

TUESDAY, DECEMBER 3, 2024
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, December 3, 2024, with the following members present: Mr. Harold R. Henson and Mr. Gary K. Scherer. April Metzger, County Administrator, was also in attendance. Mr. Jay H. Wippel was absent from today's session.

In the Matter of
Minutes Approved:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from November 26, 2024, with corrections.

Voting on the motion was as follows: Commissioner Wippel, absent; 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 December 3, 2024, 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 his warrant on this entry in the amount of \$83,418.94 the County Treasurer to satisfy the same.

Voting on the motion was as follows: Commissioner Wippel, absent; 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 December 3, 2024, 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 his warrant on this entry in the amount of \$14,072.74 on the County Treasurer to satisfy the same.

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

Attest: Angela Karr, Clerk

**TUESDAY, DECEMBER 3, 2024
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

**In the Matter of
Appropriations Approved:**

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

\$75,956.50 – 101.1105.5703 – Contingencies – Commissioners
\$512.50 – 658.6093.5401 – Contract Services TID – Engineer
\$6,500.00 -501.6915.5102 – Salary Sewer District – Engineer
\$100.00 – 507.6922.5201 – PERS Orient Water – Engineer
\$250.00 – 507.6922.5102 – Employees Salary Orient Water – Engineer
\$176.00 – 507.6922.5486 – Permit Fees Orient Water – Engineer
\$300.00 – 507.6922.5205 – Workers Comp Orient Water - Engineer

Voting on the motion was as follows: Commissioner Wippel, absent; 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:

\$6,300.70 – 101.1105.5703 – Contingencies – Sheriff
TO
101.2014.5203 – Insurance Communication – Sheriff

\$1,000.00 – 501.6915.5401 – Contract Services Pickaway County Sewer – Engineer
TO
501.6915.5205 – Workers Comp Sewer District Pickaway County – Engineer

\$350.00 – 503.6916.5401 – Contract Services Darby Sewer – Engineer
TO
503.6916.5205 – Workers Comp Darby Sewer – Engineer

\$5,375.18 – 101.1105.5703 -Contingencies – Sheriff
TO
101.2014.5201 – PERS Communication -Sheriff

\$3,471.92 – 101.1105.5703 – Contingencies – Sheriff
TO
101.2014.5102 – Salary Communications – Sheriff

\$36,200.84 – 101.1105.5703 – Contingencies – Sheriff
TO
101.2011.5102 – Salary Corrections – Sheriff

\$225.00 – 506.6921.5301 – Supplies Orient Sewer – Engineer
TO
506.6921.5205 – Workers Comp Orient Sewer – Engineer

\$150.00 – 505.6918.5401 – Contract Services Derby Sewer – Engineer
TO

**TUESDAY, DECEMBER 3, 2024
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

505.6918.5205 – Workers Comp Derby Sewer – Engineer

**\$11,107.86 – 101.1105.5703 – Contingencies – Sheriff
TO**

101.2011.5201 – PERS Corrections – Sheriff

**\$13,500.00 – 101.1105.5703 – Contingencies – Commissioners
TO**

101.1112.5429 – Countywide Rentals – Commissioners

**\$1,000.00 – 201.3005.5301 – Office Supplies –Engineer ALGT -0 Engineer
TO**

201.3005.5101 -Engineer Salary ALGT – Engineer

**\$7,000.00 – 201.3006.5527 -Vehicle Expenses ALGT – Engineer
TO**

201.005.5102 – Engineer Employee Salary ALGT – Engineer

**\$1,000.00 – 506.6921.5402 – Contract Repairs Orient Sewer – Engineer
TO**

506.6921.5102 – Employees Salary Orient Sewer – Engineer

**\$10,442.83 – 101.2012.5203 – Insurance Administration – Sheriff
TO**

101.2011.5102 – Salary Corrections – Sheriff

**\$38,853.54 – 101.2010.5203 – Insurance Road Patrol – Sheriff
TO**

101.2010.5102 – Salary Road Patrol – Sheriff

**\$66,528.08 – Salary Court Services – Sheriff
TO**

101.2014.5102 -Salary Communications – Sheriff

**\$80,051.54 – 101.2011.5203 – Insurance Corrections – Sheriff
TO**

101.2011.5102 – Salary Corrections – Sheriff

**\$5,721.40 – 101.2012.5203 – Insurance Administration – Sheriff
TO**

101.2012.5102 – Salary Administration – Sheriff

**\$6,434.62 – 101.2082.5203 – Insurance Investigations – Sheriff
TO**

101.2082.5102 – Salary Investigation – Sheriff

**\$154.75 – 101.2082.5202 – Medicare Investigation – Sheriff
TO**

101.2082.5102 – Salary Investigations – Sheriff

**\$17,822.75 – 101.2010.5203 – Insurance Road Patrol – Sheriff
TO**

101.2011.5102 – Salary Corrections – Sheriff

**\$4,702.98 – 101.2013.5203 – Insurance Court Services – Sheriff
TO**

101.2011.5102 – Salary Corrections – Sheriff

**\$100.00 – 201.3005.5301 – Office Supplies ALGT – Engineer
TO**

201.3005.5210 – PERS Engineer ALGT – Engineer

**TUESDAY, DECEMBER 3, 2024
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

**\$1,000.00 – 501.6915.5401 – Contract Services Pickaway County Sewer District – Engineer
TO**

501.6915.5201 – PERS Sewer District Pickaway County Sewer District – Engineer

**\$500.00 – 506.6921.5402 – Contract Repairs Orient Sewer – Engineer
TO**

506.6921.5201 – PERS Orient Sewer – Engineer

**\$942.36 – 101.2010.5201 – PERS Road Patrol – Sheriff
TO**

101.2011.5201 -PERS Corrections – Sheriff

**\$352.54 – 101.2010.5202 – Medicare Road Patrol – Sheriff
TO**

101.2011.5202 – Medicare Corrections – Sheriff

**\$424.94 – 101.2012.5202 – Medicare Administration – Sheriff
TO**

101.2014.5202 – Medicare Communication – Sheriff

**\$3,909.93 – 101.2013.5201 – PERS Court Services – Sheriff
TO**

101.2014.5201 – PERS Communications – Sheriff

**\$150.51 – 1010.2013.5202 -Medicare Court Services – Sheriff
TO**

101.2014.5202 – Medicare Communications – Sheriff

**\$235.29 – 101.2013.5212 – PERS LE Court Services – Sheriff
TO**

101.2011.5212 – PERS LE Corrections – Sheriff

**\$480.95 – 101.2013.5202 – Medicare Court Services - Sheriff
TO**

101.2011.5202 – Medicare Corrections – Sheriff

**\$7,618.22 – 101.2013.5212 – PERS LE Court Services – Sheriff
TO**

101.2011.5201 – PERS Corrections – Sheriff

**\$8,046.16 – 101.2010.5203 – Insurance Road Patrol – Sheriff
TO**

101.2010.5212 – PERS LE Road Patrol – Sheriff

**\$406.38 – 101.2012.5203 -Insurance Administration – Sheriff
TO**

101.2012.5201 – PERS Administration – Sheriff

**\$403.90 – 101.2012.5203 – Insurance Administration – Sheriff
TO**

101.2012.5212 – PERS LE Administration – Sheriff

**\$514.89 – 101.2013.5202 – Medicare Court Services – Sheriff
TO**

101.2014.5201 – PERS Communication – Sheriff

**\$1,930.86 – 101.2082.5201 -PERS Investigation – Sheriff
TO**

101.2014.5203 – Insurance Communication – Sheriff

**\$438.96 – 101.2082.5212 – PERS LE Investigations – Sheriff
TO**

TUESDAY, DECEMBER 3, 2024
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

101.2014.5203 – Insurance Communications – Sheriff

\$114.14 – 101.2082.5202 – Medicare Investigations – Sheriff
TO

1012014.5203 – Insurance Communications - Sheriff

Voting on the motion was as follows: Commissioner Wippel, absent; 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.

- Continuing to work on preparations for network migration.
- Dell review of the system design document scheduled for Wednesday
- UPS is expected to be delivered this week and the server install Monday
- Two systems ready to deploy for Juvenile Court and 4 systems ready to deploy for the Dog Shelter
- PDQ Deploy repackaged their product offering and raised their prices by 50% - looking for a replacement for 2025
- Working with Mark Yarnell to establish a new Certificate Authority for 2-factor authentication
- Mention 0365 licensing changes – reduced by \$1,916.37.

In the Matter of
Report Provided by Tiffany Nash:

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

- Approvals
 - B&C Updated Service Agreement for Outdoor Weather Sirens (Tornado Sirens)
 - RapidWarn® Software Agreement
- This Week
 - Continuum of Care meeting 12/4/2024
 - Visit with Vineyard Church for warming center 12/4/2024
 - Saltcreek Township Trustee meeting 12/4/2024
 - Ed Warner & Tiffany Nash will be at the Emergency Management Association of Ohio conference 12/5-6/2024
- Next Week
 - Mr. Warner in Logistics Officer training in Franklin County
 - South East Ohio EMA sector meeting in Perry County – Tiffany – 12/9/2024
 - Hazard Vulnerability Assessment with Health Department 12/11/2024
 - Police Chiefs Meeting 12/12/2024
- Programs
 - EMA Operations
 - Mr. Warner is working on getting at least one drone up and operational.
 - 911 Coordinator
 - No new information.
 - LEPC
 - LEPC grant application received 12/2/2024 – due by February 1st.
 - Local training interest includes:
 - Hazmat for law enforcement
 - Solar farm response
 - Hazmat refresher course (required annually)
- Radio Programming
 - Kris Smith has started building master template code plugs and is working on Salt Creek radios.
 - L3Harris training scheduled for January 22 and 23.
 - Working on FCC license renewals.
 - Communicating with schools and engineers office on radio authentication.

TUESDAY, DECEMBER 3, 2024
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

- CERT
 - No new information.
- Mitigation
 - No new information
- General Information
 - Outdoor Warning Siren
 - Met with B&C regarding tornado sirens last week
 - Compared information with B&C to make sure records are accurate
 - Updated Service Agreement for maintenance on sirens
 - City of Circleville does not want included in contract as they service their own. Agreement updated to reflect this.
 - Cost per siren did not change.
 - Only 3 townships have signed MOU with EMA for the siren maintenance contract.
 - RapidWarn® software for computer in the EOC that monitors OWS – this is not included in computer at the Sheriff's Office.

In the Matter of
Report Provided by Preston Schumacker:

The following is a summary of the report provided by Preston Schumacker, Dog Warden.

- Mr. Schumacker reported that they are housing 23 dogs. There were 8 visitors to the shelter last week and 3 volunteers.

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 10th Agenda – K-Nova Real Estate Group – 1500+ Acres, Agricultural to Industrial
- Outstanding Plats: Graham Ravines Sketch Plan
- Lot Splits:
 - Approved 2 lot splits in the last week, 6 open applications currently.
- CDBG
 - Certificate of Exemption

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 for the week and 6 total claims for the year. There was one unemployment claim since the last report. 2024 total at 2 fraudulent and 10 legit.
- GovDeals: No report.
- One new hire packet was sent out last week (JFS). A total of 93 new hire packets have been handed out in 2024. Job openings for part-time and full-time Custodial, EMA Communications Technician and Treasurer's Office Deputy Clerk.
- Maintenance:
 - Repairing PCSO underground sprinkler valve and backflow. Joint meeting with city, Building Department and Koorsen Thursday, December 5th.
 - The renovation of the Clerk of Courts painting took place December 2nd. The quote from Pine Valley for the new counter will be self-pay.
 - Courthouse sandstone repair (approved May 23rd) phase 2 work continues. Additional damage found and quote pending.
 - The Williamsport Repeater project awaiting parts.
 - IT/Server Room starts today.

TUESDAY, DECEMBER 3, 2024
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

In the Matter of
B&C Communications Service Agreement
For Whelen Outdoor Sirens:

Tiffany Nash, EMA Director, presented a Service Agreement from B&C Communications for the purchase of 12 Whelen Outdoor Sirens and twelve-month yearly PM at the cost of \$11,280.00. Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the agreement from B&C Communications to purchase 12 Whelen Outdoor Sirens and yearly maintenance for 12 months.

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

Attest: Angela Karr, Clerk

In the Matter of
Ohio Department of Development
Community Development Block Grant
Certification of Exempt Project for
Williamsport NRG and Darbyville Street Project:

Tim McGinnis, Planning and Development, presented a Certification of Exempt Project from the Ohio Department of Development, Community Development Block Grant. Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Henson to execute the Certification of Exempt Project for the Community Development Block Grant, Williamsport NRG Project and Darbyville Street Project.

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

Attest: Angela Karr, Clerk

In the Matter of
Out of County Travel Approved
For Job & Family Services Employees – December 2024:

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 2024, at the total probable cost of \$3,101.20. 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, absent; Commissioner Henson, yes; Commissioner Scherer, absent. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

In the Matter of
Re-appointment of Craig Stevenson to the
Pickaway County Airport Authority Board:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to re-appoint Craig Stevenson, 6519 Ludwig-Dresback Road, Circleville, Ohio 43113, to the Pickaway County Airport Authority Board for a five (5)-year term, beginning January 21, 2025, and expiring January 20, 2030.

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

Attest: Angela Karr, Clerk

TUESDAY, DECEMBER 3, 2024
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

In the Matter of
Pickaway County Year-End-Budget Meeting:

The Commissioners provided slides for the 2025 budget. Each department explained their next year's budget based upon this year's budget of expenses and revenue. All departments explained that their budget was similar to last year's. Jayme Fountain, Prosecutor's Office, discussed increases for their office and will be requesting additional funds in the future.

In the Matter of
Knollwood Wastewater Treatment Plant Improvements
Project No. 144616 Change Order No.1 with
Arcadis Engineering Services and Pickaway County Engineer's Office:

Chris Mullins, Pickaway County Engineer, presented a Change Order for the Knollwood Wastewater Treatment Plant Improvement (Project No. 144616). Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Henson to execute Change Order No. 1 with Arcadis Engineering Services for the Knollwood Wasterwater Treatment Plant Improvements. Amendment to the Service Agreement executed August 15, 2023 (Construction Administration, Construction Observation, Post Construction Services, Payment and Reimbursement Amendment and Schedule Amendment).

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

Attest: Angela Karr, Clerk

In the Matter of
Wintergreen Wastewater Treatment Plant Improvements
Project No. 144618 Change Order No.1 with
Arcadis Engineering Services and Pickaway County Engineer's Office:

Chris Mullins, Pickaway County Engineer, presented a Change Order for the Wintergreen Wastewater Treatment Plant Improvement (Project No. 14618). Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Henson to execute Change Order No. 1 with Arcadis Engineering Services for the Knollwood Wasterwater Treatment Plant Improvements. Amendment to the Service Agreement executed August 15, 2023 (Construction Administration, Construction Observation, Post Construction Services, Payment and Reimbursement Amendment and Schedule Amendment).

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

Attest: Angela Karr, Clerk

In the Matter of
Report Provided by April Metzger:

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

- Mrs. Metzger presented budget reports for today's budget meeting.

In the Matter of
Real Estate Taxes Discussion with
Casey Liddy, Ohio Health Berger:

Casey Liddy and John Edgar, Ohio Health Berger, met with the Commissioners to discuss real estate taxes in Pickaway County. Mr. Liddy discussed that Berger Hospital did not pay property taxes due to governmental property. They are still eligible as Ohio Health and should have recorded it through the lease

TUESDAY, DECEMBER 3, 2024
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

to be eligible. They have been paying property taxes since the lease contract. Ohio Health decided to not go back for reimbursement, however, from here forward it will be eligible to be exempt from paying real estate taxes. It is about a half a million-dollar savings for Ohio Health Berger, but an impact of \$400,000 loss to the local schools. The tax bill has been going to a Columbus office that deals with taxes for Ohio Health. It was not questioned and came to Ohio Health Bergers' attention a few months ago. Ohio Health realized it was their error and felt it would not be right to go back for reimbursement and affect the local schools. Moving forward the exemption will take place and Mr. Liddy and Mr. Edgar will be meeting with the local schools to address the change.

Mr. Edgar explained that Ohio Health has been a great partner with Berger Hospital. Capital projects are taking place. The mammography project is about halfway there with funding. It is the busiest time of the year, and they are currently full.

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 30, 2024.

A total of \$85 was reported collected as follows: \$15 in dog licenses; \$20 in adoptions; \$25 in redemptions and \$25 in micro chip fees.

Five (5) stray dogs were processed in; two (2) dogs were 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, absent; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Jay H. Wippel, President {absent}

Harold R. Henson, Vice President

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

Attest: Angela Karr, Clerk