

TUESDAY, FEBRUARY 4, 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, February 4, 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 January 28, 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 February 4, 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 \$221,397.53 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 February 4, 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 \$250,331.29 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, FEBRUARY 4, 2025
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

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:

\$5,309.16 – 651.6050.5701 – Transfers Unclaimed Funds – Auditor
TO
101.0000.4997 – Transfer In Unclaimed Funds - Auditor

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 – None this week
- This Week
 - LEPC Mid-Planning Meeting for Exercise – 2/3
 - Pickaway County Ministerial Group – 2/4
 - Dominion Energy Meet & Greet – 2/4
 - 11524 US-22; Williamsport, OH 43164
 - PORT – 2/5
 - Debris Management Workshop in Fairfield County – 2/6 Tiff
 - Northern Police Chief’s Meeting – 2/7
- Next Week
 - CERT Team Meeting – 2/10
 - Superintendent’s Meeting – 2/13
- Programs
 - EMA Operations
 - White House directive freezing our grant funding cancelled.
 - Brian Kirkpatrick starting 2/3 as Radio Comms Tech.
 - Small remodel in the EOC and Tiff’s office to make space more usable.
 - 911 Coordinator
 - Coordinating with State and GIS for NextGen 911 requirements and compliance.
 - LEPC – No new information
 - Radio Programming
 - Investigating an opportunity to purchase Motorola radios for about 43%. The discount does not include accessories (batteries, chargers, etc.). This is a limited time deal.
 - Negotiating agreement to get free programming (with link layer) and training.
 - More information to come.
 - CERT – No new updates
 - Mitigation – No new updates

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 17 dogs. There were 11 visitors to the shelter last week and 5 volunteers.

TUESDAY, FEBRUARY 4, 2025
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

In the Matter of
Report Provided by Robert Adkins:

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

- Continuing to work on cleanup of group policy in preparation of Network merge.
- Dell hardware is installed and begun install of ID Networks servers
- Jerry from Avant visited the Common Pleas courtroom
- Currently in trail of FTR (For the Record) software for their voice to text service.
- Henschen has been installing their software on Juvenile Court desktops
- Motorola Project Update
- Need to request an Executive Session

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: February 11th - No Agenda
- Outstanding Plats:
 - Graham Ravines Sketch Plan
- Lot Splits:
 - Approved 2 lot splits in the last week, 7 open applications currently.
- CDBG: Document Review

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. Total BWC claims for 2025 is one. Total unemployment claims filed are at zero for 2025.
- Building Department: Maintenance continues to assist with plans for cleanup and storage.
- Four new hire packets were sent out last week (EMA & Board of Elections). A total of 10 new hire packets have been handed out in 2025. Job openings for part-time and full-time Custodial (three applications received and interviews pending), Building Department Permit Technician (two applications received and interviews pending). Park District Director position posted. Common Pleas Court working with reorganization due to Alice's retirement.
- Maintenance:
 - The renovation of the Clerk of Courts: Flooring work continue. All tile laid in the main room. Finishing around the court's schedule. Still waiting on Grant Davis to choose flooring for his office.
 - All 2025 capital improvements sent out. Priority is JFS elevator and Memorial Hall chair lift (ADA compliance).
 - Started process of completing back-flow inspections at all county buildings.
 - TJ and Grant (Maintenance) continued repairs on PCSO jail plumbing. Reorganization of garage area & basement storage items.
 - Last Friday a gas line break in Memorial Hall basement. Leak found in street just off the sidewalk. The building closed all weekend and repairs completed Saturday. YMCA, Soldiers Monumental and Roundtown Players all notified. Building pressure checked and furnace re-started yesterday. The building re-opened yesterday.
 - Judge Chaffin contacted Mr. Rogols to request replacement of courtroom lights and minor cosmetic changes.
 - Multiple Minor repairs to heating systems in multiple offices.

TUESDAY, FEBRUARY 4, 2025
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

In the Matter of
Executive Session:

At 9:37 a.m., Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to enter into Executive Session pursuant to ORC §121.22 (G) (5) matters required to be kept confidential by federal law or regulations or state statutes; with April Metzger, County Administrator, Marc Rogols, County Deputy Administrator, Preston Schumacker, Dog Warden 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 9:40 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: Angela Karr, Clerk

No Action taken.

In the Matter of
Executive Session:

At 9:41 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 April Metzger, County Administrator, Marc Rogols, County Deputy Administrator, Robert Adkins, IT 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 9:43 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: Angela Karr, Clerk

No Action taken.

In the Matter of
Vinton County National Bank
Letter Requesting Due Date Change:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Wippel to sign a letter to Vinton County National Bank requesting a change of due date for a commercial loan for the Pickaway County Engineer's Office. The request is for the date to be changed from January 15th to February 1st of each year.

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, FEBRUARY 4, 2025
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

In the Matter of
Allocation of Fourth Quarter 2024 Casino Revenue:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to allocate the 2024 fourth quarter Casino Revenue in the following manner:

\$10,912.00 to 401.0000.4575 – Capital Fund
\$207,324.75 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
Out of County Travel Approved
For Job & Family Services Employees – February 2025:

The Commissioners reviewed and signed the Out-of-County Travel Authorization for numerous Job & Family Services employees to attend various meetings, training sessions, and to conduct home visitations throughout the month of February 2025, at the total probable cost of \$2,693.42. Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the JFS Out-of-County Travel Authorization.

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
Ohio Department of Development
Community Development Block Grant
Request for Release of Funds & Certification for
City of Circleville Water Facility Improvement Project:

Tim McGinnis, Planning and Development, presented the Ohio Department of Development Community Development Block Grant, Request for Release of Funds & Certification for City of Circleville Water Facility Improvement Project. Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve and authorize Commissioner Jay Wippel to execute the Release of Funds & Certification for the Community Development Block Grant, City of Circleville Water Facility 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
Ohio Department of Development
Community Development Block Grant
Request for Release of Funds & Certification for
Darbyville Street Improvement Project:

Tim McGinnis, Planning and Development, presented the Ohio Department of Development Community Development Block Grant, Request for Release of Funds & Certification for Darbyville Street Improvement Project. Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve and authorize Commissioner Jay Wippel to execute the Release of Funds & Certification for the Community Development Block Grant, Darbyville Street Improvement Project.

TUESDAY, FEBRUARY 4, 2025
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, 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
Accurate Heating and Cooling
Quote for Jury Room Bathroom
Heat Pump Replacement:

Marc Rogols, Deputy County Administrator, presented a quote from Accurate Heating and Cooling for the replacement of the heat pump in the jury room bathroom. The quote is to remove, dispose of old system deemed defective and install one ClimateMaster TCH-024 Water Source Heat Pump. Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the quote from Accurate Heating and Cooling in the amount of \$7,405.00 for the jury room bathroom.

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 the 2024 plan review by the Building Department
- Leadership Breakfast date confirmed and waiting on pricing for buffet.

In the Matter of
Report Provided by Sheriff Hafey:

The following is a summary of the report provided by Sheriff Hafey, Pickaway County Sheriff's Office:

- Sheriff Hafey discussed that there were no major issues last week.
- Sheriff Hafey will be meeting with the Prosecutor to discuss road weights and will be touching base with Chris Mullins, County Engineer.

In the Matter of
Job and Family Services
Area 20 Workforce Development Board Update:

Nick Tatman and Christy Stewart, Job and Family Services, Bayley Fields and Rick Szabrak, Fairfield County Workforce Development Area 20, met with the Commissioner to provide an update. Mr. Szabrak started by explaining that the board will have at least 5 members from Pickaway County. There are three different programs such as WIOA Adult, WIOA Dislocated Worker and Youth Employment Program Next Step. WIOA Adult offers resource room assisting with job search, resume writing, and interviewing. Funding available to community members to be trained in in-demand occupations. WIOA Dislocated Worker is available to individuals impacted by a layoff. Funding available to reskill individuals in in-demand fields. Assistance with job search and unemployment claims. The Youth Employment Program Next Step is a youth provider is contacted to work with participants. Funding for training and career driven case management and supportive services. Pickaway County OhioMeansJob served 26 in school youth, 20 out of school youth and 27 adults. WIOA is financial eligibility along with suitability program.

Employer Services is a way of offering job postings, job fairs, hiring events, reimbursement programs for businesses in the region (incumbent worker training and on the job training). Evolving with the

TUESDAY, FEBRUARY 4, 2025
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

workforce landscape by social media and cell phones. Nest Steps in Pickaway County offers a job seeker kiosk which offers interactive tool for job seekers to look at job openings, provides schedule of events and employer videos. Area 20 Workforce focuses on keeping the workforce within our area. Pickaway County OhioMeanJobs is performing well and doing it right to help offer services for individuals to find employment. Area 20 Workforce has received grants the are available to specific programs. Commissioner Henson addressed low test scores in reading and math for students, how does the program offer support for them if they are going to be placed in a position? Ms. Stewart explained that staff from Pickaway Ross Carrer and Technology Center are teachers and offer a lot of tutoring. Mr. Tatman asked if there is any thing in place for agricultural since Pickaway County is know as an agricultural community? Mr. Szabrak stated that there are positions such as diesel mechanics. Mr. Tatman addressed that maybe working together to offer agricultural fields.

**In the Matter of
Executive Session:**

At 11:22 a.m., Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson to enter into Executive Session pursuant to ORC §121.22 (G) (8) to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance, with Tim Colburn, Pickaway Progress Partners, April Metzger, County Administrator, Marc Rogols, Deputy County 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 11:37 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: Angela Karr, Clerk

No action taken.

**In the Matter of
Pickaway County Beef Project
With Pickaway County Community Foundation:**

Alexis Conrad, Pickaway County Community Foundation, met with the Commissioners to provide and update to the Pickaway County Beef Project. Mrs. Conrad explained that 53,000 pounds of locally grown beef has gone to the community. Mrs. Conrad has a donor that is willing to do a \$30,000 match and requested the Commissioner to contribute a \$30,000 match as well. This will give \$90,000 to the Food Insecurity Fund.

**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 February 1, 2025.

A total of \$1,417 was reported collected as follows: \$455 in dog license; \$45 in dog license late fee; \$825 in kennel license; \$57 in additional kennel license; \$10 in adoptions and \$25 in micro chip fees.

Six (6) stray dogs were processed in; one (1) dog was adopted.

**TUESDAY, FEBRUARY 4, 2025
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

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