

**MONDAY, JUNE 18, 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 18, 2007, 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.

Mr. Wippel offered the motion, seconded by Mr. Reeser 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 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 date June 18, 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 \$230,627.49 on the County Treasurer to satisfy the same.

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 Terry Frazier**  
**Regarding Pictometry Visual Intelligence Software;**  
**Historical Society; and Pickaway County Flood Plain Program:**

Terry Frazier, Director of the Pickaway County Development and Planning Office, and the county's E9-1-1 Coordinator, informed the Commissioners that the deliverables have been received in reference to the Pictometry Visual Intelligence software the county obtained at not cost with grant funds through the Buckeye State Sheriff Association. The software allows ortho and oblique imagery of up to twelve (12) different views of every square foot of a jurisdiction designed to provide quick and easy access to visual information for first response and law enforcement agencies. Training sessions for law enforcement and other authorized users will begin in August.

Mr. Frazier, who is President of the Pickaway County Historical Society, also informed the Commissioners that the society is in the process of purchasing the building located on N. Court St., previously owned and occupied by the *Circleville Herald*. Plans are to house the genealogy library and historical probate records in the building. Mr. Frazier stated that he would eventually like to see the Moore House, the genealogy library's current location, restored into a museum.

Lastly, Mr. Frazier, who administers the Pickaway County Flood Plain Program, informed the Commissioners that he plans to update the county's flood plain maps. In discussing the flood plain program, Mr. Frazier stated that he has no problem with administering the program, however, can not adequately conduct field work and/or conduct site visits to identify infractions of the program and inspections of flood hazard areas, etc. without a county vehicle due to personal property liability issues. Dialogue took place regarding exploring the possibility of including flood plain compliance determination as a "Check Point" box in the City of Circleville/Pickaway County Building Department building inspection/permit issuance process. It was decided that the idea would be brought before the building department's board for consideration. A Letter of Understanding with township zoning officials requesting they check with Mr. Frazier regarding flood plain determination before issuing zoning certificates was also discussed.

**In the Matter of Introduction of  
New Maintenance Repair Worker,  
Grant Clifton:**

David Conrad, Maintenance Supervisor, introduced Grant Clifton, the new Maintenance Repair Worker, to the Commissioners who welcomed him to the county maintenance department's staff.

**In the Matter of Allocation of  
April 2007, Sales Tax Collections:**

Mr. Wippel offered the motion, seconded by Mrs. Metzler to allocate the Sales Tax collected in the month of April 2007, in the following manner:

**26,000 to 401.0000.4122 - Capital Reserve  
15,000 to 401.0000.4121- Capital Improvements/Purchases  
492,240.72 to 101.0000.4121 - General Fund**

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Transfer of Liquor License for  
Pizza Hut Approved:**

Mr. Wippel offered the motion, seconded by Mrs. Metzler to approve the following transfer of Liquor License #01724930035, with no request for a hearing:

From:	To:
Pizza Hut of America, Inc.	Americas Pizza Co., LLC
DBA Pizza Hut	DBA Pizza Hut 024172
24865 USRR 23	24865 USRR 23
Circleville, Ohio 43113	Circleville, Ohio 43113

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Intergovernmental Agreement Signed for  
Placement of Pickaway County Communication  
Equipment on Village of Orient Water Tower:**

The Commissioners signed an Intergovernmental Agreement with the Council of the Village of Orient granting the county permission to install a Bi-Directional Amplifier (BDA) on the village's water tower consisting of antennas and necessary equipment. The agreement stipulates that Pickaway County will not be charged any fees or rent for the placement of the BDA and its corresponding equipment on the tower.

The agreement is in effect for twenty (20) years from the date of signing and shall be subject to unlimited ten (10)-year terms of renewal upon agreement by both parties after expiration of the twenty (20)-year term.

**In the Matter of  
Meeting with Rojanne Woodward and  
Jan Shannon Regarding Pickaway County Dept. of Job & Family Services:**

Rojanne Woodward, Director of the Pickaway County Job & Family Services Department (PCDJFS), met with the Commissioner to conduct various matters of business and to provide an agency update. Jan Shannon, Administrator of the Jobs One-Stop Office, was also in attendance.

The first topic of discussion was related to the appointment of Pickaway County Commissioner Ula Jean Metzler, who has been serving on Area 7 Workforce Investment Board (WIB), to serve as the Chief Elected Official on the new WIB for Area-20. In April of this year, the Commissioners adopted a Resolution to pursue the re-designation of Pickaway, Fairfield, and Ross Counties' Departments of Job & Family Services from Area-7 to the new Area-20. The re-designation will allow the three-county area to function as its own workforce area with increased local governance. Another Resolution was adopted by the Commissioners on May 21, 2007, approving the Intergovernmental Agreement governing its operation.

**In the Matter of  
Appointment of Ula Jean Metzler as Chief Elected Official of  
Area-20 Workforce Investment Board:**

Following further discussion of the above-mentioned matter, Mr. Wippel offered the motion, seconded by Mr. Reeser to **appoint Ula Jean Metzler, Pickway County Commissioner, as the Chief Elected Official to the new Area-20 Workforce Investment Board**, and will serve as the signatory authority.

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  
Appointments to Area-20 Workforce Investment Board:**

Following review of the previous matter, Mrs. Woodward stated that it will also necessary to make several new appointments to the new three-county area WIB. The three counties will have equal representation with eleven (11) appointees from each. Ms. Shannon then reviewed several potential appointees, who have agreed to serve on the new Area-20 WIB.

At the conclusion of the review, Mr. Wippel offered the motion, seconded by Mr. Reeser to adopt the following Resolution making re-appointments and new appointments to the Area-20 WIB, consisting of one, two, and three-year terms:

WHEREAS, the Board of Commissioners adopted a resolution on May 21, 2007, approving the Intergovernmental Agreement governing the operation of the Ross, Pickaway, Fairfield Workforce Development Area-20; and

WHEREAS, the Intergovernmental Agreement requires the Boards of Commissioners of the three counties to appoint a Workforce investment Board (WIB) to establish by-laws and develop a system of rules for conducting WIB affairs that is efficient and promotes the principals of the Workforce Investment Act within Area-20; and

WHEREAS, the terms of the previous Sub-Area Workforce Policy Board members will June 30, 2007; then

THEREFORE BE IT RESOLVED that the following individuals are appointed on behalf of Pickaway County to the Area-20 Workforce Investment Board for the following terms, commencing July 1, 2007:

**Three-year Terms:**

Suzanne Welker – Berger Health System HR Director  
Ula Jean Metzler – Pickaway Co. Commissioner  
Mike Linton – Leadership Staffing, Owner

**Two-year Terms:**

Mike Dutton – DuPont – HR Mgr  
Donna Porter – Express Personnel Mgr.  
Nate Green – P3 Economic Development Director

**One-Year Terms:**

Corrine Williamson – Deercreek Resorts HR Mgr.  
Asa Bradbury – Logan Elm Schools

Don Bradley – Constance Care Home Healthcare

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  
Pay Increase for Pickaway County Department of  
Job & Family Services Non-Bargaining Unit for SFY2008:**

Rojanne Woodward and the Commissioners then reviewed the Compensation Policy for the Pickaway County Jobs & Family Services Non-Bargaining Unit Employees reflecting a three percent (3%) increase in the Pay Range Table and Longevity Pay Supplement Table for SFY2008. The increases will take effect on July 1, 2007, the beginning of state's fiscal year budget cycle.

Following the review, Mrs. Metzler offered the motion, seconded by Mr. Wippel authorizing the three percent (3%) pay and longevity increase for SFY 2008, effective July 1, 2007.

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

Mrs. Woodward then informed the Commissioners that over \$600,000 in Temporary Assistance for Needy Family Funds (TANF) incentives will expire June 30, 2007. She stated that the governor is now using all county's TANF incentive dollars as TANF dollars to the state even though they were incentive dollars that were designated for and earned by the counties statewide. She stated that she was aware that some of this funding would be going back to the state, but had not been notified until the middle of last month of how much and that it would it would taking effect as early as June 30<sup>th</sup>. She also informed the Commissioners of other cuts in the department's funding allocations it receives from the state that will cause even further negative impacts in various areas of the public assistance the agency provides.

Mrs. Woodward then reported that she has received an estimate of \$35,000 for a new imaging server, stating that the current server does not have the capacity to take the agency through the end of the year. Servers typically last for a three (3) year period. She stated they she would like to explore a capital leasing option for a new and larger server.

Mrs. Woodward then reviewed Pickaway County's April 2007, unemployment rate of 6.5%, up from 6.2% in March 2007. She also provided the Commissioners with a spreadsheet reflecting the monthly number of clients served through the agency's various divisions and the associated costs for the period of May 2006, through April 2007.

**In the Matter of  
Meeting with Larry Seiler of Spy Glass Group:**

Larry Seiler of *SpyGlass*, a telecommunications expense management firm, met with the Commissioners to provide an overview of the services the company has to offer.

Mr. Seiler stated that *SpyGlass*, whose corporate headquarters is located in Westlake, Ohio, is a highly specialized cost-consulting firm operating in the Telecommunication Expense Management (TEM) industry. He explained that essentially, the firm collects and dissects approximately two (2) month's worth of past telephone and cell phone bills to search for discrepancies; discover various unused communication services and uncovered provider account adjustments; discover unused lines; and negotiate telecommunication rate reductions. Mr. Seiler stated that the firm's goal is not to recommend switching telecommunications service providers, but to offer general cost reduction recommendations at the conclusion of its audit. With there being no start-up fee associated with the audit, fees are based upon the firm's success merits. Fees are paid to the firm only on implemented recommendations within twelve (12) months of their delivery. Mr. Seiler then reviewed the company's fee structure based on the percentage of "Cost Recoveries", and the number of "Cost Reductions", and "Service Eliminations", of realized cost savings.

Mr. Seiler stated that his company has provided its services to the Circleville School District, for which it was able to offer substantial savings, and provided the Commissioners with a contact name in order to obtain further details.

At the conclusion of the overview, Mr. Seiler was informed that the county had a similar audit performed that was completed in 2005, after which the county realized several thousand dollars worth of cost savings subsequent to the deduction of the company's fees. Mr. Seiler responded by stating that even with the two (2)-year window since the county's audit of telecommunication costs, he is confident his company will be able to uncover incremental costs savings for the county.

Following a brief question and answer session, the Commissioners stated that they would like to have the opportunity to speak to the individual from the Circleville School District and, given the fact that the county completed a similar audit within the last two years, they would like to consider the matter further before making a decision.

Mr. Seiler thanked the Commissioners for their time, stating that he looks forward to hearing from them in the near future.

**In the Matter of  
Meeting with Melissa Betz Regarding  
Finance/Budgetary Software:**

Melissa Betz, Pickaway County Auditor, informed the Commissioners that she has continued obtaining various finance/budgetary software and server proposals for her department. The Commissioners previously factored in \$65,000 into the county's five (5)-year Capital Purchases Plan for this purpose.

Mrs. Betz previously discussed the software and server proposal with the Commissioners in the amount of \$63,594 and stated that she will request a formal proposal for their consideration from *Creative Microsystems, Inc.*, (CMI), Englewood, Ohio. Essentially, the software and server is an upgrade of the program currently utilized by the department.

Relative to the topic, conversation then took place regarding the ongoing need for computer software and server upgrades at a countywide departmental level. A discussion was held in reference to the possible creation of a county Information Technology (IT) position. A county-employed IT person could potentially eliminate the need for software support contracts for the various county departments. Consulting with the other county elected officials and department heads to gain their commitment in cooperating with the obtainment of compatible software for a more centralized county information technology system was considered.

Following further discussion of the topic, it was determined that the County Administrator will look into how to proceed with the concept.

**In the Matter of  
Meeting with Melissa Betz Regarding  
May 2007, General Fund Month-End Reports:**

Melissa Betz and the Commissioners reviewed the county's General Fund balance and departmental revenue and expenditure reports for month ending May 2007.

**In the Matter of  
Satisfaction of Mortgages Signed for  
Irvin Funk, Jr. & Amy L. Funk:**

Commissioner Reeser signed two (2) SATISFACTION OF MORTGAGE forms for first-time homebuyers Irvin Funk, Jr. & Amy L. Funk, recipients of downpayment assistance and rehabilitation assistance through the Pickaway County FY99 Community Housing Improvement Program (CHIP) for their home located at 12800 Clarksburg Pike, New Holland, Ohio.

The county received a check totaling \$5,396.62 paying off the remaining balance owed on both liens (\$2,096.62 in downpayment assistance; \$3,300.53 in rehabilitation assistance) placed on the property by the county as a result of the grant assistance they received.

**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:

**\$1,000 to 101.1105.5703 – Contingencies**

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Transfer Approved:**

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

**1,000 from 101.1105.5703 – Contingencies  
to  
101.2001.5301 – EMA/PDO – Office Supplies**

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Settlement Agreement Signed Related to  
Foxlair Mobile Home Park Litigation:**

Judy Wolford, Pickaway County Prosecutor, and Chris Mullins, Asst. County/Sanitary Engineer, met with the Commissioners to review and subsequently obtained their signatures on a Settlement Agreement between Pickaway County and Foxlair Farms, Inc., Mobile Home Park (“Foxlair”), located in Darby Township.

In January 2003, the county and Foxlair entered into a sewer service agreement and disputes relating to that agreement led to the filing of claims and counterclaims in *Foxlair Farms, Inc. v. Pickaway County General Sewer District, et al.* All matters disputed in the suit were resolved by the trial court in favor of the county, and then appealed by Foxlair in the Fourth District Court of Appeals. The now Acting Director of *Foxlair Farms, Inc.*, James Bolin, Jr., desires to settle all matters with the county in connection with the suit related to the sewer service agreement.

Before the Commissioners signed the agreement, Mrs. Wolford and Mr. Mullins reviewed the following settlement terms with them for the judgment compromise sum of seventy thousand dollars to be (\$70,000) to be paid to the county as follows: Four (4) timely quarterly payments of seventeen thousand five hundred dollars (\$17,500) each, due on or before July 15 and October 15, 2007, and January 15 and April 15, 2008. The county will then deposit the payments directly into the *Darby Township Sewer Sub-district Fund*. Until the compromise amount is paid in full, Foxlair is to remain current in its payments for charges billed pursuant to the services agreement.

The parties also agree that the amount shown on the tax duplicate under the title “special assessment” be reduced in order for \$70,000 to be the compromise amount recovered by the county. Therefore, the settlement agreement stipulates that the Pickaway County Auditor is ordered to remit, or remove, the sum of fifty four thousand five hundred forty-four dollars and twenty-nine cents (\$54,544.29) from the special assessment.

The settlement agreement also states that if and when the compromise amount is paid in full as per the agreed terms, and provided that Foxlair remains current in its other obligations to the county, the parties shall promptly consult with each other concerning the amount of sewer tap-in fees, if any, in connection with potential expansion of Foxlair’s Mobile Home Park. Foxlair shall have no duty to expand, and the county shall have no duty to deviate from its established fee structure.

**In the Matter of  
Proposal Approved for  
Commissioners’ Parking Lot:**

David Conrad, Maintenance Supervisor, met with the Commissioners to review a proposal in the amount of \$23,335.00 from *Roese Brothers Paving, Inc.* for the removal of the existing retaining wall at the location of the current elected official's parking lot west of the building occupied by the Commissioners' offices and surfacing of a new county employee parking lot south of the building.

The proposal states that following the removal of the retaining wall a final grade and proof roll subgrade will be performed to ensure proper drainage and stability. The yard will be tapered on the west side down to meet the proposed asphalt curb.

Conceptual drawings were reviewed for both parking lots. The south parking lot will require elevation changes in various areas to reduce differentials in grade and ensure proper storm water runoff to the west alley. The proposal for the south parking lot shows an increase of fourteen (14) newly created parking spaces with the dimension of eight (8) feet wide and nineteen (19) feet long; however, during their discussion the Commissioners determined that nine (9) feet by nineteen (19) feet parking spaces will be more practical.

Following the review, Mr. Wippel offered the motion, seconded by Mrs. Metzler to approve the proposal pending approval from the City of Circleville for the proposed storm water management plan.

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 Weekly  
Animal Shelter Report:**

The weekly report for the Pickaway County Animal Shelter was filed for week ending June 16, 2007.

A total of \$608 reported being collected as follows: \$256 sales of dogs; \$30 redemptions; \$88 donations; \$169 in sales of tags; \$65 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 Mrs. Meltzer 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