

**TUESDAY, NOVEMBER 8, 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 8, 2022, with the following members present: Mr. Jay H. Wippel, Mr. Gary K. Scherer and Mr. Harold R. Henson. April Dengler, County Administrator, and Marc Rogols, Deputy 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 November 1, 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 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 November 9, 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 \$185,186.70 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 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 November 9, 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 \$146,142.84 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

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**In the Matter of  
Appropriations Approved:**

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

**\$6,000.00 – 206.5015.5403 – Travel & Expenses – JFS**

**\$6,000.00 – 225.2054.5102 – Salaries DYS Probation – Juvenile Court**

**\$800.00 – 225.2054.5201 – OPERS DYS Probation – Juvenile Court**

**\$60.00 – 225.2054.5202 – Medicare DYS Probation – Juvenile Court**

**\$900.00 – 225.2054.5203 – Insurance DYS Probation – Juvenile Court**

**\$300.00 – 225.2054.5205 – Worker’s Compensation DYS Probation – Juvenile Court**

**\$118,502.00 – 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 Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for TRANSFER AND REAPPROPRIATION:

**\$1,000.00 – 101.1105.5703 -Contingencies – Commissioners  
TO**

**101.1102.5484 – Maintenance Uniforms – Commissioners**

**\$6,000.00 – 101.1105.5703 – Contingencies – Commissioners  
TO**

**101.1108.5478 – Building Board of Building Standard Fees – Commissioners**

**\$25,000.00 – 101.1105.5703 – Contingencies – Commissioners  
TO**

**101.1101.5901 – Commissioners Other – Commissioners**

**\$85,000.00 – 101.1105.5703 – Contingencies – Commissioners  
TO**

**101.1112.5481 – Countywide Utilities – Commissioners**

**\$1,501.24 – 101.1105.5703 – Contingencies – Commissioners  
TO**

**101.6102.5431 – Apiary Inspection Agriculture – Commissioners**

**\$215.00 – 101.1111.5403 – IT Travel & Expenses – Commissioners  
TO**

**101.1111.5501 – IT Equipment – Commissioners**

**\$1,000.00 – 101.1111.5901 – IT Other Expenses – Commissioners  
TO**

**101.1111.5501 – IT Equipment - 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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**In the Matter of**  
**Blanket Purchase Order Approved:**

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

**\$25,186.15 - 101.1101.5901 – Commissioners 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**  
**Report Provided by Ron Custer:**

The following is a summary of the report provided by Ron Custer, Dog Warden.

- Mr. Custer established a new vendor to get donated dog food from. The donated food is new and fully sealed bags.
- The co-op with Pickaway-Ross students is going well. Ohio Christian University students are volunteering on Sundays to walk dogs and clean kennels.
- Mr. Custer stresses that the outside kennels are a lot of work and will see how well the concrete works with the winter weather.

**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 LE review of proposed school safety plan prepared by EMA. Mr. Cameron will be picking up the new command trailer financed by BOC and the National Weather Service meeting
- Next Week State hazard mitigation meeting, Fire Chief meeting, and meeting with Licking Co Sheriff's Office.
- General Information
  - Working with PCSO on fire run cards – continuing.
  - Working with law enforcement to create a standardized radio system
  - 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 scheduled for December.
  - EMA inventory audit – slow progress. Reorganization of EOC garage underway.
  - Submitted Homeland Security grant application to purchase PPE for law enforcement.
- Issues requiring Commissioners Support/Notification: Preparation of new MOU's for EMA dues and outdoor siren maintenance

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

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

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- Mr. Adkins is working on Cyber Security Grant to cover added expenses for supporting the new Network architecture
- Continued working with ID Networks to get users migrated.
- Conference call with Mandiant Security
- Call with Pioneer concerning the Web access to Juvenile Docket
- Still have preparation work for BOE to be ready for full migration the end of November. Halt to network changes until November 11th.

**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: November 8<sup>th</sup> Agenda**
  - Saltcreek Township variance request on the required amount of road frontage for a lot split.
- **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.
  - Pumpkin Run II, Section II – Pickaway Township, Zane Trail Road, adding three 2 acre lots. Requires township variance on remaining road frontage (238 feet available, need 300 feet) and the soils need reevaluated per the Health Department's requirements.
  - Gabriel Estate Section II – Final Plat, only leaves approximately 60 feet of road frontage for the remaining acreage. Will require Pickaway Township variance.
- **Lot Splits:** Approved 3 lot splits in the last week, 6 open applications currently.
- **CDBG:** No bids received yet for Williamsport Critical Infrastructure grant.

**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. A 2017 claim for a PCSO employee was reactivated, potential handicap reimbursement. Still finalizing.
- Mr. Rogols reported that there are no auctions pending on Govdeals.
- Health Insurance update. Two virtual meetings with MetLife and Wilson Partners regarding life and disability insurance. Open enrollment to start approximately November 8<sup>th</sup> (non-mandatory). CEBCO open enrollment for Health Care Coverage ended Friday, November 4<sup>th</sup>.
- Mr. Rogols reported that two new hire packets were sent out this week for the Engineer and Health Department. Seventy-six new hire packets year -to-date for all departments.
- No applications received for the full-time or part-time Custodial position. Mr. Rogols has Maintenance continuing the capital improvements. Maintenance staff meeting last Wednesday. PDI will be the storage place for the new EMA Command Trailer. Mr. Rogols personally contacted Generator Systems regarding the generators at the fairgrounds and PDI. Vick Riffle will be hooking up and Hurst Pack with be hooking up gas lines. The conduit is off by 2' and will need to be replaced on the pad after conduit extension. The check list is be done on the fairground's generator.
- Mr. Rogols presented an update on the courthouse fire alarm. CAD drawings were presented for review.
- MR. Rogols attended the Franklin County Wellness meeting and Auditor's end-of-year meeting last Thursday, November 3<sup>rd</sup>.

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

The monthly report for the Pickaway County Building Department was filed for the month ending September 2022.

A total of \$84,847.04 was reported being collected as follows:

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<b>Permits</b>		
Registration	26	\$ 1,950.00
Commercial	26	\$72,175.74
Residential	68	\$10,721.30
<b>Total Inspections Performed</b>		
Residential	395	
Commercial	97	
City Enforcement	2	
<b>Total Inspections</b>	<b>494</b>	
Residential Plan Review	0	
<b>New Home Permits by Jurisdiction:</b>		
Commercial Point	1	
Monroe Twp	1	
Pickaway Twp	1	
Saltcreek Twp	2	
Scioto Twp	2	
Wayne Twp	1	
Williamsport Twp	1	
<b>Total New Homes</b>	<b>9</b>	

The monthly report for the Pickaway County Building Department was filed for the month ending October 2022.

A total of \$15,174.54 was reported being collected as follows:

<b>Permits</b>		
Registration	28	\$2,025.00
Commercial	22	\$5,933.84
Residential	37	\$7,215.70
<b>Total Inspections Performed</b>		
Residential	439	
Commercial	113	
City Enforcement	1	
<b>Total Inspections</b>	<b>553</b>	
Residential Plan Review	0	
<b>New Home Permits by Jurisdiction:</b>		
Circleville	1	
Commercial Point	4	
Harrison Twp	1	
Madison Twp	1	
<b>Total New Homes</b>	<b>7</b>	

**In the Matter of**  
**Report Provided by Chief James Brown:**

The following is a summary of the report provided by Sheriff Hafey:

- Chief Brown addressed the concerns regarding the current water bill at the Sheriff's Office. The City of Circleville was to replace meters and there was an issue with the backflow. The bill was estimated over the last five months.
- Chief Brown advised that the new cruiser came in from Pennsylvania today. Arrangements are being made to pick it up.
- Next Tuesday is the Buckeye State Sheriff's Association Conference.

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**In the Matter of**  
**Empowerment Alliance:**

Mitch Givens, Empowerment Alliance, met with the Commissioners to discuss Natural Gas as a green energy. Mr. Givens request the Commissioners support for natural gas and the benefits to the United States economy and environment and it as an affordable and green energy. The United States has been the largest producer of natural gas since 2011. The Energy Information Administration (EIA) of the US Department of Energy estimates that the United States has enough natural gas to last for nearly another 100 years. Innovation and increases in America's natural gas production has saved an average family of four \$2,500 per year. From 2007 to 2019, that's \$203 billion dollars in annual savings for American consumers. In 2019, there were 375,210 jobs related to the oil and natural gas industry in Ohio (5.3% of state employment). In 2019, Ohio workers with jobs related to the oil and natural industry earned an average of \$65,832 a year. From 2011 to 2018, 700 new businesses were established across Ohio to support the shale industry, bringing in over \$63.9 billion in new investment.

**In the Matter of**  
**IBI Group Consulting Service Agreement for**  
**Pickaway Correctional Institute Water & Sewer Facility:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the Short-Term Consulting Services Agreement for the Pickaway Correctional Institution in Orient. The Ohio Department of Rehabilitation and Corrections owns and operates water and sewer facilities at Pickaway Correction Institution in Orient. An evaluation is desired to determine the feasibility of transferring the water and sewer facilities to Pickaway County. Total estimate time and expense costs is \$23,750 and to not exceed without prior 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**  
**Lisa Merrill, OhioHealth Berger Hospice**  
**Request to Use Courthouse for Light Up A Life:**

The Commissioners reviewed the request from Lisa Merrill, OhioHealth Berger Hospice to utilize the Courthouse steps for the purpose of gathering for OhioHealth Berger Hospice Light Up A Life on December 4, 2022 from 6:30 p.m. to 7:30 p.m.

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the written request from Lisa Merrill, OhioHealth Berger Hospice to utilize the Courthouse steps for the purpose of gathering for OhioHealth Berger Hospice Light Up A Life on December 4, 2022 from 6:30 p.m. to 7:30 p.m. 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**  
**Annexation Petition Filed for the**  
**Annexation of 55.9126 +/- Acres of Harrison Township**  
**Into the Village of Ashville for Joseph B. Hedges and**  
**Barbara A. Hedges Arthurs, Petitioners:**

As the first official act related to an Annexation petition filed for the annexation 55.9126 +/- acres of Harrison Township into the Village of Ashville, the commissioners' clerk informed them that the petition was filed on Wednesday, November 2, 2022, and is hereby entered upon the Pickaway County Commissioners' Journal #67, pages dated November 8, 2022. Agent for the petitioners is Catherine

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Cunningham, Kegler, Esq., Brown & Ritter, 65 E. State Street, Suite 1800, Columbus, Ohio 43215. In the initial review of the annexation petition, all necessary documents appear to have been to be submitted with the annexation petition, with the exception of the ordinance or resolution from the Village of Ashville that it will provide the necessary services. Per ORC §709.023 (C), this must be received within 20 days after the filing of the petition. Per §709.023 (D), the Harrison Township Trustees are to file an ordinance or resolution consenting or objecting to the annexation within 25 days. If no ordinance or resolution is submitted within 25 days, it is presumed to be consent.

- *The Annexation has been placed as a 10:30 a.m. agenda item on the commissioners' December 6, 2022, regular meeting day schedule.*

**In the Matter of**  
**Bid Opening Conducted for**  
**Community Development Block Grant PY2020**  
**Critical Infrastructure Village of Williamsport Phase I Storm:**

A bid opening was conducted for PY2020 Community Development Block Grant, Critical Infrastructure, Village of Williamsport Phase I Storm Project with Hannah Diewald, CDC of Ohio in attendance. A sign-in sheet of interested bidders that were also in attendance is on file.

Bids for the various unit pricing, too numerous to list, received from the following companies were opened and read aloud:

**International Excavating of Ohio**

23 Lisbon Street  
Canfield, OH 44406  
\$423,967.00

**Fillmore Construction LLC**

11741 State Route 72  
Leesburg, OH 45135  
\$418,930.00

**Majors Enterprises Inc.**

6393 Hamilton-Lebanon Road  
Monroe, OH 45050  
\$459,244.00

**Darby Creek Excavating, Inc.**

19524 London Road  
Circleville, OH 43113  
\$316,336.00

The bids were turned over to Ms. Diewald for review and contact award recommendation.

**In the Matter of**  
**Community Development Block Grant**  
**Fair Housing Public Hearing:**

Hannah Diewald, CDC of Ohio opened the public hearing for the Fair Housing Program. The program is intended to allow everyone equal access to own, sell purchase, or rent housing of their choice without fear of unlawful discrimination. Individuals and all housing providers including renters, owners, property managers, sales managers and housing associations are protected. Disability, race, sex, national origin, family status, military status, and ancestry are all classes protected against discrimination in the sale or rental of housing or residential lots, in the advertising of housing, in the finance of housing, in the provision of real estate brokerage services, and in the appraisal of housing.

*Attendees: Commissioner Wippel, Commissioner Henson, Commissioner Scherer, April Dengler, County Administrator, Marc Rogols, Deputy County Administrator, Tim McGinnis, Planning and Development Director, Angela Karr, Clerk and Hannah Diewald, CDC of Ohio.*

**In the Matter of**  
**Report Provided by April Dengler:**

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

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- Ms. Dengler informed that the bid opening for the Brownfield Grant, Crane Plastics Manufacturing Demo has been rescheduled to November 22<sup>nd</sup> at 10:30 a.m. at the Commissioners' Office.
- Ms. Dengler will be attending the Jail Sewer Construction meeting on Wednesday, November 9<sup>th</sup> at 2:00 p.m.
- WDC Group will be sending a timeline for the Sheriff's Office projects.
- Ms. Dengler addressed the Dog Shelter issues. No policies to change. There has to be a motion and second and no one made the motion.

**In the Matter of**  
**Treasurer's Office**  
**RECO System:**

Ellery Elick, Pickaway County Treasurer, met with the Commissioners to request an add-on package of EZ-Scan to the ReCo Cashiering Solutions system. The package would allow for batch scanning and posting of real estate taxes. Upon discussion, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the Scope of Work EZ Scan Software Package Add-on for the Treasurer's Office. Software, services, and hardware are a total of \$29,000.80. Annual yearly support maintenance and license fee at the following rates per year:

Year 1/ 2023:	\$19,940.00
Year 2 /2024:	\$20,937.00
Year 3/ 2025:	\$21,983.85

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**  
**Weekly Dog Warden Report:**

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending November 5, 2022.

A total of \$235 was reported being collected as follows: \$45 in dog licenses; \$15 in dog license late penalty; \$100 in adoptions; \$25 in micro-chip and \$50 in private donations.

Five (5) stray dogs were processed in; one (1) dog was 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  
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Attest: Angela Karr, Clerk