

**TUESDAY, NOVEMBER 13, 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, November 13, 2018, with the following members present: Mr. Jay H. Wippel and Mr. Harold R. Henson. Mr. Brian S. Stewart was present for the afternoon session. April Dengler, County Administrator, was also in attendance.

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

Commissioner Harold Henson 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 November 14, 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 **\$1,821,999.78** on the County Treasurer to satisfy the same.

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**  
**Appropriation of Funds Approved:**

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

**\$40,500.00 – 640.1115.5928 – State Housing Trust Fund – Auditor**

**\$200.00 – 640.1115.5929 – 1% Fee – Housing Trust Fund – Auditor**

**\$15.20 – 101.1105.5703 – Contingencies – Auditor**

**(\$1,500,000.00) – 201.0000.4546 – On-Behalf Money – Engineer**

**\$522,428.00 – 201.0000.4930 – Debt Proceeds – Engineer**

**(\$500,000.00) – 201.3012.5401 – Contract Services – On Behalf – Engineer**

**(\$1,000,000.00) – 201.3012.5506 – Contract Projects – On Behalf – Engineer**

**\$522,428.00 – 201.3006.5501 – Equipment – Engineer**

**\$23,000.00 – 918.6206.5501 – Roundtown Trail Equipment – Commissioners**

**\$300.00 – 101.1105.5703 – Contingencies – Commissioners**

**\$31,250.00 – Contingencies – Sheriff**

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

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**In the Matter of  
Transfer and Re-appropriation of Funds Approved:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests for the TRANSFER AND REAPPROPRIATION OF FUNDS:

**\$15.20 – 101.1105.5703 – Contingencies  
TO  
101.4003.5435 – Registration of Vital Statistics – Auditor**

**\$250.00 – 101.1111.5901 – IT-Other Expenses  
TO  
101.1111.5301 – IT Supplies – Commissioners**

**\$20,800.00 – 201.3006.5504 – Auto License & Gas Tax Fund 201 Land  
TO  
201.3006.5527 – ALGT Equipment Repairs – Engineer**

**\$8,350.00 – 203.3015.5501 -Road & Bridge Equipment  
TO  
203.3015.5505 – Road & Bridge Material – Engineer**

**\$115.00 – 234.2064.5901 – Other Expenses Federal VOCA  
TO  
234.2063.5901 -Other Expenses State SVAA – Victims of Crime**

**\$300.00 – 101.1105.5703 – Contingencies  
TO  
101.1105.5301 – 101.1101.5301 – Commissioners Office Supplies**

**\$31,250.00 – 101.1105.5703 – Contingencies – General Fund  
TO  
101.2083.5501 – Equipment- Sheriff**

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  
New Line Items Approved:**

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

**918.6206.5501 – Roundtown Trail – Equipment - Commissioners**

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

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**In the Matter of**  
**Blanket Purchase Order Approved:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests for BLANKET PURCHASE ORDER:

**\$3,500.00 -929.2069.5901 – COTS – HCC Other - Commissioners**

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**  
**Amended Certificate Approved:**

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

**Resolution No.: PC-111318-1**

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of (\$977,572.00) for the AUTO LICENSE AND GAS TAX FUND #201 to reduce estimates revenue due to overestimated on-behalf ODOT monies and increased debt proceeds; 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:

**AUTO LICENSE AND GAS TAX FUND #201**  
**(\$977,572.00)**

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**  
**Report Provided by Darrin Flick, EMA Director:**

The following is a summary of the report provided by Darrin Flick, EMA Director:

- Mr. Flick had a mass notification system demo with Hyper Reach technologies – a way to reach the public through cell towers and iPAWS (Integrated Public Alert and Warning System) in an emergency.
- Mr. Flick conducted weekly PSAP update with the Sheriff's Office.
- Pickaway County EMA participated in the Red Cross Smoke Alarm installation on November 7<sup>th</sup>. There were participants from the Red Cross, Pickaway Township Fire, and some local businesses.
- Mr. Flick attended the Community Health Improvement Plan meeting on November 8<sup>th</sup> to discuss the 2-1-1 service coming to Pickaway County.
- Mr. Flick attended the Healthcare Coalition Meeting on November 9<sup>th</sup> to discuss stop the bleed and Rescue Task Force operations in an active shooter situation.
- Mr. Flick is finishing up the 2019 EMA, E-911, and 800mhz budget.
- Mr. Flick will be attending the weekly PSAP update meeting with the Sheriff on Tuesday; the monthly MARCS radio is scheduled for Tuesday at 9:20am.; the Region 5 Homeland Security Grant Meeting on Tuesday.; and the winter operations meeting on Wed the 14<sup>th</sup>.
- Mr. Flick will convene an inaugural County Drone working group on Thursday the 15<sup>th</sup>. The workshop will include Police, Fire, County Engineer, and others from around the county. Additionally, Mr. Flick will convene a Pickaway County mass fatality working group on Friday the 16<sup>th</sup> to discuss the regional

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and county mass fatality plan. Will include reps from Berger, Franklin County, and the County Health Dept.

- Mr. Flick will be attending the weekly PSAP update meeting with the Sheriff on Tuesday, November 13<sup>th</sup> and the Health Department's Community Health Improvement Plan meeting on Thursday, November 8<sup>th</sup>. Additionally, Mr. Flick will attend the Healthcare Coalition Meeting on Friday, November 9<sup>th</sup> to present a proposal to outfit EMS with body armor so that they can enter a building with Law Enforcement during an active shooter situation.
- The monthly emergency siren test is scheduled for Wednesday at 1:00pm.

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

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

- WDC Group: Mr. Dengler received change orders pertaining to the CRC Building renovations. The changes reflect installation of hose bibb to the front of the building and new piping to the existing waterline. Additionally, material and equipment to install the boiler drain hose adapter in chase on second floor rear roof hatch.
- Fairgrounds update: The State of Ohio, Department of Transportation submitted an application for approval of road closure. They are requesting closure of State Route 22 East in front of the Pickaway County Agricultural and Event Center. Mr. Dengler is waiting on a quote from Terracon for the removal of the tank found on the property. The metal is being erected on the indoor arena building.
- Mrs. Dengler received an email from WDC Group regarding additional document needed for the new windows at Memorial Hall. WDC Group is working on the plan for the layout of offices at the Service Center once JFS moves to the new CRC Building.
- Ohio EPA Waste Water Plan: Mr. Dengler has been working with Chris Mullins, County Engineer and MS Consultants to update the plan. Mrs. Dengler reached out to OEPA to see how often the plan need updated. Mr. Mullins is researching Derby and Clarks Lakes to see if they are taking in storm water or sanitary.

**In the Matter of**  
**Change Order No. 15A-4 Plumbing**  
**for Pickaway Job and Family**  
**Services Project at the CRC Building:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the following Change Order No. 15A-4 received from Stockmeister Enterprises, Inc., in the amount of \$3,256.72 relating to installation of hose bibb to the front of the building and new piping to the existing waterline at the CRC Building.

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Change Order No. 16A-6 Electrical**  
**for Pickaway Job and Family**  
**Services Project at the CRC Building:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the following Change Order No. 16A-6 received from Stockmeister Enterprises, Inc., in the amount of \$2,412.56 relating to material and equipment to install the boiler drain hose adapter in chase on second floor rear roof hatch at the CRC Building.

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

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**In the Matter of**  
**Permit from State of Ohio, Department of Transportation**  
**For Road Closure of State Route 22,**  
**Pickaway Agricultural and Event Center:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the following State of Ohio, Department of Transportation application for closure of State Route 22 East, in front of the Pickaway County Agricultural and Event Center for repairs, installation of pipe, set of manhole and backfill.

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

Attest: Angela Karr, Clerk

**Allocation to Pickaway County**  
**Community Foundation for**  
**Friends of the Pickaway Parks and Trails:**

The \$10,000 allocation to the Pickaway Community Foundation for the Friends of the Pickaway Parks and Trails paid from the Park District fund on July 10, 2018 was intended to be un-restricted.

**In the Matter of**  
**End-of-Month Update for October 2018**  
**Provided by Melissa Betz, Auditor**

Melissa Betz, County Auditor, met with the Commissioners to provide an end-of-month report for October 2018. The balance ended at \$8,030,279.89 on October 31. Mr. Betz discussed real estate taxes for next year and the current status of Rocky Express Pipeline and the current public utility values. Values have increased due to AEP, Sofidel and the new station that Rocky Express Pipeline built in Walnut Township. The growth will provide additional revenue to the schools and more appropriations to Veterans Services. This is going to mean another \$600,000 in revenue for DD. The Budget Commission reduced the DD budget by half a million-last year and the next budget will work down due to the extra \$600,000 in real estate taxes they will be receiving. The Budget Commission can decide how to reduce down the DD levy, one by reducing the millage and not by an amount. Conveyance fee revenue will increase for next year due to some large sales in the county and sales tax may be more than the estimated \$730,000.

The end-of year budget meeting is scheduled for December 11<sup>th</sup> and the bill cut of date to submit final bills before the end of the year is December 17, 2018.

Mr. Betz presented a proposal from Tyler to update the real estate system to IS World. The agreement would be a three-year contract at \$108,000 a year. The current system is being billed at \$5,800 a month. The new contract would consist of Tyler utilizing storage on the Cloud.

Mr. Betz is having a session at convention this week on taxes of the solar power. Solar power panels are titled as personal property and personal property is not taxed by the Auditor. Farm recoupment can be waived on the acreage that will be solar powered and some may be installed as a lease and not a purchase. She will provide the information she gathers at the convention to the Commissioners.

**In the Matter of**  
**Fourth District Court of Appeals:**

Mike Hess, newly elected Fourth District Court of Appeals Judge and Judge Bill Harsha, met with the Commissioners to discuss the Fourth District Court of Appeals and the transition of housing the office for Mr. Hess in Pickaway County the first of 2019. Mr. Harsha explained that staff salaries are all paid by the state and office space, utilities, supplies would be the counties that make up the Fourth District Court of Appeals. A breakdown of the cost for each office in other counties was provided for the Commissioner to review. Ross County budgets a fixed amount of money to rent the building the Fourth District Court of

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Appeals currently uses. Mr. Harsha stated that if the office was moved to Pickaway County, each of the other counties would contribute to the rent and operating costs. Commissioner Wippel asked Mr. Hess if he will need security and if Mr. Hess was wanting to be located in the Courthouse. Mr. Hess believes that a security button is needed if not located in the Courthouse and whichever move is made, they would like to see room to keep the offices as one. Mr. Hess will be sworn in February 2019 and he will have to look at how long he can stay at the Ross County location. Mr. Hess addressed the IT Department, Ross County IT Department performs the duties currently, and asked if Pickaway County would provide IT services if the Fourth District Court of Appeals is moved to Pickaway County. Commissioner Stewart suggested the Pickaway County IT Department can increase a part-time position to full-time here in Pickaway County if needed to handle the work. Mr. Harsha and Mr. Hess will discuss with the Ross County office an option to pay rent on a month-to-month basis until a permanent location can be provided. The Service Center may be an option after JFS is relocated to the new CRC Building. Mr. Hess and Mr. Harsha will look into see if there are any options or grants to help with the financial cost if renovations would be needed. Mr. Dengler will reach out to Mike Schmidt, MS Consultants for layout options or suggestions for the location of the Fourth District Court of Appeals.

Mr. Hess will have two staff employees and one secretarial staff, and the Fourth District Court of Appeals will have three administrative employees (court administration, assistant administrator & a docket administrator) and one law clerk. The administration staff is employees that travel from Franklin County, Columbus, and Ross County and the staff is on board to the office being moved to Pickaway County.

The Commissioners congratulated Mr. Hess on his newly elected position and look forward to working with him in the future. Mr. Hess and Mr. Harsha will schedule to meet with the Commissioners after gathering additional information.

**In the Matter of  
Minutes Approved:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the minutes from November 6, 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  
Weekly Dog Warden Report:**

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending November 11, 2018.

A total of \$375 was reported being collected as follows: \$80 in adoption fees; \$45 in dog licenses; and \$250 private donations.

Four (4) stray dogs were processed in; two (2) dog was 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

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Harold R. Henson, Vice President

Brian S. Stewart, Commissioner

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Attest: Angela Karr, Clerk