

**TUESDAY, JULY 2, 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, July 2, 2024, with the following members present: Mr. Gary K. Scherer and Mr. Harold R. Henson. April Dengler, County Administrator, was also in attendance. Mr. Jay H. Wippel was absent from today's session.

**In the Matter of  
Minutes Approved:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from June 18, 2024, with corrections.

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

Attest: Angela Karr, Clerk

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

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, 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 July 2, 2024, 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 \$272,553.93 the County Treasurer to satisfy the same.

Voting on the motion was as follows: Commissioner Wippel, absent; 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 Gary Scherer offered the motion, seconded by Commissioner Harold Henson, 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 July 2, 2024, 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 \$111,959.23 on the County Treasurer to satisfy the same.

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

Attest: Angela Karr, Clerk

**TUESDAY, JULY 2, 2024**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

**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:

**\$51,235.28 – First Half Manufactured Home Settlement – Auditor**

\$7,931.79 - 630.6035.5882 PCBDD to 241.0000.4105  
\$18,460.84 – 630.6035.5884 General to 101.0000.4105  
\$1,541.32 – 630.6035.5886 DRETAC Treasurer to 232.0000.4266  
\$1,541.32 – 630.6035.5887 DRETAC Prosecutor to 233.0000.4266  
\$12,995.26 – 630.6035.5884 Auditor Fees to 101.0000.4201  
\$6,497.63 – 630.6035.5884 Treasurer Fees to 101.0000.4206  
\$0.00 – 630.6035.5884 REA Fees to 260.0000.4266  
\$2,267.12 – 630.6035.5826 Pickaway County Park to 639.0000.4105

Voting on the motion was as follows: Commissioner Wippel, absent; 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: Planning Commission: July 9<sup>th</sup> Agenda
  - Scioto Township Rezoning Applications – Ag to R-1
- Outstanding Plats:
  - Navah Place – Cul-de-sac, Walnut Township, needs proof of bond before final approval can be granted.
- Lot Splits:
  - Approved 2 lot splits in the last week, 7 open applications currently.
- CDBG: No update. Application filed.
- Deercreek Township Smart Growth Application

**In the Matter of**  
**Report Provided by Mike Sherron:**

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

- This week alarm installation with generator monitoring at US-22 tower building, Ashville 4th of July Event, Red, White, and Boom Command Center Observations, ODRC-CRC Discussion and Fair Debrief with PCSO.
- Next week's Central Sector Meeting, Training on EM Track System, Fair Board Meeting, Meeting with Berger – New Safety Officer, Cyber Threats, Salt Creek Township Trustee Meeting, LEPC Meeting and Cybersecurity assessment – Village of New Holland
- General Information
  - Run card project continuing
  - Disaster Relief Fund – Received organizing documents from Dayton Foundation – Reviewing.
  - Dispatching for Pic-A-Fay Fire District – possible solution
  - Security alarms installed at US-22 tower site on Monday. Generator monitoring alarms will be installed today enabling remote monitoring of the generator.
  - Draft letter for Senator Brown
  - Draft letter for Circleville Railroad Grade Separation Project
- EMA Projects
  - Futurity Orion Software – working with vendor to develop some enhanced capabilities.
  - Homeland Security grant of \$58,804 to purchase PPE for law enforcement – the mask project may not utilize all of the allotted grant funding. Considering other options to fully utilize the funds.

**TUESDAY, JULY 2, 2024**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

- Excess Radio Equipment: Working to distribute portable radios to departments who can use them for trade-in credit on new equipment. Working to get the out of service radios ready for electronics recycling.
- Replacement of ARES repeaters with County-owned equipment – getting quotes.
- Submitted Circleville PSAP documents for submission to Ohio 911 Program Office. Received additional documents from the Circleville PSAP and those have been forwarded to the state for review.
- Working with CDC of Ohio to develop an application for CDBG funding of storm shelters in our low to moderate income mobile home parks.
- Working to reconcile 800 MHz invoices from last year to make sure we collected all the money that was due.
- Working to reconcile EMA Dues invoices from last year to make sure we collected all the money that was due.
- Working with the Ohio School Safety Center to discuss future training programs to teach school personnel and stakeholders about the school safety planning process.
- Issues requiring Commissioners Support/Notification: None

**In the Matter of**  
**Report Provided by Eric Cotton:**

The following is a summary of the report provided by Eric Cotton, IT Department.

- Discussed ID Networks budgetary quote of \$394,672.00 with \$66,687.00 in yearly maintenance costs.
- July 16<sup>th</sup> & 17<sup>th</sup> are the dates for the ID Networks full CAD/JMS/RMS applications demo held at the Sheriff's Office.
- Windows 11 upgrades are moving along well with no issues.
- LEADS Router upgrade is taking place today. Working with Mark Yarnell and State LEADS to complete the task.
- Started terminating the data cabling in the Old Records Office today.

**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 they are housing 18 dogs. There were 9 visitors to the shelter last week and 3 volunteers.

**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, or unemployment claims filed for the week. BWC claims are at 3 for the year with one pending from the Engineer's Highway Garage. The fraudulent unemployment claims remain at 2 fraudulent and 3 legit claims for 2024.
- GovDeals: Developmental Disabilities is remodeling, and maintenance picked up all items (furniture, desks, office pods, tables and more) for auction plus two vehicles.
- Health and Safety Day/ Employee Luncheon scheduled for August 22<sup>nd</sup>.
- No new hire packets were sent out last week. A total of 58 new hire packets have been handed out in 2024. The part-time custodial positions were posted with one applicant (former terminated employee) and one interview pending (schedule conflicts). Full-time custodial position posted with no applicants. Dog Shelter Kennel Attendant position posted with six applications received with three interviews pending. EMA Communications Technician Position re-posted with no applicants received.
- Maintenance:
  - In the process to sell SR 56 /Salem Road tower property. Working with the Auditor's Office to get the value of property.
  - Repairing PCSO underground sprinkler valve and backflow. Previously approved and pending scheduling.

**TUESDAY, JULY 2, 2024**  
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**PICKAWAY COUNTY, OHIO**

- Roese Brothers re-seal of courthouse parking lot to Engineer's Office (old jail) to be completed today, July 2<sup>nd</sup>.
- Roese Brothers re-seal of Engineer's Office (old jail) and Commissioners' Office rear parking lot to start tomorrow, July 3<sup>rd</sup>. Both lots to cure over the holiday. Full re-opening on Monday.
- Jensen's Plumbing to fix three leaks at the Pickaway County Sheriff's Office that were approved last week. Repairs started yesterday, July 1<sup>st</sup>.
- JFS elevator failed inspection and repairs to be completed and recertified.
- Accurate tax deduction – Pickaway County Sheriff's Office Jail review/discuss for approval.

**In the Matter of  
Executive Session:**

At 9:25 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 April Dengler, County Administrator, Marc Rogols, Deputy County Administrator, Preston Schumacher, Dog Warden and Angela Karr, Clerk in attendance.

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

Attest: Angela Karr, Clerk

At 9:35 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, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

No Action taken.

**In the Matter of  
Gloves for Sheriff's Office  
With American Rescue Plan Funds:**

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

**Resolution No.: PC-070224-79**

**Gloves for Sheriff's Office**

Pickaway County received direct payments from the U.S. Treasury under the Coronavirus State and Local Fiscal Funds authorized by the American Rescue Plan Act, referred to as fiscal recovery funds. Pickaway County will use the funding in accordance with the American Rescue Plan Act and guidance from the U.S. Treasury.

On Tuesday, May 18, 2021, Pickaway County set up a special revenue fund to receive the funds and account for the use of the funds (**special revenue fund # 938 – American Rescue Plan Act Fund**)

**TUESDAY, MAY 18, 2021 OFFICE OF THE BOARD OF COMMISSIONERS PICKAWAY COUNTY, OHIO**  
*In the Matter of Amended Certificate Approved: Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution: Resolution No.: PC-051821-30 WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$5,677,293.50 to amend the budget due to fund received for the American Rescue Plan, THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2021: AMERICAN RESCUE PLAN ACT REVENUE FUND – 938.0000.4534 \$5,677,293.50 Voting on the motion was as follows: Commissioner Wippel, yes; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion*

**TUESDAY, JULY 2, 2024**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

The U.S. Treasury guidance as an interim rule was issued on May 10, 2021, and such guidance has been uses of the fiscal recovery funds based on the federal legislation can be to:

1. Respond to the public health emergency with respect to the COVID19 or its negative economic impacts, including assistance to households, small businesses, and non-profits, or aid to impacted industries such as tourism, travel and hospitality;
2. Respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work.
3. Allow for the provision of government services to the extent of the reduction in revenue (i.e., online, property or income tax) due to the public health emergency relative to revenues collected in the most recent full fiscal year of the county prior to the emergency (i.e., January 20, 2020); or
4. Make necessary investments in water, sewer or broadband infrastructure.
5. A resolution authorizing initial uses of American Rescue Plan fiscal recovery funding and approving appropriations form unappropriated funds for the County ARP fiscal recovery fund, # 938 for managing ARP fiscal recovery funds, disbursing funds, and monitoring of contracts and grants associated with the ARP.

As provided in the U.S. Treasury Interim Final Rule and Guidance for State and Local Fiscal Recovery Funds, Dated May 24,2021, an amended to Final Rule beginning April 1, 2022, an allowable use of ARP funds is for governmental services.

This resolution is issued to approve expenditures from the county ARP Fund #938 to pay for new gloves for the Sheriff's Office from Amazon in the amount of \$6,095.00.

**This expenditure will come from ARP Fund #938 – 938.1123.5903 – ARP – Governmental Services – Other Expense – in the amount of \$6,095.00 to Amazon.**

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Out of County Travel Approved**  
**For Job & Family Services Employees – July 2024:**

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 July 2024, at the total probable cost \$2,486.84. Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the JFS Out-of-County Travel Authorization.

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Report Provided by April Metzger:**

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

- Mrs. Metzger met with Jon Bialy on Wednesday, July 10<sup>th</sup> to discuss a new rental agreement for the Prosecutor's Office.
- Mrs. Metzger is getting invoices from the Senior Center for the Healthy Aging Grant. The next report is due July 10<sup>th</sup>.
- ARP resolution for gloves for the Sheriff's Office. Black nitrate gloves, 90 cases totaling \$6,095.50 from Amazon. Could not use EMA gloves. Mike will reach out to the Health Department. There is a full pallet at PDI building.
- Mrs. Metzger discussed prior service credit.

**TUESDAY, JULY 2, 2024**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

- Tax budget worksheet distributed for review prior to running public notice for the July 9<sup>th</sup> public hearing.
- Mrs. Metzger provided the 2<sup>nd</sup> quarter spreadsheets for review.
- Pay raise spreadsheets coming next week. Need to retro back to first pay period in July.

**In the Matter of**  
**Quit-Claim Deed to**  
**Circleville-Pickaway Community Improvement Corporation**  
**Airbase Road, Madison Township:**

The Commissioners reviewed and signed the Quit-Claim Deed to Circleville-Pickaway Community Improvement Corporation, Airbase Road, Madison Township. Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and execute the Quit-Claim Deed to Circleville-Pickaway Community Improvement Corporation, Airbase Road, Madison Township.

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Affidavit as to Title to Real Estate for**  
**Circleville-Pickaway Community Improvement Corporation**  
**Airbase Road, Madison Township:**

The Commissioners reviewed and signed the Affidavit as to Title to Real Estate for Circleville-Pickaway Community Improvement Corporation, Airbase Road, Madison Township. Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and execute the Affidavit as to Title to Real Estate for Circleville-Pickaway Community Improvement Corporation, Airbase Road, Madison Township.

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Statement of Reason for Exemption**  
**From Real Property Conveyance Fee for**  
**Circleville-Pickaway Community Improvement Corporation**  
**Airbase Road, Madison Township:**

The Commissioners reviewed and signed the Statement of Reason for Exemption from Real Property Conveyance Fee for Circleville-Pickaway Community Improvement Corporation, Airbase Road, Madison Township. Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Henson to execute the Statement of Reason for Exemption from Real Property Conveyance Fee for Circleville-Pickaway Community Improvement Corporation, Airbase Road, Madison Township.

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

Attest: Angela Karr, Clerk

**TUESDAY, JULY 2, 2024**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

**In the Matter of**  
**Instructions to Grantee or Representative for**  
**Completing Statement of Reasons for Exemption from**  
**Real Property Conveyance Fee, DTE 100 EX for**  
**Circleville-Pickaway Community Improvement Corporation**  
**Airbase Road, Madison Township:**

The Commissioners reviewed and signed the Instructions to Grantee or Representative for Completing Statement of Reasons for Exemption from Real Property Conveyance Fee, DTE 100 EX for Circleville-Pickaway Community Improvement Corporation, Airbase Road, Madison Township. Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and execute the Instructions to Grantee or Representative for Completing Statement of Reasons for Exemption from Real Property Conveyance Fee, DTE 100 EX for Circleville-Pickaway Community Improvement Corporation, Airbase Road, Madison Township.

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Sheriff's Office Report:**

The following is a summary of the report provided by Sheriff Matthew Hafey.

- Susan Turvey provided an explanation of how funds are disbursed from the collection of weights and scales fines. Municipal Courts collect funds for over weigh bridges and cut a check to the Pickaway County Auditor. The receipt from highway weights collected is split equally with the Law Library per Ohio Revised Code. The Engineer decides what the breakdown is for the Sheriff's Office and the Engineer's Office. The Sheriff's Office typically requests \$13,000-\$14,000 from the fund. The past has been the Sheriff's Office getting 20% and the Engineer's Office receiving 80% of the funds. Mrs. Turvey explained that it has been broken down like this for years. The Sheriff's Office holds the scales; however, they need recertified by the Ohio Department of Agriculture. The Sheriff's Office has budgeted roughly \$15,000 each year for weights and measures.
- The Sheriff's Office received \$17,000 from the SPL Grant Fund for Safe Community. The Sheriff requested to move the funds back to a line-item number from the general fund to utilize the funds for special community events for kids.

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

At 10:40 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, Ryan Scribner and Nate Green, Montrose Group, William Scala and Justin Boggard, K-Nova, Jack Tzagournis, Fortressrec Real Estate, Kyle Wolfe, Teays Valley School District, Jim Deal, Monroe Township Trustee, Judy Wolford, Pickaway County Prosecutor, April Dengler, County Administrator, Marc Rogols, Deputy County Administrator, Tim McGinnis, Planning and Development and Angela Karr, Clerk, and in attendance.

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

Attest: Angela Karr, Clerk

At 11:15 a.m., the Commissioners exited Executive Session and Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to resume Regular Session.

**TUESDAY, JULY 2, 2024**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

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

Attest: Angela Karr, Clerk

No action taken.

**In the Matter of**  
**Discussion with the**  
**City of Circleville Mayor Blanton:**

Mayor Michelle Blanton met with the Commissioners to introduce herself as the newly elected Mayor and to see how the City and County could work together in the future. Mrs. Blanton has been making rounds to meeting with other Communities to see how they do what they do in their communities with smaller populations. The City of Circleville is looking into being an America 250 City. Mayor Blanton asked the Commissioners if there was anything they felt she needed to know being in her new role and asked for the County to let her know any way she could help with the fairgrounds or any other subjects. Mayor Blanton wants the City and County to develop a working relationship along with all departments from this point on.

**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 June 29, 2024.

A total of \$245 was reported collected as follows: \$60 in dog license; \$15 in dog license late penalty; \$20 in owner turn-ins; \$60 in adoptions; \$40 in transfer-out rescue and \$50 in microchip fees.

Four (4) stray dogs were processed in; two (2) dogs were adopted.

With there being no further business brought before the Board, Commissioner Henson offered the motion, seconded by Commissioner Scherer, to adjourn.

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

Jay H. Wippel, President {absent}

Harold R. Henson, Vice President

Gary K. Scherer, Commissioner  
BOARD OF COUNTY COMMISSIONERS  
PICKAWAY COUNTY, OHIO

Attest: Angela Karr, Clerk