

TUESDAY, AUGUST 17, 2021
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

The Pickaway County Board of Commissioners met in Regular Session at the Emergency Operation Center located at 160 Island Road, Circleville, Ohio, on Tuesday, August 17, 2021, 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 August 10, 2021, 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 Harold Henson offered the motion, seconded by Commissioner Gary Scherer, 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 August 18, 2021, 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 \$569,885.14 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

**In the Matter of
Then and Now Certification Approved for Payment:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, 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 August 18, 2021, 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 her warrant on this entry in the amount of \$129,017.64 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 Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to adopt the following Resolution:

Resolution No.: PC-081721-53

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$247,587.00 to amend the budget for Township/ Municipal Contracts,

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2021:

**Township/ Municipal Contracts – 936.0000.4260
\$247.587.00**

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

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

Resolution No.: PC-081721-54

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$4,500.00 to amend the budget for EMA Transfer In,

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2021:

**EMA Transfer In – 249.0000.4901
\$4,500.00**

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
Appropriation of Expense Line Item Approved:**

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

\$4,500.00 – 249.2035.5203 – EMA Insurance – Commissioners

\$500.00 – 101.1105.5703 – Contingencies – Commissioners

\$5,000.00 – 101.1105.5703- Contingencies – Auditor

\$247,587.00 – 936.3004.5506 – Township/ Municipal Contract Projects – Engineer

\$1,500.00 – 932.1227.5404 – Advertising/ Printing Adult Probation Grant – Adult Probation

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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: Angela Karr, Clerk

**In the Matter of
Transfer and Appropriations Approved:**

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

**\$500.00 – 101.1105.5703 – Contingencies – Commissioners
TO
101.2001.5203 – Insurance Disaster Services – Commissioners**

**\$5,000.00 – 101.1105.5703 – Contingencies - Auditors
TO
101.6906.5901 – Unclaimed Funds – 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 Transfers Approved:**

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

**\$22,000.00 – 101.1105.5704 – County Match Crime Victims – Victims of Crime
TO
234.0000.4556 – Local Share Crime Victims – Victims of Crime**

**\$4,500.00 – 101.1105.5701 -Miscellaneous Transfer Out - Commissioners
TO
EMA Transfer In - Commissioners**

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
New Line Items Approved:**

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

249.0000.4901 – EMA – Transfer In - Commissioners

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
Report Provided by Sheriff Hafey:

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

- Sheriff Hafey reported two employees off for quarantine due to exposure to COVID. They are following CDC guidelines and the individuals will be tested at the appropriate times.
- There was maintenance of the 911 system last night.
- There is a vehicle in the Sheriff's Office impound lot that they are looking into utilizing as a new D.A.R.E. vehicle. They are trying to finish up the pricing for the K-9 Tahoe's.
- Sheriff Hafey met with April Dengler, Marc Rogols and WDC Group yesterday regarding the sewer project.

In the Matter of
Report given by Robert Adkins:

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

- Mr. Adkins reported that he is working on getting the new phones installed. There were a few delays with installation at the Commissioners' Office and should be able to proceed tomorrow. We are short phone and received a quote for 35 additional phones and extensions at \$9,705.00. This will allow for all county offices to be on the same system.

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. Continuing Countywide Vaccinations – Ages 12+ - walk In. Mr. Flick attended the National EAS Test, SERC Executive Committee Meeting and Court Security Meeting August 11th.
- 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. Continuing Countywide Vaccinations – Ages 12+ - walk In. Mr. Flick will be attending the Box 65 Meeting, COVID update with Health Dept/Berger August 17th, Bi-monthly Countywide Fire Chiefs Meeting August 18th, O'Shaughnessy Dam Practical Exercise August 19th and PG Site Visit/Tabletop Exercise August 20th.
- 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. UAS Team Planning and Operations Training Wednesdays and Decon Trailer Support to Ohio Health Berger: Sept 2020-Sept 2021. Wednesday Ops Update with Public Health. Continuing Countywide Vaccinations – Ages 12+ walk-in. Mr. Flick will be attending the Monthly ARES Meeting August 23rd and Monthly Radio Training at EOC August 25th.

In the Matter of
Report Provided by Marc Rogols:

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

- There were no BWC claims filed this week and no unemployment claim filed for the week. The fraudulent claim appealed two weeks ago was denied.
- Mr. Rogols reported there are no current listings on Govedeals.com. Mr. Rogols will be attending a PCSO Impound Lot meeting Thursday, August 19th at 10:00 a.m. with Becky Rhoads to review inventory to be listed on Govedeals.com.

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- Mr. Rogols reported that the surveillance camera projects existing server racks are back ordered, partial part received.
- Mr. Rogols reported that the part-time Commissioners' Office Assistant position has received three applicants. Full-time custodial has no applicants. The Deputy Dog Warden has received two applicants. New hire packets were processed for Veteran's Services and Health Department.
- Mr. Rogols presented that the requested information from Franklin County has surpassed the deadline of Friday, July 30th with no response. Mr. Rogols sent an email to Wilson Partners requesting an update.
- Mr. Rogols informed the Commissioners that the front gate at the Fairgrounds had the electronic board replaced and is pending realignment. Cost \$1,571.00 to be paid by the fair board.
- ThrivOn Flu Vaccination Event scheduled for Friday, September 10th, 9:00 am to 12:00 p.m. at JFS CRC Building.

In the Matter of
Report Given by Gary Cameron:

The following is a summary of the report provided by Gary Cameron, Dog Warden:

- Down to 26 dogs housed in the shelter. The population of Pit mixes seemed to be going down.
- Mr. Cameron has received compliments on the cleanliness of the shelter since painting the floors and walls.

In the Matter of
Report Provided by Tom Swisher:

The following is a summary of the report provided by Tom Swisher, Deputy EMA Director & Pickaway County 800 MHz Coordinator.

- Mr. Swisher reported that the radio tower out at the gun club has been cleaned out and no longer has radios stored.

In the Matter of
Phone Purchase for Additional Equipment:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Hendon, to approve the quote and purchase of thirty -five additional phone unites from Convergent Communications in the amount of \$9,705.00. The equipment is for additional office to be included in the phone system changeover for all county offices to be on the same system.

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 9:31 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 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

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At 9:38 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
Preston Schumacher Hired as Deputy Dog Warden II:

Mr. Rogols, Deputy County Administrator and Gary Cameron, Chief Dog Warden, received interest from Preston Schumacher for the open Deputy Chief Warden II position. Upon discussion it was their recommendation to re-hire Mr. Schumacher.

Upon review, Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to hire Preston Schumacher, Circleville, Ohio 43113, as Deputy Chief Dog Warden II, effective Monday, August 23, 2021, at the rate of \$15.00 per hour with a six-month probation period.

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
Travel Authorization Signed for County Treasurer:

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve and sign the Travel Authorization at the total probable cost of \$700.00 for Ellery Elick, County Treasurer, to attend the County Treasurers Association of Ohio 2021 Fall Conference that will be held November 16th through 19th, 2021.

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
Allocation of June 2021 Sales Tax Collections:

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to allocate the June 2021 Sales Tax collections in the following manner:

\$45,040.00 to 401.0000.4121 – Capital Fund
\$1,080,951.06 to 101.0000.4121 – General Fund

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
Walker/ Gibson Road Intersection
Scioto Township Traffic Pattern Change
Recommendation by County Engineer:

Anthony Neff, Deputy County Engineer, received Resolution No. 21-112 from Scioto Township Trustees requesting the removal of supplemental plaques on two STOP signs at Walker Road and Gibson Road intersection. The supplemental plaques state "Except on Right Turn", which allows vehicle turning right from Walker Road to not stop.

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

Resolution No.: PC-081721-55

WHEREAS, the Scioto Township Trustees passed Resolution No. 21-112 on July 1, 2021, requesting the removal of supplemental plaque "Stop Except on Right Turn" on two of the stop signs located at Walker Road and Gibson Road intersection, and,

WHEREAS, due to the speed zone changes, the removal of the plaques would eliminate continuous right turn from Walker Road onto Gibson Road, then

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby approve the removal of supplemental plaques "Stop Except on Right Turn" from Walker Road and Gibson Road intersection.

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
Pickaway County Community Foundation:

Jan Shannon, Pickaway County Community Foundation, met with the Commissioner to provide an update of the current standings of PCCF. A 5-year strategic plan was adopted in February. With new changes, funds have been moved from Columbus Foundation to PCCF. The Board made the decision to start working locally and hold funds from Columbus Community Foundation to keep the funds local. This allows to support local business and the administration fees are used in the county. \$749,000 contributed in 2020 and \$566 was paid in administration fees to the CCF. Mrs. Shannon requested to move the county's funds to PCCF.

PCCF will be holding a 20th Anniversary Celebration September 21st at 4:00 p.m. at Mary Virginia Crites Park. PCCF Partnered with Developmental Disabilities to provide a handicap wheelchair swing at the park and will be installed before the event. They will be holding a fundraiser this year, November 6th at Heritage Hall, one being axe throwing in place of a shooting fundraiser. In the process of a partnership with the Pickaway County Library to establish a museum for children toddler to pre-teen age. They will be going to Indiana to visit three children's museums to gather ideas. The location will be 1170 North Court. The Commissioners expressed maintaining a relationship with Columbus Foundation. Mrs. Shannon explained that PCCF would not be where it is today without the help of Columbus Foundation and plans to continue a relationship with them.

In the Matter of
Insurance Coverage:

Andy Cupp, Hummel and Plum, met with the Commissioners to deliver the dividend funds of \$19,305.00 from CORSA that can be used for the county. The figure is based on longevity and history.

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**In the Matter of
Executive Session:**

At 10:17 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, Angela Karr, Clerk and Gary Cameron, Dog Warden was 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 10:29 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
County Administrator Report:**

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

- Ms. Dengler is gathering sample contracts from other counties regarding Coroner services.
- Ms. Dengler completed all grant paperwork and submitted it to OFCC for Memorial Hall Windows Project, Phase 2.

**In the Matter of
Approval for Deputy County Administrator
To Make Budgetary Decision in
County Administrator Absence:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve Marc Rogols, Deputy County Administrator to make budgetary decisions and sign documents in the absence of April Dengler, County Administrator.

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
Online Dog Licensing Service:**

Gary Cameron, Dog Warden and Melissa Betz, County Auditor, met with the Commissioners to discuss online dog licensing services. Mr. Cameron explained that currently they have where you can purchase a dog tag online, however, the information does not enter into a database. The information is still having to be keyed into a spreadsheet by the Auditor's Office and the Dog Warden. The current process of selling licenses and maintaining a database is incredibly time consuming, redundant and creates opportunities for error.

Searching for a better solution, they only had to go as far as Fairfield County. In 2004, Fairfield County Auditor contracted with a web-based service, Fairfield Computer Services, LLC, to provide online

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services to the community. Since, Fairfield Computer Services dba Online Dog Licensing (ODL) has perfected their online licensing service and provides those services to more than 60 Ohio counties. They are highly recommended by several County Auditors. Some of the enhanced services provided by Fairfield-ODL:

- Batching transactions into a weekly report
- Processing individual credit card transactions into one pay-in
- Comprehensive online customer accounts
- Single point of entry into a shared dog license database
- Automated renewal notices sent to dog owners
- Robust search capabilities

Mrs. Betz and Mr. Cameron both recommend that Pickaway County contract with Fairfield-ODL to provide online dog licensing services to the community. The proposed cost is 2-years agreement \$1,500 set-up fee (waived if signed by 9/1/21), \$1,800 annual service fee and online convenience fees paid by dog owners.

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the Online Dog Licensing System Agreement with Fairfield-ODL for online dog tags service and database.

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
Pickaway County Airport:**

Tim Wilson, Pickaway County Airport Board, wanted to touch base regarding the buildings and Fly-in. The buildings have new signage and Mr. Wilson wanted to make sure that the signs met the Commissioners approval. Mr. Wilson will reach out to the families regarding the dedication. Mr. Wilson asked if he could reach out to the Engineer's Garage for traffic cones and barricades, and Ms. Dengler stated to contact the Engineer. He will speak with Sheriff Hafey regarding traffic the day of the event.

**In the Matter of
Columbus Community Foundation Funds
Transfer to Pickaway County Community Foundation:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the balance of funds in the Pickaway Agriculture and Event Center Fund to be transferred from Columbus Community Foundation to Pickaway County Community Foundation.

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
Weekly Dog Warden Report:**

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending August 14, 2021.

A total of \$367 was reported being collected as follows: \$100 in adoptions; \$60 in dog license; \$30 in dog license late penalty; \$40 in owner turn-ins; \$50 redemption and \$75 in private donations.

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Four (4) stray dogs were processed in; two (2) dogs were 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: Angela Karr, Clerk