

**TUESDAY, JANUARY 14, 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, January 14, 2025, 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 Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from January 9, 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 January 14, 2025, 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 \$266,167.15 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 January 14, 2025, 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 \$44,537.94 on the County Treasurer to satisfy the same.

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

Attest: Angela Karr, Clerk

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**In the Matter of  
Appropriations Approved:**

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

**\$25,750.00 – 231.1247.5501 – Computer Fund – Common Pleas**

**\$382.17 – 262.6111.5901 – George’s Run Other Expenses – Engineer**

**\$382.17 – 268.6117.5901 – Hughes Lateral #3 Other Expenses – Engineer**

**\$752.35 – 270.6119.5901 – Grove Run Other Expenses – Engineer**

**\$2,382.95 – 280.6129.5901 – Clark’s Run Upper Terminus Other Expenses – Engineer**

**\$249.79 – 284.6133.5901 – Writsel Ditch Other Expense – Engineer**

**\$249.79 – 286.6135.5901 – Springwater Run Other Expense – Engineer**

**\$419.64 – 914.6143.5901 – DS Drainage Other Expenses – Engineer**

**\$98,097.74 – 948.6924.5901 – Healthy Aging Other – Commissioners**

**\$5,422.68 – 101.1105.5703 – Contingency – Victims of Crime**

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

Attest: Angela Karr, Clerk

**In the Matter of  
Transfer and Reappropriations Approved:**

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

**\$5,422.68 – 101.1105.5703 – Contingency – Victims of Crime**

**TO**

**101.1105.5704 – County Match Victims of Crime – Victims of Crime**

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

**\$5,422.68 – 101.1105.5704 – County Match Victims of Crime – Victims of Crime**

**TO**

**234.0000.4556 – Local Share Crime Victims – Victims of Crime**

**\$133,350.00 – 101.1105.5722 – JFS Note Miscellaneous – Auditor**

**TO**

**304.0000.4901 – Transfer In JFS Building Note – Auditor**

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**\$255,000.00 – 101.1105.5720 – Fairgrounds Debt Transfer Out – Auditor  
TO  
325.0000.4901 – Transfer In Debt Fund - 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  
Issuance of Blanket Purchase Order Approved:**

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

**\$98,097.74 – 948.6924.5901 – Healthy Aging Other - Commissioners**

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

Attest: Angela Karr, Clerk

**In the Matter of  
Report Provided by Tiffany Nash:**

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

- Approvals
  - Executive Session - Personnel
- This Week
  - Rescheduled Interview – 1/13
  - Ohio MARCS – 1/15
  - Fire Chief’s Meeting – 1/15
  - Health Department Chemical Tabletop Exercise – 1/16
  - Police Chief’s Meeting – 1/16
  - Ohio/County EMA Director’s call – 1/16
  - OCIDS Pilot Kickoff – 1/17
  - Meeting with Ohio Christian University – 1/17
- Next Week
  - L3Harris Programming Class – 1/22-23
- Programs
  - EMA Operations – No new information
  - 911 Coordinator
    - Working on additional items requested for the E911 audit.
  - LEPC – No new information
  - Radio Programming – No new information
  - CERT – No new information
  - Mitigation
    - Invitations are going out for the Mitigation Kickoff meeting.

**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 cleanup of group policy in preparation of Network merge.
- SAN interfaces from Dell to arrive today. I expect Dell onsite tomorrow to install.
- Equivant JuryView rehost to be scheduled to occur on 1/20/25.
- Courtroom AV issue was discovered to be volume setting on Judge Mic.

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- Renewal of E-MetroTel 3-year 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 was one BWC claim for the week for a Pickaway County Sheriff's Office Canine Officer that was medical only. Total for 2025 is one. No unemployment claims filed for the week. Total unemployment claims filed are at zero for 2025.
- One new hire packet was sent out last week (Health Department). A total of 3 new hire packets have been handed out in 2025. Job openings for part-time and full-time Custodial, EMA Communications Technician and Building Department Permit Technician (two applications received and preliminary interviews being conducted by Building Department).
- Maintenance:
  - The renovation of the Clerk of Courts: Painting and wall resurfacing finished this week. Completed meeting with Captain Steamer, Grant Davis and maintenance Wednesday, January 8<sup>th</sup>. Flooring to start immediately (nigh work).

**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 14th Agenda
  - Core5 Rezoning Hearing
- Outstanding Plats:
  - Graham Ravines Sketch Plan
- Lot Splits:
  - Approved 4 lot splits in the last week, 4 open applications currently.
- CDBG: No update
- Circleville Solar Appeal Vote – Thursday at 1:30
- Leadership all day Friday

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

At 9:30 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 Dengler, County Administrator, Marc Rogols, County Deputy Administrator, Tiffany Nash, EMA 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

At 9:34 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.

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**In the Matter of**  
**Hiring Rusty Smith Hired as the**  
**Part-time EMA Communication Technician:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to hire Rusty Smith as the part-time Emergency Management Communication Technician at the recommendation of Tiffany Nash, EMA Director with an unspecified start date. As the EMA Communication Technician, Mr. Smith shall be paid \$25.00 per hour with a \$ .50 increase upon the completion of a six-month probationary period.

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 9:34 a.m., Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to enter into Executive Session pursuant to ORC §121.22 (G) (5) matters required to be kept confidential by federal law or regulations or state statutes; with April Dengler, County Administrator, Marc Rogols, Deputy County Administrator, Tiffany Nash, EMA 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

At 9:37 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**  
**Callisto Software Quote for IT Department:**

Robert Adkins, IT Director, presented a quote from Callisto Communications for the renewal of E-MetroTel. Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the quote from Callisto Communications in the amount of \$15,855.00 effective January 27, 2025, through January 27, 2028.

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 Dengler, County Administrator:

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- Mrs. Metzger discussed grant money for jail projects. \$4.9 million is estimated the cost for windows and jails doors. Commissioners discussed and authorized to matching funds up to 10% if application is approved to receive the grant.

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

The following is a summary of the report provided by Sheriff Hafey, Pickaway County Sheriff's Office:

- Sheriff Hafey reported they have been busy with road conditions and snow level for the county. No major incidents were reported. There was a house fire off of State Route 762 over the weekend.
- Sheriff Hafey informed that a Road Deputy left to go to Grove Port.
- Rex Emerick is being recognized in Law Enforcement. Naming a state route in the memory of Mr. Emerick is in the works.
- A cruiser suffered some damage during the snow last week and in the works of repairs.

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

At 10:15 a.m., Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to enter into Executive Session pursuant to ORC §121.22 (G) (5) matters required to be kept confidential by federal law or regulations or state statutes; with April Dengler, County Administrator, Marc Rogols, Deputy County Administrator, Sheriff Hafey, Pickaway County Sheriff's Office 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 10:20 a.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 11:00 a.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 Tim Colburn, P3, Chris Mullins and Anthony Neff, Pickaway County Engineer, April Dengler, County Administrator, Marc Rogols, Deputy County Administrator, Tim McGinnis, Planning and Development 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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➤ Chris Mullins and Anthony Neff left the session at 11:45 a.m.

At 12:07 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**  
**Weekly Dog Warden Report:**

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for the week ending January 4, 2025.

A total of \$550 was reported collected as follows: \$285 in dog license; \$40 in owner turn-in; \$20 in adoptions; \$150 in redemptions; \$50 in micro chip fees; and \$5 in private donations.

Five (5) stray dogs were processed in; two (2) dogs were adopted.

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for the week ending January 11, 2025.

A total of \$755 was reported collected as follows: \$195 in dog license; \$10 in adoptions; \$25 in redemptions; \$25 in micro chip fees; and \$500 in private donations.

Four (4) 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 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