

TUESDAY, APRIL 17, 2018
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

The Pickaway County Board of Commissioners met in Regular Session in their office located at 139 West Franklin Street, Circleville, Ohio on Tuesday, April 17, 2018, with the following members present: Mr. Jay H. Wippel, Mr. Harold R. Henson, and Mr. Brian S. Stewart. Brad Lutz, County Administrator, was also in attendance.

**In the Matter of
Minutes Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Henson, to approve the minutes from April 10, 2018, with corrections.

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

Attest: Angela Karr, Clerk

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

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay 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 April 18, 2018, in the Commissioners' Voucher Journal, the date in which checks will be cut; then,

BE IT FURTHER RESOLVED, that the Board of Pickaway County Commissioners orders the Auditor of Pickaway County, Ohio, to draw her warrant on this entry in the amount of \$405,411.66 on the County Treasurer to satisfy the same.

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

Attest: Angela Karr, Clerk

**In the Matter of
Appropriation of Funds Approved:**

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

\$382,902.00 – 251.6230.5401 – Contract Services CDGB Loves – Commissioners

\$282,363.82 – 917.6230.5401 – Contract Services CDBG Loves – Commissioners

\$100,000.00 – 235.2002.5501 – E911 Equipment – Commissioners

\$25,000.00 – 235.2002.5401 – E911 Enhanced Wireless Contract Services - Commissioners

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

Attest: Angela Karr, Clerk

**In the Matter of
Transfers & Re-Appropriations Approved:**

TUESDAY, APRIL 17, 2018
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

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

\$2,500.00 from 101.2083.5510 – IT Equipment - Sheriff
To
101.2083.5483 – Uniforms - Sheriff

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

Attest: Angela Karr, Clerk

In the Matter of
Amended Certificate Approved:

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

Resolution No.: PC-041718-1

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$382,902.00 for the HUD CDBG Program Fund #251 to amend the original budget for the HUD CDBG Program; then,

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2018:

HUD CDBG Program Fund #251
\$382,902.00

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

Attest: Angela Karr, Clerk

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

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

- The pre-construction meeting with WDC Group occurred last Tuesday at 2:00 p.m. at the CRC gym. All contracts have been signed and contractors are getting registered with the Building Department. A weekly construction meeting was established for every Wednesday at 9:00 a.m. beginning on April 25th. Mrs. Dengler, Joy Ewing, JFS Director, and Jon Brown, Maintenance Supervisor, will be at those meetings to answer questions and make decisions. A lockbox will be placed on the doors on the Walnut Street side to allow contractors access to building. Construction trailers will be parking in the large parking lot on the north side of the property. Bills will be submitted by the contractors to WDC Group on the third week of the month. Once they are approved by WDC Group, they will be submitted to Mr. Dengler for approval and payment processing. The payroll records will be submitted to Mr. Dengler to verify prevailing wage information. The hours for work to be performed will be 7:00 a.m. – 5:00 p.m. Monday through Friday. Construction will begin Monday, April 23, 2018.
- The outlying mowing areas will start to be mowed this week by Outdoor Butler. Mr. Dengler is working on getting keys for the gates at the radio towers.
- Mrs. Dengler will be attending the Joint Benefits Committee meeting this Thursday, April 19, 2018 at 1:00 p.m.

TUESDAY, APRIL 17, 2018
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

- The generous employees of Pickaway County have donated six weeks of sick time to the custodial worker who is in need of time due to a health condition. There has been over a \$1,000 in donations collected and put on gift cards for the employee to help during his time off from work.

In the Matter of
Report Provided by Tim McGinnis, Planning and Development Director:

- Mr. McGinnis has been returning the day-to-day phone calls from individuals with questions.
- There is a meeting with Jackson Township and Daniel Green to discuss the flood plan split of properties. Meeting is today with the developers at the property location.

In the Matter of
Report Provided by Erica Tucker, RPHF Solid Waste District Director:

The Commissioners asked that Mrs. Tucker met with them to discuss recycling in the City of Circleville. The Commissioners asked if the City has addressed recycling within city limits, and if so, what options were available. Mrs. Tucker will look into options available, but they may only apply to the County and not the City. The Commissioners cannot enforce mandatory recycling within City limits, that would be a decision for the City of Circleville.

In the Matter of
Allocation of First Quarter 2018 Casino Revenue:

Commissioner Stewart offered the motion, seconded by Commissioner Henson, to allocate the 2018 first quarter Casino Revenue in the following manner:

\$7,202.00 to 401.0000.4575 – Capital Fund
\$172,844.16 to 101.0000.4575 – General Fund

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

Attest: Angela Karr, Clerk

In the Matter of
Addendum to Community Based Correction
Program 408 Subsidy Grant Agreement Signed:

At the request of John Reid, Probation Officer, the Commissioners reviewed the Addendum to the Community-Based Corrections Program 408 Subsidy Grant Agreement between the Ohio Department of Rehabilitation and Correction (ODRC) and Pickaway County. The Addendum modifies the fiscal year 2018 Community-Based Corrections Program 408 subsidy grant agreement in the amount of \$134,105.00. The subsidy grant shall increase from \$33,527.00 to \$167,632.00 effective date of approval by the Deputy Director of Division of Parole and Community Services in the Ohio Department of Rehabilitation and Correction. The 2018 fiscal year expenditures for July 1, 2017 to June 30, 2019, will not exceed \$167,632.00.

Following the review, Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to sign the Addendum to Community-Based Corrections Program 408 Subsidy Grant Agreement.

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

Attest: Angela Karr, Clerk

TUESDAY, APRIL 17, 2018
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

In the Matter of
Make No Request for a Hearing Related to
Application for Transfer of Liquor License for
US Hotel OSP Ventures LLC DBA Deer Creek
Golf Course, located in Monroe Township:

The Commissioners reviewed the application for a transfer of liquor license received from the Ohio Division of Liquor Control for US Hotel OSP Ventures LLC, DBA Deer Creek Golf Course, located in Monroe Township.

Following the review, Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel to make no request for a hearing related to the following:

New Liquor Permit #91337070055:

US Hotel OSP Ventures LLC
DBA Deer Creek Golf Course
20725 State Park Road 20 & Patio
Monroe Township
Mt. Sterling, Ohio 43143

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

Attest: Angela Karr, Clerk

In the Matter of
Make No Request for a Hearing Related to
Application for Transfer of Liquor License for
US Hotel OSP Ventures LLC DBA Deer Creek
Resort & Conference Center, located in Monroe Township:

The Commissioners reviewed the application for a transfer of liquor license received from the Ohio Division of Liquor Control for US Hotel OSP Ventures LLC, DBA Deer Creek Resort and Conference Center, located in Monroe Township.

Following the review, Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel to make no request for a hearing related to the following:

New Liquor Permit #91337070035:

US Hotel OSP Ventures LLC
DBA Deer Creek Golf Course
22300 State Park Road 20 & Patio
Monroe Township
Mt. Sterling, Ohio 43143

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

Attest: Angela Karr, Clerk

In the Matter of
Job & Family Services Contract Listing:

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

**TUESDAY, APRIL 17, 2018
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

the name of the party or parties with whom the agreement has been made, the purpose of the agreement, the commencement date and termination date of the agreement, and the compensation specified by the agreement.

**Pickaway County Job & Family Services
New or Amended Contracts
January, February, March 2018**

| Organization/Agency | Contract Purpose | Effective Date | Termination Date | Contract Value |
|-------------------------------------|-------------------------|-----------------------|-------------------------|--|
| Circleville Herald | Advertising | 4/1/2018 | 3/30/2019 | \$12.18/column inch |
| Pfile, Larry | Telephone Maintenance | 4/1/2018 | 3/31/2018 | \$55.00/hour |
| Fox Run Hospital | Purchased Foster Home | 1/1/2018 | 6/30/2019 | Per diem Rate: Maint \$309.00/Admin \$1.00/Other \$15.00 |
| George Junior Republic Pennsylvania | Purchased Foster Home | 12/1/2017 | 6/30/2018 | Per diem Rate: Maint \$182.55/Admin \$25.64 |
| Northwoods Consulting Partners | DMS Migration | 1/1/2018 | 12/31/2018 | not to exceed \$27,000 |
| Perfection One | Vehicle Detailing | 3/1/2018 | 2/28/2019 | \$62.50-\$150.00 per vehicle; \$15.00 per car seat |
| Speedway | Prepaid Fuel Cards | 5/1/2018 | 4/30/2019 | Value of Card less 3% discount when ordering \$500 or more |

Attest: Angela Karr, Clerk

**In the Matter of
Countywide Communications System
Radio Systems Users Agreement with
Village of Darbyville:**

The Commissioners received the executed Countywide Communication System Radio System Users Agreement from the Village of Darbyville. The agreement is between the Board of Commissioners and the Village of Darbyville that the County will make available the Countywide Radio System for the use by the Village of Darbyville for routine radio communications between and among the Village of Darbyville and other pre-authorized users on the County's system.

Following the review of the Countywide Communications System Radio System User Agreement, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson to sign the agreement with the Village of Darbyville.

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

Attest: Angela Karr, Clerk

**In the Matter of
Maintenance and Janitorial Services Agreement
With the Pickaway County Agricultural Society:**

The Commissioners reviewed the executed the Maintenance & Janitorial Services Agreement with the Pickaway County Agricultural Society. The agreement is for maintenance and janitorial services to be provided by the Board of Commissioners, Maintenance and Janitorial Department for the Fairground property on a month-to-month contract.

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson to sign the agreement with Pickaway County Agricultural Society.

TUESDAY, APRIL 17, 2018
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

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

Attest: Angela Karr, Clerk

In the Matter of
Public Defender Contract Renewal:

Herman Carson, Office of the Ohio Public Defender Director of Multi-County Program, met with the Commissioner to review the 2019 Fiscal Year Contract. They are utilizing a standardized method to determine caseloads, workloads, and compensation for both employees and contractors throughout the Multi-County region. By going to the caseload limits, Case Caps, they can see the trends and make adjustments and reduce contract costs. This will allow actual cost of experts instead of estimates and give more accurate numbers. Both the county and attorney contracts will contain annual caseloads limitations based on available staffing and calculated using a method of cost per case and this safeguards against timing of workload throughout the year. In efforts to provide quality representation that best reflects the current need of Pickaway County, it was proposed a slight reduction in the number of misdemeanor cases and a slight increase in the number of felony cases. To allow flexibility for coverage, they have included a provision in the contract where counties may request up to a 10% overage in caseload per attorney, and if this occurs, the annual agency shall charge the county for their share of cost for the number of cases exceeding the annual limit. In an attempt to continue to take an active approach in tracking administrative, personnel, expert contract, and investigative cost, a centralized computer system has been put in place to allocate each county's shared based on the county's actual usage. The attorneys that will be Court Appointed Council are the same four contract attorneys used previously. John Cornely, Ohio Public Defender Trial Services Director, stated that contract today is based on a 42% reimbursement with last year being 45%. The fund it comes from is based on collections and the number seems to decrease every year. Commissioner Stewart explained that they will forward the information on to the Pickaway County judges to review and to allow them to give their input.

In the Matter of
Brad Lutz, County Administrator:

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

- Mr. Lutz presented the 2017 Franklin County Cooperative Benefits Fund Report.
- Mr. Lutz asked Commissioner Stewart and Commissioner Henson how the speech and display on the Fairgrounds was received at the Chamber of Commerce Dinner and Auction held last Thursday. Commissioner Stewart stated that it went well, and that the reception to the speech and display were well received. There were a lot of questions asked of the Commissioners about the project.
- Mr. Lutz reminded the Commissioners that the bids are due next week, April 24th at 10:30am for the buildings and mobile home located on the Fairgrounds.
Mr. Lutz said he will touch base with Kevin Stewart to finalize details with the start of demolition of the Ringgold Dairy and former Barber Shop properties buildings located at the Fairgrounds. After the demolition the Commissioners would like to display a banner "Future Home of the Pickaway County Agricultural Event Center".
- Tim McGinnis, Planning and Development Director, has been working hard and has been in contact with Jason Gillow, GIS, to be setup to use the Pictometry GIS mapping software.
- Mr. Lutz was asked to give a customer testimonial on behalf of Infolink. Thing are going really well with Infolink and we have no issues at this time therefore a testimonial to the work they do is appropriate.
- The Sheriff's Office updated their phone system and will be giving their old phones to the county to use if needed. The phones can be used to replace non-working phone or as parts.
- Mr. Lutz informed the Commissioners that Eugene Hollins with Frost Brown Todd recently reviewed a draft form of CRA assignment and assumption agreement with respect to property located in the Rickenbacker JEDD area. His recommendation was for the Commissioners to decline approval at this time as the revisions requested by the buyer were inconsistent with the form of assignment that was agreed to by the original parties. The parties that submitted the request were going back to the buyers to revise the agreement for future review.

TUESDAY, APRIL 17, 2018
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

Mr. Lutz informed the Commissioners that Josh Martin with MS Consultants is reviewing the Request of Qualifications (RFQ) for Construction Managers for the Pickaway Agricultural and Event Center submitted last Friday and reviewed yesterday at the biweekly meeting with MS Consultants. They will have their recommendations to the Commissioners shortly as to whom they recommend to be interviewed as part of the next step in the process. Josh will also provide Mr. Lutz items that we will need from the companies for the Request for Proposal (RFP) they will submit with their interview.

**In the Matter of
Justin Green and Recycling in Circleville:**

Justin Green would like to implement or mandate recycling in Circleville to better the town and his community for his children and future grandchildren. He asked the Commissioners the most intelligence way to pursue this, as he was told if he became an unofficial community leader people would be more apt to follow him. The judiciary committee asked the City how they could go about lowering their water bills and asked if the Commissioners have any jurisdiction over the City. Commissioner Stewart stated that the local government is organized as villages, townships and the county, and that Mr. Greene would have to go to the City regarding his issues with the City. Recycling is entirely up to the city and the County Commissioners do not have the authority to make it mandatory in the city; rather be the City would need to get involved. Mr. Green plans on attending a city council meeting to discuss. Commissioner Stewart explained the process the Village of Ashville utilizes. Mr. Green feels it is going to come down to him establishing his own recycling business. Mr. Green is doing research into companies that buy back recyclables and dispose of them. Rumpke is the only local recyclable company and the 22 location has six bins to drop off recyclables at. Mr. Green does not want to give it to a large business, he is more for the small business rather than the larger companies. Commissioners suggested that Mr. Green go to the City meeting to address. Commissioner Stewart stated that the County works with four counties with the RPHF Solid Waste to provide recycling programs. Chillicothe utilizes a single hauler and some add a surcharge to the water or sewer bill to collect. Mr. Green asked how to start a petition for the voters to be able to vote. He has started an online group with civil discussions. He will attend the city council meeting tonight. The Commissioner wished Mr. Green luck in pursuing his intent with a recycling program. Mr. Green asked if the Commissioners were involved with the ArtsAround building, and the Commissioners stated that the county has previously pledged funds to the City for the program.

**In the Matter of
Contract A and C of the
2018 Pickaway County &
Township Resurfacing Project:**

In reference to the bid opening conducted April 10, 2018, referred to as 2018 Pickaway County & Township Resurfacing Project, Commissioner Brian Stewart offered the motion, second by Commissioner Harold Henson, to sign Contract A and Contract C as follows.

BID A – Contract Award: \$297,995.15

Darby Creek Excavating, Inc.
19524 London Road
Circleville, OH 43113

BID C – Contract Award: \$294,667.48

Shelly Company
80 Park Drive
Thornville, OH 43076

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

Attest: Angela Karr, Clerk

TUESDAY, APRIL 17, 2018
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

In the Matter of
Weekly Dog Warden Report:

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending April 14, 2018.

A total of \$876.69 was reported being collected as follows: \$120 in adoption fees; \$90 in boarding fees; \$150 in dog licenses; \$90 in dog license late penalty; \$50 in redemptions; and \$336.69 in P4P Expense Reimbursement.

Three (3) stray dogs were processed in; three (3) dogs were adopted.

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

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

Jay H. Wippel, President

Harold R. Henson, Vice President

Brian S. Stewart, Commissioner
BOARD OF COUNTY COMMISSIONERS
PICKAWAY COUNTY, OHIO

Attest: Angela Karr, Clerk