

TUESDAY, SEPTEMBER 5, 2006
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 Tuesday, September 5, 2006, with the following members present: Mrs. Ula Jean Metzler; Mr. Glenn D. Reeser; and Mr. Jay H. Wippel. 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: Mrs. Metzler, yes; Mr. Reeser, yes; Mr. Wippel, 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 dated August 28, 2006, 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 \$119,060.05 on the County Treasurer to satisfy the same.

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

Attest: Patricia Webb, Clerk

**In the Matter of
Bill Archer Regarding
County Prosecutor Elected Position:**

William Archer briefly met with the Commissioners to formally notify them of his plans to seek the position of Pickaway County Prosecutor. Mr. Archer has been employed as an Assistant County Prosecutor for the past seven (7) years, from which he recently resigned to run for the elected position.

**In the Matter of Meeting with
David Conrad Regarding
Capital Improvement Projects:**

Dave Conrad, Pickaway County Maintenance Supervisor, met with the Commissioners to review capital improvement project cost estimates.

For blacktop work at the Pickaway County Service Center (PCSC) located on Island Road, Mr. Conrad reviewed a quote in the amount of \$3,500 from KMC Paving, Inc. for the removal of existing stone and installation of asphalt to a 1,856 sq. ft. area of the parking lot over which monitoring wells were removed related to an abandoned underground fuel storage tank. The county recently received a "No Further Action" status from the Ohio Bureau of Underground Storage Tank Regulations Division regarding a previous contamination issue in reference to the abandoned storage tank, consequently allowing the removal of the wells.

A second quote was received from KMC Paving, Inc. in the amount of \$4,300 for resurfacing of the main drive of the parking lot beginning at Island Road, to and including approximately 30 ft. of sidewalk to

the north and south of the building's front entrance. The quote also includes filling-in of various potholes.

Following further discussion, Mr. Conrad stated that he will obtain additional quotes and the Commissioners plan to re-inspect the areas of the parking lot before making a decision to move forward with the resurfacing project(s).

Also reviewed were two proposals, one from Chardon Laboratories, Inc. and the second from Sauer Technical Services, for the purchase of equipment and service contracts necessary for water testing and the feeding of chemicals through pumps into boilers located at the Courthouse and Memorial Hall. Dialogue ensued regarding whether to purchase the equipment and enter service contracts as changing-out of the heating and air conditioning system is part of the county's five-year capital plan. Ultimately, it was determined that the maintenance department would obtain the necessary test-kits and familiarize themselves with process in which to feed the chemicals into the boilers required to maintain the proper PH levels in the water.

In addition, with apprehension regarding the boilers enduring the winter considering their age and current condition, it was determined that Commissioner Wippel will explore the possibility of the county obtaining and utilizing parts from boilers recently removed from Westfall Elementary school, if interchangeable, for any boiler repairs that may be necessary during the upcoming heating season.

At the conclusion of the meeting, it was also established that Mr. Conrad will provide the Commissioners with maintenance department updates on at least a monthly basis, or more often if projects are taking place.

**In the Matter of
Note Signed with Savings Bank for
Purchase of Sheriff Department Road Patrol Cars:**

The Commissioners signed a note with the Savings Bank in the amount of \$111,000.00 that will be utilized for the purchase of new patrol cars for the Pickaway County Sheriff Department.

Following a bid opening conducted on February 6, 2006, the Commissioners authorized the purchase of six (6) 2006 Crown Victoria marked patrol cars from Coughlin Ford-Circleville in the amount of \$27,914.00 each, for a total of \$167,484.00. The vehicles were recently delivered to the Sheriff Department following the installation of all required equipment and detailing.

The County will process a check in the amount of \$56,484.00, paid from the Capital Improvement Fund, with the balance of \$111,000 being financed through the Savings Bank, structured with two (2) annual payments of \$59,268.70 at an interest rate of 4.490% per year.

**In the Matter of
Waiver Approved for
Circleville Ford -Coughlin Automotive:**

Mr. Reeser offered the motion, seconded by Mr. Wippel to waive the waiting period to issue payment to **Circleville Ford – Coughlin Automotive** in the amount of **\$56,484.00** from the **Capital Improvement Fund**, line item **#401.7115.5508**, as a partial payment for the purchase of **six (6) patrol cars for the Sheriff Department**.

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

Attest: Patricia Webb, Clerk

**In the Matter of Tax Increment Financing (TIF)
Renewal Note Signed with Savings Bank:**

The Commissioners signed and renewed a \$100,000.00 note with the Savings Bank of Circleville, with an interest rate 4.050% for a period of one (1) year. The original note was obtained August 17, 2005, to cover infrastructure costs related to the South Court St., Crites Road, U.S. Rt. 23, and Sperry Drive extension project associated with the Super Wal-Mart project.

**In the Matter of
Clarks Lake Subdivision
Storm Sewer Project; Greenbriar Ditch Extension Project; and
Clark Lake Ditch Project Status Reports:**

The Commissioners conducted a follow-up meeting regarding the Darby Township Trustees' storm sewer project for Clarks Lake Subdivision. Robert Parker, Pickaway County Sanitary Engineer; Chris Mullins, Assistant Engineer; Ned Musselman and Chris Creamer, Darby Township Trustees; Eric Clark, P.E., Project Engineer; and Matthew Forte of the *Circleville Herald* were in attendance.

Eric Clark reported that he will be resubmitting an application on behalf of the trustees to the Ohio Public Works Commission (OPWC) for the installation of storm sewer lines. He informed the Commissioners that the previous application did not get funded. The new application is due October 7, 2006.

Mr. Parker then reported that he obtained a cost estimate from Toole Electric to move the wiring from inside of the lift-station building in the amount of \$23,976 including lift-station motor "soft-starts", and an alternate cost estimate not including lift-station motor "soft-starts", in the amount of \$15,310. Previously, corrosion problems were experienced in the electrical wiring that controls the motor due to sewer gas and the wiring was replaced. Mr. Parker reported that no problems have occurred since the wiring has been replaced and sealing of the box containing the control panel, therefore, he stated it is of his opinion that this particular project should be "put on the back burner" until when/if the financial status of Darby Township Sewer Sub-district Fund improves.

Regarding the Greenbriar Ditch Extension project, Mr. Parker reported the project's new cost estimate and the re-calculations of assessments to benefiting landowners have been completed. Once the re-calculated information is submitted to the Commissioners' office, a "Second Final Public Hearing" will be scheduled and legal notices will be sent to landowners notifying them of the amended assessment amounts and scheduled date, time, and location of the Public Hearing.

Mr. Parker then reported that the revised and final project estimate prepared by the Soil & Water Conservation District office for the proposed Clarks Run Ditch is near completion. He stated that Sue Lumley, SWCD Office Administrator informed him that the new estimate and assessment amounts should be available in approximately one month. As in the Greenbriar Ditch Extension project, once the information is received by the Commissioners' office, legal notices will be sent to the property owners to notify them of the amended assessments amounts and scheduled date, time, and location for the "Second Final Public Hearing."

Ned Musselman then referenced an erosion problem on a back area of property, owned by Sarah Jane Nance, located on Era Road in Darby Township. Portions of the property has eroded and fallen into a creek flowing behind her house. Following further discussion, it was determined that Mr. Musselman will get in touch with Ms. Nance to suggest that she consult with the Soil & Water Conservation District office and Army Corps of Engineers regarding the issue.

**In the Matter of
Authorizing Robert Parker to
Enter into Contract with RD Zande & Associates for
2006 Bridge Inspections/Inventory:**

Mr. Reeser offered the motion, seconded by Mr. Wippel authorizing **Robert E. Parker, Pickaway County Engineer, to enter into contract with R.D. Zande & Associates 1500 Lake Shore Drive, Suite 100, Columbus, OH 43204** in the amount of **\$43,000.00**, inclusive of load calculations for four (4) new structures, and for professional services related to the 2006 inspection; inventory; and report preparation of 152 bridges, inclusive of load rating calculations for four (4) new structures.

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

Attest: Patricia Webb, Clerk

**In the Matter of
Contract Renewed with
Kinder Environmental Services:**

Mr. Reeser offered the motion, seconded by Mr. Wippel to renew and enter into a contractual agreement with **Kinder Environmental Services, Inc., 2112 Cherry Valley Road, Newark, Ohio 43055** in the amount of **\$5,800 per month** for the management and operation of the county's four (4) wastewater treatment plants; three (3) lift stations in the Darby Township Sub-district Sanitary System; and the lift station located at the Pickaway County Jail.

The agreement shall be **in effect from September 11, 2006, through September 30, 2010, with an option of one (1) four-year extension.**

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

Attest: Patricia Webb, Clerk

**In the Matter of Review of
Renewal Contract with Earnhart Regional Water & Sewer District:**

The Commissioners reviewed a sewer billing services renewal agreement from Earnhart Hill Regional Water & Sewer District (EHRWSD) for the continuance of providing billing services to county sewer customers located in Circle Hills; Wintergreen; Knollwood Village; and Walnut Heights Subdivisions. The agreement reflects a 14¢ increase, from the current cost of \$1.00 to \$1.14 per utility bill

Following a brief discussion, it was determined that the County Administrator will look into providing EHRWSD a counter-offer regarding the increase before a final decision is made by the Commissioners to renew the agreement.

**In the Matter of
Travel Authorizations Approved for
Job & Family Services Agency:**

The Commissioners signed Travel Authorizations for numerous Job & Family Services employees to attend various meetings, training sessions, and conferences to be held throughout the month of September at a total probable cost of \$3,582.12.

**In the Matter of
Amended Certificate Approved for
County Health Benefits Fund:**

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

WHEREAS, the Budget Commission did grant an AMENDED CERTIFICATE in the amount of **\$738,690.24** for the **County Health Benefits - Fund (801)**, then

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners does hereby appropriate the following sum for expenditure during the fiscal year ending December 21, 2006:

County Health Benefits – Fund 801
\$738,690.24

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

Attest: Patricia Webb, Clerk

**In the Matter of
Appropriations Approved:**

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

738,690.24 to 801.0000.4926 – County Health Benefits-Other Receipts
738,690.24 to 801.6904.5218 – County Health Benefits-Premiums

650 to 101.1105.5703 – Contingencies

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

Attest: Patricia Webb, Clerk

**In the Matter of
Transfer Approved:**

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

**650 from 101.1105.5703 – Contingencies
to
101.1201.5410 – Municipal Court-Witness Fees**

Voting on the motion was as follows: 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 requests for the TRANSFER and RE-APPROPRIATION OF FUNDS:

**1,000 from 101.1145.5501 – Recorder-Equipment
to
101.1145.5401 – Recorder-Contract Services**

**2,000 from 101.1145.5501 – Recorder-Equipment
to
101.1145.5901 – Recorder-Other Expenses**

**3,500 from 101.5010.5301 – Veterans Services-Supplies
to
101.5011.5501 – Veterans Services-Equipment**

**4,400 from 101.2010.5212 – Sheriff-Road Patrol-PERS 16.93%
to
101.2010.5201 – Sheriff-Road Patrol-PERS 13.7%**

**3,000 from 233.1250.5901 – Prosecutor-DRETAC-Other Expenses
to
233.1250.5501 – Prosecutor-DRETAC-Equipment**

**In the Matter of
E9-1-1 Mapping Presentation:**

Representatives of Digital Data Technologies, Inc. (DDTI) provided the Commissioners with a brief presentation of the enhanced E9-1-1 component for the Geographic Information System (GIS), data that will assist in identifying locations from which E9-1-1 calls are made and that will tie into the State of Ohio's Location Based Response System (LBRS). Terry Frazier, Pickaway County E9-1-1 Coordinator; Susan Liggins, GIS Coordinator; Melissa Betz, County Auditor; Chip Welch of the Scioto Township Fire Dept.; Mike Struckman, Scioto Township Trustee; Ned Musselman, Darby Township Trustee; Sheriff Dwight Radcliff; and Matthew Forte of the *Circleville Herald* were in attendance.

The presentation demonstrated how the system will operate and location information that will be provided to dispatchers when wireless and landline E9-1-1 calls are made. Later in the week DDTI will begin mapping every road in the county to form an electronic map that will be utilized by emergency first

responders, providing them with important information including estimated time of arrival (ETA) to the emergency locations. Addresses, intersections, landmarks, railroads, hydrants, stop signs, traffic lights, driveways, bridges, culverts, etc. will be recorded by way of voice recognition software, i.e. technicians speaking into a microphone that will later be entered into the county's database.

Following the demonstration, the Commissioners viewed the van that will be gathering the information for the countywide mapping project.

**In the Matter of Letter
Signed Requesting Extension of Industrial Site
Improvement Fund Grant for Water Services:**

Commissioner Metzler signed a letter requesting a grant extension termination date of November 16, 2007, for the \$250,000 Industrial Site Improvement Fund (ISIF) Grant that will be utilized for the water services improvement project located in the North Gate Alliance area, a 600-acre site off Duvall Road and St. Rt. 23 in Harrison Township.

**In the Matter of
Meeting with Mike Struckman
Regarding Landuse Planning for Scioto Township and
Village of Commercial Point:**

Mike Struckman, Scioto Township Trustee, met with the Commissioners to discuss the proposed landuse planning effort between Scioto Township, and the Village of Commercial Point. Terry Frazier, Director of the Pickaway County Development and Planning Office, was also in attendance.

Mr. Frazier began by stating that he has previously made offers to all township trustees, village councils and mayors to make available any resources his office could provide for proposed landuse efforts and strategies, as he would like to see each township take ownership of its own zoning codes and planning efforts. Mr. Struckman requested the Commissioners' consideration in allowing the escalation of Mr. Frazier's direct involvement in preparing Scioto Township's proposed landuse plan, hopefully in coordination with the Village of Commercial Point. In response, the Commissioners stated that while they realize the importance and stressed their support of the effort with their vision for an eventual countywide comprehensive landuse plan, they do not want to see Mr. Frazier overburdened considering his current range of responsibilities. With that, Mr. Frazier stated what he *cannot* do is independently prepare the plan,

however, what he *can* do is provide some leadership and management, resources such as mapping, and his past and current knowledge and future vision. Mr. Frazier also recommended bringing in a competent planning professional that specializes in township landuse planning.

When dialogue took place regarding whether Commercial Point Village Council and Mayor were in support of the planning effort, it was stated that there appears to be a breakdown of communication between the village council and the mayor. Mr. Struckman stated that regardless of what the Village of Commercial Point officials decided to do, the Township Trustees plan to move forward with the project, while referencing that the township trustees will soon be requesting the \$7,500 that the county previously committed to subsidize a landuse plan. In response, the Commissioners strongly stressed their desire for a cooperative landuse plan as they really do not want to see each entity do their "own thing."

**In the Matter of
Amendment to Board of Health Agreement
Approving 3% Wage Increase:**

In June 2006, the Commissioners signed an agreement with the Pickaway County Board of Health containing several terms and conditions the Health Department is to adhere to in order to receive a Cash Advance of \$82,700.00 from the county's General Fund. The purpose of the Cash Advance was to assist the department in continuing its operations during a severe financial crisis.

Two of several conditions contained within the contract included: 1) a reduction in staffing from eighteen (18) to seventeen (17) employees; 2) no salary increases. The current employee count is now down to twelve (12) and, as also stipulated in the agreement, the Board of Health has put into practice strong financial oversight and budgetary controls. As a result, the department's financial status has improved at a more rapid pace than anticipated and Pam Butler, Health Commissioner, is now requesting the Commissioners' consideration to approve a 3% wage increase for the department's remaining employees.

(Previously, Health Department employees waived an approved 3% wage increase in an effort to help alleviate operating costs).

Following a discussion regarding the request, Mr. Reeser offered the motion, seconded by Mr. Wippel to **amend the agreement with the Pickaway County Board of Health authorizing a 3% increase, effective September 1, 2006, for the Pickaway County Health Department's employees while keeping the remaining stipulations of the agreement in place.**

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

Attest: Patricia Webb, Clerk

In the Matter of Former County Jail Designated as Pickaway County Records Retention Center:

Mr. Reeser offered the motion, seconded by Mr. Wippel designating the former Pickaway County Jail Facility located on West Franklin Street as the Pickaway County Records Retention Center for storing of records for various county agencies/organizations. The motion also includes a \$5,000 budget for renovations, provided by the maintenance staff, to the area of the building that will provide the necessary accommodations to house the records.

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

Attest: Patricia Webb, Clerk

In the Matter of Ditch Petition Withdrawn and Cancellation of Public Hearing for the Proposed R.J. Howard Joint Ditch:

The Pickaway County Board of Commissioners received written documentation dated August 29, 2006, from Robert J. Howard, withdrawing his petition filed May 23, 2006, for the proposed R.J. Howard Joint Ditch. Therefore, **the Public Hearing scheduled in the Common Pleas Courtroom on September 11, 2006, at 3:00 p.m. has been cancelled.**

Notices will be sent to all affected landowners and interested parties informing them of the cancellation.

In the Matter of Animal Shelter Weekly Report Filed:

The weekly report for the Pickaway County Animal Shelter was filed for week ending September 2, 2006.

A total of \$306 was reported being collected as follows: \$20 in sales of dogs; \$60 in redemptions; \$160 in donations; \$44 in sales of tags; \$22 in late tag fee penalties.

Four (4) 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: Mrs. Metzler, yes; Mr. Reeser, yes; Mr. Wippel, yes. Voting No: None. Motion carried.

Ula Jean Metzler, President

Glenn D. Reeser, Vice President

Jay H. Wippel
BOARD OF COUNTY COMMISSIONERS

Attest: Patricia Webb, Clerk