

**TUESDAY, MAY 9, 2017**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

Commissioners met in Regular Session in the Pickaway County Annex, 141 West Main Street, Suite 400, Circleville, Ohio, on Tuesday, May 9, 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 May 2, 2017, 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  
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 May 3, 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 \$115,816.57 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  
Report Provided by Dave Conrad:**

The following is summary of the report provided by Dave Conrad, EMA Director:

- The Pickaway County LEPC Exercise will take place at the Circleville City Schools campus on Thursday, where a simulated HAZMAT incident will occur and the schools will be incorporating its evacuation plan into the exercise. Mr. Conrad invited the commissioners to attend and observe the exercise.
- Mr. Conrad will be speaking at the Safety Council luncheon regarding emergency preparedness later in the day that will be held at the Circleville Fire Department on North Court Street.

**In the Matter of  
Report Provided by Erica Tucker:**

The following is a summary of the report provided by Erica Tucker, RPHF Joint Solid Waste Administrative Assistant:

- Mr. Tucker and Tom Davis, RPHF Coordinator, met with Rumpke Recycling last week and recycling bins will be placed at Jims Pay & Save on N. Court St. that will be visible from the road. Jims & Pay Save has existing cameras at the site that will monitor the bins.

**TUESDAY, MAY 9, 2017**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

- Plans are being made to change the configuration of the recycling bins behind Snap Fitness and place gravel in around the area.
- Arrangements have been made for a cardboard recycling container to be placed behind the Pickaway County Annex that will also be utilized by the Pickaway County Building Department. Arrangements will also be made to place a cardboard recycling container in the basement of the courthouse.
- Plans are being finalized for the Pickaway County Health & Safety Week events that will take place next week for county employees.

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

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

**Resolution No.: PC-050917-1**

WHEREAS, the Pickaway County Budget Commission granted an AMENDED CERTIFICATE in the amount of \$958,904.57 for the Auto License & Gas Tax Fund #201; then

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriate the following funds for expenditure for period ending December 31, 2017:

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**  
**Creation of New Fund:**

Commissioner Henson offered the motion, seconded by Commissioner Stewart, to approve the following request for the CREATION OF A NEW FUND: that includes the following creation of associated LINE ITEMS:

**Fund #657 – Pumpkin Show Recycling Grant**

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**  
**Creation of New Line Items:**

Commissioner Henson offered the motion, seconded by Commissioner Stewart, to approve the following request for the CREATION OF A NEW FUND: that includes the following creation of associated LINE ITEMS:

**657.0000.4556 – Local Share**  
**657.0000.4557 – State Share**  
**657.0000.4901 – Transfers In**  
**657.0000.4910 – Advances Out**  
**657.6084.5301 – Supplies**  
**657.6084.5401 – Contract Services**  
**657.6084.5404 – Advertising/Printing**  
**657.6084.5501 – Equipment**  
**657.6084.5801 – Advance Out**  
**201.3012.5506 – Engineer – Contract Project-On behalf**

**TUESDAY, MAY 9, 2017  
OFFICE OF THE BOARD OF COMMISSIONERS  
PICKAWAY COUNTY, OHIO**

**201.3012.5401 - Engineer Contract Service-On behalf**

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  
Appropriations Approved:**

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

**958,904.57 to 201.0000.4559 – Engineer-Township/Municipalities  
958,904.57 – Engineer-Township/Municipalities-Contracts  
45,000 to 101.1105.5703 – Contingencies  
51.55 to 101.1105.5703 – Contingencies  
576.11 to 101.1105.5703 – Contingencies  
60,000 to 101.1105.5703 – Contingencies  
60,000 to 101.1105.5703 – Contingencies  
90,000 to 101.1105.5703 - Contingencies**

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 Stewart, to approve the following requests for the TRANSFER and RE-APPROPRIATION OF FUNDS:

**45,000 from 101.1105.5703 – Contingencies  
To  
101.1112.5401 – Countywide Contract Services  
  
51.55 to 101.1105.5703 – Contingencies  
To  
101.1105.5611 – Interest-Special  
  
576.61 to 101.105.5703 – Contingencies  
To  
Motor Vehicle Permissive Tax-Interest  
  
60,000 from 101.1105.5703 – Contingencies  
To  
101.1114.5901 – Data Processing  
  
90,000 from 101.1105.5703 – Contingencies  
To  
101.6102.5499 – Soil & Water Conservation District-Agricultural Grant**

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

**TUESDAY, MAY 9, 2017**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

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

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

**90,000 from 101.6102.5499 – Soil & Water Conservation District-Agricultural Grant  
To  
601.0000.4513 – Soil & Water Conservation District-County Match**

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  
Travel Authorizations Approved:**

Commissioner Stewart offered the motion, seconded by Commissioner Henson, to approve the following Travel Authorizations:

Sheriff Robert Radcliff to attend the National Sheriff Association's 2017 Annual Conference to be held in Reno, Nevada from June 23<sup>rd</sup>, through June 28<sup>th</sup>, at the total probable cost of \$2,750 for registration and expenses;

Lt. Dale E. Parish to attend the National Sheriff Association's 2017 Annual Conference to be held in Reno, Nevada from June 23<sup>rd</sup>, through June 28<sup>th</sup>, at the total probable cost of \$2,750 for registration and expenses.

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 April Dengler:**

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

- The commissioners were informed of an email the Pickaway County Building Department received from Jason Lawless, Village of New Holland Administrator, listing the addresses of 4 vacant homes in the village that are dilapidated and attracting animals that could be dangerous to the residents of the community. The building department responded to the email by stating that it will inspect the homes from the public ways, and that the department inspects violations of building codes, however, not property maintenance codes. The building department went on to state it will inspect any properties that are requested for building code violations and that they have worked with the Health Department in the past to clean up problem properties.
- Mrs. Dengler and Jon Brown, Maintenance Supervisor, along with Joy Ewing, toured the building on South Pickaway Street with one of the architectural firms that will be responding to the request for proposals for renovations to the building on South Pickaway Street for the relocation of the Pickaway County Job & Family Services Dept. The firm wanted to gain a visual concept of the interior of the building prior to submitting its proposal.
- James Dean, Pickaway County Clerk of Courts, provided the following information related to the number of foreclosures over the past 4 years: 45 in 2017; 57 in 2016; 48 in 2015; and 65 in 2014.
- So far, 30 employees have signed up to give blood for the Red Cross Blood Drive that will be held during next week's Health & Safety Week event, and 58 employees participated in the bio-screenings last Friday. Another bio-screening session is expected to be scheduled sometime in June

**TUESDAY, MAY 9, 2017**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

**In the Matter of**  
**Resolution Adopted Approving**  
**Resolution Re-Plat of Pewamo Subdivision-Lot 2-Phase 2:**

Terry Frazier, Development & Planning Director, met with the commissioners to present a Re-Plat for the Pewamo Subdivision-Lot 2-Phase 2, related to the 200+ acre Sofidel parcel. The plat subdivides the north part of the parcel that is currently under construction for Phase 1 of Sofidel's development project, and the south half will be vacant for a possible Phase 2. The creation of the 2 parcels was approved by the Pickaway County Planning Commission a few weeks ago, and the re-plat has since been before and approved by all stakeholders.

Following the commissioner's review of the re-plat, Commissioner Stewart offered the motion, seconded by Commissioner Henson, to adopt the following Resolution:

**Resolution No.: PC-050917-2**

BE IT RESOLVED, that the Pickaway County Commissioners accepted and approved the Re-Plat of Lot 2 of Pewamo Subdivision- Phase 2, Pickaway Township; then,

THEREFORE BE IT RESOLVED, that all right-of-ways for roads, streets, and easements be accepted for public use as shown on said plat.

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**  
**Soil & Water Conservation District Update:**

Tawn Seimer, Administrator of the Pickaway County Soil & Water Conservation District (SWCD) office, met with the commissioners to provide the district's quarterly update. Also in attendance were Clyde Ohnewehr, Secretary for the SWCD Board of Supervisors, and Arista Hartzler, District Technician, were also in attendance.

Topics reviewed included:

- The county's \$90,000 agricultural contribution provided to the SWCD office is expected to receive a 69% match from the Ohio Department Agriculture. Last year, the match was 71%. Talks have been held with state representatives and senators in attempting to obtain a 1 to 1 match for SWCDs.
- Staff and supervisors attended the annual Ohio Federation of SWCD meetings in Columbus and participated in several workshops and training sessions held throughout the event that was held February 26<sup>th</sup> – 28<sup>th</sup>.
- SWCD offices are now audited by the Auditor of State's Office as SWCD offices now are under the purview of the Ohio Department of Agriculture. Previously, audits were conducted by the Ohio Department of Natural Resources.
- Arista Hartzler was hired as a District Technician 1. Ms. Hartzler first began part-time on February 6<sup>th</sup>, and became full time on May 1<sup>st</sup>, after graduating from Ohio University at the end of April.
- Montana McFarland is the new Education Coordinator that began on a part-time basis on April 5<sup>th</sup>. She will be graduating from Wilmington University begin on a full-time basis on May 15<sup>th</sup>, after graduating from Wilmington University at the end of this week. Montana is a 2013 Logan Elm High School graduate.
- The SWCD office has 10 new and renewed affiliate memberships, and 5 of them were corporate memberships.
- Poster contestants were recognized and given awards for the 2017 Soil & Water Stewardship Poster Contest. This year's theme was "Healthy Soils are Full of Life." There were approximately 150 entries from 4<sup>th</sup> – 9<sup>th</sup> graders from various county school districts. Placemats of the winning posters were created that will be used at Captain D's and Bob Evans in Circleville during the Soil & Water Stewardship week.

**TUESDAY, MAY 9, 2017**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

- The Area 5 Envirothon was recently held on April 26<sup>th</sup>, at the Scioto Grove Metro Park in Franklin County. Pickaway County had two teams from Westfall FFA, and one team from Logan Elm FFA that participated in the competition.
- The SWCD office applied for and received a 2017 Healthy Soils education mini-grant in the amount of \$999.95, with the option of \$490 in-kind from the district to create a project for “Pick-A-Way to Healthy Soils” campaign. The campaign began with tree sale customers, and 98 buckets with soil testing information for a free soil sample test from Spectrum Analytic, Inc. were distributed. A total of 22 samples were gathered and analyzed by Spectrum Analytic, Inc. and the results were provided to the participants, and SWCD office will assist them with questions related to the results of the soil tests. The SWCD office is reviewing funding that would be used to evaluate the need to offer the free soil sampling to another groups of participants.
- The Pickaway County and Fairfield County SWCD offices conducted a combined Contractor’s Workshop on February 2<sup>nd</sup>, with 25 attendees. The workshop was related to the rules and specifications to follow for waterway projects.
- Aaron Mosley, District Technician, has completed the engineering plans and is finalizing the specifications for the Howards Drainage Improvement project and will submit them to Chris Mullins, County Engineer, by the end of the week.
- There are 21 waterway projects ready to be constructed, 8 of which will be constructed this season. The SWCD staff is working on other waterway projects that are in the survey and design phase.
- Rod Skidmore, NRCS Civil Engineer, retired on April 1<sup>st</sup>, after 32 years of service.
- The SWCD recently held its annual fish and tree sale. There were 29 customers who purchased 19,731 fish, of which 15,000 were minnows. There were approximately 100 customers that purchased 5,830 of a variety trees, and approximately 400 various plants were sold, along with approximately 10 acres of seeds. The SWCD had to quarantine and address a Canadian hemlock wooly adelgid disease found on tree seedlings had come from an ODA approved tree nursery in Tennessee. ODA plans to discontinue purchasing trees from the nursery, which the agency has utilized for the past 10 years.

At the conclusion of the meeting, the commissioners thanked everyone for the update.

**In the Matter of**  
**Meeting with County Auditor to**  
**Review April Revenue & Expenditure Reports:**

Melissa Betz, County Auditor, met with the commissioners and reviewed the month of April’s revenue and expenditure reports. The General Fund balance at the end of April was \$6,367,550.67, and the balance for the day was \$6,477,935.79. Revenue is higher than originally anticipated, primarily related to real estate conveyances and sales tax that has remained steady, and no areas of concern were noted upon reviewing departmental operating expenses to date.

Mrs. Betz informed the commissioners that the county’s GIS coordinator has been fielding inquiries from the Grove City GIS coordinator regarding mapping related to the Grove City Dispatch Center’s handling fire and EMS dispatching for calls from within Scioto Township (exclusive of the Village of Commercial Point); that a contract was signed last week; and, the change is expected to occur this week. The commissioners stated that they had been previously informed that the township trustees were exploring the matter; however, they had not been notified of an officially signed contract, and told Mrs. Betz that they will look into the issue.

Mrs. Betz stated that a County Auditor Association of Ohio meeting is scheduled for tomorrow related to how CAUV valuations would change if it remains in the governor’s state budget bill.

At the end of the meeting, the commissioners thanked Mrs. Betz for the review.

**In the Matter of**  
**Meeting of Pickaway County**  
**Investment Advisory Committee to Review**  
**January 2017 – March 2017 Investment Portfolio:**

**TUESDAY, MAY 9, 2017**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

The Pickaway County Investment Advisory Committee met to review the Quarterly Investment Portfolio Report for the period January 31, 2017 – March 31, 2017, with Kevin Klingel, Senior Vice President/Portfolio Manager, with the United American Capital Corporation.

Ellery Elick, Pickaway County Treasurer and Chairman of the Investment Committee, called the meeting to order, and turned it over to Mr. Klingel, who opened the meeting by stating that all investments made are in compliance with Ohio law and the county's investment policy.

During a brief summary of the state of the national economy, Mr. Klingel mentioned the federal interest rate hike of 0.25% that occurred last month that was previously not anticipated to occur until June. Two more rate hikes are anticipated to this year, one in June and another one in December. Mr. Klingel stated that overall there are no change in plans for the county's investment strategy.

Then reviewed were yield curve comparisons over a two-year period, along with the county's portfolio inventory, transactions, income, portfolio analysis, and market analysis.

Following a question and answer session, the commissioners thanked Mr. Klingel for the quarterly investment report.

**In the Matter of**  
**Conference Call with Robert Berquist, Administrative Consultant,**  
**Related to Changes to the Community Development Block Grant (CDBG)**  
**Allocation Program Recently Implemented by the Ohio Development Services Agency:**

A conference call was held with Robert Berquist, of Berqshire, LLC, the county's contracted CDBG Administrative Consultant, wherein he provided an update for the commissioners informing them that the Ohio Development Services Agency (ODSA) recently made changes to the CDBG Formula Allocation program. In essence, starting with the program year 2017, ODSA divided the 88 counties in Ohio into two groups and each group will receive biannual CDBG allocations, and Pickaway County fell into the 2018 funding group. Therefore, there will not be a 2017 allocation; however, in 2018, the allocation will reflect a 2017 and 2018 funding level. Essentially, this means that the county will be receiving approximately \$250,000 in 2018, which will allow for larger projects, and the possibility of being able to increase the number of projects implemented each year through this new biannual funding structure to 6 was discussed. Over the past few years, ODSA has limited counties on the number of projects to a maximum of 4 per year.

Mr. Berquist stated that the 2017/2018 Community Development Implementation Strategy (CDIS) the commissioners approved several weeks ago will still be in effect, and the identified projects will be eligible for funding in 2018. Essentially, the project will be put on hold.

Letters will be sent to all entities listed on the CDIS informing them of the recent changes ODSA made to the CDBG allocation program. Mr. Berquist noted, however, that the project applications submitted this year by various entities will need to be updated next year with the current cost pricing.

On another note, Mr. Berquist mentioned the CDBG Economic Development grant that was received for the Love's Travel Stop road improvements. He was recently selected as the grant /consultant after the county solicited RFQ/RFPs. He indicated that an amendment to the grant agreement will be required as it lists June 30<sup>th</sup>, as the project completion date.

Following a brief question and answer session, the commissioners thanked Mr. Berquist for the update.

**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 May 6, 2017.

A total of \$455 was reported being collected as follows: \$160 in adoptions; \$180 in dog licenses & kennel licenses; \$40 in private donations; \$75 in redemptions.

**TUESDAY, MAY 9, 2017  
OFFICE OF THE BOARD OF COMMISSIONERS  
PICKAWAY COUNTY, OHIO**

Ten (10) dogs were processed in; four (4) 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, 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