

MONDAY, JANUARY 14, 2008
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 Monday, January 7, 2008, with the following members present: Mr. Glenn D. Reeser; Mr. Jay H. Wippel; and Mrs. Ula Jean Metzler. Daniel V. Bradhurst, County Administrator, was also in attendance.

Due to time constraints the Minutes from January 7, 2008, were not read and approved on this day; however, they will be read for approval on the next Regular Meeting day of the Commissioners, being Tuesday, January 22, 2008.

**In the Matter of the
Commissioners' 24th Annual
Prayer Breakfast:**

The Commissioners hosted their Twenty-Fourth (24th) Annual Prayer Breakfast, held at the Pickaway Senior Center, with guest speaker Pastor Barry Burns of the Community United Methodist Church of Circleville.

State and local elected officials along with other representatives of governmental entities, agencies, public services, and various community organizations as well as representatives in the field of education attended the breakfast.

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

Mrs. Metzler offered the motion, seconded by Mr. 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 January 11, 2008, in the Commissioners' Voucher Register, and

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 \$359,530.77 on the County Treasurer to satisfy the same.

Voting on the motion was as follows: Mr. Reeser, yes; Mrs. Metzler, yes; Mr. Wippel, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

**In the Matter of
Re-Appointment of Unclassified
Positions for Year 2008:**

Mrs. Metzler offered the motion, seconded by Mr. Wippel to re-appoint all current employees to the following unclassified positions for year 2008:

- County Administrator
- Clerk to the Board of Commissioners
- Director of the Office of Development and Planning
- County Emergency Management Agency (EMA) Director
- County Dog Warden

Voting on the motion was as follows: Mr. Reeser, yes; Mr. Wippel, yes; Mrs. Metzler, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

In the Matter of

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**Designation of Commissioners’
Office Hours and Weekly Meeting Day for 2008:**

Mr. Wippel offered the motion, seconded by Mrs. Metzler designating Monday through Friday, 8:00 a.m. to 4:00 p.m. as the office hours for the Pickaway County Commissioners for year 2008, with Monday of each week set as the Commissioners’ regular meeting day. Should a holiday fall on a Monday, the regular meeting day will be Tuesday of that same week.

Voting on the motion was as follows: Mr. Reeser, yes; Mr. Wippel, yes; Mrs. Metzler, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

**In the Matter of President of the
Pickaway County Board of Commissioners
Appointed for Year 2008:**

Mrs. Metzler offered the motion, seconded by Mr. Reeser appointing Jay H. Wippel as President of the Pickaway County Board of Commissioners for year 2008.

Voting on the motion was as follows: Mr. Reeser, yes; Mr. Wippel, abstain; Mrs. Metzler, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

**In the Matter of Vice-President of the
Pickaway County Board of Commissioners
Appointed for Year 2008:**

Mr. Wippel offered the motion, seconded by Mr. Reeser appointing Ula Jean Metzler as Vice-President of the Pickaway County Board of Commissioners for year 2008.

Voting on the motion was as follows: Mr. Reeser, yes; Mr. Wippel, yes; Mrs. Metzler, abstain. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

**In the Matter of
Allocation of November 2007
Sales Tax Collections:**

Mr. Wippel offered the motion, seconded by Mrs. Metzler to allocate the November 2007, Sales Tax Collections in the following manner:

21,000 to 401.0000.4122 – Sales Tax Reserve
405,984.74 to 101.0000.4121 – General Fund

Voting on the motion was as follows: Mr. Reeser, yes; Mrs. Metzler, yes; Mr. Wippel, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

**In the Matter of
Resolution Adopted for Annual
Road Load Reduction for Blaine Road:**

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The Pickaway County Board of Commissioners received a Resolution adopted by the Darby Township Trustees requesting that the legal load limit on Blaine Road be reduced by 50% from November 1 to April 1 of each year as preservation efforts until otherwise resolved.

Following further discussion of the request, Mrs. Metzler offered the motion, seconded by Mr. Wippel to adopt the following Resolution:

Resolution No.: PC-011408-1

WHEREAS, the Darby Township Trustees have viewed the condition of Blaine Road, a Township Road, located in the Township of Darby, and

WHEREAS, the Darby Township Trustees, in an effort to preserve said road, have deemed it necessary to reduce the legal load limit, and

WHEREAS, the Pickaway County Board of Commissioners received **Resolution #01-2008**, dated January 7, 2008, from the Darby Township Trustees, requesting an annual legal load limit on Blaine Road, then

THEREFORE BE IT RESOLVED by the Pickaway County Board of Commissioners, all members concurring, that **the legal load limit on Blaine Road be reduced by 50% from November 1, to April 1, of each year until resolved otherwise, then**

THEREFORE BE IT FURTHER RESOLVED that the Darby Township Trustees are responsible for the posting of all necessary signage related to the annual legal load limit reduction.

Voting on the motion was as follows: Mr. Reeser, yes; Mr. Wippel, yes; Mrs. Metzler, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

**In the Matter of Annual Appropriation Approved for
Heart of Ohio Resources Conservation and Development:**

Mr. Wippel offered the motion, seconded by Mrs. Metzler to approve **\$200.00** as an annual appropriation for 2008, for Pickaway County's support and participation in **Heart of Ohio Resources Conservation and Development activities.**

Voting on the motion was as follows: Mr. Reeser, yes; Mr. Wippel, yes; Mrs. Metzler, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

**In the Matter of
Acceptance of Proposal of
Loan Arrangement for Foxlair Farms, Inc.**

Upon discussion of the proposal from Jim Bolin, II, CEO/President of *Foxlair Farms, Inc.*, the Pickaway County Board of Commissioners accepted the loan arrangement of a payment of \$35,000 to be paid by January 31, 2008, which represents the final two (2) of the remaining payments to the County of \$17,500 each (January 15, 2008; April 15, 2008 payment due dates) in reference to the Settlement Agreement between the Pickaway County Commissioners and *Foxlair Farms, Inc.*

**In the Matter of
Appropriation Approved:**

Mrs. Metzler offered the motion, seconded by Mr. Wippel to approve the following request for the APPROPRIATION OF FUNDS:

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37,574.72 to 290.2003.5501 – Communications Technology Grant-Equipment

Voting on the motion was as follows: Mr. Reeser, yes; Mr. Wippel, yes; Mrs. Metzler, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

**In the Matter of Issuance of
Blanket Purchase Orders Approved:**

Mrs. Metzler offered the motion, seconded by Mr. Wippel to approve the following requests for the ISSUANCE OF BLANKET PURCHASE ORDERS:

6,000 from 232.1155.5901 – Treasurer DETAC-Other Expenses
500 from 101.1120.5901 – Treasurer-Other Expenses
16,800 from 103.2041.5901 – Sheriff-Marine Patrol-Other Expenses
3,000 from 101.2001.5901- Emergency Management Agency-Other Expenses
8,000 from 246.4010.5901 – Dog & Kennel-Other Expenses
4,000 from 101.1206.5901 – Court of Appeals-Other Expenses
5,000 from 101.1106.5901 – Development & Planning-Other Expenses

Voting on the motion was as follows: Mr. Reeser, yes; Mr. Wippel, yes; Mrs. Metzler, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

**In the Matter of
Creation of New Line Item Approved:**

Mrs. Metzler offered the motion, seconded by Mr. Wippel to approve the following requests for the CREATION OF A NEW LINE ITEM:

401.7115.5956 – Dog Shelter Complex
401.7125.5955 – Office Building Complex

Voting on the motion was as follows: Mr. Reeser, yes; Mr. Wippel, yes; Mrs. Metzler, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

**In the Matter of
Job & Family Services
Monthly Update:**

Rojanne Woodward, Director of the Pickaway County Department of Job & Family Services (PCDJFS), met with the Commissioners to provide the agency's monthly update.

The first topic of discussion was in reference to modifications to the agency's **Compensation Policy for Non-Bargaining Unit Employees**. Upon completion of their review, Mrs. Metzler offered the motion, seconded by Mr. Wippel for the Board to approve the following modifications, **effective February 1, 2008**.

- **Longevity:** Clarification that longevity payment supplement shall be available for **full-time** employees who have completed a minimum number of years of service.
- **Insurance (Health/Dental/Vision):** Added reference that **full-time** employees may purchase health, dental, and vision insurance for themselves and their family.
- **Life Insurance:** Each **full-time** employee will be insured for \$30,000 with double indemnity (accident on the job).
- **Personal Days:** **Full-time** employees will receive three (3) personal days per year.
- **Travel:** Language was added stating that persons under contract with Pickaway County Job & Family Services to transport individuals are authorized to use agency vehicles for that purpose.

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- **Wage Continuation:** Clarification that if, after exhausting all available paid leave to his or her credit, a **full-time** employee is still unable to work, he or she may be eligible for partial wage replacement. The Pickaway County Department of Job & Family Services will provide 60% wage replacement under the conditions spelled out in the compensation policy.

Voting on the motion was as follows: Mr. Reeser, yes; Mr. Wippel, yes; Mrs. Metzler, yes. Voting No: None. Motion carried.

Attest: Patricia Webb, Clerk

Other topics reviewed included the following:

- **Family & Children First Council (FCFC):** The FCFC Finance Committee will be meeting later in January to explore funding possibilities in an effort to continue to support the wages of a full-time coordinator.
- **Agency Budget:** Areas for cuts in spending to stay within the reduced JFS budget continue to be explored. Children Services and Public Assistance cost pools are most impacted by the reduced budget.
- **Unemployment Statistics:** An unemployment rate of 5.5% was reported for Pickaway County for November 2007, down from 5.7% in October 2007.
- **Agency Statistics:** A spreadsheet was provided reflecting the number of clients served through the agency's various divisions along with the associated costs for the period of November 2006, through November 2007.

At the conclusion of the meeting, the Commissioners thanked Mrs. Woodward for the agency update.

In the Matter of
Authorization to Attend Approved
For County Engineer Department:

The Commissioners signed and approved a Travel Authorization for Chris Mullins, Chief Deputy Engineer, and Anthony Neff, Assistant Engineer, to attend the 2008 Professional Land Surveyor's Conference to be held in Cleveland, Ohio from February 7 – 8, 2008, at the total probable cost of \$1,467.34.

In the Matter of
Qualification Presentations for
Construction of a New County Office Complex:

The Commissioners received two separate presentations as a result of their Request For Qualifications (RFQ) only from qualified design professionals to contract for professional design services for the planning, development, and construction of a county governmental office complex. Terry Frazier, Director of the Pickaway County Development and Planning Office, and Waylon Strickland of the *Circleville Herald* were also in attendance.

The Commissioners are exploring the initiative of the construction of a new county office complex, approximately 15,000 sq. ft., as part of a long-term plan to consolidate and expand non-court related county departments. The goal is to ultimately maintain all court related departments in the Courthouse, classifying it as a justice center.

The first presentation was provided by:

Christopher R. Widener, FAIA		WDC Group
Jason E. Funderburg, Project Manager	of	23 South Center Street
Mark P. Huffnagle, P.E., M-Engineering		Springfield, Ohio 45502

The second presentation was provided by:

David A. Brehm, AIA, LEED AP		Design Group
Lorne Eisen, LEED AP	of	515 E. Main Street

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Michael Bongiorno, AIA, LEED AP
Mark P. Huffnagle, P.E., M-Engineering

Columbus, Ohio 43215

The representatives of each firm provided their respective qualifications in:

- Competence of the professional design firm to perform professional design services as indicated by technical training, education, and expertise of personnel assigned to perform the services requested by and for the county;
- Ability of the firm in terms of workload and availability of qualified personnel, equipment, and facilities to perform the required professional design services competently and expeditiously;
- Past performance of the firm as reflected by the evaluation of previous clients with respect to such factors as control of costs, quality of work, and meeting deadlines;
- Past experience in planning, designing, and management of an office complex of comparable size.

Following a brief question and answer session at the conclusion of each presentation, the Commissioners thanked everyone for their time.

No action was taken.

**Weekly Report for
Pickaway County Dog Shelter:**

The weekly report for the Pickaway County Dog Shelter was filed for week ending January 12, 2008.

A total of \$600 was reported being collected as follows: \$160 in sales of dogs; \$15 in redemptions; \$35 in donations; \$390 in sales of tags; \$-0- in late tag fee penalties.

Five (5) dog and no cats were destroyed.

No firearms were discharged.

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

Glenn D. Reeser, President

Jay H. Wippel, Vice President

Ula Jean Metzler
BOARD OF COUNTY COMMISSIONERS
PICKAWAY COUNTY, OHIO

Attest: Patricia Webb, Clerk