

**MONDAY, NOVEMBER 17, 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, November 17, 2008, with the following members present: Mr. Jay H. Wippel and Mrs. Ula Jean Metzler. Mr. Glenn D. Reeser was absent. Ryan Scribner, County Administrator, was also in attendance.

Due to the Clerk to the Board of Commissioners absence from November 18 through the 21, the November 10, 2008 meeting minutes will be read for approval on November 24, 2008.

**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 November 17, 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 \$298,540.23 on the County Treasurer to satisfy the same.

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Allocation of September Sales Tax Collections:**

Mrs. Metzler offered the motion, seconded by Mr. Wippel to allocate **September 2008** Sales Tax collections in the following manner:

**13,069.36 to 401.0000.4121 – Capital Improvements/Purchases**  
**484,471.30 to 101.0000.4121 – General Fund**

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

Attest: Patricia Webb, Clerk

**In the Matter of  
Agreement with *MasterMind Systems, Inc.* Signed:**

The Commissioners signed an agreement on behalf of the Pickaway County Engineering Department with *MasterMind Systems, Inc.*, 345 Rice Street, Elmore, Ohio 43416, in the amount of \$24,030 to furnish all labor, materials, tools, and machinery necessary to perform all work in the execution of a "Guardrail Inventory/Inspection Study" for 227 miles of county roads.

The work is necessary to ensure that all guardrails meet federal standards. Ninety percent (90%) of the agreement will be paid with federal funds, with a 10% local match.

**In the Matter of  
Job & Family Services Update:**

Rojanne Woodward, Director of Pickaway County Department of Job & Family Services (PCDJFS), met with the Commissioners to provide an agency update:

Topic reviewed included:

**MONDAY, NOVEMBER 17, 2008**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

- **Budget Expense Cuts/Reductions:** Various contracts and program reductions were reviewed. The reductions are a result in the significant decrease in state funding the agency is experiencing in its current and upcoming fiscal years.
  - **Family & Children First Council (FCFC):** The FCFC budget has a projected shortfall of about \$15,000 in SFY10. Financial support letters were mailed to council members requesting annual commitments for the next five years. Mrs. Woodward asked for the Commissioners' consideration for the first of five county annual commitments when finalizing the 2009 budget.
  - **Pickaway County Profile:** A copy of Pickaway County's profile for calendar year 2007 prepared by the PCDJFS was distributed for review. Mrs. Woodward plans to provide an overview of the profile for the Circleville Noon Rotary Club program on December 4.
  - **Unemployment Statistics:** Pickaway County's unemployment rate for the month of September 2008 was 7.5%, down from 7.9% in August 2008.
- Agency Statistics:** A spreadsheet was provided reflecting the number of clients served through the agency and the associated costs for the period of October 2007, through October 2008.

**In the Matter of**  
**Meeting with Maintenance Supervisor**  
**Regarding Snow Emergency & Ice Alert Protocol:**

Dave Conrad, Pickaway County Maintenance Supervisor, met with the Commissioners to review the protocol to be followed in the event of severe snow events and/or ice storms for the 2008/2009 winter season. The following snow emergency classifications that are contained in the Pickaway County Policy & Procedure were reviewed:

**Level One:** Roads are hazardous with blowing and drifting snow. Roads are also icy. Drive carefully. Snow plows are able to clear the roads and drifts do not fully reoccur for over an hour.

**Level Two:** Roads are hazardous with blowing, drifting snow and white-out conditions exist. Roads are also icy. Travel only if necessary. Contact your employer to determine if your workplace will be open. Snow plows are not able to keep roads clear as drifts recur in less than an hour. Some rural roads are drifted totally shut.

**Level Three:** Many roads in Pickaway County are impassable. Drivers should avoid using roads, if possible. Contact your employer to determine if your workplace will be open. A large number of roads are drifted shut and it may require the use of special equipment, such as graders and front-end loaders, to remove the snow and reopen the roads.

**Ice Alert:** The Pickaway County Sheriff may issue an Ice Alert. This means that icy road conditions exist. The Sheriff's Office will notify the County Engineer's Office and the EMA Director when an ice alert is declared.

While being in close contact with his road patrol, the Pickaway County Engineer/Highway Department, and the EMA Director as to road conditions, the Sheriff is the only person authorized to declare a Snow Emergency or Ice Alert. If it is determined that it would be in the best interest for the safety of employees to close county offices due to hazardous weather and road conditions, the media will be notified in order to inform the public. The Commissioners office will then implement its "call chain" notifying county elected officials and department heads of the closings.

The county maintenance department clears the snow and salts sidewalks and steps of all county facilities, and the various county parking lots are cleared by Alex Wolfe of *Wolfe Construction*.

**In the Matter of**  
**eCommunity Leadership Team Meeting:**

The Commissioners attended the initial kick-off meeting of the eCommunity Leadership Team for the implementation of Governor Strickland's Connect Ohio Broadband Expansion Initiative. The meeting, facilitated by Sage Cutler, Ohio Southwest Region Field Director, was also attended by community leaders from nine sectors that includes, but is not limited to: government; business/industry; education; healthcare; agriculture, tourism, etc.

Connect Ohio is a public-private partnership that works with technology minded businesses, government entities and universities to accelerate technology access and literacy and close the digital divide

**MONDAY, NOVEMBER 17, 2008**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

not only locally, but throughout the state. With each county having its individual needs, local eCommunity Leadership Teams are formed with the initial goal of providing the most comprehensive picture of the community in terms of broadband deployment and expand from there.

The next meeting is scheduled for Tuesday, December 16, 2008, from 10:00 a.m. to 12:00 noon, and will be held at the Ohio Christian University.

**In the Matter of**  
**Meeting with Terry Frazier and Al Sheldon**  
**Regarding the Pickaway County Building Department:**

Terry Frazier, Director of Planning & Development, met with the Commissioners regarding the new Pickaway County Building Department. Also in attendance was Al Sheldon, Chief Building Official of the City of Circleville/Pickaway County Building Department.

At 1:45 p.m., Mrs. Metzler offered the motion, seconded by Mr. Wippel to enter into Executive Session regarding personnel matters.

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

Attest: Patricia Webb, Clerk

At 2:00 p.m., Mrs. Metzler offered the motion, seconded by Mr. Wippel to Resume Regular Session.

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

Attest: Patricia Webb, Clerk

No action was taken.

**In the Matter of**  
**Pickaway County Building Department's Chief Building Official;**  
**Building Inspector; and Permit Technician Hired:**

Mrs. Metzler offered the motion, seconded by Mr. Wippel to appoint **Allyn Sheldon**, 1294 Bristol Court, Circleville, Ohio 43113 as the **Pickaway County Building Department Chief Building Official**, effective December 15, 2008, at the rate of **\$27.80** per hour. This is an unclassified, non-exempt position.

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

Attest: Patricia Webb, Clerk

Mrs. Metzler offered the motion, seconded by Mr. Wippel to hire **Ryan Wilkins**, 7017 Hagerty Road, Ashville, Ohio 43103, effective December 15, 2008, as the **Pickaway County Building Department Building Inspector**, at the rate of **\$25.10** per hour. This is a classified position.

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

Attest: Patricia Webb, Clerk

Mrs. Metzler offered the motion, seconded by Mr. Wippel to hire **Debby Kocher**, 505 Ross Rd. S.E. Lancaster, Ohio 43130 as the **Pickaway County Building Department Permit Technician**, effective December 1, 2008, at the rate of **\$15.00** per hour. This is a classified position.

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

**MONDAY, NOVEMBER 17, 2008**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

Attest: Patricia Webb, Clerk

Discussion was then held in reference to working out an agreement with the City of Circleville regarding the county assuming the liability of open permits previously issued by the City of Circleville Building Department in exchange for its associated assets, such as software program, flat cabinets, vehicles, etc.

**Replat of Lot 7**

**Approved for *Wendy's Old Fashioned Hamburgers*:**

Terry Frazier, Director of the Pickaway County Office of Development and Planning, along with Eric Leibowitz of Casto Developers met with the Commissioners regarding the following plat related to *Wendy's Old Fashioned Hamburgers*. The plat has been approved by the Pickaway County Planning Commission; Pickaway County Engineer; and Circleville Township Zoning Inspector.

- **Replat of Lot 7**  
**Circleville Crossing**  
**Plat Cabinet 2, Slide 5**

Following their review, Mr. Wippel offered the motion, seconded by Mrs. Metzler to sign the plat, authorizing the Pickaway County Board of Commissioners' approval.

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

Attest: Patricia Webb, Clerk

**In the Matter of**

**Meeting with Sheriff Radcliff**

**Regarding Union Negotiations:**

Sheriff Radcliff, along with John Krock of Clemans, Nelson & Associates, met with the Commissioners to discuss union contract negotiations for the Pickaway County Sheriff Department.

At 2:36 p.m., Mrs. Metzler offered the motion to enter into Executive Session.

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

Attest: Patricia Webb, Clerk

At 3:30 p.m., Mrs. Metzler offered the motion, seconded by Mr. Wippel to resume Regular Session.

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

Attest: Patricia Webb, Clerk

No action was taken.

**In the Matter of**

**Creation of New Line Item Approved:**

Mrs. Metzler offered the motion, seconded by Mr. Wippel to approve the following request for the CREATION OF A NEW LINE ITEM:

**101.1105.5612-Juvenile Special Project Fee Assessment**

**MONDAY, NOVEMBER 17, 2008**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

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

Attest: Patricia Webb, Clerk

**In the Matter of**  
**Appropriation of Funds Approved:**

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

**7,000 to 101.1105.5703 – Contingencies**  
**3,355.63 to 101.1105.5703 – Contingencies**  
**90 to 225.2060.5403 – Dept. of Youth Services-Volunteer Mileage**  
**7,042.50 to 501.6915.5401 – General Sewer District-Contract Services**

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

Attest: Patricia Webb, Clerk

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

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

**7,000 from 101.1105.5713 – Park District**  
**to**  
**639.0000.4556 – Park District-Local Share**

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

Attest: Patricia Webb, Clerk

**In the Matter of**  
**Transfers Approved:**

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

**3,355.63 from 101.1105.5703 – Contingencies**  
**to**  
**101.2005.5401 – Coroner-Contract Services**  
  
**1,500 from 101.2005.5203 – Coroner-Insurance**  
**to**  
**101.2005.5401 – Coroner-Contract Services**

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

Attest: Patricia Webb, Clerk

**In the Matter of**  
**Transfers Approved by County Administrator:**

**MONDAY, NOVEMBER 17, 2008  
OFFICE OF THE BOARD OF COMMISSIONERS  
PICKAWAY COUNTY, OHIO**

Ryan Scribner, County Administrator, approved the following TRANSFER and RE-APPROPRIATION requests:

**3,000 from 501.6915.5901 – General Sewer District-Other Expenses  
to  
501.6915.5401 – General Sewer District-Contract Services**

**290 from 101.1140.5428 – Board of Elections-Contract Workers  
to  
101.1140.5403 – Board of Elections-Travel**

**35 from 101.1140.5428 –Board of Elections-Contract Workers  
to  
101.1140.5402 – Board of Elections-Contract Repair**

**9,000 from 101.1217.5418 – Juvenile-Detention Monitor House Arrest  
to  
101.1217.5417 – Juvenile Detention Center**

**7,000 from 101.1105.5703 – Contingencies  
to  
101.1105.5713 – Park District**

**1,400 from 101.1106.5403 – Planning & Development-Travel & Expense  
to  
101.1106.5301 – Planning & Development-Supplies**

**6,983.05 from 203.3015.5501 – Engineer Roads & Bridges-Equipment  
to  
203.3015.5505 – Engineer Roads & Bridges-Material & Supplies**

**363.65 from 203.3015.5313 – Engineer Roads & Bridges-Membership/Dues  
to  
203.3015.5505 – Engineer Roads & Bridges-Materials & Supplies**

**2,911.37 from 101.2005.5901 – Coroner-Other Expenses  
to  
101.2005.5401 – Coroner-Contract Services**

**In the Matter of  
Weekly Dog Warden Report Filed:**

The weekly report for the Pickaway County Dog Shelter was filed for week ending November 15, 2008.

A total of \$56 was reported being collected as follows: \$-0- in sales of dogs; \$15 in redemptions; \$15 in donations; \$13 in sales of tags; and \$13 in late tag fee penalties.

Eight (8) dogs 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. Wippel, yes; Mrs. Metzler, yes; Mr. Reeser, absent. Voting No: None. Motion carried.

**MONDAY, NOVEMBER 17, 2008**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

Jay H. Wippel, President

Ula Jean Metzler, Vice President

ABSENT

Glenn D. Reeser  
BOARD OF COUNTY COMMISSIONERS  
PICKAWAY COUNTY, OHIO

Attest: Patricia Webb, Clerk