

MONDAY, JUNE 11, 2007
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, June 11, 2007, with the following members present: Mr. Glenn D. Reeser; Mr. Jay H. Wippel; and Mrs. Ula Jean Metzler.

In the Matter of
Minutes Approved:

Mr. Wippel offered the motion, seconded by Mrs. Metzler to approve the minutes from the previous meetings.

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
Payment of Bills:

Mr. Wippel offered the motion, seconded by Mr. Reeser 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 date June 8, 2007, 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 \$475,013.56 on the County Treasurer to satisfy the same.

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

Attest: Patricia Webb, Clerk

In the Matter of
Meeting with Judy Wolford
Regarding Clerk of Courts Computer System "Downtime":

Pickaway County Prosecutor, Judy Wolford, met with the Commissioners to discuss issues that are arising as a result of the three (3) to four (4)-week computer "downtime" that the Pickaway County Clerk of Courts Office has been experiencing. James Dean, Pickaway County Clerk of Courts, informed the Commissioners of the situation in a meeting he attended with them last week with other elected officials on an unrelated topic. Mr. Dean informed the Commissioners that the department has been able to offer its services, but the processing of public records requests has been delayed for the past several weeks.

Ms. Wolford informed the Commissioners that the computer system is now back up and running, but she stated that the system is merely "band-aided" at the current time. She added the server is antiquated and the software is approximately twenty (20) years old. Ms. Wolford stated that the members of the Bar Association recently met to discuss the issue as it has been difficult to check with the department in reference to the researching of essential court related documents.

Ms. Wolford stated that Mr. Dean has been discussing the procurement process to purchase a new computer system and updated software with her over the past few weeks, however, that process has not moved forward and the department is so far behind in entering court cases into the computer system, she said that it will more than likely take months for the department to get caught up. In discussing the type of new software needed, Ms. Wolford stated that the Ohio Supreme Court offers this type of expertise to Clerk of Court offices throughout the state.

At the conclusion of her discussion with the Commissioners, Ms. Wolford stated that she, along with one of her assistant prosecutors plan to meet with Mr. Dean later in the day to discuss the matter and offer assistance and/or suggestions to rectify the issue.

**In the Matter of
Discussion Held in Reference to Obtaining
General Access to County-Owned Property
Located in Darby Township:**

The Commissioners and Judy Wolford, County Prosecutor, briefly discussed obtaining a twenty (20)-foot low water crossing in order to gain general access to approximately ten (10) acres of county owned property located in Darby Township that is essentially landlocked. The acreage was originally purchased by the county a number of years ago for the potential construction of a county sewage package plant to serve the area, but the county ultimately went another direction and constructed what is now the Darby Township Sewer Subdistrict. At the time of the property's purchase, an easement had been obtained specific to the maintenance and/or repairs to the sewage package plant that did not come to fruition. The twenty (20)-foot crossing, if obtained, will be located on property owned by Butch Selvage, from whom the county the originally purchased the ten (10) acres.

Following further discussion of the topic, it was determined that Commissioner Wippel to contact Mr. Selvage to discuss obtaining the crossing in order to gain access to the ten (10) acres.

**In the Matter of Pending Approval of
Proposals from Roese Brothers Paving for
Resurfacing of County Parking Lots:**

The Commissioners reviewed proposals received from *Roese Brothers Paving, Inc.* for asphalt seal coating of various county parking lots requested by David Conrad, County Maintenance Supervisor. The following is a breakdown of the proposals that include two (2) applications of "MasterSeal" asphalt sealer with sand, the filling of linear cracks with hot rubberized asphalt, and re-striping of all parking lots as directed:

Island Road-North (Pickaway Co. Service Center)	\$ 3,670.00
Island Road-South Parking Lot (Pickaway Co. Service Center)	\$ 2,060.00
High Street-South (Pickaway Co. Service Center)	\$ 1,795.00
High Street-North (Pickaway Co. Service Center)	\$ <u>1,525.00</u>
Total	\$ 9,050.00

Following the Commissioners' review of the proposals, Mrs. Metzler offered the motion seconded by Mr. Wippel to accept the proposals from **Roese Brothers Paving, Inc., 14360 St. Rt. 104, Ashville, Ohio 43103** pending their examination of what "asphalt sealer with sand" looks like.

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
Meeting with Dana Steele of
Walnut Heights Subdivision Regarding
Sanitary Sewer System Backup/Flooding Issues:**

Dana Steele, a Walnut Heights Subdivision resident, met with the Commissioners to inquire about significant damages to his finished basement resulting from a county sanitary sewer main back-up that caused flooding in his home in addition to less significant damage to the basements to three (3) other homes.

The Commissioners informed Mr. Steele that they are aware of the situation and have spoken to Robert Parker, County Sanitary Engineer, about the incident who informed them that the residents who experienced flooding were homes where the floor drains are connected to the sanitary sewer system as opposed to the storm water system and that such connections are in violation of the sanitary sewer regulations. The Commissioners have since contacted a representative at the County Risk Sharing Authority (CORSA), which handles the county's liability insurance, whose main concern is that the floor drains were illegally connected to the sanitary sewer system. It was pointed out during the meeting that Mr. Steele is not

the original owner of the home and was not aware of the illegal connection at the time he purchased it. Mr. Steele stated that flooding damages are not covered by his homeowner's insurance without a rider on the policy.

Following further discussion of the issue, the Commissioners' final recommendation to Mr. Steele was to gather his expenses to file an insurance claim that can be presented to CORSA for reimbursement of damages and await a response. The Commissioners also recommended that Mr. Steele install a backflow valve to prevent a similar situation from reoccurring and asked that he speak with the other affected homeowners about the same. Utilizing smoke bombs in the sanitary sewer system in an effort to locate other improper floor drain connections was discussed. Dialogue also took place in reference to the possible periodic additives into the sewer main in an effort to prevent another backup situation.

Before the conclusion of the meeting, it was determined that the county will look into sending out semi-annual or annual newsletters to Walnut Heights Subdivision residents asking that blockage type substances not be deposited into the sanitary sewer system, check to see that their floor drains are not connected to the sanitary sewer system, and to also look into their homeowner's insurance current coverage. It was also determined that the county will look into printing the 24/7 emergency telephone numbers on monthly sewer bills for the resident's information and convenience. Currently, the emergency telephone numbers are only posted on signs attached to the perimeter fence of the sewer package plant.

Mr. Steele then thanked the Commissioners for their time.

**In the Matter of
Grant Clifton Hired for
Maintenance Repair Worker Position:**

Mr. Wippel offered the motion, seconded by Mr. Reeser to hire **Grant Clifton, 208 N. Pike St., Williamsport, Ohio 43164** to fill the position of Maintenance Repair Worker **at the rate of \$12.00 per hour effective for payroll period beginning June 17, 2007.** Mr. Clifton's group health insurance will go into effect following his 120-day probation period.

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

Attest: Patricia Webb, Clerk

**In the Matter of
Transfer and Re-Appropriation Approved:**

Mr. Wippel offered the motion, seconded by Mr. Reeser to approve the following request for the TRANSFER and RE-APPROPRIATION OF FUNDS:

**16.00 from 101.1103.5442 – Group & Liability Insurance
to
101.1101.5402 – Commissioners-Office Equipment-Contracts/Repairs**

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

Attest: Patricia Webb, Clerk

**In the Matter of Review of
Pickaway County Quarterly Investment Report:**

Dennis Yacobozzi of United American Capital met with the Commissioners to review the Pickaway County Quarterly Investment Report for the period of January 1, 2007, through March 31, 2007. Pickaway County Treasurer, Ellery Elick, was also in attendance.

Mr. Yacobozzi reviewed the county's portfolio inventory; transactions; income; portfolio summary, and market analysis. A copy of the report is on file in the Pickaway County Commissioners, Treasurer, and Auditor offices.

At the conclusion of the meeting, Mr. Elick provided a spreadsheet for the Commissioners' review reflecting the status of delinquent real estate and personal property tax collections as of June 7, 2007.

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

The Commissioners signed a Travel Authorization for Stella Kuhn, Chief Deputy of the Pickaway County Treasurer office to attend the IAS Users Group training session held June 8, 2007, in Worthington, Ohio for the total probable cost of \$120.00.

**In the Matter of
Meeting Regarding Ohio Manufactured
Home Inspections:**

Al Sheldon, Chief Building Official of the City of Circleville/Pickaway County Building Department, met with the Commissioners to discuss Ohio Administrative Code Chapter 4781-7, which sets forth the requirements for inspections of manufactured homes. The inspections are to ensure that the installation of manufactured homes comply with the rules adopted by the Ohio Manufactured Home Commission (OMHC) in Ohio Administrative Code Chapter 4781-6. Jay Welsh, Jackson Township Trustee, Matthew Forte of the *Circleville Herald* were also in attendance.

Mr. Sheldon stated that in reference to a prior inquiry made by the county regarding the Building Department's willingness to provide inspection services to the county in the enforcement of the OMHC codes, the Building Department is agreeable to so. Effective July 1, 2007, all manufactured homes in the state must be inspected by the state certified agency having jurisdiction, in this case being the City of Circleville/Pickaway County Building Department. This includes all of Pickaway County except the Village of South Bloomfield, which has its own department. The exception to this is manufactured homes installed in parks. Those homes must be inspected by the Ohio Department of Health or its designee. The local building department will be the state certified agency for all single, double, and multi-section homes placed on private lots in cities, villages, and townships. All homes except temporary installations must be on permanent masonry or concrete foundations.

Mr. Sheldon stated that to be in compliance with the OMHC, a resolution must be adopted by the Commissioners stating that the county has designated the local Building Department to provide the manufactured home inspection services countywide. In addition, an agreement or an addendum to the county's original agreement with the building department in providing stick built home inspections and related administrative services must be signed to include manufactured homes. Contained in that original agreement is the provision that the Building Department will return to the county a sum equal to ten percent (10%) of all fees collected for commercial inspections, no residential, which are calculated after the State of Ohio surcharge of three percent (3%), and the Commissioners would like to keep consistent with this pattern related to manufactured home inspections. It was decided that the county prosecutor will be consulted regarding the matter. In reference to that, Mr. Sheldon stated that how the Building Department's computer program will differentiate inspection services of stick homes and manufactured homes related to the county's ten percent (10%) commission will need to be explored. Mr. Sheldon stated that another aspect to consider is the six (6) townships, Jackson, Harrison, Muhlenberg, Darby, Scioto, and Circleville that have agreements with Building Department, which have nothing to do with the county.

**In the Matter of
Waivers Approved:**

Mr. Wippel offered the motion, seconded by Mr. Reeser to waive the waiting period to issue payment to Don Thompson Lincoln Mercury as follows:

\$15,365.15 from line item #401.7115.5528 for the purchase of one (1) 2007 gray color Grand Marquis 4-door to be utilized as an unmarked Sheriff Department vehicle; and

\$16,066.75 from line item #401.7115.5528 for the purchase of one (1) 2007 gray color Grand Marquis 4-door to be utilized as an unmarked Sheriff Department vehicle; and

\$15,665.15 from line item #401.7115.55228 for the purchase of one (1) 2007 driftwood color Grand Marquis 4-door to be utilized as an unmarked Sheriff Department vehicle.

**In the Matter of Weekly
Animal Shelter Report:**

The weekly report for the Pickaway County Animal Shelter was filed for week ending June 9, 2007.

A total of 486 reported being collected as follows: \$288 sales of dogs; \$-0- redemptions; \$3 donations; \$169 in sales of tags; \$26 in late tag fee penalties.

Nine (9) dogs 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 Mr. Reeser to adjourn. Voting on the motion was as follows: Mr. Reeser, yes; Mr. Wippel, yes; Mrs. Metzler, absent for vote. 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