

TUESDAY, MAY 6, 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, May 6, 2025, with the following members present: Mr. Jay H. Wippel, Mr. Harold R. Henson and Mr. Gary K. Scherer. April Metzger, 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 April 29, 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 May 6, 2025, in the Commissioners' Voucher Journal, the date in which checks will be cut; then,

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 **\$108,394.08** 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 May 6, 2025, in the Commissioners' Voucher Journal, the date in which checks will be cut; then,

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 **\$1,468.00** on 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

**TUESDAY, MAY 6, 2025
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PICKAWAY COUNTY, OHIO**

**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-050625-36

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$30,000.00 to amend the following funds:

\$690,397.00 – 936.0000.4260 – Township Municipalities - Engineer

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: Angela Karr, Clerk

**In the Matter of
Appropriations Approved:**

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

\$690,397.00 – 936.3004.5506 – Contracts/ Projects – Township & Municipalities – Engineer

\$1,320,000.00 – 201.3007.5506 – ALGT Contract Projects – Engineer

\$2,00.00 – 907.1226.5501 – Equipment – Law Library

\$28,600.00 – 232.1155.5102 – Treasurer DTAC Salary – Treasurer

\$3,080.00 – 232.1155.5201 – Treasurer DTAC PERS – Treasurer

\$420.00 – 232.1155.5202 – Treasurer DTAC Medicare – Treasurer

\$40,000.00 – 101.1105.5703 – Contingencies - Treasurer

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:

\$40,000.00 – 101.1105.5703 – Contingencies – Treasurer

TO

101.1105.5613 – BOH Interest - Treasurer

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
Fund Transfer Approved:

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

\$2,765.71 – 101.1105.5611 – Special Projects Assessment Interest – Treasurer
TO
901.0000.4707 – Special Projects Assessment Interest – Treasurer

\$4,517.84 – 101.1105.5610 – Motor Vehicle Tax Interest – Treasurer
TO
202.0000.4706 – Motor Vehicle Tax Interest – Treasurer

\$46,027.40 – 101.1105.5609 – ALGT Interest – Treasurer
TO
201.0000.4705 – ALGT Interest – Treasurer

\$12,923.19 – 101.1105.5613 – BOH Interest – Treasurer
TO
605.0000.4706 – BOH Interest - Treasurer

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 Back Approved:

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

\$46,530.00 – 953.2099.5801 – Advance Back HSGP Grant – Sheriff
TO
101.0000.49010 – Advance In General Fund - Sheriff

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 Tiffany Nash:

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

- Approvals
 - GAF (911) Funds Distribution for Q1 2025
- This Week
 - PARR on site to Install Radios (3 weeks) – 5/5
 - PORT Meeting – 5/7
 - Berger Hospital COTS Exercise – 5/8
 - Chamber of Commerce Dinner – 5/8
- Next Week
 - PARR Installations continue
 - EMA Director's Call - 5/15
 - Bomb Incident Response & Prevention Class at South Bloomfield – 5/16
- Programs
 - EMA Operations

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- Continue to try to get plans updated, specifically EOP and Mitigation
- Request for cash reimbursement through Supplemental Award submitted Friday 5/2
- Continue to work with Ashville & South Bloomfield on community tornado shelters
- Received a call from Horizon/Glo Fiber regarding an internet project Tom Swisher started. They wanted to continue the project. Pulled Robert Adkins in who told them we were not interested at this time.
- Continue to work on Nixle/Everbridge and EOC platform projects.
- 911 Coordinator
 - Approval of 911 fund distribution to PSAPs
 - Discussion with State regarding impacts of potential PSAP consolidation
 - Discussion with State on action items needed for Pickaway to be ready for E911
 - GIS layers need some additional work
 - Last mile connections for City of Circleville
 - Pickaway is slated to go live with E911 in 4th quarter 2025
- LEPC
 - Diesel spill at Kenmore 5/2/2025 – 55 gallons
 - That makes 7 on the year
 - 2025 awards to be announced in July
 - We had 0 new filers for Tier II reporters
- Radio Programming
 - Waiting for 7 portable radios for the Engineer's Office to be delivered
 - 210 radios were programmed by Spencer last week (Engineer, Sheriff's office, EMA)
 - This is the first touch on the radios
 - The second will include encryption and programming fixes when people were not available to answer questions
 - WS is doing updates in the county as well
 - Engineer radios were moved from the EMA office to the Engineer's Office Friday for installation
 - PARR is starting vehicle installation this week and will last three weeks
 - Sheriff's Office, EMA, Engineer's Office, South Bloomfield, Ashville, Commercial Point
 - Tiff and Spencer did a lot of logistical planning and organization to make sure the installation is efficient for programmers from the different agencies getting mobiles installed
 - Ed and Tiff followed up with different townships and villages regarding their radio status that we had not heard back from
 - Washington Township has three mobile radios that will be obsolete July 1
 - Have asked whether they still want radios and if they want mobiles or portables. There are enough radios we can redeploy to them.
- CERT
 - Working with Berger to see if they can host a first aid station at the Fair that is supported by CERT and MRC

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: May 13th
 - Upcoming Subdivision(s)
 - Platting Variance Request
 - Darby Township Zoning Amendment
 - Jackson Township Zoning Amendment
- Outstanding Plats:
 - Graham Ravines Sketch Plan
- Lot Splits:
 - Approved 3 lot splits in the last week, 14 open applications currently.
- CDBG
 - Rating Form

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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 21 dogs. There were 5 visitors to the shelter last week and 3 volunteers.

In the Matter of
Report Provided by Robert Adkins:

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

- Installed JMS on Booking3 desktop in Jail for testing purposes.
- Plan to install additional Switch in Jail Central to accommodate additional testing laptops.
- Callisto completed set up of Virtual Fax for Dr. Seth Yates
- Needing Azure Active Directory Premium P1 Licensing for YubiKey testing
- Call with Mark Tuck to get a quote for fusion of Fiber between Data Center and SO at the EOC junction.
- Found issue preventing authoritative Tenable Scans on multiple BOE Desktops.
- 2-Factor authentication set to require Microsoft Authenticator – multiple user accounts affected.
- KnowBe4 Training created and a QR Code Phishing campaign created.
- Rick has been setting up MDR policies in Sophos.
- Eric is setting up a new laptop for EMA office.
- Law Library Laptop was setup for Valerie and delivered.
- Brandon replaced Sarah's laptop at the Garage.
- We have a desktop on order for the Law Library.
- We have a desktop to install for Kelly in the Building Department.
- Laptop was setup for Deanna to use for home use.
- Mark to prep for the move of the BOE network after the election.

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, and no unemployment claims filed for the week. There are two total BWC claims for 2025. Total unemployment claims filed are at zero for 2025.
- Casualty Insurance: Civil litigation claim filed with CORSA.
- Received Employer Premium refund of \$19,476.00.
- One new hire packet was sent out last week (JFS). A total of 33 new hire packets have been handed out in 2025. Job openings for part-time and full-time Custodial (three applications received and interviews pending), Auditor's Office Weights and Measure Inspector posted last week (status unknown). P3 Administrative Assistant post removed. Dog Shelter Deputy Dog Warden interviews last week. Clerk of Courts Deputy Clerk (Legal division) posted. Building Department Permit Technician with two interviews last week.
- Building Department: Expansion meeting with John Ankrom, Kelly Kight and Angie yesterday. Final plans were received and the bid process finalized.
- Maintenance:
 - The renovation of the Clerk of Courts: Awaiting front counter from Pine Valley.
 - Judge Chafin's Office and courtroom updates: Painting office (internal) starts Monday, May 12th.
 - JFS elevator replacement (2025 capital improvement) projected in May.
 - Memorial Hall chair lift replacement (2025 capital improvement) July-August.
 - Pickaway County Sheriff's Office chiller repairs completed and up and running.

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In the Matter of
Executive Session:

At 9:50 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 Preston Schumacker, Dog Warden, April Metzger, County Administrator, Marc Rogols, County Deputy Administrator 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 9:56 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
2025 Application for Certificate of Coverage
Annual Fee Assessment Statement Signed for Submission to the
Petroleum Underground Storage Tank Release Compensation Board:

Commissioner Gary Scherer offered a motion, seconded by Commissioner Harold Henson, authorizing Commissioner Jay Wippel to sign the 2025 Application for Certificate of Coverage Annual Fee Assessment Statement in the amount of \$1,650 for submission to the Petroleum Underground Storage Tank Release Compensation Board.

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 Second Quarter 2025 Casino Revenue:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to allocate the 2025 second quarter Casino Revenue in the following manner:

\$11,377.00 to 401.0000.4575 – Capital Fund
\$216,169.73 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

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In the Matter of
Abbey Poorman Hired
As Building Department Permit Technician:

Mr. Rogols, Deputy County Administrator Kelly Kight and Nikki Young, Building Department, conducted interviews for the full-time Building Department Permit Technician position, and it was their recommendation to hire Abbey Poorman. Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to hire Abbey Poorman as the Building Department Permit Technician effective Monday, May 19, 2025. As the Permit Technician for the Building Department, Ms. Poorman will be paid \$18.00 per hour with a \$.50 raise upon the completion of 180-day probationary period.

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
Nicholas Greiner Hires for
Deputy Dog Warden II Position:

Mr. Rogols, Deputy County Administrator and Preston Schumacker, Dog Warden conducted interviews for the full-time Deputy Dog Warden position, and it was their recommendation to hire Nicholas Greiner. Following a brief discussion regarding the recommendation, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to hire Nicholas Greiner, as the full-time Deputy Dog Warden II, effective Monday, May 12, 2025, at the rate of \$17.00 an hour with a \$.50 increase upon completion of 180-days probation period.

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

Attest: Angela Karr, Clerk

In the Matter of
United Mechanical Insulation LLC
Quote for Sheriff's Office Chiller:

Commissioner Gary Scherer offered a motion, seconded by Commissioner Harold Henson, approved the quote from United Mechanical Insulation LLC in the amount of \$5,394.00 for HVAC insulation scope for the chiller barrel and ends.

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
County Administrator Report:

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

- Mrs. Metzger discussed still needing a Board Representative for South Central Ohio Major Crimes Unit Governing Board. They are trying to set up a meeting. Sheriff Hafey is on the operating board but will need someone on the governing board. Commissioner or designee.
- The first quarter if ARP report submitted.
- Chamber Dinner Thursday, May 8th at 6:00 p.m. at Amvets
- Veteran's Services 2026 Budget request.

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In the Matter of
Marc Rogols Appointed to the
South Central Ohio Major Crimes
Unit Governing Board:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to appoint Marc Rogols, Deputy County Administrator as the South Central Ohio Major Crimes Unit Governing Board Representative.

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

Attest: Angela Karr, Clerk

In the Matter of
Veterans Service Commission
2026 Budget Request:

Pursuant to Division (C) of section 5705.28 of the Revised Code, Pickaway County Veteran Services Commission is submitting their 2026 budget request by the third Monday of May to the Board of Commissioners for approval. Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve Veteran Service Commission 2026 Budget Request.

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

Attest: Angela Karr, Clerk

In the Matter of
Engineering Procurement Award to
CDC of Ohio, Inc. for Administration and
Implementation of Pickaway County Community
Development Block Grant PY2025, 2026 and 2027:

Upon review of the Statement of Qualifications received from CDC of Ohio, Inc. and rating, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and award the Engineering Professional Services for the Administration and Implementation of CDBG Grants for PY 2025, 2026 and 2027 to CDC of Ohio, Inc., P.O. Box 06247, Columbus, Ohio 43206.

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 Sheriff Hafey, Pickaway County Sheriff:

- Sheriff Hafey reported that Chief Brown graduated from the Pickaway County Fellows Program.
- Sheriff Hafey signed the MOU with the State of Ohio Transportation Department related to rental of scales.
- Toby Thompson transferred from Jail Deputy to Road Patrol. Two deputies are in Marie Patrol Education to work Boat Patrol.

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In the Matter of
Dog Shelter Bell Tower Discussion with
Kim Shannon and Shelia Poling:

Kim Shannon and Shelia Poling met with the Commissioners to discuss the Bell Tower to be placed at the Dog Shelter. Mr. Shannon went to the site to evaluate the site where they originally wanted to place the tower. A retaining wall will need to be installed due to a drop-off. There is now a generator, propane tank and parking at the site. Another option would be placing the tower on the other side of the parking lot. It would involve the tower to house the Wright family bell, benches and landscaping (24'x32'). The Commissioner suggested that Mrs. Shannon and Mrs. Poling both go, look at the location and meet with the Dog Warden.

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 May 3, 2025.

A total of \$525 was reported collected as follows: \$75 in dog license; \$60 in dog license late penalty; \$100 in redemptions; \$80 in owner turn-in euthanized; \$10 in adoptions; \$25 in micro chip fees and \$175 in private donations.

Four (4) stray dogs were 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