

TUESDAY, MAY 29, 2018
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 29, 2018, with the following members present: Mr. Jay H. Wippel, Mr. Brian S. Stewart, and Mr. Harold R. Henson. Brad Lutz, County Administrator, was also in attendance.

In the Matter of
Minutes Approved:

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the minutes from May 22, 2018, with corrections.

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

Attest: Angela Karr, Clerk

In the Matter of
Bills Approved for Payment:

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian 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 May 30, 2018, 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 **\$230,715.63** on the County Treasurer to satisfy the same.

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

Attest: Angela Karr, Clerk

In the Matter of
Appropriation of Funds Approved:

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

\$500.00 – 101.1105.5703 – Contingencies – Common Pleas Court

\$20,000.00 – 101.1105.5703 – Contingencies – Commissioners

\$200,000.00 – 101.1105.5703 – Contingencies - Commissioners

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

Attest: Angela Karr, Clerk

In the Matter of
Transfers & Re-Appropriations Approved:

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Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the following requests for the TRANSFERS and RE-APPROPRIATIONS OF FUNDS:

\$500.00 from 101.1105.5703 – Contingencies – Common Pleas Court
TO

101.1211.5201 – Magistrate PERS – Common Pleas Court

\$20,000.00 from 101.1105.5703 – Contingencies – Commissioners
TO

101.1108.5401 – Building Dept. Contract Services – Commissioners

\$200,000.00 from 101.1105.5703 – Contingencies – Commissioners
TO

101.1112.5405 – Countywide Professional Services - Commissioners

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

Attest: Angela Karr, Clerk

In the Matter of
Waiver Approved:

Nancy Graham, Fiscal Specialist, requested a waiver to pay the EAN Holdings, LLC, DBA: Enterprise Car Sales, in a timely manner related to the purchase of a 2016 Ford Fusion SE for the Pickaway County Sheriff's Office. After discussing the request, Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to waive the waiting period to issue payment to EAN Holdings, LLC, DBA: Enterprise Car Sales, in the amount of \$15,999.00 from line item #401.7115.5529 Capital Improvements – Planned Capital, PO #MV180254.

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

Attest: Angela Karr, Clerk

Nancy Graham, Fiscal Specialist, requested a waiver to pay the Kelson Kight, in a timely manner related to sub-contractor work for the Building Department. After discussing the request, Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to waive the waiting period to issue payment to Kelson Kight, in the amount of \$4,410.00 from line item #101.1108.5401 Contract Services, Building Department.

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

Attest: Angela Karr, Clerk

In the Matter of
Report Provided by Dave Conrad, EMA Director & 911 Coordinator:

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

EMA

- The EMA office has been working with Ohio Christian University on hosting an Incident Command 300 training class and a Public Information Officer Awareness class in August on their campus.

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E911

- No report

In the Matter of
Report Provided by April Dengler, Deputy County Administrator:

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

- WDC Group has plumbing inspections this week. The light fixtures and theater lighting has been removed from the old sanctuary at the Community Resource Center. There are four pallets of pavers that are from the removal of the landscaping at the CRC building, Mrs. Dengler asked the Commissioner if they would like to keep for future projects or place on GovDeals.com, the Commissioners requested Mr. Dengler to look into if there will be any use for them on the Fairgrounds Revitalization Project and suggested she reach out to MS Consultants.
- The Building Department Inspector, Brien Bellous passed his Residential Mechanical Inspector test on Thursday, May 24th. As soon as his application is approved through the Board of Building Standards, all residential mechanical inspections can be done in house.
- Thursday evening, 5/24/18, there was an issue noted by the Roundtown players during rehearsal that was affecting with the emergency exit lights at Memorial Hall. Roundtown Players contacted the Circleville fire department immediately that evening. The fire department came in and assessed the situation. Acting Chief Kerns found no fire related concerns that would cause the lights to malfunction, but did inform Roundtown Players that the emergency lights needed to be operational prior to opening the show to the public or their show would have to be cancelled. At 3:00pm on Friday 5/25/18, the Circleville Fire Department contact the Commissioners' office making them aware of the situation. While this was short notice on a holiday weekend, Jon Brown, Maintenance Supervisor, was able to procure 10 replacement emergency lights from State Electric in Chillicothe to replace signs at Memorial Hall. Brad Lutz, County Administrator, contacted Safety and Service Director, Terry Frazier, to ask why the City did not contact the County until 3 pm on a Friday when Roundtown players had a show that evening. At the time of this report, there was no answer from the City. Mr. Lutz went to Memorial Hall and met with Acting Chief Kerns at 4:00pm. Mr. Lutz explained to Mr. Kerns that the lights would be replaced and working prior to the show opening to the public at 7:00pm and was assured by the Acting Chief there were no other fire safety issues that needed to be addressed. The lights were replaced and an electrical device removed, plugged into the same circuit as the emergency lights ran, that was causing the problem. Mr. Brown met with the Fire Department at 7:00pm and the facility was cleared and ready for the Roundtown Players to hold their show. Roundtown Players were very appreciative for the Maintenance Department's work stepping up with such short notice and working overtime to remedy the issue so they could perform their show.

In the Matter of
Ohio Department of Youth Services
Subsidy Grant Application Signed,
Juvenile Court Funding Application Update:

The Commissioners reviewed the Juvenile Department's Ohio Department of Youth Services (DYS) FY 2018 Subsidy Grant, Juvenile Court Funding Application Update for Fiscal Year 2019. The purpose of the grant is to provide financial assistance for Juvenile Departments and additional funding for training of staff of the Ohio Department of Youth Services.

After reviewing the document, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, authorizing Commissioner Wippel, President, to sign the Ohio DYS Subsidy Grant Application Update.

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

Attest: Angela Karr, Clerk

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**In the Matter of
Resolution Adopted Approving
Pickaway Agricultural Society and Event Center
To Request a Draw from the Pickaway County Community
Foundation for Reimbursement to the County:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to adopt the following Resolution:

Resolution No.: PC-052918-1

RESOLUTION APPROVING PICKAWAY COUNTY AGRICULTURAL SOCIETY AND EVENT CENTER TO REQUEST A DRAW FROM THE PICKAWAY COUNTY COMMUNITY FOUNDATION FOR REIMBURSEMENT TO PICKAWAY COUNTY.

WHEREAS, the Commissioners request an authorization to transfer funds from the Pickaway County Community Foundation for bills associated with Pickaway Agricultural and Event Center; and,

WHEREAS, the Commissioners request a draw in the amount of \$4,576.00 as reimbursement for an invoice paid to JM Printing and Graphics, LLC; and,

WHEREAS, the reimbursement request for \$4,576.00 shall be repaid to the Pickaway County General Fund as a pay-in with the Pickaway County Treasurer; and,

NOW, THEREFORE, BE IT RESOLVED, that the board of county commissioners of Pickaway County, Ohio, hereby approves Pickaway County Agricultural Society and Event Center to request a draw from the Pickaway County Community Foundation for reimbursement to the Pickaway County General Fund; and,

THEREFORE, BE IT FURTHER RESOLVED, that the clerk is directed to send a copy of this resolution to the Pickaway County Auditor, Pickaway County Treasurer, Pickaway County Agricultural Society, and Pickaway County Community Foundation.

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

Attest: Angela Karr, Clerk

**In the Matter of
PPG's Household Hazardous
Waste Collection Day (HHWD):**

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve \$2,500 in the county's Joint Solid Waste District Revolving Fund as the Pickaway County Board of Commissioners' contribution to PPG's Household Hazardous Waste Collection Day event scheduled to be held at PPG Industries on September 22, 2018.

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

Attest: Angela Karr, Clerk

**In the Matter of
Miscellaneous Discussions:**

Commissioner Stewart, Commissioner Henson, and County Administrator, Brad Lutz, discussed the expo for vendors that provided demonstration of voting machines that they had attended on Thursday, May 24th. They explained the different style of machines and their capability. There were touchscreen machines,

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optical scanning of paper ballots, and a hybrid option. Commissioner Stewart expressed in his view paper ballot is the most secure and is also the far more economical option for taxpayers.

Commissioner Henson expressed that he has thought more about the permissive tax increase and feels that it is a way to bring in the funds to help with bridge repairs since the state is not taking the necessary steps to help Ohio counties. The increase would be an additional \$5 per registered vehicle. The Commissioners are open to further discussion with Chris Mullins, Engineer, as scheduled later today.

Commissioner Wippel discussed the Fairgrounds auction and Bart Fannin has it posted on his website for June 30th. The tent should have renderings, past 4-H history, stickers, t-shirts, and hard hats displayed for the public to view. There will be banners displayed and they are having a large check printed for donations to be made publicly. The Commissioners will present the project at the ground-breaking ceremony on Saturday, June 23rd, to show the new project and the changes coming.

In the Matter of
First Public Hearing for
Continuation of Sales Tax:

The Commissioners held the first General Public Hearing related to the proposed continuation of the rate of taxation of one percent levied pursuant to Sections 5739.021 and 5741.021 of the Ohio Revised Code for the purpose of providing additional general revenues for the County and the repeal of the existing additional sales and use tax of the County enacted under Sections 5739.021 and 5741.021 of the Ohio Revised Code for such purpose. In attendance were Steven Collins, Circleville Herald.

After Commissioner Wippel opened the public hearing for the Continuation of Sales tax, Steven Collins asked if this was sort of a house keeping for the county to keep being able to work in the same manner. Commissioner Stewart explained that this is a way to obtain financing for projects, but that it does not raise the sales tax rate in any way.

Following a brief question and answer session, the hearing concluded and the commissioners thanked everyone for their attendance. The second public hearing is scheduled for June 5, 2018 at 10:00 a.m.

In the Matter of
Corna-Kokosing and the
Fairgrounds Revitalization Project:

Andrew Hunkins stated that they got everybody set up on the communication on the Fairground Revitalization Project and will forward the information to Mr. Lutz and the Commissioners. He asked if there has been any update on the building demolition, and Mr. Lutz explained that they are coming up on their ten-day and will notify them as soon as they have a finalized date and will be ready. The expectation is that the buildings will be torn down by the end of this week. Mr. Hunkins stated that Corna Kokosing will display an orange job trailer with the company logo at the 2018 County Fair. Ms. Consultants did provide their documents and will be providing to the contractors today. Corna-Kokosing will be holding a meeting on May 31st at 1:00 p.m. in Westerville to introduce the project, the design team and Corna-Kokosings team. Bids are due by June 15th at 1:00 p.m. and it seems there is a lot of interest in bidding on the project. Commissioner Stewart asked if they receive two bids that are relatively close, how do they pick one if non-nominally differences, the Commissioners would like to see local contractors included also. Mr. Hunkins discussed that they have to make sure they are a safe contractor and that the projects is not too big for a small contractor. Mr. Hunkins feels the important thing to Corna Kokosing is safety and make a group decision for the right guy and team for the project.

Commissioner Stewart stated that he has been in contact with the county's advisor and it was stated that they are finalizing funding, but can start the project with the backing of the general fund as a guarantee to get started.

Mr. Hunkins did get contact from MS Consultants regarding the utilities and the utility companies. There were no issues with any environmental problems. He likes to include any environmental issues in the bid process so all parties are aware. He has around five suppliers interested in the project.

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The construction contract is in their hands at this time and Mr. Hunkins will send a preliminary copy to the Commissioners for review. He asked when the ground-breaking ceremony will be held and Commissioner Wippel stated that it will be Saturday, June 23rd at 9:00 a.m. and asked for Corna-Kokosing to participate by explaining the new project. The official ground breaking will take place right after the ceremony. Monday June 18th at 5:00 p.m. is the opening ceremony for the 2018 Fair at the midway stage, and will be presenting a few large donors.

Commissioner Stewart asked if there will be an estimate of what the bids will be and Mr. Hunkins went on to explain the process and it will have a maximum price for that scope of the project. Steel will be the hard one to lock in a price due to TARIFS. In order to make sure they are ready for the Fair next year, they need to get things locked in. The contractors are given a range of the projects but no specific targets. There will be plenty bidders for this project due to it is a unique project, its location and its production layout. It is possible that smaller contractors can team up to bid on the project, this will allow smaller local contractors to bid on the project.

The Commissioners thanked the Corna Kokosing team for meeting with them to discuss the update of the project.

In the Matter of
Permissive Fees Discussion with
County Engineer, Chris Mullins:

Chris Mullins, Engineer, met with the Commissioner to readdress the proposed permissive fee of \$5 per motor vehicle on all motor vehicles registered in Pickaway County pursuant to Section 4504.24 of the Ohio Revised Code for the purpose of providing additional funds necessary to adequately finance the planning, constructing, improving maintaining and repairing of public roads, highways and streets, and the maintaining and repairing of bridges and viaducts in the County. Mr. Mullins went on to reiterate the cuts that he has made in his department and maintenance. He has cut back on the chip seal and is not chip sealing the roads this year to use the funds towards road striping. The funds that would be used from the permissive fee would go towards the work that is much needed on county bridges. This is a help to the issue at hand, but not a permanent fix, the state is not stepping up to help maintain roads and bridges. The permissive fee would be placed on any re-registrations or new registration tagged vehicles or trailers. Commissioner Stewart addressed that he gets the argument and the need for the fee, but he does not want to let the state off the hook when they need to step up. He believes this is the correct way to use the money if it is placed in effect. The Commissioners do not want the fee to have to be increased on local residence to fix bridges and roads when the state need to address the issue not only with Pickaway County, but all counties. It would need to be spelled out exactly how the money would be used. Mr. Mullins know that there are parties wanting to go together to address the state and what they need to do to fix this issue. Mr. Mullins stated that he is having sudden issues with bridges that are not even figured in his budget for the year. The bridges are deteriorating faster due to the steel than the revenue is coming in. The count for bridges that are needing repairs is only going to grow and need to be addressed. Anthony Neff, Deputy Engineer, stated that Hocking County passed the permissive fee and it will only bring in \$80,000. Mr. Mullins asked the Commissioners if they would be willing to allow the permissive fee to go to a public hearing and the Commissioners agreed to schedule two public hearings to be held June 19th and June 26th.

In the Matter of
Brad Lutz, County Administrator:

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

- Last Friday, Mr. Lutz and Tom Swisher met with WS Electronics, Sheriff Radcliff, Lt. Rhoades and Lt. Brown, to complete the timeline to shut down the P25 to re-route to the new system. The only entities that have not changed over yet are the non-county agencies. Once it goes live they need to reach out and hold a presentation this summer for non-county agencies to be more aware. July 13th will be the official date that EDACS system is turned off.
- The sign-up for the tent at the Fair is online with available times to work the tent.
- Mr. Lutz asked the Commissioners to address the issue of unpaid jail fees of \$9,000 due from the City of Circleville. Commissioner Wippel believes that the council members are not aware of the balance due. Commissioner Henson asked if the Sheriff had made contact for past due jail fees and

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Mr. Lutz stated that the Sheriff's office only sends out the bills. Commissioner Stewart inquired if the Sheriff's Office could reach out to the City Auditor or set up a time to discuss with the Sheriff. Mr. Lutz will contact the Sheriff to set up a time to discuss.

In the Matter of
Bid Opening for Fairgrounds Manufactured Home:

The Commissioners conducted a bid opening for the project referred to as the Fairground Manufactured Home located at the Pickaway County Fairgrounds, 415 Lancaster Pike, Circleville, OH 43113, was held May 29, 2018 at 11:16 a.m.. Brad Lutz, County Administrator was in attendance. The attendance sheet of interested bidders that attended the bid opening is on file.

No bids were received and will be placed in the auction on Saturday, June 30th.

Attest: Angela Karr, Clerk

In the Matter of
Annual Meeting of the Wolf Run Joint Ditch
Board of County Commissioners and Resolution
Adopted Approving Annual Ditch Maintenance Assessments:

The Wolf Run Joint Ditch Board of Commissioners, consisting of the Pickaway County and Ross County Commissioners, met to approve the annual county maintenance ditch assessments for year 2018. Those in attend were Pickaway County Commissioners Brian Stewart, Harold Henson, and Jay Wippel, and Ross County Commissioners Dwight Garrett, Doug Corcoran, and Stephen A. Neal. Also in attendance were Brad Lutz, Pickaway County Administrator and Chris Mullins Pickaway County Engineer.

Mr. Mullins updated that the ditch was clean and the culvert had been replaced and that the ditch should be good shape for a while. Mr. Mullins then reviewed a spreadsheet listing the individual assessments to the benefited acres within the watershed, with no change in rates from last year. After reviewing the assessments, Commissioner Corcoran offered the motion, seconded by Commissioner Wippel, to adopt the following Resolution:

Resolution No.: PC-052918-2

WHEREAS, special assessments were made against the described real estate on the following list of benefiting acreage situated in Deercreek Township and Deerfield Township, located in Pickaway County, Ohio, and Ross County, Ohio, respectively; and,

WHEREAS, a county ditch maintenance fund was established in compliance with O.R.C. §6137.02 for the Wolf Fun Joint Fund for the repair, upkeep, and permanent maintenance of said ditch constructed under Chapter 6131 of the Ohio Revised Code; and,

WHEREAS, on May 29, 2018, the Wolf Run Joint Ditch Board of County Commissioners met in Regular Session in the Pickaway County Board of Commissioners' office and approved the annual maintenance assessments on the benefiting acreage for year 2018; then,

THEREFORE BE IT RESOLVED that the Auditor of Pickaway County, Ohio, and Auditor of Ross County, Ohio, are hereby authorized and directed to place said assessments on the Tax Duplicates of the benefited acreage for year 2018, collectible in year 2019.

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

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Attest: Angela Karr, Clerk

Pickaway County
Deercreek Township

| Property Owner | Parcel Number | Total Acres | Benefitted Acres | Total Assessment |
|---|---------------------|----------------|---------------------|---------------------|
| | | 105.85 | | |
| Clifton, Richard J. & Judith A. | C09-0-001-00-376-00 | 7 | 13.2 | \$ 71.86 |
| Sheridan, Mary Ellen-Trustee | C09-0-001-00-380-00 | 273 | 19 | \$ 105.01 |
| Hamman, Andy Russell & Cathryn | C09-0-001-00-354-01 | 24.36 | 22 | \$ 121.60 |
| Mace, Harold (Trust), Norma Mace, Trustee | C09-0-001-00-373-00 | 72.2 | 48 | \$ 265.32 |
| Mace, Harold (Trust), Norma Mace, Trustee | C09-0-001-00-374-00 | 3.6 | 3.6 | \$ 19.90 |
| Massey, Norman D. | C09-0-001-00-380-01 | 7.18 | 4 | \$ 22.09 |
| Massey, Norman D. | P33-0-001-00-162-01 | 51.52 | 1 | \$ 5.55 |
| Shaw, Donald E., Sr. & Constance | C09-0-001-00-355-00 | 41 | 8 | \$ 44.22 |
| Shaw, Donald E., Sr. & Constance | C09-0-001-00-356-00 | 44 | 44 | \$ 243.21 |
| Shaw, Donald E., Sr. & Constance | C09-0-001-00-357-00 | 40 | 21 | \$ 116.06 |
| Shaw, Donald E., Sr. & Constance | C09-0-001-00-358-00 | 90 | 12 | \$ 66.34 |
| Barbee, T. Richard Jr. | C09-0-001-00-367-00 | 129 | 21 | \$ 116.06 |
| | | | TOTAL | \$ 1,197.22 |

Ross County
Deerfield Township

| Property Owner | Parcel Number | Total Acres | Benefitted Acres | Total Assessment |
|---------------------------------|---------------|----------------|---------------------|---------------------|
| Michael T. Oyer & Emily M. Oyer | 100705007000 | 294.81 | 19.2 | \$ 106.12 |
| Norma Mace, Trustee | 90705009000 | 237.7 | 206.8 | \$ 1,143.05 |
| Donald L. Davis & Wilma Jean | 100705010000 | 160.135 | 98.4 | \$ 543.89 |
| GE-MJ Farms, LLC | 90705003000 | 306.66 | 107.3 | \$ 593.07 |
| Andy R. Hamman & Cathryn | 90705002000 | 184.68 | 31.9 | \$ 176.33 |
| Norman D. Massey | 100705012000 | 8.23 | 3.3 | \$ 18.23 |
| | | | TOTAL | \$ 2,580.69 |

The Pickaway County Commissioners' clerk will certify the assessments to the Ross County and Pickaway County Auditors for placement on tax duplicates

At the conclusion of the meeting, the Ross County Commissioners thanked Mr. Mullins for Pickaway County Engineer Department's maintenance and repair work performed on the ditch.

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 26, 2018.

A total of \$1,179 was reported being collected as follows: \$80 in adoption fees; \$12 in boarding revenue; \$105 in dog licenses; \$45 in dog license late penalty; \$40 owner turn-in euthanasia; \$757 in private donations; \$100 in redemptions; and \$40 in transfer out-rescue.

Nine (9) stray dogs were processed in; two (2) dogs were adopted.

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With there being no further business brought before the Board, Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to adjourn.

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

Jay H. Wippel, President

Harold R. Henson, Vice President

Brian S. Stewart, Commissioner
BOARD OF COUNTY COMMISSIONERS
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Attest: Angela Karr, Clerk