

TUESDAY, FEBRUARY 15, 2022
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 15, 2022, 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 February 8, 2022, 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 February 16, 2022, 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 \$219,181.94 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 February 16, 2022, 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 \$142,158.30 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
Appropriations Approved:

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

\$2,817,037.20 – 938.1123.5903 – ARP Governmental Service Other Expense - 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 Item Approved:

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

938.1123.5903 – ARP Governmental Service Other Expense - 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
Blanket Purchase Order Approved:

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

\$2,817,037.20 – 938.1123.5903 – ARP Governmental Service Other Expense
BL-220426

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 Tim McGinnis:

The following is a summary of the report provided by Tim McGinnis, Planning and Development:

- Planning Commission
 - Jackson Twsp. Rezoning – In order to be agricultural exempt from the building code, 51% of sold crop must be grown on the farm. (ODOT call this afternoon)
 - Single Lot Subdivision (Hines Subdivision) for approval
- Outstanding Plats:
 - **Double Creeks** (Washington Twsp.) – Mr. McGinnis is awaiting receipt of bond – updating cost estimate for the proposed cul-de-sac and putting together bond or certified check/bank letter of credit
 - **Pewamo Replat Phase 2, Lot 1** (Pickaway Twsp.) – Mr. McGinnis received final plat. Engineer's office is currently reviewing the proposed ROW/Easements on Pittsburgh Rd
- Lot Splits: Averaging 2-3 lot split approvals per week, with 8-12 applications in process.
- CDBG: Engineering Procurement for Allocation Grant for work to be completed in the Village of Darbyville

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- Housing Loan Fund Administration Agreement through the end of 2026 for your approval. This would allow the county to remain eligible through 2026 to received CDBG grant funds

**In the Matter of
IT Department Report:**

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

- Mr. Adkins was out of the office last week.
- Last Friday was Trevor Swachhammer's last day and the new IT Technician will start Tuesday, February 22nd.

**In the Matter of
Report Provided by Jon Brown:**

The following is a summary of the report provided by Jon Brown, Maintenance Supervisor:

- Mr. Brown went through a listing of county projects. The new IT office is being painted today and Maintenance should be able to start moving the IT Department in this Friday.
- Next project will be moving Soil and Water to the conference room at the Service Center to start the replacement of the floors in their office.
- The awning at the side entrance to the Treasurer's Office will be a permanent awning to match the drive thru.
- Mr. Brown discussed the porch project at the Building Department. Ms. Dengler is awaiting a proposal for composite decking.

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

The following is a summary of the report provided by Darrin Flick, EMA Director.

- Last week EOC monitoring of COVID situation and normal operations. Weekly COVID update with Health Dept on and UAS Team Planning and Operations Training Wednesdays, State EOC COVID Directors Call and IT/Cybersecurity Update Thursdays. Mr. Flick attended to the SERC Executive Meeting February 9th and Red Cross Meeting February 10th.
- This week the EOC monitoring of COVID situation and normal operations. Weekly COVID update with Health Dept on and UAS Team Planning and Operations Training Wednesdays, State EOC COVID Directors Call and IT/Cybersecurity Update Thursdays. Mr. Flick will be attending the Mass Fatality Meeting and Pickaway County Fire Chiefs Meeting February 16th, quarterly LEPC Meeting and State EOC COVID Directors Call February 17th.
- Next Week the EOC monitoring of COVID situation and normal operations. Weekly COVID update with Health Dept on and UAS Team Planning and Operations Training Wednesdays, State EOC COVID Directors Call and IT/Cybersecurity Update Thursdays. Mr. Flick will be attending the Red Cross Update February 23rd, Warning Practitioners Meeting and Scioto Twp Trustee Meeting February 24th.

**In the Matter of
Hines Subdivision in Walnut Township:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the single lot subdivision of 1.969 acres, Hines Subdivision Plat in Walnut Township.

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
Housing Revolving Loan Fund
Administration Agreement:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the Housing Revolving Loan Fund Administration Agreement with Ohio Department of Development to allow administrative services to be provided for the Community Development Block Grant Program and HOME Investment Program. The agreement shall be effective January 1, 2022 ending December 31, 2026.

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 Marc Rogols:

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

- There were two BWC claims filed this week. One being a Pickaway County Sheriff's Office Correction Officer and the other a Custodial employee. No unemployment claims filed this week.
- There are no current postings on Govedeals.com.
- Mr. Rogols attended the Franklin County Cooperative ThriveOn Wellness Champion meeting virtually. The ThriveOn program rolls out today with multiple emails and mailings going out today.
- Wilson Partners met with Mike from CEBCO last week and more information is to follow.
- Mr. Rogols received two applications for the part-time custodial position and interviews with Jon Brown still needs to be scheduled (no change). Two new hire packets were sent out one to JFS and one to the Engineer's Office. Ten have been handed out year -to-date.
- Mr. Rogols reported WDC Group drawing for the Building Department are pending.
- Mr. Rogols will be attending virtually a Drug Court Advisory Committee meeting that was rescheduled for Friday, February 25th due to the weather last week.
- Mr. Rogols reported that the Dog Shelter collected \$27,846 in dog license for December 1, 2020 through January 31, 2021 and \$52,409 December 1, 2021 through January 31, 2022. This present evidence that the new licensing system is working.
- Mr. Rogols is reviewing the Cintas contract with Gary Cameron, Dog Warden.

In the Matter of
Pickaway County Personnel Policy and
Procedure Manual Sick Leave Donation Program:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson to approve the Pickaway County Personnel Policy and Procedure Manual Sick Leave Donation Program.

The approved Form W must be:

1. Signed by the donating employee's Department Head / Supervisor / Appointing Authority.
2. Forwarded to the receiving employee's Department Head / Supervisor / Appointing Authority by email by the close of business on the last day of the payroll period.
3. Signed by the receiving employee's Department Head / Supervisor / Appointing Authority.
4. Submitted with both employee's payroll worksheet to the Auditor's Office as supporting documentation for each donation and / or payroll period.

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
Executive Session:

At 9:34 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 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

At 9:46 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
Resolution Adopted Certifying the CY 2021 Mileage Certification of
Pickaway County Maintained Roads to the Ohio Department of Transportation:

Chris Mullins, County Engineer, presented the 2021 County Highway System Mileage Certification (CY2021) form for submittal to the Ohio Department of Transportation certifying the total length of county-maintained public roads. After reviewing the certification document, Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to adopt the following Resolution:

Resolution No.: PC-021522-14

WHEREAS, in accordance with the provisions specified in §4501.01 of the Ohio Revised Code, an annual Highway System Certification must be submitted to the Ohio Department of Transportation as to the total length of the county's maintenance of public roads; then,

THEREFORE BE IT RESOLVED, as of December 31, 2020, the Pickaway County Board of Commissioners hereby certifies that there were 224.461 miles of public roads for which Pickaway County was responsible for maintaining in CY 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
Make No Request for a Hearing Related to
Application for Transfer of Liquor License for
Blades Pizza, LLC, located in Harrison Township:

The Commissioners reviewed the application for a new liquor license from Blades Pizza LLC, located in Harrison Township. Following the review, Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer to make no request for a hearing related to the following:

New Liquor Permit #0741130:

Blades Pizza LLC
DBA Blades

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286 Long Street
Harrison Township
Ashville, OH 43103

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
Sheriff's Department Report:**

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

- The PCSO hired two of the three positions corrections and one new deputy. One additional deputy will put them back to capacity.
- The K-9 cruisers are set, and the new plate scanner was approved.

**In the Matter of
Pickaway County Entities and
American Rescue Plan Funds:**

The group of County entities were here today to discuss their plan for the community and funding. Commissioner Wippel started off the conversation by explaining why they would like for Pickaway County Community Foundation to handle the application process for entities that are wanting to apply for ARP funds. Since PCCF is a non-profit and would make sense for them to handle the process. Commissioner Wippel stated that they need to discuss the pot of money and they know that there will be more applicants than funds available. Ms. Dengler explained that they have four years to decide how to spend it and six years to use the funds. The City of Circleville pledged \$100,000 to the PCCF for the funding. The Commissioners are wanting it to be as impactful as possible in the community.

Attendees: Jan Shannon and Alexis Miller, Pickaway County Community Foundation, Nathan Wilson, Pickaway County Visitors Bureau, Ivory Harlow, Chamber of Commerce, Ryan Scribner and David Glass, Pickaway Progress Partners.

**In the Matter of
Executive Session:**

At 10:14 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 Ryan Scriber and David Glass, P3, Angela Karr, Clerk, April Dengler, County Administrator and Marc Rogols, Deputy County 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

Joined the session: Tim McGinnis, Planning and Development, Thaddeus Boggs, Frost Brown Todd, Trey Fausnaugh and Kyle Wolfe, Teays Valley School District.

At 11:22 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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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 sent paperwork to the state for Memorial Hall Window Projects.
- A meeting is scheduled for Friday, February 18th at the Ankrom Building with MS Consultants regarding Phase 2 of the fairgrounds.
- Ms. Dengler reported that MS Consultants contract for design of new entrance to the fairgrounds requires signatures.
- The Brown County tour is scheduled for March 15th.
- The Transportation Improvement District meeting is rescheduled for March 8th at 1:30 p.m.
- The Port Authority meeting is scheduled for Friday at 9:30 a.m. at Pickaway Progress Partners Office.

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

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending February 12, 2022.

A total of \$830 was reported being collected as follows: \$350 in adoptions; \$165 in dog license; \$60 in dog license late penalty; \$40 in owner turn-in; \$80 in owner turn-in puppy and \$13 in private donations.

One (1) stray dog was processed in; seven (7) 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
PICKAWAY COUNTY, OHIO

Attest: Angela Karr, Clerk