

**TUESDAY, OCTOBER 13, 2015**  
**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, October 13, 2015, with the following members present: Mr. Brian S. Stewart, Mr. Harold R. Henson, and Mr. Jay H. Wippel. Brad Lutz, County Administrator, was also in attendance. Amanda Plotts of the Circleville Herald was in attendance for the morning session.

**In the Matter of**  
**Minutes Approved:**

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve the minutes from October 6, 2015, with corrections.

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

Attest: Patricia Webb, Clerk

**In the Matter of**  
**Payment of Bills:**

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 October 7, 2015, 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 \$146,420.51 on the County Treasurer to satisfy the same.

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

Attest: Patricia Webb, Clerk

**In the Matter of**  
**Report Provided by Erica Tucker:**

The following is a summary of the report provided by Eric Tucker, RPHF Solid Waste District Administrator, and Special projects & Planning & Development Assistant:

- Westside Media is ready to launch the new Ross, Pickaway, Highland, Fayette (RPHF) Solid Waste District office website.
- Mrs. Tucker spent another Wednesday with Terry Frazier, Director of the Development & Planning office.

**In the Matter of**  
**Emergency Management Agency/911 Coordinator Report:**

- Mr. Conrad attended an Ebola meeting that was held last week at the Pickaway County Health Department.
- Mr. Conrad and Mr. Lutz attended the 800 MHz Advisory Committee that was held on Friday, October 9<sup>th</sup>. Some members of the advisory committee at that meeting stated that they were not made aware (e.g. email) that the county had entered into the Motorola Solutions contract for the

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county's 800 MHz Radio Communications System Tower upgrade to Project 25 capability and did not know about it until they read an article in the Circleville Herald regarding the matter. Mr. Lutz said that he said told the committee that he understood what they were saying; however, he pointed out that the contract was one of the recommendations that the 800 MHz Advisory Committee had previously made and members of the committee agreed that the county has followed through with the committee's other recommendations. Mr. Lutz stated that the contract was thoroughly discussed at the last committee meeting held in July, and committee members were aware of the county's intention to sign the agreement. Information regarding the county's plan to enter into a partnership agreement with the office of the Ohio Multi-Agency Radio Communication System (MARCS) was also discussed during the July meeting. Mr. Conrad offered to assist with the mailing of letters that will be sent to all users of the county's 800 MHz system about surveying the number of P25 capable radios they will need, the projected timeframe for the progression of becoming P25 capable, etc.

- Mr. Conrad will be attending the county's Safety Council meeting scheduled to be held later in the day.

**In the Matter of**  
**Report Provided by Assistant County Administrator:**

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

- A workers' compensation medical claim for a minor injury was filed last week by an employee that works in the Pickaway County Service Center (PCSC). It was not a "loss time" claim and the employee was temporarily placed on desk duty.
- The Franklin County Healthcare Consortium provided training material from Optum Behavioral Health that is associated with the county's healthcare plan with information on the classes and webinars they have to offer on various topics such as management and development, human resources, customer service diversity, health and wellness, and more. The information was provided to the county's Health & Wellness committee members to take back to their respective offices and inquire as to which topics employees would be interested in gaining information about. It was reported that there was an increased attendance at the latest Health & Safety committee meeting.
- One of the young men that has been working in the county's maintenance department that is a participant of the Job & Family Summer Youth Employment Program will be filling the part-time custodial position that came open when an employee was promoted to another part-time county position. The summer youth employment program expires on October 31<sup>st</sup>.
- Ms. Dengler attended the recent CBIZ meeting and provided the commissioners with highlights. A preliminary 13.6% increase in healthcare insurance cost was mentioned; however, the consortium is looking into various ways in which the percentage could be decreased, such as researching the current plan design that has remained the same for several years. It was reported that Pickaway County remains in Tier 3. Another CBIZ meeting will be held in the month of November.
- The Franklin County Healthcare Consortium is scheduled to provide two Flexible Spending Account (FSA) informational meetings for county employees on November 12<sup>th</sup>. The meetings will take place at the PCSC from 9:30 a.m. to 10:30 a.m., and the second meeting will be held at the Pickaway County Annex from 11:30 a.m. to 12:30 p.m.
- Ms. Dengler is completing an Ohio Bureau of Workers' Compensation grant application for the purchase of noise baffles for the county's dog shelter. A sample of the noise baffles was provided for viewing.

**In the Matter of**  
**Pickaway County Board of Developmental Disabilities**  
**Award Ceremony:**

Commissioner Stewart briefly mentioned the Pickaway County Board of Developmental Disabilities' business awards dinner that he and Commissioner Henson recently attended. The event included individuals in the PCBDD program that have obtained a variety of mainstream jobs that they perform very well, some earning promotions, allowing them to improve their quality of life while also contributing to the community. Discussion was held about keeping the program in mind when the county is seeking to fill various job positions as they become available.

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**In the Matter of  
Allocation of July, August, September  
Casino Revenue Collections:**

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to allocate the Casino Revenue collected in the months of July, August, and September 2015, in the following manner:

**6,667 to 401.0000.4575 – Capital Improvements  
159,997.21 to 101.0000.4575 – General Fund**

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Ohio Public Works Commission  
Disbursement Requests #1 and #2 for the  
North Court Street and the Ashville Pike Improvements Project:**

Commissioner Stewart offered the motion, seconded by Commissioner Henson, authorizing Commissioner Wippel to sign Disbursement Request #1 and Request #2 in the amounts of \$433,405.41 and \$16,594.59 respectively, related to the North Court Street & Ashville Pike Improvements project that is partially funded through the Ohio Public Works Commission - Grant DQS03,

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Transfer of Liquor Permit Approved with  
No Request for a Hearing for Dolgen Midwest, LLC,  
DBA: Dollar General Store 5819 Located in the Village of South Bloomfield:**

After reviewing the application received from the Ohio Division of Liquor Control for the transfer of Liquor Permit #22348150136, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve the following permit transfer with no request for a hearing for the following:

Permit No.: 22348150136

From: Dolgen Midwest, LLC  
DBA: Dollar General Store 5819  
5075 S. Union Street  
Harrison Township  
South Bloomfield, Ohio 43103

To: Dolgen Midwest, LLC  
DBA: Dollar General Store 5819  
5009 S. Walnut Street  
Harrison Township  
South Bloomfield, Ohio 43013

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

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- The partnership agreement between the county and Ohio MARCS continues to be reviewed by the Ohio MARCS business office. It was mentioned that Tom Swisher, the Pickaway Countywide Radio Communications Coordinator, received a telephone call from the Ohio MARCS business office, which Mr. Lutz said he will be obtaining further information about, regarding an added provision related to Ohio MARCS's unrestricted roaming on the county's 800 MHz Radio Communications System.
- The Verdin Company was on site last week and some electrical work is required for the clock tower backlighting. An evaluation report has been requested for the clock tower at the Pickaway County Service Center (PCSC) that has not been functional for a long period of time.
- The plaster repair on the ceiling is not yet complete. It was reported that the plaster has to cure for 2 weeks before it can be painted.
- The painting of the stairway entrance into Memorial Hall has been completed. Carpeting has not yet been installed.
- The Taste of Home Cooking VIP event that was recently held in the Roundtown Theater located in Memorial Hall went very well. It was hosted by the Circleville Herald.

**In the Matter of**  
**Expedited Type 2 Annexation Approved for the Annexation of**  
**51.0 +/- Acres of Scioto Township into the Village of Commercial Point:**

An Expedited Type 2 annexation petition filed in the Pickaway County Board of Commissioners' office on September 14, 2015, for the annexation of 51.0 +/- acres of Scioto Township into the Village of Commercial Point that was placed on the commissioners' agenda on this day at 10:00 a.m. In attendance for the meeting were Thomas Hart, attorney with Isaac Wiles Burkholder & Teeter, LLC, the appointed agent for the petitioners Dwight A. Imler, Trustee; James L. Jenkins; Sharon R. Jenkins; and Steven R. Isaac, President of SI Ohio Properties, LLC, and Mike Hess, Solicitor for the Village of Commercial Point. Also in attendance was Terry Frazier, Director of the Pickaway County Development & Planning Office.

Commissioner Stewart opened the meeting by stating its purpose and asked Mr. Hart if he wanted to provide any background information on the matter. Mr. Hart stated that he was the appointed agent representing the property owners in the petition, who are in contract with Westport Homes, which is a client. Westport Homes will be developing a residential housing subdivision that will replicate the housing in the existing Chestnut Estates, which is nearly sold-out. The new subdivision, yet to be named, is proposing 147 homes on the 51.0 +/- acres and development is expected to begin next spring. Mr. Hart stated that the annexation would legally bring the acreage into the Village of Commercial Point to receive the necessary services and zoning. Plans are to proceed with the zoning process while the annexation is pending with the Village of Commercial Point within the statutory timeframe if the annexation is approved by the commissioners. All the necessary public hearings will be conducted related to the annexation and zoning will be held. Zoning will be going before the village council and the Pickaway County Planning Commission. A brief discussion was held related to the annexation going to the centerline of Welch Road; however, the Pickaway County Engineering Department has agreed to continue to provide snow removal services to both sides. The Village of Commercial Point will be responsible for the roads inside the development.

Following a brief question and answer session, Commissioner Stewart requested a motion for the approval of the annexation, which was provided by Commissioner Henson, and seconded by Commissioner Wippel; therefore, adopting the following Resolution:

**Resolution No.: PC-101315-1**

WHEREAS, an Expedited Type 2 annexation Petition, which met all technical requirements set forth in Section 709.021 ET SEQ. of the Ohio Revised Code, was properly filed in the Pickaway County Board of Commissioners office on September 14, 2015, for the annexation of 51.0 +/- acres of Scioto Township into the Village of Commercial Point. The petition was filed by the law office of Isaac Wiles, with Thomas L. Hart appointed agent for the petitioners Dwight A. Imler, Trustee; James L. Jenkins; Sharon R. Jenkins; and SI Ohio Properties, LLC; and,

WHEREAS, the petition requested that the territory be annexed according to the statutes of the State of Ohio; and,

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WHEREAS, the petition included the statutory disclosure statement in bold face, capital letters regarding the waiver of appeal rights; and,

WHEREAS, the petition included the signatures of all property owners in the area to be annexed and each signature includes the date it was obtained with no signatures obtained more than 180 days before the petition was filed; and,

WHEREAS, documents filed with the petition included an accurate legal description (Exhibit A) of the perimeter of the land to be annexed, an accurate plat map (Exhibit B), and an adjacent parcel owner list (Exhibit C); and,

WHEREAS, the land to be annexed is contiguous with the Village of Commercial Point of a length of 26%; and,

WHEREAS, no island of unincorporated area will be created by the annexation; and,

WHEREAS, the Village of Commercial Point provided Resolution No. 18-2015 stating that it will provide the necessary services to the land to be annexed within the required 20 days after the petition was filed; then,

**THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners hereby approves the Expedited Type 2 Annexation Petition of 51.0 acres +/- of Scioto Township, into the Village of Commercial Point, Pickaway County, Ohio.**

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

Attest: Patricia Webb, Clerk

**In the Matter of**  
**Review of the County's General Fund:**

The commissioners reviewed the year-to-date expenditures and revenue for the county's General Fund. Year-end expenses are projected to be \$14,210,780.49, and revenue is projected to be \$16,428,823.58. The 2015 carry-over balance is estimated to be \$5,565,738.87.

**In the Matter of**  
**Resolution Adopted Congratulating the**  
**Pickaway County Intensive Supervision Program for**  
**Earning the Cliff Skeen Award:**

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

**Resolution No.: PC-101315-2**

WHEREAS, it is the pleasure of the Pickaway County Board of Commissioners to recognize people and occasions of outstanding significance; and,

WHEREAS, since 1993, the Ohio Department of Rehabilitations and Corrections has presented the annual Cliff Skeen Award to residential and non-residential programs in recognition of excellence in community corrections; and,

WHEREAS, the late Clifford Skeen was the eight-term Ohio legislator who sponsored Ohio's Community Correction Act; and,

WHEREAS, recipients of this award are credited with reducing the number of non-dangerous offenders being sent to prison through intensive and effective supervision services; and,

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**WHEREAS**, out of seventy-four programs throughout the state, the Pickaway County Intensive Supervision Program has been chosen to receive the 2015 Cliff Skeen Award, which will not only be recognized by the State of Ohio, but also nationally; then,

**THEREFORE BE IT RESOLVED**, that the Pickaway County Board of Commissioners are honored to congratulate the Pickaway County Intensive Supervision Program officers Jason McGowan, Chief Probation Officer, Michelle Duncan, Craig Stevens, John Messick, John Reid, and Lacey Stevens for their hard work and continued dedication in providing outstanding services that are in the forefront in the field of community corrections and who have deservedly earned this prestigious award. Congratulations are also extended to Common Pleas Court Judge P. Randall Knece, and Circleville Municipal Court Judge Gary Dumm.

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

Attest: Patricia Webb, Clerk

**In the Matter of  
DuPont Community Advisory Panel Meeting:**

The commissioners, Mr. Lutz, and Dave Conrad, EMA Director, attended the DuPont Community Advisory Panel luncheon meeting held at the DuPont Circleville plant from 11:00 a.m. to 1:00 p.m., where an update on site activities was provided and topics of mutual interest were discussed.

**In the Matter of  
Pickaway County Investment Advisory Committee  
Meeting to Review Quarterly Investment Report:**

Mr. Yacobozzi, of United American Capital Corporation, met with the Pickaway County Investment Advisory Committee to review the county's Quarterly Investment Portfolio for the period of July 1, 2015, through September 30, 2015.

Ellery Elick, County Treasurer and Chairman of the Investment Advisory Committee, opened the meeting and then turned it over to Mr. Yacobozzi, who provided an overview of the state of the economy followed by a review of the county's portfolio inventory, portfolio transactions, income, analysis, and market analysis along with the 2-year U.S. Constant Maturity Treasury.

**In the Matter of  
Meeting with County Auditor to  
Review September Revenue & Expenditure Reports:**

Melissa Betz, County Auditor, met with the commissioners to review the revenue and expenditure reports for period ending July 31<sup>st</sup>. The end of the month General Fund balance was \$5,986,428.94, and the balance for the day was reported to be \$5,672,280.97.

**In the Matter of  
Creation of 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 #606 – Ross, Pickaway, Highland, Fayette Solid Waste District**

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

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Attest: April Dengler, Assistant County Administrator

**In the Matter of  
Amended Certificate Approved:**

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

**Resolution No.: PC-101315-3**

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$759,867.25 for the Ross, Pickaway, Highland, Fayette (RPHF) Solid Waste District Fund #656; then,

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriates the following sum for expenditure for period ending December 31, 2015:

**RPHF Solid Waste District Fund #656  
\$759,867.25**

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

Attest: April Dengler, Assistant County Administrator

**In the Matter of  
Creation of New Line Items and Appropriations  
Approved for the Ross, Pickaway, Highland, Fayette Solid Waste District Fund:**

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

- 656.6083.5102 – RPHF Solid Waste District-Recycling Salary - \$95,000
- 656.6083.5201 - RPHF Solid Waste District-PERS - \$13,300
- 656.6083.5202 - RPHF Solid Waste District-Medicare - \$1,500
- 656.6083.5203 - RPHF Solid Waste District-Insurance - \$30,500
- 656.6083.5203 - RPHF Solid Waste District-Unemployment - (No appropriation)
- 656.6083.5205 - RPHF Solid Waste District-Workers' Compensation - \$2,100
- 656.6083.5301 – RPHF Solid Waste District-Supplies - \$4,000
- 656.6083.5401 – RPHF Solid Waste District-Contract/Services - \$1,500
- 656.6083.5452 – RPHF Solid Waste District-Fayette Revolving Fund - \$5,360.92
- 656.6083.5453 – RPHF Solid Waste District-Highland Revolving Fund - \$5,000
- 656.6083.5454 – RPHF Solid Waste District-Pickaway Revolving Fund - \$5,000
- 656.6083.5455 – RPHF Solid Waste District-Ross Revolving Fund - \$5,000
- 656.6083.5456 – RPHF Solid Waste District-Recycling Outreach-Fayette - \$25,240
- 656.6083.5457 – RPHF Solid Waste District-Recycling Outreach-Highland - \$23,500
- 656.683.5458 – RPHF Solid Waste District-Recycling Outreach-Pickaway - \$25,107.46
- 656.6083.5464 – RPHF Solid Waste District-Recycling Outreach-Ross - \$20,000
- 656.6083.5465 – RPHF Solid Waste District-Recycling Drop-off Expense - \$257,622.51
- 656.6083.5467 – RPHF Solid Waste District – Special Collections - \$64,000
- 656.6083.5402 – RPHF Solid Waste District-Repairs - \$500
- 656.6083.5403 – RPHF Solid Waste District-Travel & Expenses -- \$500
- 656.6083.5404 – RPHF Solid Waste District-Advertising - \$10,000
- 656.6083.5481 – RPHF Solid Waste District-Utilities - \$3,030.95
- 656.6083.5429 – RPHF Solid Waste District-Rent - \$600
- 656.60083.5501 – RPHF Solid Waste District-Equipment - \$10,000
- 656.6083.5701 – RPHF Solid Waste District-Transfer Out - \$8,000
- 656.6083.5901 – RPHF Solid Waste District-Other Expenses - \$2,000
- 656.60883.5970 – RPHF Solid Waste District-Reimbursement - \$6,454.05
- 656.0000.4211 – RPHF Solid Waste District-Generation Fees - \$759,867.25

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**656.0000.4563 – RPHF Solid Waste District-Grants (No appropriation)  
656.0000.4905 – RPHF Solid Waste District-Reimbursement (No appropriation)**

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

Attest: April Dengler, Assistant County Administrator

**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 A NEW LINE ITEM:

**251.6224.5520 – FY15 CDBG-Projects  
251.6224.5521 – FY15 CDBG-Administration  
251.6224.5522 – FY15 CDBG-Fair Housing  
251.0000.4580 – FY15 CDBG-Revenue**

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

Attest: April Dengler, Assistant County Administrator

**In the Matter of  
Transfers Approved:**

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

**404.88 from 227.2020.5205 – VOCA Grant-Worker  
To  
227.2020.5403 – VOCA Grant-Travel Expenses**

**15,338.12 from 201.3005.5205 – Engineer ALGT-Worker's Comp.  
To  
201.3007.5401 – Engineer ALFT-Contract Service**

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

Attest: April Dengler, Assistant County Administrator

**In the Matter of  
Weekly Dog Warden Report Filed:**

The weekly report for the Wright-Poling/Pickaway County Dog Shelter was filed for week ending October 10, 2015.

A total of \$602 was reported being collected as follows: \$120 in adoption fees; \$42 in boarding revenue; \$105 in sales of tags; \$90 in tag late fees; \$100 in private donations; \$145 in redemptions.

Nineteen (19) stray dogs were processed in; three (3) dogs were adopted; no (-0-) dogs were euthanized.

No firearms were discharged.



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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 Henson; yes. Commissioner Wippel; yes. Voting No: None. Motion carried.

Brian S. Stewart, President

Harold R. Henson, Vice President

Jay H. Wippel  
BOARD OF COUNTY COMMISSIONERS  
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Attest: April Dengler, Assistant County Administrator