

**TUESDAY, JULY 14, 2020**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

The Pickaway County Board of Commissioners met in Regular Session in their office located at 139 West Franklin Street, Circleville, Ohio, on Tuesday, July 14, 2020, with the following members present: Mr. Harold R. Henson, Mr. Brian S. Stewart and Mr. Jay H. Wippel. April Dengler, County Administrator, was also in attendance.

**In the Matter of  
Minutes Approved:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the minutes from July 7, 2020, with corrections.

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

Attest: Angela Karr, Clerk

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

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, 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 July 15, 2020, in the Commissioners' Voucher Journal, the date in which checks will be cut; then,

BE IT FURTHER RESOLVED, that the Board of Pickaway County Commissioners orders the Auditor of Pickaway County, Ohio, to draw her warrant on this entry in the amount of \$254,488.03 on the County Treasurer to satisfy the same.

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

Attest: Angela Karr, Clerk

**In the Matter of  
Amended Certificate Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to adopt the following Resolution:

**Resolution No.: PC-071420-42**

**WHEREAS**, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$1,000.00 to amend the Emergency Management Fund #249 due to need more funds to make payments; then,

**THEREFORE BE IT RESOLVED**, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2020:

**EMERGENCY MANAGEMENT FUND #249**

**\$1,000.00**

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

**TUESDAY, JULY 14, 2020**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

Attest: Angela Karr, Clerk

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

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

**\$2,430.60 – 101.1105.5703 – Contingencies – Commissioners**

**\$1,000.00 – 249.2035.5301 – EMA Supplies - Commissioners**

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

Attest: Angela Karr, Clerk

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

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

**\$1,000.00 – 101.1105.5703 – Contingencies -Commissioners**  
**TO**

**101.1105.5701 – Transfer Out – Commissioners**

**\$1,430.60 – 101.1105.5703 – Contingencies – Commissioners**  
**TO**

**101.1201.5421 – Municipal Court Fees - Commissioners**

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Fund Transfer:**

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

**\$1,000.00 – 101.1105.5701 – Transfer Out – Commissioners**  
**TO**

**249.0000.4245 – Emergency Management - Commissioners**

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

Attest: Angela Karr, Clerk

**TUESDAY, JULY 14, 2020**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

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

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

- Mr. Rogols reported that the courthouse sign-in sheet has been implemented without any problems. The following is what has been reported per elected officials' offices:
  - **Auditor:** The office is closed to the public. All business is being conducted by mail, e-mail, or phone. Items required to be submitted to the office may be left in the designated area just outside the office. Dog tags are only available for purchase on-line. Phone (740) 474-4765 / Fax: (740) 474-4956/ [mbetz@pickaway.org](mailto:mbetz@pickaway.org).
  - **Board of Elections:** The office is open to the public. Masks are required. Applications for an absentee ballot are available on-line. You can also pick one up on a table just outside the office or request one via phone at (740) 474-1100.
  - **Building Department:** The office is meeting with the public by appointment only. Building plan drop off and pickup boxes have been put in place and are accessible at the rear entrance to the building. Temporarily, Inspectors will not be conducting inspections at occupied residences. Arrangements for those inspections will be made on a case by case basis in cooperation with the contractor. Inspectors will be in the field conducting inspections, and the front office staff has discontinued alternating administrative leave for clerical personnel. Questions can be directed to (740) 474-8282.
  - **Clerk of Courts / Title Office:** The office is open to the public. Services are being provided to the public by phone, mail, or e-mail. Contact (740) 474-2723 or [jdean@pickawaycountyohio.gov](mailto:jdean@pickawaycountyohio.gov).
  - **Common Pleas Court:** The court is closed to the public under restricted access. Members of the public are asked to refrain from visiting unless absolutely necessary. Jury trials have been suspended or continued. Other hearings and proceedings are being conducted. The court's staff are working limited hours. The court can be contacted at (740) 474-6026.
  - **Commissioners' Office:** The office is closed to the public without appointment. The front office staff has been reduced to an alternating weekly work schedule. The office of Planning and Development is accessible on-line, by e-mail, and phone. A drop box for plans and correspondence has been placed at the front entrance. Essential staff remains in place.
  - **Courthouse:** The Pickaway County Courthouse is still open to the public. However, the public is discouraged from visiting the courthouse unless it's absolutely necessary. A sign-in sheet has been implemented at the front desk / main entrance.
  - **Dog Shelter:** The Pickaway County Dog Shelter is operating by appointment only. The shelter's volunteer program has also been suspended. The shelter staff will continually maintain the facility and provide daily care for the resident dogs. Questions can be directed to the shelter at (740) 474-3741 or [srarey@pickawaycountyohio.gov](mailto:srarey@pickawaycountyohio.gov).
  - **EMA / 911:** The Emergency Operations Center is open and is fully staffed by EMA, 911, and Health Department personnel. Questions can be directed to (740) 889-0562, (740) 889-0563 or (740) 889-0564.
  - **Engineer's Office / Highway Garage:** The Engineer's Office is closed to the public. The staff is conducting business by phone or e-mail. A drop box for incoming documents and plans have been established at the front entrance. The Highway Garage is open to the public by appointment only. The staff is staggering shifts to maintain services. Questions can be directed to (740) 474-3360 or [cmullins@pickawaycountyohio.gov](mailto:cmullins@pickawaycountyohio.gov).
  - **Maintenance Department:** The Maintenance Department is closed to the public. The staff will be working daily for regular county facility maintenance.
  - **Pickaway WORKS:** The office is closed to the public. All staff members are working remotely away from the office. Business is being handled by e-mail, phone, on-line, and social media. The office can be contacted by (740) 474-5383 or [highered@pickaway.org](mailto:highered@pickaway.org) and general information is available at [www.pickawayworks.com](http://www.pickawayworks.com).
  - **Prosecutor's Office:** The Pickaway County Prosecutor's Office is open by appointment only. Personnel are working and conducting business by phone, on-line, or email. Questions can be directed to (740) 474-6066.
  - **Treasurer's Office:** The Treasurer's Office is open to the public. A payment drop box has been placed at the courthouse front desk. Payments are also being accepted on-line and by mail.

**TUESDAY, JULY 14, 2020**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

The staff is working at the office processing payments, answering calls, and conducting general business. Questions can be directed to (740) 474-2370.

- **Park District / Solid Waste Management District:** Both offices are closed to the public. All services are being conducted by phone and e-mail. All off site events have been canceled. Solid Waste can be contacted at (740) 420-5452 or <http://rphfsolidwastedistrict.com>. Park District can be reached at (740) 474-2370.
- **Recorder's Office:** The Recorder's Office is closed to the public. All services are being provided by phone, mail, or e-mail. A drop box for documents has been established at the front entrance to the office. Questions can be directed to (740) 474-5826, (740) 477-6152, or [jgifford@pickawaycountyohio.gov](mailto:jgifford@pickawaycountyohio.gov).
- **Veteran's Services:** The office is closed to the public. Staff will be working remotely monitoring phones, voicemail and returning calls. All transportation services have been suspended. Contact the Chillicothe VA (740) 773-1141 or the Columbus VA (614) 257-5200 for special transportation needs. Questions regarding transportation, emergency financial assistance, and general claims can be directed to (740) 474-3650 or <http://www.pickawayvets.com>.

- There were no Bureau of Workers Compensation cases or unemployment claim filed this week.
- Mr. Rogols is still working with Von Cremeans, Fair Board President, to gather estimates for installation of a security system for the grandstands due to the amount of break-ins.
- The golf cart listed on Govdeals.com sold for \$322.00. Payment has been received and awaiting pick-up. The Engineer's Highway Garage sold a 1981 International flatbed with crane for \$3,850.00 on Govdeals.com. Payment has been received and awaiting pick-up. Mr. Rogols received a new listing Monday for a 1990 International dump truck from Jackson Township. Soldiers Monumental submitted a request to list the wheels from the cannon.
- Mr. Rogols completed a final walk thru on Tuesday for the installation of the courthouse security camera. Installation was moved to the first week of August. An email will be sent to courts with preferred dates.
- There was one person that objected to wearing a mask in the courthouse. The left the grounds to only return with the required mask.
- One new hire packet was picked up by the Prosecutor's Office/ Victims of Crime.
- Mr. Rogols reported that the courthouse air conditioning is working with no current outages. The Auditor's Office had additional cleaning last week, with an unsatisfied outcome. ServPro is to start today with a second cleaning.
- The Airport Hangar Project is awaiting installation of the trim kit and final punch card.

**In the Matter of**  
**Report Provided by Darrin Flick:**

The following is a summary of the report provided by Darrin Flick, EMA Director & Pickaway County 911 Coordinator.

- Last week the EOC monitoring of COVID situation and normal operations. State EOC COVID Directors Call Tuesday and Thursday. Mr. Flick is still monitoring civil unrest throughout the state and coordinating information with law enforcement and other first responders throughout the county. County Superintendents Meeting July 7<sup>th</sup>, Tornado Siren Automation Meeting, Public Health Advisory Change to Level 3 July 9<sup>th</sup> and Peaceful demonstration in Circleville Courthouse July 11<sup>th</sup>. Wednesday Ops Update with Public Health.
- This week the EOC will be monitoring the COVID situation and normal operations. State EOC COVID Directors Call Tuesday/ Thursday. Mr. Flick will be monitoring civil unrest throughout state. Coordinating information with Law Enforcement and other first responders throughout the county. Mr. Flick will be attending the County Fire Chiefs Meeting July 15<sup>th</sup>, Quarterly LEPC Meeting (Virtual) July 16<sup>th</sup>, PAAC Board Meeting and Quarterly Healthcare Coalition Meeting July 17<sup>th</sup>. Ops update with Public Health on Wednesday.
- Next Week the EOC will be monitoring COVID situation and back to normal operations. State EOC COVID Directors Call Tuesday/ Thursday. Mr. Flick will be monitoring civil unrest throughout state. Coordinating information with Law Enforcement and other first responders throughout the county. Mr. Flick will be attending the Elected Officials Monthly update July 21<sup>st</sup> and the EMPG id due to state July 20<sup>th</sup>. Wednesday Ops Update with Public Health.

**TUESDAY, JULY 14, 2020**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

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

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

- Ms. Dengler received the signed exemption from conveyance fee from the PDI building that the County will be occupying and taking over ownership from Pickaway Diversified. The Commissioners should receive the keys Wednesday and utilities should be transferred.
- Ms. Dengler discussed August being a partial premium holiday for Pickaway County Employees. The Franklin County Cooperative is offering for insurance holders due to the amount saved on claim during COVID-19.
- Ms. Dengler informed that the Sheriff's Office received two free cars from Franklin County. The Sheriff will get Ms. Dengler an estimate on how much to equip them.

**In the Matter of**  
**2021 Pickaway County Tax Budget Hearing; and,**  
**2021 Pickaway County General and Non-General/Special Revenue Tax Budgets Approved:**

The Commissioners held a Public Hearing for the Pickaway County General Fund and Non-General/Special Revenue Fund Tax Budgets for 2021 as mandated by the Ohio Revised Code (ORC). Pursuant to ORC §5705.30, a Public Hearing Notice of the date, time, and location for the hearing was advertised in the *Circleville Herald*, dated July 2, 2020. No members of the public were in attendance for the Public Hearing.

The estimated revenue and expenditures were reviewed by the commissioners based on the submittals by county elected officials and department heads. With the estimated January 1, 2021 General Fund carryover balance of \$7,472,648.59, estimated 2021 revenue of \$19,276,935.92, and estimated expenses of \$119,942,599.76, a General Fund ending balance of \$6,804,083.74 is being projected for 2021 General Fund.

Following the review, Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, to approve the Pickaway County 2021 General Fund and Non-General/Special Revenue Fund Tax Budgets as presented.

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**2020 Pickaway County & Township**  
**Resurfacing Project Contract A Change Order:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, to approve the following Change Order A No. 1 for the 2020 Pickaway County and Township Resurfacing Project – Contract A. Proposed for \$83,195.17.

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Job & Family Services Contract Listing:**

Pursuant to the Pickaway County Board of Commissioners' Resolution of June 23, 2003, below is the list of agreements entered into, approved and otherwise executed by the Pickaway County Department of Job & Family Services and approved by the Pickaway County Board of Commissioners, The approved list contains

**TUESDAY, JULY 14, 2020**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

the name of the party or parties with whom the agreement has been made, the purpose of the agreement, the commencement date and termination date of the agreement, and the compensation specified by the agreement. Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, to approve the new or amended contracts for April 2020 to June 2020.

**Pickaway County Job & Family Services**  
**New or Amended Contracts**  
**April 2020 – June 2020**

| <b>PCJFS New or Amended Contracts<br/>for April/May/June 2020</b> |                             |                       |                         |  |
|---|-----------------------------|-----------------------|-------------------------|--|
| <b>Organization/Agency</b>  | <b>Contract Purpose</b>     | <b>Effective Date</b> | <b>Termination Date</b> | <b>Contract Value</b>  |
| Pickaway Co Sheriff   | Fingerprinting Amendment    | 7/1/2020              | 6/30/2021               | \$35 for Ohio; \$36 for Federal and \$61 for both  |
| RSC Auto and Tire Services  | Vehicle Repair Amendment    | 7/1/2020              | 6/30/2021               | \$39.00 per hour   |
| Fletcher's Towing   | Towing Services             | 7/1/2020              | 6/30/2021               | \$65.00/within Circleville City Limits, \$85.00/Outside city limits but within Pickaway County & \$125.00 + 3.00/loaded mile outside of Pickaway County. |
| Integrated Services   | Start                       | 7/1/2020              | 6/30/2021               | \$95,000   |
| Lexis Nexis   | SSN Look up                 | 7/1/2020              | 6/30/2021               | Minimum commitment per month \$50.00; additional charges based on fee schedule   |
| Picca   | Fraud Awareness Advertising | 7/1/2020              | 6/30/2021               | \$900.00   |
| Pickaway Ross CTC   | Employment Workshops        | 7/1/2020              | 6/30/2021               | \$50,000   |
| Pickaway Ross CTC   | Game Plan                   | 7/1/2020              | 6/30/2021               | WIOA portion \$95,000; Tanf portion \$175,000  |
| Advantage Family Outreach   | Purchased Foster Home       | 7/1/2020              | 6/30/2021               | Per diem \$74.25-\$130.43 depending on level of care   |
| Caring for Kids   | Purchased Foster Home       | 7/1/2020              | 6/30/2021               | Per diem \$59.16-\$69.00 depending on level of care  |
| NECCO   | Purchased Foster Home       | 7/1/2020              | 6/30/2021               | Per diem \$65.95-\$92.00 depending on level of care  |
| Millcreek Behavioral Health                                       | Purchased Foster Home       | 7/1/2020              | 6/30/2021               | Per diem \$475.00  |
| Pickaway Co Probate Court   | Home Study Evaluations      | 7/1/2020              | 6/30/2021               | \$275.00 for 1st child; \$50.00 each additional child  |
| New Leaf  | Purchased Foster Home       | 7/1/2020              | 6/30/2021               | Per diem \$61.50-\$77.65 depending on level of care  |
| Synergy Family Foster Care  | Purchased Foster home       | 7/1/2020              | 6/30/2021               | Per diem \$48.00-\$101.00 depending on level of care   |
| Transitions for Youth   | Purchased Foster home       | 7/1/2020              | 6/30/2021               | Per diem \$45.00-\$65.00 depending on level of care  |
| Unk's Place   | Purchased Foster home       | 7/1/2020              | 6/30/2021               | Per diem \$285.00  |

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

Attest: Angela Karr, Clerk

**In the Matter of  
Executive Session:**

At 10:40 a.m., Commissioner Brian Stewart 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 and David Glass, P3, Angela Karr, Clerk, and April Dengler, County Administrator in attendance.

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

Attest: Angela Karr, Clerk

At 12:02 p.m., the Commissioners exited Executive Session and Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to resume Regular Session.

**TUESDAY, JULY 14, 2020**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

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

Attest: Angela Karr, Clerk

No action taken.

**In the Matter of**  
**Weekly Dog Warden Report:**

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending July 11, 2020.

A total of \$560 was reported being collected as follows: \$300 in adoption fees; \$105 in dog license; \$15 in dog license late penalty; \$115 in private donations; and \$25 in redemptions.

One (1) stray dog was processed in; six (6) dogs were adopted.

With there being no further business brought before the Board, Commissioner Stewart offered the motion, seconded by Commissioner Henson, to adjourn. Voting on the motion was as follows: Commissioner Henson, yes; Commissioner Stewart, yes; Commissioner Wippel, yes. Voting No: None. Motion carried.

Harold R. Henson, President

Brian S. Stewart, Vice President

Jay H. Wippel, Commissioner  
BOARD OF COUNTY COMMISSIONERS  
PICKAWAY COUNTY, OHIO

Attest: Angela Karr, Clerk