

TUESDAY, AUGUST 13, 2019
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, August 13, 2019, with the following members present: Mr. Jay H. Wippel, Mr. Brian S. Stewart and Mr. Harold R. Henson. 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 August 6, 2019, 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 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 August 14, 2019, 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 \$328,558.74 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
Transfer and Re-appropriations Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for the TRANSFER AND RE-APPROPRIATION:

**\$2,325.00 – 101.1217.5496 – Juvenile Detention Medical – Juvenile/Probate
TO
101.1217.5418 – Juvenile Detention Monitor – Juvenile/Probate**

**\$1,282.00 – 201.3005.5403 – Auto License & Gas Tax Fund 201 – Travel Expense – Engineer
TO
201.3005.5501 – ALGT Office Equipment - Engineer**

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
Blanket Purchase Order Approved:

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for the BLANKET PURCHASE ORDER (BL):

\$2,000.00 – 101.1206.5901 – Miscellaneous Office Expenses – 4th District Court of Appeals

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 EMA Director:

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

- Last week Mr. Flick attended the Ohio EMA Radiological Program Teleconference to discuss radiation detector program changes.
- Mr. Flick worked on the Emergency Operation Center and 911/Radio Room.
- Columbia Gas approved the gas line upgrade for the new generator.
- Mr. Flick will be finishing up the Emergency Operation Center and 911/Radio Room.
- Mr. Flick will be working on the HAZMIT Plan this week.
- Mr. Flick, EMA Director will be out of the office August 14th-16th. Deputy EMA Director will be acting during Mr. Flick's absence.
- Emergency Operation Center and 911/Radio Room work to be done.
- Mr. Flick will be attending the Central Ohio Homeland Security Meeting August 23rd.

In the Matter of
Deputy County Administrator Report:

The following is a summary of the report provided by Marc Rogols, Deputy County Administrator:

- There were no BWC claims or Unemployment claims filed this week.
- Mrs. Dengler and Mr. Rogols attended the monthly meeting at the Building Department last Friday, August 9, 2019. There are refund issues that need to be addressed.
- The Maintenance Worker 1 (full-time) and Custodian Worker 1 (part-time) position posting ended Friday, August 9, 2019. The applications are pending review with Jon Brown.
- Mr. Rogols is meeting with Sherri Rarey, Dog Warden, to discuss a public records request filed for reports related to Rex (vicious dogs). Mrs. Rarey was on vacation last week and the letter to Gary Kenworthy requested at last week's meeting will be delayed until her return.
- The Deputy Dog Warden position has been posted and will stay posted until August 16, 2019, one application has been received.
- Mr. Rogols will be attending a re-zoning hearing on Wednesday, August 7, 2019 regarding 963 South Pickaway Street. The lot split has been approved and the second public hearing for city council to approve request to re-zone to residential will be in October.

In the Matter of
Building Department Permit Fee:

The contractor at the Northpoint property at Rickenbacker submitted the application for building permits with the Pickaway County Building Department and listed the entire building at 514,490 sq. ft. instead of his portion of 7,415 sq. ft. for building permit one. The contractor's error caused for a payment of \$50,601.33 for the first permit fee and there was a second permit with the same error. The second permit was also listed at the entire building square footage of 514,601.33, when in fact, building permit two should

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have been for 7,072 sq. ft., resulting in a payment of \$21,989.00. Permit one should have been in the amount of \$991.37 and permit two should have been for the sum of \$952.24 totaling \$1,943.31. A refund will be requested in the amount of \$68,703.11 for overpayment on both permits and the Commissioners agreed that the refund should be approved. The submitted contractor is no longer on the project.

In the Matter of
Contract Award for Project Referred to as the
2019 Pavement Marking of Various Roads
For Pickaway County Engineer Department:

Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, to approve and sign the Contract and Contract Addendum for Pickaway 2019 Pavement Marking of Various Roads Program with The Aero-Mark Company LLC.

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

Attest: Angela Karr – Clerk

In the Matter of
County Administrator Report:

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

- Mrs. Dengler was contacted by Vinton County regarding our Employee Insurance Op-out program. Vinton County is looking into implementing such a program for the employees.
- Mrs. Dengler sent pictures to Hummel and Plum Insurance of the damage caused at the fairgrounds last week. Additional damage to the Ankrom Building has been noticed and Mrs. Dengler will be meeting with Andy Cupp from Hummel and Plum to assess the damage that was caused by the storm last Thursday.
- Mrs. Dengler received a quote from Nationwide Contractors LLC to seal the parking lots at the Commissioners' Office (\$1,885), Building Department (\$975), and the Service Center (\$8,675).

In the Matter of
Maintenance Position provided for the
Pickaway County Agricultural and Event Center:

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

Resolution No. PC-081319-1

This agreement made this 13th day of August 2019, between the Pickaway County Fair Board and the Pickaway County Commissioner's Office.

WHEREAS, The Pickaway County Fair Board is desirous of acquiring a Maintenance Worker I for the Pickaway County Agriculture and Event Center, Pickaway County, Ohio; and

WHEREAS, the Pickaway County Fair Board has determined that maintenance services are beneficial to the Pickaway County Agriculture and Event Center; and

WHEREAS, the Pickaway County Commissioners may enter into a contract with the Pickaway Fair Board to render any maintenance services to the contracting Pickaway County Fair Board; and

WHEREAS, the Pickaway County Fair Board and the Pickaway County Commissioners desire to enter into an agreement,

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NOW THEREFORE, BE IT AGREED by and between the Pickaway County Fair Board and the Pickaway County Commissioners as follows:

1. The Pickaway County Commissioners will provide one (1) Maintenance Worker 1, eight (8) hours a day to the Pickaway County Fair Board. Overtime hours will be paid by the Pickaway County Fair Board and will be billed quarterly by the Pickaway County Commissioners.
2. The Pickaway County Commissioners will provide a maintenance vehicle to be used at the Pickaway County Agriculture and Event Center during work hours.
3. The Pickaway County Maintenance Worker I under contract will, at all times, be under direct supervision of the Pickaway County Maintenance Supervisor and subject to the rules, regulations, and policies of the Pickaway County Commissioners, the laws of the State of Ohio, and the United States Government. It is mutually agreed that the specific duties of the Maintenance Worker I will be formulated by the Pickaway County Fair Board President or his/ her designee.
4. All work to be performed by the Maintenance Worker I at the Pickaway County Fair Board President or his/her designee.
5. The hours of service of the Maintenance Worker I under terms of this contract shall be established by mutual agreement between the contracting parties based on the above stated maintenance needs.
6. The contract period shall commence October 1, 2019 and run until October 1, 2022.
7. The Pickaway County Fair Board agrees to pay the Pickaway County Commissioners the sum, of \$4,000 payable per month to the Pickaway County Commissioners Office, 139 W. Franklin Street, Circleville, Ohio 43113.
8. The Pickaway County Commissioners reserve the right to use the aforesaid Maintenance Worker I in emergencies as they see fit.
9. Termination of the Agreement prior to the above written date requires ninety (90) day written notice by either party.

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 County Sheriff's Office
Criminal Justice Information Systems Upgrade:

The Sheriff's Office is requesting to add Phase 4 to the approved Criminal Justice Information Systems upgrade, due to Phase-4 works hand and hand with Phase-3 and the current licensing will expire January 2020. Robert Adkins, County IT Department, feels that emails is a tough subject with the Sheriff's Office, but having Info Link be the administrator over both the County and Sheriff's Office emails would transition smoother if Mr. Swackhammer were to leave. Info Link would be able to keep things running until they would hire someone else.

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve to update the Criminal Justice Information Systems (CJIS) and add Phase 4- Microsoft Exchange Migration from 2010 to 2019 to Phase 1- Backup Solution, Phase 2- Production Servers and Phase 3- Purchase Required Software that was approved on August 6, 2019.

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
Parking Lot Repairs:

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the proposals received from Nationwide Contractors LLC to seal and repair the Building Department and Commissioners' parking lot. Nationwide Contractors LLC proposed \$1,885.00 for the

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parking lot located at 121 W. Franklin Street and \$975.00 for the parking lot located at 124 W. Franklin Street.

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
Auditor's Monthly Reports:

Melissa Betz, Auditor, met with the Commissioners to provide an end-of-month report for the month of July 2019. Mrs. Betz stated that the cash balance as of this morning was \$9,617,617.78. The sales tax balance was at \$717,596.22. Sales tax and commercial inspection fees were up. Mr. Bets spoke with IAS World and the end of quarter to work has been moved to 2nd quarter of next year. The Capital Fund cash balance is at \$68,000 and Commissioner Stewart informed Mrs. Betz of the repairs needed at the Sheriff's Office. Mrs. Betz has Tax Budget Commission hearings tomorrow and she has asked the Health Department to sit in. Steve Hawkins from the Health Department notified Mrs. Betz that their salaries line item will be increase, not due to raises but to additional staff. Commissioner Stewart addressed the Health Departments justification of a levy be in place to have a cushion and not use it toward salaries. Mrs. Betz stated that what has been provided to her from the Health Department, is not enough for her to make a decision on the budget. Mr. Hawkins expressed to Mrs. Betz that they were not looking to go to the ballot to place the levy on until 2021. She has not received the number from the Department of Taxation and should not see much change. Mrs. Betz thanked the Commissioners.

Commissioner Stewart was not present for the afternoon session.

In the Matter of
Meeder/ United American Capital
Corporation Quarterly Update:

Ellery Elick, County Treasurer opened the meeting of the Investment Advisory Committee for the purpose of quarterly review, and turned the meeting over to Jim McCourt, UACC/ MIMC. Mr. McCourt provided a report with a new layout of the county's investments for the second quarter. There is a difference in what the FED is projecting and what the market is currently implying. Need to be investing in longer term to hold our investment and protect it. Mr. McCourt feels that the US economy is still relatively strong. The labor market in the area has been pretty strong and the wage growth has taken off. Trade is putting on a lot of pressure and all the indicators are showing towards lower rates. The global bond yields and the US yields continue to be higher than the rest of the developed economies. The County's portfolio value is up to \$33,635,323 as of June 30, 2019 with a weighted average maturity at 1.73 years with a weighted average yield of 2.18%. The asset allocation is 62% US Government Agencies, 14% Certificates of Deposit, 10% in Commercial Paper, 5% in US Treasuries and 8% in Negotiable CDs.

Mr. Elick informed the Commissioners that the Committee has not recently invested any new monies. Regulation D regulates that only six draws are allowed out of that specific account per month. Mr. Elick will have to keep more monies liquidable since he will only be allowed with 6 draws per months, he uses that account to make transfers for check runs from the Auditors office. His only option is to keep more money in the checking account for the purpose of transfers for check runs and payroll transfers. The money market will not have as much activity, however, Mr. McCourt suggested using the Star Account to make transfers for cash needs. Commissioner Wippel requested Mr. Elick keep them informed so that a decision can be made before October. Mr. Elick has some CDs that come up in September and may look at closing them and placing in the Star account. The Commissioners thanked Mr. Elick and Mr. McCourt for the update and look forward to seeing what the next quarter has to bring.

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In the Matter of
Weekly Dog Warden Report:

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending August 10, 2019.

A total of \$367 was reported being collected as follows: \$150 in adoption fees; \$12 in boarding revenue; \$75 in dog licenses; \$15 in dog license late penalty; \$25 micro-chip fee; \$65 in private donations; and \$25 in redemptions.

Six (6) stray dogs were processed in; three (3) 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, absent; 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