

TUESDAY, JUNE 23, 2026
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, June 23, 2026, with the following members present: Mr. Jay H. Wippel, Mr. Harold R. Henson, and Mr. Gary K. Scherer. Marc Rogols, 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 June 16, 2026, 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, Clerk

In the Matter of
Bills Approved for Payment:

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, 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 June 23, 2026, 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 \$255,676.06 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: Brandy Stewart, Clerk

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

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, 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 June 23, 2026, 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 \$547.73 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: Brandy Stewart, Clerk

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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:

**\$100,000.00 – 1001.103.41.570100 – Transfer Out - Commissioners
TO
2046.520.21.490000 – D & K Transfers In – Commissioners

\$14,098.25 – 1001.103.41.570100 – Transfer Out – Commissioners
TO
2049.131.21.490000 – Transfers EMA - Commissioners**

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

Attest: Brandy Stewart, 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 – 1001.103.42.580100 – Advance Out – Adult Probation
TO
2940.500.11.491000 – Advance In – Adult Probation**

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

Attest: Brandy Stewart, Clerk

**In the Matter of
Supplemental Appropriation Approved:**

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

**\$75,000.00 – 2002.240.33.550500 – ENG Material – Engineer

\$500.00 – 2002.240.33.550500 – Willow Brook Ditch Other Expense - Engineer**

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

Attest: Brandy Stewart, 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: July 14th Agenda

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- No Agenda Items
- Outstanding Plats:
 - None
- Lot Splits:
 - Approved 3 lot splits in the last week, 10 open applications currently.
- CDBG
 - Pay App – Williamsport NRG --\$183,161.39
- County Land Use Plan
- Planner Meeting

In the Matter of
Report Provided by Robert Adkins:

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

- Quote from People Driven Technology for SO MERAKI Licensing Renewal
- Mark Yarnell was on site Wednesday to finalize Fiber drawings and establish a redundant connection between data centers. There appears to be a couple missing strands in the termination and Mark Tucker is scheduled to be onsite next week to determine what is needing done to correct the issue.
- Mark and I met with Tasha to discuss the testing of the Azure configuration.
- Microsoft finalized the tax exemption for PCLandBank.net and the refund on taxes charged for licensing is reported to be completed.
- IDNetworks – Helen and Phil have been collaborating on data base migration oddities.
- Common Pleas Court JuryView vendor asking for integration with Entra. They offer instruction on how to integrate by giving them full access rights to our entire organization, (Which I responded would never happen), but have no instructions for a refined access that only gives them the access required for their product to work. They've stated they are willing to work with us to get their software to work with refined permissions that allows only needed access.

Items to follow up on with updates:

- Spectrum account review scheduled for the 30th.
- Deploying SO desktops
- Continue working with the Prosecutors office to replace Desktops/laptops

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
 - Support for the Pickaway County Fair
 - Meeting with Versaterm/CaseWorx for TVTP Group – 6/22
 - Meeting with local ARES Group – 6/22
 - Crisis Intervention Advisory Committee – 6/24, Chillicothe
 - Family Children First Full Council – 6/25
 - Extreme Weather Information Network Group – 6/25
- Next Week
 - ID Networks Call – 6/22
 - Run Cards Conversation – 6/23
 - Unhoused Alliance (Extreme Temp Plan) – 7/1
 - 4th of July Support for local events
- Programs
 - EMA Operations
 - EMA Dues Update

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- Fair Update
- TVTP Update – HB189 & CaseWorx
- 911 Coordinator
 - Updating addresses in MSAG (Master Street Address Guide)
- LEPC
 - No new information
- Radio Programming –
 - Link Layer Authentication continues for Harris Radios
 - Encryption Efforts
 - Inserting Wi-Fi into some mobile radios (Engineer, Sheriff’s Office, EMA)
 - Inventory update to remove duplicate IDs
 - Radios that have not touched the MARCS system in 3 years will be deactivated by MARCS July 15th
- Drone Program
 - Drones over county property
 - Forms
 - EMA Website
- CERT
 - No new information

In the Matter of
Report Provided by Jeremy Grant:

The following is a summary of the report provided by Jeremy Grant, Dog Warden.

Mr. Grant reported that they are housing 21 dogs. There were 5 visitors to the shelter last week and 4 volunteers.

In the Matter of
Report Provided by Angela Karr:

The following is a summary of the report provided by Angela Karr, Deputy County Administrator:

- There were Zero (0) BWC claims (2026 = 7) and No (0) unemployment claims filed for the week (2026 = 1).
- Gov Deals –
 - PCSO provided information to post the two old Harley Davidson Motorcycles for sale. No Update
 - Waiting for information on old covert cars being sold. Donation to Airport to replace van.
- Personnel –
 - Zero (0) new hire packets have been handed out this week, and a total of 41 in 2026.
- Job openings –
 - P/T Custodian – F/T Custodian – Posted – Two applicants
 - Maintenance Worker – Posted
 - Highway Maintenance Worker II (Engineer) - Posted
 - Assistant Prosecutor - Juvenile Division (Prosecutor) - Posted
 - Driver License Examiner (Clerk of Courts) - Posted
- Building Department –
 - June 24th all 3 inspectors will be out for mandatory training. Back-ups will be on schedule to cover.
- Health Insurance –
 - Health & Safety – Goodie baskets distributed Thursday. Well received and employees are loving them.
 - Health & Safety meeting Thursday, finalizing luncheon details.
- Miscellaneous –
 - Maintenance –Flag buntings are all up
 - Maintenance restoration on the large pots began and should be placed at courthouse this week.
 - EMA – New picnic table
 - iCan Swim Volunteers Need for children and adults with disabilities
 - Weed Control –Estimate from Butler Lawn Care to add Prosecutor’s Office and Service Center. He does Sheriff’s Office, Airport, Radio Towers, Pump Stations & Dog Shelter.

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- JFS – Depreciation cost raising from \$5,000 to \$10,000

In the Matter of
Appointment of Angela Karr to the
Pickaway County Community Action (PICCA) Board:

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to appoint Angela Karr, Circleville, Ohio, to the Pickaway County Community Action (PICCA) Board commencing June 23, 2026.

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

Attest: Brandy Stewart, Clerk

In the Matter of
State of Ohio Community Development
Request for Payment for Village of Williamsport
Neighborhood Revitalization Project Contract “B”
SW, Park Street Pay App:

Commissioner Harold Henson offered the motion, second by Commissioner Gary Scherer, to approve and authorize Commissioner Jay Wippel to execute the fund request for Village of Williamsport Neighborhood Revitalization Project Contract “B” SW, Park Street Pay App, in the amount of \$180,352.75.

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

Attest: Brandy Stewart, Clerk

In the Matter of
Circleville Turf Care LLC Proposal
For Weed Control at the Pickaway County Service Center:

Ms. Karr presented a quote for spring weed control from Circleville Turf Care, LLC. Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve authorizing County Administrator Marc Rogols to sign the quote for \$130.00 for weed control every 4 to 6 weeks at the Pickaway County Service Center.

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

Attest: Brandy Stewart, Clerk

In the Matter of
Circleville Turf Care LLC Proposal
For Weed Control at the Pickaway County Prosecutors Office:

Ms. Karr presented a quote for spring weed control from Circleville Turf Care, LLC. Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve authorizing County Administrator Marc Rogols to sign the quote for \$35.00 for weed control every 4 to 6 weeks at the Pickaway County Prosecutors Office.

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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Attest: Brandy Stewart, Clerk

In the Matter of
IT Department Quote from People
Driven Technology for Pickaway County
Meraki Renewal 5-Year:

Robert Adkins, IT Director, provided a quote received from People Driven Technology for Meraki Renewal 5-Year. Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the quote from People Driven Technology in the amount of \$27,187.10 for the Meraki Renewal 5-Year.

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

Attest: Brandy Stewart, Clerk

In the Matter of
Executive Session:

At 9:52 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, County Administrator, Angela Karr, County Deputy Administrator, Brandy Stewart, Clerk, and Adrienne Kuhn Administrative Assistant 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, Clerk

- ❖ 9:52 a.m. Mrs. Brandy Stewart left session
- ❖ 9:52 a.m. Miss Adrienne Kuhn left session

At 10:01 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: Brandy Stewart, Clerk

No Action taken.

In the Matter of
Allocation of 4% Increase to
General Fund Salary Line Items:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve a 4% increase to general fund salary line items to be used for raises effective June 28, 2026 (payroll #15).

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

Attest: Brandy Stewart, Clerk

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In the Matter of
Report Provided by Sheriff Hafey:

The following is a summary of the report provided by Sheriff Hafey, Pickaway County Sheriff.

- No major incidents
- Talking with ID Networks to schedule a date to meet with Commissioners. Going to follow up with ID Networks to see who is going to be receiving the weekly updates.

In the Matter of
Annual Meeting of the Wolf Run Joint Ditch
Board of County Commissioners and Resolution
Adopted Approving Annual Ditch Maintenance Assessments:

Commissioner James Lowe, Jack Everson and David Glass, Ross County Commissioners, Chris Mullins and Pickaway County Engineer met with the Commissioners to discuss the Wolf Run Joint Ditch. Chris Mullins opened the meeting by going over expenses from last year. Upon review of the current status of the Wolf Run Ditch Maintenance Fund, it has been determined that the fund balance has reached the statutory maximum permitted under the 6137.03 Ohio Revised Code, being 20% of the original construction cost. Furthermore, no significant scheduled maintenance is presently anticipated for the forthcoming assessment period. Recommended that no annual maintenance assessment be levied against the benefited landowner for the ensuing year.

After reviewing the assessments, Commissioner James Lowe offered the motion, seconded by Commissioner David Glass, to adopt the following Resolution:

Resolution No.: PC-062326-46

WHEREAS, special assessments were made against the described real estate on the following list of benefiting acreage situated in Deercreek Township and Deerfield Township, located in Pickaway County, Ohio, and Ross County, Ohio, respectively; and,

WHEREAS, a county ditch maintenance fund was established in compliance with O.R.C. §6137.02 for the Wolf Run Joint Fund for the repair, upkeep, and permanent maintenance of said ditch constructed under Chapter 6131 of the Ohio Revised Code; and,

WHEREAS, on June 23, 2026, the Wolf Run Joint Ditch Board of County Commissioners met in Regular Session with the Pickaway County Board of Commissioners and approved the annual maintenance assessments on the benefiting acreage for year 2025; then,

THEREFORE BE IT RESOLVED that the Auditor of Pickaway County, Ohio, and Auditor of Ross County, Ohio, are hereby authorized and directed to place said assessments on the Tax Duplicates of the benefited acreage for year 2026, collectible in year 2027.

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WOLF RUN DITCH
Deercreek Twp. - Pickaway County
2026

Wolfe Run Joint County Ditch - 2771				
PROPERTY OWNER	PARCEL NUMBER	TOTAL ACRES	BENEFITTED ACRES	Total Assessment
Barbee, T. Richard Jr.	C09-0-001-00-367-00	129	21	\$0.00
Clifton, Richard J. & Judith A. - Trustees	C09-0-001-00-376-00	105.857	13.2	\$0.00
Hamman, Andy Russell & Cathryn	C09-0-001-00-354-01	24.36	22	\$0.00
Harold Mace Farms LLC	C09-0-001-00-373-00	72.2	48	\$0.00
Harold Mace Farms LLC	C09-0-001-00-374-00	3.6	3.6	\$0.00
Massey, Norman D.	C09-0-001-00-380-01	7.18	4	\$0.00
Shaw, Donald E. Sr. Trustee	C09-0-001-00-355-00	41	8	\$0.00
Shaw, Donald E. Sr. Trustee	C09-0-001-00-356-00	44	44	\$0.00
Shaw, Donald E. Sr. Trustee	C09-0-001-00-357-00	40	21	\$0.00
Shaw, Donald E. Sr. Trustee	C09-0-001-00-358-00	90	12	\$0.00
Metzger Brothers General Partnership	C09-0-001-00-380-02	62.519	34	\$0.00
Massey, Norman D.	P33-0-001-00-162-01	51.52	1	\$0.00
Metzger Brothers General Partnership	P33-0-001-00-163-02	11.981	3	\$0.00
		TOTAL:	234.8	\$0.00

WOLF RUN DITCH
Deerfield Twp - Ross County
2026

Wolfe Run Joint County Ditch - 2771				
PROPERTY OWNER	PARCEL NUMBER	TOTAL ACRES	BENEFITTED ACRES	Total Assessment
Davis, Roger L.	100705010000	150.135	98.4	\$0.00
Hamman, Andy & Cathryn	090705002000	179.675	31.9	\$0.00
Hamman, Andy R. & William P. Hamman	090705003000	306.66	107.3	\$0.00
Harold Mace Farms, LLC	090705009000	237.7	206.8	\$0.00
Massey, Norman D.	100705012000	8.23	3.3	\$0.00
Oyer, Michael T. & Emily Will	100705007000	294.81	19.2	\$0.00
		TOTAL:	466.9	\$0.00

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

Attest: Brandy Stewart, Clerk

In the Matter of
Annual Ditch Maintenance Assessment Approval:

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Commissioner Gary Scherer made a motion to approve the annual maintenance assessment for the following County ditches for the year 2026 and payable in 2027:

**Autie Howard Ditch
Blue Anderson Ditch
Braskett Ditch
Bulen Main & Bulen Lateral Ditch
Buskirk Ditch
Clark's Run
Congo Ditch
Double Creeks Sub Stormwater District
Dry Run Ditch
Fulks, Moore, Wolford Ditch
George's Run
Greenbriar Ditch
Greenbriar Extension #1 Ditch
Hughes Lateral #3
Hughes Main Ditch
Hughes Upper Terminus & Lateral #4
Metzger-Ewing-Johnson Group Ditch
Mud Run
Springwater Run
Sunnyside Drainage Improvement
Wampler Hills
Wilson Ditch
Writsel Ditch**

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

Attest: Brandy Stewart, Clerk

**In the Matter of
Allocation for June 2026
Sales Tax Collections:**

Treasurer, John Howley administered the sales tax allocation for May 2026 Sales Tax collections in the following manner:

**\$66,104.67 to 4001.100.13.412100 – Capital Fund
\$1,255,988.77 to 1001.100.13.412100 – General Fund**

**In the Matter of
County Administrator Report:**

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

following is a summary of the report provided by Mark Rogols, County Administrator:

- Building Department –
 - No Report
- Health Insurance –
 - Matt Schoeppe (Wilson Partners) continues working on proposal for Life/Disability. Change centering on AFLAC to combine with benefits.
- Insurance –
 - No Report
- Dog Shelter –
 - No Report

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- Engineer’s Office –
 - Continue working with Chris & Representatives from DRC on the sanitary at PCI Prison. No billing since 2018. Researching the “Jed Tax” administered by Grove City and township created.
 - PCSO Lift Station maintenance started.
- Miscellaneous –
 - Palmer Energy Report 6/18/26.
 - Scheduling a meeting with John Payne – Incentive agreement update.
 - Tattoo Policy & Procedure written, then submitted to Jacob Booth with Clemens Nelson.
 - 2026 Cost of Living Pay Raises – revisit.

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 June 20, 2026.

A total of \$435.00 was reported collected as follows: \$100 in adoptions, \$50 redemptions; \$180 dog licenses, \$45 dog license late penalty, \$20 boarding fees, and \$40 microchip fees.

Two (2) stray dogs were processed in; four (4) dogs were adopted.

With there being no further business brought before the Board, Commissioner Wippel offered the motion, seconded by Commissioner Henson, 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, Clerk