

**TUESDAY, DECEMBER 5, 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, December 5, 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 Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the minutes from November 28, 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 December 5, 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 \$192,411.40 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 December 5, 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 \$152,835.92 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  
Amended Certificate Approved:**

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

**Resolution No.: PC-120523-137**

**WHEREAS**, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of -\$95,289.03 to amend ARPA LEP Hiring Sheriff fund #946,

**THEREFORE BE IT RESOLVED**, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2023:

**ARPA LEP Hiring Sheriff Fund #946 – Sheriff  
-\$95,289.03**

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  
Appropriations Approved:**

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

**-\$54,953.60 – 946-1142.5102 – Salary ARPA LEP Hiring Sheriff – Sheriff**

**-\$796.83 – 946.1142.5202 – Medicare ARPA LEP Hiring Sheriff – Sheriff**

**-\$29,412.00 – 946.1142.5203 – Insurance ARPA LEP Hiring Sheriff – Sheriff**

**-\$180.00 – 946.1142.5205 – Worker’s Compensation ARPA LEP Hiring Sheriff – Sheriff**

**-\$9,946.60 – 946.1142.5212 – PERS LE ARPA LEP Hiring Sheriff – Sheriff**

**\$240,000.00 – 202.3010.5506 – Contract Projects Permissive Tax Roads – Engineer**

**\$2,000.00 – 234.2064.5102 – Salary Federal VOCA – Victims of Crime**

**\$300.00 – 234.2064.5201 – PERS Federal VOCA – Victims of Crime**

**\$392.23 – 234.2063.5401 – Contract Services – Victims of Crime**

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 TRANSFER AND REAPPROPRIATION:

**\$10,000.00 – 202.3010.5506 – MVPT Contract Projects – Engineer  
TO  
202.3010.5505 – MVPT Materials Supplies – Engineer**

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**\$245.50 – 234.2063.5501 – Equipment – Victims of Crime  
TO  
234.2063.5401 – Contract Services – Victims of Crime**

**\$429.06 – 234.2063.5301 – Office Supplies – Victims of Crime  
TO  
234.2063.5401 – Contract Services – Victims of Crime**

**\$1,000.00 – 234.2063.5404 – Advertising/ Printing Victims of Crime  
TO  
234.2063.5401 – Contract Services – Victims of Crime**

**\$20,000.00 – 101.2083.5496 – Medical/ Sheriff – Sheriff  
TO  
101.2083.5501 – Equipment/ Sheriff – Sheriff**

**\$15,000.00 – 201.3006.5504 – ALGT Land Labors – Engineer  
TO  
201.3005.5102 – ENGR EMPL Salary ALGT – Engineer**

**\$1,500.00 – 101.1145.5501 – Equipment – Recorder  
TO  
101.1145.5102 – Employee Salaries – Recorder**

**\$40.00 – 101.1145.5501 – Equipment – Recorder  
TO  
101.1145.5101 – Recorder Salary – Recorder**

**\$2,805.00 – 101.1105.5703 – Contingencies – Recorder  
TO  
101.1145.5102 – Employee Salaries - Recorder**

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 Preston Schumacher:**

The following is a summary of the report provided by Preston Shumacher, Dog Warden:

- Mr. Schumacher provided the stats from last week. There were 12 visitors and 2 volunteer.
- Pine Valley did finish the attachment from the pavilion to the shelter.
- Mr. Schumacher requested lowering adoption fees by 50% for the month of December.
- The shelter will be picking up donations from fundraisers for the holidays.
- Walnut Elementary allowed a dog to be brought in for the kinds to see and pet.

**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: Meeting – December 12<sup>th</sup>
  - Darby Township Zoning Regulations – Amending current zoning districts and adding numerous regulations.
  - Harrison Township Zoning Regulations – Amending current zoning districts and adding numerous regulations.

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- Muhlenberg Township Rezoning – Current Farm Residential site needing to be rezoned to commercial for a new cell tower off of Florence Chapel Pike.
- Outstanding Plats:
  - Navah Place – Cul-de-sac, Walnut Township, need proof of bond before final approval can be granted
- Lot Splits:
  - Approved 2 lot splits in the last week, 9 open applications currently.
- CDBG: No Update
- TIRC call discussing timeline and operations for next year’s tax incentive agreement review process.

**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 this week. There have been 15 fraudulent unemployment claims filed for the year.
- Govedeals auction for a 2008 Ford F-250 SD XL Supercan 4WD that sold for \$4,050 and pending pick-up. The Highway Garage has bridge beams up for auction currently at \$575.01 and \$1,025.00. Both beams end Wednesday, December 13<sup>th</sup>.
- CCAO Benefits+ will attend the year-end meeting December 5<sup>th</sup> to roll out January 2024. Mandatory Met Life Beneficiary update rolls out this week. Will be discussed at today’s budget meeting.
- One new hire packet was sent out last week. A total of 78 new hire packets were handed out year-to-date. The part-time custodial positions posted with no applicants and Deputy Dog Warden position posted with one application and interviewed Wednesday, November 29<sup>th</sup>. The Maintenance Worker for the Sheriff’s Office re-posted with new wage and no applicants received.
- Updated Drug Policy and Procedure emailed to department heads and elected officials. Mr. Rogols received several thank you emails and positive comments.
- Mr. Rogols continues to meet with maintenance staff to discuss the 2023 capital improvement assignments and provided a maintenance update.
  - Memorial Hall Window Replacement: Continues.
  - The courthouse wall outside of Magistrate’s courtroom is falling. Approved last week and start date unknown.
  - Building Department front door completed. Back door is pending.
  - Service Center flooring at OSU Extension is completed. The office is very happy with the final results.
  - Countywide contract for drug screening assigned last week. Mr. Rogols met with Whitney Gentry from Adena on Monday, November 27<sup>th</sup>. Received quote tis morning and pending review.
  - Phone conference with Casey Liddy, Ohio Health Berger and quote pending.
  - Mr. Rogols attended Fraternal Order of Police negotiations with Mrs. Metzger last Thursday, November 30<sup>th</sup>.

**In the Matter of**  
**Report Provided by Robert Adkins:**

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

- Veeam Version 12 upgrade was completed.
- Assessing items for 2024.
- Met with PICCA on Thursday.
- Completed evaluation of Darktrace SaaS 365 module Recommending purchase.
- Met with Tom and Arista Monday at Cooks Creek.

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

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

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- This week Muhlenberg Twp and Jackson Twp Trustees Meeting, Pickaway Co Budget Meeting, Ashville Elementary School Safety Planning Meeting, Healthcare Coalition Meeting and EMAO Conference.
- Next week Deercreek Twp Trustees, 911 Coordinators Meeting, 2024 Eclipse Planning Meeting, Introductory Meeting with Circleville Mayor-Elect Blanton and Off – Thursday Morning.
- General Information
  - Intern, Isaac Horner, started on Monday.
  - Request Executive Session – Discuss EMA Deputy Director position description.
  - Run card project continuing – Completed Harrison, Scioto, and Pickaway Twp. Currently working with Saltcreek Twp. ~50% complete. Next is SW Pickaway and WADES.
  - 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 – February 10, 2024
  - Started a discussion about Human Trafficking and steps we can take to mitigate this during special events in the county. Human Trafficking training on December 18-19 at Ohio State Highway Patrol Academy in Columbus.
  - BOE Continuity Planning – Email sent to the Board requesting a meeting in September. Still no response.
- 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. Also working on adding Community Lifelines info.
  - PCSO fiber connection conversion – Frontier was missing some information, and it has been submitted. RailPros and NS are aware of the need to conduct a prompt review and scheduling of the safety flaggers.
  - Homeland Security grant of \$58,804 to purchase PPE for law enforcement – approved by OEMA, coordinating with LE agencies for numbers to purchase. Determining the number of SWAT trained officers are in the county to guide purchasing of PPE.
  - Disasterville - Health Department ordered the props this week.
  - Radio system is being examined from top to bottom (programming, inventory, tower sites, supervision, etc.). Went to Ross County and the Dog Shelter. There are some odds and ends equipment that I need some help from Maintenance to recover and bring to the office.
  - Replacement of ARES repeaters with County-owned equipment – getting quotes.
  - School safety planning with Teays Valley in December.
  - April 2024 Solar Eclipse – Beginning the discussions of this event and its implications for Pickaway County.
- Issues requiring Commissioners Support/Notification:
  - MOU for Siren Maintenance. Tabled.
  - Unknown if an MOU exists for EMA dues. Tabled.
  - Building project for training room / emergency capacity facility
  - Backup 911 dispatch consoles for EOC need replaced – end of service life.

**In the Matter of**  
**Executive Session:**

At 9:35 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, Marc Rogols, County Deputy Administrator, Angela Karr, Clerk, Preston Schumacher, Dog Warden, and Mike Sherron, EMA Director 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.

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

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No Action taken.

**In the Matter of**  
**Darktrace Master Service Agreement**  
**For Pickaway County IT:**

Robert Adkins, IT Director, discussed the Darktrace Master Service Agreement for Pickaway County IT. Darktrace DETECT /Apps/ Microsoft 360 for 180 accounts at the total of \$43,250.00 In reference to the Darktrace Master Service Agreement, Commissioner Harold Henson offered the motion, second by Commissioner Gary Scherer, to approve and authorize Commissioner Jay Wippel to execute said agreement in the amount of \$43,250.00 for Pickaway County IT.

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**  
**Darktrace Master Service Agreement:**

Robert Adkins, IT Director, discussed the Darktrace Master Service Agreement for the Pickaway County Sheriff Office. Darktrace DETECT /Apps/ Microsoft 360 for 140 accounts at the total of \$22,400.00 In reference to the Darktrace Master Service Agreement, Commissioner Harold Henson offered the motion, second by Commissioner Gary Scherer, to approve and authorize Commissioner Jay Wippel to execute said agreement in the amount of \$22,400.00 for the Pickaway County Sheriff's Office.

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**  
**Deputy Dog Warden II Position**  
**Approval to Offer to Emily Morgan:**

Marc Rogols presented the application submitted by Emily Mogan for the full-time Deputy Dog Warden II Position at the Dog Shelter. After discussion, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to offer the position of Deputy Dog Warden II with the Dog Shelter to Emily Morgan. The position will be full-time at the rate of \$15.00 an hour with an increase to \$15.50 upon the completion of six months' probation. Ms. Morgan will begin employment on December 26, 2023.

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**  
**Change Order No. 1 with A&A Safety, Inc. for**  
**Project Referred to as PIC-CR\_VAR\_PM-FY2023 PID: 107746 for**  
**Pickaway County Engineer Department:**

In reference to the PIC-CR\_VAR\_PM-FY2023 PID: 107746 project, Commissioner Harold Henson offered the motion, second by Commissioner Gary Scherer, to approve Change Order No. 1 with A&A Safety, Inc in the amount of \$46,901.64. Various fields change and added 2023 chip seal roads.

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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**  
**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 December 2023, at the total probable cost \$3,177.95. Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the JFS Out-of-County Travel Authorization.

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**  
**2024 Bed Rental Agreement Signed with**  
**Multi-County Juvenile Detention Center:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve and sign the Multi-County Juvenile Detention Center Bed Rental Agreement for the period of January 1, 2024, to December 31, 2024, for the detention of juvenile offenders at the rate of \$120 per diem based on availability of space.

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**  
**Vehicle Title:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Jay Wippel to execute a title for the Pickaway County Engineer's Garage for a vehicle being traded in on a purchase of a new truck.

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**  
**Executive Session:**

At 10:00 a.m., Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer to enter into Executive Session pursuant to ORC §121.22 (G) (4) to discuss collective bargaining matters pertaining to the Pickaway County Sheriff's Office employees, with Rob Yong and Jacob Booth, Clemmons Nelson, April Dengler, County Administrator, Marc Rogols, Deputy County Administrator and Angela Karr, Clerk, 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.

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Attest: Angela Karr, Clerk

- ❖ Sheriff Hafey and Chief Brown joined the session at 10:30 a.m.

At 10:20 a.m., the Commissioners exited Executive Session and Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to resume Regular Session.

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  
County Administrator Report:**

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

- Mrs. Metzger discussed the 2024 Budget worksheets for today's budget meeting.
- Family Children's First Council request for funding. Commissioners gave \$25,000 in the last two fiscal years.
- The Pickaway Senior Center sanitary repair was resolved and paid for by Earnhardt Hill. It was an error on their part and the cost covered by them.

**In the Matter of  
Pickaway County Year-End-Budget Meeting:**

The Commissioners provided slides for the 2024 budget. Each department explained their next year's budget based upon this year's budget of expenses and revenue.

**In the Matter of  
Executive Session:**

At 1:25 p.m., Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to enter into Executive Session pursuant to ORC §121.22 (G) (8) to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance, with Tim Colburn, Pickaway Progress Partners, Ryan Scriber, April Dengler, County Administrator, Marc Rogols, Deputy County Administrator, Tim McGinnis, Planning and Development Director and Angela Karr, Clerk 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

- ❖ Ryan Scribner left the session at 1:50 p.m.

At 2:16 p.m., the Commissioners exited Executive Session and Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to resume Regular Session.



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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**  
**Change Order No. 4 with Darby Creek Excavating Inc. for**  
**Project Referred to as Lancaster Pike Improvement:**

In reference to the Lancaster Pike Improvement project, Commissioner Gary Scherer offered the motion, second by Commissioner Harold Henson, to approve Change Order No. 4 with Darby Creek Excavating, Inc in the amount of \$1,500.00. Install three 2' conduit at 50' each. Total of 150' for future use. Cap conduit at each end and mark with 2x4 post.

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**  
**Broadband with South Central Power:**

David Glass South Central Power started the meeting by introducing Todd Shelton, South Central Power Co., and then discussed with the Commissioners fiber in Pickaway County. Broadband Ohio funding is currently in its second round of funding (\$77 million) and gathering support from county Commissioners. The South Central Power board felt strongly about broadband and getting within their service territory to areas that do not have any internet coverage. This broadband will be ran in South Central Power's power space and Commissioner Wippel suggested that the lines be ran high enough for farm equipment to travel under the lines. South Central Power is not looking to complete and go into the areas that are already serviced by other internet providers. South Central Power will be doing areas that have no source of internet service of any sort. Mr. Glass explained that this round is more competitive due to there are less funds available than the first round. South Central Power was not awarded in round one. South Central Power will be applying for every eligible address in Pickaway County if they receive the grant and not every address will get approved.

**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 December 2, 2023.

A total of \$350 was reported being collected as follows: \$45 dog license; \$180 in adoptions; \$50 in redemptions and \$75 in microchip fees.

Four (4) stray dogs were processed in; three (3) 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

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Gary K. Scherer, Commissioner  
BOARD OF COUNTY COMMISSIONERS  
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Attest: Angela Karr, Clerk