

TUESDAY, DECEMBER 30, 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 30, 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 December 23, 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: Brandy Stewart, Acting Clerk

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

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

Resolution No.: PC-123025-96

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATES in the total amount of \$7,383,291.16 to amend the following funds:

\$38,935.76	1001-100-11-450075	Casino Revenue
\$39,881.40	1001-100-12-420001	Indirect Costs-JFS
\$1,300,469.89	1001-100-13-412100	County Sales Tax
\$8,437.55	1001-100-17-480000	Rent
\$221,893.09	1001-100-20-491000	Advances In
\$487.90	1001-106-16-440109	Wit/Juror Fees-Muni Court
\$69,232.57	1001-110-12-420089	Commercial Inspection Fees
\$7,797.15	1001-110-15-430000	Contractor Registration
\$15,000.00	1001-131-11-450000	LEPC Annual Contract
\$6,964.06	1001-131-12-420000	Fees - Ema - Dues
\$3,400.00	1001-150-12-420000	Subdivision Fees P&D
\$130,479.78	1001-160-10-410100	Real Estate Tax
\$6,255.52	1001-160-10-410500	Manufacture Homes Tax
\$20,409.00	1001-160-11-450000	Reimb Prosecutor Salary
\$35,061.21	1001-160-11-450001	Local Government
\$2,333.00	1001-160-11-450002	Reimb Sheriff Salary
\$199,562.90	1001-160-11-450045	Homestead & Rollback
\$69,541.36	1001-160-12-420000	Defense Of Indigents
\$31,689.53	1001-160-12-420001	Fees-Auditor
\$370,268.13	1001-160-12-420062	Convey Fee Re Transfers
\$6,400.50	1001-160-12-420064	MH Conveyance Fees
\$2,551.40	1001-160-12-420067	Fees-Public Def/Muni Ct
\$250.00	1001-160-15-430001	Vendors License
\$131.23	1001-160-15-430002	Cigarette License
\$10,691.26	1001-160-18-492040	Cobra Insurance Reimb
\$37,603.40	1001-170-12-420000	Fees-Treasurer
\$1,055,540.34	1001-170-19-470000	Depository & Inv
\$146,025.35	1001-200-19-470000	Interest Clerk of Courts
\$29,948.27	1001-240-12-420000	Subdivision Fees-Engineer
\$110.00	1001-250-16-440102	Monitor Cost Reimbursement

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\$4,242.86	1001-250-16-440106	Clerk Services
\$456.00	1001-260-12-420067	Fees Public Def Probate
\$63,021.75	1001-270-12-420000	Fees-Recorder
\$373.44	1001-400-18-492000	Unxp Allow Sher
\$137.37	1008-400-11-455000	Local Share-Dare
\$3.07	1008-400-18-492026	Other Receipts
\$25.00	1102-570-18-492026	Other Receipts
\$10,534.04	1102-570-18-492071	Reaching Beyond
\$200.35	1112-400-18-492026	SPRF -Other Receipts
\$3,878.00	1112-410-12-420014	SRD - Westfall - Contract
\$8,953.00	1112-411-12-420042	Teays Valley SRD
\$3,642.00	1112-412-12-420085	Logan Elm SRD
\$33,095.00	1112-413-12-420082	Circleville SRD
\$160,132.63	2001-240-11-450004	Taxes-License
\$156,771.80	2001-240-11-450005	Taxes-Gasoline
\$18,831.33	2001-240-12-420052	Sales-Engineer
\$516,150.78	2001-240-18-492026	Other Receipts
\$85,000.37	2001-240-19-470000	Interest ALGT
\$69,908.43	2002-240-11-450000	Taxes-Permissive
\$329,273.70	2002-240-11-450090	On Behalf Money
\$133,340.23	2002-240-18-492026	Other Receipts
\$7,801.30	2003-240-16-440100	Municipal Court
\$23,963.69	2006-542-18-492098	Reimb Costs Other Rec
\$11,372.25	2008-540-12-420000	Admin Fees - CSEA
\$1,323.00	2016-260-12-420000	Probate Fund-Fees
\$10,589.39	2018-260-12-420000	Pc Comp Res Fees
\$96.00	2019-200-12-420000	Fees-Clerk of Courts
\$2,430.00	2019-260-12-420000	Fees-Probate Court
\$401.00	2019-260-21-490000	Transfers
\$1,067.26	2020-260-12-420000	Ind Guardianship-Fees
\$3,158.39	2025-250-11-450000	Youth Services Grant
\$217.86	2025-250-18-492026	Other Receipts
\$7,031.49	2027-255-11-450000	VOCA Grant
\$45.18	2027-255-18-492026	Other Receipts
\$4,154.34	2029-200-12-420000	Clerk Court Comp-Fees
\$3,067.39	2031-210-12-420000	Fees Cp Computer
\$634.82	2032-170-12-420066	Fees-Manufactured Homes
\$4,322.54	2032-170-18-492026	Other Receipts
\$10,209.48	2033-180-12-420021	Fees-Real Estate
\$4,449.77	2033-180-12-492026	Other Receipts
\$100.23	2034-620-18-492026	Other Receipts
\$60,339.38	2035-132-11-456000	State Share - E911
\$42,558.63	2039-403-20-491000	Advances In
\$88,074.44	2041-570-10-410100	Real Estate Tax
\$3,012.86	2041-570-10-410500	Manufactured Homes Tax
\$202,976.56	2041-570-11-450057	CAFS Target Case Man Waiver
\$162,313.15	2041-570-18-492026	Other Receipts
\$141,861.91	2042-570-11-456000	State Aid
\$6,346.50	2046-520-12-420000	Fees-Dog & Kennel
\$10,191.58	2046-520-18-492026	Other Receipts
\$6,909.00	2046-520-18-492057	D&K Penalty Late Fees
\$5,772.70	2046-520-18-496000	Donations D&K
\$14,500.00	2051-670-21-490000	Transfers In - CDBG
\$20.00	2060-160-12-420000	MH Relocation Permit
\$306.62	2060-160-18-492026	Other Receipts
\$20,000.00	2097-580-11-455000	Local Share-EIC
\$201.93	2097-580-18-492026	Other Receipts-EIC

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\$7,500.00	2097-580-18-496000	Donations Pc Works
\$298.50	2097-580-18-496091	Donation Act Workshop
\$2,594.00	2099-400-12-420000	Fees-Concealed Carry
\$7.50	2099-400-18-492026	Other Receipts - Concealed Handgun Lic
\$212.59	2230-201-18-492026	Other Receipts
\$29.49	2763-240-22-460000	SA Rev-Wilson Group
\$846.47	2766-240-22-460000	SA Rev-Bulen Co
\$42.91	2767-240-22-460000	SA Rev-Fulks-M-W
\$494.39	2768-240-22-460000	SA Rev-Hughes Lat #3
\$5,125.01	2770-240-22-460000	SA Rev-Grove Run
\$655.37	2773-240-22-460000	SA Rev-Blue-Anderson
\$30.29	2774-240-22-460000	SA Rev-Mud Run
\$181.70	2776-240-22-460000	SA Rev-Autie Howard
\$6,763.54	2777-240-22-460000	SA Rev-Hughes Upper
\$253.93	2778-240-22-460000	SA Rev-Buskirk
\$1,300.32	2779-240-22-460000	SA Rev-Greenbriar
\$633.02	2780-240-22-460000	SA Rev-Clark's Run Upper
\$6.49	2782-240-22-460000	SA Rev-Braskett
\$14.89	2784-240-22-460000	SA Rev-Writsel
\$154.87	2785-240-22-460000	SA Rev-Greenbriar Ext #1
\$2,898.71	2901-210-12-420000	Fee-Spec Project Assess Cp
\$1,663.47	2905-250-12-420094	Saturday School Fees
\$5,785.87	2907-550-16-440118	Circleville City F&F
\$23.67	2907-550-18-492026	Other Receipts
\$469.90	2919-170-12-420098	Tax Lien Admin Fees
\$46,321.00	2925-500-11-456000	State Share – TCAP
\$92.14	2925-500-18-492026	Other Receipts
\$9,595.12	2928-250-11-456000	State Share - ATP Grant
\$139.54	2932-500-18-492026	Adult Prob Other Rec
\$24,000.00	2932-500-20-491000	Advances In
\$581.19	2936-240-12-420000	Township/Municipalities
\$51,730.90	2938-100-18-492026	Other Receipts
\$80.88	2940-500-18-492026	Other Receipts
\$46,021.42	2944-100-11-450000	OneOhio Opioid Settlement
\$305.82	2947-590-18-492026	Other Receipts
\$21,790.85	2949-400-11-456000	State Share - Cpt
\$49,250.00	2950-400-18-496000	Donation SPCO
\$9,620.00	2955-260-12-420000	Fee-Spec Project Assess Pc
\$4,221.00	2956-400-20-491000	Advances In
\$8,416.24	2958-400-11-455000	Local Share (GAF)
\$1.00	3004-100-21-490000	Transfer-JFS Bldg Note
\$36,163.98	3025-100-21-490000	Transfer-Fairground Imp Bond
\$15,207.00	4001-100-11-450075	Casino Revenue
\$352,657.93	4001-100-13-412100	County Sales Tax
\$20,000.00	4010-100-21-490000	Transfer-Fairground Cap Imp
\$1,568.40	5001-240-10-410100	Re Tax Gen Sewer
\$7,274.10	5001-240-12-420046	Gen Sewer District
\$23,714.59	5003-240-10-410100	Re Tax Darby Sewer
\$2,244.05	5003-240-12-420046	Darby Twp Sewer Dist
\$48.12	5003-240-18-492026	Darby Sewer Other Rec
\$15,034.53	5005-240-10-410100	Re Tax Derby Sewer
\$2,961.64	5005-240-12-420046	Derby Sewer Dist
\$13.07	5005-240-18-492026	Derby Sewer Other Rec
\$3,837.26	5006-240-10-410100	Re Tax Orient Sewer
\$690.71	5006-240-12-420046	Orient Sewer Dist
\$23.44	5006-240-18-492026	Orient Sewer Other Rec
\$4,775.82	5007-240-12-420046	Orient Water Sewer Dist

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\$20.57	5007-240-18-492026	Orient Water Other Rec
\$58,008.35	6040-160-90-492000	Housing Trust Fund Fees
\$3,602.00	6056-600-90-492005	Reimb
\$129.72	6056-600-90-492026	RRHF Other Rec
\$127,723.36	6058-240-90-456000	TID - Money from State
\$15,000.00	6060-560-20-491000	Advance In
\$714.27	6060-560-21-490000	Transfers
\$54,580.91	6651-160-18-492026	Unclaimed Funds Other Rec
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\$7,383,291.16	Total	

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2025:

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

Attest: Brandy Stewart, Acting Clerk

In the Matter of
Report Provided by Tiffany Nash:

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

- Approvals
 - No approvals
- This Week
 - Ohio Pipeline Association 2026 Planning Call – 12/29
 - NG911 Call – 12/29
 - Interviews for COMMS Tech Position – 12/30
- Next Week
 - Ohio Homeland Security & EMA Meeting – 1/5
 - Veoci Demo – 1/5
 - Pickaway County Unsheltered Meeting – 1/7
 - LEPC Meeting – 1/8
 - 911 County Coordinator Call – 1/8
 - Extreme Temperature Weather & Information Group Call – 1/8
- Programs
 - EMA Operations
 - Received 2026 contract from B&C for the prevention and maintenance of tornado sirens
 - B&C did not do any P&M for sirens last year and lowered price in 2026 per siren to reflect
 - Tornado Siren testing suspended until January 2026 due to holidays
 - Push for Pickaway County Aler – Everbridge Sign Up
 - 22 Tower Site had a power failure on Christmas Day
 - Generator transfer switch impacted
 - 911 Coordinator
 - Received notice from Ohio 911 Program for annual audit
 - Pushed to both PSAPs to provide information to Tiffany by 1/9 to meet 1/16 State deadline
 - LEPC
 - EPA did a request both PSAPs to provide information to Tiffany by 1/9 to meet 1/16 State deadline
 - Radio Programming
 - Two interviews scheduled for Comms Tech position on 12/30
 - Drone Program
 - No update
 - CERT
 - No update

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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 four total BWC claims for 2025. Total unemployment claims filed is at four for 2025. Mr. Rogols presented Disabled Worker's Relief Fund Benefits.
- Casualty Insurance: Civil litigations claim filed with CORSA.
- Health Insurance: No report
- No new hire packet was sent out last week. A total of 84 new hire packets has been handed out in 2025. 95 new hire packets were 95 in 2024. Job openings for part-time and full-time Custodial. Maintenance Worker posted with no application received. The Deputy Dog Warden position has two applications 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). EMA Radio Technician has been posted with three applications. Two interviews are set for December 30th.
- Maintenance:
 - Quotes – GC Electrical quote for 22 radio tower repair.

In the Matter of
Executive Session:

At 9:27 a.m., Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to enter into Executive Session pursuant to ORC §121.22 (G) pending or imminent court actions; April Metzger, County Administrator, Marc Rogols, County Deputy Administrator and Brandy Stewart, Acting 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: Brandy Stewart, Acting Clerk

At 9:50 a.m., the Commissioners exited Executive Session and Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, 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: Brandy Stewart, Acting Clerk

No Action taken.

In the Matter of
GV Electrical LLC Estimate for
22 Radio Tower Electrical Work:

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the quote received from GV Electrical LLC, for work 22 Radio Tower Generator to replace 200 amp automatic transfer switch and require system to accommodate new switch. Alos, to program new transfer switch to existing generator. Total estimate \$9,720.00.

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

Attest: Brandy Stewart, Acting Clerk

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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 discussed the swearing in of three new hires for the Pickaway County Sheriff’s Office. Also stated that Deputy Michael Oberley transferred from the Road Patrol to the Detective Bureau.

In the Matter of
Job and Family Services Contract Listing
New or Amended Contracts for January 2026:

Pursuant to the Pickaway County Board of Commissioners’ Resolution of June 23, 2003, below is the list of agreements entered into, approved and otherwise executed by the Pickaway County Department of Job & Family Services and approved by the Pickaway County Board of Commissioners, The approved list contains the name of the party or parties with whom the agreement has been made, the purpose of the agreement, the commencement date and termination date of the agreement, and the compensation specified by the agreement.

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the following contract listing:

Pickaway County Job & Family Services
New or Amended Contracts
January 2026

PCJFS Contracts for CSEA 2026				
Organization/Agency	Contract Purpose	Effective Date	Termination Date	Contract Value
Pickaway County Clerk of Courts	Case Processing	1/1/2026	12/31/2026	\$99,582.33

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

Attest: Brandy Stewart, Acting Clerk

In the Matter of
Allocation for 2025 Sales Tax Holiday Collections:

Treasurer, John Howley administered the sales tax allocation for 2025 Sales Tax Holiday collections in the following manner:

\$11,392.70 to 4001.100.13.412100 – Capital Fund
\$216,461.33 to 1001.100.13.412100 – General Fund

In the Matter of
Resolution Delegating Specific Authority
To the Pickaway County Administrator:

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

Resolution No.: PC-123025-97

WHEREAS, pursuant to Ohio Revised Code Section 305.30, the Board of Pickaway County Commissioners is authorized to delegate specific authority to the County Administrator which include but is not limited to performing additional duties as the Board may determine by resolution: and

WHEREAS, the Board of Commissioners desire to grant the authority to the County Administrator to perform those functions as of Tuesday, December 30, 2025:

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NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of Pickaway County, Ohio, that the County Administrator be, and hereby is, authorized to exercise the powers of the Board within the limitations and guidelines set forth below:

1. **AMENDED CERTIFICATES:** The County Administrator is hereby authorized to approve all amended certificates received from county departments.

THEREFORE, BE IT FURTHER RESOLVED, the Board of County Commissioners hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of its committees, if any, which resulted in formal action were taken in meetings open to the public in full compliance with applicable legal requirements.

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

Attest: Brandy Stewart, Acting 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 December 27, 2025.

A total of \$150 was reported collected as follows: \$105 in dog license; \$ 25 in redemptions, \$10 in micro chip and \$10 in private donations.

Five (5) stray dogs were processed in; No dogs were 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
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Attest: Brandy Stewart, Acting Clerk