

**TUESDAY, JUNE 16, 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, June 16, 2020, with the following members present: Mr. Jay H. Wippel, Mr. Brian S. Stewart and Mr. Harold R. Henson. 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 June 9, 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 June 17, 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 \$286,138.60 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  
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:

**\$100.00 – 507.6922.5300 – Orient Water – Materials - Engineer**

**\$101.1105.5703 – Contingencies – General – Sheriff**

**\$85,879.00 – 101.1105.5703 – Contingencies – Commissioners**

**\$74,049.24 – 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

**TUESDAY, JUNE 16, 2020  
OFFICE OF THE BOARD OF COMMISSIONERS  
PICKAWAY COUNTY, OHIO**

**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:

**\$10,000.00 – 101.1105.5703 – Contingencies – General – Sheriff  
TO  
101.2083.5501 – Equipment – Sheriff**

**\$85,879.00 – 101.1105.5703 – Contingencies – Commissioners  
TO  
101.1105.5701 – Transfer Out - 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:

**\$85,879.00 – 101.1105.5701 – Transfer Out – Commissioners  
TO  
401.0000.4901 – Transfer In - 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  
Blanket Purchase Order:**

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

**\$2,500.00 – 101.1210.5901 – Other Expenses – Common Pleas Court**

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  
Waiver Approved:**

Nancy Graham, Fiscal Specialist, requested a waiver to pay the City of Circleville, in a timely manner related to equipment. After discussing the request, Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to waive the waiting period to issue payment to the City of Circleville, in the amount of \$10,000.00 as follows:

**TUESDAY, JUNE 16, 2020**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

\$10,000.00    #101.2083.5501    Equipment - Sheriff

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**  
**County Reinvestment Area Southern Pickaway County**  
**Ohio Department of Development Ohio Community**  
**Reinvestment Area Program Petition for Area Certification:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve and authorize Commissioner Harold Henson to execute the Ohio Community Reinvestment Area Program Petition for Area Certification with the Ohio Department of Development for the Southern Pickaway County Reinvestment Area.

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 Darrin Flick:**

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

- Last week the EOC was open Monday through Friday 8am-5pm, weekends as needed while COVID. State EOC COVID Directors Call Tuesday and Thursday. COVID situation still being monitored. Mr. Flick is still monitoring civil unrest throughout the state and coordinating information with law enforcement and other first responders throughout the county. Personal Protective Equipment Shipment will be received June 8<sup>th</sup> and June 10<sup>th</sup>. The County Emergency Declaration was rescinded June 9<sup>th</sup>. Mr. Flick attended the County Superintendent meeting June 9<sup>th</sup> to discuss re-opening in Fall.
- This week the EOC will be open Monday through Friday 8am-5pm. Weekends as needed. COVID Response operations occurring across Pickaway County. The EOC is back to monitoring of COVID Situation and normal operations. State EOC COVID Directors Call Tuesday/ Thursday. Monitoring civil unrest throughout state. Coordinating information with Law Enforcement and other first responders throughout the county. Personal Protective Equipment Shipment will be received June 15<sup>th</sup> and June 17<sup>th</sup>. Mr. Flick will be attending the Fire Chiefs meeting June 17<sup>th</sup> and the Ops update with Public Health.
- Next Week the EOC will be open. Monday through Friday 8am-5pm. Weekends as needed. COVID Response operations occurring across Pickaway County. State EOC COVID Directors Call – M/W/F. Mr. Flick will be attending the County Superintendents meeting June 24<sup>th</sup> and the Pickaway County Fair is June 20<sup>th</sup>- 27<sup>th</sup>.

**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).

**TUESDAY, JUNE 16, 2020**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

- **Board of Elections:** The office is closed to the public. Employees are working from home to maintain services. 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 closed to the public. Services are being provided to the public by phone, mail, or e-mail. Contact (740) 207-0113 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 closed to the public. 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 closed 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](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

**TUESDAY, JUNE 16, 2020**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

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 was one Bureau of Workers Compensation filed for a county garage worker. There were no unemployment claim filed this week. There were four claims processed for May payments, Health Department, Clerk of Courts and Dog Shelter.
- 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 that sold on Govedeals.com last week the owner backed out of the sale and the golf cart will be re-posted for sale.
- Mr. Rogols reported that the Dog Shelter will be holding a Pet Week Fundraiser at the Visitor's Bureau. They held a special adoption event last Saturday with two adoptions. The shelter is currently housing 27 dogs.
- Mr. Rogols reported a dog bite case in Commercial Point were a dog jumped a fence and attacked an older neighbor. The Dog Shelter is already investigating a previous bite complaint for the same dog. It was reported major injuries to the individuals face and ear. The dog was euthanized immediately, and the remains were sent for forensic analysis pending for rabies test.
- Mr. Rogols reported two new hire packets were issued for the IT Department.

**In the Matter of**  
**Pickaway County Courthouse**  
**Security Equipment Update with**  
**Integrated Protection Services:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the proposal with Integrated Protection Services (IPS) for the purchase of security equipment and software upgrades for the sum of \$65,406.82, plus additional equipment for the sum of \$13,225.54. The total cost of \$78,632.36 shall be paid from the unplanned capital fund.

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**  
**Indigent Defense Contract for FY20201**  
**With the Office of the Ohio Public Defender State Agency:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to approve the contract with the Office of the Ohio Public Defender State Agency for the FY2021 Contract for indigent defense for Pickaway County.

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**  
**Resolution Approving Speed Reductions on**  
**Gibson Road Based on Speed Studies Performed**  
**by County Engineering Department:**

Anthony Neff, Deputy County Engineer, forwarded information regarding a traffic study that was recently performed by the county engineering department for Gibson Road (T-136). The study was conducted from the West Ford Road to SR 762 and the proposed zone will reduce the existing speed limit from 55 MPH to 45 MPH.

**TUESDAY, JUNE 16, 2020  
OFFICE OF THE BOARD OF COMMISSIONERS  
PICKAWAY COUNTY, OHIO**

After discussing the matter further, Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to adopt the following Resolution based on the results of the speed studies performed and the recommendations made by the Pickaway County Engineering Department:

**Resolution No.: PC-061620-34**

WHEREAS, the Pickaway County Engineering Department performed a speed study on Gibson Road (T-136) from West Ford Road to SR 762; and,

WHEREAS, based on the traffic studies performed it is determined that the speed reductions from 55 MPH to 45 MPH on Gibson Road as described above are warranted; then,

THEREFORE BE IT RESOLVED that the Pickaway County Board of Commissioners hereby endorse the aforementioned recommended speed limit reduction on the sections of the above-described roads.

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  
Allocation of April 2020 Sales Tax Collections:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to allocate the April 2020 Sales Tax collections in the following manner:

**\$731,353.34 to 101.0000.4121 – General Fund**

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  
Swearing in of William Thomaschek to the  
Pickaway County District Library Board:**

Commissioner Harold Henson swore in Mr. Thomaschek to the Pickaway County District Library Board by asking Mr. Thomaschek to repeat the oath. Mr. Thomaschek swore by the oath and thanked the Commissioner for the opportunity to sit on the board. William Thomaschek's appointment to the Pickaway County District Library Board is a 7-year term commencing January 1, 2020 and expiring December 31, 2026.

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

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

- Ms. Dengler has been receiving Tax Budget Worksheets. The deadline to be returned is June 17<sup>th</sup>.
- The HVAC is down at the courthouse. Repairs are taking place along with the lines being flushed.
- Ms. Dengler received notification that the signage will be installed at the fairgrounds this Thursday.
- Ms. Dengler addressed a list of repairs for the PDI building that the County will be occupying and taking over ownership from Pickaway Diversified. The Commissioners plan to take a walk-thru of the building next week for re-evaluation.

**TUESDAY, JUNE 16, 2020**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

**In the Matter of**  
**Info-Link Technologies**  
**IT Contract Terminated:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve and authorize April Dengler, County Administrator to execute the Amendment to Contract for Technology Services between Pickaway County and Info-Link Technologies Ohio to terminate the contract effective July 5, 2020 for IT services provided for Pickaway County IT Department.

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**  
**Weekly Dog Warden Report:**

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending June 13, 2020.

A total of \$610 was reported being collected as follows: \$250 in adoption fees; \$120 in dog license; \$30 in dog license late penalty; \$80 in owner turn-in and \$130 in private donations.

One (1) stray dog was processed in; five (5) 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