

**MONDAY, MARCH 3, 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, March 3, 2008, with the following members present: Mr. Jay H. Wippel; Mrs. Ula Jean Metzler.; and Mr. Glenn D. Reeser. Daniel V. Bradhurst, Interim County Administrator, and Ryan Scribner, Pickaway County Administrator, were also in attendance.

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 29, 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 \$94,033.45 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  
Meeting with Chris Widener of WDC Group  
Regarding Contract Negotiations Related to  
Planning, Development and Construction of New County Office Complex:**

Christopher Widener, Principal, of *WDC Group*, 23 South Center Street, Springfield, Ohio 45502, met with the Commissioners in reference to contract negotiations related to planning, development, and construction services for the construction of an approximate 15,000 sq. ft. Pickaway County Office Complex. The purpose of the project is to consolidate and expand non-court related county departments currently housed in the Courthouse. Terry Frazier, Director of the Pickaway County Development and Planning Office was also in attendance.

*WDC Group* specializes in new construction, rehabilitation, renovation, and analysis of proposed construction sites and projects. The firm has experience in analysis of programs, project budgets, design, construction documents, construction administration, and management. Mr. Widener distributed a copy of a sample professional services proposal associated with the planning, development, and construction services of a similar project that was prepared for Madison County for the Commissioners' review. From a previous RFQ presentation provided by *WDC Group*, Mr. Widener stated that his firm has developed an understanding of the issues, needs, and conceptual approaches proposed for addressing Pickaway County's space needs. He would personally serve as the Principal-In-Charge of the project and be responsible for reviewing the design schedule, program requirements, schematic design, project schedule, and budget. He would also participate in all meetings as required and represent the county during the entire process.

Mr. Widener explained that the standard AIA (American Institute of Architects) agreement forms and documents would be utilized to spell out exactly what services and deliverables the firm would provide with associated timetables and fees. Typically, fees are established for each phase of the project. Once a design and construction project is identified, pricing is based on five basic phases: schematic design; design development; bidding documents; bidding negotiations; and construction. Normally, the schematic design for the project is 15% of the total fee based on construction costs; design development is 20%; construction

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documents is 35%; bidding is 5%; and the construction phase is the balance of the fee. The programming phase, with a lump sum fee, is the first step that involves a two to three month process, entails surveying each department's needs that will be housed in the facility. Any additional management services that may be required during the construction phase will be billed in a 2% to 3% range.

Mr. Widener stated that in order to provide a good proposal he would like to have a list of all county offices to survey for space needs and all the site/building options. With several site options for the county to consider in regards to renovations/remodel or rebuild, consulting with *all* elected officials and department heads regarding the project was suggested. Mr. Widener stated that once WDC Group has obtained all information related to the various options, the firm can make its recommendation for the Commissioners' consideration. Public and employee parking will be considered as well.

Following further discussion of the project, it was determined that Commissioner Wippel will provide WDC Group with the list of county departments and the list of site options by the end of the week. The target date for the bidding process is January 2009, and with construction to begin in March 2009.

**In the Matter of**  
**Change Order #1**  
**Approved for Old Jail/Sheriff Residence**  
**Roof Repair/Slate Shingle Replacement Project:**

Mrs. Metzler offered the motion, seconded by Mr. Reeser to approve Change Order #1 from *The Durable Slate Company*, 1050 N. Fourth St., Columbus, Ohio 43201 in the amount of \$1,000 for ridge caps related to the Old Jail/Sheriff Residence Roof Repair/Slate Shingle Replacement Project.

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**  
**Meeting with Chester Jourdan Regarding**  
**Mid-Ohio Regional Planning Commission Update:**

Chester Jourdan, Executive Director of the Mid-Ohio Regional Planning Commission (MORPC), met with the Commissioners to provide an update. Amy Lowe, Member Services Coordinator; Matt Lamantia Regional Development Coordinator; Nate Green, P3 Economic Development Director; and Terry Frazier, Director of the Pickaway County Development and Planning Office were also in attendance.

Following MORPC's recent restructuring of annual membership fees, Pickaway County has become a member. The membership provides all three Commissioners or their designees seats on the MORPC Board, however; designees cannot vote on the Commissioners' behalf. Board meetings are held the second Thursday of each month. A "State of the Region" luncheon meeting is scheduled for April 16, featuring Dr. E. Gordon Gee, President of The Ohio State University, as the keynote speaker.

The Commissioners stated that the county has already realized the value of being a MORPC member by way of the \$100,000 MORPC federal funding recently granted that will go towards the Ohio Department of Transportation (ODOT) performing a planning study to evaluate the alternatives for an east-west connector between St. Rt. 23 in northern Pickaway County and the Rickenbacker Intermodal. The Commissioners and County Engineer have agreed to provide a local match of \$25,000, (\$12,500 each) for a total amount of \$125,000 earmarked for the planning study. Mr. Jourdan then referenced the flyer included in the packets he distributed to the Commissioners regarding the *Ohio Transportation Leadership Forum* scheduled for March 19, where discussions will be held regarding the nation's surface transportation infrastructure and exploring opportunities for Ohio's transportation future. The event will feature national and state speakers that include Senator George V. Voinovich. Mr. Jourdan stated that the challenge associated with the east-west connector is getting the project from the planning stage to the development, implementation, and building stage. One opportunity to do that is transportation authorization through the Transportation Efficiency Acts (TEA), which comes around every five or six years. Mr. Jourdan stated that

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the TEA is in its third generation, the first being passed in 1991, and transportation authorizations will end September 30, 2009. He stated that those bills are in the neighborhood of \$300 billion, nationally earmarked for major projects. Mr. Jourdan pointed out another challenge is that this year the Highway Trust Fund, of which Ohio is one of several donor states that contributes through gasoline taxes, will actually go in the red for the first time since 1956. He also emphasized that the ODOT has determined that it will be \$3.5 billion short by 2015, and it is essential for Ohio to create a vision for transportation and a business plan for the future and how to achieve it. "It is important that we think creatively on how we fund our infrastructure. We have to work to have our voice heard in Congress", stated Mr. Jourdan. The *Ohio Transportation Leadership Forum* is the first of a series of events that will take place in Ohio.

With the topic of transportation infrastructure, the connectivity of air quality, sustainable land use policies, community and economic development, and workforce development were also mentioned. The loss of manufacturing jobs, the current housing market and home foreclosures are major challenges currently facing Ohio. When Mr. Jourdan mentioned that MORPC offers foreclosure counseling, Commissioner Reeser requested additional information. Mr. Jourdan stated that he would provide the information about the MORPC staff person that handles mortgage counseling. Mr. Lamantia stated that MORPC is also in the process of setting up a Workforce Development Committee to discuss similar issues.

When asked about Transportation Improvement Districts (TID), Mr. Jourdan stated that it is a tool that will be looked at during the series of upcoming workshops. "While it is not a silver bullet, we have to look at all resources to invest in our infrastructure", he said.

Following further discussion and a question and answer session, the Commissioners thanked Mr. Jourdan and his attending staff members for their time, and stated that they are pleased to be a member of MORPC.

**In the Matter of**  
**Travel Authorizations Approved:**

The Commissioners signed Travel Authorizations for numerous Job & Family Services employees to attend various meetings, training sessions, and workshops to be held throughout the month of March 2008, at the total probable cost of \$1,767.22.

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**  
**Meeting with Dave Conrad**  
**Regarding Old Jail/Sheriff Residence**  
**Roof Repair Project:**

Dave Conrad, Maintenance Supervisor, met with the Commissioners and provided an update of the Old Jail/Sheriff Residence Roof Repair/Slate Shingle Replacement Project. Mr. Conrad reported that the project is going well, however; decaying wood was found by the contractor, *The Durable Slate Company*, during the process and will need to be replaced. He also informed the Commissioners that it was found that an additional 150 slate shingles, for a total of 350 slate shingles, will be necessary to properly complete the project. The Commissioners requested Mr. Conrad to verify that all slate shingles that the county is being charged for are used. Also discussed was the copper replacement of the building's down spouts and gutters, at which time it was determined that Mr. Conrad will obtain an estimate.

It was also requested that Mr. Conrad contact B&B Roofing in reference to missing shingles on the roof of Memorial Hall that blew off during a recent high wind event. The Commissioners asked Mr. Conrad to also obtain a quote for the replacement of the deteriorating overhead garage door at Memorial Hall that currently houses the Sheriff Department's Mobile Command Post.

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At the conclusion of the meeting, Mr. Conrad stated that he will report back to the Commissioners later in the day once he has obtained a price for the replacement of the decaying wood and the additional slate shingles.

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

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

**249.0000.4557 – FY07 Citizen Corps Program Grant  
249.2061.5501 – FY07 Citizen Corps Program-Equipment Expense  
249.2061.5901 – Citizen Corps Program-Other Expense**

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:**

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

**6,000 to 249.2061.5501 – FY07 Citizens Corps Grant-Equipment Expense  
2,000 to 249.2061.5901 – FY07 Citizens Corps Grant-Other Expenses**

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  
Issuance of Blanket Purchase Orders Approved:**

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

**2,000 from 249.2061.5901 – FY Citizens Corps Grant-Other Expense**

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  
Fund Transfers Approved for  
First Half of 2007,  
Real Estate Settlements:**

Mrs. Metzler offered the motion, seconded by Mr. Reeser to approve the following FUND TRANSFER requests totaling \$3,882,054.49 at the request of Melissa Betz, Pickaway County Auditor, for the first half of 2007, real estate tax collections:

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1,342,072.68 from 626.6031.5884 to 101.0000.4101 – General Fund  
66,844.01 from 626.6031.5890 to 101.0000.4201 – Auditor’s Fees  
80,216.58 from 626.6031.5891 to 101.0000.4206 – Treasurer’s Fees  
214,882.32 from 626.6031.5883 to 260.0000.4221 – REA Fees  
34,037.44 from 626.6031.5884 to 101.0000.4251 – Election Expense  
4,514.35 from 626.6031.5901 to 101.0000.4253 – Advertise Delinquent Tax  
81,000 from 626.6031.5881 to 605.0000.4221 – Board of Health  
1,826,199.60 from 626.6031.5882 to 241.0000.4101 - PCMRB/DD  
46,302.58 from 626.6031.5887 to 233.0000.4221 – DRETAC – Prosecutor  
46,302.58 from 626.6031.5886 to 232.0000.4221 – DRETAC – Treasurer  
665.56 from 626.6031.5888 to 501.0000.4101 – Countywide Sewer  
10,564.04 from 626.6031.5880 to 503.0000.4101 – Darby Sewer  
354.02 from 626.6031.5868 to 282.0000.4601 – Braskett Ditch  
362.57 from 626.6031.5852 to 265.0000.4601 – Hughes Lateral  
1,956.22 from 626.6031.5853 to 264.0000.4601 – Hughes Main  
1,280.65 from 626.6031.5855 to 270.0000.4601 – Grove Run  
345.41 from 626.6031.5872 to 271.0000.4601 – Wolf Run Ditch  
576.77 from 626.6031.5856 to 272.0000.4601 – Metzger-Ewing-Johnson  
469.63 from 626.6031.5857 to 274.0000.4601 – Mud Run Lateral  
661.04 from 626.6031.5858 to 273.0000.4601 – Blue Anderson  
619.83 from 626.6031.5859 to 275.0000.4601 – Congo Lateral  
340.09 from 626.6031.5861 to 268.0000.4601 – Hughes Lateral #3  
364.74 from 626.6031.5863 to 269.0000.4601 – Dry Run  
12,815.55 from 626.6031 to 285.0000.4601 – Greenbriar Ditch Ext. 1  
1,030.53 from 626.6031.5865 to 266.0000.4601 – Bulen Maint/Lateral  
176.82 from 626.6031.5862 to 277.000.4601 – Hughes Upper  
2.00 from 626.6031.5869 to 278.0000.4601 – Buskirk Upper  
152.28 from 626.6031.5870 to 263.0000.4601 – Wilson Group  
211.75 from 626.6031.5871 to 281.0000.4601 – Cooks Group Open  
380.15 from 626.6031.5873 to 284.0000.4601 – Writsel Group Maint.  
6,849.86 from 626.6031.5899 to 311.0000.4101 – Northwood Park  
35,120 from 626.6031.5810 to 101.0000.4201 – Fees-PP Reimbursement  
49,382.84 from 626.6031.5809 – Wal-Mart TIF  
15,000 from 626.6031.5881 to 101.0000.4910 – Health Dept. Advance Payback

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  
Appointment of Ryan Scribner as  
Pickaway County Administrator:**

Mrs. Metzler offered the motion, seconded by Mr. Reeser to appoint **John Ryan Scribner, 8616 U.S. Highway 22 East, Stoutsville, Ohio 43154**, to the position of Pickaway County Administrator, **effective March 3, 2008**.

The motion also includes authorization for Mr. Scribner to approve Transfer and Re-appropriation requests from county departments transferring funds within their respective line items.

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  
Change Order #2  
Approved for Old Jail/Sheriff Residence  
Roof Repair/Slate Shingle Project:**

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Mrs. Metzler offered the motion, seconded by Mr. Reeser to approve Change Order #2 for the Old Jail/Sheriff Residence Roof Repair Project in the amount of \$6,500 from *The Durable Slate Company*, 1050 N. Fourth St., Columbus, Ohio 43201. The change order reflects set-up to replace decayed deck wood (\$500); the replacement of slate shingles and wood along the eave of the east side of the roof (\$3,000); and the replacement of 150 additional slate shingles around the east, south, west faces at the rear of the building (\$3,000).

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**  
**Authorization for County Engineer to Purchase**  
**Single Axle Cab Chassis Truck through the State of Ohio**  
**Department of Transportation Cooperative Purchase Program:**

Upon the written request of **Robert Parker, Pickaway County Engineer**, Mr. Reeser offered the motion, seconded by Mrs. Metzler **authorizing permission to purchase a Single Axle Cab Chassis Truck through the State of Ohio Department of Transportation Cooperative Purchase Program**. The Engineer's estimate for the vehicle is **\$60,681.00**.

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**  
**Subdivision Plat Signed for**  
**Ringgold Landings:**

Terry Frazier, Director of the Pickaway County Development and Planning Office, met with the Commissioners to obtain their signatures on a subdivision plat for Ringgold Landings. Mr. Scott Reynolds, developer/landowner, was also in attendance.

Following the Commissioners' review and a brief question and answer session regarding the plat, Mrs. Metzler offered the motion, seconded by Mr. Reeser to adopt the following Resolution:

**Resolution No: PC-030308-1**

BE IT RESOLVED, that the Pickaway County Commissioners accepted and approved the plat for **Ringgold Landings, Walnut Township, Pickaway County, Ohio, Section 25 & 26, Township 9, Range 21**, 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.

Attest: Patricia Webb, Clerk

**In the Matter of**  
**Donation to 2008 Shred-It-Day Approved:**

Mrs. Metzler offered the motion, seconded by Mr. Reeser to approve utilizing a **\$2,000** portion of Pickaway County's 2008 share of the **Ross, Pickaway Highland, Fayette (RPHF) Solid Waste Revolving Fund** balance for a **contribution to "Shred-It-Day"**, sponsored by the *Savings Bank of Circleville*, scheduled for May 17, 2008.

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

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A copy of the Commissioners' approval will be provided to the Pickaway County General Health District, as any allowable expenditure made from the RPHF Solid Waste Revolving Fund also requires approval from the Board of Health.

**Weekly Planning**

**Session Topics Discussed:**

- A meeting with the County Commissioners, Berger Health Systems (BHS) Board of Governors, and City of Circleville Council is scheduled for March 14, regarding its possible conversion from a public to non-profit hospital.
- Judy Wolford, County Prosecutor, is to contact the realtor handling the sale of the building that formally housed that department for possible consideration of occupying it again.
- **Tire Collection Day** for the proper disposal of tires is scheduled for May 15, and will be located at the Pickaway County Engineer's Highway Garage located on Island Road.
- **Shred-It Day** is scheduled for May 17.
- **Hazardous Material Day**, in collaboration with PPG, for the proper disposal of household materials will be held on a date to be determined.

**In the Matter of**

**Weekly Dog Warden Report Filed:**

The weekly report for the Pickaway County Dog Shelter was filed for week ending March 1, 2008.

A total of \$577 was reported being collected as follows: \$224 in sales of dogs; \$45 in redemptions; \$126 in donations; \$156 in sales of tags; \$26 in late tag fee penalties.

Three (3) 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  
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Attest: Patricia Webb, Clerk