

TUESDAY, DECEMBER 2, 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, December 2, 2025, with the following members present: Mr. Jay H. Wippel, Mr. Harold R. Henson and Mr. Gary K. Scherer. Marc Rogols, Deputy County Administrator, was also in attendance.

In the Matter of
Minutes Approved:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from November 25, 2025, with corrections.

Voting on the motion was as follows: Commissioner Wippel, yes; 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 December 2, 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 \$834,594.59 the County Treasurer to satisfy the same.

Voting on the motion was as follows: Commissioner Wippel, yes; 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 December 2, 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 \$447,442.66 on the County Treasurer to satisfy the same.

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

Attest: Angela Karr, Clerk

In the Matter of
Cash Advance Approved:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for CASH ADVANCE:

\$20,000.00 – 1001.103.41.570100 – Transfer Out – Commissioner
TO
2046.520.21.490000 – D&K Transfer In - Commissioner

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

Attest: Angela Karr, Clerk

In the Matter of
Supplemental Appropriations Approved:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for SUPPLEMENTAL APPROPRIATIONS:

\$60,000.00 – 1001.101.30.540100 – Countywide Supplies - Commissioners

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

Attest: Angela Karr, Clerk

In the Matter of
Transfer and Reappropriations Approved:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for TRANSFER AND REAPPROPRIATIONS:

\$1,500.00 – 1001.180.30.530100 – Pros Supplies – Auditor
TO
1001.180.30.550100 – Pros Non-Cap Equipment – Auditor

\$6,500.00 – 1001.210.31.530121 – CP Law Book – Common Pleas
TO
1001.210.31.590100 – CP Other Expense – Common Pleas

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

Attest: Angela Karr, Clerk

In the Matter of
Report Provided by Robert Adkins:

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

- Progressing with the migration of SO Mailboxes to county tenant.

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- I failed to meet with Proofpoint last Wednesday. Rescheduling.
- SO website updates
- Courtroom modifications to be made soon.
- Discussion of Cyber Security Plan – submitted for review and consideration for resolution to of adoption for County Plan.

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: December 9th
 - Amendment to Pickaway Subdivision Regulations
- Outstanding Plats:
 - Graham Ravines Preliminary Plan
- Lot Splits:
 - Approved 7 lot splits in the last week, 5 open applications currently.
- CDBG
 - Draw 6 Pay Application - Critical Infrastructure Ashville
 - Darbyville Street Paving Documents – Allocation Grant

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 were no BWC claims, or unemployment claims filed for the week. There are five total BWC claims for 2025. Total unemployment claims filed is at four for 2025.
- Casualty Insurance: Civil litigations claim filed with CORSA.
- Health Insurance: CEBCO e-mail from Gina Nelson. Director Kevin Hinkle resigned December 5th for a new job. Mike Kindell returning from Colorado as interim director.
- Govdeals – Highway Garage sale of 1995 F-350 Dump Truck (\$5,250) and Kent Plate Tamp (\$1,525 / \$6,775).
- Dog Shelter: Approval for \$25 adoption during the month of December.
- One new hire packet was sent out last week (Engineer). A total of 80 new hire packets has been handed out in 2025. Job openings for part-time and full-time Custodial. Maintenance Worker posted with no application received. The Deputy Dog Warden position has two application received (phone interviews completed and scheduling interviews). Kennel Attendant has received one application (phone interviews- withdrew 2nd applicant) interviews pending. One application has been received for the Chief Dog Warden position (phone interview completed and scheduling interview).
- Maintenance:
 - Memorial Hall chair lift replacement (2025 capital improvement). Sent the electronic boards out for repair (no change).
 - 2026 Capital Improvements list
 - Pickaway County Sheriff's Office – Koorsen Inspector Contract approval.

In the Matter of
Authorized Certification for OPWC Disbursements
2025 County and Township Resurfacing Project Contract B
For Pickaway County Engineer:

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve and authorize Commissioner Jay Wippel to execute the Authorized Certifications for OPWC Disbursements for the Pickaway County Engineer. The disbursement request is for CQ14AB, request #4 in the amount of \$7,599.00. The request reflects project completion at an estimated 100%.

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

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In the Matter of
Authorized Certification for OPWC Disbursements
2024 County and Township Resurfacing Project Contract B
For Pickaway County Engineer:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Jay Wippel to execute the Authorized Certifications for OPWC Disbursements for the Pickaway County Engineer. The disbursement request is for DQAC02, request #2 in the amount of \$27,612.35. The request reflects project completion at an estimated 100%.

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

Attest: Angela Karr, Clerk

In the Matter of
Resolution Enacting Temporary Road Load Reduction on
Blaine Road in Darby Township:

The commissioners received Resolution No. 11-05-25 adopted by the Darby Township Trustees requesting a temporary 50% road load reduction on Blaine Road, Creamer Road and Carson Road located in Darby Township, Ohio. Upon reviewing the request, Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to adopt the following Resolution:

Resolution No.: PC-120225-86

WHEREAS, the Pickaway County Board of Commissioners received Resolution No. 2022 from the Darby Township Trustees requesting a temporary 50% road load reduction on Blaine Road and Carson Road located in Darby Township, Ohio, due to recent weather events combined with heavy truck traffic; then,

THEREFORE BE IT RESOLVED that, effective immediately, the Pickaway County Board of Commissioners hereby enacts a temporary 50% load reduction on Blaine Road (extend from St. Rte. 56 to Five Points Pike), expiring April 30, 2026.

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

Attest: Angela Karr, Clerk

In the Matter of
Pickaway County Access Agreement for
Ohio Department of Development's
Brownfield Remediation Program
Grant Application for Fairgrounds Property:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Jay Wippel to execute the Grant of Right of Entry, Consent To Assessment, and Release From Liability for the Ohio Department of Development's Brownfield Remediation Program Grant for the property located at 415 Lancaster Pike, Circleville, Ohio.

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

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In the Matter of
Ohio Department of Development's
Brownfield Remediation Program
Grant Clean Hands Affidavit for Fairgrounds Property:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Jay Wippel to execute the Clean Hands Affidavit for the Ohio Department of Development's Brownfield Remediation Program Grant for the property located at 415 Lancaster Pike (A0510390000200), Circleville, Ohio.

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

Attest: Angela Karr, Clerk

In the Matter of
Allocation of Monthly Sales Tax Collections:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the Pickaway County Treasurer to deposit the monthly allocation of Sales Tax collections in the following manner each month.

5% to 4001.100.13.412100 – Capital Fund
95% to 1001.100.13.412100 – General Fund

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

Attest: Angela Karr, Clerk

In the Matter of
Allocation of Monthly Casino Revenue:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the Pickaway County Treasurer to deposit the monthly allocation of Casino Revenue collections in the following manner each month.

5% to 401.0000.4575 – Capital Fund
95% to 101.0000.4575 – General Fund

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

Attest: Angela Karr, Clerk

In the Matter of
Koorsen Fire and Security Quote
For the Pickaway County Service Center:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the proposal from Koorsen Fire and Security in the amount of \$3,440.00 for the Pickaway County Sheriff's Office. The quote is for inspection services for sprinkler system that will include a 5 Year Internal Pipe that will be performed once a year for the Basement Wet A, Basement Wet B+C, Basement Wet D+E and Dry System Basement.

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

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In the Matter of
Community Development Block Grant
Village of Ashville Randolph Street
Improvement Project Drawdown #6:

Tim McGinnis presented a drawdown for the Community Development Block Grant, Village of Ashville Randolph Street Improvement Project. The drawdown is \$29,615.00 with amount owed \$29,615.76 due to \$.76 in change left in account from prior pay applications. Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Jay Wippel to execute drawdown #6 for the Community Development Block Grant, Village of Ashville Randolph Street Improvement Project.

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

Attest: Angela Karr, Clerk

In the Matter of
Community Development Block Grant
Village of Darbyville Resurfacing Project
Letter of Interest & Professional Service
Agreement with Arcadis:

Tim McGinnis presented a letter of intent and Professional Services Agreement with Arcadis for the Community Development Block Grant, Village of Darbyville Resurfacing Project. Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve and authorize Commissioner Jay Wippel to execute the Letter of Interest and Professional Services Agreement with Arcadis U.S. Inc. for the Community Development Block Grant, Village of Darbyville Resurfacing Project.

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

Attest: Angela Karr, Clerk

In the Matter of
Report Provided by Sheriff Hafey:

The following is a summary of the report provided by Chief Brown, Pickaway County Sheriff:

- Sheriff Hafey reported that Pickaway County will drop from a level 2 to level 1 snow emergency later today.
- Sheriff Hafey explained that they are waiting for checks to be cut to go pick up the eight new police cruisers.

In the Matter of
Pickaway County Airport Authority
Update with Board Members:

Ryan Scribner, Craig Stevenson and Tim Wilson, Pickaway County Airport Authority Board Members met with the Commissioners to provide an update. Mr. Scribner started discussing the outcome of their last board meeting and the growth. He is looking to brainstorm on ways to deal with the facility's daily needs. Mr. Wilson discussed that they are about 40% complete on the 14 bay T-hanger that is an addition and should be fully completed in March 2026. The 23 T-hangers are at a 100% occupancy with aircraft. The three commercial hangers are also occupied. The fuel tank is still underground and coming on its age expectancy of 25 years. The estimated cost to remove and replace tanks with above-ground is roughly a million dollars. Mr. Scribner stated that grants may be eligible to apply for to help with that cost. Mr. Wilson informed the Commissioners that they did apply for a grant that could be used for fuel tank renovation at a 80/20 rate, which means it will have to be matched with 20% match from the county. The cost to extend the runway an additional

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700 feet is a million dollars. A runway extension will allow for a little bigger aircrafts to utilize the airport and create revenue. More discussions will take place in the future to address staffing issues.

In the Matter of
Report Provided by Tiffany Nash:

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

- Approvals – Requesting Executive Session for Contract Services
- This Week
 - NG911 Migration Call – 12/1
 - Pickaway Township Trustees – 12/1
 - Emergency Management Association Conference – 12/4-5 (Tiff & Ed) at Salt Fork Lodge
- Next Week
 - Scioto River Oil Spill Tabletop/Workshop Exercise – 12/9 (Ed)
 - Behavioral Threat Assessment Management Leadership Meeting – 12/10
 - Mid Planning Meeting for LEPC Tabletop Exercise – 12/11
 - Pickaway County Planning Committee – 12/12
 - IPAWS Class at Hocking County EMA – 12/12
 - BLACK SWAN COMEX Exercise – 12/12
- Programs
 - EMA Operations
 - Requesting Executive Session for Personnel
 - Exploring switching from AT&T FirstNet to T-Mobile Priority
 - Looking at EM1 software to streamline office functions (closed AI system)
 - 911 Coordinator
 - Continue to update the MSAG manually
 - Bi-weekly NG911 update calls continue – most of the work remaining involves the finishing touches for Circleville
 - The rest are all activities that take place during the week of transition.
 - LEPC
 - No new updates
 - Radio Programming
 - Continue working through link layer and encryption
 - Drone Program
 - No new updates
 - CERT - No update

In the Matter of
Executive Session:

At 11:17 a.m., Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, 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 Marc Rogols, Deputy County Administrator, Tiffany Nash, EMA Director and Angela Karr, Clerk in attendance.

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 11:30 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.

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No Action taken.

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 November 29, 2025.

A total of \$50 was reported collected as follows: \$15 in dog license; \$10 in adoptions and \$25 in micro chip.

One (1) stray dog was processed in; one (1) dog was adopted.

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

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

Jay H. Wippel, President

Harold R. Henson, Vice President

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

Attest: Angela Karr, Clerk