

**TUESDAY, JULY 14, 2015**  
**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, July 14, 2015, with the following members present: Mr. Brian S. Stewart, Mr. Harold R. Henson, and Mr. Jay H. Wippel. Sarah Reed, of the Circleville Herald, was in attendance for the morning session.

**In the Matter of  
Minutes Approved:**

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve the minutes from July 7, 2015, with corrections.

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

Attest: Patricia Webb, Clerk

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

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 15, 2015, 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 \$380,016.22 on the County Treasurer to satisfy the same.

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Emergency Management Agency Report:**

The following is a summary of the report provided by Dave Conrad, EMA Director/911 Coordinator:

- **ESINet Steering Committee meeting:** Mr. Conrad attended the ESINet Steering committee meeting held on July 9<sup>th</sup>. He stated that by the current proposed Public Safety Answering Point (PSAP) standards, Pickaway County is in compliance. Related NG911, he mentioned due to bandwidth issues, the streaming of videos may not be required to be received by PSAPs.
- **800 MHz Committee meeting:** An 800 MHz Committee meeting was held at the Pickaway County Sheriff's Office on July 10<sup>th</sup>. Tom Swisher, Countywide Radio Communications Coordinator, will be sending the partnership agreement to Ohio MARCS and Mr. Conrad stated that Brad Lutz, County Administrator, explained how the county had come to that decision.

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

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

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- **Handicapped Van:** The handicapped van with a hydraulic lift that was placed on govdeals.com sold for \$3,550 and the vehicle was been picked up by the purchaser.
- **Rotary Club:** The Circleville Rotary Club has donated \$125 to the Household Hazardous Material and Electronics Collection Day event that is scheduled to be held at PPG Industries on Saturday, September 19<sup>th</sup>.
- **BJ's Electric proposal for installation of LED lights in the PCSO:** Ms. Dengler presented a proposal from BJ's Electric provided by the PCSO in the amount of \$11,000. In discussing the matter, the commissioners requested that a second quote be requested to be obtained.

**In the Matter of  
Notice of Contract Award Signed for  
FY2014 CDBG-Village of Ashville Street Resurfacing Project:**

Commissioner Stewart signed the contract NOTICE OF AWARD form for the FY2014 CDBG Village of Ashville Street Improvement Project-West Station Street to Lexington Avenue Resurfacing Project, recently awarded to the lowest bidder, Cox Paving, Inc., in the amount of \$44,840.38.

**In the Matter of  
Donna Howland Appointed to the  
Ross, Pickaway, Highland, Fayette Joint Solid Waste Policy Committee:**

Commissioner Henson offered the motion, seconded by Commissioner Wippel, to appoint Donna Howland, of PPG Industries, Circleville, Ohio, to represent Industrial Solid Waste in Pickaway County, Ohio, on the Ross, Pickaway, Highland, Fayette Joint Solid Waste Policy Committee, with term ending April 21, 2017.

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Meeting with Mike Pelcic,  
Pickaway County Board of Developmental Disabilities  
Regarding Update for Brooks-Yates School:**

Mike Pelcic, Superintendent of the Pickaway County Board of Developmental Disabilities (PCBDD), and Bob Hively, Fiscal Officer, met with the commissioners to provide an update related to the Brooks-Yates School. Mr. Pelcic stated that the PCBDD has established a planning team to explore the desirability and feasibility of relocating is Brooks-Yates School into a public school district building in the county, being the Teays Valley School district. He said that this all started a couple of years ago when the Brooks-Yates School was down to eleven students in its facility on South Pickaway Street in Circleville, and there was more staff than students. It was explained that this is a trend that is being experienced for boards of developmental disabilities throughout the state, with a few exceptions, with school districts mandated to serve all students, including those with disabilities.

The planning team includes a large group of stakeholders that includes parents of children receiving PCBDD services, representatives from each Pickaway County school district, Brooks-Yates School teachers and aides, employees of the Pickaway County Education Services Center, PCBDD board members and staff. The PCBDD is not considering the closure of Brooks-Yates School or the elimination of any services. Mr. Pelcic said to the contrary, the possible relocation of Brooks-Yates School is designed to ensure the continuation of free and appropriate education for *all* children in Pickaway County. For this purpose, the PCBDD's 2013-2015 strategic plan called for strengthened partnerships with the county's public school districts for improved school district support and services to retain students in an integrated district setting for better learning opportunities and inclusiveness. Teays Valley School District currently has space available and is interested in collaborating with Brooks-Yates School. Even with the relocation, Brooks-Yates School will continue to provide a placement option for children with development disabilities as it works in partnership with school districts to provide free and appropriate education for all Pickaway County

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students who meet the eligibility requirements. Brooks-Yates student will continue to have their needs met as dictated by their Individual Education Plans, and students will continue to be educated by the professional staff currently serving them, just at a different location. Mr. Pelcic stated that the planning team's recommendations will be presented to the PCBDD in October of this year. Mr. Pelcic stated that if the PCBDD does nothing, Brooks-Yates School will just slowly fade into non-existence.

After providing additional information, and a question and answer session was held the commissioners thanked Mr. Pelcic and Mr. Hively for the update.

**In the Matter of**  
**Approval of Temporary Liquor License for**  
**Visitor's Bureau Upcoming Pickaway Pickers Event:**

The commissioners reviewed and discussed an email received from Charlie Jackson of the Visitor's Bureau regarding permission to serve beer during an upcoming event, Pickaway Pickers Festival, which is scheduled to be held in the 4H Grange Building at the Pickaway County Fairgrounds on Saturday, September 12, 2015, beginning at 12:00 noon, ending by 9:00 p.m. Proceeds will benefit the Pickaway County Welcome Center. Soft drinks, beer, and food will be sold and a variety of musical acts will be performing throughout the day. The event will also cross-promote the monthly Flea Market held in the coliseum from 9:00 a.m. to 4:00 p.m. The Temporary "F" Liquor Permit that will allow for the sale of beer to be consumed solely within the premises specified in the application to the Ohio Department of Liquor Control and, per ORC §4301.62, anyone who violates this statute will be guilty of a misdemeanor of the first degree.

After a brief discussion regarding the request, Commissioner Wippel offered the motion, seconded by Commissioner Henson, approving the Temporary "F" Liquor Permit and authorizing Commissioner Stewart, President, to sign the application.

**In the Matter of**  
**Proposal from Garrett's Carpet Connection**  
**Approved to Install Carpet in Juvenile/Probate Office:**

The commissioners reviewed a proposal from Garrett's Carpet Connection, Laurelvile, Ohio, for the replacement of carpet in front of the vault in the Probate office in the courthouse that was damage due the tile floor beneath it that buckled. The proposal, in the amount of \$996.15, was for the installation 12' x 19' of stock commercial carpet and padding, plus labor.

Following the review, Commissioner Henson offered the motion, seconded by Commissioner Wippel to approve the proposal from Garrett's Carpet Connection in the amount of \$996.15, to be paid from Unplanned Capital.

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

Attest: Patricia Webb, Clerk

**In the Matter of**  
**Meeting with Terry Frazier,**  
**Development & Planning Director, MORPC's Effort to**  
**Create a Rural Transportation Organization; Corrective**  
**Deed to be Filed Related to Reserve "A" Lot in Bridlewood Estates Subdivision:**

Terry Frazier, Director of the Pickaway County Development & Planning Office, met with the commissioners and informed them of a meeting he and Brad Lutz, County Administrator, recently attended with the Fairfield County development and planning director and county administrator regarding a letter Ryan Scriber, P3 Executive Director, received from the Mid-Ohio Regional Planning Commission

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(MORPC). The letter was related to the creation of a Rural Transportation Planning Organization (RTPO). MORPC is proposing that Pickaway County form RTPO within the MORPC structure, similar to a subcommittee, which would contain at least three counties, with Fairfield County, Union County, and Pickaway County being proposed. Members of the county RTPO's would include at least two existing MORPC Commission members, county commissioners, county engineer, cities, townships and villages, etc. When the commissioners inquired as to why Union County would be included in the three-county RTPO with it not being contiguous with Fairfield or Pickaway Counties, Mr. Frazier stated that he believed the rationale was that Union County is not a highly urbanized county like Franklin County (which is in its own RTPO) and Union County and Fairfield County, which share Rt. 33, are fairly similar in their planning needs and in order to obtain a third county, Pickaway County was the logical choice. MORPC claims that this would allow it to assist the county with transportation planning and infrastructure funding opportunities and planning takes place at the local level. Mr. Frazier stated that it is MORPC's hope, with sufficient support, that all counties in Ohio eventually be a part of these RTPO's, which it very well may replace the State Transportation Improvement Program (STIP). The initiative would be led by MORPC, and its cost to provide long-term planning for transportation purposes for the creation of a Transportation Improvement Plan (TIP). Related to MORPC's cost, two options were presented: 1) 10 cents per capita above the MORPC Commission Fee; or 2) \$7,500 per year for a minimum of 5 years, if not a MORPC member.

After additional information was provided regarding the matter, and following a question and answer session, the commissioners stated that they would prefer to take the matter under consideration and not make a decision at this time.

Mr. Frazier then spoke about Parcel #A04-0-002-00-033-00, a 2.439 acre lot in Bridlewood Estates referred to as Reserve "A" was platted for future park use. The subdivision is located in Circleville Township and it was developed by KSCP Investments, Inc., Kevin Steward, President, and was platted in 1996. Mr. Frazier said that under the former subdivision regulations, it was required that there be park space set aside for future use when the subdivisions of a certain size were platted. He said that currently the same can still be done, and he mentioned that receiving cash that would be used to fund neighborhood parks, regional parks, and park districts in lieu of land dedication for park space is now permissible under Ohio law. Mr. Frazier explained that the subdivision plat reads that Reserve "A" is dedicated, meaning conveyed, for public use via the county commissioners much like the streets, easements, sidewalks, etc. in the subdivision. Mr. Frazier informed the commissioners that he was recently approached by a real estate broker, who said Circleville Township Trustees had a deed to Reserve "A," and he indicated his interest in requesting the parcel to be turned into a building lot. This prompted Mr. Frazier to research the matter and he found that per the subdivision plat the Reserve "A" lot had indeed been dedicated; however, a year after the subdivision was platted, the real estate broker submitted an instrument of conveyance, a General Warranty Deed, from KSCP Investments, Inc. to the Circleville Township Trustees. Mr. Frazier obviously questioned how the property that was already platted and conveyed to the county then be conveyed to the township by KSCP Investments, Inc. a year later. He consulted with the county prosecutor, who ultimately held a meeting with Mr. Frazier, the assistant prosecutor who assists with township matters, the county engineer, and the assistant county administrator, wherein the county prosecutor concurred with Mr. Frazier's findings.

While discussing the issue, it was noted that there is a large swale that runs through Reserve "A," that the lot was platted for future park use, and lots were sold in the subdivision with the understanding that it was to be used for that purpose, it was the commissioners' consensus that Reserve "A" lot be put back to the way it was originally intended. The county prosecutor stated that she will contact Mr. Steward and the Circleville Township Trustees, and take steps for corrective action, which would entail an affidavit or a corrective deed. Following a brief conversation related to the lot and similar ones in other existing subdivisions and future ones, consulting with the Pickaway County Park District Board was mentioned.

**In the Matter of**  
**Meeting with Brian Mosely of**  
**Pine Valley Construction, LLC, for**  
**Replacement Windows and Doors in Commissioners' Building:**

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Brian Mosley, of Pine Valley Construction, LLC, met with the commissioners at their request to review the proposal for window and door replacements for the building they occupy located at 139 West Franklin Street. The proposal is for the removal of the old and installation of new single-hung vinyl windows upstairs and downstairs; install glass block in basement windows; fixed attic windows; remove and frame in one back entry door with brick to match existing brick as best as possible; and frame in one entry door off of the conference room and install a new window with brick below in amount of \$40,000. An add-on was presented in the amount of \$1,600 for a new wooden front door with glass. It was determined that Mr. Mosley will provide the commissioners with a catalog of options to choose from. Discussion was held about the section of the proposal related to removing and replacing the existing windows in a storage room located on the second floor. When the commissioners indicated that they would prefer to have the existing windows removed and just frame that area in, Mr. Mosley stated that could be done.

Following the review of the proposal, Commissioner Henson offered the motion, seconded by Commissioner Wippel, to approve the proposal in the amount of \$40,000 for the removal and installation of new windows as presented in the proposal, in addition to the \$1,600 for a wooden front door that will include some level of glass, for a total of \$41,600.

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Public Hearing and Adoption of  
2016 Pickaway County General Fund and  
Non-General/Special Revenue Funds:**

The Commissioners held a Public Hearing for the Pickaway County General and Non-General/Special Revenue Tax Budgets for 2016 as mandated by the Ohio Revised Code (ORC). Pursuant to ORC §5705.30, the Public Hearing was advertised in the *Circleville Herald*, dated June 26, 2015. No members of the public were in attendance.

The estimated revenue and expenditures were reviewed by the commissioners as prepared by the Pickaway County Administrator, Brad Lutz, based on submittals by county elected officials and department heads for the General Fund and Non-General/Special Revenue Fund.

Following the review, Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to approve the Pickaway County 2016 General Fund and Non-General/Special Revenue Fund Tax Budgets as presented.

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Listing of Contracts Entered Into by the  
Pickaway County Department of Job & Family Services:**

Pursuant to the Pickaway County Board of Commissioners' Resolution of June 23, 2003, below is a list of new or amended agreements entered into, approved, and otherwise executed by the Pickaway County Department of Job & Family Services. This list contains the name of the party or parties with whom the agreement has been made, the purpose of the agreement, the commencement date and termination date of the agreement, and the compensation specified by the agreement.

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**Pickaway County Job & Family Services**  
**New or Amended Contracts**  
**April, May, June**

<b>AGENCY</b>	<b>CONTRACT PURPOSE</b>	<b>EFFECTIVE DATE</b>	<b>TERMINATION DATE</b>	<b>CONTRACT</b>
				<b>VALUE</b>
Appriss/ OCDA	Locate Services	7/1/2015	6/30/2016	\$80.00 per user per year/\$75 base rate per month for 100 watches per user.
Adriel School	Purchased Foster Home	7/1/2015	6/30/2016	Per diem Maint / Admin: Level 1 \$25.46 / \$25.46; Level 2 \$34.48 / \$34.48; Level 3 \$41.38 / \$41.38; Level 4 \$75.32 / \$41.38
A New Leaf	Purchased Foster Home	7/1/2015	6/30/2016	Per diem Maint / Admin: Traditional \$32.12 / \$25.00; Special \$39.14 / \$25.00; Exceptional \$48.75 / \$23.00
Bassett House	Purchased Foster Home	7/1/2015	6/30/2016	Per diem Maint / Admin: \$84.00 / \$00.00
Fairfield Academy	Purchased Foster Home	7/1/2015	6/30/2016	Per diem Maint / Admin: \$239.00 / \$10.00
Fox Run Center for Children & Adolescents	Purchased Foster Home	1/22/2015	6/30/2015	Per diem for Child Devon Lagore: Maint \$202 / Admin \$4.00 / \$119 Other expenses
House of New Hope	Purchased Foster Home	7/1/2015	6/30/2016	Per diem Maint / Admin: Level 1 \$26.00/\$34.00; Level 2 \$35.00 / \$34.00; Level 3 \$40.00/\$34.00; Level 4 \$45.00 / \$35.00
Comdoc	Copier Maintenance Agreement	5/1/2015	4/30/2016	\$.0121/bw copy
Children's Center of Ohio	Purchased Foster Home	7/1/2015	9/1/2015	Maximum Per Diem: \$120.00
Fletcher's Towing	Towing Services	7/1/2015	6/30/2016	\$50.00/within Circleville City Limits, \$65.00/Outside city limits but within Pickaway County & \$125.00 + 3.00/loaded mile outside of Pickaway County.
Jackson Transportation	OWF Transportation	7/1/2015	6/30/2016	
Maryhaven	Purchased Foster Home	4/13/2015	6/30/2015	Per diem Maint / Admin: Adolescent residential \$107 / \$8.00 Emergency Shelter \$138.00 / \$13.00 per diem
Mills Locksmith	Locksmith Services	7/1/2015	6/30/2015	\$48.00/hr \$50.00 trip charge
NECCO	Purchased Foster Home	7/1/2015	6/30/2015	Per diem Maint / Admin: Level 1 \$27.21/\$25.00; Level 2 \$31.50 / \$29.00; Level 3 \$37.58/\$28.00; Level 4 \$39.74/ \$46.25
Ohio Guidestone	Purchased Foster Home	7/1/2015	6/30/2016	Maximum Per Diem: \$237.00
Pickaway Ross CTC	Wia Game Plan	7/1/2015	6/30/2016	\$140,000.00
RSC Auto and Tire Services	Vehicle Repair	7/1/2015	6/30/2016	\$39.00 per hour
Lexis Nexis	SSN Look up	7/1/2015	6/30/2016	Minimum commitment per month \$50.00
National Youth Advocate	Purchased Foster Home	7/1/2015	6/30/2016	Home reimburses PCJFS for use of home; Ages birth-12 \$18/day & 13-18 \$24/day
Planet Small Business	Website Host	7/1/2015	6/30/2016	\$180.00 per year
Pickaway Co Sheriff	Fingerprinting	7/1/2015	6/30/2016	\$35 for Ohio; \$35 for Federal and \$60 for both

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PICCA	Fraud Awareness Advertising	7/1/2015	6/30/2016	\$900.00
Staffing Source	Temporary Agency for Transporters	6/1/2015	5/31/2016	\$11.44 per hour
Probate Court	Home Studies for adoption	7/1/2015	6/30/2016	Probate to reimburse JFS \$275.00 for first child and \$50.00 for each additional child
Roundtown Taxi	NET Transportation	5/27/2015	12/31/2015	
Roush, Sarah/Daniel, Gerald	Family Foster Home	5/12/2015	5/11/2017	Ages birth-12 \$18/day & 13-18 \$24/day
Speedway	Fuel Cards	5/1/2015	4/30/2016	Value of Card
St Vincent	Purchased Foster Home	7/1/2015	6/30/2016	Per diem Maint \$233.00 / Admin \$16.00
Synergy Family Foster Center	Purchased Foster Home	7/1/2015	6/30/2016	Per diem Maint / Admin: Traditional \$32.00 / \$21.00; Moderate \$47.00 / \$21.00; Exceptional \$62.00 / \$21.00; Non-Traditional \$31.00 / \$21.00; Intensive \$77.00 / \$21.00
Xerox	Copier Maintenance Agreement	7/1/2015	6/30/2016	\$.0343/bw copy & \$.1812/color copy
Youth Advocate Services	Purchased Foster Home	7/1/2015	6/30/2016	Per diem Maint / Admin: Traditional \$25.46 / \$25.00; Special \$39.19 / \$38.00; Exceptional 1 \$43.68 / \$42.00; Exceptional 2 \$63.86 / \$60.00; Crisis \$62.63 / \$45.00

Attest: Patricia Webb, Clerk

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

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve the following FUND TRANSFER request:

**79.16 from 915.2090.4540 – Hocking CASA Grant-W.C.  
To  
101.0000.4910 – Cash Advance Back**

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Fund Transfers Approved:**

Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve the following FUND TRANSFER request:

**111,398.50 from 101.50005.5401 – JFS-child Services-contracts  
To  
207.0000.4901 – JFS-County Maintenance of Children**

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**101.50 from 101.5007.5719 – JFS-WIA**  
**To**  
**257.0000.4926 – JFS-Other receipts**

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

Attest: Patricia Webb, Clerk

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

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

**25,000 to 101.1105.5703 – Contingencies**  
**40,000 to 202.3010.5506 – Engineer-Contracts/Projects**

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

Attest: Patricia Webb, Clerk

**In the Matter of**  
**Transfers Approved:**

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

**2,000 from 101.1112.5405 – Countywide Professional Services**  
**to**  
**To 101.1112.5404 – Countywide Advertising**

**10,000 from 101.1105.5703 – Contingencies**  
**To**  
**101.1108.5478 – Building Dept.-Board of Building Standards**

**15,000 from 101.1105.5703 – Contingencies**  
**To**  
**101.1108.5401 – Building Dept.-Contract Services**

**1,400 from 101.1215.5309 – Juvenile-Postage**  
**To**  
**101.1215.5403 – Juvenile-Travel & Expense**

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

Attest: Patricia Webb, Clerk

**In the Matter of**  
**Weekly Dog Warden Report Filed:**

The weekly report for the Wright-Poling/Pickaway County Dog Shelter was filed for week ending July 11, 2015.

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A total of \$633 was reported being collected as follows: \$320 in adoptions; \$18 in boarding revenue; \$165 in sale of tags; \$15 in tag late fees; \$40 in owner turn-in euthanasia; \$40 in owner turn-ins; \$25 in redemptions; \$10 in private donations.

No (-0-) dogs were euthanized.

No firearms were discharged.

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 Henson, yes; Commissioner Wippel; yes. Voting No: None. Motion carried.

Brian S. Stewart, President

Harold R. Henson, Vice President

Jay H. Wippel  
BOARD OF COUNTY COMMISSIONERS  
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Attest: Patricia Webb, Clerk