

TUESDAY, JULY 31, 2018
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 31, 2018, with the following members present: Mr. Jay H. Wippel, Mr. Brian S. Stewart, and Mr. Harold R. Henson. Brad Lutz, 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 July 24, 2018, 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 1, 2018, 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 **\$121,041.31** 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
Appropriation of Funds Approved:**

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

\$136.36 – 249.2035.5901 – EMA Other – Commissioners

\$40,000.00 – 928.1261.5401 – ATP Grant Contract Services – Juvenile Court

\$200,000.00 – 101.1105.5703 – Contingencies – Commissioners

\$1,000.00 – 101.1105.5703 – Contingencies – Commissioners

\$4,000.00 – 505.6918.5102 – Derby Sewer Employee Salary – Engineer

\$4,500.00 – 506.6921.5102 – Orient Sewer Employee Salary – Engineer

\$2,000.00 – 507.6922.5102 – Orient Water Salary – Engineer

\$550.00 – 505.6918.5201 – Derby Sewer PERS – Engineer

\$645.00 – 506.6921.5201 – Orient Sewer PERS – Engineer

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**\$540.00 – 507.6922.5201 – Orient Water PERS – Engineer
\$75.00 – 505.6918.5202 – Derby Sewer Medicare – Engineer
\$65.00 – 506.6921.5202 – Orient Sewer Medicare – Engineer
\$55.00 – 507.6922.5202 – Orient Water Medicare – Engineer
\$6,134.88 – 101.1105.5703 – Contingencies – Treasurer
\$1,721.07 – 101.1105.5703 – Contingencies – Treasurer
\$550.95 – 101.1105.5703 – Contingencies – Treasurer
\$800.00 – 101.1105.5703 – Contingencies – Veterans’ Service**

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
Fund Transfer Approved:**

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

**\$550.95 – 101.1105.5611 – Special Projects Assessment Interest – Treasurer
TO
901.0000.4707 – Special Projects Assessment Interest – Treasurer
\$1,721.07 – 101.1105.5610 – Motor Vehicle Tax Interest – Treasurer
TO
202.0000.4706 – Motor Vehicle Tax Interest – Treasurer
\$6,134.88 – 101.1105.5609 – ALGT Interest – Treasurer
TO
201.0000.4705 – ALGT Interest – Treasurer**

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 & Re-Appropriation of Funds Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for the TRANSFER & REAPPROPRIATION OF FUNDS:

**\$800.00 – 101.1105.5703 – Contingencies – Veterans’ Services
TO
101.5010.5477 – Veterans’ Donation Expenses – Veterans’ Service
\$550.95 – 101.1105.5703 – Contingencies – Treasurer
TO
101.1105.5611 – Special Projects Assessment Interest – Treasurer**

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**\$1,721.07 – 101.1105.5703 – Contingencies – Treasurer
TO**

101.1105.5610 – Motor Vehicle Tax Interest – Treasurer

**\$200,000.00 – 101.1105.5703 – Contingencies – Commissioners
TO**

101.1112.5401 – Countywide Contract Service – Commissioners

**\$1,000.00 - 101.1105.5703 – Contingencies – Commissioners
TO**

101.11085484 – Building Department Uniforms – Commissioners

**\$56.00 – 299.2006.5501 – Equipment CCW – Sheriff
TO**

299.2006.5301 – Supplies CCW – Sheriff

**\$75.00 – 656.6083.5402 – Contract Repairs – RPHF Solid Waste
TO**

656.6083.5455 – Ross County Revolving Fund – RPHF Solid Waste

**\$6,134.88 – 101.1105.5703 – Contingencies – Treasurer
TO**

101.1105.5609 – ALGT Interest – Treasurer

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
Creation of a New Line Items Approved:**

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

325.8208.5604 – Interest Fairgrounds Improvement Bond – Auditor

325.8108.5603 – Principal Fairgrounds Improvement Bond – Auditor

325.7103.5401 – Contract Services Fairgrounds Improvement Bond – Auditor

325.0000.4926 – Other Receipts Fairgrounds Improvement bond – Auditor

325.0000.4901 – Transfers In Fairgrounds Improvement Bond -Auditor

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
Creation of a New Fund Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for the creation of a NEW FUND:

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325 – Fairgrounds Improvement Sales Tax Revenue Bond - Auditor

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
Approve Issuance of Blanket Purchase Order (BL):

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

\$136.36 – 249.2035.5901 – EMA - Commissioners

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
Amended Certificate:

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

\$50,000.00 – ATP Grant – State Line Item – Juvenile Court

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 April Dengler, Deputy County Administrator:

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

- WDC Group informed Mrs. Dengler that the new gas meter has been installed. The second floor back offices are getting ready to be drywalled and the first floor is complete, inspected and already drywalled. The gravel from the south parking lot is being removed and transported to the Dog Shelter for use. Mrs. Dengler informed the Commissioners that we are officially on the August agenda for Historic District Review Board regarding the window replacement at Memorial Hall.
- The EMA 7th quarter EMA Performance Grant Cash Request has been completed and requested \$26,257.64. Mr. Dengler is waiting to hear from Tim Manns at Ohio EMA to see who can sign the grant request since Mr. Conrad is out. Tom Swisher, 800 MHz Director is covering the incoming EMA calls at this time during Mr. Conrad's absence. The PSAP Compliance Documentation Packet was due on June 15th regarding operation rules and Mrs. Dengler is working with Rob Jackson, Ohio 911 Administrator to get information submitted ASAP.
- The Chamber of Commerce night golf outing is this Thursday and Mrs. Dengler plans to attend.
- Mrs. Dengler will be the Prevailing Wage Coordinator for the Fairgrounds Revitalization Project. Payroll will be submitted to Mrs. Dengler for review of prevailing wage rates.

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In the Matter of
Fairgrounds Improvement Sales Tax Revenue
Bond Anticipation Notes Series 2018A:

The Commissioners reviewed the Fairgrounds Improvement Sales Tax Revenue Bond Anticipation Notes Series 2018A, to issue \$3,000,000 in notes secured by the County for the financing of the Pickaway County Fairgrounds Revitalization Project.

After the review, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve and sign the Fairgrounds Improvement Sales Tax Revenue Bond Anticipation Notes, Series 2018A.

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
Fairgrounds Improvement Sales Tax Revenue
Bond Anticipation Notes Series 2018B:

The Commissioners reviewed the Fairgrounds Improvement Sales Tax Revenue Bond Anticipation Notes Series 2018B, to issue \$3,005,000 in notes secured by the County for the financing of the Pickaway County Fairgrounds Revitalization Project.

After the review, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve and sign the Fairgrounds Improvement Sales Tax Revenue Bond Anticipation Notes, Series 2018B.

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
Fairgrounds Improvement Sales Tax Revenue
Securities with US Bank National Association:

The Commissioners reviewed the Fairgrounds Improvement Sales Tax Revenue Securities with US Bank National Association, to issue securities for the financing of the Fairgrounds Improvement Sales Tax Revenue Securities with US Bank National Association.

After the review, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve and sign the Fairgrounds Improvement Sales Tax Revenue Securities with US Bank National Association.

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 Brad Lutz, County Administrator:

The following is a summary of the report provided by Brad Lutz, County Administrator:

- Mr. Lutz and Mrs. Dengler met with Marc Rogols, Dog Warden to discuss emergency calls during off hours. Mr. Rogols would like to end after hours calls. The Dog Shelter's budget is at its max with the overtime and dog licenses fee revenue has reduced from \$90,000 to \$82,000. Mr. Rogols has

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done such a great job with promoting adoptions, but the number of dog adopted since 2015 has decreased. The lost funds from decreased adoptions was subsidized by monetary donations to the Dog Shelter. The shelter's expenses are very well maintained but Mr. Rogols feels that the on call overtime causes a strain on the shelters budget and could be eliminated. Mr. Rogols stated that the Village of Ashville has kennels at the police station that they use to hold a dog until the Dog Shelter resumes open and he has not received a call from the village during off duty hours. The Commissioners requested to gather the total number of dogs, overtime hours paid, etc. The Auditor reported the total overtime in 2016 was \$9,000; in 2017 was \$11,300; and total year-to-date \$10,000. The shelter has enough money in their fund to get them through the rest of the year. The Commissioners will follow up with a decision in the near future.

- Report of foreclosures filled in the Pickaway County Clerk of Courts:
 - 2018 – 91
 - 2017 – 79
 - 2016 – 88
 - 2015 – 81
 - 2014 – 98
- The 800 MHz changeover took longer than expected, but Pickaway County law enforcement switched to the new system on July 26. The only users remaining on EDACS are the jail, which is hoping to move them over next week, and the school emergency radios, which should be completed in August. After that the EDACS system will be shut down.
- The Sofidel virtuous circle tour for the opening of the new integrated plant is to be October 3rd.

In the Matter of
Corna-Kokosing Contract Agreement Signed for
The Pickaway County Fairgrounds Revitalization Project:

The Commissioners reviewed the contract with Corna-Kokosing, for construction and services in connection with the Pickaway County Fairgrounds Revitalization Project.

After the review, Commissioner Wippel offered the motion, seconded by Commissioner Henson, to approve and sign subject to the Commissioners first receiving information from legal counsel relative to the above-described contract with Corna-Kokosing.

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
Vacation Request Change Approved for
Inclusion in the Pickaway County Policy & Procedure Manual:

Clemans, Nelson & Associates provided a revised copy of the vacation policy the Commissioners' reviewed on July 31, 2018 and had made some revisions.

After reviewing the revised policy, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, for its approval that will be included in Section 4.04 of the Pickaway County Policy & Procedure Manual that a vacation request of more than two (2) consecutive weeks must be approved by the Appointing Authority.

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
Change Order #1 Approved for
2018 County and Township
Resurfacing Program, Contract A:

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Upon reviewing the following Change Orders, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, for their approval for the **2018 County and Township Resurfacing Program, Contract A Project**: Change Order #1 in the amount of \$1,474.34 with Darby Creek Excavating, Inc.;

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

Attest: Angela Karr, Clerk

In the Matter of
Travel Authorizations Approved for
Job & Family Services Employees:

The Commissioners reviewed and signed the 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 August 2018, at the total probable cost \$1,840.68.

In the Matter of
Quarter Investment Committee Review:

Ellery Elick, Treasurer and Dennis Yacobozzi, United American Capital Corporation, opened the meeting on behalf of the Investment Committee. Mr. Yacobozzi asked Mr. Wippel about the effect of tariffs on the farmers in the area. Mr. Wippel responded that he has seen some changes that have definitely affected local farmers. This may be a short term issue and the agricultural industry must adapt. Mr. Yacobozzi explained that the bond market is currently on a slow drift upward to higher yields and steps are being taken to prevent any inflation. The County Treasurer has moved monies since last meeting into commercial paper investments resulting in an increase of short term income. The Treasurer strives to maintain liquidity in the portfolio to be able to react to any unforeseen need for funds. Mr. Yacobozzi said if there is no further inflation, then our portfolio should not decline in market value because the yield is on the front end of the curve. Tariffs could add inflation to the market and Mr. Yacobozzi suggested we increase the commercial paper investment portion of the portfolio. Commissioner Stewart explained that the county may or may not lose the Medicaid transition funds, however, any increased sales tax revenues should make up some of the loss if this happens. The Commissioners thanked Mr. Yacobozzi and Mr. Elick for the quarterly investment review and update.

In the Matter of
Weekly Dog Warden Report:

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending July 28, 2018.

A total of \$370 was reported being collected as follows: \$120 in adoptions; \$30 in boarding revenue; \$90 in dog licenses; \$30 in dog license late penalties and \$100 in redemptions.

Twelve (12) stray dogs were processed in; three (3) dogs were adopted.

With there being no further business brought before the Board, Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, 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

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Brian S. Stewart, Commissioner
BOARD OF COUNTY COMMISSIONERS
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Attest: Angela Karr, Clerk