

**TUESDAY, SEPTEMBER 4, 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, September 4, 2018, with the following members present: Mr. Jay H. Wippel, Mr. Brian S. Stewart, and Mr. Harold R. Henson. Brad Lutz, 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 August 28, 2018, with corrections.

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, abstain; 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 Harold Henson, 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 September 5, 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 **\$175,554.40** 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 Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for the APPROPRIATION OF FUNDS:

**\$33,500.00 – 101.1105.5703 – Contingencies – Commissioners**

**\$150.00 – 227.2020.5501 – VOCA Equipment – Juvenile Court**

**\$15,000.00 – 101.1105.5703 – Contingencies - 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**  
**Transfer & Re-Appropriation of Funds Approved:**

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

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**\$33,500.00 – 101.1105.5703 – Contingencies – Commissioners  
TO  
101.1108.5401 – Building Department Contract Services – Commissioners**

**\$400.00 – 505.6918.5401 – Derby Sewer Contract Services – Engineer  
TO  
505.6918.5300 – Derby Materials & Supplies – Engineer**

**\$250.00 – 501.6915.5401 – General Sewer Contract Services – Engineer  
TO  
501.6915.5202 – General Sewer Medicare – Engineer**

**\$7,100.00 – 101.2013.5203 – Insurance Court Services – Sheriff  
TO  
101.2013.5212 – PERS LE Court Services – Sheriff**

**\$15,000.00 – 101.1105.5703 – Contingencies – Commissioners  
TO  
101.1105.5706 – Economic Development - 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 April Dengler, Deputy County Administrator:**

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

- A Worker's Comp claim was filed for an employee at the Engineers Garage. The employee suffered loss of hearing from a blown tire and has returned back to work.
- Mrs. Dengler and Mr. Lutz met with the CORSA adjuster at the Pickaway County Airport to evaluate damage to the building and hangers that was caused by the storm August 27<sup>th</sup>. They should know a status by the end of this week.
- The City Police Department and Sheriff's Office both completed their E911 paper work and will be submitted today.
- Applications are still being received for the EMA Directors position. The deadline to submit applications is September 5<sup>th</sup>.

**In the Matter of  
Box 65:**

Mark Adkins, with Box 65, met with the Commissioners to provide an update on the groups finances and ask for guidance. Box 65 has been around for eight years now and due to the application process for grants for various organizations has changed, Box 65 is no longer eligible for funding. The trucks the organizations currently own will not fit in the buildings they are utilizing for the time being, so they are searching for a new location to maintain as their headquarters and storage of the vehicles and supplies. Mr. Adkins would like to figure something out to fund the construction of a structure to house the trucks and supplies, while providing a community area to utilize for events and meetings.

Mr. Adkins stated that some fire departments make small donations and the Fire Departments will allow him to perform office work, like copies from the stations. They were receiving around \$1,000 in private donations from Walmart, but that is not a guarantee of funds each year. The Box 65 annual operating budget is about \$6,000 and it is running on a shoestring. Commissioner Stewart asked Mr. Adkins if he had spoken with the township trustees who oversee the fire departments serviced by Box 65 for help, and Mr. Adkins stated that he has not. Commissioner Stewart recommended for him to reach out to each of the townships with a plan since Box 65 is providing to the township fire departments and the townships should be in a position to understand what Box 65 provides. Mr. Adkins thanked the Commissioners for the guidance and will reach out to the relevant townships.

**TUESDAY, SEPTEMBER 4, 2018  
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**In the Matter of  
Resolution Adopted in  
Recognition of Constitution Week:**

Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to adopt the following Resolution that will be included in the Pickaway Plains Daughters of the American Revolution annual display at Pickaway County District Library:

**Resolution No.: PC-090418-1**

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

WHEREAS, the Constitution of the United States comprises the primary law of the United States Federal Government, describes the three branches of government, the Executive, the Legislative, and the Judicial, and lays down the basic rights of citizens of the United States; and

WHEREAS, the Constitution of the United States, the oldest Federal Constitution in existence, was framed by the convention of delegates from twelve of the original states in Philadelphia in May 1787, and was adopted by convention of States on September 17, 1787, with ratification completed June 21, 1788; then

THEREFORE BE IT RESOLVED that the Pickaway County Commissioners are proud to honor the Constitution of the United States and hereby declare

*September 17, 2018 through September 23, 2018*

*as*

**CONSTITUTION WEEK**

*in*

**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  
Resolution Adopted Requesting  
County Auditor to Place Delinquent  
Sewer Payments on Tax Duplicates:**

Upon the Commissioners' review of the list of people, provided by the Pickaway County Sanitary Engineer, that are delinquent at least 60 days on their sewerage payments, Commissioner Henson offered the motion, seconded by Commissioner Wippel, to adopt the following Resolution:

**Resolution No.: PC-090418-2**

BE IT RESOLVED, that the Board of Commissioners, Pickaway County Ohio, does hereby certify to the Pickaway County Auditor, Melissa Betz, that as of the 4<sup>th</sup> day of September 2018, there is a list of people that are delinquent at least 60 days on their sewage payments; and

BE IT FURTHER RESOLVED, that the Board of Commissioners request Auditor Melissa Betz to place the assessments on the respective tax duplicates to be collected in the same manner as all other assessments.

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

Attest: Angela Karr, Clerk

\*A copy of the list of landowners is on file in the commissioners' office and county auditor's office.

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**In the Matter of  
Authorization for Pickaway County Engineer to  
Enter into Contract for Critical Bridge Inspections:**

Anthony Neff, Pickaway County Deputy Engineer, met with the commissioners to request their approval for Sterlin C. Mullins, Pickaway County Engineer, to enter into an agreement with Mirmiran and Thompson, Inc. in reference to the Fracture Critical Bridge Load Rating Project inspections project.

Following a brief discussion regarding the project, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, **authorizing Sterlin C. Mullins, Pickaway County Engineer, to enter into an agreement with Johnson, Mirmiran and Thompson, Inc., 959 W. St. Clair Avenue, Cleveland, Ohio 44113, in an amount not to exceed \$8,800.00 to perform load ratings on federal fracture critical bridges within Pickaway County.**

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  
Memorandum of Agreement with  
Pickaway County General Health District,  
Board of Health in event of Public Health Emergency:**

Upon review of the Memorandum of Agreement with the Pickaway County General Health District Board of Health, Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the Memorandum of Agreement with the Pickaway County General Health District Board of Health concerning use of county owned facilities and equipment in the event of a public health emergency .

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  
Memorandum of Understanding with  
Pickaway County General Health District,  
Board of Health regarding Mass Prophylaxis  
Dispensing/ Vaccinating Point of  
Dispensing Volunteers and Workers:**

Upon review of the Memorandum of Understanding with the Pickaway County General Health District Board of Health, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the Memorandum of Understanding with the Pickaway County General Health District Board of Health regarding Mass Prophylaxis dispensing/ vaccinating Point of Dispensing (POD) volunteers and workers.

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 Brad Lutz, County Administrator:**

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

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1. Fairgrounds update: The foundation for the amphitheater concrete seating is in the process of being set. During the digging for the foundations the crew found concrete spools that had been buried on the location as appears that the site was a dumpsite for old concrete at one time. The estimated cost of cleanup is no more than \$8,000 at this point. There was an abandoned water well found east of the Coliseum, near the project trailer approximately 4" in diameter and is estimated to be 5-7 feet deep. The water well is not below a building pad but will need to be filled in with concrete to provide a stable base. Corna-Kokosing met with AEP for the purpose of relocating a utility pole away from the amphitheater. All items listed above will be paid from contingencies.
2. EMA: Mr. Lutz submitted the E911 report and the LEPC financial report on Thursday. The LEPC meeting is scheduled for October 4<sup>th</sup> in the Berger Community Room. The setting for the meeting is to renew or certify any changes. The LEPC Compliance report is due and Mr. Lutz will finalize by the due date of October 21<sup>st</sup>.
3. Maintenance update: The doors should have been installed at Memorial Hall over the weekend. J&J Coatings, LLC is scheduled to re-seal the front doors of the Court House.
4. Infolink is selling to a new company called NuMSP and Tim will be employed by the new company as the General Manager, and Robert Adkins will still provide the county IT services as an employee of NuMSP.

**In the Matter of  
Sewer Billing:**

Sterlin C. Mullins, Engineer, met with the Commissioners to discuss the sewer agreement presented by the City of Circleville. The agreement is for the City to provide sewer billing for county accounts since Earnhart Hill Water will be terminating billing services at the end of September. The county will need to have a new billing provider lined up by October 1<sup>st</sup> and Mr. Mullins is in negotiations with the City of Circleville. Orient water and sewer billing for utilizing customers will still be maintained by Wendy Hastings, Village of Commercial Point. Currently there is around 568 general customer accounts that will be transferred to the City of Circleville Utility for billing. Mr. Mullins will address the reading schedule with City Council and request that the readings be waived. Mr. Mullins will discuss with the City Council to proceed to the next step.

**In the Matter of  
Executive Session:**

At 1:55 p.m., Commissioner Henson offered the motion, seconded by Commissioner Stewart, to enter into Executive Session pursuant to ORC §121.22 (G) (8) confidential matters regarding economic development with Ryan Scriber, P3, Tim McGinnis, Planning and Development, and Brad Lutz, County Administrator in attendance.

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, Clerk

At 2:00 p.m., the Commissioners exited Executive Session and Commissioner Stewart offered the motion, seconded by Commissioner 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, Clerk

No action taken.

**In the Matter of  
Economic Development:**

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Ryan Scribner, P3 provided an update of information gathered on containers that would run through the agricultural facility requesting to be built in northern Pickaway County. The business will be in the market to buy and ship crops from surrounding county farmers. Mr. Scribner updated on a partial CRA deal versus a full CRA deal. The partial is at a 50% incentive which is based on investment total and number of employees. This is a 10 to 12 million dollar investment with approximately 5-6 employees.

Mr. Scribner has a meeting with Jim Cook and Gary Smith to discuss planning of Cooks Creek plans for land use that may be inexpensive. Mr. Scribner invited Mr. McGinnis to also attend the meeting.

Mr. Scribner presented a map of Pickaway Township property located along the railroad line and US 23 south of Circleville that the commissioners have discussed including in a new Community Reinvestment Area south of Circleville. The CRA would allow for series of industrial facilities and related site improvements, provided that the appropriate development incentives are available to support the economic viability of the project. The CRA would allow for tax incentives to be offered to potential prospects in the area, which the commissioners have successfully used to spur development in the Rickenbacker Area and to secure Sofidel's location in the community. The commissioners reviewed the map and provided feedback to Mr. Scribner. It was agreed that the commissioners would further review the boundaries of the proposed CRA and continue towards an approval process in the near future.

Following a brief discussion regarding the potential prospect, Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, authorizing Ryan Scribner, Pickaway Progress Partners (P3), to offer a 50%, 10 year property tax exemption incentive to the agricultural prospect for northern Pickaway County and initiate the notice process.

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, abstain. 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 September 1, 2018.

A total of \$620 was reported being collected as follows: \$400 in adoptions; \$30 in boarding revenue; \$165 in dog licenses; and \$25 in redemptions.

Eight (8) stray dogs were processed in; and ten (10) 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