

**TUESDAY, FEBRUARY 4, 2020**  
**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, February 4, 2020, with the following members present: Mr. Harold R. Henson, Mr. Brian S. Stewart, and Mr. Jay H. Wippel. April Dengler, County Administrator, was also in attendance.

**In the Matter of  
Minutes Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from January 28, 2020, 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 Jay Wippel offered the motion, seconded by Commissioner Brian 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 February 5, 2020, 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 \$299,885.84 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 Expense Line Item:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to approve the following requests for the APPROPRIATION OF EPENSE LINE ITEM:

**\$14,000.00 – 101.1105.5703 – Contingencies – Commissioners**

**\$12,900.00 – 325.7103.5901 – Fairgrounds Debt – Other Expenses Fees – Auditor**

**\$13.43 – 101.1105.5703 – Contingencies - Treasurer**

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

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**In the Matter of  
Transfer and Re-appropriations Approved:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to approve the following requests for the TRANSFER AND REAPPROPRIATIONS:

**\$14,000.00 – 101.1105.5703 -Contingencies – Commissioners  
TO  
101.1101.5430 – Training & Dues – Commissioners**

**\$13.43 – 101.1105.5703 – Contingencies – Treasurer  
TO  
101.1105.5607 – HAVA Grant Security Interest- Treasurer**

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  
Fund Transfer Approved:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to approve the following requests for the FUND TRANSFER:

**\$13.43 – 101.1105.5607 – HAVA Grant Security Interest  
TO  
931.0000.4710 – HAVA Grant Security Interest**

**\$43,456.28 – 101-1105.5720 – Fairgrounds Debt Transfer Out – Commissioners  
TO  
325.0000.4901 – Transfer In Debt Fund - 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  
Report Provided by Darrin Flick:**

The following is a summary of the report provided by Darrin Flick, EMA Director & Pickaway County 911 Coordinator.

- Last week Mr. Flick attended Lt Herron's Farewell and Circleville City Council Meeting to discuss 911 consolidation on January 28<sup>th</sup>, County PSAP Recertification January 31<sup>st</sup> and PICCA EOP/Communications Meeting January 31<sup>st</sup>.
- This week Mr. Flick attended a Coronavirus Meeting with County Health Dept and 911 Backup Meeting on January 4<sup>th</sup> and Mass flu Vaccination Exercise Meeting January 5<sup>th</sup>.
- Next week Mr. Flick will be attending the Hazard Mitigation Plan Update Meeting, Monthly Communications Meeting February 10<sup>th</sup>, Homeland Sec Region 4 Communications Meeting February 13<sup>th</sup>, Active Shooter Exercise Prep Meeting February 14<sup>th</sup> and LEPC Exercise Prep Meeting February 15<sup>th</sup>.
- The County PSAP Annual Re-Certification Approved
- The 911 Grant approved with lower amount than requested

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**In the Matter of  
Planning and Development:**

Tim McGinnis, Planning and Development Director presented a final plat for the Stonerock Road Subdivision Section 2, Jackson Township, lot split. There are a couple residential lot splits requested and there will be discussion at the next Planning Commissioner meeting.

**In the Matter of  
Allocation of Fourth Quarter 2019 Casino Revenue:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to allocate the 2019 fourth quarter Casino Revenue in the following manner:

**\$6,947.00 to 401.0000.4575 – Capital Fund**  
**\$166,739.07 to 101.0000.4575 – General Fund**

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  
Pickaway Works:**

Christy Mills, Pickaway Works and Ryan Scribner, P3, met with the Commissioners to give an overview of 2019 accomplishments and what is in store for 2020. Pickaway WORKS has become the business advisory council for Westfall, Teays Valley, Logan Elm and Circleville schools. The state mandated each district designate an advisory council for each district. Mrs. Mills makes an effort to include business owners and businesspeople on the board to keep it well balanced. The role of the business advisory council is to advise the school districts to the state of economic conditions in the area and recommend curriculum changes so they can tweak what they are doing. Mrs. Mills feels that the schools have been open-minded to input from Pickaway WORKS and the program being utilized at Westfall shows it. The schools have joined in teaching a group of student's everyday life soft skills. Westfall currently has created during flex period sessions that staff members take a group of students for two weeks and teach soft skills. Examples such as "pit stop" is where one teacher is teaching a group of students the basics of car maintenance and how to change a tire and check for oil. Another example is "chopped" where they teach about food prep, including shopping and meal planning and not just cooking. The schools have requested full-time services and currently have part-time coordinators.

The start of a local HR Resource group by Pickaway WORKS is in place to help students to prepare for the workforce. Mrs. Mills has a core group of individuals on the business advisory council, ones who are doing the hiring and firing and know what the talent needs are. Mrs. Mills tries to stay current and up to date by running information by the HR Resource group. They have updated their resumes, interview questions and everything that Pickaway WORKS has been doing, Mrs. Mills has the RH Resource group look to see if it is relevant and what students are faced with. There is an increase in job shadowing for students at Westfall High School to provide a more real-world connection and experiences to help them in their career planning. Mrs. Mills is recruiting business to participate in the job shadowing program. When a student gets the opportunity to participate in a work scenario it creates realistic expectations of what is going on out there and it can be an eye opener for the student. Mrs. Mills feels that some of the best job shadows experiences are bad ones and the failures are impactful and beneficial. They are still doing the good college readiness. The students are walked through the job shadow process and then the strings are cut to teach them the responsibility of the real word and the workforce. Manufacturing Day was held in October for students to visit two different factories to hear from special guest speakers. The event was huge and six local manufacturers opened their doors for the day for five busloads of students rally at the fairgrounds. Mrs. Mills feel students are more isolated and are not working as much as previous generations during the summer and while in school, so that makes the experiences more valuable.

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Mrs. Mills and Mr. Scribner are looking into a Workforce Development grant opportunity with ODSA. With a partnership grant through the industry sector program it would allow for Pickaway Works to create a database of employers with job shadow or internship opportunities for students and additional staff. David Glass is a great player to have on the team and can provide knowledge from the state level. Pickaway Works is 501C non-profit registered with the Attorney General's Office, and it there 15<sup>th</sup> year in the schools. The Pickaway County Commissioners approved doubling their share of funds for Pickaway Works from \$10,000 to \$20,000 per year in the 2020 budget.

Cosi will be holding a Science Fest May 3-7 and it will be promoting Circleville as STEAM. The breakfast is May 6<sup>th</sup>. Other events that will hosted by Pickaway WORKS are Educator Business Tour, Job Shadow/ Internship, Guest Speaker Event, High School Boot Camp, Thinking Partnerships, Business Showcase, Pickaway County College and Career Night, ACT Prep Workshops, FASA Day, Pickaway HELPS/ Ula Jean Metzler Scholarship, Real Money Real Word and Kids on Campus.

**In the Matter of  
County Administrator Report:**

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

- Ms. Dengler received funds from the State of Ohio Facilities Commission for the Memorial Hall Window Project. The funds were payed into the Auditor's Office.
- The OSU Extension Office contacted Ms. Dengler to request additional office space for storage.
- The Pickaway County Agricultural and Event Center has received insufficient checks as deposits for rentals for the Food Truck event to be held May 30<sup>th</sup>.
- Ms. Dengler inquired the official adoption fee increase by \$10 for the Dog Shelter. The Commissioners are not inclined to increase at this time.
- Ms. Dengler spoke with the Airport Board regarding how they are considering paying their 40% portion for the new airport hangar project. The Board will schedule a time to come in to discuss when plan is in place.
- Pine Valley is working on a quote for the Board of Elections renovations.

**In the Matter of  
2020 Pickaway County Property Maintenance:**

After the Commissioners reviewed and discussed the quotes received from Mike's Landscaping for maintenance of county properties, Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, to accept estimate #3974 in the amount of \$13,208.00 to provide landscaping services for the following locations;

Courthouse	Commissioners' Office	Engineer's Office
Building Department	Service Center	Memorial Hall
JFS	Dog Shelter	

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

Attest: Angela Karr, Clerk

**In the Matter of  
2020 Pickaway County Property Landscaping:**

After the Commissioners reviewed and discussed the quotes received from Mike's Landscaping for landscaping county properties, Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, to accept estimate #3975 in the amount of \$11,136.50 to provide landscaping services for the following locations;

Courthouse	Commissioners' Office	Engineer's Office
Building Department	Service Center	Memorial Hall

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JFS

Dog Shelter

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**2020 Pickaway County Property Mowing:**

After the Commissioners reviewed and discussed the quotes received from Mike's Landscaping for the mowing county properties, Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, to accept estimate #3976 in the amount of \$4,192.00 to provide standard mowing and weed control services for the following locations;

Courthouse  
Building Department  
JFS

Commissioners' Office  
Service Center  
Dog Shelter

Engineer's Office  
Memorial Hall

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

Attest: Angela Karr, 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 February 1, 2020.

A total of \$4,268.86 was reported being collected as follows: \$150 in adoptions; \$360 in boarding revenue; \$2,385 in dog licenses; \$900 in kennel licenses; \$151 in additional kennel license; \$297.86 in private donations and \$25 redemptions.

Two (2) stray dog were processed in; zero (0) dogs were adopted.

With there being no further business brought before the Board, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to adjourn. Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, 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: Angela Karr, Clerk