

TUESDAY, NOVEMBER 21, 2017
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, November 21, 2017, with the following members present: Mr. Brian S. Stewart, Mr. Jay H. Wippel, and Mr. Harold R. Henson. Brad Lutz, County Administrator, was also in attendance.

In the Matter of
Minutes Approved:

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve the minutes from November 14, 2017, with corrections.

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

Attest: Patricia Webb, Clerk

In the Matter of
Bills Approved for Payment:

Commissioner Henson 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 November 22, 2017, 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 \$146,026.57 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: Patricia Webb, Clerk

In the Matter of
Report Provided by Dave Conrad:

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

- Mr. Conrad assisted the Health Department last week with its annual Emergency Exercise, which met all of its objectives.
- Work continues on receiving funding from the Emergency Management Performance Grant (EMPG) from the Ohio EMA office.

In the Matter of
911 Fund Year-to-Date Balance & Projection of the
Expenditures Related to NG911 Upgrades:

Mr. Lutz distributed information for the commissioners to review related to the 911 Fund projected balance while taking into consideration of the anticipated revenue and expenditures and the required upgrades to county's Public Safety Answer Point (PSAP) dispatch center for NG911 compliance by the end of this year. As of 11/14/17, the fund has a balance of \$248,157.06. The projected NG911 upgrade expenses for the required call recording system, the independent Zuercher 911 System software quote, the independent Zuercher CAD System software quote, and necessary electrical work totals \$298,929.58, leaving a negative balance of \$50,772.52 if there are no other expenditures or receipts by the end of the year (though it was

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noted that this is unlikely); however, the negative balance does not include the console desk quote the county is waiting on from WS Electronics, which is expected to be in the \$40,000 range, that is required to make all of the upgrades.

In reviewing the figures and the approximate \$100,000 in additional funds that will be needed from the county's General Fund, it was noted that the dispatchers have not yet received the certified emergency medical APCO training that the commissioners have previously discussed with the sheriff; however, Mr. Conrad mentioned that Lt. James Brown of the sheriff's office has been looking into the matter. He also indicated if the certified training was done online, it could probably be completed by the end of the year. Essentially, it was determined that the upgrades will be made following the certified emergency medical training being fully completed by the sheriff's office. Payment of the training from the sheriff's office training line item will be explored.

In the Matter of
Report Provided by April Dengler:

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

- Workers' Compensation case was filed last week regarding an injury sustained by a sanitary engineering department employee.
- Conversation was held regarding the commissioners' consideration of implementing a minimum 4-hour "show-up time" for Building Department Inspectors; EMA Director; and the 800 MHz Coordinator should they be called out after hours to respond to emergencies. Mrs. Dengler and Mr. Lutz noted that after surveying other counties, it was found that the 4-hour minimum was implemented. Currently, there is a 2-hour minimum show-up time for the Dog Shelter staff and the Maintenance Department staff. The reasoning behind the 4-hour minimum show-up time for the EMA Director, 800 MHz Coordinator, and Building Department Inspectors is that it would more than likely require longer hours of response time given the nature of the emergencies. After further discussion, the commissioners stated that they would take the matter under consideration.

In the Matter of
Creation of a New Fund Approved:

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve the following request for the CREATION OF A NEW FUND:

Fund #927 – Sheriff-Law Enforcement Diversion Grant

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

Attest: Patricia Webb, Clerk

In the Matter of
Creation of New Line Items Approved:

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve the following requests for the CREATION OF NEW LINE ITEMS:

- 927.2095.5102 – Sheriff-Law Enforcement Diversion Grant (LEDG)-Salary**
- 927.2095.5201 – Sheriff-LEDG-PERS**
- 927.2095.5202 - Sheriff-LEDG-Medicare**
- 927.2095.5205 - Sheriff-LEDG-Workers' Comp.**
- 927.2095.5212 – Sheriff-LEDG-PERS LE**
- 927.2095.5801 – Sheriff-LEDG-Advance Back**
- 927.0000.4557 – Sheriff-LEDG-State Share**
- 927.0000.4910 – Sheriff-LEDG-Advance In**

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Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, 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:

**1,250 to 101.1105.5703 – Contingencies
30,000 to 208.5025.923 – CSEA Shared Cost
619 to 296.1256.5905 – Misdemeanor Day Reporting-Grant Reimbursement
11,571.58 to 202.3011.5506 – Engineer-Contract Projects/MVP
43,176.26 to 201.3007.5506 – Engineer-Contract Projects
839.49 to 226.2055.5401 – Juvenile-DYS Grant-Monitor**

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, 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 requests for the TRANSFER & APPROPRIATION OF FUNDS:

**13.78 from 101.1108.5430 – Building Dept.-Training
To
101.1108.5301 – Building Dept.-Supplies**

**400 from 101.1215.5501 – Juvenile Court-Equipment
To
101.1215.5301 – Juvenile Court-Supplies**

**18,677.32 to 202.3010.5508 – Engineer-Contract Projects/MVP
To
202.3011.5506 – Engineer-Contract Projects/MVP**

**3,531.14 from 295.1255.5301 – ISP-Felony Day Reporting-Supplies
To
295.1255.5905 – ISP-Felon Day Reporting-Grant Reimbursement**

**1,500 from 101.2083.5430 – Sheriff-Training
To
101.2083.5483 – Sheriff-Uniforms**

**200 from 639.6052.5401 – P.C. Park District-Contract Services
To
639.6052.5501 – P.C. Park District-Equipment**

**1,250 from 101.1105.5703 – Contingencies
To
101.1113.5414 – Auditor-Exams**

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

Attest: Patricia Webb, Clerk

**In the Matter of
Waivers Approved:**

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to waive the waiting period to issue payment to Shelly & Sands, Inc. in the amount of \$232,144.98 to be paid from line item #917.6230.5401 (Love's-Contract Services) for payment of pay request #2.

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

Attest: Patricia Webb, Clerk

Commissioner Henson offered the motion, seconded by Commissioner Wippel, to waive the waiting period to issue payment to US Bank in the amount of \$1,366.34 to be paid from the following line items for payment of credit card transactions:

**183.39 from 101.1112.5301 – Countywide Facilities
50 from 101.1111.5901-IT Dept.-Other Expenses
84 from 101.1112.5301 – Countywide Facilities – Supplies
530 from 101.1108.5301 – Building Dept.-Supplies
518.95 from 1105.5966 – Health & Safety Committee-Incentives**

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

Attest: Patricia Webb, Clerk

**In the Matter of
Allocation of September Sales Tax Collections:**

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to allocate the September 2017 Sales Tax Collections in the following manner:

**31,987 to 401.0000.4121 – Capital Fund
767,676.53 – 101.0000.4121 – General Fund**

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

Attest: Patricia Webb, Clerk

**In the Matter of
Change Order #1 Approved for
MON-CO21-4.62 WAL-TO43-3.04 – Guardrail Project:**

Upon the request of Anthony Neff, Deputy County Engineer, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve Change Order #1 in the amount of \$30,248.90 in reference to the project referred to as the MON-CO21-4.62 WAL-TO43-3.04 – Guardrail Project.

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

Attest: Patricia Webb, Clerk

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In the Matter of
Appointments to the Pickaway County
Family Services Planning Committee:

Joy Ewing, Director of Pickaway County Job & Family Services (JFS), met with the commissioners and requested their approval of appointments to the Pickaway County Family Services Planning Committee. Commissioner Wippel offered the motion, seconded by Commissioner Henson, to adopt the following Resolution:

Resolution No.: PC-112117-1

WHEREAS, pursuant to Ohio Revised Code 329.06, the Board of County Commissioners is required to establish a county family services planning committee; and,

WHEREAS, the Board may appoint individuals to the committee in such a manner that the committee's membership is broadly representative of the groups of individuals and the public and private entities that have an interest in the family services provided in the county; then,

NOW, THEREFORE, BE IT RESOLVED that the following individuals are appointed to serve as a member of the Pickaway County Family Services Planning Committee through December 31, 2018.

Kim Hartinger – Pickaway County Metropolitan Housing Authority

Andrew Binegar – Pickaway County Community Action

Laura McGuire – Pickaway County Job and Family Services

Patrina Queen – Southeastern Ohio Legal Services

Danielle Brust – Pickaway County Consumer

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

Attest: Patricia Webb, Clerk

In the Matter of
Job & Family Services Update:

The following is a summary of the topics reviewed by Joy Ewing, Director of Pickaway County JFS, related to the agency's update:

- In reference to the JFS Department's relocation to the county's building on S. Pickaway St., Mrs. Ewing mentioned the concept of leasing the building wherein indirect costs would be incorporated into the lease in lieu of the JFS Dept. being included in the MAXIMUS annual cost allocation plans in determining its indirect costs paid to the county. She mentioned that she has surveyed other JFS Depts. that utilize this method and they reported it fits within their budgets. In discussing the matter, a number of questions were raised that will need to be explored for the commissioners' consideration of the proposed concept.
- Mrs. Ewing wanted to make the commissioners aware of the U.S. Supreme Court's recent refusal to hear an appeal from the Kentucky Cabinet for Health and Family Services seeking to overturn a ruling earlier this year by the 6th U.S. Circuit Court of Appeals. The State of Kentucky must pay relatives who take in and foster kinship children in their homes. It was determined that the relatives of the children placed in relative's homes by the JFS Departments in Kentucky will be eligible to receive daily foster care payments at the same rate as licensed foster care homes. It was noted that currently, the county's JFS Department has 36 fostered children placed in relatives homes and this would amount to \$18 a day paid for each child. It was noted that as many as 53 children have been placed in foster homes this year by the JFS Dept. Mrs. Ewing stated that she wanted to inform the commissioners of the matter as Ohio, Michigan, and Pennsylvania fall under the same 6th U.S. Circuit Court of Appeals District.
- The Regional Partnership Grant was awarded in September that the Pickaway County JFS Department, and Fairfield County JFS are partnering in with OSU, which will serve as the fiscal agent. The JFS Department has 6 months to implement grant and has hired an additional caseworker.

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- The Ohio Attorney General's Office START Project that the county's JFS Department is participating in with 16 other counties will be up and going in January 2018. The grant approved the hiring of two new caseworkers to handle the additional cases. The grant focuses on the needs of children, such as intense trauma counseling for children who have been victimized by parental drug abuse.
- The new telephone system in JFS Department has been installed and for the past two weeks, the department has been utilizing the old system and new system. Next week, all calls will be transferred to the new telephone system, which is transferrable to the building on S. Pickaway St.
- Pickaway County's unemployment rate for the month of September was 4.1%, and 4.0% in October.
- A spreadsheet was provided reflecting the number of clients served through department's various divisions and the associated costs for the period of September 2016 – October 2017.

At the conclusion of the meeting, the commissioners thanked Mrs. Ewing for the update.

In the Matter of
Meeting of Investment Committee to
Review the 3rd Quarter 2017 Investment Portfolio Report:

Ellery Elick, County Treasurer, and Dennis Yacobozzi of United American Capital Corporation, met with the commissioners to review the Pickaway County Quarterly Investment Portfolio for the period of July 1, 2017 – September 30, 2017.

Mr. Elick, Chairman of the Pickaway County Investment Committee, called the meeting to order and turned it over to Dennis Yacobozzi, who first provided an overview of the U.S. Treasury Active Yield Curve Comparisons for the period of 12/31/15 to 6/30/17 representing each time the federal government raised interest rates in December 2015; December 2016; March 2017; and June 2017, and it is anticipated there will be another rate increase next month. Mr. Yacobozzi stated that in order to balance the front end of the county's investments, the county treasurer is anticipating purchasing more short-term commercial paper next month for which the maturity cannot exceed 9 months. He reviewed a new chart that was prepared which reflected a substantial increase in the county's investment earnings. Also reviewed was the county's Portfolio Inventory, Transactions, Income, Analysis, and Market Analysis.

At the conclusion of the presentation and a question and answer session, the commissioners thanked Mr. Yacobozzi for the report.

In the Matter of
Meeting with Tim Wilson of the
Pickaway County Visitor's Bureau Regarding the
Amphitheater in the Pickaway County Fairgrounds Revitalization Plan:

Tim Wilson, Director of the Pickaway County Visitor's Bureau, met with the commissioners to discussing the amphitheater that is included in the Pickaway County Fairgrounds Revitalization Plan. Prior to the discussion, Mr. Lutz mentioned the Great Ohio Bicycle Adventure (GOBA) that will include approximately 1,500 bicyclists stopping at Circleville and spending the night at the Circleville City School Campus on Tuesday, June 19, 2018, which is during week of the 2018 Pickaway County Fair. Buses will be provided to the bicyclists busing them to the county fair, local restaurants, downtown Circleville, and various sites throughout the community. It is anticipated that this could have as much as an \$80,000 to \$100,000 positive economic impact on the community.

Conversation was then held regarding the amphitheater that is planned as part of the Pickaway County Fairgrounds Revitalization Project. Mr. Wilson stated that he is very excited about the amphitheater being included in the plan as the community does not have a venue in which to provide seating to attract and support bands/various types of musical groups, and other attractions and business conventions that could provide a significant economic impact for the community. When he referred to the architect's rendering of the amphitheater in the fairgrounds revitalization plan, the commissioners noted that the rendering was just the architect's first attempt at providing a concept drawing and it is not finalized at this point as far as the design, size, seating, etc. The configuration of the hillside that reflects seating in drawing for the amphitheater was discussed and it was noted that the picnic area and grove at the top of the hill provides an additional viewing area and portable bleachers could be added for scheduled events.

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In discussing the topic, the commissioners informed Mr. Wilson that they recently met with legislators who informed them that the amphitheater would be a good project in which to request a Biennial State Capital Appropriation, which the county intends to submit, possibly in the \$300,000 to \$400,000 range. The commissioners noted that with Mr. Wilson's experience in what might be needed for the stage area as far as its size, what would be needed accommodate spaces for equipment, lighting, electrical needs, a PA system, backstage area for performers, etc. A loading dock/ramp was also mentioned. When the inquiry was made, Mr. Wilson noted that there is an industry standard of 10 sq. ft. per performer; however, that could vary depending on the performers. He said that a 40 ft. x 60 ft. stage is the typical standard, particularly for a concert that has an opening act.

After discussing the matter further, the commissioners requested Mr. Wilson to compile a list of items that he feels would be important for the amphitheater and have an initial conversation with his consultants, inc. architects that Commissioner Wippel and Mr. Lutz have scheduled for next Monday, and possibly the architects could have a rendering ready at the next meeting scheduled on December 11th. Mr. Wilson stated that he would be happy to do that.

At the conclusion of the meeting, the commissioners thanked Mr. Wilson for meeting with them.

In the Matter of
Resolution Adopted Approving the Purchase of a
New John Deere 624K-II Wheel Loader for the
Pickaway County Engineering Department:

Chris Mullins, County Engineer, met with the commissioners along with Steve Smith, Highway Superintendent, to request the commissioners' permission to participate in the purchase of one new John Deere 624K-II Wheel Loader at the cost of \$180,859.80 through STS Contract 800528 with the State of Ohio Department of Administrative Services Cooperative Purchase Program, minus a trade-in in the amount of \$40,500 for a 2005 Case IH 721 D, and \$38,000 down from the ALGT fund, leaving \$102,360 to finance over a 2-year period with 2 annual payments.

After a following a brief discussion regarding the request, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to adopt the following Resolution:

Resolution No.: PC-112117-2

WHEREAS, the Pickaway County Engineering Department is desirous of purchasing one (1) new John Deere 624K-II Wheel Loader in the amount of \$189,859.80 through the State of Ohio Department of Administrative Services Cooperative Purchase Program, STS Contract 800528; and,

WHEREAS, the Pickaway County Engineering Department will be have an equipment trade-in of \$40,500 for a 2005 CASE IH 721D, provide a down-payment amount of \$38,000 from Auto License & Gas Tax (ALGT) funds, leaving a loan amount of approximately \$102,360 for a period of two (2) years with two (2) annual payments that will be paid with ALGT funds; then,

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners hereby authorizes the above-referenced purchase and will solicit local lending institutions related to interest rates that can be offered for the purchase.

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, 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 November 11, 2017.

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A total of \$433 was reported being collected as follows: \$80 in adoption fees; \$18 in boarding revenue; \$75 in dog licenses; \$30 in dog license late fees; \$80 in owner turn-ins; \$100 in private donations; \$50 in redemptions.

Four (4) stray dogs were processed in; two (2) dogs were adopted.

With there being no further business brought before the Board, Commissioner Henson offered the motion, seconded by Commissioner Wippel, to adjourn. Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Brian S. Stewart, President

Jay H. Wippel, Vice President

Harold R. Henson, Commissioner
BOARD OF COUNTY COMMISSIONERS
PICKAWAY COUNTY, OHIO

Attest: Patricia Webb, Clerk