

**TUESDAY, AUGUST 8, 2023**  
**OFFICE OF THE BOARD OF COMMISSIONERS**  
**PICKAWAY COUNTY, OHIO**

The Pickaway County Board of Commissioners met in Regular Session in their office located at 139 West Franklin Street, Circleville, Ohio, on Tuesday, August 8, 2023, with the following members present: Mr. Jay H. Wippel, Mr. Harold R. Henson, and Mr. Gary K. Scherer. April Metzger, County Administrator, was also in attendance.

**In the Matter of  
Minutes Approved:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from August 1, 2023, with corrections.

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

Attest: Angela Karr, Clerk

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

Commissioner 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 August 8, 2023, in the Commissioners' Voucher Journal, the date in which checks will be cut; then,

BE IT FURTHER RESOLVED, that the Board of Pickaway County Commissioners orders the Auditor of Pickaway County, Ohio, to draw his warrant on this entry in the amount of \$630,516.28 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 August 8, 2023, in the Commissioners' Voucher Journal, the date in which checks will be cut; then,

BE IT FURTHER RESOLVED, that the Board of Pickaway County Commissioners, as Taxing Authority are authorizing the Auditor of Pickaway County, Ohio, to draw his warrant on this entry in the amount of \$7,673.24 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

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**In the Matter of**  
**Appropriations Approved:**

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

**\$500,000.00 – 101.1105.5703 – Contingencies - Commissioners**

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

Attest: Angela Karr, Clerk

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

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

**\$550.00 – 101.1111.5901 – IT Other – Commissioners**  
**TO**

**101.1111.5501 – IT Equipment – Commissioners**

**\$300,000.00 – 101.1105.5703 – Contingencies – Commissioners**  
**TO**

**101.1112.5401 – Countywide Contract Services – Commissioners**

**\$200,000.00 – 101.1105.5703 – Contingencies – Commissioners**  
**TO**

**101.1112.5402 – Countywide Contract Repairs - Commissioners**

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**  
**Blanket Purchase Order Approved:**

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

**\$1,000.00 – 255.5036.5901 – 800MHz Other – Commissioners**

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**  
**Waiver Approved:**

Nancy Graham, Fiscal Specialist, requested a waiver to pay Benjamine Cline, in a timely manner. After discussing the request, Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to waive the waiting period to issue payment to Benjamin Cline, in the amount of \$500.00 as follows:

\$500.00      #656.6083.5454

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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:

- Planning Commission: August 8th Agenda
  - Harrison Township rezoning request – 4.1 acres on SR 762 and Airbase Rd from Residential to Planned Business for outdoor container/truck storage.
- Outstanding Plats:
  - Navah Place – Cul-de-sac, Walnut Township, need proof of bond before final approval can be granted.
  - Scioto Township – Proposed subdivision at Commercial Point Road and Graham Road
- Lot Splits:
  - Approved 4 lot splits in the last week, 5 open applications currently.

**In the Matter of**  
**Report Provided by Michael Sherron:**

The following is a summary of the report provided by Michael Sherron, EMA Director.

- This week FEMA Elected Officials Guide (email), Everbridge Photo Backdrop, LEPC Exercise planning team. Tentative date for next exercise 4/6/2023, Fair planning for veterinary emergencies (Rescheduled for Wednesday), Board of Elections Continuity of Operations Planning
- Next week meeting with an OCU EM student on Monday to discuss volunteer / intern opportunities. Mike attending the National EMS Educator's Association Meeting in Reno, NV (comp-time) Wednesday through Saturday. Tom will be covering. Fire Chiefs Meeting (Wednesday)
- General Information
  - Run card project continuing – Scioto Township is using the run cards and it seems to be working well. This project is going to take several more months.
  - Critical Incident Debriefing project continues – developing relationship with Scioto Valley Peer Assistance Team.
  - Disaster Relief Fund – Received organizing documents from Dayton Foundation – Reviewing.
  - NIMS Training for Elected Officials – link sent to your email.
  - Started a discussion about Human Trafficking and steps we can take to mitigate this during special events in the county.
  - BOE Continuity Planning
- EMA Projects
  - Futurity Orion Software – Met with the vendor, their software was not capable of doing what they represented originally. Working with them to see if they can build an add-on that will do more than what the current solution is capable of.
  - PCSO fiber connection conversion – Frontier upgrading our system connections before installation.
  - Homeland Security grant of \$58,804 to purchase PPE for law enforcement – grant paperwork has been submitted (8/4/23), awaiting final approval from OEMA.
- Issues requiring Commissioners Support/Notification:
  - MOU for Siren Maintenance.
  - Unknown if an MOU exists for EMA dues.

**In the Matter of**  
**Report Provided by Preston Schumacher:**

The following is a summary of the report provided by Preston Schumacher, Deputy Dog Warden.

- Mr. Schumacher reported that the shelter had four adoptions last week and down to housing 19 dogs.

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- Sunrise Notary reached out to Mr. Schumacher requesting the Dog Shelter speak August 29<sup>th</sup> at Rotary.

**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 claims filed for the week. One fraudulent claim filed for unemployment this week (JFS).
- No auctions pending on Govdeals.
- Six new hire packets were sent out last week (Port Authority, Probate Court, Juvenile Probation, Title Office and Veteran Services). A total of 52 new hire packets were handed out year-to-date. The full-time and part-time custodial positions are still posted. Posted the Chief Dog Warden position posted on OhioMeansJobs and county website. One application received to date and interviewed. The Maintenance Worker for the Sheriff’s Office re- posted with new wage. Park District Executive Director position posted yesterday.
- Mr. Rogols presented the 2023 SERB Insurance Report.
- Mr. Rogols continues to meet with maintenance staff to discuss the 2023 capital improvement assignments and provided a maintenance update.
  - Courthouse Garage Lintels: Knese Masonry – Completed.
  - Courthouse Front Concrete: M Schultz – Pending.
  - Courthouse Sandstone Repair: no update.
  - Courthouse Bell Tower: Pending delivery of lift
  - Commissioners/ Engineer Parking Lot Resurfacing: Completed.
  - Building Department parking lot repaving completed.
  - Old Recorder’s Office: Removal of items and carpet in progress.
  - Memorial Hall upgrade of pressure pump and holding tank in progress.
  - Courthouse HVAC repair approved two weeks ago. Parts ordered and pending.
  - Courthouse Water Softener: Blocked water yesterday, Monday, August 7<sup>th</sup>. Turned off to restore water to courthouse. Repairs pending.
  - Sheriff’s Sprinkler System/ Backflows: Received quote Monday, August 7<sup>th</sup> and reviewing.

**In the Matter of  
Building Department Monthly Report:**

The monthly report for the Pickaway County Building Department was filed for the month ending July 2023.

A total of \$160,700.64 was reported being collected as follows:

<b>Permits</b>		
Registration	17	\$1,200.00
Commercial	11	\$144,472.36
Residential	68	\$15,028.28
<b>Total Inspections Performed</b>		
Residential	280	
Commercial	54	
City Enforcement	0	
Terry Haughn	0	
<b>Total Inspections</b>	<b>334</b>	
Residential Plan Review	29	
<b>New Home Permits by Jurisdiction:</b>		
Circleville	1	
Commercial Point	8	
Circleville Twp.	1	
Darby Twp.	2	
Monroe Twp.	2	
Pickaway Twp.	1	
Scioto Twp.	2	

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Washington Twp.	1
Williamsport	1
<b>Total New Homes</b>	<b>19</b>

**In the Matter of**  
**Lima Company's Request to Use Memorial Hall**  
**For the Eyes of Freedom Exhibit:**

The Commissioners reviewed the request submitted by Dawn Myers on behalf of the Lima Company to utilize Memorial Hall for the purpose of displaying the "Eyes of Freedom" and "The Spirit of America's Story" exhibit during the week of the 2023 Circleville Pumpkin Show (October 16, 2023, thru October 22, 2023).

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the written request from the Lima Company for the use of Memorial Hall during the 2023 Circleville Pumpkin Show and authorize Commissioner Jay Wippel to sign the Agreement for Use of Property.

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 the Expedited Type 2 Annexation Petition for the**  
**Annexation of 109.863 Acres +/- in Scioto Township into the Village of Commercial Point –**  
**Devin B. Weller, Andrea L. Weller and John C. Steck, Petitioners:**

During business conducted while in session, the commissioners reevaluated the annexation of 109.863 acres into the Village of Commercial Point. A public hearing was held August 1, 2023 for the Expedited Type 2 Annexation petition filed in their office on June 29, 2023, for the annexation of 109.863 +/- acres of Scioto Township into the Village of Commercial Point. Jackson B. Reynolds, III, Smith and Hale LLC, is the agent for the petitioners, Devin B. Weller and Andrea L. Weller, 6828 Darby Creek Road, Circleville, Ohio 43113 and John C. Steck, 5964 Durrett Road, Orient, Ohio 43146;

With no annexation agreement or cooperative economic development agreement filed with the Expedited Type 2 Annexation petition, the territory to be annexed may not, at any time, be withdrawn or excluded from the township pursuant to ORC 503.07. The annexed land thus remains subject to the township's real property taxes.

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

**Resolution No: PC-080823-86**

**WHEREAS**, an Expedited Type 2 Annexation petition that met all of the engineering and legal requirements was properly filed in the Pickaway County Board of Commissioners' office on or about June 29, 2023, for the annexation of 109.863 +/- acres of Scioto Township to be annexed into the Village of Commercial Point; and,

**WHEREAS**, the person who signed the petition, Devin B. Weller and Andrea L. Weller, 6828 Darby Creek Road, Circleville, Ohio 43113 and John C. Steck, 5964 Durrett Road, Orient, Ohio 43146, is the owner of the property to be annexed; and,

**WHEREAS**, the petition contains the signatures of all of the property owners in the territory to be annexed; and,

**WHEREAS**, the territory to be annexed does not exceed 500 acres; and,

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**WHEREAS**, the territory to be annexed share a common boundary with the municipality for a continuous length of at least 5% of the perimeter of the territory to be annexed; and,

**WHEREAS**, the annexation will not create an unincorporated area of the township that is completely surrounded by the territory to be annexed; and,

**WHEREAS**, the Village of Commercial Point Council adopted Resolution 18-2023 on July 10, 2023, that was received by the Pickaway County Board of Commissioners' office on July 11, 2023, adopting the statement of municipal services it will provide to the territory to be annexed; and,

**WHEREAS**, no street or highway will be divided by the boundary between the municipality and township so as to create a road maintenance problem; then,

**THEREFORE BE IT RESOLVED**, that the Pickaway County Board of Commissioners hereby approves the Expedited Type 2 Annexation of 109.863 +/- acres of Scioto Township into the Village of Commercial Point, Pickaway County, Ohio, filed by Jackson B. Reynolds, III, Smith and Hale LLC, is the agent for the petitioners, Devin B. Weller, Andrea L. Weller and John C. Steck.

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

*~Certification~*

I, Angela Karr, Clerk to the Pickaway County Board of Commissioners, hereby certify that this is a true and accurate record of the proceedings of the board and may be found in Journal #67, pages dated August 8, 2023.

Angela Karr

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

The following is a summary of the report provided by Angela Karr, Clerk:

- Mrs. Metzger provided an update of the Lancaster Pike Improvement Project
  - Work hours of 9:00 a.m. to 4:00 p.m. with flagger. The city will approve different hours two days in advance if flagger is there.
  - Will tie into City sewer.
  - Need City to inspect.
  - Delays in getting pipe.
  - Start saw cutting, need to shutdown lane. Could plate it overnight.
  - Con Cremeans is to check on fence going around construction site.
  - Staked out tomorrow. Have Mr. Cremeans stop by to see the perimeter.
  - Trenching cannot take place until the pipe comes in.
  - Flaggers may be outsourced.
  - A new sidewalk will be placed at the front entrance by the Ankrom Building.
  - Will put ADA transition at top of sidewalk where it meets asphalt.
- Mrs. Metzger provided a Jail Sewer Project update.
  - Will call for inspection once everything is turned on.
  - Floors are waxed and being re-waxed in certain areas.
  - Kitchen: Hobart installation August 8<sup>th</sup>, ECO labs.
  - Grease trap will be pumped tomorrow then monthly.
  - Finishing a new sink. Need a faucet for the dishwasher. Should be this week.
  - Power to sink being finished tomorrow.
  - Wall covers and light lenses are replaced.
  - Seeding/ straw this week.
  - The dumpster is still there but should be gone by the end of the week. Storage unit gone.
  - Port-a-John gone this week.

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- Refrigerator needs brought back in.
- Fire up all equipment today and look for issues.
- Close out items coming from Farber.
- Mrs. Metzger discussed the 2023 Hall of Fame Inductees applicants. Awards will need to be ordered soon.
- Mrs. Dengler addressed that a county employee contacted the Commissioners Office regarding Pumpkin Show office hours this year. Asked if offices will be closing at noon Wednesday, Thursday and Friday.
- Mrs. Dengler provided the TIF/CRA contract with Bradley Payne. The document will be delivered to the County Prosecutor for review.

**In the Matter of**  
**Jobs and Family Services Parking Lot Resurfacing**  
**Change Order No. 2 with Spires Paving Company, Inc.:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve Change Order No. 2 from Spire Paving Company, Inc. for the Job and Family Services Parking Lot Resurfacing Project. Contractor replaced sidewalk that the contractor damaged during paving operations. The county agreed to pay \$2,740.00 for the pouring of the curb and gutter that the City of Circleville required the contractor to reduce to bring the curb within this repair area up to the City's standards.

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**  
**Employee Lunch-In Cost**  
**Reimbursed To Elected Officials:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve reimbursement food cost to elected officials for food provided for the Employee Lunch-In with proof of receipt. Reimbursement shall be paid by the Health and Wellness fund.

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Nomination of Tim Colburn, Pickaway County Port Authority**  
**To the District 17 Natural Resources Assistance Council:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to authorize April Metzger to sign off on the nomination of Tim Colburn, Pickaway County Port Authority, to be appointed to the District 17 Natural Resources Assistance Council.

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 Additional Courthouse**  
**Roof Repairs With American Rescue Plan Funds:**

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

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**Resolution No. PC-080823-87**

**Additional Repairs to Courthouse Roof**

Pickaway County received direct payments from the U.S. Treasury under the Coronavirus State and Local Fiscal Funds authorized by the American Rescue Plan Act, referred to as fiscal recovery funds. Pickaway County will use the funding in accordance with the American Rescue Plan Act and guidance from the U.S. Treasury.

On Tuesday, May 18, 2021, Pickaway County set up a special revenue fund to receive the funds and account for the use of the funds (**special revenue fund # 938 – American Rescue Plan Act Fund**)

**TUESDAY, MAY 18, 2021 OFFICE OF THE BOARD OF COMMISSIONERS PICKAWAY COUNTY, OHIO**  
*In the Matter of Amended Certificate Approved: Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution: Resolution No.: PC-051821-30 WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$5,677,293.50 to amend the budget due to fund received for the American Rescue Plan, THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2021: AMERICAN RESCUE PLAN ACT REVENUE FUND – 938.0000.4534 \$5,677,293.50 Voting on the motion was as follows: Commissioner Wippel, yes; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion*

The U.S. Treasury guidance as an interim rule was issued on May 10, 2021, and such guidance has been uses of the fiscal recovery funds based on the federal legislation can be to:

1. Respond to the public health emergency with respect to the COVID19 or its negative economic impacts, including assistance to households, small businesses, and non-profits, or aid to impacted industries such as tourism, travel and hospitality;
2. Respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work.
3. Allow for the provision of government services to the extent of the reduction in revenue (i.e., online, property or income tax) due to the public health emergency relative to revenues collected in the most recent full fiscal year of the county prior to the emergency (i.e., January 20, 2020); or
4. Make necessary investments in water, sewer or broadband infrastructure.
5. A resolution authorizing initial uses of American Rescue Plan fiscal recovery funding and approving appropriations form unappropriated funds for the County ARP fiscal recovery fund, # **938** for managing ARP fiscal recovery funds, disbursing funds, and monitoring of contracts and grants associated with the ARP.

As provided in the U.S. Treasury Interim Final Rule and Guidance for State and Local Fiscal Recovery Funds, Dated May 24,2021, an amended to Final Rule beginning April 1, 2022, an allowable use of ARP funds is for governmental services.

This resolution is issued to approve expenditures from the county ARP Fund #938 to pay for additional repairs to the courthouse roof - \$21,320.00 to The Durable Slate Company.

**This expenditure will come from ARP Fund #938 – 938.1123.5903 – ARP – Governmental Services – Other Expense – in the amount of \$21,320.00 to The Durable Slate Company.**

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

Attest: Angela Karr, Clerk

**In the Matter of  
Pickaway County Sheriff's Report:**

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

- Sheriff Hafey reported that tomorrow is the debrief from the protest a few weekends ago.



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- Captain Jon Rhoads will be retiring in two weeks. Sheriff Hafey will be looking to promote within. School Resource Officers at Westfall, Logan Elm and Teays Valley will also become the D.A.R.E Officers for their location.

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

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for the week ending August 5, 2023.

A total of \$885 was reported being collected as follows: \$240 in adoptions; \$135 dog license; \$45 in dog license late penalty; \$40 in owner turn-ins; \$50 in redemptions; \$75 in microchip fees and \$300 in private donations.

One (1) stray dog was processed in; four (4) dogs were adopted.

With there being no further business brought before the Board, Commissioner Scherer offered the motion, seconded by Commissioner Wippel, to adjourn.

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

Jay H. Wippel, President

Harold R. Henson, Vice President

Gary K. Scherer, Commissioner  
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Attest: Angela Karr, Clerk