

TUESDAY, NOVEMBER 22, 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, November 22, 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 Stewart offered the motion, seconded by Commissioner Wippel, to approve the minutes from November 15, 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
Bills Approved for Payment:**

Commissioner Wippel offered the motion, seconded by Commissioner 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 November 16, 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 \$179,908.54 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
Maintenance Worker I Position
Offered to Travis Brown:**

Jon Brown, Maintenance Supervisor, met with the commissioners regarding related to the vacant Maintenance Worker I position. Mr. Brown and Ms. Dengler interviewed Travis Brown (no relation to Jon Brown) and felt that he would be a very good fit and recommended him for the position.

Following a brief question and answer session, Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to offer the **Maintenance Worker I position to Travis Brown, 25407 St. Rt. 159, Circleville, Ohio 43113**, at the rate of **\$10.00 per hour**, effective **November 22, 2016**.

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 Dave Conrad:**

TUESDAY, NOVEMBER 22, 2016
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

- The county auditor's office will be providing Mr. Conrad access to the county's financial system for his use in obtaining the necessary financial records to file the required reports with the Ohio EMA office to receive 50% reimbursement of expenses from the Emergency Management Performance Grant (EMPG). The grant is now requiring much more detailed information to receive the reimbursement.
- Rob Jackson of Ohio 911 Program Office met with Mr. Conrad last week. The Ohio 911 Program Office intends to build-out the new state-wide NG911 System in 2019 that counties will be able to connect to. He stated that Mr. Jackson mentioned that the state will offer counties the option of keeping the legacy equipment they currently have until the state offers its system and takes over the IT support. Counties that have already upgraded their systems can have the choice of continuing to operate until their equipment's end of life at a lower rate with the state and then decide whether to upgrade their equipment at that time or connect to the state-wide system.
- Laurie Barbee resigned as Emergency Response Coordinator at the Pickaway County General Health District to take another position.

In the Matter of
Report Provided by Erica Tucker:

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

- Mrs. Tucker continues to assist with payment of bills for the commissioners' office during Dustin Hube's paternity leave
- A meeting with the Pumpkin Show Committee and Ohio EPA representatives is scheduled for later in the day to discuss the possibility of placing recycling bin drop-off locations for vendors to use during Pumpkin Show next year. She also mentioned that she learned of recycling bins that has a compactor contained within that are being considered being included in RPHF Solid Waste District's Recycling grant application to the Ohio EPA.

In the Matter of
Report Provided by April Dengler:

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

- A medical only Workers' Compensation claim was filed by a Pickaway County Engineer Highway Department employee that injured himself while working on repairs to equipment.
- The Hello Happy Challenge healthcare premium holiday for employee's share will reflect on this week's pay for those that completed the challenge incentive, saving themselves \$124 in healthcare premiums.

In the Matter of
Annual Resolution Adopted Regarding
Exemption of THEN & NOW Certification Requirement
For the Period of December 1, 2016, thru January 31, 2017:

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

Resolution No.: PC-112216-1

WHEREAS, for the period of December 1, 2016, to January 31, 2017, all purchases of \$1,000 or less are exempt from the THEN and NOW CERTIFICATION requirements; then,

THEREFORE BE IT RESOLVED, that 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 the purpose, amount, and date of the purchase along with the name of the vendor.

**TUESDAY, NOVEMBER 22, 2016
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

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
Guaranty of Completion Signed
Related to CDBG Economic Development Program Grant for
Love's Truck Stops & Country Stores Development:**

In reference to the Guaranty of Completion document related to the \$400,000 Community Development Block Grant – Economic Development Program that was received for infrastructure improvements related to Love's Travel Stops & Country Stores' 21,201 sq. ft. development at the southeast corner of U.S. Rt. 23 and Pittsburgh Road in Pickaway Township, Commissioner Wippel offered the motion, seconded by Commissioner Stewart, authorizing Commissioner Henson to sign the document.

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
County Administrator Report:**

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

- The presentation for the Sunrise Rotary that the commissioners will be presenting next Tuesday, Tuesday, November 29th, in addition to the annual budget meeting that will be held beginning at 12:00 noon at the Pickaway County Service Center were discussed.
- James Gregg, owner of Gregg's Barber Shop on Lancaster Pike, provided a letter stating that he will not be renewing his rental lease that expires on December 31, 2016, for space in a county-owned building situated on the frontage of the county fairgrounds. Mr. Lutz stated that Mr. Gregg is selling his barber shop equipment to an individual who contacted him about her interest in renting the same building for a barber shop with a 3-year lease. In discussing the matter, it was determined that with the Pickaway County Fairgrounds Revitalization Master Plan underway, a 1-year lease would be most feasible followed by leasing month-to-month, with a 30-day notice to cancel without penalty.
- The auto repair shop tenant that rented space in the second building the county owns on Lancaster Pike has vacated the space due to none payment of rent. It was the commissioners' consensus not to seek a new tenant.
- The 2017 Capital Plan reviewed and projects and/or purchases were prioritized and adjustments were made due to the impending decrease in the county's sales tax revenue related to cease of Medicaid Managed Care Organizations (MCO) sales tax that the State of Ohio and all 88 counties will no longer receive, effective July 1, 2017.

**In the Matter of
Meeting with Geoff Davis, Building Inspector Regarding
Re-appointment of Dan Dailey; Ryan Wilkins; Bren Gentzel to the
Pickaway County Building Department Appeals Board:**

Geoff Davis, Building Inspector, briefly met with the commissioners regarding the re-appointment of Dan Dailey, Ryan Wilkins, and Bren Gentzel to the Pickaway County Building Department Residential Appeals Board, all of whom provided their letter expressing willingness to continue to serve on the board.

After a brief discussion regarding the matter, including the fact that the Appeals Board is to meet strictly on an as-needed basis, Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to re-appoint the following individuals to the Pickaway County Building Department Residential Appeals Board for an additional 3-year term:

**TUESDAY, NOVEMBER 22, 2016
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

Dan Dailey – Real Estate
Term Expires: December 31, 2019

Ryan Wilkins – Plumber
Term Expires: December 31, 2019

Bren Gentzel – Homeowner
Term Expires: December 31, 2019

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
Pickaway County Investment Advisory Committee
Meeting to Review Quarterly Investment Report for
July 1, 2016 – September 30, 2016:**

The Pickaway County Investment Advisory Committee met to review the Pickaway County Quarterly Investment Portfolio Report for the period of July 1, 2016 – September 30, 2016, with Dennis Yacobozzi, President & CEO, of United American Capital.

Ellery Elick, County Treasurer, called the meeting to order noting for the record the presence of the board of county commissioners and the county administrator. He then turned the meeting over to Dennis for the purposes of providing the report.

After providing an overview of the current status of the national economy and the stock market, Mr. Yacobozzi stated that it is anticipated that the federal government will increase the interest rate by 1/4 percent. The Pickaway County Portfolio Analysis was then reviewed along with the Portfolio Inventory, Portfolio Transactions, Portfolio Income, and the Market Analysis that included the Yield Curve, June 30, 2016 vs. September 30, 2016.

A copy of the report is on file with the commissioners' office and county treasurer's office.

**In the Matter of
Resolution Adopted Approving a
120-day Temporary Extension of Maintenance Easement
Related to the Greenbrier Ditch Extension 1 Drainage Improvement:**

Steve Smith, of the Pickaway County Engineering Department, met briefly with the commissioners on behalf of Chris Mullins, Pickaway County Engineer, to request an extension of the existing maintenance easement along Greenbrier Ditch Extension 1, a county-maintained drainage improvement located in Darby Township. The Pickaway County Engineering Department has been cleaning the bottom of the ditch, removing stumps, and reshaping of the side slope and has completed the project with the exception of the area from London Road to St. Rt. 62. The existing 25' maintenance easement does not provide adequate space for the necessary machinery, tools, and etc. to complete the work that is required; therefore, Mr. Smith requested a 120-day temporary extension of the 25 ft. maintenance easement to a 75 ft. easement.

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

Resolution No.: PC-112216-2

WHEREAS, the Pickaway County Engineer has determined that the county-maintained Greenbrier Ditch Extension 1 Drainage Improvement is in need of cleaning, removal of stumps, and reshaping of the side slope; and,

TUESDAY, NOVEMBER 22, 2016
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

WHEREAS, the exiting 25' maintenance easement along the drainage improvement does not provide adequate space for required machinery, tools, motor vehicles, conveyances, and other equipment to complete the work that is planned; and,

WHEREAS, pursuant to ORC §6137.12, the Pickaway County Engineer may, when in his opinion an emergency situation exists at an open ditch needing maintenance, request the approval of the Pickaway County Board of Commissioners to temporarily extend the maintenance easement to not more than 75 feet from the top of the bank to conduct this operation; and,

WHEREAS, the Pickaway County Engineering Department will restore the conditions of the properties being affected to like or better when the necessary work is completed; then,

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners hereby approves the 120-day temporary extension of the maintenance easement until the completion of the necessary open ditch maintenance work.

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

Attest: Patricia Webb, Clerk

In the Matter of
Cooperative Agreement with Columbus-Franklin County Finance Authority and
Compensation Agreement with Circleville-Pickaway Community Improvement Corporation
Signed Related to NorthPoint Development, LLC
Speculative Warehouse and Distribution Facility Project:

Upon completion of review of the Cooperative Agreement between the Columbus-Franklin County Finance Authority, Pickaway County, and the Circleville-Pickaway Community Improvement Corporation and the review of the Compensation Agreement between Pickaway County and Circleville-Pickaway Community Improvement Corporation in regards to NorthPoint Development, LLC's Speculative Warehouse and Distribution Facility Project in Harrison Township, Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to sign the documents contingent upon signature by Ryan Scribner, of Circleville-Pickaway Community Improvement Corporation, dba Pickaway Progress Partnership.

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

Attest: Patricia Webb, Clerk

In the Matter of
Travel Authorization Approved for
Job & Family Services Employees:

The commissioners reviewed and signed the Travel Authorization for numerous Job & Family Services employees to attend various meetings, training sessions, and the performance of multiple home visits throughout the month of December 2016, at the total probable cost of \$2,044.89.

In the Matter of
List of Contracts Entered into by the
Pickaway County Job & Family Services Department:

Pursuant to the Pickaway County Board of Commissioners' Resolution of June 23, 2003, below is the list of agreements entered into, approved and otherwise executed by the Pickaway County Department of Job & Family Services and approved by the Pickaway County Board of Commissioners, The approved list contains the name of the party or parties with whom the agreement has been made, the purpose of the

**TUESDAY, NOVEMBER 22, 2016
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

agreement, the commencement date and termination date of the agreement, and the compensation specified by the agreement.

**PCJFS Contracts
For CSEA 2017**

Organization/Agency	Contract Purpose	Effective Date	Termination Date	Contract Value
Pickaway Co. Common Pleas/Juvenile Court	Magistrate	1/1/2017	12/31/2017	\$60,392.76
Subpoena Service Plus	Process Serving	1/1/2017	12/31/2017	\$25,000.00
Firefly Legal, Inc.	Process Serving	1/1/2017	12/31/2017	\$25,000.00

Attest: Patricia Webb, Clerk

**In the Matter of
Resolution Adopted Establishing the
Pickaway County Land Reutilization Corporation for the
Pickaway County Treasurer’s Office, in Accordance with
Ohio Revised Code Section 5722.02, Effective November 22, 2016,
Approving Initial Articles of Incorporation:**

Related to establishing a Pickaway County Land Reutilization Corporation (LRC) in reference to the creation of a Pickaway County Land Bank and approving the initial Articles of Incorporation, Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to adopt the following Resolution:

Resolution No.: PC-112216-3

ESTABLISHING THE PICKAWAY COUNTY LAND REUTILIZATION CORPORATION FOR THE COUNTY TREASURER’S OFFICE, IN ACCORDANCE WITH OHIO REVISED CODE SECTION 5722.02, EFFECTIVE NOVEMBER 22, 2016, APPROVING INITIAL ARTICLES OF INCORPORATION.

WHEREAS, division (A) of Section 5722.02 of the Revised Code authorizes a county to elect to adopt and implement the procedures set forth in Sections 5722.02 to 5722.15 of the Revised Code to facilitate the effective reutilization of nonproductive land situated within its boundaries;

WHEREAS, Section 1724.04 of the Revised Code authorizes a county that elects to adopt and implement the procedures set forth in Sections 5722.02 to 5722.15 of the Revised Code to organize a county land reutilization corporation for the purpose of exercising the powers granted to a county under Chapter 5722 of the Revised Code;

WHEREAS, the Board of Pickaway County Commissioners (the “Board”) has determined that the current economic conditions in the County and the conditions of the real estate market in the County, including, but not limited to, the foreclosures for mortgage and tax payment delinquencies, are such as to necessitate the adoption and implementation of the procedures set forth in Sections 5722.02 to 5722.15 of the Revised Code to facilitate the effective reutilization of nonproductive land situated within its boundaries;

WHEREAS, division (B) of Section 5722.02 of the Revised Code permits a county that adopts a resolution under division (A) of such section to cause to be organized a county land reutilization corporation under Chapter 1724 of the Revised Code to act on behalf of and cooperate with the county in exercising the powers and performing the duties of a county with respect to land reutilization under Chapter 5722 of the Revised Code;

WHEREAS, the Board now desires to adopt a resolution under division (A) of Section 5722.02 of the Revised Code adopting and implementing the procedures set forth in Sections 5722.02 to 5722.15 of the Revised Code to facilitate the effective reutilization of nonproductive land situated within its boundaries;

TUESDAY, NOVEMBER 22, 2016
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

WHEREAS, in furtherance of the implementation of an effective land reutilization program and in accordance with division (B) of Section 5722.02, the Board also desires to organize a county land reutilization corporation under Chapter 1724 of the Revised Code to act on behalf of and cooperate with the County in exercising the powers and performing the duties of a county under Chapter 5722;

WHEREAS, the Board hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board, and that all the deliberations of this Board, and of its committees, if any, which resulted in formal actions, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Section 121.22 of the Revised Code;

NOW, THEREFORE, BE IT RESOLVED; by the Board of County Commissioners of Pickaway County, Ohio, that:

Section 1. In accordance with division (A) of Section 5722.02 of the Revised Code, this Board hereby finds and determines that the existence of nonproductive land within its boundaries due to foreclosures from mortgage and tax payment delinquencies and other reasons is such as to necessitate the implementation of a land reutilization program to foster either the return of such nonproductive land to tax revenue generating status or the devotion thereof to public use.

Section 2. This Board hereby elects to adopt and implement the procedures set forth in Sections 5722.02 to 5722.15 of the Revised Code to facilitate the effective reutilization of nonproductive land situated within its boundaries.

Section 3. In furtherance of the implementation of a land reutilization program for the County, this Board hereby authorizes and directs that a county land reutilization corporation (the "Corporation") shall be organized under Chapters 1724 and 1702 of the Revised Code and hereby authorizes and directs the County Treasurer (the "Treasurer") to incorporate the Corporation in accordance with Section 1724.04 of the Revised Code by the execution and filing of its initial articles of incorporation in the form heretofore on file with the Clerk of the Board.

Section 4. Pursuant to and in accordance with Section 1724.04 of the Revised Code, this Board hereby approves the form of initial articles of incorporation heretofore filed with the Clerk of this Board.

Section 5. Pursuant to division of Section 5722.02 of the Revised Code, the Clerk of this Board is authorized and directed to deliver a certified copy of this resolution to the Auditor of the County, the Treasurer and the Prosecuting Attorney of the County.

Section 6. This resolution shall take effect and be in force immediately upon its adoption.

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
Amended Certificates Approved:

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

Resolution No.: PC-112216-4

WHEREAS, the Pickaway County Budget Commission granted an AMENDED CERTIFICATE in in the amount of \$543,616.12 for the Auto, License & Gas Tax Fund #201; \$5,000 for the DES Drainage Ditch Fund #914; \$96 for the Braskett Ditch Fund #282; and \$8,300 for the Sheriff's Concealed Carry Fund #299; then,

**TUESDAY, NOVEMBER 22, 2016
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners hereby appropriates the following sums for expenditure for period ending December 31, 2016:

Auto, License & Gas Tax Fund #201
\$543,616.12

DS Drainage Ditch Fund #914
\$5,000

Braskett Ditch Fund #282
\$96

Sheriff Concealed Carry Fund #299
\$8,300

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
Creation of New Line Item Approved:**

Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to approve the following request for the CREATION OF A NEW LINE ITEM:

227.2020.5203 – Juvenile Court-VOCA Employer Insurance

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:

4,526.01 to 255.5036.5401 – 800 MHz-Contract Services
75,000 to 206.5015.5401 – JFS-Contract Services
8,300 to 299.0000.4259 – Sheriff-Concealed Carry-Fees
535 to 299.2006.5301 – Sheriff-Concealed Carry-Supplies
845 to 299.2006.5401 – Sheriff-Concealed Carry-Contract Services
10,000 to 273.6122.5901 – Engineer-Blue Anderson Ditch-Other Expenses
131 to 282.6131.5901 – Engineer-Braskett Ditch-Other Expenses
30,000 to 285.6134.5901 – Engineer-Greenbriar Extension #1 Ditch-Other Expenses
500 to 914.6143.5901 – Engineer-DS Drainage Ditch-Other Expenses
543,616.12 to 201.0000.4546 – Engineer-On Behalf Money from OPWC-2016 County Resurfacing
543,616.12 to 201.3006.5506 – Engineer-On Behalf Money from OPWC-2016 County Resurfacing
1,610 to 227.2020.5203 – Juvenile Court-VOCA Employer Insurance

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
Transfers Approved:**

**TUESDAY, NOVEMBER 22, 2016
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

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

**475 from 101.1140.5501 – Board of Elections-Equipment
To
101.1140.5404 – Board of Elections-Advertising**

**195 from 103.2041.5901 – Sheriff-Marine Patrol-Other Expenses
To
103.2041.5401 – Sheriff-Marine Patrol-Contract Services**

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 November 19, 2016.

A total of \$961 was reported being collected as follows: \$160 in adoption fees; \$6 in boarding revenue; \$75 in dog licenses; \$15 in dog license penalties; \$40 in owner turn-ins; \$645 in private donations; \$20 in redemptions.

Three (3) stray dogs were processed in; four (4) 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
BOARD OF COUNTY COMMISSIONERS
PICKAWAY COUNTY, OHIO

Attest: Patricia Webb, Clerk