

TUESDAY, NOVEMBER 29, 2022
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, November 29, 2022, with the following members present: Mr. Jay H. Wippel, Mr. Harold R. Henson and Mr. Gary K. Scherer. April Dengler, County Administrator, and Marc Rogols, Deputy County Administrator were also in attendance.

In the Matter of
Minutes Approved:

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the minutes from November 22, 2022, 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 November 30, 2022, 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 \$213,042.26 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 Harold Henson offered the motion, seconded by Commissioner Gary Scherer, 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 30, 2022, 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 \$2,367.84 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 29, 2022
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-112922-92

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$3,241.01 to amend Misdemeanor Day Reporting, fund #296,

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2022:

**MISDEMEANOR DAY REPORTING FUND #296
\$3,241.01**

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
Amended Certificate Approved:**

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

Resolution No.: PC-112922-93

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of -\$60,000.00 to amend Advances (State Share), fund #257,

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2022:

**ADVANCES STATE SHARE FUND #257
-\$60,000.00**

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
Amended Certificate Approved:**

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

Resolution No.: PC-112922-94

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$393,762.00 to amend TID Other Receipts, fund #658,

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2022:

TID OTHER RECEIPTS FUND #658

**TUESDAY, NOVEMBER 29, 2022
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

\$393,762.00

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
Appropriations Approved:**

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

- \$176.00 – 507.6922.5486 – Orient Water Permit Fees - Engineer**
- \$522.62 – 281.6130.5901 – Cook Group Ditch Other Expenses – Engineer**
- \$74.59 – 911.6141.5901 – Pence Title Other Expenses – Engineer**
- \$9,244.81 – 269.6118.5901 – Dry Run Other Expenses – Engineer**
- \$125,000.00 – 658.6093.5401 – TID Contract Services PIC SR762-13.37 Roundabout – Engineer**
- \$222.00 – 296.1256.5205 – Workers Comp – ISP Day Reporting**
- \$54.97 – 296.1256.5202 – Medicare – ISP Day Reporting**
- \$794.64 – 296.1256.5201 – PERS – ISP Day Reporting**
- \$181.05 – 296.1256.5102 – Salary – ISP Day Reporting**
- \$1,641.42 – 296.1256.5102 – Salary – ISP Day Reporting**
- \$1,541.01 – 296.1256.5102 – ISP Day Reporting**
- \$1,700.00 – 101.1105.5703 – Contingencies – ISP Day Reporting**
- \$425.01 – 296.1256.5801 – Advances Out – ISP Day Reporting**
- \$100,000.00 – 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:

- \$1,968.90 – 101.1140.5444 – Election Assistance – Board of Elections
TO
101.1140.5401 – Contract Services – Board of Elections**
- \$531.10 – 1010.1140.5444 – Election Assistance – Board of Elections
TO
101.1140.5478 – Remit to State – Board of Elections**

**TUESDAY, NOVEMBER 29, 2022
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

**\$1,000.00 – 101.1145.5501 – Equipment – Recorder
TO
101.1145.5102 – Recorder Employee Salary – Recorder**

**\$500.00 – 101.1145.5501 – Equipment – Recorder
TO
101.1145.5201 – PERS Recorder Employee – Recorder**

**\$500.00 – 101.1145.5501 – Equipment – Recorder
TO
101.1145.5202 – Medicare Recorder – Recorder**

**\$500.00 - 101.1145.5501 – Equipment – Recorder
TO
101.1145.5301 – Supplies – Recorder**

**\$161.20 – 101.1101.5430 – Commissioners Training – Commissioners
TO
101.1101.5501 – Commissioners Equipment – Commissioners**

**\$1,700.00 – 101.1105.5703 – Contingencies – ISP Day Reporting
TO
101.1105.5701 -Transfer Out – ISP Day Reporting**

**\$1,155.00 – 295.1255.5203 – Insurance – ISP Day Reporting
TO
295.1255.5102 – Salary – ISP Day Reporting**

**\$161.70 – 295.1255.5203 – Insurance – ISP Day Reporting
TO
295.1255.5201 – PERS – ISP Day Reporting**

**\$2.19 – 295.1255.5203 – Insurance – ISP Day Reporting
TO
295.1255.5202 – Medicare – ISP Day Reporting**

**\$264.30 – 295.1255.5203 – Insurance – ISP Day Reporting
TO
295.1255.5205 – Workers Comp – ISP Day Reporting**

**\$2,300.00 – 296.1256.5401 – Contract Services – ISP Day Reporting
TO
296.1256.5102 – Salary – ISP Day Reporting**

**\$18.92 – 296.1256.5301 – Supplies – ISP Day Reporting
TO
296.1256.5102 – Salary – ISP Day Reporting**

**\$1,981.08 – 296.1256.5301 – Supplies – ISP Day Reporting
TO
296.1256.5203 – Insurance – ISP Day Reporting**

**\$5,000.00 – 101.2001.5901 – EMA Other – Commissioners
TO
101.2001.5301 – EMA Supplies – Commissioners**

**\$100,000.00 – 101.1105.5703 – Contingencies – Commissioners
TO
101.1112.5481 – Countywide Utilities - Commissioners**

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

TUESDAY, NOVEMBER 29, 2022
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

Attest: Angela Karr, Clerk

In the Matter of
Fund Transfer Approved:

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

\$1,700.00 – 101.1105.5701 – Transfer Out Miscellaneous – ISP Day Reporting
To
296.0000.4901 – Transfer In – ISP Day Reporting

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
Cash Advance Back Approved:

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

\$425.01 – 296.1256.5801 – Advances Out – ISP Day Reporting
TO
101.0000.4910 – Advances In – ISP Day Reporting

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: December 13th Agenda**
 - No Agenda
- **Outstanding Plats:**
 - Sketch plan for the extension of the Columbus City Sewer south from Ashville Pike, down to the Healy property, which is controlled by VanTrust on State Route 762. Yet to receive a formal submittal.
- **Lot Splits:**
 - Approved 1 lot split in the last week, 6 open applications currently.
- **CDBG:**
 - Critical Infrastructure Grant – Williamsport Contract: Projected awarded to Darby Creek Excavating for \$316,336.00

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. Three unemployment claims filed this week, and all were fraudulent to present employees.
- Mr. Rogols reported that there are no auctions pending on Govdeals.

TUESDAY, NOVEMBER 29, 2022
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

- Health Insurance update. MetLife enrollment ended last Friday November 18th. All enrollment/ change forms were turned in. CEBCO census data file was received from Franklin County last Wednesday and sent by secured email to Lisa Burroughs. Wilson Partners created an SFTP site for secure transmission and received it on November 28th. CEBCO secured data via personally picking up thumb drive. Robert Adkins, IT Director assisted. Transfer is on track for January 1, 2023. The following is the current count by tier:
 - Employee Only 103
 - Employee + Spouse 56
 - Employee + Children 24
 - Family 93
 - Waive Coverage 75
 - HSA Employee Only 4
 - HSA Employee + Children 1
- Mr. Rogols reported that no new hire packets were sent out this week. Seventy-seven new hire packets year -to-date for all departments.
- No applications were received for the full-time or part-time Custodial position.
- Mr. Rogols an update for the Maintenance Department.
- The second Health and Safety exercise class was last Wednesday at JFS. This Wednesday is canceled due to the holiday.
- The tree lighting was held at Pumpkin Show Park last Sunday. Great turn out with 300+ children sitting on Santa's lap.
- Mr. Rogols received information pertaining to the Village of Ashville looking for building inspection and plan review services for residential and commercial inspections.

In the Matter of
Report Provided by Robert Adkins:

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

- Need to establish Cyber Security Committee
- Fortinet was installed at SO
- Replacing the SIEM Device today
- DUO Fobs are now working for remote users

In the Matter of
Report Provided by Gary Cameron:

The following is a summary of the report provided by Gary Cameron, EMA Director.

- This week Police Chief Meeting
- Next week Box 65 Meeting and School Safety Plan Meeting
- General Information
 - Working with PCSO on fire run cards – continuing.
 - Working with law enforcement to create a standardized radio system
 - Working with local retailers on community preparedness
 - Continued reports of cyber-crime/hacking forwarded to IT
- EMA Projects
 - PCSO fiber connection conversion – documents signed/submitted
 - Developing a law enforcement mutual aid pact for consideration county-wide. Proposed language submitted to LE.
 - Developing a model for School Safety Plans – waiting for LE review
 - Review of the County Emergency Operations Plan complete. To be sent out for concurrences.
 - Continued effort to train first responders in ICS and NIMS. October class complete. Advanced training is scheduled for December.
 - EMA inventory audit – slow progress. Reorganization of EOC garage underway.
 - Submitted paperwork for the Homeland Security grant of \$58,804 to purchase PPE for law enforcement.
- Issues requiring Commissioners Support/Notification: Preparation of new MOU's for EMA dues and outdoor siren maintenance

TUESDAY, NOVEMBER 29, 2022
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

In the Matter of
Executive Session:

At 9:28 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 Ron Custer, Dog Warden, April Dengler, County Administrator, Marc Rogols, County Deputy 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.

Attest: Angela Karr, Clerk

At 10:05 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.

Attest: Angela Karr, Clerk

No Action taken.

In the Matter of
Community Development Block Grant
Village of Williamsport Phase I Storm Project
Contract with Darby Creek Excavating, Inc:

Tim McGinnis presented the contract with Darby Creek Excavating, Inc. for the Village of Williamsport Phase I Storm Project. Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the contract with Darby Creek Excavating, Inc for the Community Development Block Grant, Village of Williamsport Phase I Storm Project in the amount of bid at \$316,336.00.

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
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 2022, at the total probable cost \$2,498.90. Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, 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

TUESDAY, NOVEMBER 29, 2022
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

In the Matter of
Circleville-Pickaway Lease Oversight Board
Re-appointment of John Edgar:

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to re-appoint John Edgar, Circleville, Ohio to a four-year term, effective January 1, 2023, as a county appointee on the Circleville-Pickaway Lease Oversight Board.

Mr. Edgar's term will commence January 1, 2023 and will expire December 31, 2026.

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
2023 Budget Review:

April Dengler, County Administrator, presented reports pertaining to the 2023 budget. The Commissioners reviewed and made modifications to be re-presented by Ms. Dengler. The meeting is to be held with Departments on December 6, 2022.

In the Matter of
Uptown Circleville:

Richard Rhoades, Uptown Circleville, met with the Commissioners to provide an update. They are wanting to combine with Heritage Ohio. The group plays a role in the Downtown and has a stake in the economic viability of the downtown. Improving the appearance of buildings and streetlights, window displays, parking areas, signs, sidewalks, streetscapes, landscaping, promotional material, and all other elements that convey a visual message about what the downtown is and what it has to offer. Pickaway Ross students are building metal benches and a clock has been funded through PCCF to be placed on Court Street and Main Street corners.

Mr. Rhoades discussed combining with the Chamber or DBA to collaborate on fundraising and projects. They are wanting to create an Executive Director position for Uptown Circleville to take over projects and push for completion. There are four cities in the Heritage Ohio Program and Chillicothe is a great example of what they have done in the last two years. Mr. Rhoades requested funding from the Commissioners for the Executive Director position. The City of Circleville committed to \$25,000 a year for 2023 and 2024.

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 provided an updated list of capital requests she has received from offices and went over budget worksheets.
- The bid results from last week's Brownfield property (Crane Plastic) where too close to call. Patriots Engineering will request last/ best pricing from contractors that submitted bids. Deadline to submit pricing is Friday, December 2nd. Results will be presented to Commissioners next Tuesday, December 6th.

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 November 26, 2022.

TUESDAY, NOVEMBER 29, 2022
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

A total of \$105 was reported being collected as follows: \$80 in adoptions and \$25 in redemptions.

Four (4) stray dogs were processed in; zero (0) dogs were adopted.

With there being no further business brought before the Board, Commissioner Henson 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
BOARD OF COUNTY COMMISSIONERS
PICKAWAY COUNTY, OHIO

Attest: Angela Karr, Clerk