

MONDAY, FEBRUARY 11, 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 Monday, February 11, 2008, with the following members present: Mr. Jay H. Wippel; Mrs. Ula Jean Metzler.; and Mr. Glenn D. Reeser.

Mrs. Metzler offered the motion, seconded by Mr. Reeser to approve the minutes from the previous meeting day.

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

Attest: Patricia Webb, Clerk

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

Mr. Reeser offered the motion, seconded by Mrs. Metzler 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 February 7, 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 \$423,053.47 on the County Treasurer to satisfy the same.

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

Attest: Patricia Webb, Clerk

**In the Matter of
Executive Session:**

At 8:58 a.m. Mrs. Metzler offered the motion, seconded by Mr. Reeser to enter into Executive Session to discuss a personnel matter.

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

Attest: Patricia Webb, Clerk

At 8:50 a.m. Mr. Wippel announced the Board's return to Regular Session

No action was taken.

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

Rojanne Woodward, Director of Pickaway County Job & Family Services met with the Commissioners to provide an agency update.

Topics reviewed included:

- **Budget:** The agency has cut over \$500,000 in expenses since July 1, 2007. The Ohio Department of Job & Family Services is absorbing most of the state-wide budgetary cuts.

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- **Staffing:** Through retirement and/or resignation of employees, three positions are not being replaced. The positions are: Social Program Specialist; Children Services Caseworker; and Child Support Administrator.
- **Child Support Enforcement Agency:** A 10% allocation cut is expected for the new fiscal year beginning in July. Hopes are that other program allocations remain the same.
- **Union Contract:** The union contract will expire June 30, 2008. Negotiations for a new contract will begin soon.
- **Family & Children First Council (FCFC):** The FCFC Finance Committee met last month to discuss its financial condition and how to raise revenues to support a fulltime coordinator and council activities. Another meeting will be conducted within the next few weeks to develop an action plan for raising additional funds as well as marketing strategies. Mrs. Woodward stated that she expects it will eventually be necessary to ask the Commissioners for funding assistance.
- **Unemployment Rate:** The December 2007, unemployment rate for Pickaway County was 6.3%, up from 5.5% in November 2007. Discussion was held in reference to Mrs. Woodward providing presentations at local civic organization meetings to inform the community of the county's current position.
- **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 January 2007, through January 2008.

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

In the Matter of Addendum
Travel Authorization Approved:

The Commissioners signed a Travel Authorization Addendum for Job & Family Services employees to attend various meetings to be held throughout the month of February at the total probable cost of \$76.00.

In the Matter of
Blanket Purchase Order Approved:

Mr. Reeser offered the motion, seconded by Mrs. Metzler to approve the following request for the issuance of a BLANKET PURCHASE ORDER:

13,239 from 219.4020.5901 – Special Marriages

Voting on the motion was as follows: Mr. Wippel, yes; Mrs. Metzler, yes; Mr. Reeser, 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. Reeser to approve the following request for the CREATION OF A NEW LINE ITEM:

200.1243.5501 – Juvenile-IV-E – Equipment

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

Attest: Patricia Webb, Clerk

In the Matter of
Amended Certificate Approved:

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Mrs. Metzler offered the motion, seconded by Mr. Reeser to adopt the following Resolution:

Resolution No.: PC-021108-1

WHEREAS, the Budget Commission did approve an **AMENDED CERTIFICATE** in the amount of **\$15,834.01** for **Engineer Note Fund, Fund #313**, then

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners does hereby approve the following sum for expenditure during fiscal year ending December 31, 2008:

**Fund #313
Engineer Note - 15,834.01**

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

Attest: Patricia Webb, Clerk

**In the Matter of
Appropriations Approved:**

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

**13,278.01 to 313.8114.5603 – Engineer Note - Principal
2,556 to 313.8214.5604 – Engineer Note – Interest
15,834.01 to 313.0000.4926 – Engineer Note – Other Receipts**

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

Attest: Patricia Webb, Clerk

**In the Matter of
Transfers Approved by
County Administrator:**

Dan Bradhurst, County Administrator, approved the following TRANSFER and RE-APPROPRIATION requests:

**360.34 from 101.1201.5421 – Municipal Court-Salaries
to
101.1201.5427 – Municipal Court-Workers Compensation
5,000 from 200.1243.5401 – Juvenile IV-E Admin.-Contracts
to
200.1243.5501 – Juvenile IV-E-Equipment**

**In the Matter of
Qualification Presentation
From Burgess & Niple:**

Edwin Williams, Dennis E. Gray, and Louis McFarland of *Burgess & Niple Architects, Engineers, and Planners*, 5085 Reed Road, Columbus, Ohio provided the Commissioners with a Power Point

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presentation of qualifications and services their firm can offer in reference to the planning, development, and construction of a county governmental complex. Terry Frazier, Director of the Pickaway County Development and Planning Office, was 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 with the ultimate goal of maintaining only court related departments in the Courthouse.

A detailed overview of the following was provided to the Commissioners:

- Firm qualifications
- Project Team
- Project Approach
- Four Conceptual Design Alternatives
- Project Budget
- Project Schedule
- Closing Comments

Following a question and answer session, the Commissioners thanked everyone for the presentation.

In the Matter of
Meeting with Chris Wojno, CDBG/CHIP
Consultant Regarding Program Income:

The Commissioners met with Chris Wojno of *Wojno Consultants* to discuss the Housing Revolving Loan Fund. Pickaway County has \$184,056.00 in program income that comes from the participants in the Community Housing Improvement Program (CHIP) who have received home rehab services and are refinancing or selling their home. When they do this, a portion of the original amount of CHIP funds provided to them must be paid into a Revolving Loan Fund for the county to use to assist other participants. Mr. Wojno indicated that the Ohio Department of Development will be review plans counties have for use of their Revolving Loan Funds if the amount in the fund exceeds \$100,000.00.

Mr. Wojno proposed that Pickaway County initiate an Acquisition/Rehab program with the funds. With this program the county would purchase a property, rehab it to bring it up to standards and sell it to an income eligible family. Mr. Wojno will assess current housing stock that would meet program guidelines, talk with local financial institutions and discuss with Pickaway County Community Action (PICCA) the feasibility of partnering with them in this program to assist in acquiring homes and assess the possibility of working with the Youth Build Program. Mr. Wojno will report his findings to the Board and develop program guidelines.

In the Matter of
A Public Hearing for Adoption of
New Conveyance Standards:

The first Public Hearing was held at 3:00 p.m. on the Adoption of New Conveyance Standards. Terry Frazier, Director of the Office of Development and Planning presented an overview of the purpose of the hearing and the status of the conveyance standards. Robert Parker, Chris Mullins, Debbie Bell and Tanya Perkins from the Engineer's Department, County Auditor Melissa Betz, and Commissioners Jay Wippel, Ula Jean Metzler and Glenn Reeser were in attendance. As this was the first of two required hearings on the matter no action was taken.

In the Matter of
Approval of Contract with
Barr & Prevost:

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Mr. Reeser offered a motion, seconded by Mrs. Metzler to approve the County Engineer entering into a professional service agreement in an amount not to exceed **\$27,434.00** with ***Barr & Prevost for Civil Engineering, Inspection and Consulting Services*** for four Truss Bridges in Pickaway County.

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

Attest: Daniel V. Bradhurst, County Administrator

In the Matter of
Approval of Contract with
Stantec Consulting Services, Inc.:

Mrs. Metzler offered a motion, seconded by Mr. Reeser to approve the County Engineer entering into a professional services agreement with ***Stantec Consulting Services, Inc.*** in the amount of **\$58,786.00** to perform bridge inspections for year 2008.

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

Attest: Daniel V. Bradhurst, County Administrator

In the Matter of
Waiver Approved:

Mr. Reeser offered the motion, seconded by Mr. Wippel to waive the waiting period to issue payment to the **Pickaway County Engineer Office** in the amount of **\$15,834.01** from line item #201.3006.5605, Auto License & Gas Tax Fund for the first of four payments for the Hydraulic Boom Excavator.

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

Attest: Daniel V. Bradhurst, County Administrator

In the Matter of
Executive Session:

At 4:00 p.m. Mr. Reeser offered a motion, seconded by Mrs. Metzler to enter into executive session per Ohio Revised Code Section 122.22 (G) (1) regarding a personnel matter.

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

Attest: Daniel V. Bradhurst, County Administrator

At 4:38 p.m. Mr. Wippel announced the Board's return to Regular Session

No action was taken.

In the Matter of
Weekly Dog Warden Report Filed:

The weekly report for the Pickaway County Dog Shelter was filed for week ending February 9, 2008.

A total of \$870 was reported being collected as follows: \$192 in sales of dogs; \$30 in redemptions; \$128 in donations; \$481 in sales of tags; \$39 in late tag fee penalties.

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Five (5) dogs and no cats were destroyed.

No firearms were discharged.

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

Jay H. Wippel, President

Ula Jean Metzler, Vice President

Glenn D. Reeser
BOARD OF COUNTY COMMISSIONERS
PICKAWAY COUNTY, OHIO

Attest: Daniel V. Bradhurst, County Administrator