

TUESDAY, AUGUST 12, 2025
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, August 12, 2025, 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 Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from August 5, 2025, 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 August 12, 2025, in the Commissioners' Voucher Journal, the date in which checks will be cut; then,

BE IT RESOLVED, that the Commissioners authorize Marc Rogols, Deputy County Administrator, to approve budget and bills in the VIP System,

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 **\$461,231.89** 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 August 12, 2025, in the Commissioners' Voucher Journal, the date in which checks will be cut; then,

BE IT RESOLVED, that the Commissioners authorize Marc Rogols, Deputy County Administrator, to approve budget and bills in the VIP System,

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 **\$635,986.84** on the County Treasurer to satisfy the same.

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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
Supplemental Appropriations Approved:

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

\$10,000.00 – 1001.190.30.540100 – BOE Contract Services – Board of Elections

\$5,000.00 – 1001.400.32.550100 – PCSO Non-Cap Equipment – Sheriff

\$20,000.00 – 1001.103.30.590109 – Education Improvement Programs Support - Pickaway WORKS

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 REAPPROPRIATIONS:

\$8,800.00 – 1001.130.32.590100 – Disaster Service Other Expense – EMA
TO
1001.130.32.540100 – Disaster Services Contract Services - EMA

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: August 12th
 - Graham Ravines – Preliminary Plan
 - Walliser Farm Section 2 – Preliminary Plan
 - Whaley Farms – Preliminary Plan
 - Variance request – land locked parcel
- Outstanding Plats:
 - Graham Ravines Preliminary Plan
 - Jackson Township Major Subdivision
- Lot Splits:
 - Approved 4 lot splits in the last week, 8 open applications currently.
- CDBG –
 - Bid opening for Williamsport Project September 9th
- Rickenbacker Development

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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, or unemployment claims filed for the week. There are two total BWC claims for 2025. Total unemployment claims filed is at three for 2025.
- Casualty Insurance: Civil litigations claim filed with CORSA.
- Health Insurance: CEBCO Annual Renewal webinar is August 29th for renewal, rates and plan changes.
- Govdeals –Continue working on posting multiple vehicles in storage at PDI.
- Six new hire packets were sent out last week (Prosecutor, Sheriff’s Office, Treasurer’s Office, P3 & Port Authority). A total of 60 new hire packets has been handed out in 2025. Job openings for part-time and full-time Custodial. Amber Boyer completed preliminary phone interview for full-time custodial position. Maintenance Worker posted with one application received. New Deputy Dog Warden, Paisley Feildman started yesterday, August 11, 2025.
- Building Department: Excavation starts tomorrow. Asphalt removed and footers dug.
- Maintenance:
 - JFS elevator replacement (2025 capital improvement) in progress.
 - Memorial Hall chair lift replacement (2025 capital improvement) July-August. Awaiting final delivery of materials.
 - Pickaway County Sheriff’s Office: Power outage/ transformer running 2 phase vs 3 phase. All air handlers but one delayed due to parts. Completed.

In the Matter of
Building Department Monthly Report:

The monthly report for the Pickaway County Building Department was filed for the month ending July 2025.

A total of \$523,118.55 was reported to be collected as follows:

Permits		
Registration	30	\$2,300.00
Commercial	20	\$505,300.70
Residential	75	\$15,517.85
Total Inspections Performed		
Residential	464	
Commercial	105	
Dave Duckworth	24	
Total Inspections	593	
Commercial Plan Review	59	
New Home Permits by Jurisdiction:		
City	5	
Commercial Point	5	
Scioto Twp.	2	
Washington Twp.	2	
Jackson Twp.	1	
Circleville Twp.	1	
Tarlton	1	
Total New Homes	17	

In the Matter of
Report Provided by Tiffany Nash:

The following is a summary of the report provided by Tiffany Nash, EMA Director.

- Approvals – Requesting Executive Session for Contract Services
- This Week
 - Central Sector EMA Meeting in Knox County – 8/11

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- Call with DHS/CISA on Drone Regulations – 8/11
- Statewide Radio Test – 8/12
- Sheriff’s Office Console Call – 8/13
- Behavioral Threat Assessment & Management Training (virtual) – 8/13
- Buckeye State Sheriff Association Meeting – 8/14
- Emergency Manager Recognition Day – 8/15
- Next Week
 - Pumpkin Show Safety Meeting
 - Southeast Sector EMA Meeting in Ross County – 8/18
 - Sheriff’s Office Console Call – 8/20
 - Fire Chief’s Meeting – 8/20
 - Ohio EMA Grant Virtual Office Hours – 8/21
 - Police Chief’s Meeting – 8/21
- Programs
 - EMA Operations
 - August is Emergency Management Recognition Month
 - August 15th is Emergency Management Recognition Day in Ohio
 - Working with Chief Fisher on updating their Pumpkin Show public safety plans
 - Continue with other work as planned
 - September is Preparedness Month (nationally and in Ohio)
 - Education campaign coming
 - 911 Coordinator
 - Continue to coordinate the NexGen911 transition with the State, vendors, GIS, Circleville Police Department, and the Sheriff’s Office
 - LEPC
 - Pipeline companies are doing a lot of virtual training right now
 - Grants are opening for safety training – i.e., Columbia Gas
 - Radio Programming
 - Spencer attended training at Ohio MARCS on Monday, 8/11 for the new online portal
 - Heard Ohio MARCS was doing link layer for schools, awaiting a list of completed work
 - Drone Program
 - Investigating new FTR regulations and authorities
 - Call Monday with DHS/CISA
 - CERT - No update

In the Matter of
Report Provided by Robert Adkins:

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

- Meeting with Global Business Solutions moved to August 19th at 10:00 a.m.
- Begun CIRP in response to HB 96.
- Mark is still working to complete Group Policies as we begin migrating SO Desktops to County Domain
- IDNetworks was onsite to start training with new JMS. New JMS to go live Thursday was not able to happen.
- Beyond Trust contract renewal end of August

In the Matter of
Executive Session:

At 9:40 a.m., Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, 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 Metzger, County Administrator, Marc Rogols, County Deputy Administrator, Robert Adkins, IT 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

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At 10:12 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
Report Provided by Sheriff Hafey:

The following is a summary of the report provided by Chief Brown, Pickaway County Sheriff:

- Sheriff Hafey reported that they are working on ordering replacement service handguns.
- Sheriff Hafey reported that there were a couple of fatal accidents this week.
- Gun-a-Palooza is this weekend at Pickaway Agricultural & Event Center.
- Schools are coming back in session this week and School Resource Officers are reporting to their designated schools.

In the Matter of
Park District Land Purchase Grant:

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

Resolution No. 081225-63

**To support the Pickaway County Park District's 2025 CLEAN OHIO GREEN SPACE
CONSERVATION GRANT application for purchase of approximately 53 ACRES.**

Owner: Barnes Farms, Inc.

Parcel Nos.: C1100210002800, a portion of C1100210002900, a portion of C1100210003000, C1100210003200, and C1100210003300

The subject property is on the south side of US-22, west of Water Street and east of Williamsport Crownover Mill Road, in Deercreek Township, Pickaway County, Ohio. Williamsport is primarily a high-density residential community, though most of Williamsport's area includes large tracts of open, unimproved land.

US-22 is the major roadway in the area, running east-west through Williamsport and directly into Circleville. US-22 extends further through the region to provide access southwest to Cincinnati and northeast through Zanesville to Pittsburgh. Most commercial amenities in Williamsport are accessible from US-22, including a gas station, a dollar store, automotive businesses, local offices, and restaurants. The nearest grocery store is the Kroger in Circleville, which is 10.0± miles east of the subject property, and the nearest hospital – OhioHealth Berger Hospital – is 11.0± miles east of the subject property. Williamsport also includes several properties centered around outdoor recreation, like Crown Hill Golf Club, Metzger Preserve, and Community Square Park. Williamsport, including the subject property, is in the Westfall Local School District, which serves 1,400± students throughout three schools.

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

Attest: Angela Karr –Clerk

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In the Matter of
Wesley Commons Easement Agreement with
Circleville City School District and
Pickaway County Park District:

Tiffany Anderson, Pickaway Progress Partners, Craig Sanders, Park District and John Raush, Highland Group, presented an easement agreement with the Board of Education Circleville City School District, Pickaway County Board of Commissioners and Pickaway County Park District. Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Wippel to execute the Easement Agreement with the Board of Education Circleville City School District and Pickaway County Park District. The easement will be held by the Pickaway County Board of Commissioners. Circleville School will maintain the mowing and the Park District will be maintaining the trail.

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 Metzger, County Administrator:

- Mrs. Metzger discussed Building Department fees compared to other counties.
- Brian Hill's contract is signed and new hire paperwork in progress.
- Mrs. Metzger submitted the ARPA Quarterly Report.
- The Ag Hall of Fame inductee's bios approved. Sent to Health Care Logistics for plaques to be made. Mrs. Metzger informed John Essman so they can inform the public.
- Public Notice review for the multi-purpose building at the fairgrounds. September 9th construction docs, September 23rd pre-bid and October 21st bid opening.
- Arsenal 1 updates
- Mrs. Metzger will be taking budget training next week, August 19th and 20th at 2:00 p.m. (reschedule for the following week).
- The Village of Ashville worked things out with their current building inspector and will no longer need Pickaway Counties help.

In the Matter of
Pickaway County Community Action
USDA Housing Preservation Grant:

Mrs. Moter, PICCA stated that all of Pickaway County qualifies to use the USDA Housing Preservation Grant. Some uses of these monies are used for repairs of leaks, roofs, floors doors and upgrades to HVAC systems and walk-in showers. The grant allows PICCA to serve those who live in the rural areas of the county. It is determined by the Pickaway County Auditors site and USDA Rural Development Eligibility site. Clients must have lived in their home for one year with no liens and also be income eligible at 100% of the federal poverty level. PICCA intends to apply for \$113,300 in grant funds from the UDSA Housing Preservation Grant. The average cost of repairs will be \$9,500 per home. If funded, the grant is anticipated to begin in October 1, 2025, and run through September 30, 2027.

Upon discussion, Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve and authorize PICCA to submit the USDA Housing Preservation Grant Application.

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
Resolution Supporting the 2026 Pickaway County
Resurfacing Project and Engineer's Request for
State of Ohio Public Works Commission:

Chris Mullins, Engineer, requested approval of the Ohio Public Works Application. Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution:

Resolution No.: PC-081225-64

BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby supports the 2026 Pickaway County Resurfacing Project for Old Tarlton Pike, Stahl Road and High Street, Orient, total project cost \$753,259.00, with the Ohio Public Works Commission grant application request being \$550,000 and hereby authorize Chris Mullins, Pickaway County Engineer, to submit the application and to enter into any Agreements as may be necessary for the State Capital Improvement Program (SCIP) and/or Local Transportation Improvement Program (LTIP) Funding being submitted to the Ohio Public Works Commission.

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
The Village of Commercial Point Ordinance Approving
Annexation Petition Filed for the
Annexation of 6.7384 +/- Acres of Scioto Township
Into the Village of Commercial Point
Petitioner, Charles R. Lang, Jr., CRL Leasing, LLC:

The Village of Commercial Point filed Ordinance No. 2025-05 with the Board of Pickaway County Commissioners August 11, 2025, adopting an Ordinance Approving the Annexation petition filed for the annexation of 6.7384 +/- acres of Scioto Township into the Village of Commercial Point, for Petitioners, Charles R. Lang, Jr, Owner of CRL Leasing, LLC. The petition was filed on February 19, 2025, with the Board of Pickaway County Commissioners, and is hereby entered upon the Pickaway County Commissioners' Journal, pages dated February 25, 2025. Agent for the Petitioner, Charles R. Lang, Jr, Owner of CRL Leasing, LLC is Craig Moncrief, Plank Law Firm, 411 E. Town Street, 2nd floor, Columbus, Ohio 43215. The Annexation was heard by the Pickaway County Commissioners on April 1, 2025, at their regular scheduled meeting and approved, Resolution No. PC-040125-20.

In the Matter of
Expedited Type II Annexation Petition Filed for the
Annexation of 1.0 +/- Acres of Scioto Township
Into the Village of Commercial Point
Petitioners, K-Nova LLC, Member William Scala.:

As the first official act related to an Expedited Type II Annexation petition filed for the annexation 1.0 +/- acres of Scioto Township into the Village of Commercial Point, for Petitioners, K-Nova, LLC, Member William Scala, the commissioners' clerk informed them that the petition was filed on Thursday, August 8, 2025, and is hereby entered upon the Pickaway County Commissioners' Journal, pages dated August 12, 2025. Agent for the petitioner Petitioners, K-Nova, LLC, member William Scala is Molly Gwin, 250 West Street, Floor 7, 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 Commercial Point 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 Scioto 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.

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The Expedited Type II Annexation has been placed as a 11:00 a.m. agenda item on the commissioners' September 9, 2025, regular meeting day schedule.

In the Matter of
SHI International Corporation Quote
For IT Department Remote Access:

Robert Adkins, IT Director, presented a quote for remote access renewal. Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the quote from SHI International Corporation in the amount of \$6,162.20 for Remote Sup Concurrent User Cloud from September 1, 2025, through August 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
Integrated Protection Services
Quote for Camera Replacement at the
Pickaway County Sheriff's Office:

Marc Rogols, Deputy County Administrator presented a quote to replace five cameras at the Pickaway County Sheriff's Office that were struck by lightning. Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the quote from Integrated Protection Services in the amount of \$32,695.51 for the replacement of five outdoor cameras at the Pickaway County Sheriff's Office. Cost shall be reimbursed by insurance.

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
Quote from Jeff Butts Tree Service for
Pickaway County Sheriff's Office:

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the quote received from Jeff Butts Tree Service in the amount of \$4,750.00 for tree services at the Pickaway County Sheriff's Office. Includes trimming of 14 trees and clean up.

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
Radio Programing Agreement with
Scioto Township for Spencer Bennett:

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the Independent Contractor Agreement with Spencer Bennett to perform radio programing for Pickaway County and Pickaway County EMA. Mr. Bennett shall be paid at the rate of \$74.00 per hour with a two-hour minimum for called out service. Hours worked will be approved by EMA Director. The term of the contract is for six (6) month period, September 1, 2025, through March 31, 2025.

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
Transportation Improvement District Meeting

In the Matter of
Knollwood Wastewater Treatment Plant and
Wintergreen Lift Station Project
Pay Estimate #3 with Darby Creek Excavating
For Pickaway County Engineer Department:

Chris Mullin, County Engineer submitted a pay estimate for the Knollwood Wastewater Treatment Plant & Wintergreen Lift Station project. Pay estimate from Darby Creek Excavating is for the period of July 1, 2025, through July 31, 2025, in the amount of \$51,710.21. Commissioner Harold Henson offered the motion, second by Commissioner Gary Scherer, to approve and authorize Commissioner Wippel to sign the Contractor's Application for Payment No.3.

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 2:00 p.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 Brad Washburn, Auditor 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 2:45 p.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
Weekly Dog Warden Report:

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for the week ending August 9, 2025.

A total of \$105 was reported collected as follows: \$30 in dog license; \$15 in dog license late penalty; \$10 in adoptions; \$25 in redemption and \$25 in micro chip.

Three (3) stray dogs were processed in; one (1) dog was adopted.

With there being no further business brought before the Board, Commissioner Wippel offered the motion, seconded by Commissioner Scherer, to adjourn.

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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Jay H. Wippel, President

Harold R. Henson, Vice President

Gary K. Scherer, Commissioner
BOARD OF COUNTY COMMISSIONERS
PICKAWAY COUNTY, OHIO

Attest: Angela Karr, Clerk