

**TUESDAY, NOVEMBER 28, 2017**  
**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 28, 2017, with the following members present: Mr. Brian S. Stewart, Mr. Jay H. Wippel, and Mr. Harold R. Henson. Brad Lutz, County Administrator, was also in attendance.

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

Commissioner Stewart offered the motion, seconded by Commissioner Henson, to approve the minutes from November 21, 2017, 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, Acting Clerk

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

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 November 29, 2017, 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 \$315,978.97 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, Acting Clerk

**In the Matter of**  
**Report Provided by Angela Karr:**

The following is a summary of the report provided by Angela Karr, Fiscal Specialist:

- Bills being processed to get ready for year-end deadlines.
- Rumpke contract was presented for signatures to renew the service for waste removal located at the Pickaway County Prosecutors Office and Pickaway County Service Center.

**In the Matter of**  
**Report Provided by Dave Conrad:**

The following is a summary of the report provided by Dave Conrad, EMA Director & Pickaway County 911 Coordinator:

- Spoke with Lt. Brown about the emergency medical training for the Public Safety Answering Point staff (PSAP). They currently have four employee's that need public safety training. All nine employees will need first aid and CPR training prior to receiving emergency medical dispatch training. Installation of three guide card stations will need completed prior to going live with the next generation 911 system. All training is planned to be completed by late February early March. The

**TUESDAY, NOVEMBER 28, 2017  
OFFICE OF THE BOARD OF COMMISSIONERS  
PICKAWAY COUNTY, OHIO**

Commissioners agree to discuss the training of the emergency medical dispatch after the employees' completion of the public safety training, first aid training & CPR training.

- WS Electronics is preparing an updated quote regarding the furniture for the consoles.

**In the Matter of  
Report Provided by April Dengler:**

- One Worker's Compensation Claim was filed for the Pickaway County Dog Shelter (Medical Only).

**In the Matter of  
Appropriations Approved:**

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

**\$9,411.76 to 101.1105.5703 – Contingencies  
\$25,000.00 to 101.1105.5703 – Contingencies  
\$816.47 to 234.2064.5203 – Insurance – Federal VOCA  
\$30,000.00 to 206.5015.5203 – Shared Insurance - JFS  
\$2,325.00 to 101.1105.5703 – Contingencies  
\$7,002.00 to 295.1255.5102 – Salary – Felony Day Reporting  
\$701.00 to 295.1255.5201 – PERS – Felony Day Reporting  
\$102.00 to 295.1255.5202 – Medicare – Felony Day Reporting  
\$5,350.00 to 101.1105.5703 – Contingencies  
\$28,000.00 to 640.1115-5928 – State – Housing Trust Fund  
\$135.00 to 501.6915.5202 – Medicare – Engineer  
\$161,363.18 to 101.1105.5703 – Contingencies  
\$7,600.00 to 919.6908.5309 – Postage – Tax Liens - 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 – Acting Clerk

**In the Matter of  
Transfers Approved:**

Commissioner Harold Henson offered the motion, second by Commissioner Brian Stewart, to approve the following request for TRANSFER & RE-APPROPRIATION OF FUNDS:

**\$1,000.00 from 235.2002.5301 – Supplies – Enhanced Wireless E911  
To  
235.2002-5501 – Equipment – Enhanced Wireless E911**

**\$500.00 from 101.1108.5527 – Vehicle Expense – Building Dept.  
To  
101.1108.5501 – Equipment – Building Dept.**

**\$9,411.76 from 101.1105.5703 – Contingencies  
To  
101.1102.5203 – Insurance - Maintenance**

**\$1,500.00 from 101.1105.5703 - Contingencies  
To  
101.1108.5301 – Supplies – Building Dept.**

**TUESDAY, NOVEMBER 28, 2017  
OFFICE OF THE BOARD OF COMMISSIONERS  
PICKAWAY COUNTY, OHIO**

**\$23,500.00 from 101.1105-5703 - Contingencies  
To**

**101.1108.5401 – Contract Services – Building Dept.**

**\$3,191.34 from 101.1218.5203 – Probate Employer Insurance – Juvenile/Probate Court  
To**

**101.1218.5102 – Probate Salaries – Juvenile/ Probate Court**

**\$278.77 from 101.1218.5203 – Probate Employer Insurance – Juvenile/ Probate Court  
To**

**101.1218.5201 – Probate Employer OPERS – Juvenile/ Probate Court**

**\$11,130.00 from 230.1246.5701 – Transfer – Out -Clerk of Courts Title Dept.  
TO**

**230.1246.5102 – Certificate of Title Salary – Clerk of Courts Title Dept.**

**\$1,350.00 from 230.1246.5701 – Transfer – Out -Clerk of Courts Title Dept.  
TO**

**230.1246.5201 – Certificate of Title PERS – Clerk of Courts Title Dept.**

**\$2,325.00 from 101.1105.5703 – Contingencies – Court Magistrate  
TO**

**101.1211.5201 – PERS – Court Magistrate**

**\$271.59 from 101.1140.5402 – Contract Repairs – Board of Elections  
TO**

**101.1140.5404 – Advertising – Board of Elections**

**\$259.00 from 101.1140.5403 – Travel/ Board/ Poll Worker Mileage – Board of Elections  
TO**

**101.1140.5101 – Board Member Salary – Board of Elections**

**\$2,000.00 from 101.1140.5301 – Supplies – Board of Elections  
TO**

**101.1140.5102 – Employee Salary Account – Board of Elections**

**\$4,200.00 from 101.1140.5401 – Contract Services – Board of Elections  
TO**

**101.1140.5102 – Employee Salary Account – Board of Elections**

**\$5,000.00 from 101.1105.5703 – Contingencies – Auditor  
TO**

**101.1110.5102 – Auditor Employee Salary**

**\$350.00 from 101.1105.5703 – Contingencies – Auditor  
TO**

**101.1110.5201 – PERS - Auditor Employee**

**\$11,310.00 from 260.1150.5102 – Insurance – Real Estate – Auditor  
TO**

**260.1150.5102 – Real Estate Employee Salaries - Auditor**

**\$550.00 from 260.1150.5203 – Insurance – Real Estate – Auditor  
TO**

**260.1150.5201 – PERS- Real Estate - Auditor**

**\$300.00 from 227.2020.5404 – VOCA Advertising & Printing – Juvenile Court  
TO**

**227.2020.5501 – VOCA Equipment – Juvenile Court**

**TUESDAY, NOVEMBER 28, 2017  
OFFICE OF THE BOARD OF COMMISSIONERS  
PICKAWAY COUNTY, OHIO**

**\$51,933.58 from 101.1105.5703 – Contingencies  
TO  
101.2010.5102 – Salary – Road Patrol/ Sheriff**

**\$78,253.74 from 101.1105.5703 – Contingencies  
TO  
101.2011.5102 – Salaries – Corrections/ Sheriff**

**\$10,860.08 from 101.1105.5703 – Contingencies  
TO  
101.2011.5201 – PERS – Corrections /Sheriff**

**\$29.32 from – Contingencies  
TO  
101.2011.5202 – Medicare – Corrections / Sheriff**

**\$394.47 from 101.1105.5703 – Contingencies  
TO  
101.2011.5212 – PERS LE – Corrections / Sheriff**

**\$13,642.25 from 101.1105.5703 – Contingencies  
TO  
101.2010.5203 – Insurance – Road Patrol / Sheriff**

**\$6,249.74 from 101.1105.5703 – Contingencies  
TO  
101.2010.5212 – PERS LE – Road Patrol/ Sheriff**

**\$36.86 from 101.2013.5202 – Medicare – Administration/ Sheriff  
TO  
101.2013.5202 – Medicare – Court Services / Sheriff**

**\$14,303.21 from 101.2011.5203 – Insurance – Corrections/ Sheriff  
TO  
101.2011.5102 – Salary – Corrections/ Sheriff**

**\$12,893.88 from 101.2012.5203 – Insurance – Administration / Sheriff  
TO  
101.2012.5102 – Administration / Sheriff**

**\$1,448.52 from – Insurance – Administration / Sheriff  
TO  
101.2012.5201 – PERS – Administration / Sheriff**

**\$198.09 from 101.2012.5203 – Insurance – Administration / Sheriff  
TO  
101.2012.5212 – PERS LE – Administration / Sheriff**

**\$3,668.89 from 101.2012.5203 – Insurance – Administration / Sheriff  
TO  
101.2013.5102 – Salary – Court Services / Sheriff**

**\$359.69 from 101.2012.5203 – Insurance – Administration / Sheriff  
TO  
101.2013.5201 – Court Services/ Sheriff**

**\$9,923.62 from 101.2014.5102 – Salary – Communication / Sheriff  
TO  
101.2082.5102 – Salary – Investigations / Sheriff**

**TUESDAY, NOVEMBER 28, 2017  
OFFICE OF THE BOARD OF COMMISSIONERS  
PICKAWAY COUNTY, OHIO**

**\$2,210.79 from 101.2014.5201 – PERS – Communication / Sheriff  
TO  
101.2082.5102 – Salary – Investigation / Sheriff**

**\$17,358.35 from 101.2014.5203 – Insurance – Communication / sheriff  
TO  
101.2082.5203 – Insurance – Investigation / Sheriff**

**\$2,180.40 from 101.2014.5203 – Insurance – Communication / Sheriff  
TO  
101.2082.5102 – Salary – Investigation / Sheriff**

**\$651.36 from 101.2082.5202 – Medicare – Investigations / Sheriff  
TO  
101.2082.5201 – PERS – Investigations / Sheriff**

**\$1,068.43 from 101.2012.5203 – Insurance – Administration / Sheriff  
TO  
101.2082.5212 – PERS LE- Investigations / 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 – Acting Clerk

**In the Matter of  
New Line Items:**

Commissioner Harold Henson offered the motion, second by Commissioner Brian Stewart, to approve the following request to CREATE LINE ITEMS:

**202.3011.5401 – Contract Services / Projects**

**202.3012.5401 – Contract Services / Project – On Behalf**

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

Attest: Angela Karr – Acting Clerk

**In the Matter of  
Job & Family Services Out of County Travel Authorization (JFS):**

Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to approve the Jobs & Family Services Out of County Authorization for numerous JFS employees to attend various meetings, training sessions, and to perform multiple home visits throughout the month of December 2017, at the total estimated cost of \$1,449.20

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

Attest: Angela Karr, Acting Clerk

**TUESDAY, NOVEMBER 28, 2017**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

**In the Matter of  
Miscellaneous Topics:**

WBEX Radio invited the Commissioners to speak on behalf of the Pickaway County Fairgrounds on November 29, 2017 at 8:15 a.m.. Commissioner Stewart and Commissioner Henson will be attending to be interviewed and to answer questions relative to the fairgrounds revitalization project.

The Commissioners discussed the Leadership Prayer Breakfast and finalized the date and location. The event will be held on January 16, 2018 at 7:30 a.m. at the Pickaway County Senior Center.

**In the Matter of  
Customer Service Agreement signed with Rumpke Waste & Recycling  
Related to the Pickaway County Prosecutor's Office & Pickaway County Service Center:**

The Commissioners reviewed the agreement from Rumpke Waste & Recycling for the two 95 gallon containers for trash located at the Pickaway County Prosecutor's Office and Pickaway County Service Center. The Contract is a three-year term with service being provided two times a week at \$10.26 & \$10.24.

Following the review, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the Customer Service Agreement with Rumpke Waste & Recycling.

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

Attest: Angela Karr – Acting Clerk

**In the Matter of  
Budget Request:**

The Commissioners reviewed the 2018 budget request for county departments. Commissioners requested clarification from the following departments: Auditor, Treasurer, Board of Elections, Recorder & Juvenile Court. Commissioners agree that an overall 3.59% increase look great. Commissioners reviewed the 2018 capital budget requests with stipulations to the Pickaway County Engineer and Pickaway County Sheriff's office.

**In the Matter of  
Discussion of The Commissioner Regarding Fairgrounds Revitalization  
With Mike Schmidt of Cramer & Associates:**

The Commissioners would like to have a new donor list of donations with award recognitions amounts in place and printed to announce at the December 18<sup>th</sup> meeting.

Mike Schmidt of Cramer & Associates explained his intentions for the December 18<sup>th</sup> meeting and the agenda.

- Opening
- Project update
- Time line & consistency of urgency
- Highlight of December 18<sup>th</sup> event
- Campaign communication
- Discussion of importance to the people/ community
- Questions people are asking
- Pledge & donor list
- Discuss who are the potential audiences

**TUESDAY, NOVEMBER 28, 2017  
OFFICE OF THE BOARD OF COMMISSIONERS  
PICKAWAY COUNTY, OHIO**

**In the Matter of  
Contract Award for Project Referred to as the  
Pickaway County PIC-TR031-0.52 (Replace bridge over  
CSX & NS railroads on Lockbourne Eastern Rd.):**

In reference to the bid opening conducted on November 14, 2017 referred to as "PIC-TR031-0.52", and upon the written recommendation of Anthony Neff, Pickaway County Deputy Engineer, Commissioner Wippel offered the motion, second by Commissioner Henson, to award to the contract to the lowest bidder, Miller Brothers Construction, Inc., 1613 South Defiance Street, P.O. Box 30, Archbold, OH 43502, in the amount of \$2,347,000.00.

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

Attest: Angela Karr – Acting Clerk

**In the Matter of  
Meeting in Executive Session:**

At 3:02 p.m., Commissioner Jay Wippel offered the motion, second by Commissioner Harold Henson, to enter into Executive Session pursuant to ORC §121.22 (G) (8) to discuss county hospital's trade secrets with Tim Colburn, CEO/President of Berger Health System, and John Edgar, a commissioners' appointee on the Berger Board of Governors.

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

Attest: Angela Karr – Acting Clerk

At 4:30 p.m., the commissioner exited Executive Session and Commissioner Jay Wippel offered the motion, second by Commissioner Harold Henson to resume Regular Session.

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

Attest: Angela Karr – Acting Clerk

No action was taken

**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 15, 2017.

A total of \$230.00 was reported being collected as follows: \$40 in adoption fees; \$30 in dog licenses; \$15 in dog license late fees; \$120 in private donations; \$25 in redemptions.

Four (3) stray dogs were processed in; two (1) dogs were adopted.

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

**TUESDAY, NOVEMBER 28, 2017  
OFFICE OF THE BOARD OF COMMISSIONERS  
PICKAWAY COUNTY, OHIO**

Brian S. Stewart, President

Jay H. Wippel, Vice President

Harold R. Henson, Commissioner  
BOARD OF COUNTY COMMISSIONERS  
PICKAWAY COUNTY, OHIO

Attest: Angela Karr, Acting Clerk