

**TUESDAY, FEBRUARY 17, 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 Tuesday, February 17, 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 Mr. Wippel to approve the minutes from February 9, 2009.

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  
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 13, 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 \$459,153.68 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  
Allocation of December 2008  
Sales Tax Collections:**

Mr. Wippel offered the motion, seconded by Mr. Reeser to allocate the December 2008, Sales Tax collections as follows:

**437,408.26 to 101.0000.4121 – General Fund**

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  
Engineering Contract with  
Michael E. Clark & Associates  
Signed for Muhlenberg Township Trustees:**

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

**Resolution No.: PC- 021709-1**

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WHEREAS, on February 9, 2009, the **Muhlenberg Township Trustees** signed and **entered into contract** with Michael E. Clark & Associates, 115 W. Main St., Circleville, Ohio 43113, **stating that they will cause to be paid on behalf of the Pickaway County Board of Commissioners a sum not to exceed \$8,900 for engineering services related to Muhlenberg Township Culvert Improvements**, and

WHEREAS, the scope of services spelled out in said contract in part states that Michael E. Clark & Associates will provide preliminary engineering and surveying services in order to compile a construction estimate and complete applications for OPWC Issue II funding, then

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners approved and entered into the contract with Michael E. Clark & Associates for the scope of services described in said contract.

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**  
**Memorandum of Understanding with**  
**Pickaway County Park District Board Signed to**  
**Seek Funding from the Ohio Department of Natural Resources:**

Commissioner Ula Jean Metzler, President, signed the Memorandum of Understanding (MOU) with the Pickaway County Park District Board (PCPDB) stating that the county has committed to the 25% of local match funds for the acquisition of land along the former Penn Central rail line for conversion into recreational trails. The PCPDB and the county have pursued funding for the acquisition of the land by submitting a joint application to the Clean Ohio Trails and/or Recreation Trails Program administered by the Ohio Department of Natural Resources for a \$207,000, 75% reimbursable grant. Grant awards will be announced around October or November of this year. If the joint application is approved, the county will provide \$100,000 upfront by January 2010, and will be reimbursed 75% of that amount 30 days after providing proof of the purchase of the land.

**In the Matter of**  
**Resolution Authorizing Pickaway County Commissioners to**  
**Enter into a Joint Cooperation Agreement and Subrecipient Agreement**  
**For Securing Neighborhood Stabilization Program Funds:**

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

**Resolution No.: PC- 021709-2**

**A RESOLUTION AUTHORIZING THE PICKAWAY COUNTY BOARD OF COUNTY COMMISSIONERS TO ENTER INTO A JOINT COOPERATION AGREEMENT AND SUBRECIPIENT AGREEMENT WITH THE ROSS COUNTY BOARD OF COMMISSIONERS FOR THE PURPOSES OF SECURING NEIGHBORHOOD STABILIZATION PROGRAM (NSP) FUNDS AND ADMINISTRATION OF THE SAME; AND TO AMEND THE FY 2008 CHIP AGREEMENT WITH CHRIS WOJNO CONSULTING, LLC TO ADMINISTER AND IMPLEMENT THE NSP FUNDS AND DECLARING THIS AS EMERGENCY LEGISLATION**

WHEREAS, the Housing and Economic Recovery Act (HERA) has provided funding through the Neighborhood Stabilization program (NSP) for the redevelopment of residential properties; and

WHEREAS, the State of Ohio has allocated NSP funds for local communities to implement NSP activities; and

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WHEREAS, said NSP allocation for Pickaway County is included in the Region 17 total allocation, which includes the communities of Ross County; the City of Chillicothe; Pickaway County; the City of Circleville; and Pike County; and

WHEREAS, the community representatives of Region 17 voted to appoint Ross County to serve as the "Lead Entity" for purposes of applying for and administering the Region 17 NSP funds; and

WHEREAS, the State of Ohio requires that each community of Region 17 enter into a Joint Cooperation Agreement with Ross County as outlined in Exhibit A; and

WHEREAS, the State of Ohio requires that each community of Region 17 enter into a Subrecipient Agreement with Ross County in order to locally implement that community's NSP activities as outline in Exhibit B; then

NOW, THEREFORE, the Pickaway County Board of County Commissioners does hereby ordain that:

SECTION I: We hare hereby authorized and directed to execute the NSP Joint Cooperation Agreement to allow for the application of NSP funds and administration of same.

SECTION II: We are hereby authorized and directed to execute the NSP Subrecipient Agreement to allow for the local implementation of NSP activities.

SECTION III: The NSP Joint Cooperation Agreement and Subrecipient Agreement will be subject to legal review by the Pickaway County Prosecutor who will, in turn, provide a legal opinion not to be unduly delayed or withheld.

SECTION IV: We agree to amend the FY 2008 Community Housing Improvement Program (CHIP) agreement with Chris Wojno Consulting, LLC to implement activities for the Region 17 Neighborhood Stabilization Program. The amendment to the CHIP application will include further detail including work items and cost estimates.

SECTION V: That this Resolution is hereby declared to be an emergency measure made necessary to protect the health, safety and welfare of the residents of Pickaway County, and to allow for said agreement to be completed at the earliest possible time; and it shall, therefore, be in force and take effect immediately upon its passage and signature by the Pickaway County Board of Commissioners.

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**  
**Neighborhood Stabilization Program (NSP)**  
**Joint Economic Development Agreement-Region 17:**

Mr. Wippel offered the motion, seconded by Mr. Reeser to enter into the following NSP Agreement for Region 17:

**NEIGHBORHOOD STABILIZATION PROGRAM**  
**JOINT COOPERATION AGREEMENT**  
**REGION 17**

This AGREEMENT is hereby entered into this the 17th day of February, 2009, by and between the Ross County, Ohio ("Lead Entity") and Pike County, Ohio; Pickaway County, Ohio; Chillicothe, Ohio; and Circleville, Ohio, ("Cooperating Entities") for the purpose of applying for, obtaining and administering the 2008 Neighborhood Stabilization Program (NAP) as funded under the Housing and Economic Recovery Act (HERA) of 2008 and as administered by the Ohio Department of Development, Ohio Housing and Community Partnership (ODOD/OHCP).

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WHEREAS, the Housing and Economic Recovery Act (HERA) has provided funding through the Neighborhood Stabilization Program (NSP) for the redevelopment of residential properties; and

WHEREAS, the State of Ohio has allocated NSP funds for local communities to implement NSP activities; and

WHEREAS, said NSP allocation for the Cooperating Entity is included in the Region 17 total allocation, which includes the communities of Ross County, Ohio; Pike County, Ohio; Pickaway County, Ohio; Circleville, Ohio and Chillicothe, Ohio; and

WHEREAS, the community representatives of Region 17 voted to appoint Ross County, Ohio to serve as the Lead Entity for purposes of applying for and administering the Region 17 NSP funds; and

WHEREAS, the State of Ohio requires that each Cooperating Entity of Region 17 enter into a "Joint Cooperation Agreement" with Ross County, Ohio.

NOW THEREFORE, and above named parties do hereby mutually agree:

- Section I: That the NSP will be implemented in compliance with Community Development Block Grant (CDBG) requirements as modified by the HERA, the U. S. Department of Housing and Urban Development NSP Notice, the State of Ohio's amended Consolidation Plan, and the NSP application guidelines.
- Section II: That the Lead Entity and each Cooperating Entity has authorized its Chief Executive Officer (CEO) to execute this Agreement.
- Section III: That this Agreement covers the NSP awarded with funds from the State's NSP allocation. Further, that this Agreement remains in effect until the NSP funds and any program income received are expended and the funded activities completed and closed out, and that the Lead Entity and Cooperating Entities cannot terminate or withdraw from this Agreement while it remains in effect.
- Section IV: That the Lead Entity, as grantee, has final responsibility for selecting NSP activities and submitting the application to the State.
- Section V: That no party to this Agreement may veto or otherwise restrict or obstruct the implementation of the approved NSP during the period covered by this Agreement.
- Section VI: Per NSP requirements that funds be allocated on a needs basis, the Regional Allocation, less 5% general administration fee, shall be detailed in the subrecipient agreement. As required by the ODOD, Ross County may re-allocate funds if it appears unlikely they will be committed by any community. Details will be finalized in the subrecipient agreement.
- Section VII: That each Cooperating Entity acknowledges that a Subrecipient Agreement pursuant to 24CFR570.501 (b) and as described in 24 CFR570.503 will be required between the Cooperating Entity and the Lead Entity where the Cooperating Entity undertakes NSP assisted activities directly. The Subrecipient Agreement must remain in effect during the period that the unit of local government (Cooperating Entity) has control over NSP funds and activities, including program income.
- Section VIII: That the Lead and Cooperating Entities will take all actions necessary to assure compliance with the certification required by Section 104 (b) of the Title 1 of the Housing and Community Development Act of 1974, as amended, including the Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 109 of Title 1 of the Housing and Community Development act of 1974, and other applicable laws. Further, that NSP funding is prohibited for activities in or in support of, any Cooperating Entity unit of local government that does not affirmatively further fair housing within its own jurisdiction or that impedes the Lead Entity's actions to comply with its fair housing certification. This provision is required because noncompliance by a unit of general local government included in a Lead Entity region may constitute noncompliance by the grantee that can, in turn, provide cause for funding sanctions or other remedial actions by the State or U. S. Department of Housing and Urban Department (HUD).

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Section IX: That the lead and Cooperating Entities agree to adopt and enforce:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within the jurisdiction.

Section X: That the Lead and Cooperating Entities do hereby agree to obligate themselves and comply with all federal and state laws, rules and guidelines, as well as, the agreed upon regional guidelines with regard to administration and implementation of the NSP activities.

IN WITNESS WHEREOF, the Lead Entity and Cooperating Entities do hereby agree to the terms of this Agreement and legally obligate themselves as evidenced by the signature of the Chief Executive Officer of each party as of the date first above written.

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**  
**Resolution Adopted Authorizing the**  
**Sale of County-owned Property Located in Darby Township:**

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

**Resolution No.: PC-021709-3**

WHEREAS, Pickaway County owns a 10-acre +/- tract of real property located in Darby Township, Pickaway County, Ohio that is not needed for public use, and

WHEREAS, the Pickaway County Board of Commissioners has determined that the sale of said real property is in the interest of Pickaway County, and

WHEREAS, pursuant to Ohio Revised Code §307.10 the Pickaway County Board of Commissioners has the authority by resolution adopted by its majority to sell said real property to the lowest responsible bidder after advertisement once a week for four (4) consecutive weeks in a newspaper of general circulation in the county, then

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners hereby authorizes the sale of said real property as an entire tract, and

BE IT FURTHER RESOLVED that the Pickaway County Board of Commissioners has the authority to reject any and all bids.

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**  
**Re-appointment of Dr. Charles Hedges to**  
**Berger Hospital Board of Governors:**

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Mrs. Metzler offered the motion, seconded by Mr. Wippel to re-appoint Dr. Charles Hedges for an additional 4-year term to the Berger Hospital Board of Governors.

Dr. Hedges' term will expire on November 18, 2012.

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

Commissioner Reeser made the recommendation that in the future the county make a public announcement/advertisement of board member openings as they arise and solicit potential members to all boards that the Commissioners are responsible for making appointments.

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

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

Topics reviewed included:

**JFS Budget:** The governor's budget has drastic cuts for JFS programs/services. This budget has already taken into consideration most funding to be received by the Federal Stimulus Package.

If passed as is, the agency would lose over \$500,000 in allocations covering Children Services, Public Assistance(Medicaid, Food Stamps, Ohio Works First), and Child Support.

**Cost Saving Options:** If budget cuts remain close to the amount expected, Mrs. Woodward reported that she will be forced to further reduce staff and terminate or greatly reduce additional direct-service contracts. The agency is already down ten (10) employees from January 2008, due to attrition. She reported that she will be meeting with union representatives on February 20<sup>th</sup> to provide an update on the budget and discuss ideas for cutting costs and the potential impact on staffing. Another meeting with non-bargaining staff is scheduled for February 24<sup>th</sup> for the same discussion.

**JFS Monitoring Review:** The Ohio Department of Job & Family Services will begin a monitoring of all areas of the agency, excluding WIA, next month. This is to help prepare for the A-133 audits that will begin next year as part of the county's single audit.

**Jobs One-Stop Office Relocation:** Revisions are being made to the floor plan for the of the Jobs One-Stop office new location. The Jobs One-Stop office will be relocating to the county-owned building next to the Pickaway County Services Center that houses the JFS department. The revised floor plan will be provided to the Commissioners for review and a site visit is planned for February 23, at 11:00. Since the Jobs One-Stop office will within the proximity of the JFS department, the agency will be able to realize an approximate \$8,640 savings in annual costs associated with linking the JFS department and the One-Stop Office telephones. Discussion was held in reference to the most economical way in which to install the cables, whether they are installed on existing poles or trenched underground.

**Unemployment:** Pickaway County's December 2008, unemployment rate was 8.0%.

**Agency Statistics:** A spreadsheet was distributed reflecting the number of clients served through the agency along with the associated costs for the period of January 2008, to January 2009. Mrs. Woodward pointed out that there are currently 22 children in placement, down from as high as 34 since the middle of 2008.

At the conclusion of the meeting, the Commissioners thanked Mrs. Woodward for the update.

**In the Matter of**  
**Meeting with Dan Litzinger of**  
**Circle Building Services Regarding Janitorial Contract:**

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Dan Litzinger, owner of Circle Building Services which provides janitorial services for the county, met with the Commissioners to review changes and additions to the contract. Changes and additions have occurred over the past few months that are related to the following:

- Pickaway County Prosecutor's office moved from 120 E. Main Street to a larger space on 203 S. Scioto St. The monthly service charge increased from \$295 to \$425 due to additional hours required to clean the larger space.
- Janitorial services for the building purchased by the county last year to house the new Pickaway County Building Dept. located at 124 W. Franklin Street has been added to the contract. The facility also houses the Planning & Development office; and the Emergency Management Agency. The cleaning of this building is \$750 per month. Mr. Litzinger pointed out that his company provided an additional 15 man-hours of renovation clean-up at the facility for which he will not be invoicing the county.

Mr. Litzinger also pointed out that he has been appreciative of the long, successful contract his company has maintained with the county for more than 20 years. Other than the county taking over the purchasing of necessary supplies at a discounted rate from Circle Building Services (toilet tissue; trash can liners; multi-fold towels, etc.) that had previously been incorporated in company's monthly invoice, and the janitorial services for the adding of offices or facilities as they were acquired by the county over the years, Mr. Litzinger pointed out that he has made no increases to the contract.

At the conclusion of the meeting, the Commissioners thanked Mr. Litzinger for his time. It was determined that Mr. Litzinger will see that hand soap wall dispensers will be installed in both the lower and upper level restrooms in the Commissioners' office building.

**In the Matter of**  
**Meeting with Larry Long and Wendy Dillingham of**  
**The County Commissioners' Association of Ohio (CCAO):**

Larry Long, Executive Director of the CCAO, and Wendy Dillingham, County Employee Benefits Consortium of Ohio (CEBCO) Specialist dropped in to visit with the Commissioners on their way back to Columbus from an appointment with the Ross County Board of Commissioners.

The following is a summary of topics discussed, but not limited to:

**The Federal Stimulus Package:** The package includes \$8.2 billion in funding for the State of Ohio. Mr. Long stated that expectations may go beyond what may materialize. Though the \$900 million earmarked for roads and bridges seems to be a large amount, realistically it will not go far. There may be some help realized on the Job & Family Services side in that Child Support incentive dollars may be able to be used as a match.

**CCAO's relationship with the Mid-Ohio Regional Planning Commission (MORPC):** When asked by the Commissioners of CCAO's relationship with MORPC, Mr. Long stated that CCAO has no direct relationship, however; he has been working with MORPC's executive director and a variety of committees on array of issues such as the State Transportation Priority Task Force, energy and gas programs, the Ohio Local Government Reform & Collaboration Commission representing the Ohio Association of Regional Councils, etc.

**Pickaway County's General Fund:** When asked by Mr. Long, the Commissioners stated that the county's current financial condition is better than many counties throughout the state. Fortunately, the Commissioners began to see and prepared for the decline of the local and what turned out to be the national economy. In addition, sales tax collections pretty much held steady throughout 2008.

**Governor Strickland's Budget:** As is well known, Mr. Long stated that the state's budget is sparse, however; he feels relatively comfortable in saying he does not anticipate a significant decrease in Local Government Funds or a change in the formula. The county anticipated an approximate 15% decrease, which may be on the conservative side. A 10% decrease seems more probable.

**Issues CCAO is working on:** Mr. Long reported that CCAO is working on a variety of issues. The organization has provided a list of several things to the Ohio Department of Administrative Services (ODAS) in terms of better management tools. For example, the ability to charge direct costs to special revenue funds that county general funds support, and county engineering departments paying their proportionate share of liability insurance costs. There are three (3) Attorney General Opinions stating that it is fair, however; the County Engineer's Association is arguing that the issue it is unconstitutional because this cost can not be paid with gas tax revenue funds. Mr. Long stated that CCAO believes that it is fair as long as there is a

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reasonable methodology for which the cost is calculated. Litigation regarding this matter is back in the Knox County Common Pleas Court and may go all the way to the Supreme Court. Another issue CCAO is working on is specific authority to reduce work weeks of government agencies rather than layoffs/furloughs however; this brings with it concerns regarding health insurance and benefits issues when work weeks are reduced in addition to the resulting increases in unemployment costs. When asked about mandamus orders of the courts, Mr. Long stated that CCAO has submitted a recommendation to the ODAS that deals with three entities. This includes Veterans Services Commissions, Boards of Elections, and the courts that have extraordinary powers under the law or constitution to demand almost unlimited funding. What has been recommended is that in times of fiscal distress that there are checks and balances.

**Pickaway County's Challenges:** When asked what the county's biggest challenges are, the Commissioners responded by stating it is always financial obstacles. They stated that the Courthouse requires much needed renovations that includes a new HVAC system; there is overcrowding in the county jail requiring the construction of an additional pod; county offices need more space, etc. The vast unfunded mandates have always been obstacles that only seem to increase. When the Commissioners inquired about counties obligated to provide rent and utilities for the Health Department, Mr. Long inquired if it is a combined county/city health district as it is his understanding that if there is no city board of health, the county is not obligated to provide those costs. The Commissioners stated that approximately six (6) years ago the district was combined. The Commissioners added that townships provide funding for services provided by the health department. Mr. Long pointed out that sometimes it is not easy to trace as there may instead be a contract with health departments to provide specific services to cities. He stated that it should be an operating cost to the health district that is allocated back to all townships and municipalities if it is a legally combined district. He stated that he will research the matter with the appropriate person at CCAO to research the matter and report back to the Commissioners.

**CCAO Healthcare Consortium:** Discussion was held regarding the self-funded CCAO County Employee Benefits Consortium of Ohio (CEBCO) available to county governments. Pickaway County is currently a part of the Franklin County Cooperative Health Benefits Program. Participation in the CEBCO requires a three (3)-year commitment with no rate cap after the first year. Mr. Long stated that by banding together in an aggregated cost-saving effort counties reap the benefits of reduced administrative costs, reduced stop loss fees, and risks are spread over a larger number of participants. Following a question and answer session, it was decided that comparisons will be made between the county's current healthcare program and the CEBCO. Employee healthcare opt-out incentives will be researched as well.

At the conclusion of the meeting, the Commissioners thanked Mr. Long and Ms. Dillingham for their stopping by and the excellent information they provided.

**In the Matter of**  
**Meeting with County Appointees to**  
**Berger Board of Governors:**

Dr. Serena Dresbach, Dr. Charles Hedges, Mark Leatherwood, and Randy Cotner, county appointees to the Berger Board of Governors (BOG) met with the Commissioners at their request to discuss the Berger Health System Policy and Procedure Statement, specifically the subject of the educational requirements for appointees as spelled out in the Education Certification Curriculum and Certification Standards for Hospital Trustees. The Education Certification Curriculum states that the Board of Governors appointees are required to complete 12 hours (48 units) of Continuing Board Education (CBE) every year to remain current and certified.

Mr. Leatherwood first spoke by stating that he and his fellow board appointees are convinced that continued education is essential. He stated that there are a number of state hospital associations which have an approved program for state certification, a growing trend, and though the Ohio Hospital Association (OHA) does not call for the requirement as of yet he would welcome it, especially if Berger Hospital's conversion request is granted so there are no false ideas about the commitment the position requires. With that being said, the Commissioners agreed stating that they feel the continued education is valuable though expressed concerns regarding the recruitment of potential volunteer board members as a result of the requirement. Also discussed was the implication if an appointee does not comply with the Certification Program within two years after initial appointment to the Board. Failure to achieve such certification will be grounds for the Executive Committee of the Board of Governors to request in writing to the respective appointing authority (county or city) of the member in question and that the member be removed and a new member selected.

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When Commissioner Reeser inquired if the process that is now in place puts the Berger BOG in a position where it is totally responsible for the operations of the hospital, Dr. Hedges responded by stating that the BOG is a semi-advisory board, not a management board, and CEO is responsible for the day-to-day management and decisions for the hospital. The BOG's goal is to provide guidance for long-term strategic management.

Conversation took place in reference to the best process to utilize to generate a pool of candidates for the selection of board members. The Commissioners stated that they have recently discussed advertising on their website and/or newspaper for applications from individuals interested in being appointed to various boards that includes their rights, responsibilities, and liabilities of the position. Dr. Dresbach suggested researching the governor's website that provides its protocol, forms, and applications for various board appointments.

Discussion was also held in regarding the requirement for each Trustee to complete an annual self-assessment of the Board of Governors as a governing body (survey provided by The Governance Institute), and an individual assessment of each Trustee on an annual basis. Each Board member, with at least one (1) year of service will be responsible for rating every other Board member, either anonymously or not, with at least one year of service. The annual evaluation of each Board member will be completed in two semi-annual cycles with approximately one-half completed in each cycle. The evaluations then go the Executive Committee which then discusses the results to the board members on an individual basis. A point-rating system is used with 3.85 points being acceptable out of 5 possible points. Anyone receiving a rating under 3.85 will be given the opportunity to improve, be mentored and guided. If unacceptable scores are repeated 2 or 3 more times then the Executive Committee could make a recommendation to the appointing body for a replacement. Mr. Leatherwood stated that he is much more in favor of the continued educational process as over a period of time the peer evaluation concept can become meaningless over time because after sitting on a board with a fellow appointee after a period of time you may not want to give bad marks. Mr. Leatherwood stated that he is in more favor of peer reviews for board members until they become certified. Up until that time, he stated he feels the evaluations are valuable for feedback. He added that he feels that going through the process is actually more valuable than the process itself. Dr. Hedges then pointed out that Berger Hospital is the first hospital in the state to go through the certification program and speaks highly of the local board as far as being proactive rather than reactive as a result.

At the conclusion of the meeting, Commissioners thanked the board members for their time and input, and reminded them of the Public Input Meeting scheduled for Thursday, February 26, at 7:00 p.m. located at the Ashville Elementary School, 90 Walnut St., Ashville, Ohio.

**In the Matter of**  
**Creation of New Line Item Approved:**

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

**101.0000.4293 – Job & Family Services-Indirect 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**  
**Appropriations Approved:**

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

**5,000 to 255.5036.5901 – 800 MHz-Other Expenses**  
**5,856 to 903.1109.5901 – GIS-Other Expenses**  
**177 to 227.2020.5901 – CASA Grant-Other Expenses**

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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**  
**Transfer Approved:**

Mr. Wippel offered the motion, seconded by Mr. Reeser to approve the following request for the TRANSFER and RE-APPROPRIATION OF FUNDS:

**12,900 from 226.2055.5401 – Juvenile-Contract Services**  
**to**  
**226.2039.5401 – Juvenile-Wrap Around**

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**  
**Issuance of Blanket Purchase Order Approved:**

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

**10,856 to 903.1109.5901 – GIS-Other Expenses**

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**  
**Approval for Purchase of Two (2) Police Tahoes (K-9)**  
**For the Pickaway County Sheriff Department:**

Mr. Wippel offered the motion, seconded by Mr. Reeser, authorizing **the purchase of two (2) 2009 Chevrolet Police Tahoes (K-9) for the Pickaway County Sheriff Department from Taylor Chevrolet, in the amount of \$26,354 each, plus installation of add-ons/radio equipment in the amount of \$11,305.62 each, for a grand total of \$75,319.24.** Taylor Chevrolet holds the state term contract (#RS903908) for the specifications of law enforcement Chevrolet Tahoe vehicles.

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**  
**Pickaway County Dog Shelter**  
**Policy & Procedure Manual Adopted:**

Mr. Wippel offered the motion, seconded by Mr. Reeser to adopt the Pickaway County Dog Shelter Policy & Procedure Manual subject to further review.

**TUESDAY, FEBRUARY 17, 2009**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

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**  
**Weekly Dog Warden Report:**

The weekly report for the Pickaway County Dog Shelter was filed for week ending February 14, 2009.

A total of \$698 was reported being collected as follows: \$96 in sales of dogs; \$60 in redemptions; \$126 in donations; \$247 in sales of tags; and \$169 in late tag fee penalties.

Six (6) 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.

Ula Jean Metzler, President

Glenn D. Reeser, Vice President

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

Attest: Patricia Webb, Clerk