

TUESDAY, NOVEMBER 9, 2021
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

The Pickaway County Board of Commissioners met in Regular Session at 139 West Franklin Street, Circleville, Ohio, on Tuesday, November 9, 2021, with the following members present: Mr. Jay H. Wippel, Mr. Harold R. Henson, and Mr. Gary K. Scherer. April Dengler, 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 November 2, 2021, with corrections.

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

Attest: Angela Karr, Clerk

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

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution:

BE IT RESOLVED, that the bills have been found to be properly filed and their respective vouchers shall be cross-referenced to the approving pages dated November 10, 2021, 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 \$762,366.32 on the County Treasurer to satisfy the same.

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

Attest: Angela Karr, Clerk

**In the Matter of
Then and Now Certification Approved for Payment:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution:

BE IT RESOLVED, that the County Auditor certifies that both at the time that the following contracts or orders were made and at the time that a certification (Section 5705.41) was completed, sufficient funds were available or in the process of collection, to the credit of a proper fund, properly appointed and free from any previous encumbrance. The Then and Now Certification has been found to be properly filed and their respective vouchers shall be cross-referenced to the approving pages dated November 10, 2021, 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 \$84,992.18 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, NOVEMBER 9, 2021
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

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

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

\$23,000.00 – 101.1105.5703 – Contingencies – Magistrate/ Juvenile Court

\$215,000.00 – 101.1105.5703 – Contingencies – Commissioners

\$397.15 – 285.6134.5901 – Greenbriar Extension 1 Ditch Other Expense- Engineer

\$900.99 – 278.6127.5901 – Buskirk Ditch Other Expenses – Engineer

\$117.93 – 273.6122.5901 – Blue Anderson Ditch Other Expenses - Engineer

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

Attest: Angela Karr, Clerk

**In the Matter of
Transfer and Reappropriations Approved:**

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

**\$328.75 – 101.1105.5703 – Contingencies – Magistrate Juvenile Court
TO**

101.1211.5202 – Courts Magistrate Medicare – Magistrate Juvenile Court

**\$22,671.25 – 101.1105.5703 – Contingencies – Magistrate Juvenile Court
TO**

101.1211.5104. – Court Magistrate Salaries – Magistrate Juvenile Court

**\$1,753.00 – 296.1256.5401 – Contract Services Misdemeanor Day Reporting – ISP Day Reporting
TO**

296.1256.5301 – Supplies Misdemeanor Day Reporting – ISP Day Reporting

**\$550.00 – 101.1140.5428 – Contract Workers – Board of Elections
TO**

101.1140.5403 – Travel – Board of Elections

**\$973.61 – 101.1140.5428 – Contract Workers – Board of Elections
TO**

101.1140.5404 – Advertising – Board of Elections

**\$45,000.00 – 101.1105.5703 – Contingencies – Commissioners
TO**

101.2005.5401 – Coroner Contract Services – Commissioners

**\$50,000.00 – 101.1105.5703 – Contingencies – Commissioners
TO**

101.1112.5301 – Countywide Supplies – Commissioners

**\$120,000.00 – 101.1105.5703 – Contingencies – Commissioners
TO**

101.1112.5481 – Countywide Utilities - Commissioners

TUESDAY, NOVEMBER 9, 2021
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

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

Attest: Angela Karr, Clerk

In the Matter of
Report Provided by Tim McGinnis:

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

1. Planning Commission:
 - a) Saltcreek Township road frontage variance request – South Perry Road, splitting 2 existing homes on 1 parcel into 2 parcels, short 40 feet of required road frontage.
 - b) Pewamo Subdivision Replat of Lot 1 final plat, the main concern was access point onto Pittsburgh Road.
 - c) Preliminary/Final Subdivision Plat Approval for lot split of 14383 Ringgold Northern Road that requires platting due to the # of prior splits under 5 acres
2. Outstanding Plats:
 - **Double Creeks** (Washington Twsp.) – Mr. McGinnis is awaiting receipt of bond.
 - **Rickenbacker Parkway Extension** (Madison Twsp.) – Mr. McGinnis is awaiting first submittal.
 - **Rickenbacker Industrial Park Replat** (Madison Twsp.) – Complete and returned to CT Realty to record.
2. Mr. McGinnis met with the new Scioto Township Zoning Inspector, John Beard, and the Scioto Township Administrative Assistant, Angela Martin yesterday to discuss lot split procedures, zoning change procedures, etc.
4. Three lot splits were signed off last week and eight open/in progress.

In the Matter of
Report given by Robert Adkins:

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

- Renewal for the new phone system is due with Convergent Communications.
- Mr. Adkins is gathering quotes for the copper lines to be converted to standard internet lines at the EOC.
- Sheriff's Office Dispatch did get moved over to the new domain
- VMware Health Check today /Skyline Monitoring from VMware
- IPS installed network cabinets at the Board of Elections and Prosecutor's Office.
- Order is in for porting Health Department to Service Center PRI.
- Mr. Adkins reported that the Sheriff's Office Dispatch is on new domain.
- Mr. Adkins will be participating on interviews taking place Thursday.
- Ordered Site Survey to move contracts for E-lines at Service Center and EOC to Prosecutor Office
- Call with DDTI concerning Accuglobe
- NET3 Office 365 mailbox backups

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 EOC monitoring of COVID situation and normal operations. Weekly COVID update with Health Dept on and UAS Team Planning and Operations Training Wednesdays, State EOC COVID Directors Call and IT/Cybersecurity Update Thursdays. Mr. Flick attended the Election Day Monitoring

TUESDAY, NOVEMBER 9, 2021
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

November 2nd, Support too LE and Box 65 Memorials November 3rd, County Police Chiefs Meeting November 4th and Pumpkin Show After Action Meeting November 5th.

- This week the EOC monitoring of COVID situation and normal operations. Weekly COVID update with Health Dept on and UAS Team Planning and Operations Training Wednesdays, State EOC COVID Directors Call and IT/Cybersecurity Update Thursdays. Mr. Flick will be attending the Box 65 Monthly Meeting November 9th and Scioto/Harrison FD Boat Training November 9th-10th.
- Next Week the EOC monitoring of COVID situation and normal operations. Weekly COVID update with Health Dept on and UAS Team Planning and Operations Training Wednesdays, State EOC COVID Directors Call and IT/Cybersecurity Update Thursdays. Mr. Flick will be attending the Meeting with new warden at CRC and County Fire Chiefs Meeting November 17th and Circleville City Schools Active Shooter TTX November 18th.

Chief Noggle, Scioto Township, stopped in to provide an update of Scioto Township Fire Department. Chief Noggle explained that training is taking place, today is water rescue and Thursday will be dam release training. They are using the new equipment and still waiting on the new boats. Chief Noggle thanked the Commissioners for their support, and it will help them provide services in the county. Chief Noggle will be meeting with Tom Davis, Park District this week regarding Cooks creek. Chief Noggle invited the Commissioners to see their new Fire Station. They will be changing over the old office to utilize for other things.

In the Matter of
Report Provided by Marc Rogols:

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

- There were no BWC or unemployment claims filed for the week.
- Mr. Rogols reported there are no auctions pending on Govdeals.com. The County has received \$24,650 in payments (\$10,600 SWCD, \$14,050 Engineer/ Highway Garage). Last three vehicle sales. Total sales of \$252,826.
- Mr. Rogols continues the work on the township contracts for commercial fees as approved last week and continued to update OPF Enforcement rules. Enforcement update and 10% commercial fees to townships. Kelly is preparing the policy updates, letters, and notices to all contractors.
- Mr. Rogols reported that interviews were conducted Thursday for the IT Technician position with Robert Adkins. Four applications were received with one having no response. The part-time Custodial position is posted on the website with no applications received.
- WDC Group is working on drawings for the Building Department front deck. EEOC report completed and filed.
- Mr. Rogols completed and submitted the Health and Safety Worksite Award Application.
- Mr. Rogols completed thrive-On Wellness Champion Zoom meeting last Tuesday. Thrive-On program similar to this year. \$1,750 in incentives to be paid out this payroll period.
- Completed Franklin County Co-op open enrollment and HR Payroll zoom meeting last Thursday. Open enrollment is November 18th-December 2nd.
- Auditor's year end meeting scheduled tomorrow at 10:00 a.m.
- Mr. Rogols presented an updated fairgrounds calendar and demo of horse barn.

In the Matter of
Executive Session:

At 9:27 a.m., Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to enter into Executive Session pursuant to ORC §121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation, etc., of a public employee with April Dengler, County Administrator and Marc Rogols, County Deputy Administrator in attendance.

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

Attest: Angela Karr, Clerk

At 9:43 a.m., the Commissioners exited Executive Session and Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to resume Regular Session.

TUESDAY, NOVEMBER 9, 2021
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

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

Attest: Angela Karr, Clerk

No Action taken.

In the Matter of
Agreement submitted by OhioHealth Berger Hospice
for use of Pickaway County Property:

The Commissioners reviewed the agreement for the use of Pickaway County property submitted by Lisa Merrill from OhioHealth Berger Hospice. Ms. Merrill is requesting the use of the front of the Courthouse on Sunday, December 5, 2021, from 6:00 p.m. to 7:30 p.m. to hold OhioHealth Berger Hospice Light Up A Life for the tree lighting ceremony.

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the Agreement for the use of Pickaway County property submitted by Lisa Merrill with OhioHealth Berger Hospice.

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
Application for Covert Tags
For Sheriff's Office:

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve and authorize Commissioner Wippel to execute Application for Covert/ Fictitious License Plates.

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 Approving Wage Increases December 2020:

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

On Tuesday, December 8, 2020; the Board of Commissioners approved a 3% wage increase for all Pickaway County General Fund employees. The Commissioners also approved individual wage increases based on updated job classifications and duties for several employees. All of the pay increases become effective on December 20, 2020; the first day of the first payroll period of 2021. The new hourly rates for the Commissioner's Office, Maintenance, Emergency Management, Building Department, Dog Shelter, and Planning and Development, and I.T. Department employees are itemized as listed.

The Commissioners also approved the Dog Shelter Staff to receive an additional \$100.00 per month for "On-Call Pay", a single monthly payment for on-call services.

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

Attest: Angela Karr, Clerk

TUESDAY, NOVEMBER 9, 2021
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

In the Matter of
Resolution Approving Wage Increases June 2021:

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

On Tuesday, May 25, 2021; the Board of Commissioners approved a 2% wage increase for all Pickaway County General Fund employees. The Commissioners also approved individual wage increases based on updated job classifications and duties for maintenance employees. All of the pay increases become effective on June 20, 2021; the first payroll period of July 2021. The new hourly rates for the Commissioner's Office, Maintenance, Emergency Management, Building Department, Dog Shelter, and Planning and Development, and I.T. Department employees are itemized as listed.

The Commissioners also approved the IT Department Staff to receive an additional \$100.00 per month for "On-Call Pay", a single monthly payment for on-call services.

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

Attest: Angela Karr, Clerk

In the Matter of
Report Provided by April Dengler:

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

- Ms. Dengler discussed the Sheriff's Office budget items. Need to let Susan Turvey know if adjustments are needed.
- Ag Hall of Fame is reviewing application for award recipient. Discussion of dates for the event to be held.
- Ms. Dengler addressed a payment from Delaware County Port Authority and how to respond.

In the Matter of
Pickaway WORKS
2021 Year End Meeting and Update:

Christy Mills and Joanne Shipe, Pickaway WORKS met with the Commissioners to provide an update of Pickaway WORKS programs. Pickaway WORKS has grown over the last 15 years and is working local schools and businesses as partnerships have developed. The team now has 3 additional employees that work with the schools and students to provide assistance for job shadowing and college decisions. Mrs. Mills requested a an additional \$50,000 over two years to continue to sustain Pickaway WORKS.

Mrs. Shipe has worked as a school counselor and academic in the past and as a first-generation college graduate, that was the purpose of Pickaway HELPS when it was originally started. Mrs. Mills has always had a great relationship with local employers, and this fall they have stepped up. Job shadowing is taking place. Commissioner Henson addressed that the school systems that have changed to starting the year earlier has really affected business that utilize summer employment. Students need the experience of summer employment or job shadowing, and farmers rely on the help. Mrs. Mills has come to find that there is a reason behind the schools making the change and it is out of their control.

There has been a committee started to prioritize their top issues and have a policy summit. Money is being spent on individuals to prepare them for a job or promotion to only make a dollar more that will affect them receiving the childcare tax credit. Southern Ohio received funding of \$22 million and Pickaway County is not included in Appalachia, Ohio, we are apart of Columbus Metro. Mrs. Mills and Mrs. Shipe have met with Pickaway-Ross Career Center numerous times and the program is being promoted for students. The goal of Pickaway WORKS the end of the year is to have ever Senior to have a plan. The school counselors are more focused in-house issues, testing, mental health and have asked for more in days from Pickaway WORKS for the career and college readiness for students. Mrs. Mills thanked the Commissioners for their support over the years and helping make Pickaway WORKS what it is today.

TUESDAY, NOVEMBER 9, 2021
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

In the Matter of
Approval of Convergent Communications
Subscription for Phone System:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the Software Subscription from Convergent Communications for standard support for 149 extensions in the amount of \$10,892.10 and annual hardware warranty at the sum of \$3,105.00 over a three-year term.

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
Local Government Funding with
Dan Schall, Bradley Payne Advisors:

John Payne and Dan Schall from Bradley Payne Advisors, met with the Commissioners to discuss local government funding. Mr. Schall is looking to help public entities to plan out what their capital needs are and how funds can be utilized. With large amounts of funding coming in and discovering where those funds can be used for future special projects that are not part of the plan yet. The dollars need to be used to the best of the entity's ability. Mr. Schall has worked for several schools and as a Treasurer, he has been good at preparing five-year plans. Commissioner Wippel asked Mr. Schall if he has worked with County Governments and Mr. Schall explained that he has not. Commissioner Wippel explained how Pickaway County has looked at a plan of capital improvements over years and it has worked for the county. Pickaway County has grown with industrial residential. Pickaway County general fund is healthy, and the reason is because of decisions that have been made. Commissioner Henson explained that the townships do not know how to apply and utilize the funding correctly. Mr. Schall is seeing more of that and looking for options to help townships qualify. Commissioner Henson has concerns that the money needs to be spent in a way that does not create a crack in the road in the future. The money is not continuous and can not be relied on after years. Mr. Schall is wanting to put together plans that utilize the stimulus funds for projects that townships have been trying to figure out how to fund. Mr. Payne explained that a township over by Dayton Ohio has been trying to build a new fire station and Mr. Schall is working with them to make it possible.

Mr. Payne went on to state that Bradly Payne helps in ways to layout a plan to get projects done. They talk to the people that do the accounting, management, etc. to know all sides to establish the plan. Mr. Payne and Mr. Schall explained that a discussion versus a memo asking a department what their needs are for capital projects seems to go over better. Commissioner Wippel described issues at our county jail and concerns that all projects can not be done all at once. Mr. Schall stated that it seems that some of the issues may be resolved with stimulus dollars.

Commissioner Wippel was absent from the afternoon session

In the Matter of
Auditor Monthly Update:

Melissa Betz, Auditor, met with the Commissioners to provide a month end update for October 2021. Balance as of this morning was \$12,925,555.14. There was a large conveyance from a property located at Rickenbacker. Estimated revenue was 24 million and we have surpassed that figure already. Mrs. Betz has a meeting on Friday with a law firm representing the Bath and Body building regarding the CRA. The Auditor will be holding their budgetary meeting tomorrow to prepare for next years budget. The paydown for the debt for the fairgrounds, Mrs. Betz asked where the funds will be coming from, and the Commissioners informed that it will be the general fund. Mrs. Betz has had conversations with JFS regarding an issue that came up in an audit regarding how interest is calculated between Ohio JFS and Maximus (calculates Indirect Cost Study). There will be a balance at the end of the term of the note that will due and Mrs. Betz asked if that is something to take care of in the future or now since there is funds to do so. Commissioner Scherer asked if Mrs. Betz knew what the rate is, and she did not. Interest rates are currently low. It is around \$400,000 in interest that will come due at the end of the term.

TUESDAY, NOVEMBER 9, 2021
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

Mrs. Betz received an update quote from CMI for on-line Purchase Order software. Mrs. Betz explained per a conversation she had, it becomes a nightmare for auditing due to no paper form and scanned. MI do not offer a program for bill paying but are currently working on one. The quote from CMI for the Purchase Order program would be \$15,847.00. One last note, Mrs. Betz addressed that the Policy Manual has not been update for a while and asked if the Commissioners would entertain the idea of doing so and open to sitting down with Clemans Nelson. The Commissioner are open to reviewing. The last update was 2018.

In the Matter of
Weekly Dog Warden Report:

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending November 6, 2021.

A total of \$534 was reported being collected as follows: \$250 in adoptions; \$120 in dog license; \$15 in dog license late penalty; \$75 in redemptions; \$24 boarding revenue and \$50 in private donations.

Three (3) stray dogs were processed in; five (5) dogs were adopted.

With there being no further business brought before the Board, Commissioner Henson offered the motion, seconded by Commissioner Scherer, to adjourn. Voting on the motion was as follows: Commissioner Wippel, absent; 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