

TUESDAY, MAY 31, 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 31, 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 24, 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 June 1, 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 \$106,926.12 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:**

Dusting Hube, Fiscal Specialist/Part-time EMA Planner reported that he attended the Pickaway County Healthcare Coalition meeting held last week. He also reported that he is preparing the necessary paperwork in preparation of the 2nd half General Fund line item appropriations that will be approved by the commissioners next Tuesday, June 7th.

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

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

- The monthly countywide emergency siren testing will take place on Wednesday, June 1st, at 1:00 p.m.
- Dustin Hube will be attending the Pickaway County Fire Chief's Association meeting scheduled to be held on Thursday, June 2nd, at 7:00 p.m.
- The Pickaway County Local Emergency Planning Committee (LEPC) will be conducting a functional hazardous materials exercise on Friday, June 3rd, from 8:00 a.m. to 12:30 p.m. in Scioto Twp. The purpose of the exercise is to ensure that an adequate hazardous materials response plan exists and will involve a simulated hazardous materials release on State Route 762.

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- Mr. Conrad responded to a telephone call from the county maintenance department regarding an oil spill in the pond at the county Dog Shelter. Mr. Lutz went to the location to observe the situation as well. Oil booms were used to skim the pond and contain the oil in one area, which was then scooped out and properly disposed of. In reviewing the perimeter of the area no source for the oil could be found and it is presumed that someone dumped the oil into the pond. The matter will continue to be monitored.

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 District Administrative Assistant/Special Projects Assistant:

- The FSA Office that is housed in the Pickaway County Service Center has requested a recycling bin in their office so they can participate in the office recycling program that has recently been implemented throughout county facilities.
- Mrs. Tucker has been assisting Terry Frazier in preparing for the Special Pickaway County Planning Commission meeting that is scheduled to be held in the commissioners' conference room later in the day.

In the Matter of
Memorial Day Speech Provided by Commissioner Stewart:

Commissioner Henson took a few moments to commend Commissioner Stewart on the Memorial Day speech he provided at three separate events throughout day which were well-received.

In the Matter of
Agreement Signed with the City of Circleville for
Reimbursement of Indigent Representation Provided in
Circleville Municipal Court in SFY 2016/2017:

The commissioners reviewed the agreement with the City of Circleville for reimbursement to the county for the city's proportionate share of the legal representation provided to indigent defendants in the Circleville Municipal Court. The amount of the agreement is \$30,330.66, which is equal to 1/3 of the amount of the contract the county recently entered into with the Ohio Public Defender Office for SFY 2016/2017 indigent defense representation. The reimbursement will be paid to the Pickaway County Auditor in four equal quarterly installments of \$7,582.66 by the dates specified in the agreement.

Following a review of the document, Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to approve and sign the agreement.

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
Satisfaction of Mortgage Signed for
Earl L. & Norma J. Rohrer:

A check in the amount of \$2,599 was received from PM Title, LLC, which pays off the county's lien placed on the property of Earl L. and Norma J. Rohrer, 230 N. Main St., New Holland, Ohio 43145, which represents 20% of the down payment and rehabilitation grant assistance they previously received through the Community Housing Improvement Program (CHIP) in the form of a deferred/recapture loan. The Rohrer's are selling the property, which requires the deferred/recapture loan to be paid-off.

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Commissioner Wippel offered the motion, seconded by Commissioner Stewart, authorizing Satisfaction of Mortgage to be signed, canceling the county's lien on the property.

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
Rental Lease Agreement with John Kougendakis,
Ohio BMV Deputy Registrar, Reviewed:

The commissioners reviewed the proposed Rental Lease Agreement with John Kougendakis, Ohio BMV Deputy Registrar that is housed in the Pickaway County Annex, renewing the current 1-year agreement for a period of 5 years at the same rate of \$8 sq. ft.

In discussing the agreement, it was noted that the \$8 per square foot has remained at the same level since 2005, and it was decided that a step-increase would be appropriate, and Mr. Kougendakis will be contacted regarding an increase of \$0.20 per sq. ft. each year for the next 5 years.

In the Matter of
Applications Signed Reestablishing the
Pickaway County Family & Children First Council Voting Membership:

At the request of Kim Martin, Executive Director of the Pickaway County Family & Children First Council (FCFC), the commissioners reviewed the Applications for Organizational Membership, which reestablishes the voting members on the council. The Pickaway County FCFC serves as a catalyst for public and private partners to achieve the vision of improved child wellbeing for families and children in Pickaway County.

After reviewing the applications, Commissioner Wippel offered the motion, seconded by Commissioner, authorizing the reestablishment of the following Pickaway County FCFC voting members and signing of the documents:

Elaine B. Miller, RN	Pickaway County General Health District
Marie Wilbanks	Pickaway County Board of Developmental Disabilities
Roxan Sigmon	Pickaway County OhioMeansJobs
Migdalia (Dolly) Crespo	Pickaway County YMCA
Barry Bennett	Pickaway Area Recovery Services, Inc.
Michelle Callahan	Pickaway County District Library
Pamela G. Hively	Workforce Services Unlimited, Inc.
Rodney Griffith/Melodie Rezac	Community United Methodist Church
Vicki Pierce	BREATHE

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
THEN & NOW Certification Resolution Adopted for
Second Half General Fund Line Item Appropriations:

The General Fund second half line item appropriations will be approved by the commissioners next Tuesday, June 7th, which requires a THEN & NOW Certification Resolution to be adopted; therefore, Commissioner Wippel offered the motion, seconded by Commissioner Stewart to adopt the following:

Resolution No.: PC-053116-1

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WHEREAS, for the period of June 7, 2016, through July 31, 2016, all purchases of \$1,000 or less are exempt from the THEN & NOW CERTIFICATION requirements; then,

THEREFORE BE IT RESOLVED that for any person authorized to make purchases shall file a written document with the Pickaway County Auditor within three (3) business days of making a purchase stating its purpose, amount, and the date of the purchase along with the name of the vendor and vendor number.

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
Letter of Support Signed for Ohio Christian University's
Application to the FY2016 Regional Innovation Strategies Program:

Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to sign a letter of support to the U.S. Department of Commerce for Ohio Christian University's (OCU) application to the FY2016 Regional Innovation Strategies Program for a research center project focused on economic development that would provide students with the knowledge and skills necessary to gain employment in a high-demand, high-wage career field. Through the project, OCU plans to create as many as 30 new businesses, 300 new jobs in high-demand that pay above the living wage, and 400 internships which will lead to the retention of graduates in the region.

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
One-Year Renewal Agreement for SFY2017 Local Workforce
Development Area Memorandum of Understanding Signed:

Joy Ewing, Director of the Pickaway County Job & Family Services, met with the commissioners to obtain their approval of a 1-year extension of the original Memorandum of Understanding (MOU) for the Local Workforce Development Area 20. The original MOU agreement period was for SFY July 31, 2013 – June 30, 2015, and with substantial efforts that have been undertaken and both the state and local levels to develop and implement new plans, performance standards rules policies, practices, and procedures for the Innovation and Opportunities Act (WIOA), the Ohio Department of Jobs & Family Services allowed for its extension for a period of 1 year.

Following a brief question and answer session, Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to approve the 1-year extension.

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
Lease Agreement with Pitney Bowes
Signed for DM225 Series Digital Mailing System for Commissioners' Office:

The commissioners reviewed a 60-month lease agreement with Pitney Bowes for a DM225 Series Digital Mailing System for their office at the rate of \$101.17 per month, an upgrade from the current Digital Mailing System. The cost includes installation, training, and maintenance.

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Following their review, Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to approve the agreement.

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 agreement was signed by Commissioner Henson.

In the Matter of
Consent Form Signed for County Risk Sharing Authority's
Voluntary Cyber Vulnerability Scan Consent Form Signed:

Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to approve and sign the Voluntary Cyber Security Scan Consent Form offered through the County Risk Sharing Authority (CORSA). It includes basic, external vulnerability scans which will help to determine if the county's system is susceptible to an outside intrusion. Robert Adkins, IT Manager, is in favor of the service, which is offered at no cost to members of CORSA.

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 Brad Lutz, County Administrator:

- Highlights of a meeting Mr. Lutz recently attended with the local horsemen regarding the Pickaway County Fairgrounds Revitalization Master Plan was provided. He said that it was a very good meeting where information about the plan was discussed and answers to questions that were posed by the group about the plan were provided.
- Discussion was held regarding 2 vehicles that were seized by the Pickaway County Sheriff's Office (PCSO) related to the Spinners operation on US Rt. 23 that was previously shut down by the PCSO. The vehicles, which consist of one (1) 2006 Jeep Grand Cherokee, and one (1) 2013 GMC Sierra, have been transferred to the Pickaway County Commissioners' name and will be posted on govdeals.com government public auction website. Per the court documents, proceeds from the sales will be distributed evenly among the PCSO Law Enforcement Fund, the Pickaway County Prosecutor's Law Enforcement Fund, and the Ohio Casino Control Commission Law Enforcement Fund.
- An overview of concerns raised by a member of the Pickaway County Health District Board regarding a catering business, Elegant Eats, that rents the kitchen in the 4-H Grange building on the fairgrounds for its operations and whether it is properly licensed and has contract with the with the Fair Board. It was ascertained that the situation is a matter for the Fair Board which has sole control over the operations of the fairgrounds.

In the Matter of
Annual Meeting of the Wolfe Run Joint Ditch
Board of Commissioners Approving the 2016
Ditch Maintenance Assessments to Benefiting Landowners:

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 2016. Wolfe Run Joint Ditch traverses Pickaway and Ross Counties. Those in attendance were Pickaway County Commissioners Harold Henson, Brian Stewart, and Jay Wippel, and Ross County Commissioners James

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Caldwell, Doug Corcoran, and Stephen Neal. Also in attendance were Brad Cosenza, Ross County Administrator; Trenny Wharton, Pickaway County Engineer Dept. Administrative Assistant; and Steve Smith, Pickaway County Engineer's Highway Superintendent.

. Ms. Wharton reported that ditch's base cost is \$75,558, and per the ORC, 20% of that amount is allowed to be maintained in ditch maintenance fund. Spreadsheets listing the individual assessments to the benefited acres for both counties were reviewed, along with itemized listings ditch fund's revenue and expense reports. With the county's engineering department utilizing its labor force and equipment to perform the cleaning and repair work last year, the estimated costs came in under budget, the department will be able to be paid back for those expenses over a 2-year period; therefore, no increases in the assessment rates were recommended, and advances to the ditch maintenance fund that was discussed in the past will not be necessary.

Following a review of all documentation and a brief question and answer session, Commissioner Caldwell offered the motion, seconded by Commissioner Wippel, to adopt the following Resolution:

Resolution No.: PC-053116-2

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. §6137.01 for the Wolfe Run 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 31, 2016, the Wolfe 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 2016; 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 2016, collectible in year 2017.

Pickaway County
Deercreek Township

Property Owner	Parcel Number	Total Acres	Benefitted Acres	Assessment
Clifton, Richard J. & Judith A.-Trustees	C09-0-001-00-376-00	57	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

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Shaw, Donald E. Sr.	C09-0-001-00-355-00	41	8	\$	44.22
Shaw, Donald E. Sr.	C09-0-001-00-356-00	44	44	\$	243.21
Shaw, Donald E. Sr.	C09-0-001-00-357-00	40	21	\$	116.06
Shaw, Donald E. Sr.	C09-0-001-00-358-00	90	12	\$	66.34
Barbee, T. Richard Jr.	C09-0-001-00-367-00	129	21	\$	<u>116.06</u>
				\$	1,197.22

Ross County
Deerfield Township

Property Owner	Parcel Number	Total Acres	Benefitted Acres		Assessment
Oyer, Michael T. & Emily M. Oyer	100705007000	294.81	19.2	\$	106.12
Mace, Norma-Trustee	090705009000	237.7	19.2	\$	1,143.05
Davis, Donald L. & Wilma Jean	100705010000	160.13	98.4	\$	543.89
Ge-MJ Farms. LLC	090705003000	306.66	107.03	\$	593.07
Hamman, Andy & Cathryn Hamman	090705002000	184.68	31.9	\$	176.33
Massey, Norman D.	100705012000	8.3	3.3	\$	<u>18.23</u>
				\$	2,580.69

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

Attest: Patricia Webb, Clerk

In the Matter of
Letter to Sportsman, Inc. Regarding
Portion of Local Match for Grant Made
Available to Individual Fairgrounds by the State of Ohio:

The commissioners signed a letter addressed to Michael Rittinger of the Pickaway Sportsman, Inc. organization regarding grants up to \$50,000 that has been made available by the State of Ohio for capital improvements to individual county fairgrounds that requires a 50% local match. The letter states that the commissioners are willing to provide \$25,000 of the matching funds for the continuance of the Pickaway County Fairgrounds Revitalization Master Plan, and are requesting that the Pickaway Sportsman, Inc. commit the remaining \$25,000 with the proceeds it has accumulated associated with the annual extravaganza event it has held over the past number of years.

In the Matter of
Executive Session:

At 1:45 p.m., Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to enter into executive session pursuant to ORC 121.22 (G) (1) to discuss the compensation of a county commissioners' employee. Mr. Lutz was in attendance.

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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

At 2:11 p.m., the commissioners exited executive session and Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to resume Regular Session.

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

No action was taken.

In the Matter of
Special Pickaway County Planning Commission Meeting:

A Special meeting of the Pickaway County Planning Commissioner was held to review for the approval of the Pewamo Subdivision at US Rt. 23 and Pittsburg Road. The Planning Commission previously approved the preliminary plan for the proposed Love's Travel Center, and reviewed a development plan for the proposed 282 acre Sofidel manufacturing site.

In the Matter of
Cash Advance Approved:

Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to approve the following CASH ADVANCE request:

4,500 from 101.1105.5801 – General Cash Advance
To
227.0000.4910 – VOCA-Advance In

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
Appropriations Approved:

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

6,069 to 101.1120.5201 – Treasurer-PERS Employees
43,347 to 101.1120.5102 – Treasurer-Employees Salary

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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In the Matter of
Transfers Approved:

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

2,134.19 from 101.2010.5203 – Sheriff-Road Patrol-Insurance
To
101.2010.5212 – Sheriff-Road Patrol-PERS LE

9,304.15 from 101.2011.5203 – Sheriff-Corrections-Insurance
To
101.2010.5212 – Sheriff-Road Patrol-PERS LE

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 28, 2016.

A total of \$447 was reported being collected as follows: \$200 in adoption fees; \$42 in boarding revenue; \$90 in dog licenses; \$15 in dog license late fees; \$65 in redemptions; \$35 in private donations.

Ten (10) stray dogs were processed in; five (5) 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, 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
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Attest: Patricia Webb, Clerk