

TUESDAY, MAY 24, 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 24, 2016, with the following members present: Mr. Harold R. Henson, Mr. Brian S. Stewart, and Mr. Jay H. Wippel. Brad Lutz, County Administrator, was also in attendance.

**In the Matter of
Minutes Approved:**

Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to approve the minutes from May 17, 2016, with corrections.

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
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 25, 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 \$308,661.55 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
Waivers Approved:**

At the request of Dustin Hube, Fiscal Specialist/Part-time EMA Planner Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to waive the waiting period to issue payment to Nourse in the amount of \$22,436.50 from line item #401.7115.5529 (Planned Capital Expenditures) for the purchase of a 2016 Nissan Frontier for the Pickaway County Building Dept..

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 addition, Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to waive the waiting period to issue payment to Berqshire, LLC, in the total amount of \$3,000 from line items #251.6224.5221 & 251.6224.5222 for services rendered related to the FY15 CDBG Allocation Program.

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

Mr. Hube also reported that he responded to a diesel fuel spill in the afternoon of Friday, May 20th, that occurred on U.S. Rt. 23 when an Englefield, Inc. straight truck tanker's drive shaft broke off, causing the

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diesel fuel line to break. According to Ohio EPA, which was contacted and responded to the scene, approximately 30 gallons of diesel fuel was involved in the spill. Harrison Twp. Fire Dept., South Bloomfield Police Dept., and the Scioto Twp. Haz-Mat team also responded to the call. A claim will be filed with the tanker's insurance company to recoup the costs of materials that were used to absorb the fuel.

In the Matter of
Report Provided by Dave Conrad:

Mr. Conrad, who assisted with the Pickaway County Employee Health & Safety Week, mentioned that 18 employees participated in the fire extinguisher training that was held during event.

In the Matter of
Report Provided by Erica Tucker:

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

- A flier from Appalachia of Ohio was provided for the commissioners' information related to an open house and dedication of the Scioto River Flyway Corridor Preserve along the Scioto River. Four Pickaway County properties that comprise a core component of the corridor will be featured. The open house and dedication is scheduled to be held on Saturday, June 18th, from 10:00 a.m. to 2:00 p.m.
- The RPHF Joint Solid Waste District is scheduled to provide the activity for "Friday in the Park," a program that is geared toward children from pre-school age to fifth grade which is held throughout the months of June and July. The event, which takes place at Ted Lewis Park, is free and provides crafts, games, along with exercise and education activities. The RPHF Joint Solid Waste District will be teaching children how to make bottle cap flowers.
- Mrs. Tucker and Robert Adkins, IT Manager, are beginning to work on uploading additional informational links on the county's website for both the public and county employees.

In the Matter of
Report Provided by April Dengler:

Ms. Dengler reported that the Pickaway County Employee Health & Safety Week event went very well. A total of 52 employees participated in the bio screenings; 20 participated in Pet a Puppy; 15 participated in the Food and Portion Control demonstration; 20 participated in the Essential Oils demonstration; 20 participated in the Safe Driving demonstration; 32 attended the Master Gardeners demonstration; and 57 participated in the online Health & Safety bingo. Evaluation forms were distributed and a lot of good feedback has been received from employees, along with suggestions for the next Health & Safety event, such as a self-defense class.

Ms. Dengler reported that representatives from South Central Power presented the \$7,225 grant check on Monday, May 23rd, that was approved for the county to purchase 5 defibrillators that will be placed in various county buildings.

In the Matter of
Discussion Regarding Agreement with PPG Industries
Related to Annual Community Advisory Meetings and
Operations of PPG Industries' Energy Recovery Unit:

The commissioners reviewed the agreement with PPG Industries that is renewed every 10 years related to the annual Community Advisory focus group meetings that are held to provide a forum for hearing and addressing community concerns that may arise regarding the operation of PPG's Energy Recovery Unit (ERU) and other environmental or potential community impact issues. In discussing the agreement, it was determined that additional information will be obtained from PPG prior to the commissioners taking action.

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**In the Matter of
No Request for a Hearing Related to
New Liquor License Application for Chipotle Mexican Grill:**

After reviewing an application from the Ohio Bureau of Liquor Control for a new Liquor Permit, Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to request no hearing for the following:

Permit #14374151065
Chipotle Mexican Grill of Colorado, LLC
DBA: Chipotle Mexican Grill 2913
Parcel South of Wendy's at 1465 S. Court St.
Circleville Twp.
Circleville, Ohio 43113

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
Revised List of Potential
Projects for Approval Related to FY2016
Community Development Block Grant Allocation Program:**

The commissioners reviewed a revised list of the four projects that will be included in the county's application to the Ohio Development Services Agency (ODSA) related to the FY2016 Community Development Block Grant (CDBG) Allocation Program that is based on the 2-year Community Development Implementation Strategy (CDIS) list adopted last year. The county's allocation amount is \$155,000, with a maximum number of projects allowed by ODSA.

On February 16, 2016, the county held its first public hearing to inform the public about the CDBG program, how it may be used, what activities are eligible, and other program requirements. Funding requests were solicited from the community on March 25, 2016. The program's second public hearing is scheduled to be held in the commissioners' office during Regular Session on Tuesday, June 7th, at 1:30 p.m., that will review the following breakdown of eligible projects selected for funding:

	<u>Total Cost</u>	<u>Local Funds</u>	<u>Allocation Program</u>
Village of Ashville Long St. Improv.	\$ 35,576	\$ 7,115	\$ 28,461
Village of Tarlton Redding Road Resurf.	\$ 35,215	-0-	\$ 35,215
Senior Center Walk-in freezer	\$ 3,630	-0-	\$ 3,630
Village of Ashville Center St. Improv.	\$ 66,395	\$ 8,701	\$ 57,694
Fair Housing	\$ 3,000	-0-	\$ 3,000
Administration	<u>\$ 27,000</u>	<u>-0-</u>	<u>\$ 27,000</u>
TOTALS	\$ 170,816	\$ 15,816	\$ 155,000

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In the Matter of
Purchase of P25 Capable 700/800 MHz Radios from
WS Electronics South, Inc. Approved:

Mr. Lutz and the commissioners reviewed basic information related to the WS Electronics quote for Harris Corporation P25 700/800 capable radios. Dave Conrad, EMA Director, was also in attendance. The quote includes all necessary equipment (e.g. mics., holsters, etc.) and extra batteries for the county's agencies that utilize the 800 MHz radio communications system and all other users of the system. The radio information includes both the EDACS and P25 protocols so they will be fully functional on the Ohio MARCS system.

The radios as quoted are less than state pricing and the total purchase does not require going out for bids because the radios are considered emergency equipment since they are used on the county's public safety communications system. This is why this exception applies to all radios purchased as opposed to which agencies are purchasing the radios. Other quotes were obtained, but they were either at higher cost per radio (Motorola), were for radios that have not been extensively tested/have a proven track record in public safety usage (Kenwood), or they do not have local support services for maintenance (Tait). The lower-tier models at a lower prices may not stand up to public safety usage demands. Harris and Motorola radios are the only two that have proven to meet these demands at this time.

Harris radios are capable of operating on both the new system and the current system as well as the county's backup system, and can be put into service immediately. This makes them far more flexible for interoperability purposes. There is also an established, well-staffed local service shop presence with extensive public safety experience for Motorola and Harris radios/systems. Mr. Lutz stated the reason Motorola was mentioned was because the P25 system is a Motorola system. Radios being purchased on the order will be P25 capable with 700/800 MHz capabilities. This means that these radios will work on either our tower (800 MHz) or the new MARCS "drip zone" (700 MHz) as long as the radios have been approved for the proper talk groups.

The order includes radios for the Pickaway County Sheriff's Office (PCSO), Pickaway County EMA, Pickaway County Health Dept., which are county-owned and rented to them by the county, and the Pickaway County Engineer's Office. Other agencies participating in this purchase through WS Electronics are Pickaway County based, but a few are not. WS Electronic is continuing to reach out to those agencies that operate on the county's communications system to encourage them to be part of this purchase group. These agencies are as follows: Harrison Twp. Fire Dept.; Pickaway Twp. Fire Dept.; Circleville Police Dept.; Circleville Municipal Courts; Circleville Fire Dept.; Saltcreek-Tarlton Fire Dept.; Washington Court House Fire Dept.; Springfield Township Fire Dept.; Bethel Township Fire Dept.; Spring Valley Fire Dept.

To reach the best pricing point per radio, WS Electronics needs to purchase 500 radios in total and has committed to purchasing whatever the difference is between the amount ordered by county agencies and 500 to ensure the best pricing possible. The WS Electronics quote for the total order is as follows, which must be approved by June 10, 2016, to be eligible for the percentage discounts shown below:

\$341,216.40	Invoice price for all radios and related equipment
\$341,776.20	Total cost with 5 annual payments beginning in 2017, at an interest rate of 2.74%
\$369,776.20	Total cost being paid in full on delivery, with no interest & 1% off total invoice
\$334,392.07	Total cost being paid in full at time of order, with no interest & 2% off invoice
\$31,971.96	Total savings paying at delivery vs. annual payments
\$35,384.13	Total savings paying at time of order vs. annual payments
\$ 3,412.16	Total savings paying at time of order vs. delivery. (It was noted that the savings equates to the cost of 1 and 1/2 radio.)

Pickaway County EMA will be providing a 50% match for its purchase, which is approximately \$24,000. The Pickaway County Engineering Dept. will be purchasing 6 portable and 2 mobiles as part of this order, which is approximately \$17,000, which will be paid from the engineering department's Road & Bridge funds. Therefore, the total estimated cost to the county's General Fund at time of order is \$293,392.

The county's single tower radio system currently operates on 800 MHz frequencies and after the upgrades that have been done and paid for in 2016, it will be P25 capable and compliant with federal

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requirements. With the approximate \$500,000 that the county has already been put into its radio communications system, the approximate \$300,000 cost for the radios, it is conceivable that no additional money will need to be put towards the radio communications system for a number of years, other than for maintenance contracts or the purchase of an additional radio or radios from time-to-time.

All radios operating on the county's system will need to be P25 compliant by the first half of 2018 (final date to be determined) regardless of whether they are 700 MHz or 800 MHz. The county's partnership with MARCS grants the county access to their 700 MHz system and a drip zone of towers greatly increasing users of the county's system ability to operate their radios in areas of the county our tower generally has had difficulty reaching. To access that drip zone requires a 700 MHz capable radio, of which all radios included in the purchase are capable.

There may be some entities that choose to upgrade from P25 800 MHz radios to P25 700/800 MHz radios as part of this order to have access to the drip zone. The county will work with those entities that will have the "extra" P25 800 MHz radios to find other agencies that might be able to use those radios instead of purchasing new. Examples of agencies that that are not first-response agencies that would not need 700/800 MHz radios includes, but not limited to, the local school districts, the county's facilities department, Box 65, and Berger Health System. The PCSO has 38 radios that are P25 800 MHz, but they will not be replacing those radios with this order. These radios will be used by the jail staff since they would not need the drip zone capability, thereby, decreasing the total radios they would need to replace.

A summary of the number of county agencies that will need to replace their radios total 137. There is an approximate total of 1,397 radios on the county's system that includes 700/800 MHz and 800 MHz only that are used by emergency and non-emergency entities within the county.

After further discussion regarding the quote, Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to approve the quote in the amount of \$334,392.07 from WS Electronics South, Inc., which reflects payment at time of the order, providing a 2% discount.

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

The expenditure will be made from the Capital Fund.

In the Matter of
2016 Actual and 2017 Planned
Capital Improvement Projects/Purchases Reviewed:

The commissioners reviewed a spreadsheet reflecting each of the county's 2016 actual capital projects/purchases, and 2017 planned capital projects/purchases. With the capital fund balance of \$351,263.50 on January 1, 2016, minus the projected expenditures of \$1,494,933, projected revenue of \$500,000 via diversion of 4% of monthly sales tax into the fund, and the remainder Mary Virginia Crites Hannan estate bequeath of \$200,677.17, the projected capital fund balance as of December 31, 2016, was \$442,992.33 in the negative. The projected capital projects/purchases plan reflected a total of \$1,002,000 for 2017.

Also reviewed was the breakdown of the Crites-Hannan estate receipts totaling \$992,492 since 2012, and the breakdown of the various capital projects totaling the same. All agreed that the various 2016 and 2017 capital expenditures are very good, much needed projects/purchases to maintain/improve the various county's facilities and assets, and was determined that 100% of the March 2016 sales tax collections will be diverted into the Capital Fund.

In the Matter of
Allocation of 100% of the March 2016 Sales Tax
Collections into the Capital Improvement Fund:

Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to allocate 100% of the March 2016 Sales Tax collections as follows:

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679,220.04 to 401.0000.4121 – Capital Improvements

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 Brad Lutz:**

The following is a summary of the report provided by Mr. Lutz:

- The county has received the first invoice from ms consultants, inc., in the amount of \$4,471, related to the Pickaway County Fairgrounds Revitalization Master Plan which will be paid from the county-wide General Fund professional services line item. Commissioner Wippel provided an overview of the status of the plan that is still a work in progress, and ms consultants, inc. has a final stakeholder meeting scheduled for Wednesday, March 25th. He also mentioned that ms consultants, inc. will assist the Pickaway County Agricultural Society at its upcoming monthly meeting regarding \$50,000 that been made available by the General Assembly in grant monies, with a 50% local match. The grant application deadline is July 1, 2016.
- Mr. Lutz accepted a request to serve as a judge for the 2016 Pickaway County Fair King & Queen competition.
- In an attempt to be proactive in the event that Sofidel Manufacturing would request a discount in commercial building inspection fees from the Pickaway County Building Department related to the large warehouses that will be part of the company's significant development project that will occur in Pickaway Twp., a level of research was performed and it was found that the county's building department fees are consistent with others in the region. Such fees support the infrastructure needed for services that the county's building department is to provide. Also, Geoff Davis, Building Inspector, recently learned at a recent Central Ohio Building Code meeting that there is not a cap on the amount for fees related to the size of a structure.
- It is planned to have the General Fund's second half appropriations approved on June 7th.
- Mr. Lutz was unable to attend the second Franklin County Healthcare Consortium meeting that was held in Columbus last week.
- Mr. Lutz will be meeting with Jon Bialy of Bialy Management, LLC, on Wednesday, May 25th, to sign the Property Management Contract related to county-owned properties located at 425 and 435 Lancaster Pike.

**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:

10,000 to 101.1105.5703 – Contingencies

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 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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**10,000 from 101.1105.5703 – Contingencies
To
101.1105.5713 – Park District**

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
Blanket Purchase Order Approved:**

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

2,500 – 919.6908.5901 – Treasurer-Tax Liens-Other Expenses

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
Weekly Dog Warden Report:**

The weekly report for the Wright-Poling/Pickaway County Dog Shelter was filed for week ending May 21, 2016.

A total of \$1,502 was reported being collected as follows: \$160 in adoption fees; \$36 in boarding revenue; \$210 in dog licenses; \$60 in dog license late fees; \$80 in owner turn-in euthanasia; \$40 in owner-turn-ins; \$100 in redemptions; \$40 in transfer out-rescue; \$776 in private donations.

Eleven (11) stray dogs were processed in; four (4) dogs were adopted; no (-0-) dogs were euthanized initiated by the shelter.

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, 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
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Attest: Patricia Webb, Clerk