

**TUESDAY, OCTOBER 17, 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, October 17, 2023, with the following members present: Mr. Jay H. Wippel, Mr. Harold R. Henson, and Mr. Gary K. Scherer. April Metzger, County Administrator, was also in attendance.

**In the Matter of**  
**Economic Development with Tim Colburn, Pickaway Progress Partners:**

Tim Colburn, Pickaway Progress Partners, met with the Commissioners to discuss the meeting last week with Terry Coyne, Coyne Properties. Mr. Colburn shall follow up with legal representation for clarification of concerns.

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

At 9:04 a.m., Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, 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 Tim Colburn, Pickaway Progress Partners, April Dengler, County Administrator, Marc Rogols, County Deputy Administrator and Angela Karr, Clerk 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 9:15 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.

Attest: Angela Karr, Clerk

No Action taken.

**In the Matter of**  
**Minutes Approved:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from October 10, 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 October 17, 2023, in the Commissioners' Voucher Journal, the date in which checks will be cut; then,

**TUESDAY, OCTOBER 17, 2023**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

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 \$418,135.60 + 310.15 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 October 17, 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 his warrant on this entry in the amount of \$436,969.27 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**  
**Appropriations Approved:**

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

**\$61,610.66 – 101.1105.5703 – Contingencies - 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**  
**Transfer and Reappropriations Approved:**

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

**\$1,610.66 – 101.1105.5703 – Contingencies – Auditor**  
**TO**

**101.1110.5901 – Other Expense – Auditor**

**\$60,000.00 – 101.1105.5703 – Contingencies – Commissioners**  
**TO**

**101.1108.5401 – Building Department Contract Services – Commissioners**

**\$19.00 – 934.1205.5205 – Worker's Comp-OH CASA – Juvenile Court**

**TUESDAY, OCTOBER 17, 2023**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

**TO**  
**934.1205.5201 – Ohio CASA OPERS - Juvenile Court**

**\$1.97 – 934.1205.5205 – Worker’s Comp OH CASA – Juvenile Court**  
**TO**

**934.1205.5202 – Ohio CASA Medicare – Juvenile Court**

**\$135.72 – 934.1205.5205 – Worker’s Comp OH CASA – Juvenile Court**  
**TO**

**934.1205.5102 – Ohio CASA Salary – Juvenile Court**

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 Hunt Engineering, LLC, in a timely manner related to the CDBG 2022 Project. After discussing the request, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to waive the waiting period to issue payment to Hunt Engineering, LLC, in the amount of \$60,965.00 as follows:

\$60,965.00                      #251.6221.5520                      CDBG 2022

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 Michael Sherron:**

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

- This week participating in Traffic Incident Management Panel at Ohio Transportation Engineering Conference – Columbus, Pumpkin Show – EOC will be activated Tuesday to Saturday and Ohio Department of Health Medical Countermeasures Full-Scale Exercise.
- Next week NextGen 911 meeting in Columbus, ARES Meeting, Ohio Homeland Security Conference and State Interoperability Executive Committee Meeting.
- General Information
  - Run card project continuing – Chad Noggle has used 129 of 150 hours. Will need to extend the contract.
  - Critical Incident Debriefing project continues – developing relationship with Scioto Valley Peer Assistance Team.
  - Disaster Relief Fund – Received organizing documents from Dayton Foundation – Reviewing.
  - NIMS Training for Elected Officials –
  - Started a discussion about Human Trafficking and steps we can take to mitigate this during special events in the county.
  - BOE Continuity Planning – Email sent to the Board requesting a meeting in September. Still no response.
- EMA Projects
  - Futurity Orion Software – Met with the vendor, their software was not capable of doing what they represented originally. Working with them to see if they can build an add-on that will do more than what the current solution is capable of.
  - PCSO fiber connection conversion – Frontier upgrading our system connections before installation. Looks like end of the month for installation to start.
  - Homeland Security grant of \$58,804 to purchase PPE for law enforcement – approved by OEMA, coordinating with LE agencies for numbers to purchase.

**TUESDAY, OCTOBER 17, 2023**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

- September is National Disaster Preparedness Month focusing on senior citizens.
- Working with the Health Department to acquire supplies needed to create a “Disasterville” tabletop exercise set, additional stocks of first aid equipment for LE in the County, and triage tags for sorting victims after a catastrophic event.
- Radio system is being examined from top to bottom (programming, inventory, tower sites, supervision, etc.)
- Replacement of ARES repeaters with County-owned equipment
- Issues requiring Commissioners Support/Notification:
  - MOU for Siren Maintenance.
  - Unknown if an MOU exists for EMA dues.
  - Building project for training room / emergency capacity facility
  - Backup 911 dispatch consoles for EOC need replaced – end of service life.

**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: Meeting – November 14<sup>th</sup> Harrison Township Rezoning Application – Agricultural Land to Planned Business – for outdoor industrial storage. Frontage on Duvall Road
- Outstanding Plats:
  - Navah Place – Cul-de-sac, Walnut Township, needs proof of bond before final approval can be granted. (Developer’s Agreement to be amended to extend completion date to Summer 2024)
  - Scioto Township – Proposed subdivision at Commercial Point Road and Graham Road.
- Lot Splits:
  - Approved 2 lot splits in the last week, 9 open applications currently.
- CDBG
  - Village of Tarlton Rebid

**In the Matter of**  
**Report Provided by Robert Adkins:**

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

- Prosecutor phones have been ported to the e-EmetroTel system.
- The phone system upgrade to occur on 10/19.
- We have the SO network up and running at the EOC and now have SO Wi-Fi available.
- Windows 2022 licensing – No update.
- Obtained ownership of PCHD.org. Now planning on applying security.
- Meeting with Intermedia to discuss licensing.
- Adult Probation Jail side Kiosk.
- 4th District server crash

**Report Provided by Preston Schumacher:**

The following is a summary of the report provided by Preston Shumacher, Dog Warden:

- Mr. Shumacher provided the stats from last week.
- The pet parade is this Friday at the Pumpkin Show.

**In the Matter of**  
**Independent Contract Agreement with**  
**Chad Noggle for Entry of Fire Run-Cards into**  
**Computer Aided Dispatching System:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Jay Wippel, to approve the Independent Contractor Agreement with Chad Noggle to coordinate and perform entry of fire run-cards

**TUESDAY, OCTOBER 17, 2023**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

into the existing Computer Aided Dispatching (CAD System. Work will include gathering run-card information from fire departments located with the County, evaluating their input on run-card structure, and entering the finalized product into the CAD. Mr. Noggle will ensure that each fire department has a complete set of run-cards in the CAD. The agreement shall be valid from October 17, 2023, through June 30, 2024, with work performed shall not exceed 150 hours and a total cost of \$4,500. Mr. Noggle shall be paid at the rate of \$30.00 per hour with a half-hour (1/2) minimum applying.

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**  
**Satisfaction of Mortgage for**  
**Jeffrey A. Clyne and Wilam A. Clyne:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Jay Wippel to execute the Satisfaction of Mortgage for Jeffrey A. Clyne and Wilma A. Clyne, 10929 Kingston-Whisler Road, Kingston, Ohio 45601. Satisfaction of Mortgage shall be recorded with the Pickaway County Recorder'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**  
**County Administrator Report:**

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

- Mrs. Metzger discussed a request she received from GIS Department to purchase a new plotter.
- County Offices will be closing at the Service Center and County Commissioners departments at noon Wednesday-Friday.
- Mrs. Metzger sent out the budget worksheet with a return date of November 10<sup>th</sup>.
- Mrs. Metzger discussed grant applications for Pettit's Williamsport and Pickaway Senior Center (Healthy Aging Grant).
- Mrs. Metzger dropped of the Pumpkin Show Queens donations.

**In the Matter of**  
**Energy Efficiency Program for Ohio Communities Grant**  
**Through Ohio Department of Development**  
**Sponsorship of Pettit's Markets LLC:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the sponsorship of Pettit's Markets, LLC to apply for the Energy Efficiency Program for Ohio Communities Grant through the Ohio Department of Development and authorize April Metzger, Pickaway County Administrator to execute the application. The grant is a reimbursable grant with no match funds required.

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, OCTOBER 17, 2023**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

**In the Matter of**  
**Pickaway Senior Center,**  
**Healthy Aging Grant Application:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the Pickaway Senior Center to apply for the Healthy Aging Grant and authorize April Metzger, Pickaway County Administrator to execute the application. The grant shall be utilized to support food assistance services, housing assistance and internet access and digital literacy services.

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**  
**Weekly Dog Warden Report:**

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for the week ending October 14, 2023.

A total of \$115 was reported being collected as follows: \$45 dog license; \$45 in dog license late penalty and \$50 in redemptions.

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