

**TUESDAY, SEPTEMBER 6, 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, September 6, 2022, 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 Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the minutes from August 30, 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 September 7, 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 \$217,492.32 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 September 7, 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 \$74,435.22 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 Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the following requests for APPROPRIATIONS:

**\$1,500.00 – 299.2006.5301 – Supplies Concealed Carry – Sheriff**

**\$6.71 – 101.1105.5703 – Contingencies – Treasurer**

**\$100,000.00 – 201.3007.5505 – ALGT Material Supplies Bridge Culvert – 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  
Transfer and Reappropriations Approved:**

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

**\$6.71 – 101.1105.5703 -Contingencies – Treasurer  
TO**

**101.1105.4710 – HAVA Grant Interest – Treasurer**

**\$16.79 – 101.1140.5444 – Election Assistance – Board of Elections  
TO**

**101.1140.5301 – Supplies – Board of Elections**

**\$17,658.42 – 101.1140.5444 – Election Assistance – Board of Elections  
TO**

**101.1140.5401 – Contract Services – Board of Elections**

**\$4,159.50 – 936.3004.5401 – Township & Municipal Contract Services – Engineer  
TO**

**936.3004-5506 – Township & Municipal Contract Projects – Engineer**

**\$200.00 – 101.1140.5428 – Contract Workers – Board of Elections  
TO**

**101.1140.5404 – Advertising – Board of Elections**

**\$100.00 – 507.6922.5401 – Orient Water Contract Services – Engineer  
TO**

**507.6922.5300 – Orient Water Materials Supplies - 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  
Fund Transfer Approved:**

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

**\$6.71 – 101.1105.5607 – HAVA Grant Interest – Treasurer**

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**TO**  
**931.0000.5607 – HAVA Grant Interest - Treasurer**

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:**

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

- Mark and Mr. Adkins worked Monday to cut remove old VLANs from VM Environment
- Users are joining MaintainX
- IPS is having trouble getting the Jail Camera Server syncing with cloud
- Internal Firewall needed for LEADS and at SO

**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 gave an update of the outdoor pavilion/ kennels.
- The Bar Association will be holding a .5K September 15<sup>th</sup> with proceed going to Partners for Paws.

**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:** Pumpkin Run II, Section II – Pickaway Township, Zane Trail Road, adding three 2 acre lots. Tech Review will meet this week to discuss.
- **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.
  - Expecting submittal of a replat for Walliser Farms in Saltcreek Township, South Perry Road. A local landowner owns 3 lots within the subdivision as well as acreage behind the subdivision and would like to transfer some ‘unusable’ land from the subdivision parcels to his other acreage.
- **Lot Splits:**
  - Approved 3 lot splits in the last week, 12 open applications currently.
- **CDBG:** No Update

**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 Site Survey at FCSO with Frontier Communications
- Next Week Pumpkin Show Planning Meeting
- General Information
  - Full-scale exercise at Deer Creek complete -
  - Frontier proposal switching to fiber received – planning meeting to be scheduled with Sheriff’s Office and IT
  - COVID numbers are decreasing from 29,876 cases six weeks ago to 25,280 last week. Slight increase over last week likely due to the start of the school season.
  - Working with PCSO on fire run cards – continuing.
  - Continued reports of cyber-crime/hacking forwarded to IT

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- EMA Projects
  - Developing a law enforcement mutual aid pact for consideration county-wide. Under review by Sheriff.
  - Continued effort to train first responders in ICS and NIMS. Scheduling for October and December through the State EMA.
  - EMA inventory audit – slow progress. Reorganization of EOC garage underway. Continued communication with State EMA to dispose of excess PPE stored at Maintenance garage.
- Issues requiring Commissioners Support/Notification: None

**In the Matter of**  
**Report Provided by Marc Rogols:**

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

- There were no BWC claims, or unemployment claim filed this week.
- Mr. Rogols reported that there are no auctions pending on Govedeals.
- Health Insurance update.
- Mr. Rogols reported that six new hire packets were sent out this week for Soil & Water, PCSO & Treasurer. Fifty-seven new hire packets year -to-date for all departments.
- Mr. Rogols reported that two candidates were interviewed for the Maintenance Supervisor position. No applications received for the full-time Custodial position. Skyler Reber accepted the position for the Deputy Dog Warden and will start September 12, 2022.
- Mr. Rogols attended the Thrive-On Wellness Champion virtual meeting Thursday, September 9<sup>th</sup>.
- Mr. Rogols is still attempting to contact the City of Circleville regarding the Circleville Sewer Contract.

**In the Matter of**  
**Authorized Certification for OPWC Disbursements**  
**For Pickaway County Engineer:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Wippel to execute the Authorized Certifications for OPWC Disbursements for the Pickaway County Engineer. The disbursement request is for DQZ03, number 1 in the amount of \$450,000.00. The request reflects project completion at an estimated 100%.

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**  
**2022 Pickaway County and Township Resurfacing Project**  
**Contract A Change Order No. 1 with Kokosing Construction Company**  
**And the Pickaway County Engineer:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the 2022 Pickaway County and Township Resurfacing Project, Contract A Change Order No. 1 with Kokosing Construction Company, Inc. Change order reflects a credit of \$30,253.33.

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**  
**2022 Pickaway County and Township Resurfacing Project**  
**Contract B Change Order No. 1 with Kokosing Construction Company**  
**And the Pickaway County Engineer:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the 2022 Pickaway County and Township Resurfacing Project, Contract B Change Order No. 1 with Kokosing Construction Company, Inc. Change order reflects a credit of \$22,742.93.

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 September 2022, at the total probable cost \$2,495.60. 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**  
**Lima Company's Request to Use Memorial Hall**  
**For the Eyes of Freedom Exhibit:**

The Commissioners reviewed the request submitted by Dawn Myers on behalf of the Lima Company to utilize Memorial Hall for the purpose of displaying the "Eyes of Freedom" and "The Spirit of America's Story" exhibit during the week of the 2022 Circleville Pumpkin Show (October 17, 2022, thru October 23, 2022).

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the written request from the Lima Company for the use of Memorial Hall during the 2022 Circleville Pumpkin Show 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**  
**CDW-G Quote for IT Department:**

Robert Adkins, IT Director, submitted a quote from CDW-G for Fortinet (security appliance) with three-year FortiCare at the rate of \$1,395.17. Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the quote with CDQ-G.

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**  
**Pickaway County Jail Sewer Project**  
**Contract Recommendation and Award:**

The Sanitary Repair for the Pickaway County Jail bid opening was held August 23, 2022, at the Pickaway County Commissioners' Office. The opened bids were turned over to WDC Group for further review of accuracy. The Jail Sewer project was estimated at \$1,184,146. Upon the review of WDC Group it is their recommendation to award the bid to Farber Corporation, Columbus, Ohio at the submitted bid of \$980,000 for 1A- General Work and Labor Bid package which includes \$76,500 in allowance. Additionally, WDC Group recommend award of Alternate #1- Sanitary Line Interior in the amount of \$93,800 and Alternate #2 – Sanitary Line Exterior to Lift Station in the amount of \$132,000. Total recommended contract is \$1,205,800.00. The recommended base bids are approximately 17% under the architects/ Engineer's estimate.

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to award the Sanitary Repair for the Pickaway County Jail to Farber Corporation for the submitted bid of \$980,000, 1A- General Work and Labor Bid. Additionally, award Alternate #1- Sanitary Line Interior in the amount of \$93,800 and Alternate #2 – Sanitary Line Exterior to Lift Station in the amount of \$132,000.

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 9:46 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 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 10:00 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**  
**Hummel & Plum**  
**Introduction of Brian Nelson:**

Andy Cupp, Hummel and Plum Insurance Agency, met with the Commissioners to inform that he will be retiring and to introduce Brian Nelson as his replacement. Mr. Nelson has been with Hummel and Plum the last six years. Mr. Cupp will be working with Mr. Nelson through the transition and renewal process. Mr. Cupp started his career with Cincinnati Life Insurance and will have completed 29 years in the field. Mr. Cupp has appreciated working with Pickaway County over the years.

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**In the Matter**  
**Judy Wolford, Prosecutor**  
**Office Relocation:**

Judy Wolford, Prosecutor, met with the Commissioners to discuss relocation options. Their current location is for sale and Mrs. Wolford has concerns if it sold and relocating. Mrs. Wolford was confronted by Kevin Steward and a new location that he will have available. Mr. Steward is willing to renovate to the needs of the Prosecutor's Office. Mr. Steward has purchased a close location that can be utilized as a parking lot. The Prosecutor's Office would be able to utilize 60% of the first floor. Mr. Steward has been in discussion with business for the remaining 40%, such as jewelry or retail. The Commissioners mentioned another location that they can research to see if it is available for purchase and Mrs. Wolford is open to suggestions. Mrs. Wolford would like to stay close to the courthouse and have parking available.

**In the Matter of**  
**Pickleball Update:**

Julie Strawser, Melissa Gerland, Tonya Wood, Steve Riffle and Peggie Shaw, Pickaway County Pickleball Association Steering Committee met with the Commissioners to provide an update of Pickleball. It all started with playing a game at Ted Lewis Park and then the courts were going to be removed. They then had to utilize an old basketball court. The association has raised funds and have grown from 6 people to 60 in one year. Mrs. Strawser has helped Circleville Schools write a grant to get funds to purchase equipment for the schools. They are looking to install 2 new permanent courts with nets and fencing at Barthelmas Park. They are in the need of an additional \$10,000 in funds to secure the courts that will cost \$88,000. The group is also looking to have handicap parking and accessibility that will require additional funding. Banners will be displayed on the fencing to credit all donors.

They are working with Jon & Issa Bialy to utilize the Everts Gym once they have air conditioning updated. This will allow those to play that cannot be in the heat and winter playing time. Ashville had put in three courts and the court has been collaborative with Ashville. The group requested that they have additional support one they hear if they receive the grant from ODNR and should hear in November. They think that four courts would bring more people in to play.

**In the Matter of**  
**Deputy County Administrator**  
**Revised Position Job Description:**

Upon review and modification of the Deputy County Administrator Position Description, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the revised Position Description for the Deputy County Administrator Position effective September 6, 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**  
**Market Adjustment for**  
**Maintenance Department Payroll Line Item:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve a market adjustment to Maintenance Employees wages effective September 11, 2022 (payroll #20). The Commissioners approved increases based on updated job classifications and duties for maintenance employees.

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, SEPTEMBER 6, 2022**  
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**In the Matter**  
**Clark Schaeffer Hackett CPA & Advisors**  
**Pickaway County Year End**  
**December 31, 2021, Audit Report:**

Melissa Betz, Pickaway County Auditor and Brian Mosier, Clark Schaefer Hackett CPA and Advisors, met with the Commissioners to provide the December 31, 2021, Audit Report. Mr. Mosier presented the Summary of Reports with the following:

- Unmodified opinion on financial statements
- Government auditing standards:
  - Material weakness in internal control – financial reporting
  - No significant deficiencies in internal control noted
  - No material instances of noncompliance noted
- Uniform Grant Guidance
  - Two material weakness identified in internal control of federal programs
  - No significant deficiencies identified in internal control of federal programs
  - Two material instances of noncompliance for federal program noted
  - Qualified opinion over compliance – Procurement and Reporting for Coronavirus State and Local Fiscal Recovery Funds
  - Unmodified opinion over compliance – TANF, Medicaid
- Communications to Audit Committee
  - No transactions that lacked authoritative guidance
  - Several material adjustments were required to the GAAP financial statements
  - Two major funds were missing from original draft financials
  - One uncorrected adjustment (capital assets)
  - No disagreements with management and no difficulties in dealing with management.

Pickaway County's audit presented that high ratio suggests the presence of resources that can be used to overcome a temporary deficit. Mrs. Betz thanked Mr. Mosier and the staff of Clark Schaefer Hackett. Mr. Mosier addressed that it was easy to work with each department through all the request for information.

**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 discussed the future of a County Coroner. Avenues being explored.
- Ms. Dengler is preparing on the 2023 budget worksheets for them to be distributed to Elected Officials and department heads.
- The Hall of Fame Event is being finalized and is scheduled for Thursday, September 8<sup>th</sup>.
- Ms. Dengler has received request from Elected Officials to close offices the Friday of Pumpkin Show.

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

At 1:30 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 Ryan Scriber and Jenna Wood, P3, Kyle Wolf and Trey Fausnaugh, Teays Valley School District, Angela Karr, Clerk, April Dengler, County Administrator and Marc Rogols, Deputy County Administrator 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 2:20 p.m., the Commissioners exited Executive Session and Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, 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**  
**Weekly Dog Warden Report:**

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending September 2, 2022.

A total of \$125 was reported being collected as follows: \$45 in dog licenses; \$30 in dog license late penalty and \$50 in redemptions.

Four (4) stray dogs were processed in; one (1) dog was adopted.

With there being no further business brought before the Board, Commissioner Scherer 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