

**TUESDAY, APRIL 25, 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, April 25, 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**  
**Minutes Approved:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from April 18, 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 Harold Henson offered the motion, seconded by Commissioner Gary Scherer, 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 April 24, 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 \$468,929.55 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 Harold Henson offered the motion, seconded by Commissioner Gary Scherer, 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 April 25, 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 \$209.45 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

**TUESDAY, APRIL 25, 2023  
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**In the Matter of  
Appropriations Approved:**

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

**\$25,219.28 – 651-6050-5901 – Other Expenses Unclaimed Money – Auditor**

**\$14,000.00 – 101.1105.5703 – Contingencies – Treasurer**

**\$39,000.00 – 101.1105.5703 - Treasurer**

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

**\$14,000.00 – 101.1105.5703 – Contingencies – Treasurer  
TO**

**101.1105.5610 – Motor Vehicle Tax Interest – Treasurer**

**\$39,000.00 – 101.1105.5703 – Contingencies – Treasurer  
TO**

**101.1105.5609 – ALGT Interest - Treasurer**

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  
Fund Transfer:**

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

**\$1,413.41 – 101.1105.5611 – Special Projects Assessment Interest – Treasurer  
TO**

**901.0000.4707 - Special Projects Assessment Interest – Treasurer**

**\$19,120.96 – 101.1105.5609 – ALGT Interest – Treasurer  
TO**

**201.0000.4705 – ALGT Interest – Treasurer**

**\$14,000.00 – 101.1105.5610 – Motor Vehicle Tax Interest – Treasurer  
TO**

**202.0000.4706 -Motor Vehicle Tax Interest - Treasurer**

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 Tim McGinnis:**

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

- Planning Commission: May 9th Agenda
- Outstanding Plats:
  - Navah Place – Cul-de-sac, Walnut Township, needs proof of bond before final approval can be granted.
  - Stonerock Road Subdivision – Section 2, for the Board’s approval.
  - Waidelich Estates – Single Lot Subdivision – Pickaway Township.
- Lot Splits:
  - Approved 5 lot splits in the last week, 8 open applications currently.
- CDBG: No update.

**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.
- There were seven items on Govedeals.com. The sale for the two (2) Kardveyer document filing machines (BOE) ended March 17<sup>th</sup> with no sale. Re-posted at half the price, the auction ends today at 4:00 p.m. One 2002 US Cargo enclosed trailer (EMA) ended March 18<sup>th</sup> at \$4700. Three of the four skids of law enforcement light bars from the Pickaway County Sheriff have been picked up. One is still pending but paid. A 2016 Dodge Caravan has been listed for JFS. Current bid at \$2,000.
- Two new hire packets were sent out last week (Veteran Services). A total of 21 new hire packets were handed out year-to-date. The full-time Custodian position and Maintenance Worker for the Sheriff’s Office posted. The Clerk of Courts Deputy Clerk position is still posted.
- Lisa Burroughs reconciled the MetLife billing.
- Mr. Rogols contacted Becky Hammond at PICCA regarding the Food Pantry. Mrs. Hammond was unaware the Food Pantry approached the Commissioners regarding their location. PICCA has no plans to sell any of the 15 acres behind their property. PICCA is aware of Food Pantry’s desire to expand (no funds). PICCA has viewed and approved the proposed plan and recommended one door change. Food Pantry also proposed buying 1 of 3 rental houses (declined). Food Pantry was supposed to fundraise, and Mrs. Hammond did not know the status. Mr. Rogols confirmed that PICCA owns the Food Pantry building, any improvements or expansions would benefit PICCA. Mrs. Hammond plans on meeting with the Commissioners soon.
- Mr. Rogols continues to meet with maintenance staff to discuss the 2023 capital improvement assignments and provided a maintenance update.
  - Generators: PDI to be commissioned by Generator Systems Wednesday, March 26<sup>th</sup>.
  - Tuckpointing: Courthouse and old jail building to be finished this week.
  - Fairgrounds: Water damage repair -Pending receipt of new furniture items. IPS Server and computers to be completed on the same day.
  - Fairgrounds: Proposal for hot box/ water from Darby Creek Excavating.
  - JFS: Koorsen inspection of JFS exit lights and signs. Koorsen inspection at Service Center completed. Replaced two (2) exit lights and three (3) batteries. The dry system compressor replaced and now operational.
  - Courthouse Fire Alarm: Work continues. All wiring and conduit 100% finished. Started installation of hardware on Monday.
  - Catch Basin Repairs/ Title Office painting pending.
  - Courthouse gutter on east side found damaged (quote pending).
  - Still obtaining quotes for degraded lintels on alley side of garage.
  - Separate chimney repair delayed. Starting next week.
  - Health Department electrical repair completed.

**In the Matter of**  
**Report Provided by Ron Custer:**

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

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- Mr. Custer reported that adoptions are up.
- The Partners for Paw Wine Tasting event went well. This Saturday is the fundraiser at Gold Cliff Circleville.
- The shelter is still appointments only and it seems to be going well. It allows visitors to spend more time with different dogs before adopting.

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

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

- Update concerning project with William Greer
  - Wiring and termination quote will need done on time and material basis.
- Health Department update
  - TNT quote is in for wiring and termination.
  - Call was completed with NuMSP – agreed to share admin information.
  - Spectrum has been contacted –Waiting to place order.
  - Received Switch and Access Points.
  - Assessment of users, applications and equipment has been started.
- Attempt of SO migration Friday morning was unsuccessful. CentralSquare failed to make the needed network changes on their end even though they communicated that they had done so.
- The SO has been notified their 2023 LEADS Security Technical Audit is scheduled for May 16th.
- BOE Camera File Upload
- SO – Replication Server
- Juvenile Court Recorder System Replacement
- Engineer Files move from Google.

**In the Matter of**  
**Report Provided by Tom Swisher:**

The following is a summary of the report provided by Tom Swisher, Pickaway County Emergency Management, Homeland Security and E911.

- Fire radio programming updates are progressing, Pic-a-Fay and Saltcreek left to do.
- Sheriff portable radio programming updates done, now starting on mobile radios.
- Commercial Point PD complete, Ashville PD mostly complete.
- South Bloomfield PD yet to be started.
- Radio Authentication project proceeding. Motorola radios are complete, most agencies have not purchased Harris updates yet. PICCA needs new radios, will be requesting funds.
- Training on Orion disaster management software this Thursday at noon.
- Everbridge is replacing NIXLE with a new mass notification product, information meeting on that follows the Orion training.

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

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 May 2023, at the total probable cost \$2,023.48. Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the JFS Out-of-County Travel Authorization.

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, APRIL 25, 2023**  
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**In the Matter of**  
**Allocation of February 2023 Sales Tax Collections:**

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

**\$45,985.00 to 401.0000.4121 – Capital Fund**  
**\$873,720.23 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**  
**Engineer's Contract with the Shelly Company**  
**for the 2023 Co. and Twp. Resurfacing Project, Bid A:**

In reference to the bid awarded to the Shelly Company for the referenced project 2023 Co. and Twp. Resurfacing Project, Bid A Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to enter into contract with The Shelly Company for the 2023 Co. and twp. Resurfacing Project, Bid A in the amount of \$666,405.27.

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**  
**Engineer's Contract Addendum with**  
**The Shelly Company for the**  
**2023 Co. and Twp. Resurfacing Project, Bid A:**

In reference to the bid awarded to the Shelly Company for the referenced project 2023 Co. and Twp. Resurfacing Project, Bid A Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the Contract Addendum with The Shelly Company for the 2023 Co. and Twp. Resurfacing Project, Bid A in the amount of \$666,405.27.

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**  
**Engineer's Contract with the Shelly Company**  
**for the 2023 Co. and Twp. Resurfacing Project, Bid C:**

In reference to the bid awarded to the Shelly Company for the referenced project 2023 Co. and Twp. Resurfacing Project, Bid C Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to enter into contract with The Shelly Company for the 2023 Co. and twp. Resurfacing Project, Bid C in the amount of \$247,521.83.

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  
Engineer's Contract Addendum with  
The Shelly Company for the  
2023 Co. and Twp. Resurfacing Project, Bid C:**

In reference to the bid awarded to the Shelly Company for the referenced project 2023 Co. and Twp. Resurfacing Project, Bid C Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the Contract Addendum with The Shelly Company for the 2023 Co. and Twp. Resurfacing Project, Bid C in the amount of \$247,521.83.

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 Adopted Authorizing  
Participation in the ODOT Winter Contract for Road Salt:**

At the request of Chris Mullins, Pickaway County Engineer, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution which authorizes participation in the Ohio Department of Transportation's (ODOT) annual winter road salt bid (2023) for the purchase of road salt/sodium chloride:

**Resolution No.: PC-042523-36**

**RESOLUTION AUTHORIZING PARTICIPATION  
IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2023**

**WHEREAS**, the Pickaway County Engineers, Pickaway County Ohio (hereinafter referred to as the "Political Subdivision") hereby submits this written agreement to participate in the Ohio Department of Transportation's (ODOT) annual road salt bid in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT road salt contract:

- a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and
- b. The Political Subdivision hereby acknowledges that upon the Director of ODOT's signing of the road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT road salt contract and agrees that each party hereto shall be responsible for liability associated with that party's own errors, actions, and failures to act.
- d. The Political Subdivision's electronic order for Sodium Chloride (Road Salt) will be the amount the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and
- e. The Political Subdivision hereby agrees to purchase a minimum of 90% of its electronically submitted salt quantities from its awarded salt supplier during the contract's effective period; and
- f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT salt contract; and
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than Monday, May 1st, by 5:00 p.m. The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: [Contracts.Purchasing@dot.ohio.gov](mailto:Contracts.Purchasing@dot.ohio.gov) by the

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deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision's participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision's participation agreement and/or a Political Subdivision's request to rescind its participation agreement.

**NOW, THEREFORE**, be it ordained by the following authorized person(s) that this participation agreement for the ODOT road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT salt contract:

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 provided an update on the Jail Sewer project. Hydro excavating is complete and pipe lining on May 1<sup>st</sup>. This week is basic and not much going on. Phase I & II complete and Mrs. Metzger will consult with county plumbing inspector for pipes in kitchen about if they will be brought up to code or replace "as is".
- Mrs. Metzger and Mr. Rogols updated on the progress for the EMA and IT meeting on Monday.
- The Chamber Dinner is this Thursday night at Flora and Field.
- Justin Jacobs from Just-In-Time Landscaping is working on getting a quote to add the Dog Shelter to the mowing contract.

**In the Matter of**  
**Resolution Approving PS Pro Warm**  
**Standby Server and License Fees 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-042523-37**

**PS Pro Warm Standby Server and License Fees**

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*

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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 for the purchase of a PS Pro Warm Standby Server and License Fees from Central Square at the cost of \$19,874.44.

**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 \$19,874.44 to Central Square.**

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 Report:**

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

- Sheriff Hafey reported that a cruiser hit a deer Friday night and caused minor damage. The Deputy was not injured.
- They applied for a grant through FEMA to purchase additional ballistics shields, IFAK kits, boots, duty boots, BDU's and helmets. All 100% funded through FEMA. The total applied for was \$84,248.48 which is a zero-match grant. Another grant applied for is a heat alarm grant for a cruiser heat alarm. This will fund the "hot and pop" in the new canine cruiser which will save approximately \$1,850.00 from the build cost of car. Still waiting on the result for the grant for the jail doors. The grant committee has met and made their decisions, but they have not been released yet. Audrey is attempting to find out more information this morning and Sheriff Hafey will advise once results are known. Audrey will be attending grant training in Vest Virginia this Thursday and Friday.
- May 2<sup>nd</sup> there will be maintenance on emergency generators and will move operations to EMA if needed. They will hold mock sessions or training sessions.
- Sheriff Hafey received notification from Doug DeBoard that they completed the invoice for jail payment yesterday and the city will be cutting the check to pay past due jail booking fees. A new contract will need to be established.



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**In the Matter of**  
**Soil and Water Conservation District**  
**Quarterly Update:**

Tawn Seimer, SWCD Director and Brad Hughes, District Technician met with the Commissioners to provide a quarterly update.

**Administrative**

Tree sale had 122 customers that purchased 338 bundles of trees (7,403 trees) and 73 other items. Fish sale had 41 customers that purchased 24,487 fish and 13 other items. Rain barrels and kits sold were 14. Three staff members and two board members attended the OFSWCD Partnership Meeting. Board members also attend a Legislative Breakfast. One board member attended the Pickaway County Commissioners' Leadership Prayer Breakfast. SWCD held the Local Work Group Meeting. Pickaway SWCD donated 10,000 to the Inspiration Station project. SWCD purchased an enclosed trailer and UTV. The District Technicians, District Administrator, District Conservationist met with Sherill and Kristi with FSA to update the process for customers interested in having a waterway designed. Forms for staff, customers and FSA were created on the process of the CRP Waterway program. The Form 11, which is a required form to be filled out and approved by the board for 2023-2024 State Match funding has been sent to the OFSWCD. Nathan Taylor resigned on March 31, 2023, to return to the family farm. A District Technician position has been posted and they are currently interviewing for summer interns from high school.

**Education/Outreach**

SWCD completed 35 classroom programs with 704 students. Attended the Pickaway County Farm Bureau Meeting and other partnership agency meetings. Participated in judging the FFA District Ag Comm CDE and the Ag Sales CDE and helped rank FFA officer candidates from two chapters. Helped judge the District 8 Science Fair. Attended the Rotary Urban/ Rural Day and Leadership Pickaway program/ trainings. SWCD partnered with the GIS Coordinator to host an adult Map Workshop for 14 Pickaway County residents to share about Web Soil Survey, GIS, and Auditors sites. The January newsletter was received by 1,881 people electronically and 2,564 people by regular mail. Forty-four affiliate members have signed up or renewed their memberships for 2023. This helps support their senior scholarships and education programs. (Mrs. Seimer thanks Mr. Wippel for being one of their members).

**Technical**

The technical aspect worked on 6 CRP grassed waterway projects on county farms, all in various stages of progress/ completion. Two re-enrolled CRP contracts completed, 4 CRP Grass Waterway Contracts signed and 3 CRP Grass Waterway Contracts under construction. One drill rental. SWCD assisted with 13 drainage complaints/ land evals for county landowners and completed 2 technical trainings.

**In the Matter of**  
**Construction Update with**  
**WDC Group:**

Chris Weidner and Jason Thunderber, WDC Group met with the Commissioners to provide a construction update. Mr. Weidner started by discussing past projects and the facility plan that was set up. 90% of the projects that WDC Group do are for government and their niche is knowing the Ohio Revised Code and the process. They want projects to start and end on time and stay within a budget. They have performed many projects in other counties. Mr. Weidner addressed the current situation with the windows at Heritage Hall and may have a couple of solutions. They have reviewed the plans for the new and upcoming project at the fairgrounds and some questions have come up.

**The design services and building design issues:**

- Current design services agreement appears to be missing services for IT, FFE, and Kitchen Equipment.
- The design services agreement includes hourly rates for construction services with minimum description of the construction phase services.
- The design services agreement includes a fixed fee for a 17,560 square foot facility.

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- The design services agreement provides limited services during Pre-Bid, Bidding, and for On-Site Construction services.
- Industry standard construction contracts and general conditions need to include in the bidding documents.
- The current design lists the building as an A2 occupancy. They believe it should be an A3 occupancy.
- The current design utilizes a 5B construction type. They believe that it would be easier to construct using a 2C construction type and using steel studs.
- Changing the occupancy and construction type as suggested above could eliminate the need for a sprinkler system.
- Full-service kitchen or catering kitchen decision for events.

**WDC Group's recommendations:**

- Follow ORC Section 153. (There are 32 subsections of ORC Section 153 that are applicable to this project.)
- We recommend that the Commissioners consider engaging WDC Group to provide construction contract administration services for this project.
- Next steps – WDC Group would:
  - Prepare an amendment for this project to the current agreement with Pickaway County.
  - Meet with the architect to review building code strategy and design choices related to the building code.
  - Review the construction estimate and plans and provide value-engineering comments.
  - Bring all recommendations back to the Commissioners for their consideration.
  - Establish final architect estimate for bidding.
  - Establish milestone schedule for bidding and create construction schedule for inclusion in bid specifications.
  - Make recommendation for bid packages to be included in bid specifications.

**In the Matter of  
Re-Bid Opening Conducted for the  
Lancaster Pike Entrance  
For the Pickaway County Commissioners' Office:**

A re-bid opening was conducted for the Lancaster Pike Entrance Project for the Pickaway County Commissioners' Office.

The following bids were opened and read aloud:

<b>Darby Creek Excavating Inc.</b>	<b>Axis Civil Construction LLC</b>
\$429,782.90	\$407,706.80

The bids were turned over to MS Consultants for review and contact award recommendation.

**In the Matter of  
Transportation Improvement District  
Board Meeting:**

The Transportation Improvement Board held their quarterly meeting with Chris Mullins, County Engineer, Anthony Neff, Deputy County Engineer, Harrison Crume and Tim Biggam, Montrose Group, Ryan Scribner, P3, Craig Stevenson, Stevenson & Harrell and Joe Allen, South Bloomfield. Jamie Beier Grant, Montrose Group was present by telephone.

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**In the Matter of**  
**Approval of Backflow Preventer**  
**Hot Box Installation for Fairgrounds with**  
**American Rescue Plan Funds:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve ARP funds for the installation of a backflow preventer hotbox at the Pickaway County Fairgrounds by Darby Creek Excavating at the cost of \$39,925.00.

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**  
**Approval of Data Drops for**  
**Pickaway Senior Center with**  
**American Rescue Plan Funds:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve ARP funds for the installation of data drops at the Pickaway County Service Center in the amount of \$21,285.00 from TNT Cabling Solutions.

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 of Existing Fiber Termination**  
**At Annex Building with American Rescue Plan Funds:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson to approve ARP funds for the termination of 12 strands of existing fiber in the Annex Building at a cost of \$2,195.00 from TNT Cabling Solutions

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**  
**WDC Group's Recommendation to Award**  
**Pickaway County Jail Roof Repair Project to**  
**Revere Roofing Company, Inc.:**

In reference to the bid opening on April 4, 2023, for the Pickaway County Jail Roof Repair Project, it is the recommendation of WDC Group to award the lowest and best bid to Revere Roofing Company, Inc., 739 Upper Fredericktown Road, Mount Vernon, OH 45502, in the amount of \$170,290.00. Upon review, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to award the Pickaway County Jail Roof Repair Project to lowest and best bid to Revere Roofing Company, Inc., for \$170,290.00.

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

**TUESDAY, APRIL 25, 2023**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

**In the Matter of**  
**Public Improvement Notice of Commencement with**  
**Revere Roofing Company Inc. for the**  
**Pickaway County Jail Roof Repair Project:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Jay Wippel to execute the Public Improvement Notice of Commencement with Revere Roofing Company, Inc for the Pickaway County Jail Roof Repair Project.

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**  
**Standard Short Form of Agreement with**  
**Revere Roofing Company, Inc. for the**  
**Pickaway County Jail Roof Repair Project:**

In reference to the bid opening on April 4, 2023, for the Pickaway County Jail Roof Repair Project, WDC Group provided the Standard Short Form of Agreement Between Owner and Contractor, Revere Roofing Company, Inc., 739 Upper Fredericktown Road, Mount Vernon, OH 45502, in the amount of \$170,290.00. Upon review, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Jay Wippel to execute the Agreement with Revere Roofing Company, Inc., for the Pickaway County Jail Roof Repair Project.

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 April 22, 2023.

A total of \$1,540.00 was reported being collected as follows: \$60 in adoptions; \$60 dog license; \$30 in dog license late penalty; \$125 in redemptions; \$40 in boarding revenue; \$25 in microchip fees and \$1,200 in private donations.

Eight (8) stray dogs were processed in; one (1) dog was 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