

TUESDAY, OCTOBER 2, 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, October 2, 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
County Marketing:**

Ryan Scribner, P3, Amy Elsea with the Pickaway County Chamber of Commerce, and Tim Wilson of the Pickaway County Visitors Bureau met with the Commissioners to discuss a new regional marketing option available to Pickaway County which would be akin to “Experience Columbus” which has been used successfully in Franklin County. Mr. Scribner, Ms. Elsea and Mr. Wilson have talked with multiple public relations and marketing companies about a new initiative to raise awareness of what our community has to offer. Mr. Scribner and the group believes they have narrowed it down to a consultant that will develop the county’s story and show what it has to offer visitors and consumers alike. Other communities are engaging in similar ventures and the group would like to select a consultant that is familiar with a county our size.

Mr. Wilson is working with Experience Columbus and trying to emulate their success in economic development and business development in addition to promoting the reputation of Pickaway County and what it has to offer as living for families and businesses. Columbus 2020 and Experience Columbus can help with taking the next step to promote the Pickaway County.

Mrs. Elsea believes this is a good program to capitalize on the momentum in Pickaway County. The County continues to attract chamber members from outside the area due to all the growth that is going on in our County. Mrs. Elsea feels we need to tell more of Pickaway County’s story from the past and current, as there are new businesses, expansion and growth. Teaming with Experience Columbus would allow for a more encompassing package that would include the Chamber of Commerce, P3 and the Board of County Commissioners.

Mr. Scribner, Mrs. Elsea and Mr. Wilson all understand that there are limited resources and now that they need to build in scalability because Pickaway County is going to keep improving. Mr. Scribner stated that P3 was approved to bring on a third employee as part-time to be designated to administrative duties. This is a program that will take time to implement within all the County departments, but they can help promote the logo and message of the program.

Commissioner Stewart asked what the decision-making process will be and Mr. Scribner clarified that the stake holders contributing financially would have the final decision and the Pickaway County Board of Commissioners is the only governmental entity that will be included in the decision process. Mr. Wippel suggested to keep the agricultural side included in what the county has to offer. P3, Welcome Center and the Chamber of Commerce are all willing to offer \$10,000 each toward the project and requested \$12,000 from the Commissioners to start the program. The Commissioners thanked the group for the information and their enthusiasm for the program.

**In the Matter of
Healthcare Concern:**

Arlene Blue, a registered nurse, stopped in to discuss with the Commissioners an article she had seen in the local newspaper about PICCA in hopes of opening a homeless shelter. Pickaway County currently does not have a homeless shelter and she wanted to share her thoughts of what could be offered as healthcare to the homeless or homeless shelters. Mrs. Blue’s understanding is that the Health Department does not offer any type of medical care for these types of facilities and she has taken an interest in avenues to start doing so. Her proposal is to offer a healthcare clinic in the homeless shelter and asked for the Commissioners support. Mr. Stewart explained that the County does not not have a hand in how PICCA runs their facilities but there may be funding through Ohio Department of Health or HUD. Mr. Henson informed Mrs. Blue that PICCA provides a lot of transportation and he could see them wanting to help with the transportation for the shelter. Mr. Henson suggested that Mrs. Blue reach out to PICCA with her idea. Mr. Stewart could see issues with the funding for a full-time clinic, however, there may be funding available for a clinic with set hours for particular days and not a free-standing clinic open at all hours. Mrs. Blue requested a photo and thanked the Commissioners for their time.

**TUESDAY, OCTOBER 2, 2018
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

**In the Matter of
Minutes Approved:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the minutes from September 25, 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 Harold Henson 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 October 3, 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 \$343,434.52 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 Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests for the APPROPRIATION OF FUNDS:

\$18,050.00 – 501.6915.5102 – Countywide Sewer District – Employees Salary - Sanitary

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

**\$16,000.00 – 201.3006.5504 – Auto License & Gas Tax Fund 201 -Land – Engineer
TO
201.3007.5506 – ALGT Contracts/ Projects – Engineer
\$5,200.00 – 201.3006.5504 – Auto License & Gas Tax Fund 201 -Land – Engineer
TO
201.3007.5505 – ALGT Material/ Supplies - Engineer**

TUESDAY, OCTOBER 2, 2018
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

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: Potential change order for the parking lot at the CRC Building. There are four sinkholes that are in the parking lot that are deep enough that they fill with water and there is some gartoring on the north end of the parking lot. Options would consist of filling the holes and reseal or repave the entire parking lot at an estimate of \$55,000. The projected completion date of the CRC Building is now December 14th due to the security on the doors is back logged.
- There are three options for the purchase of windows for the Memorial Hall Window Replacement Project:
 - Replacement Option One: Includes west elevation and north elevation with 29 window openings and would total \$327,708.90.
 - Replacement Option Two: Would be the east side only and would replace 49 window openings totaling \$237,236.82.
 - Replacement Option Three: North elevation only and is the main entrance side. It would consist of replacing 64 window openings at \$327,341.93 for the project total.
- Additional Pumpkin Show Parking Passes need to be submitted to the City of Circleville Police Department to receive passes for county employees. The passes will allow employees to park on designated county parking lots.

In the Matter of
Oath of Darrin M. Flick
As EMA Director:

Commissioner Wippel administered the loyal oath as prescribed in Section 5502.34 of Ohio Revised Code for the appointment of Darrin M. Flick as the Director of Emergency Management.

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to authorize Commissioner Jay Wippel to sign the Record of Appointment of Director of Emergency Management certifying that Darrin M. Flick has been duly appointed as Director of Emergency Management on behalf of the 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
Executive Session:

At 10:07 a.m., Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, 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 Mr. Lutz and Mrs. Dengler in attendance.

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

Attest: Angela Karr, Clerk

At 10:41 a.m., the Commissioners exited Executive Session and Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to resume Regular Session.

TUESDAY, OCTOBER 2, 2018
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

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

Attest: Angela Karr, Clerk

No Action taken.

In the Matter of
Appointment of April I. Dengler as County Administrator in
The Pickaway County Board of Commissioners' Office:

Commissioner Wippel offered the motion, seconded by Commissioner Stewart, to appoint April I. Dengler, 339 Meadow Lane, Circleville, Ohio 43113, for the unclassified position of County Administrator in the Pickaway County Commissioners' office at the rate of \$35.50 per hour, effective October 22, 2018.

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
Community Development Block Grant and
Love's Travel Stops Project:

Robert Berquist, of Bershire LLC, met with the Commissioners to discuss the Love's Travel Stops project and the PY2018 CDBG Allocation program. Mr. Berquist informed with regards to the 2018 certification, we are waiting for Haven House to supply information from the contractor and Lisa Johnson submitted her thoughts on the completion to be lower than intended. The Love's Project was a large project and the administration fees were only a grant of \$10,000, when in fact there may have been three grants available. Mr. Berquist filed for an extension and it was approved to allow him time to meet up with departments to gather information. Love's actually provided the financing for the project and we received reimbursement to pay to Love's back for the loan. \$44,000 has been reimbursed to Love's as payment on the loan and the project may not use up to the full \$50,000 quoted. The final forms need to be submitted to complete and close out the project.

Mr. Berquist addressed that six months ago, this board approved \$15,000 to be paid to him for work to be completed for the FY2018 CDBG Critical Infrastructure Program and he thanked the Commissioners for that and wanted to know how he can get back at that status or make thing right to have a working relationship with the Board again. Mr. Stewart stated that he was under the understanding that the \$15,000 was to be paid if the project was awarded and the project did not get funded for new projects for the Critical Infrastructure CDBG. Mr. Stewart informed Mr. Berquist that we were in receipt of notification that the application was not submitted correctly and was missing information. The letters will be forwarded to Mr. Berquist for his review. Mr. Berquist informed that the New Holland Road improvements will not be approved and may be able to look into other options to get the project completed. He will keep in touch and contact the Commissioners when the next steps will need to be taken for the CDIS next year.

In the Matter of the
Approval of the Environmental Review Record
For PY2018 CDBG Allocation Program:

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Jay Wippel to sign the following Environmental Review Record Certification for the PY2018 CDBG Allocation Program.

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

Attest: Angela Karr – Clerk

TUESDAY, OCTOBER 2, 2018
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

**In the Matter of the
Approval of the Job Certification
For the Love's Travel Stop Project:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Jay Wippel to sign the following Ohio Development Services Agency Job Certification Summary for the Love's Travel Stops project.

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

Attest: Angela Karr – Clerk

**In the Matter of the
Approval of Pickaway Health Services
Jail Coverage Agreement:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following Pickaway Health Services Jail Coverage Agreement between the Pickaway County Sherriff's Office and Pickaway Health Services, Berger Health Partners.

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

Attest: Angela Karr – Clerk

**In the Matter of the
Approval of Ohio Public Works Commission
Appendix E – Disbursement Request Form and Certification
For the 2018 County and Township Resurfacing Project:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commission Brian Stewart to sign the following Ohio Public Works Commission, Appendix E Disbursement Request Form and Certification for the 2018 County and Township Resurfacing Project.

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

1. Fairgrounds update: There was a change done to the horse barn to allow the addition of 4-8 stalls to the barn. Also, diagrams were provided of the water drainage system as it is now with water flowing on to the Fairgrounds property. City of Circleville employees reviewed the plans and stated that there is no reasons that the City needs to run the water drainage onto the Fairgrounds property. The water is gushing onto pad F at the renovation site and needs to be addressed. A pump will be placed to pump the water out, but permanent arrangement will need to be addressed with the City of Circleville. Mr. Lutz presented a change order for the bollards. Mr. Lutz is meeting with Tim Wilson to discuss an Event Planner for the Pickaway Agricultural and Event Center. The Maintenance Contract need to be presented to the Fair Board for review and approval and the contract will allow for a full-time maintenance employee designated for use at the Fairgrounds property.

TUESDAY, OCTOBER 2, 2018
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

2. Mr. Lutz will be attending the Fire Chief Association meeting tomorrow to introduce Darrin Flick as the new EMA Director and 911 Coordinator.
3. Foreclosures recorded in the Pickaway County Common Pleas Court, Clerk of Courts:
 - 2018 – 106
 - 2017 – 101
 - 2016 – 113
 - 2015 – 103
 - 2014 – 131

**In the Matter of the
Change Order/ Cost Estimate No. 5 signed for the
Pickaway Agricultural and Event Center, Bulletin #5:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following Change Order No. 5 related to bollards for the Pickaway Agricultural and Event Center Fairgrounds Revitalization Project, Bulletin #5.

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

Attest: Angela Karr – Clerk

**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 29, 2018.

A total of \$180 was reported being collected as follows: \$40 in adoptions; \$45 in dog licenses; \$30 in dog license late penalty; \$40 in owner turn-ins; and \$25 in redemptions.

Three (3) stray dogs were processed in; and one (1) dog was 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, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Jay H. Wippel, President

Harold R. Henson, Vice President

Brian S. Stewart, Commissioner

BOARD OF COUNTY COMMISSIONERS
PICKAWAY COUNTY, OHIO

Attest: Angela Karr, Clerk