

TUESDAY, JANUARY 13, 2026
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, January 13, 2026, 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 January 6, 2026, 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 January 13, 2026, 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 \$71,559.60 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 January 13, 2026, 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 \$873,153.15 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

**TUESDAY, JANUARY 13, 2026
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

Fund Transfer Approved:

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

**\$364,405.00 – 1001.103.41.570110 – Fund Transfer – Auditor
TO
2007.540.21.490000 – County Maintenance of Children – Auditor**

**\$140,474.00 – 1001.103.35.570100 – Fund Transfer – Auditor
TO
2006.542.11.450000 – Mandated Share Receipts – Auditor**

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 Appropriation Approved:**

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

\$49,029.79 – 2938.100.30.590300 – ARPA Governmental Services – Commissioners

\$2,400.00 – 3025.100.43.590100 – Fairgrounds Sales Tax Rev Other – Auditor

\$281,000.00 – 3025.100.44.560300 – Principal Fairgrounds Bond – Auditor

\$460,000.00 – 3025.100.45.560400 – Interest Fairgrounds Bond – Auditor

\$431.00 - 2956.400.32.530100 – S-SLCGP Supplies – Sheriff

\$600.00 – 2956.400.32.540100 – S-SLCGP Contract Services – Sheriff

\$300.00 – 1121.160.30.547800 – Remittance to State Organized Crime Commission – Auditor

\$700.00 – 1001.160.31.540528 – Clerk of Court App Fees Public Defender - Auditor

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.

- Meeting with Proofpoint Wednesday to plan the move of PickawaySheriff.com to County Tenant
- Mark planning to be onsite something this week to replace the firewall for the BOE and address remaining planned network configuration changes at the Jail.
- Eric will be building new Veeam O365 Backup server at Sheriff's Office using DAS.
- I attended meeting with Juvenile Court to discuss Browser Passwords and Personal email. The use of Google drive and Google Apps is being addressed as well. Also met with Parks District over the mutual concern for use of Google apps.
- Awaiting policy adoption to continue the deployment of YubiKeys to the departments

TUESDAY, JANUARY 13, 2026
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

- Met with the Sheriff and Captain Strawser to discuss camera recording retention at the Sheriff's Office.
- Created System Announcement on E-MetroTel for Common Pleas Jury Line.
- Discuss order of Analog conversion device for new elevator
- Created sink hole for some personal email domains
- Discussion of MOU from Andy Bull and whether fee for services should be considered.
- Logan finished first week of on-call for the Sheriff's Office.

In the Matter of
Report Provided by Tiffany Nash:

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

- Approvals - None
- This Week
 - Healthcare Coalition Communication Drill – 1/12
 - NexGen911 Call – 1/12
 - Clearcreek Fire Radio Inventory – 1/12 (Ed)
 - HSIN / EOC Call with Union County – 1/13
 - IPAWS Geofencing Training – 1/14
 - Veoci Follow Up Call – 1/14
 - EMAO Climate Task Force Meeting – 1/16
- Next Week
 - COTS Medical Response Surge Exercise (MRSE) Meeting – 1/20
 - South Bloomfield Council Meeting (to discuss filling Tom Ramsay's seat on 911 Advisory Board) – 1/20
 - She Means Business – 1/21
 - Fire Chiefs Meeting – 1/21
 - Extreme Weather Information Network Call – 1/22
- Programs
 - EMA Operations
 - Submitting training requests to the State
 - Programming for generator switch at Tower Site conducted Monday
 - 911 Coordinator
 - Waiting on annual review materials to submit to State
 - Received invoice from DDTI for Accuglobe for the Sheriff's Office – only need first quarter per the SO
 - Would like to send to the SO to pay from their E911 funds
 - LEPC
 - Two hazmat calls in the last week
 - 1/9/2026 – US 23 & N River Rd at 0300 am; semi in a ditch, non-injury accident. Quarter tank leak that turned out to be a disconnected fuel line. Originally reported 50 gallons but turned out to be less than 1.
 - 1/12/2026 – OH 56 & Stonerock Rd at 1450; semi in a ditch, non-injury accident. Report of 30 gallons of diesel spilled, nowhere near water.
 - Radio Programming – No new updates
 - Drone Program – No new updates
 - CERT
 - Sent free training opportunities at Franklin County to CERT members for "Damage Assessment" and "Recovery from Disaster Workshop".

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: January 13th Agenda
 - Scioto Township Rezoning Application

TUESDAY, JANUARY 13, 2026
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

- Circleville Crossing Replat (Waffle House)
- Outstanding Plats:
 - Graham Ravines Sketch Plan
- Lot Splits:
 - Approved 1 lot splits in the last week, 5 open applications currently.
- CDBG
 - Darbyville Roadway Resurfacing Contract

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 claim (total 1) and no unemployment claims (total 0) filed for the week.
- Casualty Insurance Claims report
- No new hire packets were sent out last week. A total of 1 new hire packets has been handed out in 2026. Job openings for part-time and full-time Custodial. Maintenance Worker posted with no application received. The Deputy Dog Warden position has one application received (phone interviews completed and scheduling interviews). Kennel Attendant has received one application (phone interviews- withdrew 2nd applicant) completed interviews. One application has been received for the Chief Dog Warden position and interview completed.
- Mr. Rogols met with BMV Public Safety personnel and Grant Davis, Clerk of Courts, relative to Driver Examiner certification. Two part-time positions will be needed.
- Maintenance: The intercom system at the Sheriff's Office was retro fitted by Security Automation Systems November 7, 2023 at the cost of \$140,540.00 from the capital improvement fund as proposed by the Sheriff's Office.
- Pickaway County Sheriff's Office recording retention
- Mr. Rogols received an email from WDC Group relating to the fairgrounds project and moving forward with bid opening.

In the Matter of
Executive Session:

At 9:59 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 Metzger, County Administrator, Marc Rogols, County Deputy Administrator, Angela Karr, Clerk and Brandy Stewart, HR Assistant 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 10:15 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
Executive Session:

**TUESDAY, JANUARY 13, 2026
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

At 10:40 a.m., Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to enter into Executive Session pursuant to ORC §121.22 (G) (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 Brian Hill, P3, Dave Robinson and Nate Greene, Montrose Group, Doug Ambruster and Christian Greenwell, Core 5, April Dengler, County Administrator, Marc Rogols, Deputy County Administrator, and Angela Karr, Clerk in attendance.

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

Attest: Angela Karr, Clerk

At 11:20p.m., the Commissioners exited Executive Session and Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to resume Regular Session.

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

Attest: Angela Karr, Clerk

No action taken.

**In the Matter of
Report Provided by Sheriff Hafey:**

The following is a summary of the report provided by Sheriff Hafey, Pickaway County Sheriff.

- Sheriff Hafey reported that sickness is going through the office and has ill staff staying home to eliminate passing it around the office.
- Sheriff Hafey discussed the K9 program and a current K9 that will not be able to be retrained with a new handler. May look into the route of adoption or a rescue unit.
- A road deputy turned in his two weeks' notice to relocate to Florida.

Commissioner Wippel discussed the intercom system and work that was done by Security Automation Systems in 2023 for \$140,000.00 from the capital budget. Commissioner Wippel asked what problems arised since complete repairs were done and why the company has not made new repairs under a warranty. Sheriff Hafey will gather additional information from Captain Lane.

**In the Matter of
Community Development Block Grant
Professional Services Agreement and Exhibit C Work Authorization with
Arcadis U.S. Inc. for the Darbyville Resurfacing Project:**

Tim McGinnis, Planning and Development, presented the Community Development Block Grant Professional Services Agreement and Exhibit C Work Authorization with Arcadis U.S. Inc. for the Darbyville Resurfacing Project. Commissioner Gary Scherer offered the motion, second by Commissioner Harold Henson, to approve and authorize Commissioner Wippel to execute the CDBG Professional Services Agreement and Exhibit C Work Authorization with Arcadis U.S. Inc..

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
Sanitary Force Main from Wintergreen to Knollwood**

**TUESDAY, JANUARY 13, 2026
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

**Pay Estimate #5-T with Precise Boring of Ohio, Inc.
For Pickaway County Engineer Department:**

Chris Mullins, County Engineer submitted a pay estimate for the Sanitary Force Main from Wintergreen to Knollwood project. Pay estimate from Precise Boring of Ohio, Inc. is for the period of October 11, 2025, through December 22, 2025, in the amount of \$28,750.00. 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.5-T.

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 updated the Policy and Procedure Manual to include language regarding using personal emails and passwords at work. Also, adding UBKey language. Jake is checking with union contracts.
- Mrs. Metzger received an email relating to a grant for Memorial Hall. The email stated that the county was approved for \$200,000 that has not been applied for.
- Mrs. Metzger is working on ARPA report that is due January 31st.

**In the Matter of
Executive Session:**

At 11:30 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 Metzger, 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

- ❖ Mrs. Metzger left the session at 11:50 a.m.

At 12:14 p.m., the Commissioners exited Executive Session and Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to resume Regular Session.

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

Attest: Angela Karr, Clerk

No Action taken.

**In the Matter of
Executive Session:**

At 1:26 p.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 Brad Washburn, Auditor in attendance.

TUESDAY, JANUARY 13, 2026
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

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 1:45 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
Executive Session:**

At 1:55 p.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 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

- ❖ Mrs. Karr left the session at 2:00 p.m.
- ❖ Brandy Stewart, HR Assistant, joined the session at 2:00 p.m.
- ❖ Brandy Stewart, HR Assistant, left the session at 2:05 p.m.

At 2:11 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
Hiring Dova Vierra as the
Dog Shelter Kennel Attendant:**

Mr. Rogols, Deputy County Administrator and Brandy Stewart, HR Assistant, conducted interviews for the full-time Kennel Assistant position, and it was their recommendation to hire Dova Vierra. Following a brief discussion regarding the recommendation, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to hire Dova Vierra, Orient, Ohio 43146, as the full-time Dog Shelter Kennel Assistant, effective January 25, 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

**TUESDAY, JANUARY 13, 2026
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO**

Executive Session:

At 2:16 p.m., Commissioner Gary Scherer 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, Deputy County Administrator, Angela Karr, Clerk, Brandy Stewart, HR Assistant, Time McGinnis, Planning and Development Director and Nancy Graham, Fiscal Specialist 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 January 10, 2025.

A total of \$1,027 was reported collected as follows: \$615 in dog license; \$150 in kennel license; \$12 in additional kennel license; \$25 in adoptions; \$125 in redemptions; \$55 in private donations and \$45 in micro chip fees.

Three (3) stray dog 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 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