

MONDAY, JUNE 2, 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 on Monday, June 2, 2008, with the following members present: Mr. Jay H. Wippel; Mrs. Ula Jean Metzler; and Mr. Glenn D. Reeser. Ryan Scribner, Pickaway County Administrator, was also in attendance.

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

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 May 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 **\$118,751.77** 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
Travel Authorizations Approved
For Job & Family Services:**

The Commissioners approved Travel Authorizations at the total probable cost of \$2,068.65 for numerous Job & Family Services employees to attend various meetings, seminars, and training sessions to be held throughout the month of June.

**In the Matter of
Sanitary Engineer Update:**

Pickaway County Sanitary Engineer, Robert Parker, and Deputy Engineer, Chris Mullins, met with the Commissioners to provide an update for the Pickaway County General Sewer District and the Darby Township Sewer Sub-District.

The update information included:

- The financial situation with the Darby Twp. Sewer Sub-District is now in good standing with the settlement of Foxlair Mobile Home Park law suit being fully paid, and the monthly payments for sewer usage now being paid in a timely manner. The semi-annual construction loan payment to the Ohio Water Development Authority (OWDA) in the amount of \$62,793.14 is currently being processed.
- The inflow and infiltration (I/I) issue at Clarks Lake Subdivision remains during a 2" or more rain event, however; at a lesser level than previously experienced.
- The General Sewer District fund has recently experienced higher expenditures, mainly due to issues with the Sunnyside Acres Subdivision lift-station for which it was necessary to purchase two new pumps. The

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pumps were upgraded from 3 HP to 5 HP. Also, pipes that run to the sand filters at the package were jetted due to blockage.

- A draft Wastewater Capital Improvement Plan was reviewed reflecting various future capital improvement projects/purchases for the Walnut Heights; Circle Hills; Knollwood; and Wintergreen Subdivision package plants. The plan is being compiled in collaboration with *Kinder Environmental Services*, the company contracted by the county to oversee the day-to-day operations and maintenance of the package plants. A final plan will be provided to the Commissioners during the next Sanitary Engineer update.
- The topic of increasing the monthly sanitary user rates for the General Sewer District was discussed. The last increase was made in August 2005, at a rate of 3%.
- *ME Companies* recently provided its sewer feasibility study for the unincorporated Village of Derby, which is currently under findings and orders from the Ohio EPA. The report will be presented to the Commissioners following the Sanitary Engineer's review of the various options contained within the document, which will then followed by a presentation to the Darby Township Trustees.

Other topics reviewed related to the County Engineering Department included:

- Upcoming road resurfacing projects that include Matville Road from St. Rt. 316 to Scioto Darby Road; Hayesville Road from St. Rt. 159 to St. Rt. 56; a small portion of road in the unincorporated Village of Derby from the old elementary school to Renick Rd.; and a grant has been submitted to the Ohio Department of Transportation for the resurfacing of Stoutsville Pike.
- Mr. Mullins has begun reviewing the engineering plans for the Clarks Run Ditch project, which was approved by the Commissioners in 2001. It is anticipated that the project will go out for bid this fall, however; assessments to the benefiting landowners will need to be recalculated and landowners notified as the cost of the project will have increased since the calculation of project's original estimate.

In the Matter of
Resolution Adopted for Procedure to
Follow in Emergency Situations Outside of the
Pickaway County Dog Shelter's Operating Hours:

Pickaway County Dog Warden, Tammy Fee, met with the Commissioners to receive their official ratification of criteria to follow related after hour emergency call-outs to the on-call Dog Warden after the normal operating hours of the dog shelter. Ms. Fee compiled the criteria after consulting with other county Dog Wardens as to the procedure they have implemented. The criteria was presented and approved by the Pickaway County Animal Advisory Committee in November 2007.

Following the Commissioners review of the protocol, Mr. Reeser offered the motion, seconded by Mrs. Metzler to adopt the following Resolution, establishing after hours emergency call-out criteria:

Resolution No: PC-060208-1

WHEREAS, the Pickaway County Dog Shelter is open to the public Monday – Friday, 10:00 a.m. to 5:00 p.m., and Saturday 9:00 a.m. to 4:00 p.m., and

WHEREAS, the Pickaway County Dog Warden is committed to providing 24 hour emergency service for all of Pickaway County and to do so will designate a Dog Warden to be “on-call” for all emergencies that arise after regular hours of the facility's operations, and

WHEREAS, the following descriptions constitute an emergency condition and therefore justifies local law enforcement to contact the on-call Dog Warden to respond to the situation:

- **At-Large Animal Bites** – The animal has actually bitten or has attempted to bite a person and the animal is running loose with no means to locate or contact the owner;
- **At-Large Seriously Sick/Injured Animals** - The animal is sick or injured and, without intervention, is in jeopardy of death or serious suffering and the animal is running loose and no means exist to contact the owner;

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- **At-Large Vicious/Dangerous Dog** – A pit-bull or other vicious/dangerous dog is threatening a person or persons, and is running loose, and no means exist to locate or contact the owner;
- **Police Assist** – A law enforcement agency needs assistance with confining, restraining or lodging an animal during the service of a search warrant or where the owner is being arrested/incarcerated and no other person is available to care for the animal, and/or the owner is deceased or otherwise incapacitated and unable to care for the animal;

THEREFORE BE IT RESOLVED that when any of the above conditions have occurred during after-hour operations of the Dog Shelter, the Pickaway County Sheriff office and local Police Departments will utilize the following process:

- The Law Enforcement Communications Center will field and screen all after-hour calls they receive to determine whether a Dog Warden contact is appropriate. When the Law Enforcement Division decides that a call meets the call-out criteria, they will contact the on-call Dog Warden at the established paging system number.
- When a call does not meet the criteria for an emergency call to the Dog Warden, they are to inform the caller that a Dog Warden will be available for response after 8:00 a.m. and instruct the caller to contact the Dog Warden at 474-3741, leaving a detailed message regarding the nature of the call.
- If the Law Enforcement Division is uncertain as to whether a call meets the emergency on-call criteria, they may contact the on-call Dog Warden for clarification.
- Due to the dangerous nature of some calls, it may be necessary for Law Enforcement Divisions to dispatch law enforcement personnel to assist the Dog Warden.

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 in Executive Session with
Jim Deal, EMA Director:

Pickaway County Emergency Management Agency Director, Jim Deal, met with the Commissioners regarding a personnel matter.

At 11:19 a.m., Mrs. Metzler offered the motion, seconded by Mr. Reeser to enter into Executive Session.

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

At 11:35 a.m., Mr. Reeser offered the motion, seconded by Mrs. Metzler to resume Regular Session.

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

No action was taken.

In the Matter of
Weekly Dog Warden Report Filed:

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The weekly report for the Pickaway County Dog Shelter was filed for week ending May 31, 2008.

A total of \$218 was reported being collected as follows: \$128 in sales of dogs; \$15 in redemptions; \$10 in donations; \$65 in sales of tags; \$0 in late tag fee penalties.

One (1) dog and no cats were destroyed.

No firearms were discharged.

With there being no further business brought before the Board, Mr. Reeser offered the motion, seconded by Mrs. Metzler 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
PICKAWAY COUNTY, OHIO

Attest: Patricia Webb, Clerk