

**TUESDAY, JANUARY 28, 2020**  
**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 28, 2020, with the following members present: Mr. Harold R. Henson, Mr. Brian S. Stewart, and Mr. Jay H. Wippel. April Dengler, County Administrator, was also in attendance.

**In the Matter of  
Minutes Approved:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from January 21, 2020, with corrections.

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

**In the Matter of  
Bills Approved for Payment:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, 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 29, 2020, 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 \$446,002.67 on the County Treasurer to satisfy the same.

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

**In the Matter of  
Appropriation of Expense Line Item:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests for the APPROPRIATION OF EPENSE LINE ITEM:

**\$21,081.96 – 931.1118.5401 – Security Contract Services – Board of Elections**

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

**In the Matter of  
Transfer and Re-appropriations Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests for the TRANSFER AND REAPPROPRIATIONS:

**\$2,735.00 – 507.6922.5401 – Orient Water Contract Services – Engineer**

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**TO  
507.6922.5300 – Orient Water Materials & Supplies – Engineer**

**\$1,341.88 – 201.3012.5506 – ALGT On Behalf Projects – Engineer**

**TO  
201.3012.5401 – ALGT On Behalf Services**

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

**In the Matter of  
Fund Transfer Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests for the FUND TRANSFER:

**\$5,000.00 – 101.1105.5717 – GIS County Share – Auditor  
TO  
903.000.4530 - GIS Contract – Auditor**

**\$145.09 – 101.1105.5720 – Fairgrounds Debt Transfers Out – Commissioners  
TO  
325.0000.4901 – Transfers In Debt Fund - Commissioners**

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

**In the Matter of  
Waiver Approved:**

Nancy Graham, Fiscal Specialist, requested a waiver to pay 56 Auto Sales, in a timely manner related to the purchase of a vehicle for the Maintenance Department. After discussing the request, Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to waive the waiting period to issue payment to the 56 Auto Sales, in the amount of \$18,150.00 from line item #401.7115.5529 Planned Capital.

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

Attest: Angela Karr, Clerk

Nancy Graham, Fiscal Specialist, requested a waiver to pay US Bank, in a timely manner related to the purchase made on the County credit card. After discussing the request, Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to waive the waiting period to issue payment to the US Bank, in the amount of \$789.67 from line items:

101.1101.5301 – \$40.17 – Commissioners Office Supplies  
101.1101.5901 - \$200.47 – Commissioners Office Other Supplies  
101.1112.5401 - \$339.04 – Countywide Contract Services  
101.1108.5430 - \$209.00 – Building Department Training  
101.2001.5301 - \$ .99 EMA Supplies

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

Attest: Angela Karr, Clerk

Nancy Graham, Fiscal Specialist, requested a waiver to pay Sutherlands, in a timely manner related to the purchase of supplies. After discussing the request, Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to waive the waiting period to issue payment to the Sutherlands, in the amount of \$1,901.64 from line item #101.1112.5301 Countywide Supplies.

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

Attest: Angela Karr, Clerk

**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 filed for the week, there were no unemployment claims filed this week.
- Two items listed on Govdeals.com sold on January 17th. #208 – 1982 Galion 9 wheel roller with a final bid at \$7,150.00 and the #209 – 1997 Kobelco Excavator with a final bid of \$25,100 are pending pickup. The radio items from EMA currently have a bid of \$32.00.
- Mr. Rogols filed all 2020 GAAP reports with the Auditor’s Office for all departments.
- Mr. Rogols will be attending the ThriveOn 2020 Kickoff meeting in Columbus on Wednesday, January 22<sup>nd</sup>. The 2020 ThriveOn kickoff will begin February 3<sup>rd</sup> and information was distributed via email. Mr. Rogols attended the Health and Safety Worksite Presentation with April Dengler, County Administrator. A scheduled photo op is scheduled for today at 11:30 a.m. with the Commissioners and Health and Safety Committee.
- Friday, February 7, 2020 is “Wear Red Contest” for Health and Safety.

**In the Matter of**  
**Cody O’Dell Hired as Custodial Worker I:**

Mr. Rogols, Deputy County Administrator and Jon Brown, Maintenance Supervisor, conducted interviews Monday for a Custodial Worker I position, and it was their recommendation to hire Joshua Payne.

Following a brief discussion regarding the recommendation, Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to hire Cody O’Dell, Circleville, Ohio 43113, as a Custodial Worker I for the 4:00 p.m. to 8:00 p.m. shift, effective February 3, 2020, at the rate of \$11.25 per hour.

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Report Provided by Darrin Flick:**

The following is a summary of the report provided by Darrin Flick, EMA Director & Pickaway County 911 Coordinator.

- Last week Mr. Flick attended the Ohio EMA Inventory, Leadership Breakfast and Countywide LE/Fire Active Aggressor Training/Exercise Meeting on January 22, 2019.
- This week Mr. Flick will be attending Lt. Herron’s farewell and Circleville City Council Meeting to discuss 911 consolidation on January 28<sup>th</sup>, County PSAP Recertification January 30<sup>th</sup> and PICCA EOP/Communications Meeting January 31<sup>st</sup>.

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- Next week Mr. Flick will be attending the Active Shooter Exercise Prep Meeting February 4<sup>th</sup> and the LEPC Exercise Prep meeting February 5<sup>th</sup>.

**In the Matter of**  
**Promotion of Lt. Steven Herron, State Ohio Patrol:**

During business conducted while in session, Commissioner Stewart offered the motion, seconded by Commissioner Wippel, to adopt the following Resolution:

**Resolution No.: PC-012820-6**

**WHEREAS**, it is the privilege of the Pickaway County Board of Commissioners to recognize occasions and people of outstanding significance and achievements; and,

**WHEREAS**, Lieutenant Steven K. Herron, Commander, Circleville Post, Ohio State Highway Patrol, has experienced a long, successful career in the law enforcement field; and,

**WHEREAS**, Lieutenant Steven K. Herron started his journey in law enforcement in April 1997, after graduating locally from Logan Elm High School, and served as a Cadet Dispatcher, Trooper, and Commander in Pickaway County; and

**WHEREAS**, Lieutenant Herron has been selected for promotion to Staff Lieutenant and reassigned to serve as the Assistant District Commander of the Columbus District after many years of commendable service to Pickaway County; and

**THEREFORE, BE IT RESOLVED**, that the Pickaway County Board of Commissioners hereby thanks Lieutenant Steven K. Herron for his years of exemplary service and dedication. We congratulate him on his promotion and wish him happiness and success in all of his future endeavors.

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Consolidation of Public Safety**  
**Answering Point (PSAP 911):**

A discussion was held regarding the consolidation of the Public Safety Answering Point (PSAP) for 911 emergency call with the City of Circleville. The Commissioners are awaiting a decision from the City of Circleville relative to their offer to consolidate. The offer is set to expire March 1, 2020.

**In the Matter of**  
**Soil and Water Conservation District**  
**Fourth Quarter Review:**

Tawn Seimer, Soil and Water Conservation District Director and Clyde Ohnewehr met with the Commissioners to provide an update of the 4<sup>th</sup> quarter for SWCD.

**Administrative**

SWCD attended the Rhoads/ Kingston Pike Drainage Improvement hearing. The project is still in process. The Pumpkin Show parking lot was a great success. The filing system at the office has been rearranged and contract files will be Tract# order, other files alphabetically. Mrs. Seimer attended the State and Area 5 training meetings, topics on State Audits, policies and budgets. Staff attended the Area 5 Winter Meeting at Emmett Chapel in December. Staff performance evaluations were performed. The district purchased a new vehicle, a 2019 Ford F250, with trade in of the 2005 Ford F150.

**Education/ Outreach**

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The Pickaway SWCD quarterly newsletter was mailed to 2523 people and emailed out to 377 people in October. SWCD set up an information table and youth activities at the Darby Creek Day, attended a Be the Change for Clean Water initiative meeting in October and attended the Pickaway County Ag Advisory Meeting in November. SWCD set up an education job shadow with a Westfall student through Pickaway Works. The Augmented Reality Sandbox, which we were able to build through a grant from the EPA, is officially set up and fully functional. It's already been used several times. SWCD completed programs in 115 classrooms with 2,566 students for the Fall 2019 school semester. SWCD assisted in closing out and reopening all of the district projects for the end of the year in the online reporting system.

Technical

The ditch petitions for Kingston Pike/ Rhoads and Hall-Justus are still open. Three waterways are still open and being surveyed and ten drainage or wetland concerns required assistance in office and in the field. One pond evaluation in office and two waterway layouts are open with tile being installed. Shelly Steele and Wesley French are participating in ongoing training classes.

**In the Matter of**  
**Ohio State Historical Preservation:**

David Winner, Historical Society, met with the Commissioners to inquire of the OSHP letter needed to apply for a CDBG Grant. He will present the information at their next board meeting before signing off on the documentation. Mr. Winner provided the Commissioners with employee and salary information for the Board of Elections employees.

**In the Matter of**  
**Resolution Enacting Temporary Road Load Reduction**  
**For All Roads in Monroe Township:**

The commissioners received Resolution No. 01-20 adopted by the Monroe Township Trustees requesting a temporary 50% road load reduction on all roads located in Monroe Township, Ohio. Upon reviewing the request, Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution:

**Resolution No.: PC-012820-7**

WHEREAS, the Pickaway County Board of Commissioners received Resolution No. 01-20 from the Monroe Township Trustees requesting a temporary 50% road load reduction on all roads located in Monroe Township, Ohio, due to recent weather events combined with heavy truck traffic; then,

THEREFORE BE IT RESOLVED that, effective immediately, the Pickaway County Board of Commissioners hereby enacts a temporary 50% load reduction on all roads, expiring May 1, 2020.

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**Resolution Enacting Temporary Road Load Reduction on**  
**Blaine Road in Darby Township:**

The commissioners received Resolution No. 01-2020 adopted by the Darby Township Trustees requesting a temporary 50% road load reduction on Blaine Road and Carson Road located in Darby Township, Ohio. Upon reviewing the request, Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to adopt the following Resolution:

**Resolution No.: PC-012820-8**

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WHEREAS, the Pickaway County Board of Commissioners received Resolution No. 01-2020 from the Darby Township Trustees requesting a temporary 50% road load reduction on Blaine Road and Carson Road located in Darby Township, Ohio, due to recent weather events combined with heavy truck traffic; then,

THEREFORE BE IT RESOLVED that, effective immediately, the Pickaway County Board of Commissioners hereby enacts a temporary 50% load reduction on Blaine Road, expiring April 30, 2020.

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

Attest: Angela Karr, Clerk

**In the Matter of**  
**2020 Countywide Mowing**  
**Contract with Outdoor Butler:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to approve the quote received from Outdoor Butler for Countywide mowing for 56 Radio Tower - \$20.00, 56 Lift Station - \$25.00, 22 Radio Tower - \$34.00, 22 Lift Station - \$27.00, Knollwood Village - \$34.00, Ashville Lift Station - \$52.00, Orient lift Station - \$25.00, Orient Water Tower - \$25.00 and Bridlewood Estates - \$70.00 at the combined total rate of \$312.00 per service call.

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

**In the Matter of**  
**2020 Countywide Lawn Care**  
**Contract with Circleville Turf Care:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to approve the quote received from Circleville Turf Care for Countywide lawn care spraying for 56 Radio Tower - \$50.00, 56 Lift Station - \$50.00, 22 Radio Tower - \$50.00, 22 Lift Station - \$50.00, Knollwood Village - \$50.00, Ashville Lift Station - \$50.00, Dog Shelter - \$50.00, Orient Radio Tower - \$50.00 and Bridlewood Estates - \$50.00 at the combined total rate of \$450.00 per service call.

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

**In the Matter of**  
**Contract with Toole & Associates for**  
**Residential and Non-Residential**  
**Building Department Services:**

Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, to approve the contract with Toole and Associates for residential and non-residential Building Department services on an as needed basis. The contract is for Chief Building Official, Plans Examiner, Building Inspector, Electrical Inspector and Plumbing Inspector services for the duration of January 1, 2020 through December 31, 2020.

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**  
**Approval to Purchase Microsoft Windows 10**  
**For the Pickaway County Sheriff's Office:**

Trevor Swackhammer, Pickaway County Sheriff's Office, requested the approval to purchase licensing for approximately 100 machines for Microsoft Windows 10. They are current operating with Microsoft Windows 7 and the software is obsolete and no longer supported. The update to Microsoft Windows 10 is needed to fully operate the new updates to the system. Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the purchase of approximately 100 Microsoft Windows 10 licenses totaling \$30,345.00 to be paid from the unplanned capital improvement fund.

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

**In the Matter of**  
**County Administrator Report:**

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

- Ms. Dengler provided an estimate of \$9,500 as the projected cost for the Agricultural Hall of Fame Event to be held at the Pickaway County Agricultural and Event Center. The Commissioners will select the selection committee for the event.
- Ms. Dengler received an estimate of \$5,000 for the door and \$2,000 for electrical renovations at the Board of Elections. The Commissioners requested that Ms. Dengler gather additional quotes before a decision is made. Additionally, the Commissioners suggested the BOE to purchase new desk rather than custom build desk.

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

At 1:37 p.m., Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, 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 Sarah Moser, Savion, Angela Karr, Clerk, and April Dengler, County Administrator in attendance.

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

Attest: Angela Karr, Clerk

At 2:40 p.m., the Commissioners exited Executive Session and Commissioner Jay Wippel offered the motion, seconded by Commissioner Harold Henson, to resume Regular Session.

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

Attest: Angela Karr, Clerk

No action taken.

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**In the Matter of**  
**Weekly Dog Warden Report:**

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending January 25, 2020.

A total of \$2,559 was reported being collected as follows: \$48 in boarding revenue; \$1,860 in dog licenses; \$375 in kennel licenses; \$21 in additional kennel license; \$70 in private donations; \$25 redemptions and \$160 in transfer-out rescue.

Two (2) stray dog were processed in; zero (0) dogs were 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 Stewart, yes; Commissioner Wippel, yes; Commissioner Henson, yes. Voting No: None. Motion carried.

Harold R. Henson, President

Brian S. Stewart, Vice President

Jay H. Wippel, Commissioner  
BOARD OF COUNTY COMMISSIONERS  
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Attest: Angela Karr, Clerk