

TUESDAY, MARCH 21, 2023
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, March 21, 2023, 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 March 14, 2023, 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 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 March 21, 2023, 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 **\$708,032.28 + \$1,599.21** 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 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 March 21, 2023, 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 **\$85,203.88** 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
Report Provided by Gary Cameron:

The following is a summary of the report provided by Gary Cameron, EMA Director.

- This week EsiNet Committee Meeting, Everbridge/Nixle Presentation, Run Card Meeting at Sheriff's Office and State CRC Meeting.
- Next week 911 Training and Chamber of Commerce – Leadership presentation.
- General Information
 - Fire run card testing continues with Scioto Twp Fire.
 - Continued communications with MARCS to develop a standardized radio system – cleaning up Pickaway County database and inventory.
 - Critical Incident Debriefing project continues – developing relationship with Scioto Valley Peer Assistance Team.
 - Working with PICCA to establish a Disaster Relief Fund.
 - Continued reports of cyber-crime/hacking forwarded to IT.
- EMA Projects
 - Purchase of a damage assessment tool for the County – Waiting on payment to set up training with vendor.
 - Upfitting command trailer – Building radios and installing markings.
 - PCSO fiber connection conversion – Waiting on installation timeline.
 - Developing a law enforcement mutual aid pact for consideration county-wide. No response from LE.
 - Developing a model for School Safety Plans – Letter sent to OSCC was well received and our proposed language was adopted.
 - EMA inventory audit – more shelving space needed at EOC.
 - Homeland Security grant of \$58,804 to purchase PPE for law enforcement approved. Specifications sent to the State.
- Issues requiring Commissioners Support/Notification:
 - MOU for Siren Maintenance.
 - Unknown if an MOU exists for EMA dues.

In the Matter of
Report Provided by Robert Adkins:

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

- Mr. Adkins was supposed to meet with William Greer but that has not been confirmed.
- Spectrum issued a planned outage of service on April 4th as part of preparation of increasing our bandwidth.
- Mr. Adkins still need to get a system in place for BOE camera streaming.
- Patches were applied to production hosts.
- Mr. Adkins spoke with Tim Colburn - Health Department.
- Convergent quote.
- Installing Verizon Extenders.

In the Matter of
Report Provided by Ron Custer:

The following is a summary of the report provided by Ron Custer, Dog Warden.

- Mr. Custer discussed that the shelter has taken in surrenders by owners. Evaluations are being performed to gather information regarding the canine.
- Last Friday Mr. Custer and Deputy Schumacher attended a hearing regarding a dog that was seized from a home on Court Street.
- Mr. Custer informed that they may see an increase in dogs due to an issue that evolved at the Humane Society.
- Looking to hold a fundraising event April 28th for the Dog Shelter. Details to come.

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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 no BWC claims, or unemployment claims filed this week.
- No current auction items listed on Govedeals.com.
- Two new hire packets were sent out over the last week (Developmental Disabilities). A total of 14 new hire packets were handed out year-to-date. The new part-time custodian, Chasity Denton starts Monday, March 27th. The full-time custodial position is still posted with no applicants. Maintenance Worker for the Sheriff's Office is posted with no applicants.
- Waiting for an update today from Wilson Partners to see if Met Life received corrected billing.
- Mr. Rogols met with maintenance staff last Thursday to discuss the 2023 capital improvement assignments and provided a maintenance update.
 - Generators: Install of new meter still two weeks out. Waiting on Columbia Gas.
 - Tuckpointing: Garage started at the courthouse. Working on steps and low spots. Lift to be on-site next week.
 - Fairgrounds: Water damage repair -no update this week. Exhaust fans in pergolas to be completed this week.
 - Courthouse: Fire alarm installation in full swing and work continues. Electric in Probate Court, GV Electric has one outlet to install and will be complete.
 - Memorial Hall: Install of Space Pack #2 was completed this week. Heating is now 100%.
 - Common Pleas Court carpet install is partially complete. Ran out of carpet in from Alice Mallott's office door. To be completed once carpet is received.
 - Engineer's Office: Chris Mullins' Office painting is complete.

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: April 9th Agenda no agenda items
- Outstanding Plats:
 - Navah Place – Cul-de-sac, Walnut Township, needs proof of bond before final approval can be granted.
 - Stonerock Road Subdivision – Section 2, need confirmation of Health Department approval.
- Lot Splits:
 - Approved 3 lot splits in the last week, 5 open applications currently.
- CDBG: State of Qualifications for Village of Tarlton Project submitted by Hunt Engineering, LLC. They are the only firm to respond to the RFQ.
- Upper Landsdowne Golf Course Land Update:
 - Countrytyme Land Specialists Ltd., have submitted a letter of intent to enter into a Purchase/Sale Agreement with Walnut Township for a 18.751 acre parcel, one of the 11 proposed Large Lot Divisions on their submitted plat of survey.
 - Proposed a draft version of deed restrictions to be included with each of the proposed parcels. These restrictions address many of the concerns the local residents had pertaining to Countrytyme's proposal.

In the Matter of
Vehicle Titles:

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve and authorize Commissioner Wippel to execute two Certificate of Titles for motorcycles donated to the Pickaway County Sheriff's Office from the Ohio State Highway Patrol.

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

**TUESDAY, MARCH 21, 2023
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**In the Matter of
Allocation of January 2023 Sales Tax Collections:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to allocate the January 2023 Sales Tax collections in the following manner:

**\$62,626.00 to 401.0000.4121 – Capital Fund
\$1,180,393.80 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

**In the Matter of
Engineering Procurement Award to
Hunt Engineering, LLC for Pickaway County
Community Development Block Grant PY22
Critical Infrastructure, Village of Tarlton:**

Upon review of the Statement of Qualifications received from Hunt Engineering, LLC and rating, Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve and award the Engineering Professional Services for the CDBG PY22 Critical Infrastructure Village of Tarlton Project to Hunt Engineering, LLC., 195 West Main Street, P.O. Box 237, Tarlton, OH 43156.

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
County Administrator Report:**

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

- Ms. Dengler discussed the Jail Garage Roof Project pre-bid meeting that six contractors attended. Bids are due April 4th at 2:00 p.m. Project is expected to be completed the end of July.
- Ms. Dengler received a quote for carpet at the Sheriff's Office in the Administrative Offices in the amount of \$34,823.32. Ms. Dengler will gather additional quotes.
- The Sheriff's Office floor in the booking area has been corrected, but additional sealant is needed in some joints.
- Ms. Dengler shared a few dates available for the Orient Prison Wastewater Treatment Plant tour. The tour will take place the morning of Wednesday, March 22nd.
- Ms. Dengler received the final contract cost for the Sanitary Repair Project at the Sheriff's Office. Total cost \$1,203,422.60.

**In the Matter of
Memorial Hall Window Replacement, Phase III
Change Order No. 4A-1 from Stockmeister Enterprises, Inc.:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve Change Order No. 4A-1 from Stockmeister Enterprises, Inc. for the Memorial Hall Window Replacement Project, Phase III. The change order is to add 12 additional windows and 10 spandrel glass windows on the first floor of turret. The contract sum shall increase by \$86,626.05.

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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Attest: Angela Karr, Clerk

In the Matter of
Approval for Lawncare at Various
County Properties with Just-In-Time Lawn Care:

Arpil Dengler presented quotes received for mowing of various county buildings. LMG Landscape Management Group submitted a quote totaling \$76,632.00 and Just-In-Time Lawn Care quote totaling \$24,500.00. Upon review Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the quote with Just-In-Time Lawn Care for lawncare at the following county properties. The total quote is \$875.00 per mow. Mowing season is April thru October and average 28 cut/mows per year. Quote includes mowing, trimming blowing off walks and pavement, bed maintenance and edging curb and walks when needed at each property.

Courthouse
Engineer's Office
Commissioners' Office
Building Department
Job and Family Services
Service Center
Memorial Hall
Sheriff's Office (outside of fenced area)

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
Approval for Lawncare at Various
County Properties with Outdoor Butler:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the quote with Outdoor Butler for lawncare at the following county properties. The total quote is \$400 per mow as needed.

56 Radio Tower
56 Lift Station
22 Radio Tower
22 Lift Station
Knollwood Village
Ashville Lift Station
Orient Lift Station
Orient Water Tower
Bridlewood Estates

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
Jail Sanitary Repair Project
Final Contract Cost Summary
From WDC Group:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the Final Contract Cost Summary from WDC Group for the Sanitary Repair for Pickaway County

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Jail. Additional scope of work requested to the corridor is a net change of (\$2,377.40). Total project \$1,203,422.60.

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
Resolution Approving EMA – Polaris ProXD - UTV
With American Rescue Plan Funds:**

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

Resolution No.: PC-032122-29

EMA – Polaris ProXD - UTV

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

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.

Whereas, the Pickaway County Commissioners approve ARP funds in the amount of \$31,943.03 for the purchase of a Polaris ProXD – UTV from Polaris Sales, Inc.

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A resolution to approve an authorized use of American Rescue Plan fiscal recovering funding for the County ARP fiscal recovery fund #938, - to be paid from ARP line item #938.1123.5903 – ARP Governmental Services – Other Expense in the amount of \$31,943.03.

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
Job and Family Services Update:

Nick Tatman, Job and Family Services Director, met with the Commissioners to provide an update of JFS. ODJFS Director Matt Damschroder visited the agency on January 27th. Mr. Tatman had a great conversation with the Director. Mr. Damschroder took a tour of the agency and met with the management team. ODJFSDA Policy Director Jim Ashmore will be meeting with Mr. Tatman on March 23rd for a visit. Mr. Tatman stated that the floors were cleaned at the agency and look great. Maintenance was very helpful and did a great job.

Snap households have returned to their pre-pandemic allotments. So far, the process has been smooth. Medicaid continuous enrollment requirement will expire April 30th. Those individuals who are not eligible for Medicaid services would lose their Medicaid eligibility in May 2023. Mr. Tatman anticipates this to be a big project that Ohio Medicaid wants completed within 6 months. JFS has a process already to address this task. It is anticipated that their Bi-annual PRC plan will need to address by July 2023. Mr. Tatman will be bringing the updated PRC plan for commissioners' approval at either the May or July meeting.

OhioMeansJobs held a Job Fair on February 9th. There were 44 employers along with 29 job seekers. There were job seekers from Child Support, Child Welfare, Pickaway County Board of DD, and Probation. Very good turnout. Carrie Fiffe from ASPIRE Adult Education has approached Mr. Tatman and is looking for a place to house their ASPIRE education cases along with her Gameplan coordinator. Ms. Fiffe is interested in using one of the classrooms in the resource room at the agency. They must be out of their current situation on Mound Street by June 30th. Mr. Tatman would like to figure out the logistics of ASPIRE being housed at the agency. Ms. Fiffe feels she would need the classroom four days a week. South Central Job and Family Services have ASPIRE in their resources room. ASPIRE is partner of the Area 20 MOU. Mr. Tatman is scheduled to participate in Logan Elm Braves Expo Day on May 5, 2023, to participate in Mock Interviews with the students. This project is part of the Pickaway WORKS Program.

ODJFS is requiring that all counties in Ohio have an MOU regarding Child abuse and Neglect by December 31, 2023. The agency has been working on this MOU and will present the final version for a resolution and commissioners' approval in the fall. Title XX plan will be due in July 2023. Title XX public meeting will be held in April. Mr. Tatman will bring the plan to be approved by the Commissioners at the May 2023 meeting. Mr. Tatman informed that Heather Barnett was hired as a Customer Service Worker. Sophia Welsh was hired as a Social Worker II with Child Welfare. Child Welfare is at full strength for the first time in a year. Pickaway County is currently ranked at 4% for January 2023.

In the Matter of
Pickaway County Sheriff's Report:

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

- Sheriff Hafey reported a fatal crash that happened last night on US 23 involving three vehicles. Investigation still taking place.
- Information should be coming regarding the jail doors grant. They are looking into applying for additional grants.
- Eastland Career Center reached out asking if there are any old patrol cars that could be donated for use in their program.

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In the Matter of
Uptown Circleville:

Richard Rhoades and Jeff Rawlins, Uptown Circleville, met with the Commissioners to follow-up from his last visit. Uptown Circleville and Downtown DBA have combined and seems to be a good relationship. Mr. Rhoades discussed hiring an Executive Director to promote Circleville and request support to get the position started. With this position, the person will be in control of leading projects to better serve downtown Circleville. Mr. Rawlins is in hopes to put Downtown Circleville on the map by having things to do to make people want to visit Circleville. The clock project is still in the works but put on the back burner due to the City put funds into roads. It may take place next year. Pickaway-Ross Career and Technology Center students are currently working on the clock.

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 March 18, 2023.

A total of \$1,105.00 was reported being collected as follows: \$420 in adoptions; \$135 dog license; \$45 in dog license late penalty; \$150 in kennel license fee; \$9 in additional kennel license; \$75 in late kennel license fee; \$1200 in owner turn-ins; \$150 in microchip fees and \$1 in visitors to shelter.

Four (4) stray dogs were processed in; seven (7) dogs were adopted.

With there being no further business brought before the Board, Commissioner Scherer offered the motion, seconded by Commissioner Wippel, 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