

TUESDAY, JANUARY 20, 2009
OFFICE OF THE BOARD OF COUNTY 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, January 20, 2009, with the following members present: Mrs. Ula Jean Metzler; and Mr. Jay H. Wippel. Mr. Glenn D. Reeser was absent. Ryan Scribner, County Administrator, was also in attendance.

In the Matter of
Meeting Minutes Approved:

Mr. Wippel offered the motion, seconded by Mrs. Metzler to approve minutes from January 12, 2009.

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

Attest: Patricia Webb, Clerk

In the Matter of
Bills Approved for Payment:

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 January 20, 2009, 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 \$637,594.89 on the County Treasurer to satisfy the same.

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

Attest: Patricia Webb, Clerk

In the Matter of
Allocation of Sales Tax:

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

469,024.97 to 101.0000.4121 – General Fund

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

Attest: Patricia Webb, Clerk

In the Matter of
Info-Link Technologies.
Contract Signed:

Upon the Commissioners' review of the renewal contract for IT services with *Info-Link Technologies*, 601 Pittsburgh Avenue, Building B, Mount Vernon, Ohio 43050, Mr. Wippel offered the motion, seconded by Mrs. Metzler for its approval for the period of January 1, 2009, through December 31, 2009, at the rate of \$12,416.66 per month.

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

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Attest: Patricia Webb, Clerk

In the Matter of Jay H. Wippel
Appointed as Pickaway County's 2009 Representative on the
Ross, Pickaway, Highland, Fairfield Joint Solid Waste District Policy Committee:

Mrs. Metzler, President of the Pickaway County Board of Commissioners, offered the motion, seconded by Mr. Wippel designating **Jay H. Wippel** to serve as her representative on the **Ross, Pickaway, Highland, Fayette Joint Solid Waste District Policy Committee for year 2009.**

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

Attest: Patricia Webb, Clerk

In the Matter of
Agreement Signed with Pickaway County
General District Board of Health for
Electrical Service Inspections in Manufactured Home Parks:

Prior to signing granting their approval, the Commissioners reviewed the agreement with the Pickaway County General Health District Board of Health to assist the Pickaway County Building Department in the administration, issuance of permits, plan review, collection of fees, and inspection of new and upgraded electrical services or any electrical hazards within all manufactured home parks in Pickaway County and enforce the rules and regulations as adopted by the Ohio Manufactured Homes Commission.

The duration of the agreement is for the period of three (3) years, commencing on January 1, 2009, and terminating on December 31, 2011.

In the Matter of
Contract Signed with Pickaway County
General District Board of Health for
Commercial Plumbing Inspection Services:

Prior to signing for approval, the Commissioners reviewed the contract with the Pickaway County General District Board of Health to assist the Pickaway County Building Department in the administration, issuance of permits, plan review, collection of fees, and inspection of new and upgraded commercial plumbing within Pickaway County and enforce the rules and regulations governing plumbing as adopted by the Ohio Board of Building Standards.

The duration of the agreement is for the period of three (3) years, commencing on January 1, 2009, and terminating on December 31, 2011.

In the Matter of
Appointments to the Pickaway County
Building Department Appeals Board:

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

Resolution No.: PC-012009-1

WHEREAS, on December 22, 2008, the Pickaway County Board of Commissioners adopted Resolution No.: PC-122208-3 creating a Pickaway County Building Department Appeals Board to carry out the powers and functions designated in Chapter 1 of the Residential Code of Ohio, and

WHEREAS, all conditions set forth in the aforementioned Resolution apply to the membership of the Pickaway County Building Department Appeals Board, then

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THEREFORE BE IT RESOLVED that effective immediately, the Pickaway County Board of Commissioners hereby appoints the following individuals to the Pickaway County Building Department Appeals Board:

<u>Representative</u>	<u>Term Expires</u>
Dan Dailey, Real Estate	2010
Durk Peters, General Contractor	2012
Hurst Pack, Heating & Cooling	2012
Bren Gentzel, Homeowner	2010
Bill Toole, Electrician	2011
Jerry Stanley, Plumber	2011
City of Circleville – No appointment	

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

Attest: Patricia Webb, Clerk

In the Matter of
Job & Family Services Agency Update;
Change to Non-Bargaining Unit Sick Leave
Conversion for 2009 Approved:

Rojanne Woodward, Director of Pickaway County Job & Family Services, met with the Commissioners to provide the agency's monthly update.

Topics reviewed included:

- The agency recently learned of additional cuts in the amount of \$131,514 in state funding for SFY ending June 30, 2009. Total reductions in allocations from SFY08 total \$419,239 in the Public Assistance, Child Support, and Children Services funds. An additional \$200,000 in cuts is expected in the next fiscal year.
- The agency continues to make additional expense cuts. Its Title XX transportation contract with PICCA for the elderly ended December 31, 2008, however; all residents will continue to be able to receive transportation services through PICCA at reduced rates.
- The Prevention, Retention, and Contingency (PRC) program which subsidizes eligible working client's rent, utility, car repair, transportation, etc. has been reduced. The PRC program dollars come from the Temporary Assistance to Needy Families (TANF) funds.
- The agency's contract with Pickaway-Ross Career & Technology Center reflects a reduction in services for individuals on public assistance and individuals seeking employment. The concept of the agency's in-house staff eventually handling these services is under consideration.
- Nine (9) employees left the agency in 2008 and were not replaced. A Children Services worker will be leaving at the end of the month. The position may be replaced with an internal applicant, leaving a vacancy in another area, bringing the attrition level to ten (10) vacant positions.
- The agency is considering the implementation of a Voluntary Cost Savings program similar to what the Ohio Department of Job & Family Services is offering its staff to voluntarily reduce their hours of work. If the agency went to a 37-38 hour work week, it would save approximately \$400,000 per year in salaries. Mrs. Woodward stated that she will consult with agency's union steward regarding the matter.
- The request was made by Mrs. Woodward for the Commissioners' approval to make a change to the agency's Non-bargaining Unit plan which suspends payment of Sick Leave conversion policy for Non-bargaining Unit staff for 2009. It addresses the 1/3 conversion of sick leave annually to vacation or cash. Mrs. Woodward plans to ask the Bargaining Unit to do the same thing. This change does not affect the sick leave conversion for employees at retirement.

Following further discussion of the matter, Mr. Wippel offered the motion, seconded by Mrs. Metzler approving the change to the Non-bargaining Unit suspending the payment of Sick Leave conversion for 2009.

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

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- Work continues regarding the relocation of the agency's Jobs One-Stop office from U.S. Rt. 22 W to 160 Island Road, a county owned building adjacent to the JFS agency. The county's cost allocation plan will be utilized in recouping the county's costs related to providing the necessary improvements to the building.
- Beginning February 1, 2009, Ohio Works First & Disability Assistance recipients will have the option to receive their benefits via a debit card. Beginning in August, it will be required for recipients to receive their benefits with the debit card or by direct deposit.
- Pickaway County's unemployment rate for November 2008 was 7.7%.
- A spreadsheet was provided for the Commissioners' review reflecting the number of clients served through the agency's various divisions and the associated costs for the period of December 2007 – December 2008.

In the Matter of
Meeting Regarding Tax Increment Financing Agreement:

Pickaway County Deputy Engineers Chris Mullins and Anthony Neff, Nate Green, P3 Economic Development Director, , Paul Lukeman and Eric Leibowitz of Don M. Casto Developers, along with Melissa Betz, Pickaway County Auditor, met with the Commissioners to discuss the expansion of the Tax Increment Financing (TIF) agreement to cover the costs associated with the improvement of traffic flow at the main entrance of the Super Wal-Mart center located on U.S. Rt. 23 S.

Mr. Lukeman reported that Casto Developers has been working with the county engineering department on the plans for the improvements for quite some time. Studies were performed with the final conclusion being a traffic signal installed at the intersection along with pavement marking modifications. The conceptual plan for the changes has been verbally approved by the Ohio Department of Transportation (ODOT), with the working drawings yet to be completed.

Mr. Lukeman stated that the budget for the intersection improvements is \$181,500. He suggested that the costs be handled in the same manner as the original infrastructure costs for the Super Wal-Mart development in the form of an amendment ("Phase II-Public Improvements") to the original TIF Service Payment Agreement. With the TIF agreement, tenants occupying the benefiting parcels in the area receive a 75% abatement on the value of the building situated on the parcel, however; are required to make "service payments" in lieu of real property taxes. These payments are calculated the same way real property taxes are calculated and go into a special tax increment equivalent fund that is used to pay for the cost of the improvements. Any costs that may be over the \$181,500 would be the responsibility of Don M. Casto Developers/Circleville Partners Limited Partnership.

Following further discussion regarding the matter, it was ascertained that the Commissioners will need to ultimately adopt a Resolution for the TIF Service Payment Agreement Amendment, which will first be provided to the county prosecutor for review and approval as to form.

Mr. Neff then reported that coordinating the signal timing of the new traffic light with nearby traffic lights will be handled by ODOT. ODOT's costs to the county for the annual maintenance of the traffic signal will be \$3,000, and the question was raised whether this may be incorporated into the TIF Service Payment Agreement Amendment.

Mr. Lukeman then informed the Commissioners that the working drawings for the BW3 restaurant are complete and the liquor license is in the process of being obtained. Construction of the restaurant is expected to begin in about 3 to 4 months. He is also optimistic about recent interest that has been shown for additional development in the area.

In the Matter of
Meeting with Melissa Betz
Regarding Month-end & Year-end Reports:

Melissa Betz, Pickaway County Auditor, met with the Commissioners to review the county's year-end revenue and expenditure reports. During the review she reported the General Fund carry-over for 2009 to be \$2,567,860.90, and there were \$381,000 in unused appropriations from 2008.

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In the Matter of
Purchase of Lazerjet Printer
Approved for County Auditor:

Mr. Wippel offered the motion, seconded by Mrs. Metzler to approve the quote from **Troy Group, Inc., 940 S. Coast Drive, Suite 200, Costa Mesa, CA 92626** for the purchase of a lazerjet printer in the amount of \$993.99, which includes a 3-year service agreement.

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

Attest: Patricia Webb, Clerk

In the Matter of
Purchase of Carpet Approved for
Probate Administration Area:

Mr. Wippel offered the motion, seconded by Mrs. Metzler approving the purchase and installation of carpeting in the amount of \$1,850 from **Garrett's Carpet Connection, 14581 Middlefork Road, Laurelville, Ohio 43135** for the Probate Court Administration area in the Courthouse.

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

Attest: Patricia Webb, Clerk

In the Matter of
Meeting with Judge Knece and
Sheriff Radcliff Regarding Commemorative Plaque:

Common Pleas Court Judge P. Randall Knece and Sheriff Dwight Radcliff met with the Commissioners regarding the request for a commemorative plaque dedicating the Courthouse security post to Deputy William H. Chadwell who was killed in the line of duty on December 24, 2008.

Judge Knece recently forwarded the Commissioners a copy of correspondence he received from the wife of a Pickaway County Sheriff Deputy making the request for the dedication of a plaque, along with her offer to head any fundraising efforts needed for its purchase, eternalizing the loyalty of service provided by Deputy Chadwell.

Following a discussion regarding several options, it was determined that Judge Knece and Sheriff Radcliff will further explore the matter and come up with some ideas, perhaps as an inscribed, photo-etched plaque of Deputy Chadwell in uniform that could be placed on a wall in the Courthouse. Sheriff Radcliff stated he will ultimately provide a proof to the Commissioners for their consideration.

In the Matter of
Meeting with Sheriff Radcliff
Regarding Utilization of Gasoline:

The Commissioners spoke to Sheriff Radcliff regarding other county departmental vehicles, such as the Maintenance Department, Building Department, Dog Warden, and Emergency Management Agency utilizing the Sheriff Department's underground gasoline storage tanks to help reduce costs. With an underground storage tank on site, the Sheriff Department is able to purchase gasoline at reduced bulk rates and if other county departments utilize the tanks, cost savings to the county could be 15¢ to 20¢ per gallon. As it was pointed out, the storage tank is equipped with a card reader computer system. Cards could be assigned to the various departments that would track their usage, and the Sheriff Department could then be reimbursed through those department's vehicle expense line items.

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Following further discussion regarding the inquiry, the Sheriff appeared receptive to the request and indicated that he will consult with his administrative assistant and get back with Commissioners.

In the Matter of
Meeting with Chris Widener
Regarding Site Analysis's & Cost Estimates for
New County Complex:

Chris Widener of *WDC Group* met with the Commissioners with the final draft master plan for the construction of a county complex to house non-court related offices currently located in the Courthouse. Following Mr. Widener's October 20, 2008, previous presentation of the results of the county's department/agency space needs analysis and review of several potential site options, including budget estimates, the Commissioners requested Mr. Widener to concentrate on two of those sites.

Today, Mr. Widener provided an overview and cost estimates for each site, and discussion was then held regarding positives and negatives for both. The Commissioners then pointed out that due to the current state of the economy, the project will be postponed and a decision will have to be made regarding the better of the two options being considered. The Commissioners indicated that they would like to wait until after at least the first quarter of this year, perhaps longer, before making a definite decision. Mr. Widener asked that the Commissioners let him know if they need anything further from him to help make their decision.

In the Matter of
Appropriations Approved:

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

10,000 to 901.1212.5901 – Special Projects Assessments-Other Expenses
45,379.88 to 290.2003.5501 – Communications Technology Grant

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

Attest: Patricia Webb, Clerk

In the Matter of
Blanket Purchase Orders Approved:

Mr. Wippel offered the motion, seconded by Mrs. Metzler to approve the following requests for the ISSUANCE OF A BLANKET PURCHASE ORDER:

5,000 – Sheriff – Marine Patrol – Other Expenses
7,500 to 101.1210.5901 – Common Pleas-Other Expenses

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

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In the Matter of
Creation of New Line Item Approved:

Mr. Wippel offered the motion, seconded by Mrs. Metzger to approve the following LINE ITEM NAME CHANGE:

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101.1210.5915 from Common Pleas-Other Expenses
to
Common Pleas-Notary-Other Expenses

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

Attest: Patricia Webb, Clerk

In the Matter of
Transfer Approved by County Administrator:

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

7,500 from 101.1210.5915 – Common Pleas-Notary-Other Expenses
to
101.1210.5901 – Common Pleas-Other Expenses

In the Matter of
Resolution Allowing an Eligible
Non-Mandated Agency Membership on
The Pickaway County Family & Children First Council:

After review and discussion of the written request from Debbie Hoffman, Coordinator of the Pickaway County Family & Children First Council (PCFCFC), Mr. Wippel offered the motion, seconded by Metzler to adopt the following Resolution allowing a non-mandated family or child-serving agency to have formal membership and voting rights on the PCFCFC:

Resolution No.: PC-012009-2

WHEREAS, Section 4.4 of the Pickaway County Family & Children First Council (PCFCFC) by-laws states where a family or a child-serving agency that is not a mandated member but desires to have formal membership and voting rights on the Council, the Executive Director of the agency/organization shall submit a request to the Pickaway County Board of Commissioners through the Council Coordinator for its consideration, and

WHEREAS, the PCFCFC Coordinator submitted a written request to the Pickaway County Board of Commissioners to allow specified eligible non-mandated agencies requesting formal membership and voting rights on the Council, then

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners hereby approve the following family or child-serving agency membership and voting rights on the Pickaway County Family & Children First Council:

Pickaway HELPS – Christy Mills, Representative to Council

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

Attest: Patricia Webb, Clerk

In the Matter of
Waivers of Waiting Period for
Payments Approved:

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

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Payment to: Harden Chevrolet in the amount of \$14,900 from line item #401.7115.5529 for the purchase of a 2008 Chevrolet Trailblazer for the Pickaway County Building Department;

Payment to: Van Camp Stables (landlord) in the amount of \$440 from line item #252.5039.5942 for emergency rental assistance for K. Snodgrass (tenant) with funds made available through the FY08 Pickaway County Community Housing Improvement Program (CHIP) Grant provided by the Ohio Department of Development;

Payment to: Trinity Lutheran Church (landlord) in the amount of \$550 from line item #252.5039.5942 for emergency rental assistance for B. Allison (tenant) with funds made available through the FY08 Pickaway County Community Housing Improvement Program (CHIP) Grant provided by the Ohio Department of Development;

Payment to: Barbara Caldwell (landlord) in the amount of \$600 from line item #252.5039.5942 for emergency rental assistance for R. Rice (tenant) with funds made available through the FY08 Pickaway County Community Housing Improvement Program (CHIP) Grant provided by the Ohio Department of Development;

Payment to: Brenda Mossbarger (landlord) in the amount of \$370 from line item #252.5039.5942 for emergency rental assistance for C. Thompson (tenant) with funds made available through the FY08 Pickaway County Community Housing Improvement Program (CHIP) Grant provided by the Ohio Department of Development.

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

Attest: Patricia Webb, Clerk

In the Matter of
Weekly Dog Warden Report:

The weekly report for the Pickaway County Dog Shelter was filed for week ending January 17, 2009.

A total of \$681 was reported being collected as follows: \$32 in sales of dogs; \$25 in redemptions; \$0 in donations; \$624 in sales of tags; and \$26 in late tag fee penalties.

Ten (10) dogs were destroyed.

No firearms were discharged.

With there being no further business brought before the Board, Mr. Reeser offered the motion, seconded by Mr. Wippel to adjourn. Voting on the motion was as follows: Mrs. Metzler, yes; Mr. Reeser, absent; Mr. Wippel, yes.

Ula Jean Metzler, President

ABSENT

Glenn D. Reeser, Vice President

Jay H. Wippel
BOARD OF COUNTY COMMISSIONERS
PICKAWAY COUNTY, OHIO

Attest: Patricia Webb, Clerk