEP has been in contact with. The document would extend an existing easement the company has on the corner of Island Road and High Street where it will be

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installing a new pole to rebuild its transmission line. The amended easement involves a 0.173 acre of county-owned property adjacent to the location of the Jobs One-Stop Office building. AEP will compensate the county for signing the document. After discussing the matter, which included the fact that the county would perpetually lose ownership of the 0.173 acre total, a \$10,000 amount will be proposed.

- The assistant county administrator has been asked to contact CORSA regarding the county's insurance claim related to the ceiling that fell in the Soldier's Monumental Association's area, the ceiling fell a few months ago due to a roof leak following several high-wind and rain events.

**In the Matter of
Soil & Water Conservation District Update:**

The following is a summary of the quarterly update (January, February, March) Tawn Seimer, District Administrator, and Lindsey Shaffer, District Technician, provided for the Pickaway County Soil & Water Conservation (SWCD) District Office, met with the commissioners to provide the agency's quarterly update.

- Ohio SWCDs have had a smooth transition from being under the Ohio Department of Natural Resources to the Ohio Department agriculture.
- The summer Supervisors School is in Area 5 this year, this includes Pickaway County. Most of the tours and lodging will be in Franklin and Fairfield Counties. The local SWCD office is assisting the sponsorships.
- The Education Coordinator resigned on March 17th. The SWCD office has not yet posted the position.
- Poster contestants were recognized and presented awards. The posters were displayed at the Pickaway County District Library. Placemats of the winning posters were created and used at Captain D's and Bob Evans Restaurant in Circleville during the SWCD Stewardship Week.
- Two high school teams, from Westfall High School and New Hope Christian Academy, competed at the Envirothon that was held in Scioto County at Boy Scout Camp Oyo.
- District Technicians, Arron Mosley and Lindsey Shaffer continued to assist three separate landowners with EQIP projects requiring construction checks.
- Two subsurface drainage plans are in the design stage, and 1 plan has been completed.
- The county engineer has contacted Arron Mosley regarding changes to the Howard Drainage Improvement design plans.
- Eight waterway projects are being constructed, and 21 projects are ready for construction.
- The annual fish sale and tree sale that was held at the Pickaway County Fairgrounds and the event went very well.

Following a brief question and answer session, the commissioners thanked Mrs. Seimer and Ms. Shaffer for the update.

**In the Matter of
Results of Inquiry Made to Bob Berquist
FY2016 CDBG Project Application Submissions:**

After consulting with Bob Berquist, program administrator, related to the question posed earlier in the day regarding the FY2016 CDBG projects, the clerk reported that if the City of Circleville is unable to provide an additional \$60,694 in local share to fund its project application, the next eligible project listed on the CDIS, the Village of Ashville's Long Street/Station Street Intersection Improvements project, will be explored.

**In the Matter of
Bid Opening Conducted for the
2016 County & Township Roads Resurfacing Program:**

The commissioners held the bid opening for the project referred to as "2016 Pickaway County & Township Resurfacing," for Projects "A" "B" and "C" with Anthony Neff, Deputy County Engineer; Lance Boyer, County Engineer's Construction Inspector/Permit Coordinator; Chris Mullins, County Engineer; and

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Steve Smith, County Highway Superintendent, in attendance. A sign-in sheet of interested parties present for the bid opening is on file in the commissioners' office.

Mr. Neff explained that Project "A" is for township road asphalt paving program, Project "B" is for the county road asphalt paving program, which will be partially funded with \$500,000 in OPWC grant dollars and cannot be awarded until after July 1st, and Project "C" is for chip and sealing of township roads.

Engineer Estimates:	Project "A"	\$668,965
	Project "B"	\$854,345
	Project "C"	\$316,455

The following bids were receive and read aloud:

The Shelly Company Thornville, Ohio 43076	Project "A"	\$599,525.88
	Project "B"	\$729,559.46
	Project "C"	\$284,619.50
Cox Paving, LLC Washington Court House, Ohio 43160	Project "A"	\$641,567.87
	Project "B"	\$814,321.39
	Project "C"	No Bid
KMC Paving, Inc. Circleville, Ohio 43113	Project "A"	\$633,572.64
	Project "B"	\$791,622.51
	Project "C"	No Bid

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

**In the Matter of
Resolution Adopted to Enter into 2016/2017
Winter Salt Purchasing Contract with Ohio Department of Transportation:**

Chris Mullins, County Engineer, and Steve Smith, County Highway Superintendent, spoke with the commissioners regarding the adoption of resolution to authorizing entering into an agreement for participation in the 2016/2017 Ohio Department of Transportation Winter Contract for the purchase of road salt. Commissioner offered the motion, seconded by Commissioner to adopt the following Resolution:

Resolution No.: PC-051016-1

**RESOLUTION AUTHORIZING PARTICIPATION
IN THE ODOT WINTER CONTRACT (018-17) FOR ROAD SALT**

WHEREAS, the Board of County Commissioners, Pickaway County, Ohio (hereinafter referred to as the "Political Subdivision") hereby submits this written agreement to participate in the Ohio Department of Transportation's (ODOT) annual winter road salt bid (018-17) in accordance with Ohio Revised Code 5513.01 (B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT winter road salt contract:

- a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the winter road salt contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and,
- b. The political Subdivision hereby acknowledges that upon the director of ODOT's signing of the winter road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and.
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of this participation in the ODOT winter road salt contract and agrees to hold the Department of Transportation harmless for any claims, actions, expenses, or other damages arising out of the Political Subdivisions' participation in the winter road salt contract; and
- d. The Political Subdivision hereby requests through this participation agreement a total of 1,400 tons of Sodium Chloride (Road Salt) of which the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and,

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- e. The Political Subdivision hereby agrees to purchase a minimum of 90% of its above-requested salt quantities from its awarded salt supplier during the contract's effective period of October 1, 2016 through March 31, 2017; and,
- f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT winter salt contract; and,
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request no later than Wednesday, June 1, 2016. The written emailed request to rescind this participation agreement must be received by the ODOT of Office of Contract Sales, Purchasing Section email: Contracts.Purchasing@dot.ohio.gov by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision's participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivisions' participation agreement and/or a Political Subdivisions' request to rescind its participation agreement.

NOW, THEREFORE, be it ordained by the following authorized persons that this participation agreement for the ODOT winter road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT winter salt contract:

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
Authorization to Apply Credit
For Lot Located in Derby Sanitary Sewer Sub-District:

Related to two lots in the unincorporated Village of Derby that are part of the Derby Sanitary Sewer Sub-district, Mr. Mullins, Sanitary Engineer, stated that he was contacted by the owner of two lots, on one of which, they demolished the house approximately 10 months ago with plans to build another home; however, ultimately decided not to and capped-off the lateral sewer line, which was inspected by the county's sanitary department. It was explained that the owner has been paying the \$50 base rate for the vacant lot where the house was demolished and requested that they receive a credit for the existing tap, or a credit that would roll forward for the vacant lot as Mr. Mullins had explained to the property owner that if they were to eventually sell the vacant lot and a house was built, there would be substantial reconnection/tap fees involved. Mr. Mullins stated that of the two proposed credit options presented for consideration, he recommended it be applied to the lot with the existing house.

After discussing the matter further, Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to authorize a sewer charge credit to the lot with the existing house equal to the basic \$50 monthly payment that has been paid by the property owner over the 10-month period for the vacant lot.

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

Attest: Patricia Webb, Clerk

Other topics reviewed:

- The commissioners and Mr. Mullins briefly spoke about the proposed Amended Easement & Right of Way submitted by the American Electric Power Co. that the commissioners and Mr. Lutz discussed earlier in the day. Mr. Mullins recommended that AEP be requested to be more specific about the placement of the pole.
- Aaron Mosley of the SWCD is working on the change in plans requested by Mr. Mullins for the Howard Drainage Improvement Project.
- The plans for the North Court Street Drainage Improvement are 80% - 90% complete.
- When Commissioner Wippel inquired about the status of the Clarks Lake Subdivision Civic Organization's request to have a portion of the land where the former lagoons were relocated, Mr.

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Mullins stated that his office is pulling the deeds to the property to help determine what section of the land that might be donated and what section Mr. Mullins wants the county to maintain.

- A blown-tile in the Dry Run Ditch located in Monroe Twp. was discussed.
- The clean-up work for of a section of the Greenbrier Ditch Extension that involved a temporary 90-day easement extension is moving forward; however, at a pace slower than anticipated and an additional temporary easement extension may need to be requested.
- A brief overview of the highlights of Rural Transportation Planning Organization meeting that Commissioner Stewart, Mr. Mullins, and Mr. Lutz recently attended at the Mid-Ohio Regional Planning Commission (MORPC) was discussed. It has been proposed that Pickaway County, along with 6 other counties, form a RTPO that would have its own board that would decide how state capital funds received will be disbursed between the 7 counties. Commissioner Stewart said that the meeting was attended by 3 other county commissioners and development and planning personnel from other counties. During the meeting, Commissioner Stewart stated that the board should be made up of elected officials, i.e. county commissioners and county engineers, which would decide how tax payer's money would be spent.

In the Matter of
Meeting with Sheriff Radcliff and
Regarding Donation of Vehicle for the
Pickaway County D.A.R.E. Program:

Sheriff Robert Radcliff met with the commissioners along with and Rob Bastian, Trustee of the Henrietta Cuzzer Charitable Trust ("Trust"), a non-profit organization, regarding the donation of a vehicle for exclusive use by the Pickaway County Sheriff's Office Drug Abuse Resistance Education (D.A.R.E.) program and its officer, Deputy Dale Thomas of the Pickaway County Sheriff Office. [The Pickaway County D.A.R.E. Program was launched in 1990 by the sheriff's office and Ruth Neff, and receives grant funds from the Ohio Attorney General's Office for its operation.] Mr. Bastian said that "Hetty," was a retired school teacher/librarian and founder of the Trust, whose mission has always been to benefit the kids and the Trust has been a large supporter of the D.A.R.E. and other local programs that share the same mission. Plans have been made for students the from all four county school districts that participate in the program to surprise and present Pickaway County Sheriff Deputy Dale Thomas, who is in his 20th year as serving as the D.A.R.E. program officer, with a 2007 Hummer-Model HH3 on May 11th, at the Pickaway County Fairgrounds Coliseum.

An Agreement for Use and Disposition of Donated Vehicle was provided for the commissioners' review and, because all vehicles in the county's inventory must be in the county board of commissioners' name, and Mr. Bastian was prepared to sign over to the commissioners with the understanding that if the D.A.R.E. program would happen to cease for any reason, the vehicle would go back to the foundation. Commissioner Stewart mentioned that he understands the spirit of what the foundation was trying to do and if the situation of donating the vehicle back to the foundation would ultimately occur due to the cease of the D.A.R.E. program for whatever reason, he raised the question about the county's ability to so. The ORC states that any county property over the value of \$2,500 is to be sold by public auction or competitive sealed bids. When the question was raised as to how the non-profit Trust was filed, Mr. Bastian stated that the Henrietta Cuzzer Charitable Trust is a Remainder Trust, and paperwork has been filed for a separate 501 (c) (3) non-profit. In discussing the matter, the commissioners stated that the county prosecutor will need to be consulted before any documents are signed. Mr. Bastian stated that he understood and if the county prosecutor needs to consult with the Trust's attorneys, it would not be a problem.

After further discussion regarding the event scheduled at the fairgrounds' coliseum, the commissioners thanked Mr. Bastian for the good work that he does for kids on behalf of the Trust, and thanked Sheriff Radcliff.

In the Matter of
Meeting with Ginny Shrimplin of CORSA:

Ginny Shrimplin, Marketing Manager, for the County Risk Sharing Authority (CORSA), the county's liability insurance carrier, to provide an annual update. Andy Cupp, of Hummel & Plum Insurance Agency and the county's CORSA liaison, was also in attendance.

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Mrs. Shrimplin stated that the county's CORSA premium for the May 1, 2016 – April 30, 2017 Program year is \$208,239, a decrease compared to annual premium of \$214,619 from the 2015/2016 program year. She said the county will be receiving a separate invoice [\$1,895] soon for increasing its liability limit to \$8 million, which is the average amount CORSA's counties carry. The county's Member Equity Credit for the new program year is \$31,512, and the Loss Control Incentive Program Credit is \$2,935. Even with the discounts, Mrs. Shrimplin stated that CORSA was able to provide coverage enhancements. These include Cyber Liability Privacy Response Expense that was increased from \$250,000 to \$500,000. She stated that CORSA is starting to see more counties' computer systems being hacked and if any of the county's departments think they have been hacked, they are to contact Mr. Cupp right away so he can notify CORSA. Mrs. Shrimplin said that one thing the \$500,000 covers is an IT expert who will inspect the county's system and assist its IT department in determining if it had been hacked, and if it had indeed been hacked, the IT person would assist in determining what information was compromised. She explained the steps that would be followed from that point on. Also covered is one year of credit monitoring. When Commissioner Stewart said that the county has a county-wide IT network and has security measures in place, which Mrs. Shrimplin stated is good, he said that there are many counties that are not nearly advanced, and inquired if CORSA has a requirement for counties to be at certain basic level related to their IT systems. Mrs. Shrimplin responded by stating that CORSA is working towards a goal and the cyber hacking was one of CORSA's presentation at the CCAO Winter Conference at the end of last year. She said it was very well attended, and the topic it is an issue that will continue to be heard about. That also brought her to the topic of Risk Management Services and the IT vulnerability testing that is available at no charge. It includes basic, external vulnerability scans which will help to determine if an IT system is susceptible to an outside intrusion. The scans are voluntary and members will receive a summary report. CORSA will be sending out notices of the IT vulnerability testing services within the next couple of weeks to all members.

Also reviewed was the Cyber Liability Regulatory Proceedings/Penalties and Claims Expense coverage enhancement. The limit increased from \$50,000 regulatory and \$100,000 claims expense to a \$250,000 limit for both. Two program enhancements that were also included this year, but does not apply to Pickaway County, was related to county homes, and drone coverage. A few counties have drones, typically purchased by sheriff departments, engineering departments, and soil & water conservation districts. Something Mrs. Shrimplin pointed out was drone coverage is not automatic, if a county department purchases one, CORSA is to be notified and coverage is added by an addendum. Before CORSA covers property or liability related to drones, an FAA certification has to be obtained and provided by the purchaser.

The last two program enhancements has to do with law enforcement. The first is related to body cameras. CORSA provides \$300 toward each camera per sworn road patrol personnel up to a predetermined specified number. The specified number is based upon the total number of sworn personnel as reported on the 2016 CORSA renewal application. To qualify for this funding, compliance with 7 steps will be required that includes, but is not limited to: Best Practices Body Worn Video Policy in place; training curriculum for use of body cameras; type of data storage to be used; retention policy in place for data storage retention; policy in place that addresses public record request for video data; and, agree to 3-year body camera program to provide ongoing training in conjunction with the Best Practices Body Worn Video policy and incorporate policy updates/revisions into training as policy requires. CORSA has sample policies that can be adopted that meets its guidelines. Mrs. Shrimplin stated that body cameras can be good risk management tools as sheriffs can view the videos and if he finds a situation that a deputy could have handled differently, it can be addressed. When Commissioner Stewart inquired if CORSA feels body cameras can help with claims, Mrs. Shrimplin said yes, because in today's society someone would have a video of a situation and the deputy's body camera video would advantageous in the case of a law suit. In discussing the Best Practices Body Camera Policy, Mrs. Shrimplin stated that it can be found on CORSA's website.

The second Law Enforcement Risk Management is a software platform. CORSA has designed an incentive for member counties to establish an on-line training curriculum. This offer provides \$20.25 per sworn personnel up to a predetermined specified number, based upon the total number of sworn personnel reported on the 2016 CORSA renewal application. Mrs. Shrimplin stated that last year, state legislatures passed a law that requires all law enforcement to have an increased number of on-line training hours that will increase again next year. CORSA is in the process of working with the Ohio Peace Officer Training Academy (OPOTA) to get its law enforcement on-line training certified.

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Mrs. Shrimplin also mentioned CORSA University that is available to members that provides supervisors and employees training in risk management, human resources, and loss prevention. In discussing the topic, it was mentioned the commissioners have discussed the various seminars on risk management training and with the number of hours of employee training that would be involved to receive the incentive that is offered and Mr. Lutz stated that the county is in the process of checking with CORSA about the possibility of conducting seminars for elected officials and department heads if requested on a specific topic, who would then disseminate the information to their employees. He added that over time, with the county encouraging employees to participate in various programs outside their day-to-day job, particularly related to health and safety right now; however, over time it will lead into more training participation for employees as well. Mrs. Shrimplin agreed that it *would* be good for county elected officials and department heads to receive training on a topic they might request, that way they would be better prepared to respond to situations that an employee might come to them about.

Mrs. Shrimplin stating that all-in-all, Pickaway County's losses have remained at a good level, and mentioned the advantages of having good risk management in place for the future. The commissioners then thanked Mrs. Shrimplin for the overview, and she thanked the commissioners for their time and feedback.

Note: Commissioner Stewart as absent for a brief period of time due to an outside obligation.

In the Matter of
Contract Awards for 2016 County & Township Roads
Resurfacing for Projects "A" and "C":

Related to the bid opening conducted earlier in the day referred to as "2016 Pickaway County & Township Roads Resurfacing," and upon the written recommendation received from Anthony Neff, Deputy County Engineer, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to award the lowest and best bid for **Project "A" to The Shelley Company, 80 Park Drive, Thornville, Ohio 43076, in the amount of \$599,525.88;** and to award the contract to lowest and best bid for **Project "C" to The Shelly Company in the amount 284,619.50.**

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

Attest: Patricia Webb, Clerk

In the Matter of
Report Provided by Brad Lutz – Continued:

- Terry Frazier, Development & Planning Director, will be providing an executive summary regarding Substitute SB 235 that the commissioners recently discussed related to the property tax proposal which would freeze the valuation of commercial and industrial property in community reinvestment areas and enterprise zones established by counties municipalities, and townships until such property is issued an occupancy permit or other conditions are met without input or control by local governments and how it could impact these areas in the county. In addition, the bill as drafted does not provide for a local agreement between the property owner and political subdivision, which could denote the percentage of tax valuation granted for a specific time period.
- 2016 General Fund Revenue & Expenditures reports were reviewed and revenue is at its projected level and expenses are tracking to come in on budget.
- The upcoming introduction of the newest Pickaway Leadership Fellows Program class that will be held at the Pickaway County Community Foundation building was discussed.
- Commissioner Stewart will be attending upcoming quarterly meeting of the Family & Children First Committee that is scheduled to be held at the Pickaway County Educational Service Center.
- An overview of the Courthouse Security Committee meeting was provided that Mr. Lutz and Commissioner Henson attended last week.
- A draft Property Management Contract from Biale Management, LLC, related to the property the county recently purchased at 425 Lancaster Pike was reviewed. Following the review, it was determined that the management company will be contacted about including the property the county owns located at 435 Lancaster Pike into the contract.

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- Commissioner Stewart will be attending upcoming quarterly meeting of the Family & Children First Committee that is scheduled to be held at the Pickaway County Educational Service Center.
- An overview of the Courthouse Security Committee meeting was provided that Mr. Lutz and Commissioner Henson attended last week.

In the Matter of
LED Lighting Replacement Project in
Pickaway County Jail Approved:

After discussing the LED dayroom lighting replacement project and the PCSO to meet the state's jail standards with a projected net cost net cost of \$31,087.53, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to move forward with the project this year, which will be paid from 2016 Unplanned Capital.

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

Attest: Patricia Webb, Clerk

In the Matter of
Appropriations Approved:

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

7,000 to 249.2035.5501 – Emergency Management Agency-Equipment
2,250 to 101.1105.5703 – Contingencies

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

Attest: Patricia Webb, Clerk

In the Matter of
Transfers Approved:

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

2,250 from 101.1105.5703 – Contingencies
To
101.1108.5301 – Building Dept.-Supplies

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

Attest: Patricia Webb, Clerk

Note: Commissioner Stewart returned and was present for the remainder of the afternoon session

In the Matter of
Pickaway County Planning Commission Meeting:

The commissioners attended a Pickaway County Planning Commission meeting that was held in their conference room. Minutes of the meeting and actions taken by the committee can be obtained from the Pickaway County Development & Planning Office.

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In the Matter of
Weekly Dog Warden Report:

The weekly report for the Wright-Poling/Pickaway County Dog Shelter was filed for week ending May 7, 2016.

A total of \$553 was reported being collected as follows: \$80 in adoption fees; \$48 in boarding revenue; \$90 dog licenses; \$45 in late dog license fees; \$160 in owner turn-ins; \$110 in redemptions; \$20 in private donations.

Six (6) stray dogs were processed in; two (2) 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 Wippel, to adjourn. Voting on the motion was as follows: Commissioner Henson, yes; 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