

**TUESSDAY, FEBRUARY 10, 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, February 10, 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 February 3, 2026, with corrections.

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

**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 February 10, 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 \$263,071.63 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.

**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 February 10, 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 \$494,171.20 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.

**In the Matter of  
Fund Transfer Approved:**

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

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**\$210,000.00 – 1001.104.39540103 – Soil & Water Agriculture Grant – Soil & Water  
TO  
6001.610.90.455000 – Soil & Water County Match – Soil & Water**

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

**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:

**\$63,065.60 – 2940.500.31.510200 – Supplement – Adult Probation  
\$11,420.88 – 2940.500.31.520300 - Supplement – Adult Probation  
\$51.60 – 2940.500.31.520310 – Supplement – Adult Probation  
\$105.00 – 6056.600.90.520310 – RPHF Life Insurance – RPHF SWD  
\$20,000.00 – 2938.100.30.590300 – ARPA Governmental SVC – Recorder  
\$331.00 – 1001.200.31.590100 – Clerk Other Exp – Clerk Of Courts-Legal**

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

**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:

**\$1,548.95 – 1001.401.32.520110 – S-RD LE OPERS – Sheriff  
TO  
1001.401.32.520100 – S-RD NON-LE OPERS – Sheriff  
\$1,304.95 – 1001.400.32.520110 – S-ADM LE OPERS – Sheriff  
TO  
1001.404.32.520110 – S-CORR LE OPERS – Sheriff**

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

**In the Matter of  
Amended Certificate:**

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

**\$76,050.00 – 2938.100.18.492026 – ARPA Other – Recorder  
\$331.00- 1001.200.12.492026. Clerk of Courts Other Receipts – Clerk Of Courts - Legal**

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**  
**Cash Advance Approved:**

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

**\$15,000.00 – 2933.000.00.101000 – Advance Out – Adult Probation**  
**TO**  
**2932.000.00.101000 – Advances in – Adult Probation**

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

**In the Matter of**  
**Waiver Approved:**

Brandy Stewart, Clerk, requested a waiver to pay Vinton County Bank, in a timely manner. After discussing the request, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to waive the waiting period to issue payment to Vinton County Bank #07522, in the amount of \$124,807.66 as follows:

#3013.100.44.560300 - \$117,842.61- Principal - Engineer Note  
#3013-100-45-560400 - \$6,965.05 – Interest – Engineer Note  
Total \$124,807.66

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

**In the Matter of**  
**Report Provided by Robert Adkins:**

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

- Public Safety notice
- Backups / Proxy Server
- DigiCert Renewal
- Palo Alto Update
- New Palo Request
- Veeam Licensing
- Grant Training – Grant Awarded
- Leads YubiKey Deployment
- Planned IAS VPN Firewall replacement
- Meeting with LastPass on Thursday to discuss pricing options
- Meeting today with 4<sup>th</sup> District concerning desired use of DropBox

**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
  - NexGen 911 Call – 2/9
  - Pickaway Township Trustees Meeting – 2/9
  - 911 Program Review Committee – 2/10
  - Targeted Violence and Terrorism Prevention Leadership Group – 2/11

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- Planning Committee Meeting with Berger & Health Dept – 2/11
- LEPC Exercise in South Bloomfield – 2/12
- EM1 Release Webinar – 2/12
- Next Week
  - Southeast Sector EMAO Meeting – 2/17 (Ed)
  - NG911 Pickaway County Location Database Training – 2/17 (Tiff & Jason from GIS)
  - She Means Business – 2/18
  - Fire Chiefs Association Meeting – 2/18
  - Extreme Weather Information Network Group – 2/19
  - EMA Operations
    - Awaiting grant agreements for FY2025 EMPG
    - Some counties are eligible for Public Assistance with the snow event January 24 – 27 (documentation due this weekend). Verified with Ohio EMA that Pickaway is NOT eligible since we did not set a record nor are we an eligible county contiguous to a county that did. (Map on next page.)
    - Targeted Violence & Terrorism Prevention Leadership meeting this week.
      - EMA is establishing the founding documents and organizing the group (for now).
    - Last week, Ed did a presentation for the Ashville Women’s Civic Group
      - Discussed ways for them to help and support
      - Got many signed up with Everbridge
    - Snow event Friday
      - Received many calls and Facebook Messages from the public asking about levels
      - Got several signed up for Everbridge
  - 911 Coordinator
    - Finalizing Revenue & Expenditure report due to State 3/1
  - LEPC
    - Exercise 2/12 at South Bloomfield
  - Radio Programming – No new updates
  - Drone Program – No new updates
  - CERT - No new updates

**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: February 17th Agenda
  - Pickaway County Subdivision Regulations Amendment
  - Jackson Township – Rezoning Application
- Outstanding Plats:
  - Graham Ravines Preliminary Plan
- Lot Splits:
  - Approved 2 lot splits in the last week, 7 open applications currently.
- CDBG
  - No Update

**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 BWC claims (total 2) and no unemployment claims (total 0) filed for the week.
- Casualty Insurance Claims – No updates
- Gove Deals –
  - PCSO provided information to post the two old Harley Davidson Motorcycles for sale.
- Personnel –
  - A total of 2 new hire packets has been handed out this week, and a total of 7 in 2026.
- Job openings –

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- P/T Custodian – Posted / No applications
- F/T Custodian – Posted / Received additional application, (3) total
- Amber Boyer completed preliminary phone interviews.
- Maintenance Worker - Posted / No applications received
- Death Investigator – 6 Applications received and forwarded to Dr. Yates for review
- Fiscal Specialist Administrative Assistant – Posted / 30 Applications Received
- Accounts Payable Administrative Assistant – Posted / 30 Applications Received
- Building Department – January 2026 Monthly Report
- Health Insurance – No Report
- Sharon Hart & Annie Brooks from the Auditor’s Office continue to provide assistance for fiscal duties
- 2026 Chamber of Commerce Annual Dinner Award Nominations – Due by March 3<sup>rd</sup>

**In the Matter of**  
**Building Department Monthly Report:**

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

A total of \$154,302.27 was reported to be collected as follows:

<b>Permits</b>		
Registration	102	\$7,650.00
Commercial	22	\$128,296.32
Residential	55	\$18,355.95
<b>Total Inspections Performed</b>		
Residential	252	
Commercial	65	
Brock Riley	9	
Dave Duckworth	23	
<b>Total Inspections</b>	<b>349</b>	
Commercial Plan Review	47	
<b>New Home Permits by Jurisdiction:</b>		
City	4	
Commercial Point	18	
<b>Total New Homes</b>	<b>22</b>	

**In the Matter of**  
**Executive Session:**

At 9:42 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 Tiffany Nash, EMA Director, 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.

At 10:05 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.

No Action taken.

**In the Matter of**  
**Change Order for Neumo Agreement for Records Management and**

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**Imaging System for Pickaway County Recorder's Office:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the Change Order for Neumo Agreement for Records Management and Imaging System, and upon the written recommendation of Sarah Turner, Pickaway County Recorder, in the amount of \$1,750.00.

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

**In the Matter of  
Authorizing County Engineer to  
Signing a Preliminary Engineering  
Agreement with CSX Transportation for  
Dupont Road Bridge Rehabilitation over  
CSX 228568V, Northern Subdivision,  
MP CJ-67.93 OH1636:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize County Engineer to sign a Preliminary Engineering Agreement with CSX Transportation for Dupont Road Bridge Rehabilitation over CSX 228568X, Northern Subdivision, MP CJ-67.93 OH1636..

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

**In the Matter of  
Report Provided by Sheriff Hafey:**

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

- Four new unmarked cars are scheduled to go to Parr on Thursday. We will rotate them as they are completed.
- Grand Jury completed report. Only thing they mentioned was one of the sinks in a control room needed replaced. We believe it is just residual water marks from where it used to leak.
- Deputy Irwin returned to full duty on January 30<sup>th</sup>. BCI still completing investigations on the OIS.

**In the Matter of  
Standard Agreement for Professional  
Services With Arcadis for The Walnut  
Heights Wastewater Treatment Plant  
Improvements Project Design Contract with  
for Pickaway County Engineer:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve and authorize Commissioner Jay Wippel to sign a Standard Agreement for Professional Services with Arcadis for Walnut Heights Wastewater Treatment Plant Improvements Project Design Contract in the amount of \$360,000.00.

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

**In the Matter of  
Temporary Liquor Permit Application  
For Pickaway Co. Agricultural Society:**

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Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve and authorize Commissioner Jay Wippel to sign the Temporary Permit Application with the Ohio Department of Commerce, Division of Liquor Control for Pickaway County Ag Society. The request is for an event to be held at the Pickaway Agricultural and Event Center, 415 Lancaster Pike, Circleville, on March 26, 2026.

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

**In the Matter of  
Allocation of First Quarter Casino Revenue:**

Treasurer, John Howley administered the sales tax allocation for October 2025 Sales Tax collections in the following manner:

**\$11,284.81 to 4001.100.13.412100 – Capital Fund**  
**\$214,411.19 to 1001.100.13.412100 – General Fund**

**In the Matter of  
Executive Session:**

At 10:46 a.m., Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson to enter into Executive Session pursuant to ORC §121.22 (G) (5) matters required to be kept confidential by federal law or regulations or state statutes with Tiffany Nash, EMA Director, Spencer Bennett and Neil Cline, Scioto Fire, Shawn Davidson and Colt Cline, Harrison Fire, Jeremy Johnson and Steven Brown, Pickaway Township Fire, 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.

At 11:28 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.

No Action taken.

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

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

- Building Department –
  - Mr. Rogols stated that he and Angela Karr resumed monthly meetings with the Building Department last Friday.
- Insurance –
  - There was an incident with Met Life of poor customer service, and meeting with Met Life today.
- Dog Shelter –
  - Mr. Rogols met with Chief Dog Warden Will Brannock, and he will be meeting with Local Law Enforcement personal meeting with Shelter Employees reorganizing standard operating procedures.
- Maintenance –
  - With weather warm up, back on regular schedules.
  - Continue to repair HVAC issues internally.
  - Working with Von on the Heritage Hall Door Project.
- Engineer's Office –

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- Knollwood – Wintergreen Sanitary Budget / Discussion with Chris Mullins
- Miscellaneous –
  - Mr. Rogols spoke about updating service with Rumpke for Memorial Hall.
  - Palmer Energy Report (02-2026)
  - One-time Strategic Community Investment Grant (\$200,000) – Submitted
  - 136<sup>th</sup> General Assembly Capital Budget Project Application
  - Appraisal of Prosecutor’s Office completed last Wednesday 2/4/26.
  - Fairground Multi-Purpose Organizational meeting tomorrow at 2pm, then update meeting on county projects to follow.
  - Meeting with Mayor Blanton for America 250 Friday 2/13/26.
  - Meeting with Judge Chaffin in reference to Court System Wednesday 2/18/26.
  - Ag Hall of Fame Meeting with Dinner Committee Monday 3/2/2026

**In the Matter of**  
**Executive Session:**

At 11:04 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 Brian Hill, P3, Tiffany Anderson, P3, 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.

At 11:45 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.

No action taken.

**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 February 7, 2026.

A total of \$312 was reported collected as follows: \$80 in dog license; \$2 in additional kennel license; \$150.00 in late kennel licenses, and \$80 in owner turn-in euthanized fees.

One (1) stray dogs were processed in; no 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

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