

**TUESDAY, DECEMBER 3, 2019**  
**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, December 3, 2019, with the following members present: Mr. Jay H. Wippel, Mr. Harold R. Henson and Mr. Brian S. Stewart. April Dengler, County Administrator, was also in attendance.

**In the Matter of**  
**Minutes Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from November 26, 2019, with corrections.

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

Attest: Angela Karr, Clerk

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

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, 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 27, 2019, 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 \$331,676.14 on the County Treasurer to satisfy the same.

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

Attest: Angela Karr, Clerk

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

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to adopt the following Resolution:

**Resolution No.: PC-120319-1**

**WHEREAS**, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$383,168.72 to amend the REA-Fees #260 due to 2019 second half of real estate fees were collected and did not reflect in the 2019 estimates; then,

**THEREFORE BE IT RESOLVED**, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2019:

**REA FEES #260**  
**\$383,168.72**

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, 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 Brian Stewart, to approve the following requests for the APPROPRIATIONS:

**\$500.00 – 260.1150.5203 – REA Insurance – Auditor  
\$133.00 – 903.1109.5205 – GIS Worker’s Comp – Auditor  
\$440.00 – 260.1150.5205 – REA Worker’s Comp – Auditor  
\$18.68 – 101.1105.5703 – Contingencies – Treasurer  
\$14,486.54 – 101.1105.5703 – Contingencies – Commissioners**

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

Attest: Angela Karr, Clerk

**In the Matter of  
Transfer and Re-Appropriations Approved:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the following requests for the TRANSFER AND RE-APPROPRIATIONS:

**\$2,000.00 – 101.1215.5309 – Juvenile Court Postage – Juvenile/ Probate Court  
TO  
101.1215.5492 – Juvenile Court Services – Juvenile/ Probate Court  
\$906.65 – 101.2083.5301 – Supplies – Sheriff  
TO  
101.2083.5308 – Food/ Prisoners – Sheriff  
\$7,000.00 – 101.1145.5501 -Equipment – Recorder  
TO  
101.1145.5901 – Other Expenses – Recorder  
\$14,486.54 – 101.1105.5703 – Contingencies – Commissioners  
TO  
101.1102.5203 – Maintenance Insurance – Commissioners  
\$750.00 – 101.1130.5102 – Prosecutor Employees Salary – Prosecutor  
TO  
101.1130.5101 – Prosecutor Salary – Prosecutor  
\$18.68 – 101.1105.5703- Contingencies – Treasurer  
TO  
101.1105.5607 – HAVA Grant Security Interest – Treasurer  
\$1,543.46 – 101.2083.5430 – Training – Sheriff  
TO  
101.2083.5401 – Contract Services – Sheriff  
\$1,000.00 – 101.2083.5301 – Supplies – Sheriff  
TO  
101.2083.5401 – Contract Services – Sheriff**

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**\$650.00 – 101.2083.5313 – Memberships – Sheriff  
TO  
101.2083.5401 – Contract Services – Sheriff**

**\$3,700.00 – 101.2083.5496 – Medical – Sheriff  
TO  
101.2083.5401 – Contract Services – Sheriff**

**\$1,500.00 – 101.2083.5501 – Equipment – Sheriff  
TO  
101.2083.5401 – Contract Services – Sheriff**

**\$2,758.00 – 101.1110.5203 – Auditor Insurance – Auditor  
TO  
101.1110.5101 – Auditor Salary – Auditor**

**\$390.00 – 101.1110.5203 – Auditor Insurance – Auditor  
TO  
101.1110.5210 – Auditor PERS – Auditor**

**\$40.79 – 925.1207.5501 – Equipment – Adult Probation  
TO  
925.1207.5205 – Worker’s Comp – Adult Probation**

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

Attest: Angela Karr, Clerk

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

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

**\$18.68 – 101.1105.5607 – HAVA Grant Security Interest – Treasurer  
TO  
931.0000.4710 – HAVA Grant Security Interest - Treasurer**

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

Attest: Angela Karr, Clerk

**In the Matter of  
New Line Item Approved:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the following requests for the NEW LINE ITEM:

**101.0000.4982 – 4<sup>th</sup> District Court of Appeals - Commissioners**

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

Attest: Angela Karr, Clerk

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**In the Matter of**  
**Report Provided by EMA Director:**

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

- This week Mr. Flick will be attending the Intelligence Liaison Conference December 2<sup>nd</sup> and December 3<sup>rd</sup>, the 2020 Budget Meeting December 3<sup>rd</sup>, Berger Hospital Emergency Management Meeting December 4<sup>th</sup> and the Pickaway County Fire Chiefs Meeting December 5<sup>th</sup>.
- Next week Mr. Flick will attend the Columbia Gas Emergency Response Meeting December 9<sup>th</sup>, Superintendents Meeting December 12<sup>th</sup> and the Hazard Mitigation Plan Update Meeting #2 December 13<sup>th</sup>.

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

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

- There was one BWC claim filed for a Deputy Dog Warden and zero claims filed for unemployment this week.
- The deed for the South Pickaway Street property was signed last week and is currently being reviewed by the Engineer's Office for filing in the Recorder's Office.
- The open enrollment period for health insurance ended Friday, November 15<sup>th</sup>. Mr. Rogols provided a summary of opt-out participants.
- The final compliance hearing for Rex Tremble is scheduled for Thursday, December 5<sup>th</sup>. Mr. Tremble is still not in compliance and enforcement and seizure action is anticipated. Mr. Rogols will be handling the court hearing due to Sherri Rarey is unable to attend because of restraining order.
- Jaymie Bollinger's last day at the Dog Shelter was Saturday, November 30<sup>th</sup>.
- There are currently two postings for open positions and will expire Wednesday, November 27<sup>th</sup>. Three applications have been received for the Deputy Dog Warden 2 (full-time) and three application received for the Custodial Worker 1 (part-time). Interviews will take place Friday, December 6<sup>th</sup>.

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

The monthly report for the Pickaway County Building Department was filed for the month ending November 2019.

A total of \$18,962.79 was reported being collected as follows:

<b>Permits</b>		
Registration	33	\$2,175.00
Commercial	8	\$4,680.89
Residential	48	\$12,106.90
<b>Total Inspections Performed</b>		
Residential	269	
Commercial	43	
City Enforcement	0	
<b>Total Inspections</b>	<b>312</b>	
Residential Plan Review	7	

<b>New Home Permits by Jurisdiction:</b>	
City of Circleville	3
Commercial Point	1
Jackson Twp.	1
Pickaway Twp.	3
Saltcreek Twp.	2
Scioto Twp.	3
Washington Twp.	1

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<b>Total New Homes</b>	<b>14</b>
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**In the Matter of**  
**Pickaway County Sheriff's Office:**

A discussion was held regarding the need for additional staff in the Sheriff's Office 911 Center. The Commissioners asked Darrin Flick, EMA Director & Pickaway County 911 Coordinator if the call volume has recently increased and Mr. Flick stated that it has increased, and he believes it is from cell phone usage. Mr. Flick will provide the data to reflect the increase to the Commissioners at a later date.

**In the Matter of**  
**Out of County Travel 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 November 2019, at the total probable cost \$2,023.98. Commissioner Harold Henson offered the motion, seconded by Commissioner Brian Stewart, to approve the JFS Out-of-County Travel Authorization.

Voting on the motion was as follows: Commissioner Stewart, yes; Commissioner Wippel, yes; 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:

- Mrs. Dengler provided the Commissioners with updated budget projections and Budget Meeting slides for their review.
- The Sheriff's Office will be moving a trailer for a windows project.
- The Sheriff's Office has budget issues and will have a discussion. Approval of money to fix overages in some departments.

**In the Matter of**  
**2019/2020 Budget Meeting with**  
**Elected Officials/Department Heads:**

The Commissioners conducted the annual budget meeting held at the CRC Building located at 1005 South Pickaway Street. The meeting was attended by elected officials and department heads. Reviewed was a 2019 Capital Projects Fund Report, 2020 Budget Year Summary, 2019 Health Insurance Report, and 2020 budget year outlook including revenue and expense projections, which was followed by each elected official/department head's 2019 vs. 2020 line item appropriations. The presentation was followed by a brief question and answer session.

**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 30, 2019.

A total of \$445 was reported being collected as follows: \$100 in adoptions; \$45 in dog licenses issued; \$15 in kennel licenses; \$80 in owner turn-ins; \$180 in private donations and \$25 in redemptions.

Three (3) stray dogs were processed in; two (2) dogs were adopted.

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

Jay H. Wippel, President

Harold R. Henson, Vice President

Brian S. Stewart, Commissioner  
BOARD OF COUNTY COMMISSIONERS  
PICKAWAY COUNTY, OHIO

Attest: Angela Karr, Clerk