

MONDAY, FEBRUARY 9, 2009
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, February 2, 2009, with the following members present: Mrs. Ula Jean Metzler; Mr. Glenn D. Reeser; and Mr. Jay H. Wippel. Ryan Scribner, County Administrator, was also in attendance.

**In the Matter of
Minutes Approved:**

Mr. Reeser offered the motion, seconded by Mrs. Metzler to approve the minutes from February 2, 2009.

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

Attest: Patricia Webb, Clerk

**In the Matter of
Payment of Bills:**

Mr. Reeser 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 February 5, 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 \$192,715.07 on the County Treasurer to satisfy the same.

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

Attest: Patricia Webb, Clerk

**In the Matter of
Meeting with Economic Development
Director Regarding Creation of County Revolving Loan Fund:**

Nate Green, P3 Economic Development Director, met with the Commissioners regarding to request their consideration for the creation of a Pickaway County Revolving Loan Fund (PCRLF). The purpose of the PCRLF is to assist existing small-to-medium size businesses, as well as attracting new businesses into the community, by offering low-interest loans to help in the creation and retention of jobs. Michael Frank of *WKKJ Clear Channel Radio*, Chillicothe, Ohio was also in attendance for the meeting.

Mr. Green stated that businesses could utilize the low-interest loans, 2% - 3%, for fixed asset financing projects, including funding for the purchase of land, buildings, machinery and equipment, rehabilitation, improvements, construction and related costs. The PCRLF could make loans up to 40% to 50% of a total project's cost, not to exceed \$100,000. Mr. Green suggested that fixed assets be funded as opposed to working capital. The proposed initial source of funding would be a combination of a designated amount from the Pickaway County General Revenue Fund and the U.S. Department of Agriculture (USDA), Rural Development Intermediary Relending Program (IRP). He mentioned that portion of the county's Community Development Block Grant (CDBG) allocation could be placed in the fund as well. The Commissioners could decide how much funding, perhaps \$25,000 to \$50,000 initially, the county would provide and then apply to the USDA for what he believes to be as much as an 80%/20%, or 4-to-1 match. The CPCIC Board along with a County Commissioner appointed board that would review and approve all loans and provide a quarterly report to Commissioners on loans made and their repayment. The PCRLF would be marketed by the Pickaway County Chamber of Commerce and the CPCIC. The fund would be

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administered by the Circleville-Pickaway Community Improvement Corporation (CPCIC), dba Pickaway Progress Partnership (P3), and serve as the economic development agent for the county. The economic development director and staff of the CPCIC would provide the day-to-day administration of the program that would be covered by fees collected and possibly the interest received from the loans if it is not required to go back into the fund.

Mr. Green stated that the first step of the process would be to submit an application to the USDA to distinguish if the county would be eligible for funding with a local match. If approved, the next step would be establishing all of the rules and regulations. He informed the Commissioners that Fairfield County has operated a very active and successful RLF program since 1992, and he could consult with the appropriate individual and request a meeting with the Commissioners to provide additional details.

Following further discussion regarding the topic, the Commissioners stated that they were receptive to the idea and wanted to gain further information. It was then determined that Mr. Green will contact Fairfield County to set up a meeting, and he will meet with the USDA to confirm its match ratio and report back to the Commissioners.

Mr. Green then reported that the Pickaway County Park District Board's (PCPDB) rails-to-trails application has been submitted to the Ohio Department of Natural Resources and the associated intergovernmental agreement will be provided to the county prosecutor for approval as to form before it is signed by the Commissioners.

In the Matter of
County Commissioners Public Input Meeting
Regarding Berger Hospital's Conversion Request:

The Commissioners' Public Input Meeting regarding Berger Hospital's conversion request has been rescheduled for Thursday, February 29, 2009, at 7:00 p.m. at the Ashville Elementary School. The original meeting scheduled for January 27, 2009, was cancelled due to a severe snowstorm.

In the Matter of
Meeting Regarding
Sheriff Cruiser Specifications:

Lt. Monce of the Pickaway County Sheriff Department met with the Commissioners with a follow-up of the December 8, 2008 meeting he attended with Administrative Assistant Jack Middaugh where discussion was held regarding the department's current and future capital needs. Mr. Middaugh presented an updated vehicle plan that called for the purchase of new vehicles before the end of 2008. Included in this request was the purchase of two new Chevrolet Tahoes from Taylor Chevrolet to be used as K-9 vehicles. Taylor Chevrolet holds the state term contract for specifications for Tahoe law enforcement vehicles. Lt. Monce had explained the advantages of using the Tahoes instead of a traditional cruiser for K-9. At the conclusion of that meeting, Commissioner Reeser indicated that due to the delay in receiving the department's updated vehicle plan, funding for any vehicle purchases would be delayed until 2009. The Commissioners also asked that the vehicle plan be included in the department's five-year master capital plan. Mr. Middaugh said he would revisit the master plan, identify the top ten priorities for funding with the vehicle plan incorporated.

In today's meeting, Lt. Monce provided the following cost breakdowns for the purchase of two 2009 (2) Crown Vic cruisers and two (2) 2009 Tahoes:

<u>Taylor Chevrolet- 2 Tahoes (K-9)</u>		<u>Coughlin Automotive- 2 Cruisers</u>	
Unit Base Price:	\$27,118.00	Unit Base Price:	\$21,615.00
Add-ons/equip.	<u>10,541.62</u>	Add-ons/equip.	<u>9,956.95</u>
Total	\$37,659.62	Total	\$31,571.95
\$37,659.62 x 2 =	\$75,319.24	\$31,571.95 x 2 =	\$63,143.90

Grand Total: \$138,463.14

At the conclusion of the presentation, Commissioner Reeser explained that unexpended capital plans do not roll over into the next year, and the Sheriff Department vehicle expenditure plan for 2009 is \$71,000,

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approximately half of the grand total shown in Lt. Monce's presentation. Commissioner Reeser explained that the plan had been reviewed with Jack Middaugh and Lt. Radcliff numerous times last year.

The Commissioners ultimately indicated that they could possibly provide up to \$75,000 for the purchase of vehicles and requested that Lt. Monce consult with Sheriff Radcliff to determine his 2009 vehicle purchase priority within the \$71,000 - \$75,000 range, (i.e. whether it be one (1) Tahoe and one (1) cruiser, or two (2) Tahoes, etc.), and report back to them. Lt. Monce apologized for the misunderstanding, stating that he had not been made aware of the 2009 vehicle expenditure amount limit prior to today's meeting.

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

Melissa Betz, Pickaway County Auditor, met with the Commissioners and distributed the January 2009 month-end expenditure reports for review. The General Fund reflected a balance of \$1,428,928.52. Though the balance is lower than previous months, Mrs. Betz explained that the month of January is typically a slower month to take in receipts, three payrolls fell in the month, and financial obligations to the Department of Job & Family Services were paid in full rather than in installments.

In the Matter of
2009 Quarterly Budget
Meeting Scheduled:

It was determined that a quarterly budget meeting will be scheduled to be take place with elected officials and department heads on Thursday, March 26, 2009, at 1:30 p.m. at the Pickaway County MRDD facility located on South Pickaway Street.

In the Matter of
Fund Transfers Approved:

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

30,000 from 101.1105.5704 – Crime Victims-County Match
to
234.0000.4539 – Crime Victims

90,000 from 101.6102.5499 – Soil & Water-General Fund
to
601.0000.4513 – Soil & Water-County Appropriation

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

Attest: Patricia Webb, Clerk

In the Matter of
Appropriation Approved:

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

3,000 to 101.1105.5703 – Contingencies
500 to 101.1105.5703 - Contingencies

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

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**In the Matter of
Transfers Approved:**

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

500 from 101.1105.5801 – Contingencies
to
101.1218.5937 – Probate-Volunteer Guard

3,000 from 101.1105.5801 – Contingencies
to
101.1217.5946 – Juvenile-Medical Costs

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

Attest: Patricia Webb, Clerk

**In the Matter of
Walk-Through of New
Pickaway County Dog Shelter:**

The Commissioners toured the new Pickaway County Dog Shelter, constructed entirely by donations without the use of public funds, which is expected to be occupied within the next few weeks. The facility will have the capability to house 46 dog kennels, up from the current 8, with the majority used for adoptable dogs and the remaining for those in quarantine status.

A reception for the donors will be held later this month and a ribbon-cutting ceremony and official opening to the public will be scheduled in mid-March.

**In the Matter of
Meeting with Pickaway
County Dog Warden Regarding Policy and Procedure Manual:**

Tammy Fee, Pickaway County Dog Warden, met with the Commissioners to review the Policy and Procedure Manual for the Pickaway County Dog Shelter. The review focused mainly on the Impound-Intake Procedure Section. The remaining sections of the Policy & Procedure Manual will be reviewed by the Commissioners prior to its official adoption, which is expected to take place next week.

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

The weekly report for the Pickaway County Dog Shelter was filed for week ending February 7, 2009.

A total of \$2,195 was reported being collected as follows: \$0 in sales of dogs; \$60 in redemptions; \$10 in donations; \$2,125 in sales of tags; and \$0 in late tag fee penalties.

Eight (8) 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, yes; Mr. Wippel, yes. Voting No: None. Motion carried.

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Ula Jean Metzler, President

Glenn D. Reeser, Vice President

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

Attest: Patricia Webb, Clerk