

TUESDAY, JANUARY 9, 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, January 9, 2024, with the following members present: Mr. Jay H. Wippel, Mr. Harold R. Henson, and Mr. Gary K. Scherer. April Dengler, 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 January 2, 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
Appropriations Approved:

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

\$17,102.39 – 101.1105.5703 – Contingencies – Victims of Crime

\$0.11 – 313.8114.5603 – Engineer Note Principal - Engineer

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:

\$680.00 – 101.1140.5501 – Equipment BOE – Board of Elections
TO

101.1140.5491 – Contract Services – Board of Elections

\$1,000.00 – 101.1140.5901 – Other Expense BOE – Board of Elections
TO

101.1140.5489 – Travel OAE0 – Board of Elections

\$1,980.00 – 101.1140.5501 – Equipment BOE – Board of Elections
TO

101.1140.5489 – Travel OAE0 – Board of Elections

\$17,102.39 – 101.1105.5703 – Contingencies – Victims of Crime
TO

101.1105.5704 – County Match Crime Victims – Victims of Crime

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
Fund Transfer Approved:

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

\$15,000.00 – 101.1105.5717 – GIS County Share – Auditor
TO
903.0000.4530 – GIS Contract – Auditor

\$210,000.00 – 101.6102.5499 – Soil & Water Agriculture Grant – Soil & Water
TO
601.0000.4513 – Soil & Water County Match – Soil & Water

\$90,773.54 – 101.1105.5704 – County Match Crime Victims – Victims of Crime
TO
234.0000.4556 – Local Share Crime Victims – Victims of Crime

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
Blanket Purchase Order Approved:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for the ISSUANCE OF A BLANKET PURCHASE ORDER:

\$8,000.00 – 101.1145.5901 – Other Expenses – Recorder

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 Robert Adkins:

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

- Rick is off today and Billy is covering helpdesk.
- Year End Backups of PCFinance payroll and finance databases.
- Installed Switch for Parks District.
- Spectrum finished Fiber installation and Switch is online.
- Moving Parks District on January 11.
- BOE – Working on Directive requirements – Group Policy issues to resolve.
- Veeam 12 – Changing backups to copy backups jobs to Wasabi.
- Working with SOS Cyber to get systems reporting.
- Plan to deploy switches to Fairgrounds.
- Continuing to migrate servers to 2024.
- Installing credit card scanners at Treasurers office.
- Connecting laptop at Jail Arraignment room.

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 the shelter is down to housing 11 dogs.

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In the Matter of
Report Provided by Mike Sherron:

The following is a summary of the report provided by Mike Sharron, EMA Director.

- This week the Commercial Point Village Council Meeting, LEPC Meeting and Solar Eclipse Planning Meeting
- Next weeks meeting with fire departments to demonstrate new bleeding control devices, Fire Chiefs Association Meeting, South Bloomfield CISA Assessment, Air Show Operational Kick-Off Meeting, OEMA Eclipse and Everbridge Account Discussion.
- General Information
 - Run card project continuing – After further discussion, Chief Noggle is staying on to complete the initial run card development.
 - Critical Incident Debriefing project continues – developing relationship with Scioto Valley Peer Assistance Team.
 - Disaster Relief Fund – Received organizing documents from Dayton Foundation – Reviewing.
 - NIMS Training for Elected Officials – February 10, 2024 – Need to get registered.
 - Started a discussion about Human Trafficking and steps we can take to mitigate this during special events in the county.
 - BOE Continuity Planning – Email sent to the Board requesting a meeting in September. Still no response.
 - Will be proposing to the LEPC a request for funding of a Lithium-Ion battery emergencies class for first responders.
- EMA Projects
 - Futurity Orion Software – Met with the vendor, their software was not capable of doing what they represented originally. Working with them to see if they can build an add-on that will do more than what the current solution is capable of. Also working on adding Community Lifelines info.
 - PCSO fiber connection conversion – Flaggers have been scheduled for January 22nd so the fiber optic line installation is proceeding!
 - Homeland Security grant of \$58,804 to purchase PPE for law enforcement – approved by OEMA, coordinating with LE agencies for numbers to purchase. Determining the number of SWAT trained officers are in the county to guide purchasing of PPE. Working with an industrial hygienist to help agencies develop a respiratory protection program.
 - Disasterville – Received many of the props. Will be getting them ready for future tabletop exercises.
 - Radio system is being examined from top to bottom (programming, inventory, tower sites, supervision, etc.).
 - Replacement of ARES repeaters with County-owned equipment – getting quotes.
 - School safety planning with Teays Valley – Scheduling dates with Ashville and Walnut Elementary Schools.
 - April 2024 Solar Eclipse – Beginning the discussions of this event and its implications for Pickaway County. Information session at Park District Offices on January 11 and healthcare (PCPH/ODH) tabletop exercise on February 23.
 - 911 Committee:
 - Need Commissioners’ recommendations.
 - Working with Trustees’ Association to identify representative for committee.
 - Requires submission to all of the jurisdictions for approval.
- Issues requiring Commissioners Support/Notification
 - MOU for Siren Maintenance. Tabled.
 - Unknown if an MOU exists for EMA dues. Tabled.
 - Building project for training room / emergency capacity facility.

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: Planning Commission: January 9th Agenda
 - Two (2) Scioto Township Zoning Amendment Applications - Agriculture to Residential R-1, lot splits.
- Outstanding Plats:

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- Navah Place – Cul-de-sac, Walnut Township, need proof of bond before final approval can be granted.
- Lot Splits: Approved 2 lot splits in the last week, 4 open applications currently.
- CDBG: No update
- Tax Incentive Review Council -- Need to appoint three (3) board members.

In the Matter of
Report Provided by Marc Rogols:

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

- There were no BWC claims filed this week. There were three unemployment claims filed this week, two being fraudulent (JFS & Engineer) and one legitimate for the Health Department. Fraudulent unemployment claims for 2024 at two.
- No current auctions on Govedeals. All items paid for and picked up. Total sales \$484,252.05.
- CCAO Benefits+ roll out continues through Aflac.
- SERBS reports in progress and due January 31st.
- Five new hire packets were sent out last week. A total of 5 new hire packets have been handed out to date. The part-time custodial positions were posted with no applicants. Dog Shelter Kennel Attendant position posted with six applications received. The Maintenance Worker for the Sheriff’s Office re-posted with no applications. New position EMA Communications Technician posted with one application received. Deputy EMA Director position posted with no applicants. Deputy Clerk of Courts, Park District Administrative and Finance Manager and Park District Education Coordinator positions posted with applicants unknown. Accounts Payable Administrative Assistant position posted with two applications received.
- Maintenance: Grant Clifton out from surgery, follow-up Wednesday, January 10th. Numerous heating/furnace repairs. Courthouse/ Common Ples non-functional until Thursday.
- Last week’s payroll took two days to complete.

In the Matter of
Job and Family Services Contract Listing
New or Amended Contracts for October to December 2023:

Pursuant to the Pickaway County Board of Commissioners’ Resolution of June 23, 2003, below is the list of agreements entered into, approved and otherwise executed by the Pickaway County Department of Job & Family Services and approved by the Pickaway County Board of Commissioners, The approved list contains the name of the party or parties with whom the agreement has been made, the purpose of the agreement, the commencement date and termination date of the agreement, and the compensation specified by the agreement.

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the following contract listing:

Pickaway County Job & Family Services
New or Amended Contracts
October 2023 – December 2023

PCJFS New or Amended Contracts Oct - Dec 2023				
Organization/Agency	Contract Purpose	Effective Date	Termination Date	Contract Value
Westside Media	Webhost & Website Maintenance	1/1/2024	12/31/2027	\$65.00/hour maintenance and \$149.00/year for hosting fee
Workforce Services Unlimited	Monitoring Services	1/1/2024	12/31/2024	\$70.00/hour; not to exceed \$3000.00
Jackson Transportation	Transportation Services (Net/Snap/Tanf/PCSA)	1/1/2024	12/31/2024	\$4.15 per mile
Sivic Solutions	Software Maintenance	1/1/2024	12/31/2024	\$6500/year
Pickaway County Prosecutor	Attorney Services	1/1/2024	12/31/2024	Reimbursement of Salaries and payroll costs.
PICCA	Transportation Services (Net/Snap/Tanf/PCSA)	1/1/2024	12/31/2024	\$2.40 per mile

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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**In the Matter of
Job and Family Services Contract Listing
New or Amended Contracts for January 2024:**

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Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the following contract listing:

**Pickaway County Job & Family Services
New or Amended Contracts
January 2024**

PCJFS Contracts for CSEA 2024				
Organization/Agency	Contract Purpose	Effective Date	Termination Date	Contract Value
Pickaway County Clerk of Courts	Case Processing	1/1/2024	12/31/2024	\$86,688.27
Pickaway Co Common Pleas/Juvenile Court	Magistrate	1/1/2024	12/31/2024	\$66,715.10
Pickaway County Juvenile Court	Case Processing	1/1/2024	12/31/2024	\$138,285.60
Subpoena Service Plus	Process Serving	1/1/2024	12/31/2024	\$30,000.00

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
Approval of Increase in Contract Wages for
Municipal Court Services provided by Kendra Kinney, Circleville City Law Director:**

Kendra C. Kinney, newly elected City of Circleville Law Director, submitted a request to the Commissioners to request their consideration of an increase in her compensation paid by the county to prosecute all criminal and traffic cases brought before the countywide Circleville Municipal Court. This includes cases brought through the Circleville Police Department, and unincorporated areas of the county brought by the Sheriff's Office, Highway Patrol, Department of Natural Resources, Liquor Control Commission, and other state administrative agencies. Ms. Kinney also has the duty to represent the State of Ohio in through the preliminary hearing stages in the prosecution of all felony cases countywide through the preliminary hearing stages, after which the county prosecutor's office provides such representation. Per Ohio Revised Code §1901.34 (C) he city director of law shall receive compensation to be paid by the county as the board of county commissioners deem reasonable. Mr. Kenworth's request is that the Commissioners consider a 3% annual increase over her 4-year term commencing January 1, 2024. Ms. Kinney will be meeting with the Commissioner in the next few weeks to introduce herself and to provide an update.

After discussing the matter, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve a 1-year 3% salary increase for Kendra C. Kinney, Law Director, commencing January 1, 2024.

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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In the Matter of
Resolution Enacting Temporary Road Load Reduction on
Blaine Road in Darby Township:

The commissioners received Resolution No. 2022 adopted by the Darby Township Trustees requesting a temporary 50% road load reduction on Blaine Road and Carson Road located in Darby Township, Ohio. Upon reviewing the request, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution:

Resolution No.: PC-010924-4

WHEREAS, the Pickaway County Board of Commissioners received Resolution No. 01-2020 from the Darby Township Trustees requesting a temporary 50% road load reduction on Blaine Road and Carson Road located in Darby Township, Ohio, due to recent weather events combined with heavy truck traffic; then,

THEREFORE BE IT RESOLVED that, effective immediately, the Pickaway County Board of Commissioners hereby enacts a temporary 50% load reduction on Blaine Road (extend from St. Rte. 56 to Five Points Pike), expiring April 30, 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
Volunteer Peace Officer's Dependents Fund Board:

The Ohio legislature's establishment (SB 11) of the Volunteer Peace Officers' Dependents Fund (Fund) is to assist dependents of volunteer peace officers killed in the line of duty and to assist volunteer peace officers that become totally and permanently disabled as a result of a line of duty injury, which is contained in Ohio Revised Code (ORC) Chapter 143.

Each political subdivision with a police or sheriff's department that employs volunteer peace officers will be made a member of the Fund and each Fund member must establish a "Volunteer Peace Officers' Dependents Fund Board" to administer claims for the benefits from the Fund and will only meet to objectively verify eligibility that files for assistance. (This is not a county-wide board as each political subdivision with a policing agency must establish its own board.) ORC 143.01 (C) defines "volunteer peace officer" as any person who is employed as a police officer, sheriff's deputy, constable, or deputy marshal in a part-time, reserve, or volunteer capacity, is not a member of the public employees retirement system, Ohio police and fire pension fund, state highway patrol retirement system, or the Cincinnati retirement system.

A board must have the following members: two members elected by the commissioners, two members elected by the volunteer peace officers of the sheriff's department, and one member elected by the other four members which cannot be a public employee, member of the legislative authority, or peace officer for that department; must be a citizen registered to vote in that area.) One of the five elected board members must be identified as a chairperson and another as the secretary by the members of the board.

Board members must be named by April 22nd, and initial terms last one year. Each board's secretary must submit all of the following information to the Ohio Department of Commerce, which has been tasked with administering this fund: name and address of board members, names of the board's chairperson and secretary, and a certificate indicating the current assessed property valuation of the Fund member.

Each Fund member pays an initial premium of \$300-\$500, which is based on the member's assessed property valuation (ORC 143.06). Additional premiums may be required. The benefit amounts are (1) \$1,000 award to a surviving spouse, plus \$300/month; (2) \$125/month to the parent or guardian of dependent children; (3) \$300/month for disabled volunteer peace officers.

Sheriff Matthew Hafey and Brad Washburn, County Auditor, have agreed to be appointed by the commissioners to the board. Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to appoint the following members:

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Sheriff Matthew Hafey – One year term commencing February 16, 2024

Brad Washburn, Auditor – One year term commencing February 16, 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
Executive Session:

At 9:50 a.m., Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to enter into Executive Session pursuant to ORC §121.22 (G) (4) to discuss collective bargaining matters pertaining to the Pickaway County Sheriff's Office employees, with April Dengler, 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

- Rob Young, Clemmons Nelson, joined the session at 10:04 a.m.

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
Executive Session:

At 10:20 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 and 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 10:26 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

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No Action taken.

In the Matter of
Pickaway County Sheriff's Office Report:

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

- Sheriff Hafey reported that the School Resource Officers are back in the local schools. ID Kits have been sent to the local schools to utilize for their second graders.

In the Matter of
Executive Session:

At 10:25 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 Tiffany Anderson, P3, April Dengler, County Administrator, Marc Rogols, Deputy County Administrator Tim McGinnis, Planning and Development 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 11:00 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
Executive Session:

At 11:03 a.m., Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, 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, JD Barnes, Conner Jackson and Rick Trott, CORE5 and Ben Miller, American Structurpoint, April Dengler, 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 11:33 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.

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Attest: Angela Karr, Clerk

No action taken.

In the Matter of
Auditors Update:

Juvenile Court Judge Shelly Harsha and Brad Washburn, Auditor, met with the Commissioners to clarify concerns regarding a submitted waiver. It was clarified that the bill was not a waiver and was submitted for regular payment.

In the Matter of
County Administrator Report:

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

- Mrs. Metzger discussed the Leadership Breakfast on Tuesday, March 12th at 7:30 a.m. the Senior Center. Ellery and Esther will perform the music. Need suggestions for the event speaker.
- Mrs. Metzger discussed the fairgrounds project phase II going out for bid.
- Resolution regarding County Administrator duties.
- Alexis Conrad from Pickaway County Community Foundation will be getting on the agenda to give the Commissioners an update on the APRPA money.
- Mrs. Metzger discussed the Sheriff's Office contract negotiation numbers.
- Mrs. Metzger provided the 4th quarter for 2023 and provided handouts.
- Mrs. Metzger had questions from a landowner regarding hunting on county property.
- Lead Safe Ohio Program has a \$260,000 allocation for Pickaway County. Mrs. Metzger will reach out to Andy at the Health Department regarding applying.
- The general fund starting balance is \$15,946,925.39.

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 January 6, 2024.

A total of \$820 was reported collected as follows: \$300 in adoptions; \$315 in dog license; \$80 in transfer out rescue fees; \$100 in microchip fees and \$25 in redemptions.

Four (4) stray dogs were processed in; five (5) dogs were adopted.

With there being no further business brought before the Board, Commissioner Scherer 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
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Attest: Angela Karr, Clerk