

TUESDAY, SEPTEMBER 8, 2020
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 8, 2020, with the following members present: Mr. Harold R. Henson, Mr. Brian S. Stewart and Mr. Jay H. Wippel. 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 September 1, 2020, with corrections.

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

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

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay 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 September 9, 2020, 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 \$261,037.04 on the County Treasurer to satisfy the same.

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

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

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

Resolution No.: PC-090820-57

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$23,877.00.00 to amend the certificate due to unexpected special OSC Tech Grant – OSU Supreme Court; then,

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2020:

OSC TECH GRANT JUVENILE FUND #923
\$23,877.00

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

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**In the Matter of
Appropriation of Line Item:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to approve the following requests for the APPROPRIATION OF LINE ITEM:

\$2,746.32 – 101.1105.5703 – Contingencies – Commissioners

\$23,877.00 – 923.1202.5501 – OSC Tech Grant Equipment – Juvenile/ Probate Court

\$500.00 – 507.6922.5300 – Orient Water Materials & Supplies - Engineer

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

**In the Matter of
Fund Transfer:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to approve the following requests for the FUND TRANSFER:

**\$17.90 – 101.1105.5607 – HVA Grant Security Interest – Treasurer
TO
931.0000.4710 – HAVA Grant Security Interest – Treasurer**

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

**In the Matter of
Transfer and Reappropriation:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to approve the following requests for the TRANSFER AND REAPPROPRIATION:

**\$2,746.32 – 101.1105.573 – Contingencies – Commissioners
TO
101.1101.5204 – Unemployment - Commissioners**

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

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**In the Matter of
Report Provided by Darrin Flick:**

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

- Last week EOC monitoring of COVID situation and normal operations. State EOC COVID Directors Call Tuesday and Thursday. Mr. Flick is still monitoring civil unrest throughout the state and coordinating information with law enforcement and other first responders throughout the county. Mr. Flick attended the Box 65 monthly meeting September 1st, Oklahoma State UAS Workshop (Virtual) September 2nd and 3rd and Board of Elections Meeting September 3rd.
- This week the EOC will be monitoring the COVID situation and normal operations. State EOC COVID Directors Call Tuesday/ Thursday. Mr. Flick will be monitoring civil unrest throughout state. Coordinating information with Law Enforcement and other first responders throughout the county. Ops update with Public Health on Wednesday. Mr. Flick will be attending the Emergency Preparedness Briefing to Chamber of Commerce, Internal CARES Act meeting September 8, 2020, Mass Vaccination Planning meeting September 9th and EOP Update meeting September 10th.
- Next Week the EOC will be monitoring COVID situation and back to normal operations. State EOC COVID Directors Call Tuesday/ Thursday. Mr. Flick will be monitoring civil unrest throughout state. Coordinating information with Law Enforcement and other first responders throughout the county. Wednesday Ops Update with Public Health. Mr. Flick will be attending IPAWS Monthly Test and Fire Chiefs Monthly Meeting September 16th, CARES Act Meeting with Auditor and County Administrator: September 17th and Healthcare Coalition Monthly meeting September 18th.

**In the Matter of
Deputy County Administrator Report:**

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

- There was one Bureau of Workers Comp claim filed for the week and zero Unemployment claims. There have been no unemployment claims for the entire month of August. The BWC claim was filed by the Pickaway County Sheriff's Office for a Deputy incurring a knee injury.
- The two items posted on Govdeals.com sold. The 1979 Ford Econoline van (former crime scene/ evidence vehicle) with 30,455 miles for the Sheriff's Office sold for \$4,500 to an individual from Hamburg, Germany. The two cannon wheels for soldier monumental sold for \$837.00 to an individual from Dubuque, Iowa.

**In the Matter of
Monthly Building Department Report:**

The monthly report for the Pickaway County Building Department was filed for the month ending August 2020.

A total of \$40,162.66 was reported being collected as follows:

Permits		
Registration	16	\$1,050.00
Commercial	15	\$16,181.81
Residential	79	\$22,930.85
Total Inspections Performed		
Residential	208	
Commercial	47	
City Enforcement	1	
Total Inspections	256	
Residential Plan Review	28	

New Home Permits by Jurisdiction:	
Commercial Point	23

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Madison Twp.	1
Pickaway Twp.	1
Scioto Twp.	1
Total New Homes	26

**In the Matter of
Executive Session:**

At 9:14 a.m., Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to enter into Executive Session pursuant to ORC §121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation, etc., of a public employee with April Dengler, County Administrator and Marc Rogols, County Deputy Administrator in attendance.

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

Attest: Angela Karr, Clerk

At 9:16 a.m., the Commissioners exited Executive Session and Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to resume Regular Session.

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

Attest: Angela Karr, Clerk

No Action taken.

**In the Matter of
Adriahna Karr Hired as Custodial Worker I:**

Mr. Rogols, Deputy County Administrator and Jon Brown, Maintenance Supervisor, conducted interviews Wednesday for a Custodial Worker I position, and it was their recommendation to hire Adriahna Karr.

Following a brief discussion regarding the recommendation, Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to hire Adriahna Karr, Williamsport, Ohio, as a Custodial Worker I for the 4:00 p.m. to 8:00 p.m. shift, effective September 14, 2020.

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

**In the Matter of
Approval for the Temporary
Liquor License for Pickaway County Agricultural Society:**

The Commissioners reviewed the application for a temporary liquor license submitted by the Pickaway County Agricultural Society. The request is for September 17, 2020 & September 18, 2020, to provide liquor at an event scheduled at 415 Lancaster Pike, Circleville, Ohio 43113.

Following the review, Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart to approve the F Permit Application for a temporary liquor license for September 17, 2020 and September 18, 2020:

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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

**In the Matter of
County Administrator Report:**

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

- Ms. Dengler spoke with Dr. Ellis, Coroner, and Mr. Ellis informed that Montgomery County autopsy rates will be remaining at \$1,600 for 2021. Montgomery County may build a new facility.
- Ms. Dengler met with Pine Valley Construction to get quotes for remodel at the Service Center. Ms. Dengler gave Pine Valley drawings and we should receive a quote as soon as possible. Pine Valley would be able to complete the project in two months.
- Ms. Dengler spoke with Parks District and they are requesting \$1,750 a month a rent at the new Maintenance Facility. Park District will maintain all mowing at the facility and move their hotspot they have at their barn to the Maintenance facility so that security cameras can be installed. Park District will pay for ramp improvements, they will go half on carpet and paint. They will take down temporary partition walls and remove sink. Mr. Davis is in hopes to move in as soon as possible. Ms. Dengler will work on a rental agreement with extras.
- WDC Group will do the design work on the drive thru at the Service Center. WDC Group is working with Hamilton Safe Products on requirements.
- Ms. Dengler informed the Airport Authority of the concrete repair work be completed by Harber Concrete Construction and our agreeing to pay for the work.
- The Pickaway County Sheriff is planning to hire one person for the communication's position at the Sheriff's Office that was approved earlier in 2020.
- Ms. Dengler informed the Commissioners that every three years Leo Gillespie's driveway on Wintergreen Drive is resealed due to his drive being the access to the water treatment plant. The expenses of the resealing is the responsibility of Pickaway County.

**In the Matter if
Pickaway County Clerk of Courts:**

James Dean, Clerk of Courts, met with the Commissioners to discuss the CARES Act fund. Commissioner Stewart started with a listing needed of projects that Mr. Dean would like to see in his office. Commissioner Stewart recalls conversations in the past about the docket going to online access. Mr. Dean provided a cost breakdown of CourtView eAccess Image Access Implementation at \$9,637.84. Additionally, the second quote is for the redaction services at \$46,201.97. The redaction service would remove credit card information, social security numbers and other sensitive information from records before the image of documents are posted online. This would allow for documents to be seen exactly as filed. Mr. Den informed the Commissioners that a little more than half of all counties in Ohio have this online access. The online access would start with 2005 documents. The Clerk of Courts Office currently has five scanning stations in the office and had started internally scanning documents in 2000. Moving forward would be internal scanning within the office from the start of the implementation. Mr. Dean currently has \$76,0000 in the Clerk's Computer fund to utilize if CARES Act funds cannot be used to decrease in office traffic. The yearly maintenance is \$1,316.00. Commissioner Stewart asked if the redacting service would continue once the scanning is inhouse and Mr. Dean was unclear and would have to get more information.

The Clerk of Courts currently utilizes Courtview as their software provider and an upgrade to Courtview3 would allow for records to be added online. Commissioner Stewart asked if Mr. Dean could gather information regarding Courtview 3 and Mr. Dean can contact Ross County to see what all is involved. Ross County utilizes the Courtview 3 software. Commissioner Stewart asked Mr. Dean to explain why it is that to request older documents he would need to come to the office to fill out a form to later return to pick up the requested documents and why can he not just call and have the scanned documents emailed to him. Mr. Dean expressed that this is the way that he has ran the office for years and it takes the staff time to pull the documents. Once the new system is working the documents can be looked up online. Mr. Dean will request a quote for the Courtview 3 Conversion.

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Following a brief discussion regarding the recommendation, Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the quote from Equivant for CourtView eAccess Image Access Implementation and the yearly maintenance of \$1,316.00. Estimated baseline project total of \$9,637.84.

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

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Additionally, Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the quote from Extract. Estimated baseline project total of \$46,201.97. The purpose of the eAccess is for the conversion of online Clerk of Court records.

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

In the Matter of
Sunnyside Subdivision Drainage Improvement Viewing:

The viewing for the Sunnyside Subdivision Drainage Improvement Petition that was filed on July 27, 2020 was held on site at 11:00 a.m. at the intersection of Clifford Avenue and Buckeye Place, Sunnyside Subdivision, Ashville, Ohio on September 8, 2020. Commissioner Harold Henson opened the viewing for Chris Mullins, County Engineer to describe the purpose of the viewing. Mr. Mullins explained that an estimate will be presented with plans and a hearing will be held for the residents to attend. The landowners will receive an estimate of their individual assessment and the hearing date. If there are no major adjustments, the Commissioner would then order the Engineer to move forward and put out for proposals for the project. The assessment could be paid in full by the residents at the time of the assessment or over a four-year payment schedule assessed to real estate taxes. The ditch will always require maintenance and improvements and a 5% annual maintenance fee may be assessed.

Those in attendance were:

Angela Karr	April Dengler	Sterlin Mullins
Harold Henson	Jay Wippel	Brian Stewart
Donna Little	Tawn Seimer	Wes French
Burl Scott	Nancy Jervis	Warren Spangler
Shirley Cassidy	Matt Forquer	Nicolas R. Burchuette
Roger Cook	Chuck Strader	Kyle McCune
Christie McCune	Marvin Miller	Shannon Miller
Mike Reed	Kathy Reed	Jon Warner
Evelyn Warner	Denny Ellwick	Karen Ellwick
Susan Campbell	Roger Campbell	Dustin Woodrum
Brett Smith	Brett Smith	Debbie Smith
C. Heath Clifton	Ruth Thomas	Richard Bolton
Penny Eubank	Robert Byerly	Rryan Rhoads
Bill Melancon	Byrl G. Kazee	Sammuel Davis

The viewing for Sunnyside Subdivision Drainage Improvement concluded and the next hearing is scheduled for October 6, 2020 at 1:30 p.m. at the Pickaway Agricultural and Event Center, 415 Lancaster Pike, Circleville, Ohio 43113.

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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 September 5, 2020.

A total of \$410.11 was reported being collected as follows: \$50 in adoptions; \$42 in boarding revenue; \$75 in dog license; \$60 in dog license late fees; \$83.11 in private donations and \$100 in redemptions.

Seven (7) stray dogs were processed in; two (2) dogs were adopted.

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

Harold R. Henson, President

Brian S. Stewart, Vice President

Jay H. Wippel, Commissioner
BOARD OF COUNTY COMMISSIONERS
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Attest: Angela Karr, Clerk