

**TUESDAY, JUNE 23, 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, June 23, 2020, with the following members present: Mr. Jay H. Wippel, Mr. Brian S. Stewart and Mr. Harold R. Henson. April Dengler, County Administrator, was also in attendance.

**In the Matter of  
Minutes Approved:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from June 16, 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: April Dengler, Acting Clerk

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

Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, 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 June 24, 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 \$233,624.10 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: April Dengler, Acting Clerk

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

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

**\$\$2827.12 - 101.1105.5703 – Contingencies – Board of Elections**

**\$4591.09 - 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: April Dengler, Acting Clerk

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**In the Matter of  
Transfers and Re-Appropriations:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for the TRANSFER AND RE-APPROPRIATION:

**\$500.00 – 101.1140.5309 – Postage – Board of Elections  
TO  
101.1140.5428 – Contract Workers**

**\$2,000 – 101.1140.5301 – Supplies – Board of Elections  
TO  
101.1140.5428 – Contract Workers**

**\$2877.12 – Contingencies – Board of Elections  
TO  
101.1140.5478 – Remit to State**

**\$2827.12 – 101.1140.5309 – Postage – Board of Elections  
TO  
931.1118.5478 – Remit to State**

**\$3400 – 101.1105.5703 – Contingencies – Commissioners  
TO  
101.1105.5701 – Transfers Out**

**\$1191.09 – 101.1105.5703 – Contingencies – Commissioners  
TO  
101.6102.5434 - Fairgrounds**

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

Attest: April Dengler, Acting Clerk

**In the Matter of  
Fund Transfer:**

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

**\$5,000 - 101.1105.5720 – Fairground Debt – Transfer Out – Auditor  
TO  
325.0000.4901 – Fairground – Transfer In**

**\$400.00 - 101.1105.5701 – Transfers Out – Commissioners  
TO  
251.0000.4901 – Fund 251 SDBG 2018 Transfers – Commissioners**

**\$3,000 - 101.1105.5701 – Transfers Out – Commissioners  
TO  
401.0000.4901 – Capital Improvements Transfers**

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

Attest: April Dengler, Acting Clerk

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**In the Matter of**  
**Blanket Purchase Order:**

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

**\$2764.68 (increase BL – 200170)**  
**TO**  
**101.1112.5901 – Countywide – Other Expense – Commissioners**

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

Attest: April Dengler, Acting Clerk

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

Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, to approve the following requests to CREATE LINE ITEMS:

**\$0.00 - 101.1140.5478 – Remit to State – Board of Elections**

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

Attest: April Dengler, Acting Clerk

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

Nancy Graham, Fiscal Specialist, requested a waiver to pay US Bank, in a timely manner related to the fairground's debt payment. After discussing the request, Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, to waive the waiting period to issue payment to US Bank, in the amount as follows:

**\$34,048.30 to be paid from Line Items:**  
**325.8108.5603 – Principal - \$833.34**  
**325.8208.5604 – Interest - \$33,048.30**  
**325.8208.5901 – Fee - \$166.66**

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

Attest: April Dengler, Acting Clerk

**In the Matter of**  
**Report Provided by Marc Rogols:**

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

- Mr. Rogols reported that there were Two (2) BWC Claims for the week:
  - PCSO Deputy – Altercation with inmate – Minor injuries – Medical Only/No lost time
  - PCSO Deputy – Canine Dog Bite – Training Exercise wearing protective suit – dog bit deputy's hand – Minor injuries – Medical Only/No lost time
- Zero (0) unemployment claims for the week.

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- Fairgrounds – working with Von Cremeans to get estimates on a security system
- Gov Deals:
  - PCSO – Melex Model 412 Electric Golf Cart – 2<sup>nd</sup> sale ended Monday, 6/22/20 – since the first buyer backed out of the sale – sold again for \$322.00
  - Engineer’s Highway Garage – 1981 International Flatbed with Crane
    - Current bid is \$2,183.00 will sell since there was no minimum bid – sale ends Friday, July 3, 2020.
- Dog Shelter:
  - Nothing to Report
- New Hire Packets:
  - Prosecutor’s Office – Summer Intern/Processed and Hired
  - Parks Dept. – Part-time Park Technician (Start Monday, 7/6/20)
- Courthouse Security Cameras:
  - Installation 3<sup>rd</sup> week of July

**In the Matter of**  
**Report Provided by Tim McGinnis:**

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

- Mr. McGinnis reported that there is a potential for a new subdivision on SR 22 E, Washington Township. He received a sketch plan from a surveyor who is currently working with the owner of the property to gain driveway permits from ODOT. How many driveways ODOT will permit will likely determine how they proceed (i.e. # of lots, keep land as is, etc.)
- There is another potential new subdivision in Scioto Township. Very preliminary stages but would include a new cul-de-sac with approximately twenty 2-acre tracts.

**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.

Past Week –

- Monitoring civil unrest throughout the state. Coordinating information with LE and other first responders throughout the county
- Personal Protective Equipment Shipment – 6/15/20 and 6/17/20
- EOC back to monitoring of COVID situation and normal operations
- Wednesday Ops update with public health
- State EOC COVID Directors call – Tues/Thurs.
- Fire Chiefs Meeting – 6/17/20

This Week –

- Monitoring civil unrest throughout state. Coordinating information with LE and other first responders throughout the county
- Support to Pickaway County Fair – June 20-27
- Text to 911 Kick-off Meeting – 6/23/20
- County Superintendents Meeting – 6/24/20
- EOC monitoring COVID situations and normal operations
- Wednesday Ops Update with public health
- State EOC COVID Directors call – Tues/Thurs.

Next Week –

- Public Information Class – 6/29/20
- County Schools Transportation Manager COVID Meeting 7/1/20
- EOC monitoring COVID situation and normal operations
- Wednesday Ops Update with public health

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- State EOC COVID Directors Call – Tues/Thurs.

Director Flick will be out of the office on 6/26/20, 7/6/20 and 7/7/20.

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

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

- Ms. Dengler reported that the final reimbursement money came in from the Ohio Facilities Commission for the Memorial Hall Window Replacement Project in the amount of \$133,048.16.
- The HVAC for the Courthouse will be reconnected on Friday of this week, June 26<sup>th</sup>, and the system turned back on Monday, June 29<sup>th</sup>.
- The plexiglass/tempered glass for the county offices will begin being installed this Thursday, June 25<sup>th</sup>.
- Primary One Health requested use of the south end of the Service Center parking lot for a one-day drive-up COVID-19 testing site on Thursday, July 2<sup>nd</sup> from 8:00am – 5:00pm.
- A resolution needs to be passed to accept and distribute the CARES ACT funding from the Ohio Department of Budget Management. See resolution details below. The amount of funding received was \$1,356,778.55. The county will be able to keep \$569,846.99 to use for our COVID-19 expenses.
- Marc Rogols will tour the completed Airport Hangar project tomorrow, Wednesday, June 24<sup>th</sup> at 2:00pm.
- Ms. Dengler will be on a webinar with the Ohio Department of Budget Management tomorrow, June 24<sup>th</sup> at 2:00pm regarding the CARES ACT funding details.

**In the Matter of  
David Winner, Board of Elections:**

Mr. Winner wanted to inform the Commissioners that Director, Michele Lockard resigned as of July 3<sup>rd</sup>, and has taken a position with the Pickaway County Title Department. Board of Elections is putting together a job description for the Director's position. The advertisement must run on the Secretary of State's office for one week, and the ad will also be posted online and at Jobs One Stop.

**In the Matter of  
Agreement for Use of Pickaway County Property – COVID19 drive up test site:**

- Primary One Health requested use of the Service Center south side parking lot for a one-day drive through/walk-up COVID-19 testing site for patients and non-patients with all remaining in their vehicles.
  - Date of the event is Thursday, July 2<sup>nd</sup> from 8:00am – 5:00pm.
  - Drive/walk through testing will be self-administered utilizing COVID-19 nasal swab diagnostic tests.
  - P1H will collaborate with LabCorp to conduct COVID-19 drive through testing.
  - Two tents will be used
- 
- Through partnering with the Pickaway County Public Health, Ohio National Guard, the City of Circleville, and LabCorp, it is estimated that the drive-through test sites will eclipse more than 100 tests.

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

Attest: April Dengler, Acting Clerk

**In the Matter of  
Resolution Approving to Receive  
Federal Funds from the Coronavirus Aide,  
Relief, and Economic Security (CARES) Act:**

Commissioner Brian Stewart offered the motion, second by Commissioner Harold Henson, to adopt the following Resolution:

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OFFICE OF THE BOARD OF COMMISSIONERS  
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**Resolution No.: PC-062320-35**

**IN THE MATTER OF FULFILLING THE REQUIREMENTS OF OHIO HOUSE BILL 481  
FOR THE PASSAGE OF A RESOLUTION IN ORDER TO RECEIVE AND EXPEND FEDERAL  
FUNDS UNDER SECTION 5001 OF THE CORONAVIRUS AID, RELIEF, AND ECONOMIC  
SECURITY (CARES) ACT**

**WHEREAS**, the Coronavirus Aid, Relief, and Economic Security Act, 116 Public Law 136, (the CARES Act) was signed into law by the President of the United States on March 27, 2020; and

**WHEREAS**, the Ohio General Assembly established a process for distributing funds provided by the “Coronavirus Aid, Relief, and Economic Security Act” in Amended Substitute House Bill 481 of the 133<sup>rd</sup> General Assembly (H.B. 481); and

**WHEREAS**, H.B. 481 requires subdivisions receiving funds, to pass a resolution affirming that funds from the County Coronavirus Relief Distribution Fund may be expended only to cover costs of the subdivision consistent with the requirements of section 5001 of the CARES Act as described in 42 U.S.C. 601(d), and any applicable regulations before receiving said funds; and

**WHEREAS**, the Pickaway County Board of Commissioners is requesting its share of funds from the County Coronavirus Relief Distribution Fund; and, therefore be it

**RESOLVED** by the Pickaway County Board of Commissioners affirms that all funds received from the County Coronavirus Relief Distribution Fund pursuant to H.B. 481 be expended only to cover costs of the subdivision consistent with the requirements of section 5001 of the CARES Act as described in 42 U.S.C. 601(d), and any applicable regulations and guidance only to cover expenses that:

- (1) Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
  - (2) Were not accounted for in Pickaway County’s most recently approved budget as of March 27, 2020; and
  - (3) Were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.
- And be it further

**THEREFORE BE RESOLVED** by the Pickaway County Board of Commissioners that the Pickaway County Auditor take the following actions and all other necessary actions to remain in compliance with H.B. 481:

- (1) On or before October 15, 2020, pay any unencumbered balance of money in the county’s local coronavirus relief fund to the county coronavirus relief distribution fund;
- (2) On or before December 28, 2020, pay the balance of any money in the county’s local coronavirus relief fund to the state treasury in the manner prescribed by the Director of the Ohio Office of Budget and Management; and
- (3) Provide any information related to any payments received under H.B. 481 to the Director of the Ohio Office of Budget and Management as requested.

**THEREFORE BE RESOLVED**, that the Clerk to the Board is hereby authorized and instructed to transmit a certified copy of this resolution to the county auditor and to the Director of the Ohio Office of Budget and Management.

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

Attest: April Dengler, Acting 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 June 20, 2020.

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A total of three (3) stray dogs were processed in, one (1) dog was adopted. Four (4) dog licenses were issued, two (2) dog license late penalties, two (2) private donations, one (1) redemption. Total revenue was \$195.00.

One (1) stray dog was processed in; five (5) dogs were adopted.

With there being no further business brought before the Board, Commissioner Stewart 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: April Dengler, Acting Clerk