

**TUESDAY, OCTOBER 15, 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, October 15, 2019, with the following members present: Mr. Harold R. Henson and Mr. Brian S. Stewart. April Dengler, County Administrator, was also in attendance. Mr. Jay H. Wippel was absent.

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

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from October 8, 2019, with corrections.

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, absent; 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 October 16, 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 \$378,435.25 on the County Treasurer to satisfy the same.

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Appropriations Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for the APPROPRIATIONS:

**\$25,000.00 – 297.502.5102 – Salaries – Pickaway WORKS**

**\$8,049.62 – 249.2035.5102 – EMA Salaries – Commissioners**

**\$2,569.00 – 249.2035.5201 – EMA PERS – Commissioners**

**\$362.00 – 249.2035.5202 – EMA Medicare – Commissioners**

**\$400,000.00 – 207.5020.5401 – Contract Services – Job & Family Services**

**\$5,000.00 – 217.1236.5501 – Probate Computer Equipment – Juvenile/ Probate**

**\$10,000.00 – 101.1105.5703 – Contingencies – Commissioners**

**\$100,000.00 – 207.0000.4557 – Advances – Job & Family Services**

**\$100,000.00 – 207.5020.5922 – Reimbursement to PA Fund – Job & family Services**

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**\$4,500.00 – 101.1105.5703 – Contingencies – Sheriff**

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, absent; 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-APPROPRIATIONS:

**\$4,500.00 – 101.1105.5703 – Contingencies – Sheriff  
TO  
101.2083.5501 – Equipment – Sheriff**

**\$3,718.00 – 201.3005.5403 – Auto License and Gas Tax Travel Expense – Engineer  
TO  
201.3007.5506 – Auto License Gas Tax Contracts/ Projects – Engineer**

**\$100.00 – 101.1102.5901 – Maintenance Other – Commissioners  
TO  
101.1102.5501 – Maintenance Equipment – Commissioners**

**\$10,000.00 – 101.1105.5703 – Contingencies – Commissioners  
TO  
101.1108.5478 – Building Department Board of Building Standards Fees – Commissioners**

**\$2,792.00 – 101.2005.5901 – Coroner Other – Commissioners  
TO  
101.2005.5401 – Coroner Contract Services**

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

Attest: Angela Karr, Clerk

**In the Matter of  
New Line Item(s) Approved:**

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

**101.0000.4224 – Fairgrounds – Auditor**

**101.1105.5721 – HB295 Transfer Out – Auditor**

**101.1105.5722 – JFS Note Transfer Out – Auditor**

**925.1208.5102 – Employee Salary TCAP FY20/21 – Adult Probation**

**925.1208.5201 - PERS TCAP FY20/21 – Adult Probation**

**925.1208.5202 – Medicare TCAP FY20/21 – Adult Probation**

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**925.1208.5203 – Insurance TCAP FY20/21 – Adult Probation**

**925.1208.5205 – Workers Comp TCAP FY20/21 – Adult Probation**

**925.1208.5301 – Supplies TCAP FY20/21 – Adult Probation**

**925.1208.5401 – Contract Services – Adult Probation**

**925.1208.5501 – Equipment TCAP FY20/21 – Adult Probation**

**925.1208.5527 – Vehicle Expense TCAP FY20/21 – Adult Probation**

**925.1208.5801 – Advances Back TCAP FY20/21 – Adult Probation**

**925.1208.5901 – Other Expenses TCAP FY20/21 – Adult Probation**

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

Attest: Angela Karr, Clerk

**In the Matter of  
Amended Certificate Approved:**

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

**Resolution No.: PC-101519-1**

**WHEREAS**, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$100,000.00 to amend the Department of Human Services Fund #207 due to exceeding estimated receipts for 2019; then,

**THEREFORE BE IT RESOLVED**, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2019:

**DEPARTMENT OF HUMAN SERVICES #207  
\$100,000.00**

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, absent; 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.

- The Pumpkin Show Communication Plan was approved on October 7<sup>th</sup> and the Pumpkin Show Security meeting was held October 8<sup>th</sup>.
- Mr. Flick attended the 2019 LEPC Conference on October 9<sup>th</sup>, the Ohio EMA Directors Fall Conference October 10<sup>th</sup> and the Hazard Mitigation Plan Kickoff meeting on October 11<sup>th</sup>.
- Mr. Flick will be involved with the EOC and Pumpkin Show safety this week.
- The 911 Outage meeting is set for next week with the date to be determined.

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- Next week Mr. Flick will be attending the Pickaway County Competitive Network Roundtable on October 24<sup>th</sup>.
- Mr. Flick addressed issues with Nixle at 160 Island Rd.

**In the Matter of**  
**Approval of Everbridge, Inc.**  
**Nixle Solutions Core Platform Service Agreement:**

Darrin Flick, EMA Director, discussed the renewal of the Nixle Solutions Core Platform Service Agreement for the enhanced notification system. The term of the contract is for 36 months at the rate of \$8,041 for year one, \$10,800 for year two and \$10,800 for year three. Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve to enter into a contract with Everbridge for the Nixle enhanced notification systems and authorize Darrin Flick, EMA Director, execute contract with Everbridge.

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

Attest: Angela Karr – Clerk

**In the Matter of**  
**Concealed Weapons:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to make changes to Section 5.19 Concealed Weapons of the Pickaway County Policy and Procedure Manual. Clemons, Nelson and Associates, Inc. is in the process of updating the Policy and Procedure Manual to reflect the change.

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

Attest: Angela Karr – Clerk

**In the Matter of**  
**Amended Out of County Travel Approved**  
**For Job & Family Services Employees:**

The Commissioners reviewed and signed the Amended Out-of-County Travel Authorization for numerous Job & Family Services employees to attend various meetings, training sessions, and to conduct home visitations throughout the month of October 2019, at the total probable cost \$61.15.

**In the Matter of**  
**PIC-CR031-2.93 & PIC-CR500-0.37**  
**Project Change Order:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following Change Order for the PIC-CR031-2.93 & PIC-CR500-0.37 Project. Proposed credit for \$37,995.90.

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

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**In the Matter of  
PIC-T028-1.36 Project Change Order:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following Change Order for the PIC-T028-1.36 Project. Proposed change order \$5,039.72.

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

Attest: Angela Karr, Clerk

**In the Matter of  
PIC-TR31-0.52 Project Change Order:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following Change Order for the PIC-TR31-0.52 Project. Proposed change order \$17,296.58.

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Henson, yes; Commissioner Wippel, absent. 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 met with WDC Group regarding the Memorial Hall Window Project. The project is to start Monday, October 21<sup>st</sup> to prepare for the delivery of the windows on November 18<sup>th</sup>. Mrs. Dengler notified the YMCA, Roundtown Players and Terry Frazier at the City of Circleville.
- Mrs. Dengler met with Judy Wolford, Prosecutor and Emily Otterbacker regarding VOC decrease in funding for the 2020 grant. They are no receiving \$89,481.00 and dropped 20% cash match from the Commissioners \$24,000 to \$22,357.09. Mrs. Wolford and Mrs. Otterbacker are requesting \$8,411.28 for extra funding. The funding will probably decrease again in 2021, it is an under-funded mandated service. Mrs. Wolford has two full-time employees and could drop or cut salaries, but that would also cut services to the courts.
- Mrs. Dengler attended the Hazard Mitigation Plan meeting and the PAAC Advisory Council meeting last Friday.
- Mrs. Dengler will be participating in the Open Enrollment Webinar for Franklin County Benefits on Wednesday, October 16<sup>th</sup> at 2:00 p.m.

**In the Matter of  
Resolution Adopted Requesting Permission for the  
Pickaway County Engineering Department to  
Participate in the Purchase of John Deere Tractor and  
Boom Mower through State of Ohio Department of  
Administrative Services Cooperative Purchase Program:**

Chris Mullins, Pickaway County Engineer, met with the Commissioners to obtain authorization for the department to purchase a 2020 John Deere 6145M Cab Tractor and 25' Rear Cradle Boom Mower through Contract #OH STS515 with the State of Ohio Department of Administrative Services' Cooperative Purchase Program from Kalida Truck Equipment and John Deere Company. Mr. Mullins stated the vehicles will be built per exact specifications and he is awaiting on a quote from the supplier.

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

**Resolution No. PC-101519-2**

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WHEREAS, the Pickaway County Engineering Department is desirous to participate in the purchase a 2020 John Deere 6145M Cab Tractor and 25' Rear Cradle Boom Mower through Contract #OH STS515 with the State of Ohio Department of Administrative Services (ODAS) Cooperative Purchase Program; and,

WHEREAS, the Pickaway County Engineering Department will be bound by such terms and conditions as the ODAS Cooperative Purchase Program prescribes and the Pickaway County Engineering Department will directly pay the vendor for each purchase; and,

WHEREAS, said trucks will be fully equipped and built by dealer as per exact specifications; and,

WHEREAS, said purchase will include a lease/purchase option with the successful bidder; then,

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby requests permission that the Pickaway Engineering Department be authorized to participate in purchase of aforementioned vehicles through the ODAS Cooperative Purchase Program, Contract #OH STS515.

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Pickaway County Family & Children First Council:**

Kim Martin, Family and Children First Council met with the Commissioners to discuss the Team for Youth Program. The program does not turn anyone away but are at their full capacity. Eligibility for aid and funding has not changed, and the funds still flow through County Auditor. Mrs. Martin is able to apply for gas cards for families to use to get to doctor appointments and that \$10 gas card keeps the families coming back to follow up. Donations cannot be requested, therefore, council donations come from local donations from year to year. The cost for a yearly audit is running around \$2,500 and that seems to be the average. Mrs. Martin requested the Commissioners to consider a commitment to cover the yearly audit cost. The council donations are not spent, only on the audit's costs and t-shirt for human trafficking and Unity Day. They would like to be able to offer incentives that Juvenile Court could offer to juveniles that meet with juvenile Court on a regular basis. As it is as now, Mrs. Martin can only offer to families that participate in meeting with her on a regular basis and it is hard to get families to participate. Another option would be to change to a pulled fund account and no longer be a donation fund. This would allow for council to put in to pull funds form a multi-county fund and this could change that amount that could receive from the state. FCFC does not pay an administrator fee to Ty Ankrom and he considers it as his donation to council. Marie Wilbanks states that they need to find new avenues and strategies that will benefits the kids. Mrs. Martin thinks that there will be administrative funds coming in the future, however it does not make it the easiest for now. The money is to help empower parents through the process of raising their children instead of signing their rights over to the state. Commissioner Stewart expressed that the Commissioners will review the information and get back to Kim.

**In the Matter of**  
**Pickaway County Sheriff's Office:**

Sheriff Robert Radcliff and Lt. Gabe Carpenter met with the Commissioner to review the 2019 Annual Jail Inspection Report from the Ohio Department of Rehabilitation and Corrections. The Pickaway County Jail is in compliance with 100 standards, 50 "Essential, and 50 "Important: and no compliance with 14 standards. 2 "Essential" and 12 "Important". A plan of action was established and once completed will be submitted to Ohio Jail Management System within 45 days. Sheriff Radcliff informed the Commissioners that the two trucks for the jail have been ordered and two SUV's will be ordered in 2020. The Commissioners approved for Sheriff Radcliff to submit the order for the two SUV's.

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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 October 12, 2019.

A total of \$3,316.16 was reported being collected as follows: \$150 in adoption fees; \$90 in dog licenses; \$15 in dog license late penalty; \$2,986.16 in private donations; and \$75 in redemptions.

Four (4) stray dogs were processed in; five (5) 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, yes; Commissioner Wippel, absent; Commissioner Henson, yes. Voting No: None. Motion carried.

Jay H. Wippel, President {absent}

Harold R. Henson, Vice President

Brian S. Stewart, Commissioner  
BOARD OF COUNTY COMMISSIONERS  
PICKAWAY COUNTY, OHIO

Attest: Angela Karr, Clerk