

TUESDAY, SEPTEMBER 17, 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, September 17, 2024, with the following members present: Mr. Jay H. Wippel, Mr. Gary K. Scherer and Mr. Harold R. Henson. 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 September 10, 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: Brandy Stewart, Acting 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 September 17, 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 \$438,133.92 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, Acting 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 September 17, 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 \$523,516.98 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, Acting 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-091724-101

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$336,474.00 to amend the following funds:

\$336,474.00 – 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, 2024:

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

Attest: Brandy Stewart, Acting 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:

\$103,932.05 – 936.3004.5506 – Contracts/Projects-Townships & Municipalities – Engineer

\$40,100.00 – 101.1105.5703 – Contingencies – 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, Acting 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:

**\$5,100.00 – 101.1105.5703 – Contingencies – Commissioners
TO**

101.1112.5429 – Countywide-Rentals – Commissioners

**\$35,000.00 – 101.1105.5703 – Contingencies – Commissioners
TO**

101.4004.5436 – Aid Children with Medical Handicaps – Commissioners

**\$13,494.39 – 321.6147.5401 – Sunnyside Drainage Improvement-Contract Projects – Engineer
TO**

321.6147.58041 – Sunnyside Drainage Improvement-Advances Out - 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, Acting 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:

Please Transfer the following from the 2nd half Manufactured Home

630.6035.5882 PCBDD	\$3,390.74	to	241.0000.4105
630.6035.5884 General	\$8,003.83	to	101.0000.4105
630.6035.5886 DRETAC-Treasurer	\$533.86	to	232.0000.4266
630.6035.5887 DRETAC-Prosecutor	\$533.86	to	233.0000.4266
630.6035.5884 Auditor Fees	\$6,518.77	to	101.0000.4201
630.6035.5884 Treasurer Fees	\$3,259.39	to	101.0000.4206
630.6035.5884 REA Fees	\$0.00	to	260.0000.4266
630.6035.5826 Pickaway County Park	\$987.98	to	639.0000.4105

\$23,228.43

\$50,000.00 - 101.1105.5701- Transfers Out – Miscellaneous – Commissioners
TO
246.0000.4901 – Dog & Kennel – Transfers In - 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, Acting 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:

\$13,494.39 – 321.6147.5801- Sunnyside Drainage Improvement -Advances Out- Engineer
TO
101.0000.4910 Commissioners Office – Advances In – 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, Acting Clerk

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 30 dogs. There were 17 visitors to the shelter last week and 3 volunteers.
- Mr. Schumacker addressed dropping adoption fees to \$50.00 for the remainder of the year. The Commissioners agreed to lower adoption fee to \$50.00 until the end of the year.

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 zero BWC filed for the week. One unemployment claim this week. BWC claims are at 6 for the year and fraudulent unemployment claims remain at 2 fraudulent and 5 legit claims for 2024.
- GovDeals: auctions pending started photographing and processing for auction. Developmental Disabilities remodeling and have a large amount of furniture, desks, office pods, tables and two vehicles. Auctions on hold due to the Prosecutor's Office switching out desk pending move.
- Building Department: August 2024 Summary
- CEBCO and Wilson Partners presentation Tuesday, September 24th.
- One new hire packet was sent out last week (EMA). A total of 76 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 one applicant with an interview pending. EMA Director has been hired. Tiffany Nash has accepted the position, and will start Monday, September 30th.
- 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. Two meetings with the City of Circleville Water Department, September 5th and September 9th. More limited scope of work (previously approved \$36,000, to be reduced). Meeting with Koorsen Wednesday, September 18th.
 - The new Prosecutor's Office renovations are still proceeding. IPS Security System install started camera install. Installation of blinds started September 16th. Siding is almost finished, and the electrician is finishing the 2nd & 3rd floors.
 - Estimate from Cooper Glass for Service Center Clock Tower \$3,190.
 - Estimate from Cooper Glass for JFS Bullet Resistant Glass Replacement \$6,725.
 - Mr. Rogols is obtaining a quote from Buckeye Power for the Pickaway County Sheriff's Office generator system. Working with Susan Turvey. 25% increase for a renewed Buckeye contract.
- Miscellaneous:
 - Attended the pre-Pumkin Show Safety Forces Meeting Friday, September 13th. New EMA Director Tiffany Nash attended.
 - All user email – Ohio County Employees Retirement Plan (empower/ formerly CCAO Deferred Comp). Open employee meetings Tuesday, September 17th at 10:00 a.m. and 2:00 p.m. at JFS large conference room.
 - Mr. Rogols met with Gordon Flesch reps regarding contract expiration. Renegotiating.

In the Matter of
Report Provided by Robert Adkins:

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

- I was out last week.
- Court arraignment worked well with the microphone. We are still having the same issues with the reliability of the connection for the microphone. We have a replacement switch (RMA) underway.
- Mark Tucker's team is installing cabling at the Prosecutor's office.
- Server updates are taking place.
- A new Windows Server 2022 has been built to replace the current GIS server. We plan to go live with that server this week.
- Currently in the process of building the next replacement.
- Billy is replacing a laptop for Valerie in Rick Noble's office. She is anxious to use her softphone.
- Meeting with HP to discuss replacement system for combined networks.

In the Matter of
Report Provided by Tim McGinnis:

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

- Planning Commission: September 17th Agenda
 - Graham Ravines Major Subdivision Sketch Plan
- Outstanding Plats:
 - None

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- Lot Splits:
 - Approved 0 lot splits in the last week, 11 open applications currently.
- CDBG: Construction on Harrison Street project to begin.

**In the Matter of
Executive Session:**

At 9:44 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, Deputy County Administrator, Preston Schumacher, Dog Warden and Brandy Stewart, Acting 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: Brandy Stewart, Acting Clerk

At 9:46 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: Brandy Stewart, Acting Clerk

No Action taken.

**In the Matter of
Change Order No. 1 with The Shelly Company for
Project Referred to 2024 County and Township Resurfacing Project, Contract A
for Pickaway County Engineer Department:**

In reference to the 2024 County and Township Resurfacing Project, Contract A, Commissioner Gary Scherer offered the motion, second by Commissioner Harold Henson, to approve Change Order No. 1 with The Shelly Company in the amount of (\$13,009.85).

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

Attest: Brandy Stewart, Acting Clerk

**In the Matter of
Change Order No. 1 with The Shelly Company for
Project Referred to 2024 County and Township Resurfacing Project, Contract B
for Pickaway County Engineer Department:**

In reference to the 2024 County and Township Resurfacing Project, Contract B, Commissioner Gary Scherer offered the motion, second by Commissioner Harold Henson, to approve Change Order No. 1 with The Shelly Company in the amount of (\$10,093.80).

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

Attest: Brandy Stewart, Acting Clerk

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In the Matter of
Change Order No. 1 with The Shelly Company for
Project Referred to 2024 County and Township Resurfacing Project, Contract C
for Pickaway County Engineer Department:

In reference to the 2024 County and Township Resurfacing Project, Contract C, Commissioner Gary Scherer offered the motion, second by Commissioner Harold Henson, to approve Change Order No. 1 with The Shelly Company in the amount of (\$18,093.62).

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

Attest: Brandy Stewart, Acting Clerk

In the Matter of
Job and Family Services Update:

Nick Tatman, Jon and Family Services met with the Commissioners to provide and update. JFS has a vacancy in Child Welfare and has posted the position. The agency has hired an agency attorney, WIOA worker, and an OMJ resource room specialist. JFS continues to work on reducing our local foster care cost for social services. Currently have 21 children in care with 4 children in residential placement.

New SNAP & ENT rules go into effect October 1, 2024. Agency has been training all Eligibility staff on new rules.

In the Matter of
Transfer of Vacation Time for Thelma Fosselman from
Pickaway County Prosecutor's Office to
Pickaway County Job and Family Services Approved:

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

Resolution No.: PC-091724-102

WHEREAS the Board of Commissioners adopted a resolution on September 17, 2024, approving the transfer of vacation time for Thelma Fosselman from the Pickaway County Prosecutors Office to the Pickaway County Job and Family Services office effective September 9, 2024.

WHEREAS, in accordance with Pickaway County Policy, a resolution must be approved by the Pickaway County Commissioners prior to the transfer of vacation time between Pickaway County Agencies.

THEREFORE, BE IT RESOLVED that the Pickaway County Prosecutors Office will transfer the vacation time of Thelma Fosselman to Pickaway County Job and Family Services.

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

Attest: Brandy Stewart, Acting Clerk

In the Matter of
Pickaway County Visitors Bureau
Update with Elizabeth Furniss:

Elizabeth Furniss, Pickaway County Visitors Bureau Director, met with the Commissioners to provide The Tourism Economic Report. Mrs. Furniss discussed the key findings on the Direct Visitor Spending, Total Economic Impact, Total Jobs Generated, and State & Local Taxes Generated. In 2023 visitors contributed a direct impact of \$126.1 million in Pickaway County, which included spending by day and overnight visitors. Mrs. Furniss also addressed the lodging, and we now have 44 Airbnb's in Pickaway

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County. She also stated that the Official 2024 Ohio Fall Events Guide is now available, and Pickaway County is being advertised in 208 locations.

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 discussed vacation request transfer for Thelma Fosselman, General Fund to Special Revenue.
- Lisa Johnson with the Silent Victims March-Would like to present a proclamation.
- Resolution for drought declaration for Pickaway County.
- ODA webinar re: drought area- Pickaway County
- 30-day Notice for Prosecutor's Office.

In the Matter of
Resolution to Declare a Drought Emergency:

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

Resolution No.: PC-091724-103

RESOLUTION TO DECLARE A DROUGHT EMERGENCY

WHEREAS, because of such emergency drought conditions which developed throughout the summer of 2024, Pickaway County, Ohio has been and is immediately threatened by severe drought; and

WHEREAS, the effects of the severe drought are currently and will continue to affect the agriculture industry, economic health, and well-being of the county and its residents.

NOW, THEREFORE BE IT RESOLVED, by the Board of Pickaway County Commissioners to declare that a drought emergency exists in Pickaway County and that we hereby invoke and declare those portions of the Ohio Revised Code which are applicable to the conditions and have caused the issuance of this declaration, to be in full force and effect in the County for protection of the economic welfare and well-being of the people of 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: Brandy Stewart, Acting 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 September 14, 2024.

A total of \$540.00 was reported collected as follows: \$60 in dog license; \$15 in dog license late penalty; \$20 in owner turn-ins, \$180 adoptions, \$40 transfer out-rescue, \$75 micro chip fees and \$50 in redemption fees.

Eight (8) stray dogs were processed in; zero (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.

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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.

Jay H. Wippel, President

Harold R. Henson, Vice President

Gary K. Scherer, Commissioner
BOARD OF COUNTY COMMISSIONERS
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Attest: Brandy Stewart, Acting Clerk