

MONDAY, OCTOBER 27, 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, October 27, 2008, , with the following members present: Mr. Jay H. Wippel; Mrs. Ula Jean Metzler, and Mr. Glenn D. Reeser. Ryan Scribner, 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 October 24, 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 \$220,752.86 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
DDTI Renewal Agreement Signed:**

The Commissioners signed a renewal agreement with *Digital Data Technologies, Inc.*, 956 King Avenue, Columbus, Ohio 43212, for web hosting services for the Pickaway County Auditor.

Changes made in the renewal agreement from the original agreement are as follows:

- Addition of GIS data integration and hosting at a one-time set up fee of \$2,500, and \$1,500 monthly.
- New Administrator Interface (AI) at the cost of \$1,000 per month .

The agreement will be paid from the Real Estate Assessment Fund.

**In the Matter of
Shredding of County Records:**

Dave Conrad, Maintenance Supervisor, will be asked to contact the *Shred-It* company in reference to setting up a day to return and shred county records designated for destruction. With the large turn-out at the community shred-it day conducted earlier in the year, these are remaining documents that did not have the opportunity to be destroyed.

The Commissioners discussed approving an amount up \$2,000 for the company's return, which would be paid from the county's balance in the Ross, Pickaway, Highland, and Fayette (RPHF) Joint Solid Waste Management District Revolving Loan Fund.

In the Matter of

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Approval to Process
\$7,000 Donation to Pickaway County Park District Board
For Purchase of Acreage for Hiking/biking Trail Conversion:

Mrs. Metzler offered the motion, seconded by Mr. Reeser to approve implementing the process to provide a \$7,000 donation to the Pickaway County Park District Board toward the total cost to purchase 21.562 acres along the old Penn Central Railroad that is owned by *Dayton Power & Light (DP&L)*. The acreage begins at the west side of the City of Circleville and ends at St. Rt. 104.

Earlier this year, Charles Babb and Pete Hartinger of the Pickaway County Park District Board met with the Commissioners and requested their consideration in providing a donation for one-half, or \$6,000, of the cost to obtain the section of property for the purpose of converting the rail line into hiking/biking trails to benefit the citizens of Pickaway County. Originally, based on DP&L's estimate of the acres involved, the total cost was thought to be approximately 17 acres at the cost of \$12,000, however; following a survey, the actual amount of acreage totaled 21.562, bringing its purchase price to \$14,015.30. Subsequently, the Commissioners agreed to increase the county's donation to \$7,000. The Pickaway County Community Foundation is matching the county's \$7,000 contribution for the remaining cost of the acreage.

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 with Terry Frazier
Regarding County Building Department:

Terry Frazier, Director of Planning & Development, met with the Commissioners with his weekly briefing regarding the county building department.

Mr. Frazier presented two proposals received thus far per the approved specifications and drawings for the renovation project to the 124 W. Franklin Street location, which will house the new department. With the proposals being higher than anticipated, modifications to the specifications that will not sacrifice the intent of project will be explored.

After some discussion was held in reference to possibly changing or waiving the county's 120-day waiting period requirement for health insurance benefits that will go into effect for county building department new hires, the decision was ultimately made to not deviate from the county's current policy.

Mr. Frazier reported that the City of Circleville continues to work on the transitioning the building department and there appears to be some issues with the city building department assets. He stated that he has been informed that municipal law stipulates that any assets worth more than \$1,000 must be auctioned, sealed bid, or auctioned on the Internet. Mr. Frazier said that he has contacted the county prosecutor to explore the matter.

Discussion was then held regarding proposed contracts with the Pickaway County Health Board for: 1) commercial plumbing inspections, and 2) electrical inspections on manufactured homes in manufactured home parks. The Health Board is authorized to enforce rules and regulations governing commercial plumbing inspection services, and rules and regulations governing electrical services adopted by the Board of Building Standards and Ohio Manufactured Homes Commission.

Upon completion of the discussion, Mr. Reeser offered the motion, seconded by Mrs. Metzler to adopt the two following Resolutions:

In the Matter of Resolution
Authorizing the County to Enter Into Contract
With Pickaway County Health Board to

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Provide Commercial Plumbing Inspection Services:

Resolution No.: PC-102708-1

WHEREAS, pursuant to Chapter 3703 of the Ohio Revised Code, the Health Board is empowered to enforce rules and regulations governing plumbing adopted by the Board of Building Standards under the authority of Chapter 3781.10 and 3781.11 of the Ohio Revised Code and to register those persons engaged in or at the plumbing business, and

WHEREAS, the Health Board is granted authority pursuant to Chapter 3703.04 of the Ohio Revised Code to appoint such plumbing inspector services as is required to enforce the rules and regulations governing plumbing adopted by the Board of Building Standards and to enforce Sections 3703.01 to 3703.09, inclusive of the Ohio Revised Code, and

WHEREAS, the county shall make available to the Health Board the employees of the Pickaway County Building Department to provide any necessary administrative services, inspections, and otherwise take all action necessary to provide services in connection with governing commercial plumbing installations adopted by the Board of Building Standards under the authority of Sections 3781.10 and 3781.11 of the Ohio Revised Code. The services provided by the county shall also include the collection of all required plumbing fees for the Health Board during the period of the contract, then

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners hereby authorizes the county to enter into a contract with the Pickaway County Health Board to provide commercial plumbing installation inspection services.

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 Resolution
Authorizing the County to Enter Into Contract
With Pickaway County Health Board to
Provide Electrical Service Inspections in
Manufactured Home Parks:**

Resolution No: PC-102708-2

WHEREAS, pursuant to Chapter 4781 of the Ohio Revised Code the Health Board is empowered to enforce rules and regulations governing electrical services for manufactured home parks adopted by the Ohio Manufactured Homes Commission under the authority of the Ohio Revised Code and to register those persons engaged in or at the electrical service business, and

WHEREAS, pursuant to Chapter 4781-6-02.09 of the Ohio Revised Code the Health Board is granted authority to contract with a commission certified local inspection departments to enforce the rules and regulations governing installation electrical services for manufactured home parks adopted by Ohio Manufactured Homes Commission and to enforce Sections 4781.15, inclusive of the Ohio Revised Code, and

WHEREAS, the county shall make available to the Health Board the employees of the Pickaway County Building Department to provide any necessary administrative services, inspections, and otherwise take all action necessary to provide services in connection with governing electrical services to all manufactured home parks adopted by Ohio Manufactured Homes Commission under the authority of Section 4781.06 of the Ohio Revised Code. The services provided by the county shall also include the collection of all required electrical fees for the Health Board during the period of the contract, then

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners hereby authorizes the county to enter into a contract with the Pickaway County Health Board to provide electrical installation inspection services to all manufactured home parks.

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

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The county prosecutor's legal representation for either the county or the Health Board regarding the contents of the contracts was discussed. It was decided that Mr. Frazier will consult with the Health Board to inquire if it would desire contract with independent legal council regarding the matter, for which the county will be willing to split the costs.

In the Matter of
2009 Budget Summit:

The Commissioners then conducted its annual Budget Summit attended by county elected officials/department heads held at the Pickaway County MRDD S. Pickaway St. location to review 2009 General Fund departmental requests and final appropriations approved. Each department provided an explanation for any significant line item deviations, whether they were more or less, from their last year's appropriations.

In the Matter of
Entering Into Rental Lease for
Pickaway County Prosecutor Office:

Mr. Reeser offered the motion, seconded by Mrs. Metzler to enter into a one-year rental lease agreement between the county and Barbara J. Lucks, 203 S. Scioto St., Circleville, Ohio, for office space to be utilized by the Pickaway County Prosecutor and staff in the amount of \$1,400 per month, plus a \$700 security deposit.

Due to the nature of the office of the county prosecutor, security issues are of utmost importance, and contained within the language of the lease, the county agrees to install, at its cost, a security system; security doors; and any other security fixtures it deems necessary.

The term of the lease shall be one year, commencing on November 15, 2008, and ending on November 14, 2009. Thereafter the lease will be on a month-to month basis unless extended in writing.

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

An additional reasonable appropriation to the prosecutor's equipment line item was discussed in order to purchase added equipment/furniture that may be required for the new location. No definite decision was made at this time regarding the amount as there is remaining appropriations within the prosecutor's line items that may be transferred to cover the costs.

The prosecutor's current lessor will be contacted informing them that the county will be terminating its lease. It was decided that County Administrator, Ryan Scribner, will meet with the current lessor to review the furniture and fixtures owned by the county that will be leaving the premises as a result of the move.

In the Matter of
Wind Damage to County Buildings:

The County Administrator informed the Commissioners that he has submitted estimates for structural repairs to County Risk Sharing Authority (CORSA) for damages to county buildings as the result of the wind storm event that occurred in September of this year. With the federal government having declared the State of Ohio an emergency disaster area, 75% of the costs will be covered with federal dollars. Jim Deal, Director of Pickaway County Emergency Management Agency, will be provided the estimates for submission to the Federal Emergency Management Agency. Reimbursement to the county will be coordinated with the FEMA and the county's CORSA adjuster.

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In the Matter of
Change Orders #1 & #2 Approved for
Pickaway County Dog Shelter Construction Project:

Mr. Reeser offered the motion, seconded by Mrs. Metzler to approve the following Change Orders from *C. P. Construction*, the general contractor for the new Pickaway County Dog Shelter construction project:

Change Order #1 in the amount of **\$7,400** to install EIFS on the exterior of the building in lieu of vinyl siding;

Change Order #2 in the amount of **\$5,400** for 6" inches of compacted #304 stone for the parking lot that will include a layer of wash chips.

The Change Orders increase the total project cost from \$379,000 to \$391,800.

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
Policy on Sick Leave Donations:

In his research regarding a recent inquiry of Ellery Elick, Pickaway County Treasurer, in reference to the donation of sick leave from one county employee to another, the County Administrator informed the Commissioners that he spoke with legal counsel at the County Commissioners' Association of Ohio (CCAO) who confirmed that any employee who transfers/donates any of his/her accumulated sick leave hours to another county employee, must maintain at least 80 hours of sick balance on the books after the transfer. With this stipulation being included in the county's policy and procedure manual, it was strongly recommended that there be no exceptions regarding the matter, to which the Commissioners concurred.

In the Matter of
Inquiry Regarding Increasing
Mileage Reimbursement Rate:

Ryan Scribner, County Administrator, informed the Commissioners that an inquiry had been made in reference to the county's matching the IRS's mileage reimbursement increase to the amount of 58.5¢ per mile that took effect in this past July. In light of the fact that the Commissioners approved an increase to 47¢ per mile reimbursement rate this past May, and the fact that gasoline prices have significantly declined since that time, it was decided not to deviate from the county current reimbursement rate and revisit the matter in the future.

In the Matter of
Approval to Purchase Two
Utility/Tool Beds for Maintenance Department Vehicles:

Ryan Scribner, County Administrator, informed the Commissioners that Mr. Conrad is requesting the authorization to purchase two scratch and dent utility/tool beds for the cost of \$3,300 each that he has examined. Mr. Conrad would like to install the equipment in the department's Ford pick-up and GMC truck, which would then be painted match the vehicles.

During their discussion regarding the request, the Commissioners stated that the maintenance department's truck and van should also be painted identifying them as county maintenance department vehicles. Mr. Wippel then offered the motion, seconded by Mrs. Metzler approving the purchase of the two utility/tool beds.

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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

It was also reported that Mr. Conrad would like to purchase a new "0" turn John Deere riding mower for the maintenance department. The existing mower could then be left at the Pickaway County Dog Shelter for use at that facility. Following further discussion of the matter, it was determined that Mr. Conrad will be instructed to obtain governmental pricing for the mower and report back to the Commissioners' office with his findings.

Discussion was also held in reference to the possible replacement of aging, high-mileage vehicles utilized by Pickaway County Dog Warden/Deputy Dog Wardens that continue to require costly repairs.

In the Matter of
Amended Certificate Approved for
Hughes Lateral #1 Maintenance Ditch:

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

Resolution No: PC-102708-3

WHEREAS, the Budget Commission did approve an **AMENDED CERTIFICATE** in the amount of **\$214.56 for Fund 265, Hughes Lateral #1 Maintenance Ditch, then**

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners does hereby appropriate the following sum for expenditure during fiscal year ending December 31, 2008:

Fund #265
Hughes Lateral #1 Maintenance Ditch

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
Amended Certificate Approved for
HAVA Grant:

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

Resolution No: PC-102708-4

WHEREAS, the Budget Commission did approve an **AMENDED CERTIFICATE** in the amount of **\$866.13 for Fund 211, HAVA Grant, then**

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners does hereby appropriate the following sum for expenditure during fiscal year ending December 31, 2008:

Fund #211
HAVA Grant

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

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**In the Matter of
Appropriations Approved:**

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

**300 to 905.1231.5301 – Juvenile Special Projects-Supplies
50,000 to 209.5022.5940 – Family & Children First-Grants
10,000 to 201.3005.5501 – Auto License & Gas Tax-Equipment
3.63 to 265.6114.5901 – Hughes Lateral #1 - Maintenance
45,000 to 201.3006.5527 – Auto License & Gas Tax-Materials & Supplies
866.13 to 211.0000.4595 – HAVA Grant
866.13 to 211.1107.5501 – HAVA Grant-Equipment
214.56 to 265.0000.4601 – Hughes Lateral #1 Maintenance Ditch
214.56 to 265.6114.5901 – Hughes Lateral #1 Maintenance Ditch**

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
Fund Transfers Approved:**

Mrs. Metzler offered the motion, seconded by Mr. Reeser to approve the following FUND TRANSFER requests:

**1,062.57 from 101.1105.5609 – Depository & Investment Interest
to
201.0000.4705 – Auto License & Gas Tax – Interest

257.39 to 101.1105.5610 – Depository & Investment – Interest
to
202.0000.4706 – Motor Vehicle Permissive Tax-Interest

86.36 from 101.1105.5611 – Depository & Investment Interest
to
901.0000.4707 – Special project Assessment-Interest**

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
Weekly Dog Warden Report Filed:**

The weekly report for the Pickaway County Dog Shelter was filed for week ending October 25, 2008.

A total of \$255 was reported being collected as follows: \$32 in sales of dogs; \$75 in redemptions; \$70 in donations; \$52 in sales of tags; \$26 in late tag fee penalties.

Five (5) dogs were destroyed.

No firearms were discharged.

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