

TUESDAY, JULY 28, 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 28, 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 Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the minutes from July 21, 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 229, 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 \$431,115.36 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-072820-50

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$150,000.00 to amend the Capital Transfer In Fund #401 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:

CAPITAL TRANSFER IN FUND #401
\$150,000.00

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

TUESDAY, JULY 28, 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:

\$150,000.00 – 101.1105.5703 – Contingencies – Commissioners

\$150,000.00 – 401.7115.5530 – Unplanned Capital - 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:

\$150,000.00 – 101.1105.5703 – Contingencies – Commissioners

TO

101.1105.5701 – Transfer Out – Commissioners

\$300.00 – 503.6916.5402 – Darby Sewer Contract Repairs – Engineer

TO

503.6916.5300 – Darby Sewer Materials - Engineer

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:

\$150,000.00 – 101.1105.5701 – Transfer Out – Commissioners

TO

401.0000.4901 – Capital Transfer In - Commissioners

\$4,202.695.34

Please make the following transfers from the July 2020 Real Estate Settlement

	Transfer From	Amount	Transfer To
General	626.6031.5884	\$1,879,740.59	101.0000.4101
Auditor's Fees	626.6031.5890	\$84,885.65	101.0000.4201
Treasurer's Fees	626.6031.5891	\$111,918.35	101.0000.4206
REA Fees	626.6031.5883	\$0.00	260.0000.4221

TUESDAY, JULY 28, 2020
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

Election Expense	626.6031.5884	\$5,781.46	101.0000.4251
Advertise Delinq Tax	626.6031.5901	\$0.00	101.0000.4253
Board of Health	626.6031.5881	\$295,164.00	605.0000.4221
PCMRB/DD	626.6031.5882	\$1,418,298.50	241.0000.4101
Pickaway County Park	626.6031.5826	\$344,683.12	639.0000.4101
DRETAC Prosecutor	626.6031.5887	\$5,850.76	233.0000.4221
DRETAC Treasurer	626.6031.5886	\$5,850.76	232.0000.4221
County Wide Sewer	626.6031.5888	\$1,628.71	501.0000.4101
Darby Sewer - 11060	626.6031.5880	\$8,259.89	503.0000.4101
11010 Brasket Ditch	626.6031.5868	\$161.01	282.0000.4601
11030 Hughes Lateral	626.6031.5852	\$1,484.21	265.0000.4601
11040 Hughes Main	626.6031.5853	\$2,466.50	264.0000.4601
11070 Greenbrian Ditch	626.6031.5864	\$0.00	279.0000.4601
11080 Fulks Moore Wolford	626.6031.5854	\$487.33	267.0000.4601
11100 Grove Run	626.6031.5855	\$0.00	270.0000.4601
11110 Wolf Run Ditch	626.6031.5872	\$537.79	271.0000.4601
11120 Met-Ewing-John	626.6031.5856	\$2,436.69	272.0000.4601
11140 Mud Run Lateral	626.6031.5857	\$2,457.45	274.0000.4601
11150 Blue Anderson	626.6031.5858	\$1,663.05	273.0000.4601
11190 Congo Lateral	626.6031.5859	\$1,015.29	275.0000.4601
11200 Autie	626.6031.5860	\$1,089.95	276.0000.4601
11220 Hughes Lateral #3	626.6031.5861	\$0.00	268.0000.4601
11230 Dry Run	626.6031.5863	\$646.14	269.0000.4601
11240 Greenbriar Ditch Ext 1	626.6031.5864	\$3,776.82	285.0000.4601
11242 Greenbriar Ext	626.6031.5874	\$0.00	314.0000.4601
11250 Bulen Maint/Bulen Lat	626.6031.5865	\$0.00	266.0000.4601
11260 Hughes Upper	626.6031.5862	\$2,567.24	277.0000.4601
11270 Burkirk-Upper	626.6031.5869	\$2,829.53	278.0000.4601
11280 Wilson Group	626.6031.5870	\$556.96	263.0000.4601
11290 Cooks Group Open	626.6031.5871	\$595.23	281.0000.4601
11300 Delinq Derby Sewer	626.6031.5901	\$9,167.10	505.0000.4101
11310 George's Run	626.6031.5867	\$933.25	262.0000.4601
11320 Writsel Group Maint	626.6031.5873	\$0.00	284.0000.4601
11340 Springwater Run	626.6031.5897		286.0000.4601
11350 Wampler Hills Storm	626.6031.5898	\$1,008.27	287.0000.4601
11330 Northwood Park	626.6031.5899	\$0.00	311.0000.4101
11360 Brill Group Ditch	626.6031.5879		289.0000.4601
11370 PC Acres Storm Water	626.6031.5800	\$377.50	283.0000.4601
11380 Orient delinq sewer	626.6031.5837	\$955.46	506.0000.4101
11400 Clarks Run Term Ditch Note	626.6031.5805	\$0.00	316.0000.4101
11410 Clarks Run Maintenance	626.6031.5802		280.0000.4601
11500 Pence Tile Main Drain Note	626.6031.5806	\$0.00	317.0000.4601
11510 Pence Tile Maintenance	626.6031.5803	\$0.00	911.0000.4601
11520 DS Drainage Note	626.6031.5810	\$2,567.82	318.0000.4601
11530 DS Drainage Maintenance	626.6031.5804	\$852.96	914.0000.4601
31600 Bd of Health Permit Fees	626.6031.5881	\$0.00	618.0000.4357
		\$4,202,695.34	

TUESDAY, JULY 28, 2020
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

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
Blanket Purchase Order:

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests for the BLANKET PURCHASE ORDER:

\$200.00 – 101.6101.5901 – Airport Other - 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
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 staff is greeting the public at the door to assess business needs. All other 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.
 - **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.
 - **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.
 - **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.

TUESDAY, JULY 28, 2020
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

- **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.
 - **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 and general information is available at 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. 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.
 - **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 claims filed this week.
 - The 1990 International dump truck from Jackson Township sold for \$4,300. Auction ended Friday, July 24th and pending payment and pick-up.
 - Mr. Rogols reported that a JFS county vehicle was involved in a collision on July 23rd at Carousel Court in Chillicothe. A trash truck hauling a dumpster backed in the vehicle. No injuries were reported.

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 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 attend the Elected Officials Monthly Update July 21st and the EMPG due to state July 20th. Ops update with Public Health on Wednesday.
- This 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 Red Cross Update Meeting July 29th and LEPC Fiscal Report due to state: July 31st. Wednesday Ops Update with Public Health.

TUESDAY, JULY 28, 2020
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

In the Matter of
Travel Authorizations 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 August 2020, at the total probable cost \$1,355.50. Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to approve the Out-of-Country Travel Authorization for August 2020.

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
Contract and Contract Addendum for
2020 Pickaway County and Township Resurfacing Program
BID B For Pickaway County Engineer Department:

Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, to approve and sign the Contract and Contract Addendum for Pickaway County 2020 Pickaway County and Township Resurfacing Program – Bid B with Amaazz Construction Ohio, LLC.

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

Attest: _____
Angela Karr, Clerk

In the Matter of
Notice of Commencement of a Public Improvement for
2020 Pickaway County and Township Resurfacing Program
BID B For Pickaway County Engineer Department:

Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Henson sign the Contract and Contract Addendum for Pickaway County 2020 Pickaway County and Township Resurfacing Program – Bid B with Amaazz Construction Ohio, LLC.

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

Attest: Angela Karr, Clerk

In the Matter of
County Administrator Report:

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

- Ms. Dengler explained that the Cares Act funds for new automatic water fountains for water bottle refills, automatic doors (non-touch) and shelving to store PPE.
- J&J Painting will be painting the Auditor's Office over the weekend. They will prime, paint and seal windows in Lisa Burroughs' Office.
- Ms. Dengler discussed Grant Clifton's time at the fairgrounds and that he does not perform custodial work. Ms. Dengler suggested moving a custodial employee to full-time status and hiring a part-time person to fill the open part-time position.

TUESDAY, JULY 28, 2020
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

- Ms. Dengler presented options for leave of employees who have to stay home with their children during the school year and COVID-19. Additional information is being gathered for review.

In the Matter of
Soil and Water Conservation District
Second Quarter Review:

Tawn Seimer, Soil and Water Conservation District Director and Katerina Sharp met with the Commissioners to provide an update of the 2nd quarter for SWCD.

Administrative

The District Fish Sale pickup was moved to May 5th and was at the Ross County Fairgrounds with Ross SWCD Fish Sale customers. There was a total of 44 customers between the agencies and all orders were picked up. Fenders (the fish vendor) did not bring the fish food and some conditioners that customers had ordered. Mrs. Seimer personally delivered these items to the home of the customers throughout Pickaway County. District staff distributed flats for the Plug Sale pick up on May 18th. There were 24 customers that picked up 169 flats of plugs. The event was held outside with social distancing and the wearing of masks. The plugs are for the Mid-Contract Management practice for certain CRP contracts. SWCD works with Patchwork Gardens to produce and deliver the plug for the plug sale.

All trainings and meetings statewide have been cancelled since March 23, 2020. There are some trainings being re-scheduled, with the unknown if they will take place. As of June 1, SWCD staff is back in the office on a regular basis. NRCS staff is still tele-working from home until they have clearance for all to be in the office at one time. NRCS Office is still closed to the public. They are assisting customers by phone and email. Customers that do come to the office and knock are assisted also. The SWCD Board of Supervisors have agreed to separate the SWCD and NRCS agencies in their current office areas. The SWCD is working on the process to move to an area on the first floor of the Pickaway County Service Center. Mrs. Seimer feels that move would allow for SWCD to have an exterior entrance and room for additional staff when needed. SWCD is working with IT individuals to allow staff to access the server from outside the office. The District is also going to get another cell phone for the technicians to use while in the field. This is to allow for staff to work remotely is there was to be another lockdown.

Education/ Outreach

The Pickaway SWCD April Newsletter was mailed to 2,565 people and emailed to 465 people. Ohio Native Plant month took place in April and educational Facebook posts were created and shared daily. In lieu of 5 Area Envirothon contests around the state, this year there was instead one State Envirothon test for all teams. The test was created by Pickaway and Fairfield SWCD partners. SWCD set up a booth at the Pickaway County Fair with the Augmented Reality Sandbox and soil tunnel. There were 325 people that visited the tent throughout the week. SWCD hosted a Cloverbud activity at the Pickaway County Fair for 26 Cloverbuds. Attended 3 Ag Day planning meetings. Ag Day will go virtual for the 2020-2021 school year. Attended 3 Be the Change for Clean Water partnership meetings and several online webinars for SWCD related topics. SWCD partnered with Pickaway County Library to display framed 1st place county posters from NACD Poster Contest in Children's Area of library for a year each. There are plans to host Experience Earth Camp July 21st and 22nd were in full swing.

Technical

SWCD is finalizing the Kingston Pike/ Rhoads Ditch Petition design. There have been 6 waterways surveyed and in design phase and 2 waterway layouts/ construction are open. There are 17 drainage concerns and land evaluations, assistance in office and in field and 5 pond evaluations, assistance in office and in field.

In the Matter of
Health Department:

Mayor McIlroy met with the Commissioners to discuss the Health Department and the DAS. Mayor McIlroy has a lot of concerns and has through Kasandra Wright and Steve Hawkins. There is a intern now

TUESDAY, JULY 28, 2020
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

working as the financial specialist. Mayor McIlroy was informed at the last hearing that the Health Department Board wanted to hire several individuals for positions, and he questioned where the funds were coming from to pay these positions. Mayor McIlroy submitted a public records request to the Health Department wanting to know where \$47,000 went. The Health Department is not accredited, and records of funds do not seem clear. The Commissioners asked Mayor McIlroy what his resolution would be. Mayor McIlroy feels that a qualified health commissioner needs to be hired and new board members need to be put in place. Decisions are being made by two board members and not the entire board. Commissioner Stewart suggested that the DAC meeting needs to be its own and not a part of the township association banquet. The DAC votes come from one member from each township, one from each village and the city. The parties do not show up at the meeting for voting purposes. Mayor McIlroy has reviewed records and there is misspending, and it needs to be addressed. Mayor McIlroy explained that he shows his appointees an outline of what is expected of board members and highlights that the Board is not to interfere with the day-to-day operations of the Health Department. The administration needs to be held accountable and not just making decisions. The Health department needs to be accredited and needs to be addressed why the accreditation was not approved. Mayor told Mike Wolford that if they are holding 4-hour meetings, that it needs to be scaled back to one-hour meetings. It is not functioning, and it is not functioning well. Mayor challenged the DAC when he first came on board and attended a DAC meeting and was told that they do not vote. They are given about 90% of their funding and need to be held accountable. The Commissioners will be submitting a records request to the Health Department and their Board. Mayor stated that another resolution would be to disband the Pickaway County Health Department and join with another county's Health Department. Commissioner Stewart addressed that an elected official or mayor can not force a business to close, however the Health Department can and has no one to answer to. Mayor receives many calls a day regarding mandated masks and he has nothing to enforce. The Commissioners and Mayor all agreed that their presence at the meeting is needed.

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 25, 2020.

A total of \$385 was reported being collected as follows: \$100 in adoptions; \$150 in dog license and \$45 in dog license late penalty; \$40 in owner turn-ins; \$25 in private donations and \$25 in redemptions.

Five (5) stray dogs were processed in; two (2) 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