

TUESDAY, MAY 10, 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, May 10, 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 Jay Wippel, to approve the minutes from May 3, 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 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 May 11, 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 \$176,143.97 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 May 11, 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 \$15,170.26 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 Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for APPROPRIATIONS:

\$40,000.00 – 651.6050.5901 – Unclaimed Money – Auditor’s Office

\$14,644.27 – 101.1105.5703 – Contingencies General Fund – Sheriff’s Office

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
Transfer & Reappropriations Approved:

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

\$14,644.27 – 101.1105.5703 – Contingencies General Fund – Sheriff’s Office
TO

101.2083.5527 – Vehicles Sheriff – Sheriff’s Office

\$6,500.00 – 251.6229.5522 – Fair Housing CDBG 2020 – Planning & Development
TO

251.6229.5521 – Administration Expenses – CDBG 2020 – Planning and Development

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
Waiver Approved:

Nancy Graham, Fiscal Specialist, requested a waiver to pay CDC of Ohio, Inc., in a timely manner related to CDBG 2020 Administration Expenses. After discussing the request, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to waive the waiting period to issue payment to CDC of Ohio, Inc., in the amount of \$27,000.00 as follows:

\$27,000.00 #251.6229.5521 CDBG 2020 Administration Expenses

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

Nancy Graham, Fiscal Specialist, requested a waiver to pay Cintas, in a timely manner related to Countywide Contract Services. After discussing the request, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to waive the waiting period to issue payment to Cintas, in the amount of \$6,985.43 as follows:

\$6,985.43 #101.1112.5401 Countywide Contract Services

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
Dog Shelter Report:**

- Mr. Custard is getting a new quote for the new pavilion dog kennels without tax. It was suggested that drains be installed in the concrete floor of the outdoor kennels.

**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:**
 - No agenda items for May 10 meeting.
- **Outstanding Plats:**
- **Lot Splits:**
 - Approved 4 lot splits in the last week, 12 open applications currently.
- **CDBG:**
 - 2018 Allocation Grant Audit due this week.
 - New Holland Playground Project – Should have contract for you by next week.
- Teays Valley owned land transfer: little to no precedent for this property to be transferred to the Port Authority and a much clearer flow and comfort level utilizing the County itself.
- The Montrose Group have begun circulating preliminary drafts of economic development agreements for the Terry Coyne property. They would like to discuss with the County.

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

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

- There was one BWC claims, and two unemployment claims filed for the week. The BWC claim was for a PCSO Corrections Officer that received injuries while restraining an inmate. Claim was for medical only.
- The 2002 Gradall 3200 Excavator listed on Govdeals.com for the Highway Garage sold for \$23,500 and has been picked-up. NO other auctions pending.
- Wilson Partners continues to obtain updated claims data from Franklin County. Pending receipt of updated Census, Jodi to submit by Friday. CEBCO's final proposal expected late next week. Unresolved questions regarding 2 Tier/ 4Tier. Wilson Partners and CEBCO submitting recommendations.
- Mr. Rogols attended a virtual Wellness Champion meeting last week.
- Mr. Rogols reported that the new hire for the Commissioners' Office Assistant (tiffany Gallagher) and new hire Maintenance position (Scott Wills) will be start Monday, May 23rd. The new hire Maintenance position (Brandon Burroughs) started Monday, May 9th.
- Mr. Rogols reported that four new hire packets were sent out (Commissioners and JFS). Twenty-28 have been handed out year -to-date.
- The first round of ThriveOn incentives will be disbursed payroll #10.
- The Health & Safety Committee is working on exercise classes after work for Pickaway County Employees (at no costs) The YMCA is finalizing a dedicated instructor that will be paid monthly by the Health & Safety Commission.

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

The monthly report for the Pickaway County Building Department was filed for the month ending April 2022.

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A total of \$28,735.02 was reported being collected as follows:

Permits		
Registration	39	\$7,176.00
Commercial	29	\$9,369.76
Residential	71	\$12,188.66
Total Inspections Performed		
Residential	558	
Commercial	107	
City Enforcement	1	
Total Inspections	666.	
Residential Plan Review		

New Home Permits by Jurisdiction:	
Commercial Point	18
Harrison Twp.	1
Madison Twp.	1
Pickaway Twp.	1
Wayne Twp.	1
Total New Homes	22

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

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

Rick:

- Set up for a new user in the Treasurer's Office
- Replaced an old desktop in the Law Library with a replaced desktop out of Common Pleas Court
- Relocated a network line in Deanna Reeser's office to allow for her desk move
- Installed VPN for Christy Mills. Troubleshooting printing issues
- Installed VPN in Veterans Office for access to Authority Finance
- Working with KnowBe4 to get Phish Button on Sheriff's Office Outlook for all users
- Daily support

Eric:

- Continuing to move users to new network
- Installing Meraki Access Points
- Move Meraki Switch to cabinet in Jail Central
- Working with Central Square on mapping issues
- Daily support

Carlton:

- Working on cleanup of Group policy and doing away with folder sync while creating home drives for SO users
- Migrating network printers to new network
- Daily support

**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 Mr. Cameron will be attending a Meet and greet at Teays Valley Schools, New Directors meeting at Ohio EMA and Meeting with County Auditor and GIS.

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- Next week Mr. Cameron will attend the Quarterly EMA meeting for southeast sector, Pickaway Fire Chiefs meeting and Ohio EMA team meeting.
- General Information
 - Ohio Department of Health has issued a bulletin regarding pills laced with Fentanyl. In the news, OSU student deaths. Locally, man living on SR 22 was revived last week after overdosing on Fentanyl.
 - Protests stemming from the Supreme Court opinion on abortion rights remain focused in DC and other large cities and have been relatively peaceful.
 - 5/3/22 – severe weather damage on SR 674 determined to be straight line wind
 - 5/6/22 – flooding from heavy rains. Resident disregarded road closed signs and became trapped in flood waters on Hagerty Rd.
 - 5/7/22 – vehicle accident on SR 104 resulted in a fuel spill. EPA responded and coordinated cleanup with contractor.
 - 5/8/22 – vehicle accident on SR 104 resulted in a broken utility pole. SR 104 was closed for hours as crews made temporary repairs.
 - COVID admissions in Central Ohio area are higher but the increasing number of admissions are due to subvariants. State operations remain normal.
 - Continued reports of cyber-crime/hacking forwarded to IT
- EMA Projects
 - Full scale pipeline disaster exercise in planning stages. Scheduled for the first week of August at Deer Creek State Park.
 - Continued effort to train first responders in ICS and NIMS. Training is part of the overall FEMA operations.
 - EMA inventory audit – slow progress. Old EMA files and radio equipment removed from the old jail and garage. Transported to new EMA for disposition.
 - Continuing development of the Community Emergency Response Team -training and background checks scheduled for May
 - WLOH antenna to be installed at the gun club tower May 9-11
- Issues requiring Commissioners Support/Notification: None

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

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

- Mr. Brown has a meeting with Sherwin Williams about the silicone we are applying to the Annex and Courthouse garages.
- Maintenance is moving all projects forward fairly quickly. The EOC roof should be finished by the end of this week. There were some damaged panels that needed to be replaced, that's what they are working on now.
- At the Service Center the flooring was delayed because the contractor is waiting on the last of the material to show up, so we have moved them back to the 29th of this month.
- Memorial Hall ramp has been demolished and is in process of cleanup. There are an "extra" set of concrete steps we found under the ramp, other than that, the demo went as expected and the foundation looks to be no worse for the wear.

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

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

- Ms. Dengler discussed Park District's requested a member to join a committee of advisors to help with planning strategic planning for the district.
- Ms. Dengler discussed the plans for the jail sewer. There has been increases in the cost of materials and a new cost breakdown will be provided by WDC Group. A meeting is scheduled with WDC Group Monday, May 16th at 1:00 p.m.
- The biographies of nominees have been updated for the Ag Hall of Fame Event.
- A Port Authority Board Meeting is scheduled for Friday, May 13th at 9:30 a.m.

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In the Matter of
Pickaway County Fairgrounds Phase II Project
Contract for Architectural Services with MS Consultants Inc. for
Multi-Purpose Building and Site Improvements:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the contract with MS Consultants, Inc. for the Pickaway County Fairgrounds Multi-Purpose Building and site improvements (Phase II). MS Consultants shall provide architectural, MEP, structural, site civil, survey and roadway design services for the proposed improvements for Phase II, Multi-Purpose Building and site improvements. The basic serves include design and permitting of the proposed multipurpose building, as well as: the new parking area and connection to the western drive. The following is the scope of basic work:

Control & Topographic Survey	\$ 5,300.00
Site Civil & Pump Station Design	\$ 58,400.00
Multipurpose Building Design & Permitting	\$187,000.00
Bidding	<u>\$ 15,000.00</u>
Fee Total	\$265,700.00

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
Contract Award for Project Referred to as the
Pickaway County Building Department Porch Project:

In reference to the bid opening conducted on May 3, 2022, referred to as Pickaway County Building Department Porch Project and upon the written recommendation of Jason Funderburg, WDC Group, Commissioner Gary Scherer offered the motion, second by Commissioner Harold Henson, to award to the contract to the lowest bidder, Drummond Construction, Inc, 201 Canal Street, P.O. Box 746, Lancaster, Ohio 43130, in the amount of \$62,300.00 for base bid (1A-General Work & Labor) which includes allowances/owner contingency \$1,625.00 for Labor Hours and \$1,000 for dumpsters.

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
Pickaway County Sheriff's Office
Replacement of Hot Water Heater Unit:

Sheriff Hafey requested to purchase a new hot water heater unit. The current heater has had several repairs over the last months, and it was determined the heating coils are rusted out to the point of no longer able to be repaired. Commissioner Harold Henson offered the motion, second by Commissioner Gary Scherer, to approve the quote to Wilson Plumbing and Heating for a replacement hot water heater unit for the Pickaway County Sheriff's Office. Wilson Plumbing and Heating quote was in the amount of \$21,563.00

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 10:16 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, Marc Rogols, County Deputy Administrator, Sheriff Hafey, Chief Brown and Chief Lane 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 10:25 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
Report Provided by Sheriff Hafey:

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

- Sheriff Hafey reported that they had a new corrections officer start yesterday. A dispatcher turned in the resignation and Brenda White is retiring the end of the month after 30 years.
- Proposals came in for the back gates of the PCSO. The gate is worn out and it may cost around \$4,500 to replace. The US 23 gate is having the same issues.

❖ **Commissioner Gary Scherer was absent for the remaining session.**

In the Matter of
Executive Session:

At 10:38 a.m., Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, 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, P3, April Dengler, County Administrator, Marc Rogols, Deputy County Administrator, Tim McGinnis, Planning and Development Director and Angela Karr, Clerk in attendance.

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

Attest: Angela Karr, Clerk

At 10:57 a.m., the Commissioners exited Executive Session and Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to resume Regular Session.

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

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Attest: Angela Karr, Clerk

No action taken.

In the Matter of
Executive Session:

At 11:00 a.m., Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, 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 April Dengler, County Administrator, Marc Rogols, Deputy County Administrator, Angela Karr, Clerk and Tim McGinnis, Planning and Development Director in attendance.

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

Attest: Angela Karr, Clerk

At 11:53 a.m., the Commissioners exited Executive Session and Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to resume Regular Session.

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

Attest: Angela Karr, Clerk

No action taken.

In the Matter of
County Auditor's Monthly Review:

Melissa Betz, County Auditor, met with the Commissioners to provide a report of month-end for April 2022. The balance this morning was at \$12,431,384.21. The real estate taxes were posted around \$2.7 million and almost \$26,000.00 in rollbacks. Pickaway County still has transfers coming in and done 170 convenances, 200 exempt- conveyance and 400 e-recordings. Mrs. Betz has not received an update regarding the Rocky Pipeline. Mrs. Betz provided reports for review.

In the Matter of
Pickaway County Sheriff's Office
Replacement Back Gate with Signature Control:

Chief Brown requested to purchase a new gate operator for the back gate at the Sheriff's Office. The current operator is 30 years old has had several repairs. It has become obsolete to get parts for any needed repairs. Commissioner Harold Henson offered the motion, second by Commissioner Jay Wippel, to approve the quote to Signature Control Systems for a replacement of the gate operator for the Pickaway County Sheriff's Office. Signature Control Systems quote was in the amount of \$4,770.00.

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

Attest: Angela Karr, Clerk

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In the Matter of
Weekly Dog Warden Report:

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending May 7, 2022.

A total of \$115 was reported being collected as follows: \$30 in dog licenses; \$15 in dog license late penalty; \$50 in redemptions and \$20 in private donations.

Three (3) stray dogs were processed in; zero (0) dogs were adopted.

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

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

Jay H. Wippel, President

Harold R. Henson, Vice President

Gary K. Scherer, Commissioner
BOARD OF COUNTY COMMISSIONERS
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Attest: Angela Karr, Clerk