

WEDNESDAY, JULY 5, 2017
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

The Pickaway County Commissioners met in Regular Session in their office located at 139 W. Franklin Street, Circleville, Ohio, on Wednesday, July 5, 2017, with the following members present: Mr. Brian S. Stewart, Mr. Jay H. Wippel, and Mr. Harold R. Henson. April Dengler, Deputy County Administrator, was also in attendance.

**In the Matter of
Minutes Approved:**

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve the minutes from June 27, 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: Patricia Webb, Clerk

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

Commissioner Wippel offered the motion, seconded by Commissioner 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 July 6, 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 \$75,654.90 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: Patricia Webb, Clerk

**In the Matter of
Memorandum of Understanding Signed with
Pickaway County Community Foundation Campaign and Appropriation of \$10,000
To Open Pickaway County Fairgrounds Revitalization Capital Campaign Fund:**

Jan Shannon, Executive Director of the Pickaway County Community Foundation (PCCF), along with Mike Linton, PCCF Treasurer, and Natalie Blue, member of the PCCF Board of Directors, met with the commissioners to sign the Memorandum of Understanding (MOU) for charitable donations related to the Pickaway County Fairgrounds Revitalization Project. Jennifer Bahney, of the Circleville Herald, was also in attendance.

A \$10,000 pledge is required to open the fund and the PCCF will serve as the fiscal agent to collect and administer the donations for the fairgrounds revitalization project. The MOU states that the PCCF agrees to serve in the role until December 31, 2018, at which time another MOU will be signed or it will be determined determination how the fund will be depleted. Mrs. Shannon stated the MOU can be terminated at any time at the commissioners' request, and the donations can be transferred into an interest-bearing Field of Interest Fund account that is invested at the commissioners' discretion that they would be the owner of, which would be designated specifically for the Pickaway County Fairgrounds. It was agreed that an addendum to the MOU would be prepared which would address how to handle the funds in more detail in the event of termination.

Commissioner Wippel mentioned a gift acceptance policy and Mrs. Shannon stated that Steven Moore, of the Columbus Community Foundation, with which the PCCF collaborates, can be of assistance

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related to developing a policy. Also mentioned was a naming rights policy for large donations, and Mr. Linton stated that he can provide contact information of an individual that helps non-profit organizations related to such policies. Mrs. Shannon also mentioned the PCCF is going to be a part of the "The Big Give" this year, an online giving event for a period of time where donations will be eligible for a match from a bonus pool made available through The Columbus Foundation and its community partners, and the Pickaway County Fairgrounds Revitalization may be able to be included in the drive. She stated that she will have more details regarding the event in a couple of weeks.

Mrs. Shannon noted that when checks are made out to the PCCF with Fairgrounds Revitalization written on the memo line, it gives donors the tax benefit. PCCF will send an acknowledgment and a tax letter to the donor. The commissioners will receive a monthly report from PCCF of all donor names, addresses, and amounts, and the Columbus Foundation will provide a quarterly statement from the Columbus Foundation of amounts deposited and other information.

It was mentioned that the PCCF is currently holding \$1,400 that was donated to the commissioners' revitalization plan during the county fair, and that approximately \$3,500 was pledged by 4-H youth who donated portions of their earnings from the county fair.

After further discussion regarding the matter, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to enter into the Memorandum of Understanding between the Pickaway County Community Foundation and the Pickaway County Commissioners for the Pickaway County Fairgrounds Revitalization Project.

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

Attest: Patricia Webb, Clerk

Commissioner Stewart then offered the motion, seconded by Commissioner Wippel, to appropriate \$10,000 from the Pickaway County Capital Fund to open the account with the PCCF.

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

Attest: Patricia Webb, Clerk

The commissioners thanked everyone and stated that with the solid reputation of the PCCF, they hope it will encourage others to invest in the future of the Pickaway County Fairgrounds.

In the Matter of
Waiver Approved:

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to waive the waiting period to issue payment to Darby Creek Excavating for payment in the amount of \$15,368.11 from line item #918.6206.5401 related to the Roundtown Trail Project.

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

Attest: Patricia Webb, Clerk

In the Matter of
Report Provided by Dave Conrad:

Dave Conrad, EMA Director, reported that the monthly testing of the countywide emergency sirens will take place later in the day at 1:00 p.m.

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It was also reported that he and Mr. Hube will be attending a Local Emergency Planning Commission meeting tomorrow, July 6, beginning at 8:00 a.m. at Berger Hospital.

**In the Matter of
Cash Advance Approved:**

Commissioner Henson offered the motion, seconded by Commissioner Wippel, to approve the following CASH ADVANCE request:

**2.000 from 101.1105.5801 – Advances Out-General Fund
To
227.0000.4910 – Juvenile VOCA-Advances In**

Voting on the motion was as follows: Commissioner Stewart, not present for voting; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

**In the Matter of
Cash Advance Back Approved:**

Commissioner Henson offered the motion, seconded by Commissioner Wippel, to approve the following CASH ADVANCE BACK request:

**10,000 from 101.1105.5801 – FY2016 CDBG-Love’s Travel Stops-Advances Out
To
101.0000.4910 -Advances In-General Fund**

Voting on the motion was as follows: Commissioner Stewart, not present for voting; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

**In the Matter of
Creation of a New Line Item Approved:**

Commissioner Henson offered the motion, seconded by Commissioner Wippel, to approve the following request for the CREATION OF A NEW LINE ITEM:

225.2054.5203 – Juvenile-DYS Probation-Insurance

Voting on the motion was as follows: Commissioner Stewart, not present for voting; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

**In the Matter of
Appropriations Approved:**

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

4,000 to 225.2054.5203 – Juvenile DYS Probation-Insurance

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

Attest: Patricia Webb, Clerk

**In the Matter of
Transfers Approved:**

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

**140 from 101.2083.5301 – Sheriff-Contract Services
To**

101.2083.5313 – Sheriff-Memberships

4,300.96 from 296.1256.5301 – ISP-Supplies

To

296.1256.5501 – ISP-Equipment

2,000 from 296.1256.5401 – ISP-Contract Services

To

296.1256.5501 – ISP-Equipment

Voting on the motion was as follows: Commissioner Stewart, not present for voting; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

**In the Matter of
Ohio Public Works Commission Grant Signed, Contract Award for Bid B, and
Request to Proceed Form Signed Related to 2017 County & Township Roads Resurfacing Program:**

Chris Mullins, County Engineer, met with the commissioners to obtain their signatures on the Ohio Public Works Commission (OPWC) Grant Agreement, Project Grant Control No. CQ22U, in the amount of \$450,000 related to Bid B for the project referred to as the “2017 Pickaway County & Township Road Resurfacing Program,” and award the contract for Bid B; and approve and sign the Request to Proceed. It is noted that Contracts A, C, & D were awarded April 25, 2017, to the lowest bidder, The Shelley Company, Thornville, Ohio. Bid B could not be awarded prior to July 1, 2017, due to the OPWC’s State Fiscal Year 2017/2018.

After reviewing the documents, Commissioner Wippel offered the motion, seconded by Commissioner Henson to sign the above-referenced OPWC Grant Agreement; award the contract for Bid B to the lowest bidder, The Shelley Company, 80 Park Drive, Thornville, Ohio 43076, in the amount of \$814,963.20; and sign the Request to Proceed.

Voting on the motion was as follows: Commissioner Stewart, not present for voting; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

**In the Matter of
Contract Award for 2017 Pavement Marking of Various County Roads:**

Related to the bid opening conducted on June 27, 2017, for the 2017 Pavement Marking of Various County Roads, and upon the written recommendation of Anthony Neff, Deputy County Engineer,

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Commissioner Wippel offered the motion, seconded by Commissioner Henson, to award the contract to the lowest bidder, Aero-Mark, Inc. 10423 Danner Drive, Streetsboro, Ohio 44241, in the amount of \$148,810.

Voting on the motion was as follows: Commissioner Stewart, not present for voting; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

In the Matter of
Job & Family Services Travel Authorizations Signed:

The commissioners signed and approved the Out-of-County Travel Authorization, with an addendum, for numerous Job & Family Services to attend various meetings and perform multiple home visits throughout the month of May, at the total probable cost of \$1,257.20.

In the Matter of
Meeting with Courthouse Security Committee:

Common Pleas Court Judge, P. Randall Knece, met with the commissioners along with members of the Pickaway County Courthouse Security Committee, consisting of Juvenile/Probate Judge Jan Long; Sheriff Robert Radcliff; Lt. James Brown; Lt. Gabe Carpenter; Jim Dean, Clerk of Courts; and Ellery Elick, County Treasurer.

Judge Knece stated that at last week's quarterly committee meeting, discussion was held regarding the recommendations the Supreme Court of Ohio made after its last year's inspection of the courthouse and the items that were subsequently brought to the commissioners' attention earlier this year that were needed that would not bear high costs. These items included signage in the front area of the courthouse related to no weapons allowed and subject to search; the purchase of a gun safe or lockbox that would be used solely for the purpose of weapons for law enforcement personnel who are required to disarm prior to entering the court's venue; key code access for judge's and magistrate's chambers; install and secure glass break boxes for all fire extinguishers; and parking spot signage allocated for the use of judges and magistrates. It was noted that one of the items has already been addressed, which was the darkening of windows in one of the magistrates' area.

After discussing each of the recommendations, it was determined that the Sheriff's Office will look into the signage for the front area of the courthouse; the gun lockbox; and research the number and type of key code access for judge's and magistrate's chambers. The Maintenance Department will install reserve parking space signage, and the break glass boxes for the fire extinguishers.

Other items unrelated to courthouse security that were briefly discussed were the front doors of the courthouse that are warped; the judges and Commissioner Stewart meeting sometime soon to discuss the possibility of creating a county public defender commission; and the Maintenance Department's work order system.

At the conclusion of meeting, the commissioners thanked everyone for meeting with them.

In the Matter of
Weekly Dog Warden Report:

The weekly Dog Warden report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending July 1, 2017.

A total of \$761 was reported being collected as follows: \$200 in adoptions; \$6 in boarding revenue; \$195 in dog licenses; \$90 dog license late penalties; \$80 in owner turn-ins; \$100 in private donations; \$50 in redemptions; \$40 in transfer out-rescue.

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Six (6) dogs were processed in; five (5) dogs were adopted.

With there being no further business brought before the Board, Commissioner Henson offered the motion, seconded by Commissioner Stewart, to adjourn. Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes. Commissioner Henson, yes. Voting No: None. Motion carried.

Brian S. Stewart, President

Jay H. Wippel, Vice President

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

Attest: Patricia Webb, Clerk