

**TUESDAY, OCTOBER 6, 2020**  
**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 6, 2020, with the following members present: Mr. Harold R. Henson, Mr. Brian S. Stewart and Mr. Jay H. Wippel. April Dengler, County Administrator, was also in attendance.

**In the Matter of  
Minutes Approved:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to approve the minutes from September 29, 2020, with corrections.

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

Attest: Angela Karr, Clerk

**In the Matter of  
Bills Approved for Payment:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, 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 30, 2020, 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 her warrant on this entry in the amount of \$89,323.21 on the County Treasurer to satisfy the same.

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

Attest: Angela Karr, Clerk

**In the Matter of  
Appropriation of Line Item:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests for the APPROPRIATION OF LINE ITEM:

**\$8,019.60 – 930.1204.5401 – Pathway to Recovery Contract Services – Adult Probation**

**\$132.43 – 318.8119.5603 – DS Drainage Principal – Commissioners**

**\$60,000.00 – 101.1105.5703 – Contingencies – Commissioners**

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

Attest: Angela Karr, Clerk

**TUESDAY, OCTOBER 6, 2020  
OFFICE OF THE BOARD OF COMMISSIONERS  
PICKAWAY COUNTY, OHIO**

**In the Matter of  
Transfer and Reappropriation:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests for the TRANSFER AND REAPPROPRIATION:

**\$30,000.00 – 101.1105.5703 – Contingencies – Commissioners  
TO  
101.1112.5401 – Countywide Contract Services – Commissioners**

**\$30,000.00 – 101.1105.5703 – Contingencies – Commissioners  
TO  
101.1112.5402 – Countywide Contract Services – Commissioners**

**\$35,000.00 -202.3010.5505 – MVPT Materials & Supplies – Engineer  
TO  
202.3010.5506 – MVPT – Contract Projects – Engineer**

**\$1,000.00 – 235.2002.5401 – E911 Contract Services – Commissioners  
TO  
235.2002.5301 – E911 Supplies - Commissioners**

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

Attest: Angela Karr, Clerk

**In the Matter of  
Fund Transfer:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests for the FUND TRANSFER:

**\$34,048.30 – 101.1105.5720 – Fairgrounds Debt – Transfer Out – Commissioners  
TO  
325.0000.4901 – Transfer In Debt Fund – Commissioners**

**\$784.17 – 101.1105.5611 – Special Projects Assessment Interest – Treasurer  
TO  
901.0000.4707 – Special Projects Assessment Interest – Treasurer**

**\$16.05 – 101.1105.5607 – HAVA Grant Security Interest – Treasurer  
TO  
931.0000.4710 – HAVA Grant Security Interest**

**\$9,503.78 – 101.1105.5609 – ALGT Interest – Treasurer  
TO  
201.0000.4705 – ALGT Interest – Treasurer**

**\$2,282.77 – 101.1105.5610 – Motor Vehicle Tax Interest – Treasurer  
TO  
202.0000.4706 – Motor Vehicle Tax Interest - Treasurer**

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

Attest: Angela Karr, Clerk

**TUESDAY, OCTOBER 6, 2020  
OFFICE OF THE BOARD OF COMMISSIONERS  
PICKAWAY COUNTY, OHIO**

**In the Matter of  
Report Provided by Darrin Flick:**

The following is a summary of the report provided by Darrin Flick, EMA Director & Pickaway County 911 Coordinator.

- Last week EOC monitoring of COVID situation and normal operations. State EOC COVID Directors Call Tuesday and Thursday. Mr. Flick is still monitoring civil unrest throughout the state and coordinating information with law enforcement and other first responders throughout the county. Mr. Flick attended the CARES Act Meeting with Auditor and County Administrator September 21<sup>st</sup>, EOP Update Meeting September 22<sup>nd</sup>, COVID-19 Vaccination Plan Meeting and UAS Monthly Training Flights September 23<sup>rd</sup>, Hazmat Plan Update Meeting September, and SERC Executive Committee September 24<sup>th</sup>.
- This week the EOC will be monitoring the COVID situation and normal operations. State EOC COVID Directors Call Tuesday/ Thursday. Mr. Flick will be monitoring civil unrest throughout state. Coordinating information with Law Enforcement and other first responders throughout the county. Ops update with Public Health on Wednesday. Mr. Flick attended CARES Meeting September 28<sup>th</sup>, COVID-19 Vaccination Plan Meeting September 30<sup>th</sup>, Quarterly LEPC Meeting, APCO/NENA & Ohio 9-1-1 Program Office Statewide Telecon October 1<sup>st</sup>.
- Next Week the EOC will be monitoring COVID situation and back to normal operations. State EOC COVID Directors Call Tuesday/ Thursday. Mr. Flick will be monitoring civil unrest throughout state. Coordinating information with Law Enforcement and other first responders throughout the county. Wednesday Ops Update with Public Health. Mr. Flick will be attending the Monthly IPAWS Testing and UAS Team Planning and Operations Training October 14<sup>th</sup>, and EMPG-19/20/Supplemental paperwork due October 15<sup>th</sup>.

**In the Matter of  
Pickaway County Local Emergency  
Planning Committee (LEPC) Promulgation:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the following:

**PICKAWAY COUNTY LOCAL EMERGENCY PLANNING  
COMMITTEE (LEPC) PROMULGATION**

The preservation of life and property is a fundamental responsibility of government at all levels. Chemicals are an essential part of everyday life in Pickaway County. The potential for an incident to occur involving the transport, use, storage and/or manufacture of Hazardous Materials (HM) is ever present. Therefore, it is an inescapable function of local government to prevent or lessen the impact of such an incident through emergency planning and preparedness.

This plan, the Pickaway County's Chemical Emergency Response and Preparedness Plan, establishes the roles, procedures and inter-organizational relationships under which county officials, department heads, and private organizations shall operate in the event of any Hazardous Materials incident(s). It is supported by standard operating procedures that address specific HM concepts.

Thus, the Local Emergency Planning Committee (LEPC), nominated by the County Commissioners and appointed by the State Emergency Response Commission (SERC), is charged with the responsibility of preparing, and annually reviewing and exercising the County's Chemical Emergency Response and Preparedness Plan. The plan shall be executed by the Pickaway County Commissioners, the County Emergency Management Agency and those Committees and agencies as designated and described within this plan.

**TUESDAY, OCTOBER 6, 2020**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

This plan supersedes all other Pickaway County Hazardous Materials Plans, compliments the Pickaway County Emergency Operations Plan, supports the State of Ohio Hazardous Materials Emergency Management Plan, and is coordinated with all neighboring LEPO plans.

This plan is developed in accordance to Ohio Revised Code (ORC) Chapter 3750 and the rules adopted under it, the Superfund Amendments and Reauthorization Act : Title III - Emergency Planning and Right-to-Know Act of 1986 (100 Stat. 1729, 42 USCA 11001), and other applicable local, state and/or federal laws.

This plan is acknowledged and adopted on 6<sup>th</sup> day of October 2020.

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Deputy County Administrator Report:**

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

- There was one Bureau of Workers Comp claim and one Unemployment claim. The BWC claim was a Pickaway County Veterans Services employee who slipped and fell in their parking lot. The Unemployment claim is a former part-time Deputy Dog Warden.
- There are no current items posted on Govdeals.com. Awaiting one payment for the Ford van that was being delivered to Germany.
- Mr. Rogols reported that there are two part-time custodian positions and one full-time custodial position posted on the county website. Mr. Rogols has received two full-time applicants and two part-time applicants. Additionally, the full-time Dog Warden position in posted and have received one application. Interviews this week and awaiting call backs for scheduling.
- Mr. Rogols is still awaiting the new proposals from Detillion Fence Company for gate installation for fairgrounds security.
- There will be no on-site flu vaccination clinics this year. Ohio Health Work Health Office will be accepting walk-ins October 9<sup>th</sup> (11:00 a.m.-1:00 p.m.), October 15<sup>th</sup> (8:00a.m.-10:00 a.m.) and October 28<sup>th</sup> (8:00 a.m.-10:00 a.m.).

**In the Matter of**  
**CARES Act Funds:**

The Commissioners met with Mr. Flick to gather an updated list of PPE on hand. Mr. Flick informed the Commissioners that we are fully stocked and have provided PPE to local fire departments as well. The discussion was held of what projects are needing to apply to utilize CARES Act funds. The deadline is December 30, 2020 and the work or project will need to be completed by then. If it is the purchase of equipment and delivery would be delayed, it will need to be placed in writing. Ms. Dengler and Mr. Flick will put together a list of potential purchases. The state of Ohio is to be getting 3 million rapid test kits and Pickaway County will be receiving some of those units.

**In the Matter of**  
**Out of County Travel Approved**  
**For Job & Family Services Employees:**

The Commissioners reviewed and signed the Out-of-County Travel Authorization for numerous Job & Family Services employees to attend various meetings, training sessions, and to conduct home visitations throughout the month of October, 2020, at the total probable cost \$1,425.03. Commissioner Harold Henson

**TUESDAY, OCTOBER 6, 2020**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

offered the motion, seconded by Commissioner Jay Wippel, to approve the JFS Out-of-County Travel Authorization.

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Community Development Block Grant**  
**Auditor's Review and Compliance:**

The Commissioners reviewed and signed the Community Development Block Grant B-F-18-1ch, B-X-19-1CH-1 Auditors Review and Compliance for CDBG September 1, 2018 to August 31, 2020. Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to authorize Commissioner Harold Henson to execute the CDBG Auditor's Review and Compliance letter..

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Rhoads Drainage Improvement:**

The County Engineer filed the Board of County Commissioners the Estimated Quantities, Watershed Landowners List, Construction Specifications Plan along with Plan Specification Maps for the Rhoads Drainage Improvement Petition. The Board of Pickaway County Commissioners have fixed the 8<sup>th</sup> day of December 2020 at 1:30 p.m. at the Pickaway County Courthouse- Common Pleas Courtroom, as the date, time, and place of the final hearing for the improvement.

Attest: Angela Karr, Clerk

**In the Matter of**  
**Ohio Department of Public Safety**  
**Bureau of Motor Vehicle Plate Renewal:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Harold Henson to execute the Covert License Plates Renewal Notice.

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Engineer's Request for**  
**State of Ohio Public Works Commission:**

Chris Mullins, Engineer and Ryan Davis, met with the Commissioner to get approval on and Ohio Public Works Application. Mr. Mullins provided updates of current projects and ditch improvements. Sunnyside Ditch Improvement hearing in scheduled for October 20<sup>th</sup>. Commissioner Wippel asked Mr. Mullins what would be involved in performing a traffic study out by the fairgrounds. Mr. Mullins requested that MS Consultants provide what they have for him to review before putting for a study to be performed.

**TUESDAY, OCTOBER 6, 2020**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

Commissioner Stewart went on to explain that a resident contact him regarding paving Cornstalk Road and Cromley Road. Cromley Road is a County Road and is slated to be paved next year. Commissioner Stewart informed Mr. Mullins that with the scanning project with the Recorder's Office, his office should be able to do all land research for mapping online.

Following a brief discussion regarding the request, Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to adopt the following Resolution:

**Resolution No.: PC-100620**

BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby supports the 2021 Pickaway County Resurfacing Project and hereby authorizes Harold Henson, President of the Pickaway County Board of Commissioners, to sign the application and to enter into any Agreements as may be necessary for the State Capital Improvement Program (SCIP) and/or Local Transportation Improvement Program (LTIP) Funding being submitted to the Ohio Public Works Commission.

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

Attest: Angela Karr, Clerk

**In the Matter of  
County Administrator Report:**

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

- The Health Department trailer is being pulled by Maintenance staff. Ms. Dengler was informed by the Health Department that Jimmie Davis had made an agreement with the Maintenance Department to pull their trailer to scheduled events.
- Ms. Dengler advised that the \$2 million CARES Act money should come in this week.
- Ms. Dengler discussed that relocations of offices with CARES Act money need to be completed by December 31<sup>st</sup>.
- Pine Valley Construction will be starting the demo of the new office at the Service Center on Monday after 4:00 p.m. Ms. Dengler will be meeting with WDC Group Wednesday, October 7<sup>th</sup> at 8:30 a.m. then with Melissa Betz and Joyce Gifford regarding changes at 10:00 a.m.
- Ms. Dengler started working on budget worksheets and will be sending out next week. Worksheets are due to be returned by November 6<sup>th</sup>, and capital project list due by the end of November. There will be no raises due to insurance increase absorbed by the county.
- Ms. Dengler was contacted by Baily/ Wampler regarding HVAC in the Everts Gym. It had already been put in writing that the County would help in a letter to Circleville City Council and Mayor McIlroy dated September 5, 2017.
- Ms. Dengler will gather a list of potential projects such as HVAC and a generator at Heritage Hall and a generator for the new Maintenance Facility.

**In the Matter of  
Weekly Dog Warden Report:**

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending October 3, 2020.

A total of \$390 was reported being collected as follows: \$150 in adoptions; \$75 in dog license; \$30 in dog license late fees; \$25 in micro-chip and \$110 in private donations.

Three (3) stray dog were processed in; three (3) dogs were adopted.

**TUESDAY, OCTOBER 6, 2020  
OFFICE OF THE BOARD OF COMMISSIONERS  
PICKAWAY COUNTY, OHIO**

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 Henson, yes; Commissioner Stewart, yes; Commissioner Wippel, yes. Voting No: None. Motion carried.

Harold R. Henson, President

Brian S. Stewart, Vice President

Jay H. Wippel, Commissioner  
BOARD OF COUNTY COMMISSIONERS  
PICKAWAY COUNTY, OHIO

Attest: Angela Karr, Clerk