

TUESDAY, DECEMBER 27, 2011
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, December 27, 2011, with the following members present: Mr. Glenn D. Reeser; Mrs. Ula Jean Metzler; and Mr. Jay H. Wippel. Brad Lutz, County Administrator; and Harold Henson, Walnut Township Trustee, were also in attendance.

**In the Matter of
Minutes Approved:**

Mr. Wippel offered the motion, seconded by Mrs. Metzler, to approve the minutes from December 20, 2011.

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

Attest: Patricia Webb, Clerk

**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 December 22, 2011, in the Commissioners' Voucher Journal, then

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 \$325,455.87 on the County Treasurer to satisfy the same.

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

Attest: Patricia Webb, Clerk

**In the Matter of
Quit Claim Deeds Signed for Transfer of Two Properties to
Pickaway County Board of Developmental Disabilities:**

Mike Pelcic, Superintendent of the Pickaway County Board of Developmental Disabilities (PCBDD), also known as Brooks Yates Center, met with the Commissioners to gain their signatures on Quit Claim Deeds and a Transfer Agreement for the transfer of two properties from the county's name into the PCBDD's name. Bob Hively, PCBDD Fiscal Officer, was also in attendance.

The two properties involve the 200 E. High Street location, (the former High Street Elementary School), which is occupied by the Brooks-Yates Center administrative offices. In 1984, the High Street property deed was put in the county's name because at the time the PCBDD purchased the property from Circleville City Schools, Boards of Developmental Disabilities were not permitted to own real estate. The 548 Lancaster Pike property, where Pickaway Diversified Industries (PDI) facility is located, was constructed on county-owned property with PCBDD funds around the same time. PDI, which privatized several years ago, offers jobs to individuals with developmental disabilities. In 2009, the law changed and, pursuant to Ohio Revised Code §307.10, County Boards of Commissioners can, by resolution, transfer real property in fee simple to County Boards of Developmental Disabilities.

Mr. Pelcic informed the Commissioners that the PCBDD recently sent out a Request for Proposals (RFP) in order to expand services and attract day habilitation provider vendors to create options for residents in the county. The PCBDD would like to offer lease space that is available in a portion of the 200 E. High Street location to those vendors. Another side to the RFP includes attracting vendors that provide evening and weekend recreation programs to individuals the PCBDD serves. Mr. Pelcic stated that transferring the properties to the PCBDD provides a "cleaner way" in which to enter into lease agreements.

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After further discussion regarding the matter, Mrs. Metzler offered the motion, seconded by Mr. Wippel, resulting in the adoption of the following Resolution

Resolution No.: PC-122711-1

WHEREAS, pursuant to Ohio Revised Code §307.10, County Boards of Commissioners can, by Resolution, transfer real property in fee simple to County Board of Developmental Disabilities, and

WHEREAS, per a Transfer Agreement (“Agreement”) entered into by and between the Pickaway County Board of Commissioners (“Commissioners”), whose address is 139 West Franklin Street, Circleville, Ohio 43113, and the Pickaway County Board of Development Disabilities (“PCBDD”), whose address is 200 East High Street, Circleville, Ohio 43113, the Commissioners shall transfer property located at 200 E. High Street, Circleville, Ohio 43113, and property located at 548 Lancaster Pike, Circleville, Ohio 43113, (the “Properties”), to the PCBDD by Quit Claim Deeds, and

WHEREAS, the purpose of the Agreement is to provide for the terms and conditions which the Commissioners shall transfer the Properties to the Pickaway County Board of Developmental Disabilities, and

WHEREAS, the Commissioners shall transfer the Properties to the PCBDD, via the signing of Quit Claim Deeds, and

WHEREAS, the Commissioners and the PCBDD intend the transfer of the Properties to be utilized to benefit developmental disabilities programs and services in Pickaway County, then

THEREFORE BE IT RESOLVED that the Agreement shall constitute the entire understanding and agreement among the Parties, shall supersede all prior understanding and agreements relating to the subject matter thereof, and may only be amended in writing with the mutual consent and agreement of the Parties.

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

Attest: Patricia Webb, Clerk

The Commissioners then signed the Quit Claim Deeds prepared by the Pickaway County Prosecutor. It was mentioned that the PCBDD will file the necessary real property tax exemption forms now that the property deeds have been transferred into its name.

Mr. Pelcic then provided an overview of the PCBDD’s Program and Expenditure Plan for 2012, and preparations in expanding services. He stated that plans are to be more aggressive with Medicaid waivers for day habilitation services. By enrolling individuals on the waivers, federal participation Medicaid funding for the payment of support and services will be received by the vendors supplying the services. Currently, the PCBDD is funding 100% of those services with local funds. With the waivers, 60¢ on the dollar will be paid to the service provider, and the 40¢ PCBDD will save can offset additional staff needed to manage waiver services. The PCBDD revenues for 2012 are \$5,501,000. This number is a combination of \$4,636, 000 from tax collection, \$204,000 from local revenue, \$465,000 from State revenue, and \$196,000 Federal revenue.

After providing additional information on the 2012 plan, the Commissioners thanked Mr. Pelcic and Mr. Hively for keeping them informed.

**In the Matter of
Meeting with Ty Ankrom Regarding
Pickaway County Procurement Consortium Fuel Program:**

Ty Ankrom, Superintendent of the Pickaway County Educational Service Center met with the Commissioners to provide an update of a new Pickaway County Procurement Consortium (PCPC) Fuel Program in an effort to save money. Mr. Ankrom stated that he has been working with outgoing Logan Elm board member, Scott Allen, and Logan Elm Transportation Director, Chuck Arledge, in putting together the consortium which right now only includes three school districts being Logan Elm, Teays Valley, and

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Westfall. The group anticipates saving 20%- 40% in fuel costs. The Circleville City Schools would like to be a member; however, each entity must have their own tank to receive fuel. The consortium is available to municipalities, healthcare organizations, higher education institutions, water, sewer, and school district districts, and local businesses. At Mr. Ankrom's request earlier this year, the Commissioners provided him with the Pickaway County Sheriff's Office estimated gasoline usage of 50,000 gallons a year. The County Engineer's office, Health Department, and Jobs & Family Services have shown interest in joining the consortium. Ross and Fairfield Counties have expressed interest as well. He informed the Commissioners that for now, it was decided to keep the membership small to make sure they are on target and doing things correctly. Conversation was held about considering other purchasing programs, i.e. office supplies, etc.

Following further discussion and receiving additional information regarding the topic, the Commissioners thanked Mr. Ankrom and asked that he let them know when the county may fit into the PCPC.

In the Matter of
Renewal of Info-Link Technologies
Contract for Information Technology Services:

In discussing various options for renewal of the Info-Link Technologies, Inc. contract, Mr. Wippel offered the motion, seconded by Mrs. Metzler, to renew the current one-year contract with **Info-Link Technologies, 601 Pittsburgh Avenue, Mt. Vernon, Ohio 43050, in the amount of \$7,724.21 per month with a 3% increase for comprehensive IT support. The contract is in effect from January 1, 2012, through December 31, 2012.**

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

Attest: Patricia Webb, Clerk

In the Matter of
Meeting in Executive Session:

At 1:35 p.m., Mr. Wippel offered the motion, seconded by Mrs. Metzler, to enter into Executive Session to discuss a personnel matter.

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

Attest: Patricia Webb, Clerk

At 3:05 p.m., Mr. Wippel offered the motion, seconded by Mrs. Metzler, to resume Regular Session.

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

Attest: Patricia Webb, Clerk

In the Matter of
Pay Increase Approved for County Administrator
Following Performance Evaluation:

At the conclusion of the Commissioners six-month performance evaluation of Brad Lutz, Pickaway County Administrator, Mr. Wippel offered the motion, seconded by Mrs. Metzler, to approve a \$2,000 annual pay increase, ending his probationary period. The pay increase is retro-active to December 17, 2011, six months from the date of his appointment.

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

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Attest: Patricia Webb, Clerk

**In the Matter of
Entering into a Promissory Note as a
Conduit for the Pickaway County Visitor's Bureau:**

Bob Hively, a member of the Pickaway County Visitor's Bureau Board, met with the Commissioners, along with a representative of The Citizens Bank of Ashville, to gain their signatures on a promissory note where the county will serve as a conduit for the refinancing of a capital improvement loan the Visitor's Bureau obtained five years ago. In November of this year, Mr. Hively, Charlie Jackson, and Dan Bradhurst met with the Commissioners to request their consideration for the county to serve as the conduit in order for the Visitor's Bureau to receive a favorable interest rate, contingent upon the signing of an Indemnification Agreement holding the county harmless against any claims, damages, liabilities, or obligations arising from or incurred as a result of the loan. After contacting several local banks, the Visitor's Bureau obtained a loan in the amount of \$88,093.14, with a 3.5% fixed interest rate for a period of fifteen years.

After reviewing the loan documents, Mrs. Metzler offered the motion, seconded by Mr. Wippel, to adopt the following Resolution and sign the promissory note:

Resolution No.: PC-122711-2

BE IT RESOLVED that the Pickaway County Board of Commissioners agreed to enter into a promissory note with The Citizens Bank of Ashville for a loan in the amount of \$88,093.14 at a 3.5% interest rate for fifteen (15) years with no pre-payment penalties to serve as a conduit in the refinancing of a Capital Improvement loan for the Pickaway County Visitors Bureau, and

BE IT FURTHER RESOLVED that the Pickaway County Visitor's Bureau will sign and Pickaway County Board of Commissioners will sign an Indemnification Agreement stating that the Visitor's Bureau assume and be responsible for all indebtedness and hold the county harmless from and against all obligations.

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

Attest: Patricia Webb, Clerk

**In the Matter of
Contracts Signed with Mastermind Systems, Inc. for
Traffic Safety Studies:**

Anthony Neff, Deputy County Engineer, met with the Commissioners to gain their signatures on a contract in the amount of \$18,158 with Mastermind Systems, Inc., 345 Rice St., Elmore, Ohio 43146 to perform a Ball Bank (Curve Safe Speed) Study where 226.27 miles of road will be inventoried. The agreement will be administered through and 90% reimbursed by the Ohio Department of Transportation (ODOT).

A second agreement in the amount of \$5,000 with Mastermind Systems, Inc. for all Geographic Information Services (GIS) to be performed that will include a list of routes (streets), current map, and relevant GIS files related to the traffic study. Again the agreement will be administered through and 90% reimbursed by ODOT.

**In the Matter of
Meeting in Executive Session
Regarding Personnel Matter:**

At 3:32 p.m., Mr. Wippel offered the motion, seconded by Mrs. Metzler, to enter into Executive Session to discuss an additional personnel matter.

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

Attest: Patricia Webb, Clerk

At 3:48 p.m., Mr. Wippel offered the motion, seconded by Mrs. Metzler, to resume Regular Session.

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

Attest: Patricia Webb, Clerk

No action was taken.

**In the Matter of
Amended Certificate Approved:**

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

Resolution No.: PC-122711-3

WHEREAS, the Pickaway County Budget Commission granted an AMENDED CERTIFICATE in the amount of \$2,950 for the Victims of Crime Advocacy Grant Fund #227, then

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners hereby appropriate the following sum for the expenditure for fiscal year ending December 31, 2011:

**VOCA Grant Fund #227
\$2,950**

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

Attest: Patricia Webb, Clerk

**In the Matter of
Cash Advance Approved:**

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

**2,170 from 101.1105.5801 – General Cash Advance Out
to
227.0000.4910 – VOCA Cash Advance In**

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

Attest: Patricia Webb, Clerk

**In the Matter of
Cash Advance Back Approved:**

Mr. Wippel offered the motion, seconded by Mrs. Metzler, to approve the following request for a CASH ADVANCE BACK:

**22,470.19 from 639.6052.5801- Park District-Advance Out
to
401.0000.4910 – Capital-Advance In**

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

Attest: Patricia Webb, Clerk

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

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

**9,164.59 from 101.1105.5609 – Auto License & Gas Tax-Interest
to
201.0000.4705 – Auto License & Gas Taz-Interest**

**1,963.49 from 101.1105.5610 – Motor Vehicle Permissive Tax-Interest
to
202.0000.4706 – Motor Vehicle Permissive Tax-Interest**

**512.47 from 101.1105.5611 – Special Projects Assessment-Interest
to
901.0000.4707 – Special Projects-Interest**

Voting on the motion was as follows: Mr. Reeser, yes; Mrs. Metzler, 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 Mrs. Metzler, to approve the following requests for the APPROPRIATION OF FUNDS:

**1,027.62 to 227.2020.5102 – VOCA-Salaries
2,950 to 227.0000.4540 – VOCA Grant-Revenue
1,394,50 to 227.2020.5102 – VOCA Grant-Employee Salaries
351 to 227.2020.5201 – VOCA Grant-PERS
27.50 to 227.2020.5202 – VOCA Grant-Medicare
70,500.65 to 201.3007.5506 – Auto License Gas Tax-Bridges & Culverts
512.47 to 101.1105.5703 – Contingencies
9,128.08 to 101.1105.5703 – Contingencies
500 to 230.1246.5201 – Certificate of Title-Salaries
119.92 to 230.1246.5203 – Certificate of Title-Insurance**

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

Attest: Patricia Webb, Clerk

**In the Matter of
Transfers Approved:**

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

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**524.05 from 101.2014.5102- Sheriff-Communications-Salaries
to
101.2014.5203 – Sheriff-Communications-Insurance**

**1,405.46 from 101.2011.5102 – Sheriff-Corrections-Salaries
to
101.2011.5203 – Sheriff-Corrections-Insurance**

**574.61 from 101.2011.5102 – Sheriff-Corrections-Salaries
to
101.2010.5203 – Sheriff-Road Patrol-Insurance**

**31.67 from 101.1120.5401 – Treasurer-Contract Services
to
101.1120.5203 – Treasurer-Insurance**

**80 from 101.1220.5403 – Clerk of Courts-Travel
to
101.1220.5202 – Clerk of Courts-Medicare**

**.01 from 101.2005.5203 – Coroner-Insurance
to
101.2005.5210 – Coroner-PERS**

**963.49 from 101.1105.5703 – Contingencies
to
101.1105.5610 – Motor Vehicle Permissive Tax-Interest**

**8,164.59 from 101.1105.5703 – Contingencies
to
101.1105.5609 – Auto License & Gas Tax-Interest**

**512.47 from 101.1105.5703 – Contingencies
to
101.1105.5611 – Special Projects Assessment**

**85.51 from 227.2020.5403 – VOCA-Travel
to
297.2020.5102 – VOCA-Salaries**

**4,500 from 201.3006.5106 – Engineer-Laborers Salaries
to
201.3005-5102 – Engineer-Employee Salaries**

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

Attest: Patricia Webb, Clerk

**In the Matter of
Appointments to the Pickaway County Family Services Planning
Committee through December 31, 2012:**

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

Resolution No.: PC-122711-4

WHEREAS, pursuant to Ohio Revised Code 329.06, the Board of County Commissioners is required to establish a county family services planning committee, and

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WHEREAS, the Board may appoint individuals to the committee in such a manner that the committee's membership is broadly representative of the groups of individuals and the public and private entities that have an interest in family services provided in the county, then

THEREFORE BE IT RESOLVED that the following individuals are appointed to serve as a member of the Pickaway County Family Services Planning Committee through December 31, 2012:

Kim Hartinger – Pickaway Metropolitan Housing Authority
Dave Hannahs – Pickaway County Community Action
Connie Knapp – Pickaway County Job & Family Services
Patrina Queen – Southeastern Ohio Legal Services
Danielle Brust – Pickaway County Consumer

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

Attest: Patricia Webb, Clerk

In the Matter of
Telephone Conference with Pickaway County
Jail Administrator Regarding Failure of
Jail Facility's Intercom System:

Lt. Larry Mosley, Pickaway County Sheriff Office (PCSO) Jail Administrator, spoke with the Commissioners via telephone conference to inform them of an emergency situation regarding the failure of the intercom system at the jail facility that occurred on Friday of last week. A portion of the system, which provides inmate-to officer communications (and vice versa), and in some cases officer-to-officer communications throughout the facility, remains partially functional due to a temporary, but highly undependable, fix. Lt. Mosley stated that he contacted a local vendor who has been to the facility twice but was unable to repair the system. He has since contacted Acree-Dailey Integrated Systems in Columbus which will be arriving on Wednesday. Lt. Mosley stated that the intercom system is the original system that was installed when the PCSO and jail were built in 1992, and repair parts are no longer available; however, the PCSC has a few spare parts in storage, but if they do not work, a new system will need to be purchased. Around 2007, the PCSC obtained quotes for the purchase of a new intercom system which at that time was priced in the \$78,000 range.

After further discussing the issue, the Commissioners asked that they be kept informed on whether the system can be repaired and report back as soon as possible. In the meantime, they requested quotes be obtained for a new system in the event it can not be repaired.

In the Matter of
800 MHz User Agreements Signed:

The Commissioners signed 800 MHz Communications User Agreements between the following entities: Bloom Township Fire Department, Lithopolis, Ohio 43136; and American Red Cross, Circleville, Ohio. All agreements are effective for a period of one year and will be renewed automatically; however, the agreements can be terminated by either party upon one hundred twenty (120) days written notification.

In the Matter of
Weekly Dog Warden Report:

The weekly report for the Wright-Poling/Pickaway County Dog Shelter was filed for week ending December 24, 2011.

A total of \$1,129 was reported being collected as follows: \$416 in adoption fees; \$30 in redemptions; \$87 in donations; \$481 in sales of tags; \$0- in late tag fee penalties; \$40 in boarding fees; \$15 in owner turn-in and/or owner turn-in with requested euthanasia fees; and \$60 in microchip insertion fees.

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Four (4) dogs were euthanized; two (2) dogs were redeemed; thirteen (13) dogs were adopted; no (-0-) dog was rescued.

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. Reeser, yes; Mrs. Metzler, yes; Mr. Wippel, yes. Voting No: None. Motion carried.

Glenn D. Reeser, President

Ula Jean Metzler, Vice President

Jay H. Wippel
BOARD OF COUNTY COMMISSIONERS
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Attest: Patricia Webb, Clerk