

MONDAY, APRIL 30, 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, April 30, 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 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:**

Mrs. Metzler offered the motion, seconded by Mr. Wippel 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 April 27, 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 **\$202,772.65** 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
David Conrad Regarding
Various County Projects:**

Dave Conrad, Maintenance Supervisor, met with the Commissioners to review maintenance related matters and various county improvement projects.

Topics reviewed included:

- **Maintenance Department Employment:** Applications are currently being taken to fill the Maintenance Repair Worker position that will be available after May 11, 2007. Applications may be obtained at the Commissioners' office, and may also be accessed by logging onto the Pickaway County Commissioners Website, www.pickawayboc.org;
- **Shred-It-Day:** A large volume of boxes containing obsolete records no longer required to be maintained by the county have been marked for removal from the Courthouse attic and transported to the Carnival Food Store parking lot for disposal during the community "Shred-It-Day" on May 12. It was determined that Darlene Weaver of the Pickaway County Historical Society will be contacted to review some of the old records for historical value prior to their disposal;
- **Parking Lot at 139 W. Franklin Street-Rear:** Proposals have been obtained from two local paving contractors for the area slated to be paved behind the building housing the Commissioners' offices. The new parking lot will allow for an additional ten (10) to twelve (12) county employee parking spaces. Mr. Conrad presented conceptual drawings for the Commissioners' consideration in deciding on the most conducive way in which pave and stripe-mark the area related to safety and traffic patterns.

In further discussing the matter and its estimated cost, Mr. Wippel offered the motion, seconded by Mrs. Metzler to authorize the project at a cost up to **\$20,000**. It was also determined request

additional proposals and provide the paving contractors with the decided upon conceptual drawing, which will allow all companies to bid on the same design.

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

- **County Record Retention Area:** The county records retention project is continuing. The maintenance department has painted three (3) of the top floor cells at the old county jail that has been designated as the Pickaway County Record Retention Center. It was decided that Mr. Conrad will contact Terry Leasure of the Juvenile Department to coordinate a work schedule with juveniles that have been assigned community hours to assist with the completion of the painting the area.
- **Pickaway County Annex:** Three (3) concrete replacement companies have been contacted for their submission of proposals for the removal and replacement of the entryway flooring between the first and second set of doors of the building. With only one (1) bid received, it was decided to contact additional contractors to request proposals before making a definite decision. Also, one bid has been received for the purchase of new aluminum signage for which additional quotes will be obtained as well. Both the replacement of entryway flooring and signage costs are estimated to be \$3,500 each.
- **Relocation of P3 Economic Development office:** The county maintenance department will be moving Nate Green, P3 Economic Development Director, from the second floor of the Commissioners' office building into the newly renovated former site of the City of Circleville Utility Department. Renovations to the space currently occupied by Mr. Green following his move was discussed.

At the conclusion of the meeting, the Commissioners thanked Mr. Conrad for his update.

In the Matter of Meeting with Jim Deal Regarding Emergency Management Agency Update:

Jim Deal, Pickaway County Emergency Management Agency (EMA) Director, met with the Commissioners to provide an agency update.

Topics reviewed included:

- Mr. Deal's purchase of two (2) Automatic External Defibrillators from the State of Ohio Surplus at the cost of \$500 each. Both unused units were manufactured in 2006, and would have cost \$1,800 each. Both units are still under warranty and were serviced by the manufacturer at no cost. It was determined that the Courthouse and the Pickaway County Service Center were logical locations in which to retain the devices and training sessions will be scheduled for designated county employees at each location on how to operate the equipment.
- A meeting with a representative of the Norfolk Southern Railway and the Circleville City Council Long Range Strategic Planning Committee will be conducted later in the evening (7:00 p.m. in the city council chambers) regarding the impact that the Rickenbacker Intermodal will have on the community related to double-stacked trains traveling through Circleville to and from the terminal. The increased rail traffic is not expected to come until late 2009.
- Audits of all FY05 and FY06 grants received by the local EMA will be conducted by the Ohio Emergency Management Agency beginning May 1.
- Mr. Deal signed Letter of Intent to apply for a \$12,000 grant from the state to organize a Community Emergency Response Team (CERT). CERT training will include disaster preparedness, fire safety, basic disaster medical operations, search and rescue, disaster psychology, and team building and terrorism awareness.
- CSX Railroad provided the agency with a list of last year's hazardous material railroad shipments that traveled through Pickaway County. Last year, 22,579 shipments containing sulfur and liquefied petroleum gas were the bulk of the commodities passed through the county via the railroad cars.
- A liquid chlorine table-top exercise is scheduled to be conducted at the Circleville Fire Station located on North Court Street on June 21 at 9:00 a.m.

At the conclusion of the meeting, the Commissioners thanked Mr. Deal for the agency update.

**In the Matter of
New Fund Approved:**

Mr. Wippel offered the motion, seconded by Mrs. Metzler to approve the following request to CREATE A NEW FUND and related NEW LINE ITEMS:

314 – Greenbriar Ditch Extension I
314.0000.4926 – Greenbriar Ditch Extension I-Other Receipts
314.8116.5063 – Greenbriar Ditch Extension I – Note-Principal
314.8216.5604 – Greenbriar Ditch Extension I – Note-Interest
314.6134.5401 – Greenbriar Ditch Extension I – Contract Services

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
Appropriations Approved:**

Mr. Wippel offered the motion, seconded by Mrs. Metzler to approve the following requests to APPROPRIATE FUNDS:

129,000 – Greenbriar Ditch Extension I – Other Receipts
129,000 to 314.6134.5401 - Greenbriar Ditch Extension I – Contract Services

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
Renewal Lease Signed for
Pickaway County Prosecutor Office:**

Mr. Wippel offered the motion, seconded by Mrs. Metzler for the Board to sign a **Lease Agreement** with **Four J Properties, Inc., P.O. Box 657, Circleville, Ohio 43113** for a period of twelve (12) months in the amount of **\$925.00 per month** for space occupied by the Pickaway County Prosecutor. The agreement commences on October 1, 2007, and expires on September 30, 2008. The renewal of the agreement at the end of the above-mentioned expiration date will be on a month-to-month basis thereafter, at the same \$925.00 per month rate.

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
Mastermind Systems Contract Signed:**

The Commissioners entered into a contract on behalf of the Pickaway County Engineer with **MasterMind Systems, Inc. 345 Rice St. Elmore, Ohio 43146**, to furnish all labor, materials, tools, machinery necessary to perform all work in the execution of a **“No Passing Zone Study”** for all county roads in the amount of **\$15,911.00**.

Ninety percent (90%), or \$14,319.90, of the costs for the study will be funded by the Federal Highway Administration with the grant dollars administered by the Ohio Department of Transportation, and the County Engineer Department will fund the remaining ten percent (10%), or \$1,591.10.

The work performed under the terms of the contract shall commence as soon as possible and shall be completed on or before September 30, 2007.

**In the Matter of
Advance Back Approved:**

Mrs. Metzler offered the motion, seconded by Mr. Wippel to approve the following CASH ADVANCE BACK:

**2,000 from 296.1256.5801 – Day Reporting – Advance Back
to
101.0000.4910 – General Fund-Advance In**

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
Amended Certificate Approved for
Greenbriar Ditch Extension I:**

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

WHEREAS, the Budget Commission did approve an AMENDED CERTIFICATE in the amount of **\$129,000** for **Greenbriar Ditch Extension I, Fund 314**, 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 31, 2007:

**Fund 314
Greenbriar Ditch Extension I
\$129,000**

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
Waivers Approved:**

Mrs. Metzler offered the motion, seconded by Mr. Wippel to waive the waiting period to issue payment to the following:

Marie Boltenhouse in the amount of **\$60.00** from line item **#101.2005.5401** for the processing of Coroner related bills;

Ellery S. Elick in the amount of **\$694.54** from line item **#232.1155.5403** for travel expense reimbursement.

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 April 28, 2007.

A total of \$370 was reported being collected as follows: \$109 in sales of dogs; \$45 in redemptions; \$60 in donations; \$104 in sales of tags; \$52 in late tag fee penalties.

Ten (10) 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. Wippel 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