

TUESDAY, MARCH 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, March 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 February 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 March 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 \$247,980.98 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 March 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 \$60,418.27 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

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In the Matter of
Appropriations Approved:

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

\$96,062.00 – 101.1105.5703 – Contingencies – Board of Elections

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:

\$96,062.00 – 101.1105.5703 – Contingencies – Board of Elections
TO
101.1140.5401 – Contract Services – Board of Elections

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 Tim McGinnis:

The following is a summary of the report provided by Tim McGinnis, Planning and Development:

- Planning Commission: March 11th
 - Walliser Farms – Section II
- Outstanding Plats:
 - Graham Ravines Sketch Plan
- Lot Splits:
 - Approved 3 lot splits in the last week, 7 open applications currently.
- CDBG
 - Participation Agreement with Village of Ashville

In the Matter of
Report Provided by Marc Rogols:

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

- Govdeals: Grant Clifton coordinated while Mr. Rogols was gone. Only one mower to be picked up.
 - New Maintenance Worker, Trace Hawkins to start Monday, March 10th.

In the Matter of
Report Provided by Tiffany Nash:

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

- Approvals
 - Distribution of E911 Funds to PSAPs
 - Contract with Scioto Township

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- Quote for Sheriff's Office Radios
- Quote for Engineer's Radios
- This Week
 - Wayne Township Mitigation Meeting – 3/3
 - South Bloomfield Mitigation Meeting – 3/4
 - PORT – 3/5
 - Preparation meeting with South Bloomfield for Brian Stewart visit – 3/5
 - Meeting with Representative Brian Stewart– 3/6
 - 911 Coordinator Call – 3/6
- Next Week
 - Athens EMA Open House – 3/11
 - ILO Partner Meeting – 3/12 – Virtual
 - Final Planning Meeting for LEPC Exercise – 3/13
 - Meeting with Representative Michele Reynolds – 3/14
 - CERT Train the Trainer Class - 3/14 – 3/16 – Tiff
- Programs
 - EMA Operations
 - Identifying backup EOC sites around the county – space primarily
 - Identifying transportation resources (evacuation) and trying to establish MOUs with PICCA and school districts – positive feedback so far
 - 911 Coordinator
 - 911 fund distribution – calculation for SO and CVPD (attachment)
 - Revenues & Expenditures submitted to State (due 3/1)
 - Nixle usage over by 500,000+ credits – working with Nixle to remedy this.
 - Learned last week we cannot use 911 funds for Nixle unless it is for 911 emergency use.
 - Notice sent to schools to use their primary systems and Nixle is available for technical issues and backup.
 - Circleville City School District is interested in paying toward Nixle use.
 - LEPC –
 - Hazmat Release – 100 gallons of diesel spilled on St Rt 23 by Quality Inn on 3/2/2025
 - Contained to blacktop; EPA notified; Scioto Valley cleaned up site
 - Tier II reports have been received – Ed and Isaac working on report
 - Radio Programming
 - Brian Kirkpatrick resigned from his position 3/3 due to personal reasons
 - Ed is pivoting to spend a lot of time programming and getting work done
 - Engineer's Office is working on a radio quote
 - Sheriff's Office radio quote is attached
 - CERT – No new updates
 - Mitigation – No new updates

In the Matter of
Report Provided by Robert Adkins:

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

- Worked with FTR to get the Courtroom recording software setup.
- Working with Dell to get update to VMware Hosts
- Trying to get a Certificate Authority working with Yubikey Manager
- Working with AHEAD to install BOE desktop and fix Vulnerability Scanning issues.
- Working with Avant to get Wireless Mic installed and Podium quotes for the Court.
- Quote for more Telephones
- Need Executive Session

In the Matter of
Report Provided by Preston Schumacker:

The following is a summary of the report provided by Preston Schumacker, Dog Warden.

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- Mr. Schumacker reported that they are housing 15 dogs. There were 13 visitors to the shelter last week and 4 volunteers.

**In the Matter of
Executive Session:**

At 9:41 a.m., Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, 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, Tim McGinnis, Planning and Development, Tiffany Nash, EMA Director, 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 9:59 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 10:00 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, Tiffany Nash, EMA Director, 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 10:15 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
Hiring Brandon Burroughs for
IT Technician Position:**

Robert Adkins, IT Director, conducted interviews for the IT Technician position, and it was his recommendation to hire Brandon Burroughs. Following a brief discussion regarding the recommendation, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to hire Brandon

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Burroughs as the new full-time IT Technician, effective March 17, 2025, at the rate of \$22.00 an hour. A \$.50 increase upon the completion of a 180-day probation 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
Report Provided by Chief Brown:

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

- Jayme Fountain, Prosecutor, addressed concerns of a MOU with the State of Ohio, Department of Transportation for use of road scales. Mrs. Fountain reached out to the state's legal department relative to the scales and she feels we should not enter into a contract due to the county owning their own scales that are in the possession of the County Engineer. However, statues states that with a state agency enforcing commercial enforcement, a contract can be signed by the Sheriff. Commercial Wippel explained the situation that started years ago between Sheriff Radcliff and County Engineer Bob Parker. The concern of liability was brought up and who becomes responsible for the use of the scales if borrowed from that state. Chief Brown expressed that it is not a good situation and asked how to get the parties to agree for road enforcement. Commissioner Wippel has concerns about the liability and fees. A future discussion will take place to try to resolve the issue.
- Commissioner Wippel asked Mrs. Fountain if an elected official has to post a job position before hiring a person of interest and Mrs. Fountain informed him that it does not have to be posted.

In the Matter of
Bid Opening Conducted for
2025 Unit Prices for Road and Bridge Materials
For the Pickaway County Engineer's Department:

A bid opening was conducted for the 2025 unit prices for road and bridge materials for the Pickaway County Engineering Department with Anthony Neff, Deputy County Engineer and Sami Sturgell, Pickaway County Engineer's Office were in attendance. A sign-in sheet of interested bidders that were also in attendance is on file.

Bids for the various unit pricing, too numerous to list, received from the following companies were opened and read aloud:

Asphalt Materials, Inc.
Columbus, Ohio 43228

Melvin Stone Company
New Holland, Ohio 43145

Terry Asphalt Material Inc.
Hamilton, Ohio 45015

Kokosing Materials, Inc.
Westerville, Ohio 43081

The Olen Corporation
Columbus, Ohio 43207

The Shelly Company
Thornville, Ohio 43076

Marathon Petroleum Co. LP
North Bend, Ohio 45052

Westfall Aggregate & Materials
Circleville, Ohio 43113

Roese Bros Paving
Ashville, Ohio 43103

Environmental Remediation Contractor
Columbus, Ohio 43204

The bids were turned over to Mr. Neff for review and contact award recommendation.

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In the Matter of
Executive Session:

At 11:06 a.m., Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, 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 and Tiffnay Anderson, P3, 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 11:47 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
County Commissioners Association of Ohio
Electric Facilities Program Update:

Phil Dysard, Palmer Energy, met with the Commissioners to provide an update on the Electric Facilities Program overview. From June 2016 to current the estimated annual usage kWh is 2,993,000 with 29 members in the AEP Ohio utility area. The supplier will be Freepoint Energy Solutions with a price of \$0.05668 plus capacity costs per kWh. The current contract ends May 2025. The estimated electric supply contract savings to date is \$293,400. The pooling program now allows for meters to be added or dropped with no early termination fees. The pool pricing is now out and should have figures soon. Commissioner Wippel asked about adding the fairgrounds to the county's contract and Mr. Dysard will research to see if it can be added to the group.

In the Matter of
Radio Programing Agreement with
Scioto Township for Spencer Bennett:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the Agreement with Scioto Township for Assistance Chief Spencer Bennett to perform radio programing for Pickaway County and Pickaway County EMA. Scioto Township shall invoice Pickaway County monthly for \$2,600 (\$650 week). The term of the contract is March 4, 2025, through August 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
Incentive District Tracking Agreement with
Incentive Review Group:

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve and authorize Commissioner Jay Wippel to execute the Agreement with Incentive Review Group for

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the purpose of incentive district tracking. The term of the contract is March 4, 2025, through December 2025. The annual fee for the first year shall be \$20,000.00 and \$10,000.00 for reconciliation of historical activity.

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 Adopted Certifying the CY 2024 Mileage Certification of
Pickaway County Maintained Roads to the Ohio Department of Transportation:

Chris Mullins, County Engineer, presented the 2024 County Highway System Mileage Certification (CY2024) form for submittal to the Ohio Department of Transportation certifying the total length of county-maintained public roads. After reviewing the certification document, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution:

Resolution No.: PC-030425-12

WHEREAS, in accordance with the provisions specified in §4501.01 of the Ohio Revised Code, an annual Highway System Certification must be submitted to the Ohio Department of Transportation as to the total length of the county's maintenance of public roads; then,

THEREFORE BE IT RESOLVED, as of December 31, 2024, the Pickaway County Board of Commissioners hereby certifies that there were 224.439 miles of public roads for which Pickaway County was responsible for maintaining in CY 2024.

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 – March 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 March 2025, at the total probable cost of \$2,833.49. 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
Amended Out of County Travel Approved
For Job & Family Services Employees – March 2025:

The Commissioners reviewed and signed the Amended 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 March 2025, at the total probable cost of \$203.28. Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the JFS Out-of-County Travel Authorization.

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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
Community Development Block Grant
Agreement with Village of Ashville for
PY2024 Critical Infrastructure Grant:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Jay Wippel to execute the Community Development Block Grant Agreement with the Village of Ashville and Pickaway County Commissioners for the PY2024 CDBG Critical Infrastructure Grant.

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
Convergent Communications Quote:

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the quote from Convergent Communications for 10 E-MetroTel Tel for Pickaway County IT Department. The quote is \$3,015.00 for 10 phones.

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 met with Mayor Blanton regarding the Building Department and the growth coming to Circleville.
- The Prosecutor's Office requested a review of a MOU from ODOT for the Sheriff's Office scales.
- Mrs. Metzger received the mowing quote from Just-In-Time Lawncare. Quote for \$1,010.00 (same as last year).
- Mrs. Metzger discussed the O.R.C. regarding small solar farms of 10 megawatts or less. A conference call with Jack VanKley from VanKley Law will be arranged for next week.
- The City Law Director sent a letter regarding a 3% increase.

In the Matter of
Approval of Lawncare at Various
County Properties with Just-In-Time Lawn Care:

April Metzger presented a quote received for mowing various county buildings from Just-In-Time Lawn Care quote totaling \$1,010.00 per mow. Upon review Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the quote with Just-In-Time Lawn Care for lawncare at the following county properties. The total quote is \$1,010.00 per mow. Mowing season is from April through October and average 28 cut/mows per year. The quote includes mowing, trimming blowing off walks and pavement, bed maintenance and edging curb and walks when needed at each property.

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Engineer's Office
Commissioners' Office
Building Department
Job and Family Services
Service Center
Memorial Hall
Sheriff's Office (outside of fenced area)
Dog Shelter

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
Sheriff's Office Motorola Solutions Radio Purchase:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the purchase of portable and mobile radios from Motorola Solutions for the Pickaway County Sheriff's Office. Total purchase price of \$670,279.86 (40% off MSRP).

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
Weekly Dog Warden Report:

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for the week ending March 3, 2025.

A total of \$225 was reported collected as follows: \$60 in dog license; \$60 in dog license late fee; \$75 in redemptions and \$30 in boarding revenue.

Three (3) stray dogs were processed in; zero (0) 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: Angela Karr, Clerk