

TUESDAY, JUNE 29, 2021
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

The Pickaway County Board of Commissioners met in Regular Session at the Emergency Operation Center located at 160 Island Road, Circleville, Ohio, on Tuesday, June 29, 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 June 22, 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 Harold Henson offered the motion, seconded by Commissioner Gary Scherer, 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 30, 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 **\$190,844.38** 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
Appropriation of Expense Line Item Approved:**

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

\$22,000.00 – 299.2006.5401 – Contract Services -Concealed Cary – Sheriff

\$1,000.00 – 299.2006.5501 – Equipment – Concealed Carry – Sheriff

\$500.00 – 297.5003.5401 – Contracts – Kids on Campus – Pickaway WORKS

\$21,700.00 – 101.1105.5703 – Contingencies – Auditor

\$1,500.00 – 101.1105.5703 – Contingencies – Probate Court

\$1,000.00 – 299.2006.5301 – Supplies- Concealed Carry – Sheriff

\$2,804.41 – 249.2035.5203 – EMA Insurance - Commissioners

Voting 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

**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 the TRANSFER AND REAPPROPRIATIONS:

**\$21,700.00 – 101.1105.5703 – Contingencies – Auditor
TO
101.1110.5901 – Other Expense – Auditor**

**\$6,780.00 – 201.3007.5401 – ALGT – Contract Services- Engineer
TO
201.3006.5506 – ALGT – Contract Projects – Engineer**

**\$29,931.00 – 201.3012.5506 – ALGT – On Behalf Projects – Engineer
TO
201.3006.5506 – ALGT – Contract Projects – Engineer**

**\$10,050.00 – 201.3005.5501 – ALGT- Office Equipment – Engineer
TO
201.3006.5506 – ALGT – Contract Projects – Engineer**

**\$1,500.00 – 101.1105.5703 – Contingencies – Probate Court
TO
101.1218.5415 – Attorney Fees – Probate Court**

**\$13,206.61 – 931.1118.5501 – HAVA Equipment – Board of Elections
TO
931.1118.5478 – HAVA Remit to State – Board of Elections**

**\$5,609.97 – 931.1118.5401 – HAVA Contract Services – Board of Elections
TO
931.1118.5478 – HAVA Remit to State – Board of Elections**

**\$6,780.00 – 201.3006.5505 – ALGT -Material/ Supplies – Engineer
TO
201.3006.5506 – ALGT – Contract Projects - 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
Blanket Purchase Order Approved:**

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

\$21,700.00 – 101.1110.5901 – Other Expenses - Auditor

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

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In the Matter of
Amended Certificate Approved:

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

Resolution No.: PC-062921-38

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$54,000.00 to amend the budget for FEES Concealed Carry/ Sheriff,

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2021:

FEES- CONCEALED CARRY/ SHERIFF
\$54,000.00

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 US Treasury in a timely manner related to the Auditor. After discussing the request, Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to waive the waiting period to issue payment to US Treasury, in the amount of \$21,700.00 as follows:

\$21,700.00 101.1110.5901 – Other Expense - Auditor

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

Nancy Graham, Fiscal Specialist, requested a waiver to pay Underground Innovations in a timely manner related to the fiber optics projects at the Engineers Garage. After discussing the request, Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to waive the waiting period to issue payment to Underground Innovations, in the amount of \$90,300.00 as follows:

\$90,000.00 401.7115.5529 – Planned Capital

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 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. State EOC COVID Directors Call Tuesday and Thursday. Mr. Flick is still monitoring civil unrest throughout the state and coordinating information with law enforcement and other first responders throughout the county.

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Continuing Countywide Vaccinations – Ages 12+ - walk In. Mr. Flick attended the Homeland Security Threat Assessment Meeting June 22nd, County Radio Training at EOC June 23rd, Frontier VOIP Solution Meeting June 24th.

- This week the EOC will be monitoring the COVID situation and normal operations. State EOC COVID Directors Call Tuesday/ Thursday. Mr. Flick will be monitoring civil unrest throughout state. Coordinating information with Law Enforcement and other first responders throughout the county. Ops update with Public Health on Wednesday. Continuing Countywide Vaccinations – Ages 12+ - walk In. Mr. Flick will be attending the Deer Creek Dam Exercise with Army Corps of Engineers and Camera/IT Update June 29th and Health Dept/EMA Operations Update July 1st.
- Next Week the EOC will be monitoring COVID situation and back to normal operations. State EOC COVID Directors Call Tuesday/ Thursday. Mr. Flick will be monitoring civil unrest throughout state. Coordinating information with Law Enforcement and other first responders throughout the county. UAS Team Planning and Operations Training Wednesdays and Decon Trailer Support to Ohio Health Berger: Sept 2020-Sept 2021. Wednesday Ops Update with Public Health. Continuing Countywide Vaccinations – Ages 12+ walk-in. Mr. Flick will be attending the Monthly Fire Chiefs Meeting July 7th and Cyber Security Update July 8th.

In the Matter of
Local Emergency Planning Committee
Contracted Service Agreement:

Darrin Flick, EMA Director presented the Local Emergency Planning Committee Contracted Services Agreement for July 1, 2021 to June 30, 2022. The Pickaway County Emergency Management and Homeland Security Agency agrees to provide services to the LEPC for the sum of \$15,000.00 a year with payment being due August 1, 2021. Service includes the following:

- Maintaining the Committee's files of information and for receiving and fulfilling requests from the public for information.
- Development and implementation of the County's Chemical Emergency Response and Preparedness Plan and for receiving verbal and follow-up written notices of releases of hazardous substances and extremely hazardous substances.
- Establish a Compliance Program, coordination of facility inspections, completing the annual Compliance Program Report to the State Emergency Response Commission.
- Coordination and organization of the LEPC Exercise Program and annual exercises.
- Submission of Grant Requests for the SERC and HMEP grants and others if available.
- Prepare for and assist with LEPC meetings, conferences, training and other functions the Committee may require.
- Do all things necessary, incidental, or appropriate to ensure the duties and responsibilities of the LEPC are carried out.

After discussion, Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve and authorize Darrin Flick, EMA Director to execute the Pickaway County Local Emergency Planning Committee Contracted Services Agreement for the period of July 1, 2021 to June 30, 2022.

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 Robert Adkins:

- Mr. Adkins is still spending time at the Sheriff's Office. Rich will start working at the Sheriff's Office Wednesday and Trevor Swackhammer will be working with Mr. Adkins at his office for cross training.
- Mr. Adkins will be working with Jason regarding the fair networking.
- Mr. Adkins plans to meet with the Sheriff and Lieutenants today to discuss the setup of user accounts.

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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 this week and no unemployment claim filed for the week. Mr. Rogols is working with Sedwick to settle two claims from 2007 that are adversely affecting the Counties rating.
- Mr. Rogols reported a 2000 International 4900 Dump Truck that has been listed on Govdeals.com for the Highway Garage. The auction ended Friday, June 25th at \$9,000.01.
- Mr. Rogols reported that the surveillance camera project with IPS existing server access controls installation continues.
- Mr. Rogols has a pending contract with Brock Riley as a new outside inspector for the Building Department.
- The full-time Custodial position and EMA Plans and Exercise Officer are still currently posted on the county website and JFS with no application received.
- Mr. Rogols met with Jon Brown, Maintenance Supervisor and Mikki Fullen, Custodial Supervisor and has established a new cleaning schedule. Part-time custodial employees are eligible and approved to work up to 29 hours a week. The new schedule implemented this week.
- Mr. Rogols had a phone conference with Wilson Partners last Thursday regarding Health Insurance. Authorization letters are being prepared and forwarded to cooperative.

In the Matter of
Planning and Development:

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

- Mr. McGinnis presented a request of a lot split that does not hold the required road frontage on State Route 56.

In the Matter of
Report given by Sheriff Hafey:

- Sheriff Hafey reported that the jail lost power over the weekend and had to call Accurate Heating and Cooling to repair the air condition units to get air conditioning units back up and running in the jail.
- There was one inmate jumper over the weekend and is currently on suicide watch.
- Sheriff Hafey received a bill date for the cruisers, and they should be ready the end of July. Should receive them around two weeks later. The cruisers will then be taken for decals and should be on the road within a month.
- Sheriff Hafey is working with Mr. Rogols to compile a listing of items in the compound lot that could be placed on Govdeals.com.
- CORSA will be reimbursing for psychological evaluations and polygraphs for employees. The City of Circleville Police Department will be reimbursing PCSO for a bullet proof vest for a previous employee that is now employed by the City of Circleville Police Department.

In the Matter of
Executive Session:

At 9:30 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, Darrin Flick, EMA Director and Sheriff Matthew O. Hafey 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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At 9:38 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
IT Technician Position
Approval to Offer to Eric Cotton:

Marc Rogols presented the application submitted by Eric Cotton for the full-time IT Technician position with the Pickaway County IT Department. After discussion, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to offer the position of IT Technician to Eric Cotton. The position will be full-time at the rate of \$22.00 an hour with 90-days probation. Mr. Cotton will begin employment July 12, 2021.

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 Harley Bartley:

Marc Rogols presented the application submitted by Harley Bartley for the full-time Deputy Dog Warden II Position at the Dog Shelter. After discussion, Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to offer the position of Deputy Dog Warden II with the Dog Shelter to Harley Bartley. The position will be full-time at the rate of \$15.00 an hour with six months' probation. Ms. Hartley will begin employment June 30, 2021.

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
County Administrator Report:

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

- Ms. Dengler provided an update of the Commissioners' Porch Project. The porch slab has been poured and forms are being put in place for the ramp and stairs to be poured next week. The sidewalk concrete will be poured last. The post base for the columns will be inspected before installed. The columns will be ordered this week.
- Ms. Dengler sat in on the OBM Webinar last Thursday. A project list needs to be established. There are sixty expenditure categories, and a project must be picked and given to a category. The Fiber Optic Boring Project was paid from the American Rescue Plan fund. Ms. Dengler explained that interest accrued on the ARP monies can go to the general fund.
- Ms. Dengler reported that the tax budget should be finished Wednesday and ready to send to the Auditor's Office for review.

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In the Matter of
Sanitary Sewer Tour 2021:

Chris Mullins, Pickaway County Engineer, took the Commissioners on a tour of each of the Sanitary Sewer Facilities. Each of the sewer plants have come due for maintenance or replacement. Mr. Mullins provided a Preliminary Engineering Report for Walnut Heights Subdivision Wastewater Treatment Plant Study prepared by IBI Group May 20, 2021. The purpose of the study is to provide an analysis and preliminary cost estimate of wastewater package plants for use in planning and budgeting development growth. The following is current values for repairs or replacement cost:

- Walnut Heights WWTP – Project cost estimated at \$2.5 to \$3 million

Next steps:

- Enter into an engineering design contract.
- Update the NPDES design contract
- Prepare plans and specifications
- Obtain EPA permit to install
- Bid for construction

- Wintergreen Hills WWTP – Project cost estimated at \$720,000 to \$864,000 (May be able to eliminate this and pump to Knollwood)
- Knollwood Village WWTP- Project cost estimated at \$0.9 to \$1.1 million.
- Circle Hills WWTP- Project cost estimated at \$1.4 to \$1.8 million.
- Estimate to blast and re-paint the water tank inside and out is \$150,000.
- New water meters, reader, and software for Orient \$40,000.
- New 4x4 truck with utility bed, crane and air compressor \$74,000 (current truck has 146,000 miles).
- Vac trailer sewer main and manhole maintenance, cleaning of WWTP's and lift stations- Estimated at \$94,000.
- Trailer mounted camera system \$84,500.
- Portable generator system \$29,500.
- Estimate for replacing 8" Sewer Mains \$90 to \$100 per foot
- Estimate for replacing Manholes \$4,000.

Miscellaneous capital improvements Sanitary and Water Systems

Orient Water

- Emergency heat Orient Water boosting station
- Mapping water curb stops
- Relocating meters to meter pit in R/W
- Paint fire hydrants

Orient Sewer

- Convert Force Main to gravity
- Clean and camera sewer mains
- Map manholes
- Map storm sewer

Darby Sewer Subdistrict – Lift Station Improvements and lining mains 2003

- Replace control panels
- Replace 8" sewer mains
- Replace manholes

General Sewer District

- Emergency generators
- Replace 8" sewer mains, relocate several runs,
- Replace manholes
- Clean and camera mains
- Map manholes

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- Clear easements

Mobile Treatment Plant - \$10,000 per month

- Design, bid, construct 12-15 months adds \$120,000 to \$150,000 onto total project costs

Vac Truck \$5,000 per use

- Six lift stations should be cleaned annually \$30,000 per year

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 19, 2021.

A total of \$596 was reported being collected as follows: \$250 in adoptions; \$150 in dog license, \$40 in owner turn-ins, \$15 owner turn-ins puppy, \$40 adoption returns, \$75 redemption and \$26 private donations.

Six (6) stray dogs were processed in; five (5) dogs were adopted.

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending June 26, 2021.

A total of \$415 was reported being collected as follows: \$100 in adoptions; \$60 in dog license, \$80 transfer out rescue, \$40 owner turn-ins puppy, \$40 adoption returns, \$50 redemption and \$45 private donations.

Five (5) stray dogs were processed in; two (2) dogs were adopted.

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 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
BOARD OF COUNTY COMMISSIONERS
PICKAWAY COUNTY, OHIO

Attest: Angela Karr, Clerk