

TUESDAY, AUGUST 19, 2025
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, August 19, 2025, with the following members present: Mr. Harold R. Henson and Mr. Gary K. Scherer. April Metzger, County Administrator, was also in attendance. Mr. Jay H. Wippel was present by telephone for specific sessions.

In the Matter of
Executive Session:

At 8:37 a.m., Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson to enter into Executive Session pursuant to ORC §121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation, etc., of a public employee with April Metzger, County Administrator, Marc Rogols, County Deputy Administrator, Rob Young, Clemans Nelson and Associates and Angela Karr, Clerk in attendance. Commissioner Wippel was present by telephone.

Roll call vote on the motion was as follows: Commissioner Wippel, yes; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

At 9:16 a.m., the Commissioners exited Executive Session and Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to resume Regular Session.

Roll call vote on the motion was as follows: Commissioner Wippel, yes; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

No Action taken.

In the Matter of
Minutes Approved:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from August 12, 2025, with corrections.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

In the Matter of
Bills Approved for Payment:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, 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 August 19, 2025, in the Commissioners' Voucher Journal, the date in which checks will be cut; then,

BE IT RESOLVED, that the Commissioners authorize Marc Rogols, Deputy County Administrator, to approve budget and bills in the VIP System,

BE IT FURTHER RESOLVED, that the Board of Pickaway County Commissioners orders the Auditor of Pickaway County, Ohio, to draw his warrant on this entry in the amount of \$282,377.72 the County Treasurer to satisfy the same.

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Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

In the Matter of
Then and Now Certification Approved for Payment:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution:

BE IT RESOLVED, that the County Auditor certifies that both at the time that the following contracts or orders were made and at the time that a certification (Section 5705.41) was completed, sufficient funds were available or in the process of collection, to the credit of a proper fund, properly appointed and free from any previous encumbrance. The Then and Now Certification has been found to be properly filed, and their respective vouchers shall be cross-referenced to the approving pages dated August 19, 2025, in the Commissioners' Voucher Journal, the date in which checks will be cut; then,

BE IT RESOLVED, that the Commissioners authorize Marc Rogols, Deputy County Administrator, to approve budget and bills in the VIP System,

BE IT FURTHER RESOLVED, that the Board of Pickaway County Commissioners, as Taxing Authority are authorizing the Auditor of Pickaway County, Ohio, to draw his warrant on this entry in the amount of **\$30,074.04** on the County Treasurer to satisfy the same.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

In the Matter of
Report Provided by Tim McGinnis:

The following is a summary of the report provided by Tim McGinnis, Planning and Development:

- Planning Commission: September 9th
 - Pumpkin Run – Re-plat
- Outstanding Plats:
 - Graham Ravines Preliminary Plan
 - Jackson Township Major Subdivision
 - Whaley Farms
 - Walliser Farms Section II
- Lot Splits:
 - Approved 2 lot splits in the last week, 10 open applications currently.
- CDBG –
 - Bid opening for Williamsport Project September 9th
 - Circleville CI Project

In the Matter of
Report Provided by Tiffany Nash:

The following is a summary of the report provided by Tiffany Nash, EMA Director.

- Approvals – None
- This Week
 - Pumpkin Show Safety Meeting
 - Southeast Sector EMA Meeting in Ross County – 8/18
 - Sheriff's Office Console Call – 8/20

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- Northern Police Chief's Meeting – 8/20
- Fire Chief's Meeting – 8/20
- Ohio EMA Grant Virtual Office Hours – 8/21
- Police Chief's Meeting – 8/21
- EMA Director's Call with OEMA – 8/21
- Call with COTS – 8/22
- Next Week
 - *Bridge on 22 over Scioto closed all week by ODOT
 - NexGen Migration Call – 8/25
 - Sheriff's Office Console Call – 8/27
 - GIS for Telecommunicators Webinar – 8/27
- Programs
 - EMA Operations
 - Working on Pumpkin Show support
 - Organizing several trainings for responders and stakeholders in the community
 - 4 are approved and being paid for by Ohio EMA
 - Others are being paid for by grants
 - 911 Coordinator - No updates
 - LEPC
 - Boat sink off dock at Deer Creek Marina – leaked oil and fuel into the water. 8/14/2025
 - Radio Programming
 - Adjust billing so each agency has their own agreement under the County's.
 - Drone Program – No update
 - CERT - No update

In the Matter of
Report Provided by Robert Adkins:

The following is a summary of the report provided by Robert Adkins, IT Director.

- Mr. Adkins is meeting with Global Business Solutions today at 11:00 a.m.
- Mark Yarnell completed Group Policies for Administration and Corrections OU's which was needed prior to migrating desktops to the County Domain.
- JMS was shut down yesterday to allow IDNetworks to update the NEW JMS with an up to date database. Desktops of JMS users were migrated to the County Domain and the new JMS installed while the database was being updated. Also moving users from using shared login to individual login.
- VEEAM Licensing renewal for Sheriff's Office needed.
- VEEAM was migrated to Windows Server 2022 server and upgraded to latest version. PCLog2022 server was deleted and restored as a test of the new installation.
- BOE Pollpad and Security Audit scheduled for Thursday at 13:00.

In the Matter of
Report Provided by Preston Schumacker:

The following is a summary of the report provided by Preston Schumacker, Dog Warden.

- Mr. Schumacker reported that they are housing 15 dogs. There were 2 visitors to the shelter last week and 2 volunteers.

In the Matter of
Report Provided by Marc Rogols:

The following is a summary of the report provided by Marc Rogols, Deputy County Administrator:

- There was one BWC claim filed for the week. There was no unemployment claims filed for the week. There are three total BWC claims for 2025. Total unemployment claims filed is at three for 2025.
- Casualty Insurance: Civil litigations claim filed with CORSA.
- Health Insurance: CEBCO Annual Renewal webinar is August 29th for renewal, rates and plan changes.
- Govdeals –Continue working on posting multiple vehicles in storage at PDI.

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- No new hire packets were sent out last week. A total of 60 new hire packets has been handed out in 2025. Two new hire packets pending (Board of Elections and Auditor's Office). Brandy Stewart's move to HR in progress. Job openings for part-time and full-time Custodial. Amber Boyer completed preliminary phone interview for full-time custodial position. Maintenance Worker posted with one application received.
- Maintenance:
 - JFS elevator replacement (2025 capital improvement) in progress.
 - Memorial Hall chair lift replacement (2025 capital improvement) July-August. Awaiting final delivery of materials.
 - Butts Tree Service approved last week (\$4,750.00) scheduled for September.
 - IPS Camera replacement at the Sheriff's Office approved last week is a 3–4-week time frame.

In the Matter of
County Administrator Report:

The following is a summary of the report provided by April Metzger, County Administrator:

- Mrs. Metzger presented samples of the award plaques for the Ag Hall of Fame.
- PAAC Overdose Awareness week August 28th.
- District Advisory Council meeting to appoint a new member of the Board of Health to replace Spencer Cheek.

In the Matter of
Jacktown Estate Replat:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and execute the re-plat for Jacktown Estates, all of lot 6 and lot 5B, Jackson Estates, Scioto Township.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

In the Matter of
Insight Quote for Pickaway County Sheriff's Office:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commission Henson to execute the quote from Insight Public Sector, Inc. for Veeam Data Platform Foundation License Renewal and backup for the Pickaway County Sheriff's Office in the amount of \$4,299.00.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

In the Matter of
Pickaway Progress Partners
Administrative Assistant
Job Description Approval:

Marc Rogols, Deputy County Administrator, presented a position description for an Administrative Assistant position with Pickaway Progress Partners. Said position will be 40 hours a week. Upon discussion Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the job description for a full-time Administrative Assistant position to be held at with Pickaway Progress Partners.

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Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

In the Matter of
Integrated Protection Services
Quote for Door Access Installation at the
Pickaway County Courthouse:

Marc Rogols, Deputy County Administrator, presented a quote to install door access at four back doors at the Pickaway County Courthouse. Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the quote from Integrated Protection Services in the amount of \$48,635.12 for the installation of door access system at four back doors at the Pickaway County Courthouse.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

In the Matter of
Integrated Protection Services
Alarm Monitoring Agreement for the
Pickaway County Building Department:

Marc Rogols, Deputy County Administrator presented the Alarm Monitoring Agreement for security monitoring at the Pickaway County Building Department. Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the Alarm Monitoring Agreement from Integrated Protection Services in the amount of \$672.00 for annual monitoring services at the Pickaway County Building Department.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

In the Matter of
Resolution Authorizing the Execution
Of A Local Jail Capital Project Grant Agreement for
The Pickaway County Jail Facility:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution and authorize Commissioner Henson to execute the Local Jail Capital Project Grant Agreement, Ohio Department of Rehabilitation and Corrections, Pickaway County Jail Project:

Resolution No.: PC-081925-65

A RESOLUTION AUTHORIZING THE EXECUTION OF A
LOCAL JAIL CAPITAL PROJECT GRANT AGREEMENT
WITH RESPECT TO THE PICKAWAY COUNTY JAIL
FACILITY

WHEREAS, the Board of County Commissioners of the County of Pickaway (the "Board") desires to enter into a LOCAL JAIL CAPITAL PROJECT AGREEMENT (the "Agreement"), with the Ohio Department of Rehabilitation and Correction (the "Department") concerning the Pickaway County Jail Facility in the County (the "Project") in accordance with the terms hereof and the Agreement.

NOW, THEREFORE, BE IT RESOLVED, by the Board as follows:

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Section 1. Any two members of the Board of County Commissioners of the County are authorized and directed to execute and deliver, in the name and on behalf of the County, the Agreement, in substantially the form submitted to and now on file with the County, which is hereby approved, with such changes therein not inconsistent with this Resolution as may be approved by such members of the Board. The approval of such changes by this Board shall be conclusively evidenced by the execution of the Agreement by such County Commissioners.

Section 2. Each member of the Board and other county officials are each separately authorized to take any and all actions and to execute such certificates and other instruments as may be necessary or appropriate in order to affect the intent of this Resolution.

Section 3. It is found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in those formal actions, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 4. This Resolution shall take effect and be in force immediately upon its adoption and, to the extent inconsistent therewith, supersedes any prior resolution of this Board.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

In the Matter of
Resolution Declaring August 28, 2025, as
Overdose Awareness Day in Pickaway County, Ohio:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution:

Resolution No.: PC-081925-66

WHEREAS, substance use disorder and drug overdoses continue to affect individuals and families across Pickaway County, Ohio, leaving a lasting impact on our community; and

WHEREAS, International Overdose Awareness Day is observed each year to remember those who have lost their lives to overdose, to support their loved ones, and to raise awareness of the urgent need for prevention, treatment, recovery, and harm reduction; and

WHEREAS, Pickaway County is committed to reducing stigma, increasing education, and providing resources to support individuals and families impacted by substance use disorder; and

WHEREAS, the theme for Pickaway County's observance, "*Light the Way*," reflects our community's pledge to honor those lost, celebrate recovery, and guide one another toward hope, healing, and connection; and

WHEREAS, it is fitting to set aside a day to remember those we have lost, to support those living with substance use disorder, and to reaffirm our commitment to a healthier and safer community;

NOW, THEREFORE, the Pickaway County Board of Commissioners does hereby proclaim August 28, 2025, as Overdose Awareness Day in Pickaway County, Ohio, and encourages all citizens to join in remembrance, awareness, and collective action toward ending the overdose crisis.

August 28, 2025, as Overdose Awareness Day

in

Pickaway County, Ohio

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

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Attest: Angela Karr, Clerk

In the Matter of
Executive Session:

At 10:18 a.m., Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to enter into Executive Session pursuant to ORC §121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation, etc., of a public employee with April Metzger, County Administrator, Marc Rogols, Deputy County Administrator, Angela Karr, Clerk and Brad Washburn, Auditor in attendance. Commissioner Wippel was present by telephone.

Roll call vote on the motion was as follows: Commissioner Wippel, yes; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

❖ Brad Washburn, Auditor left the session at 10:53 a.m.

At 11:07 a.m., the Commissioners exited Executive Session and Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to resume Regular Session.

Roll call vote on the motion was as follows: Commissioner Wippel, yes; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

No Action taken.

In the Matter of
Authorize Internal Administrative Investigation of
Pickaway County Auditor's Office Personnel:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to authorize an internal administrative investigation of the Pickaway County Auditor's Office personnel. Auditor Brad Washburn is in favor of this authorization.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

In the Matter of
Weekly Dog Warden Report:

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for the week ending August 16, 2025.

A total of \$820 was reported collected as follows: \$45 in dog license; \$20 in adoptions; \$50 in redemption; \$655 in private donations and \$50 in micro chip.

Six (6) stray dogs were processed in; two (2) dogs were adopted.

With there being no further business brought before the Board, Commissioner Henson offered the motion, seconded by Commissioner Scherer, to adjourn.

Voting on the motion was as follows: Commissioner Wippel, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

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Jay H. Wippel, President

Harold R. Henson, Vice President

Gary K. Scherer, Commissioner
BOARD OF COUNTY COMMISSIONERS
PICKAWAY COUNTY, OHIO

Attest: Angela Karr, Clerk