

TUESDAY, OCTOBER 8, 2024
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, October 8, 2024, with the following members present: Mr. Jay H. Wippel, Mr. Harold R. Henson Mr. Gary K. Scherer. April Metzger, County Administrator, was also in attendance.

In the Matter of
Minutes Approved:

Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from October 1, 2024, 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 October 8, 2024, 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 \$325,200.50 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 October 8, 2024, 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 \$15,397.02 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
Amended Certificate Approved:**

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

Resolution No.: PC-100824-106

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$0.34 to amend the following funds:

\$0.34 – 301.0000.4901 – HB295 Transfer In - Auditor

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

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

\$69,650.69 – 201.3006.5506 – ALGT Contract Projects – Engineer

\$0.34 – 101.1105.5703 – Contingencies – Auditor

\$0.34 – 301.8201.5604 – Interest HB295 Energy Bond – Auditor

\$4,200.00 – 901.1212.5102 – Salary Special Projects – Common Pleas

\$650.00 – 901.1212.5201 – PERS Special Projects Assessment – Common Pleas

\$50.00 – 901.1212.5202 – Medicare Special Projects Assessment – Common Pleas

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 REAPPROPRIATION:

\$10,000.00 – 101.1210.5415 – Attorney Fees – Common Pleas

TO

101.1210.5102 – Common Pleas Court Employees Salaries – Common Pleas

\$3,000.00 – 255.5036.5501 – 800 MHz Equipment – Commissioners

TO

255.5036.5401 – 800 MHz Contract Services – Commissioners

\$400.00 – 260.1150.5102 – REA Salary – Auditor

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**TO
260.1150.5201 – REA PERS – Auditor**

**\$0.34 – 101.1105.5703 – Contingencies – Auditor
TO
101.1105.5721 – HB295 Miscellaneous - 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
Fund Transfer Approved:**

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

**\$231,778.67 – 101.1105.5721 – HB295 Miscellaneous – Auditor
TO
301.0000.4901 – HB295 Transfer In - 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
Wire Transfer Approved:**

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

**\$231,778.67 – Huntington Bank
\$220,000.00 – 301.8101.5603 – Principal HB295 – Auditor
\$11,778.67 – 301.8201.5604 – Interest HB295 - 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.

- Resolutions
 - BRIC SY2023 –
 - Requesting a resolution and signatures for the statewide BRIC grant that is open to all counties.
 - Meeting with Ohio EMA soon to discuss details of grant.
 - Mitigation Plan Grant
 - Also a BRIC SY2023 grant
 - Asking for resolution and signatures next week with different wording to make the two resolutions less confusing.
- Projects
 - Radios
 - Continue to work on link layer authentication due July 1.

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- Have run into some issues and working with public safety for solutions.
- Inventory
 - Found some discrepancies in inventory that could potentially be costing us money.
 - Checking our records and then will meet with FirstNet regarding I pads to get this fixed.
- PUCO Grant
 - Working with Fairfield on co-application for hazardous materials drone class.
- 911
 - State 911 came down Monday to go over requirements.
 - Sheriff's Office joined conversation as well.
- FEMA Grants
 - The Notice of Funding Opportunity (NOFO) should be released by FEMA in the coming weeks.
 - These grants pertain to mitigation projects as listed in our Mitigation Plan.
- Other
 - LEPC
 - Meeting Thursday 10/10/2024.
 - Items on agenda include appointing Tiffany to LEPC, appointing Information/Emergency Coordinator.
 - Resolution for No Change plan to submit to SERC by 10/17/2024.

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: October 8th Agenda – Pickaway Township Zoning Regulations Amendment
- Outstanding Plats: None
- Lot Splits:
 - Approved 2 lot splits in the last week, 7 open applications currently.
- CDBG: None
- Circleville City/Township Joint Planning Board to meet and take action on C&M Walters Partnership Petition (Annexation of 54.49 acres into the City of Circleville)
- Graham Ravines Sketch Plan meeting 10/3/24

In the Matter of
Report Provided by Robert Adkins:

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

- Dealing with replacing Netgear Switch at SO.
- Setup of Prosecutor Desktops.
- Initial Call with Dell on sizing of replacement Host servers and SAN.
- Obtained Faronics licensing and Installed in the BOE environment.
- Finished the migration of PCClerk users to Server01.
- ThreatLocker Demo
- Call with Archive Social – Ending contract
- Moved Prosecutor Switches to new location
- End Spectrum Contracts
- Dealing with BOE issue
- Working with Mark on plan for replacing DC's and prework to Network Migration

In the Matter of
Report Provided by Marc Rogols:

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

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- There were no BWC or unemployment claims filed for the week. Two industrial commission decisions. Additional claims denied (1- PCSO (2020) and 1-Veterans Services (2022)). BWC claims are at 6 for the year and fraudulent unemployment claims remain at 2 fraudulent and 5 legit claims for 2024.
- GovDeals: Auctions on hold. Prosecutor's Office to switch out desk pending move.
- Health Insurance/ Benefits: Open enrollment October 21st through November 2nd. Lisa Burroughs to distribute next week. Met Life Insurance same rates, except life insurance +10%. Insurance summary for September 30, 2024.
- Six new hire packets were sent out last week (Pickaway County Sheriff's Office, Board of Elections and Clerk of Courts). A total of 84 new hire packets have been handed out in 2024. EMA Communications Technician re-posted, and part-time custodial position still posted with no application. Full-time custodial position has two.
- Maintenance:
 - In the process to sell SR 56 /Salem Road tower property. Pending Herald publication and bid advertisement.
 - Repairing PCSO underground sprinkler valve and backflow. Met with Koorsen representative Wednesday, September 17th. Project still pending. Disagreement with city on code regulations.
 - The Prosecutor's Office internet with Spectrum install completed. Blinds pending, door key pad and cameras on line. IPS on site today.
 - Pickaway County Sheriff's Office Jail inspection – ongoing maintenance.
 - Courthouse door refinishing complete.
 - Maintenance crew working on Pumpkin Show preparation.

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 20 dogs. There were 14 visitors to the shelter last week and 3 volunteers.

In the Matter of
EMA Director Oath of Office:

Commissioner Jay Wippel administered the Oath of Office for Tiffany L. Nash, EMA Director. The Commissioners appointed Mrs. Nash, as EMA Director, effective September 30, 2024.

I, **Tiffany L. Nash**, do solemnly swear that I will support and defend the constitution of the United States and the constitution of the state of Ohio, against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I will obey the orders of the governor of the state of Ohio; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will faithfully discharge the duties upon which I am about to enter.

And I do further swear that I do not advocate, nor am I a member of any political party or organization that advocates, the overthrow of the government of the United States or of this state by force or violence; and that during such time as I am engaged in emergency management employment or activities, I will not advocate nor become a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence. Oath administered pursuant to Ohio Revised Code § 5502.34.

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-100824-107

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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 Tuesday, October 22, 2024:

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. LINE-ITEM TRANSFERS AND REAPPROPRIATIONS: The County Administrator is hereby authorized to approve all line-item transfers and reappropriations received from county departments.
2. APPROPRIATIONS: The County Administrator is hereby authorized to approve line-item appropriations received by county departments.
3. PAYMENT OF GOODS: The County Administrator shall allow and pay claims for goods received and services rendered upon receipt of written certification from the Auditor's Office that the county departments have provided sufficient documentation of the purchase of the goods or services.

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: Angela Karr, Clerk

In the Matter of
Designation of Applicant's Agent:

During business conducted while in session, Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to adopt the following Resolution:

Resolution No. PC-100824-108

DESIGNATION OF APPLICANT'S AGENT
RESOLUTION

THEREFORE BE IT RESOLVED that we, the Pickaway County Commissioners that Tiffany Nash, EMA Director is hereby authorized to execute for and in behalf of the Board of Pickaway County Commissioners, a public entity established under the laws of the State of Ohio this federal application and to file it in the appropriate State office for the purpose of obtaining certain Federal financial assistance under the Disaster Relief Act (Public Law 288, 3rd Congress) or otherwise available from the President's Disaster Relief Fund.

THAT The Board of Pickaway County Commissioners, a public entity established under the laws of the Stat of Ohio, hereby authorized its agent to provide to the State and to the Federal Emergency Management Agency (FEMA) for all matters pertaining to such Federal disaster assistance the assurances and agreements as listed in the Grant Agreement.

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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~Certification~

I, Angela Karr, Clerk to the Pickaway County Board of Commissioners, hereby certify that this is a true and accurate record of the proceedings of the board and may be found in Journal #68, pages dated October 8, 2024.

Angela Karr

In the Matter of
Change Order No. 1-Final with Griffin Pavement Striping, Inc. for
Project Referred to PIC-CR_VAR_PM-FY2024, 2024 Pavement Marking
for Pickaway County Engineer Department:

In reference to the PIC-CR_VAR_PM-FY2024, 2024 Pavement Marking Project, Commissioner Gary Scherer offered the motion, second by Commissioner Harold Henson, to approve Change Order No. 1-Final with Griffin Pavement Striping, Inc. in the amount of \$7,216.88.

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 Children's Trust Fund
Child Abuse & Child Neglect
Central Ohio Regional Prevention Council:

The Commissioners discussed the Ohio Children's Trust Fund (OCTF) and reviewed an application from a potential applicant. Per the ORC §3109.172 (A) lists the types of individuals that are considered prevention specialists and council members appointed by boards of county commissioners are to serve two-year terms and may be appointed for two consecutive terms only.

Sarah Scott, Pickaway County Educational Service Center, has expressed her interest in being appointed to serve on the council. After discussing the matter, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to appoint Ms. Scott on the **Ohio Children's Trust Fund, Child Abuse and Neglect Regional Prevention Council effective November 10, 2024**. First term expires November 9, 2026.

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 April Metzger:

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

- Mrs. Metzger presented the third quarter spreadsheets for review.
- WDC Group change order for the Heritage Hall Siding Repair/ Replacement Project.

In the Matter of
Change Order No. 1A-1 with Jay-Car Construction Company, Inc.
For the Heritage Hall Siding Repair/ Replacement Project:

WDC Group submitted Change Order No. 1A-1 to provide and install paint on all exposed steel that was result of installing new siding "sandwich" panels and removing existing vinyl-based insulation in the

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upper portion of Heritage Hall. Paint all exposed steel white. Add \$11,032.00, use allowance #1. Remainder of allowance #1 shall be \$2,268.00

In reference to the Heritage Hall Siding Repair/ Replacement Project, Commissioner Gary Scherer offered the motion, second by Commissioner Harold Henson, to approve Change Order No. 1A-1 with Jay-Car Construction Company, Inc. in the amount of \$11,032.00.

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
Change Order No. 1A-2 with Jay-Car Construction Company, Inc.
For the Heritage Hall Siding Repair/ Replacement Project:

WDC Group submitted Change Order No. 1A-2 to remove and reinstall gutters and downspouts in lieu of replacement. Deduct \$8,818.00. Provide dumpsters for use on the project. Use remainder of allowance #2, delete unused portion of allowance #1 and #3. Deduct \$32,268.00. Total change order shall be a deduction of \$41,086.00

In reference to the Heritage Hall Siding Repair/ Replacement Project, Commissioner Gary Scherer offered the motion, second by Commissioner Harold Henson, to approve Change Order No. 1A-2 with Jay-Car Construction Company, Inc. in the amount of (\$41,086.00).

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
Executive Session:

At 10:18 a.m., Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, 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 Dengler, County Administrator, Marc Rogols, County Deputy Administrator, Sheriff Hafey and Chief Brown, Pickaway County Sheriff's Office 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 10:22 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
Report Provided by Sheriff Hafey:

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

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- Hired an Evidence Clerk and starting the week of October 20th.
- The two recruits at the academy are doing well. Hired a new corrections officer.
- Traffic enforcement starts today to help bring down fatal crashes.

In the Matter of
Executive Session:

At 10:40 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, P3, Ryan Scribner, Montrose Group, April Dengler, County Administrator, Marc Rogols, Deputy County Administrator, Tim McGinnis, Planning and Development 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

- ❖ Ryan Scribner, Montrose Group, left the session at 11:05 a.m.

At 11:26 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
Weekly Dog Warden Report:

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for the week ending October 5, 2024.

A total of \$260 was reported collected as follows: \$75 in dog license; \$30 in dog license late penalty; \$30 in adoptions; \$50 in private donations and \$75 in microchip fees.

Zero (0) stray dogs were processed in; three (3) dogs were adopted.

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