

TUESDAY, SEPTEMBER 15, 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, September 15, 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 September 8, 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 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 15, 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 \$541,757.67 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 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 15, 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 \$78,449.08 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
Transfer and Reappropriations Approved:**

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

**\$780.99 – 1001.170.30.510200 – Treas Salary – Treasurer
TO
1001.170.30.520500– Treas BWC – Treasurer**

**\$1,500.00 – 5947.590.46.540100 – PCPA Contract Svc – Port Authority
TO
2947.590.46.520500 – PCPA BWC – Port Authority**

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:

\$205,000.00 – 1001.101.30.548100 – COWIDE Utilities – Commissioner

\$1,314.64 – 1001.102.30.520500 – MAINT BWC – Commissioner

\$1,026.71 – 1001.110.30.520500 – BUILD BWC – Commissioner

\$195.16 – 1001.120.32.520500 – CORONER BWC – Commissioner

\$227.13 – 1001.130.32.520500 – DIS SVC BWC – Commissioner

\$1,017.18 – 1001.140.30.520500 – IT DEPT BWC – Commissioner

\$226.26 – 1001.150.30.520500 – PLAN BWC – Commissioner

\$1,032.77 – 1001.190.30.520500 – BOW BWC – Commissioner

\$1,131.24 – 1001.280.35.520500 – VET BWC – Commissioner

\$83.68 – 1001.281.35.520500 – VET RELIEF BWC – Commissioner

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: October 13th Agenda
 - No Agenda
- Outstanding Plats:
 - Duvall Road Right-of-Way Dedication West

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- Duvall Road Right-of-Way Dedication East
- Lot Splits:
 - 2 Approved lot splits in the last week, 12 open applications.
- CDBG
 - Darbyville Pay App – Breck’s Paving -- \$51,745 – Allocation Grant
- Agricultural CRA Phone Conference
- Prevailing Wage Coordinator

In the Matter of
Report Provided by Robert Adkins:

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

- BOE Public Information Request completed
- DHCP Server built on County VM Environment for SO network
- Veeam Quote for 365 and Entra backup with RMA to be processed
- Cisco Core switch Downgrade completed, plan to integrate in network Friday evening
- Researching process to upgrade VM Environment from current version to VCF 9.1 Minimal Deployment. October 2027 deadline.

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
 - EMA Central Sector Meeting, Knox County – 9/14
 - ID Networks Call – 9/14
 - G-400 Class @ Scioto Twp Fire – 9/15 – 9/16
 - Fire Chiefs Meeting – 9/16
 - Police Chiefs Meeting – 9/17
 - EMA Directors’ call with Ohio EMA – 9/17
- Next Week
 - Behavioral Health Emergency Response Training – 9/21 & 9/22
 - CERT Training – 9/21
 - Pickaway County Healthcare Coalition – 9/24
 - Pumpkin Show Safety Forces – 9/25
- Programs
 - EMA Operations
 - Emergency Messaging Training
 - FEMA Site Visit
 - 911 Coordinator
 - NG911 Update
 - LEPC
 - Hazmat Incident 9/10
 - Radio Programming
 - Radio Tower Strobe Light
 - Box 65 MOU

In the Matter of
Report Provided by Jeremy Grant:

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

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Mr. Grant reported that they are currently housing 12dogs. There was 1 visitor to the shelter last week and 3 volunteers. One of the dogs on nuisance case was redeemed. All Deputy Wardens are trained and certified in tasers. Meet and greet room is finished and in full use. Thursday will be attending Police Chief’s meeting. We have an upcoming event working with Three Pits and a Lady September 19th for their 5k, and we will be taking 1 to 2 dogs.

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 no (0) BWC claims (2026 = 11) and No (0) unemployment claims filed for the week (2026 = 2).
- 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 –
 - No (0) new hire packets were handed out this week, and a total of 60 in 2026.
- Job openings –
 - P/T Custodian & F/T Custodian – Posted – Two applicants
 - Maintenance Worker – Posted – Three applicants received
 - Highway Maintenance Worker II (Engineer) - Posted
 - Assistant Prosecutor - Juvenile Division (Prosecutor) – Re-posted
 - JFS – Posted Referral Specialist 2(JFS)
 - EMA Communication Technician
 - EMA Planning & Outreach Coordinator
- Building Department –
 - Building Department Monthly Report for August 2026
 - Building Department Plan Review Report June-September
- Health Insurance –
 - BWC Board of Directors approved Dewines \$1 billion to Ohio employers. Checks go out Sept/Oct.
- Miscellaneous –
 - IT – Website ADA Compliance
 - Perry County Commissioners Invite to Central District Commissioners & Engineer Quarterly Meeting Wednesday, 9/23/26.
 - Pickaway Works – Connecting Businesses with Emerging Talent.

In the Matter of
Building Department Monthly Report:

The monthly report for the Pickaway County Building Department was filed for the month ending August 2026.

A total of \$113,418.35 was reported to be collected as follows:

Permits		
Registration	36	\$2,700.00
Commercial	24	\$95,266.95
Residential	70	\$15,451.40
Total Inspections Performed		
Residential	336	
Commercial	111	
Dave Duckworth	59	
Total Inspections	506	
Commercial Plan Review	30	
New Home Permits by Jurisdiction:		
City	2	

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Commercial Point	7
Pickaway Twp.	2
Walnut Twp.	1
Muhlenberg Twp.	2
Total New Homes	14

In the Matter of
Executive Session:

At 9:24 a.m., Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to enter into Executive Session pursuant to ORC §121.22 (G) (3) pending or imminent court actions; with Jeremy Grant, Dog Warden, Tiffany Nash, EMA Director, Robert Adkins, IT Director, Eric Cotton, Lead Support Technician, Marc Rogols, County Administrator, Angela Karr, County Deputy Administrator, and Brandy Stewart, 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, Clerk

At 9:50 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, Clerk

No Action taken.

In the Matter of
Executive Session:

At 9:51 a.m., Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to enter into Executive Session pursuant to ORC §121.22 (G) (6) to discuss details of security arrangements and emergency response protocols for a public body or public office, with Jeremy Grant, Dog Warden, Tiffany Nash, EMA Director, Robert Adkins, IT Director, Eric Cotton, IT Lead Support Technician, Marc Rogols, County Administrator, Angela Karr, County Deputy Administrator, and Brandy Stewart, 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, Clerk

At 10:10 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, Clerk

No action taken.

In the Matter of
Executive Session:

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At 10:13 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 Jeremy Grant, Dog Warden, Marc Rogols, County Administrator, Angela Karr, Deputy County Administrator, and Brandy Stewart, 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, Clerk

❖ Mr. Grant left the session at 10:20 a.m.

At 10:30 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, Clerk

No Action taken.

In the Matter of
The Garden Family Advocacy Center
Child Protection Services with
Rhiannon Moore and John Strawser:

Rhiannon Moore, The Garden Family Advocacy Center and Captain John Strawser met with the Commissioners to provide an update. The types of abuse The Garden Family Advocacy Center see are sexual abuse, physical abuse, neglect, witness to violence, drug endangerment and others. Mrs. Moore discussed that last year her office roughly saw 40 Pickaway County children. That is about \$1,200.00 per child. 12 of those children continue to come to the office for mental health services. Then that puts is roughly at \$53,000.00 free of charge services for these children. Mrs. Moore reported that they give prevention education last year alone provided intervention education for body safety and internet safety to over 3,000 students in Ross and Pike counties and now provide in parenting education that is attenable by all the seven counties that we service. Have extended the mental health program to family members. The Garden Family Advocacy Center is requesting \$15,000 from Pickaway County to assist with costs, to continue to provide free services to families.

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize \$15,000 to The Garden Family Advocacy Center for child protection services in support of the program and services provided for Pickaway County children and families in 2027.

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
Life Insurance and Disability Coverage
For Eligible County Employees:

Matt Schoppe with Wilson Partners, presented the Life and Disability Renewal and Market Review. He explained that the firm solicited proposals from seven carriers for life and disability coverage. Each vendor was assessed on its ability to maintain or improve the current plan design, deliver a service model that responds to common customer questions, and offer competitive rates.

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In the Matter of
Auditor's Monthly Update:

Brad Washburn, County Auditor, met with the Commissioners to provide a report for the month of August 2026. August began at \$28,867,986.94, with \$2,621,472.36 in revenue, \$1,953,551.26 in expenses, and ended with a cash balance of \$29,535,908.04. Mr. Washburn also included a Graph Report that included Transfer Fees, Conveyance Fees for Transfers, Mobile Home Transfer Fees, and Mobile Home Conveyance Fees. Mr. Washburn briefly spoke about holding a Countywide Township Fiscal Officer Training that was well attended and planned to start having the training quarterly.

In the Matter of
Clerk of Courts:

Grant Davis requested authorization to relocate the driving and maneuverability test to the Service Center parking lot. Testing is currently conducted at the Pickaway County Fairgrounds; however, the fairgrounds will be unavailable at times due to its scheduled events. The fee remains \$40.00 for a scheduled appointment and \$50.00 for an unscheduled appointment. The Board of Commissioners agreed with relocating the testing site to the Service Center.

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 –
 - Meeting with Kelly Last Friday, 9/11/26.
 - Building Department Staff Meeting yesterday Monday 9/11/26.
- Health Insurance –
 - Matt Schoeppe (Wilson Partners) continues working on proposal for Life/Disability change. Presentation to Commissioners 9/15/26.
 - Discussion of CEBCO comparison.
- Maintenance –
 - Probate Court – Renovation Continues
- Miscellaneous –
 - Continue revising Fairgrounds lease update & payments
 - Meeting with Von Thursday, 9/10/26, - Von unavailable rescheduling pending.
 - Meetings:
 - Wednesday, 9/9/26 IPS Server Update Meeting
 - Wednesday, 9/9/26 Brad Washburn Budget Meeting
 - Phone Conference with Wilson Partners Thursday, 9/10/26
 - Thursday, 9/24/26 Roundtown Players Project Meeting
 - Teams Virtual Meeting – AG CRA Monday, 9/21/26
 - Service Center – Brick Repair
 - Palmer Energy Report 9/10/26
 - Job Description Inspector (Approval & Posting)
 - IPS Quote – Camera Replacement – Lightning Strike – Insurance Claim.
 - Smiths Detection Quote – Courthouse Xray Machine Disposal

In the Matter of
Hastings and Sons Concrete
Quote for Service Center:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the quote from Hastings and Sons Concrete to repair southwest side brick/tuckpoint for the Pickaway County Service Center. They will replace broken bricks, remove loose mortar, and thoroughly tuckpoint the entire southwest side as part of the one-year warranty service. In the amount of \$10,000.00.

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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: Brandy Stewart, Clerk

In the Matter of
Approval of Building Department
Building Inspector III Job Description:

After discussion, Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the job description for the Building Department Building Inspector III position. The Building Department Building Inspector III position is a classified, FLSA non-exempt full-time position under the Building Department. The Building Inspector III shall report to the Chief Building Official. The position shall be posted on the county website.

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
Integrated Protection Services
Quote for Camera Replacement at the
Pickaway County Sheriff's Office:

Marc Rogols, County Administrator, presented a quote to replace two cameras at the Pickaway County Sheriff's Office that were struck by lightning. Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the quote from Integrated Protection Services in the amount of \$15,216.02 for the replacement of two outdoor cameras at the Pickaway County Sheriff's Office. Cost shall be reimbursed by insurance.

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
Satisfaction of Mortgage for
Paul Walters III and Taylor Walters:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Jay Wippel to execute the Satisfaction of Mortgage for Paul Walters III and Taylor Walters, 1695 Chippewa Dr., Circleville, Ohio 43113. Satisfaction of Mortgage shall be recorded with the Pickaway County Recorder's Office. (Mortgage Volume #733, Pages 685-687).

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
Satisfaction of Mortgage for
Paul Walters III and Taylor Walters:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Jay Wippel to execute the Satisfaction of Mortgage for Paul Walters III

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and Taylor Walters, 1695 Chippewa Dr., Circleville, Ohio 43113. Satisfaction of Mortgage shall be recorded with the Pickaway County Recorder's Office. (Mortgage Volume #727, Pages 2494-2496).

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
Community Development Block Grant
Village of Darbyville Paving Job
Project:

Commissioner Harold Henson offered the motion, second by Commissioner Gary Scherer, to approve and execute the fund request for Village Darbyville Paving Job Community Development Block Grant Project B-F-24-1CH-1 Application No. 1, in the amount of \$51,745.00.

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
Engineers' Vehicle Title:

Commissioner Harold Henson offered the motion, second by Commissioner Gary Scherer, to approve and authorize Commissioner Jay Wippel to execute title for 2008 International H from the Pickaway County Engineer's Garage to be sold on Govdeals.

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
Memorandum of Understanding with
Pickaway County and Box 65:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Emergency Management Director Tiffany Nash to execute the Memorandum of Understanding with Box 65 for payment of Ohio MARCS radio Dues. Box 65 is a nonprofit organization in Pickaway County that provides support services to first responders, the Pickaway County Emergency Management Agency, and other response entities. For their service to the county, Pickaway County agrees to pay the Ohio MARCS radio dues on behalf of Box 65.

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
Web Chick Quote for
Pickaway County IT Department:

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the quote from Web Chick, LLC., for ADA/WCAG compliance testing for one year beginning September 17, 2026, in the amount of \$3,500.00 for the Pickaway County IT Department.

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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: Brandy Stewart, 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 12, 2026.

A total of \$380.00 was reported collected as follows: \$10 in adoptions, \$50 redemptions; \$30 dog licenses, \$15 dog license late penalty, \$25 microchip fees, \$240 boarding revenue, and \$10 donations.

Two (2) stray dogs were processed in; one (1) dog was 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