

TUESDAY, JULY 22, 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, July 22, 2025, 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 meeting.

In the Matter of
Minutes Approved:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from July 8, 2025, 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 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 July 22, 2025, in the Commissioners' Voucher Journal, the date in which checks will be cut; then,

BE IT RESOLVED, that the Commissioners authorize April Metzger, 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 \$311,598.71 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 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 July 22, 2025, in the Commissioners' Voucher Journal, the date in which checks will be cut; then,

BE IT RESOLVED, that the Commissioners authorize April Metzger, 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 \$116,538.89 on the County Treasurer to satisfy the same.

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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
Adjustment Approved:

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

\$38,274.41 – 1112.410.32.590100 – S Westfall Other Expenses – Sheriff
\$45,663.40 – 1112.411.32.590100 – S Teays Valley Other Expenses – Sheriff
\$28,227.97 – 1112.412.32.590100 – S Logan Elm Other Expenses – Sheriff
\$8,917.66 – 1112.413.32.590112 – S Circleville Other Expenses - 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 Preston Schumacker:

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

- Mr. Schumacker reported that they are housing 13 dogs. There were 3 visitors to the shelter last week and 7 volunteers.

In the Matter of
Report Provided by Robert Adkins:

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

- Eric and I will be attending TEEX Training at Wright-Patterson Air Force Base - Preparing for Cyber Attacks and Incidents (MGT384) July 30, 31.
- Fixed Issues with Camera 1 and Video splitter in Common Pleas Courtroom AV system
- Initial TEAMS met with CTI to arrange site visit and options for future support agreement.
- Site visit from CTI scheduled for Wednesday at 13:00.
- Phone System changes to accommodate PCHD phone directory.
- YubiKey 2-factor setup on my account - Testing
- Motorola project – update – The IT departments’ part is complete until go-live date is planned. We’ll install one station at a time. Training is scheduled for the week of August 18, 2025.
- Moved Clerk of Courts to their new location.
- Set-up phone answering service for Dr. Yates.
- Board of Elections vendor (KNOWiNK) to be onsite on the 28th to establish security requirements for pollbooks then to be followed up with someone from the Secretary of State office to audit.
- New account created for Gary Barrowman – Auditor – Weights and Measures setting Grant Davis’s phone up for Gary Barrowman.
- Working with Mark to finalize group policy settings for the SO in our domain and then migrate the printers to the printer server created on our domain for the SO printers. And finally, the migration of user accounts and desktops.
- We need to purchase an SSL certificate for vCenter and plan to bring DNS services in house doing away with the need of using an internet registrar.

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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
- This Week
 - Sheriff's Office Active Shooter Training – 7/21 – 25
 - Healthcare Coalition – 7/21
 - EMAO Coffee Talk – 7/22
 - COTS meeting with EMA – 7/22
 - Sheriff's Console Call – 7/23
- Next Week
 - Pickaway County 911 Migration Call 7/28
 - Pickaway County Console Call – 7/30
 - HSIN 101 Live Training – 7/31
- Programs
 - EMA Operations
 - Continue to receive calls and talk to residents affected by recent flooding looking for support
 - Monitored the weather that came in during the week last week and the weekend
 - No requests for assistance
 - 911 Coordinator – No new updates
 - LEPC – No new updates
 - Radio Programming
 - Starting the encryption process. There is a lot of work ahead of us.
 - Spencer is now working with the Sheriff's Office and Motorola on programming the new dispatch consoles.
 - Drone Program – No new updates
 - CERT – No new updates

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 are at two for 2025.
- Casualty Insurance: Civil litigations claim filed with CORSA.
- Health Insurance: Anthem and Ohio Health in Contract Negotiations (July 31, 2025, expiration).
- One new hire packet was sent out last week (Pickaway WORKS). A total of 51 new hire packets has been handed out in 2025. Job openings for part-time and full-time Custodial. One application received for full-time position. Amber Boyer performed a preliminary interview and the applicant withdrew consideration. Maintenance Worker posted with no applications received. Possible application forthcoming.
- Building Department Addition started yesterday.
- Maintenance:
 - The renovation of the Clerk of Courts: Front counter finished by Pine Valley last Friday. Maintenance moved the Clerk of Courts back to the 2nd floor office yesterday.
 - JFS elevator replacement (2025 capital improvement) in progress.
 - Memorial Hall chair lift replacement (2025 capital improvement) July-August. Awaiting final delivery of materials.
 - Fire Department lock boxes ordered and received. Grant Clifton is completing installation. Nine (9) buildings, fire department review pending.
 - IPS Security at Engineer's Office completed.
 - Bo Lacey quote for JFS roof leak on Pickaway Street side (\$14,876.61).
 - Tremco Quote for Sheriff's Office ice guard replacement. Leaking into offices (\$8,884.00).
 - Pickaway County Sheriff's Office: Power outage, transformer running 2 phase vs 3 phase. Not enough electricity even with generator. Partial throughout building. Accurate out at 8:30 p.m. as an emergency and repaired transformer. Air handlers do not have power (no air conditioning). GV Electrical to diagnose this morning.

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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
- Outstanding Plats:
 - Graham Ravines Preliminary Plan
 - Replat of Jacktown Estates
 - Jackson Township Major Subdivision
- Lot Splits:
 - Approved 7 lot splits in the last week, 7 open applications currently.
- CDBG – Fair Housing Meeting – July 29th.
- Rickenbacker Development

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 Metzger, County Administrator, Marc Rogols, County Deputy 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 9:44 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
Hiring Paisley Feldman for the
Deputy Dog Warden at the
Pickaway County Dog Shelter:

Mr. Rogols, Deputy County Administrator and Preston Schumacher, Dog Warden conducted interviews for the full-time Deputy Dog Warden position, and it was their recommendation to hire Paisley Feldman. Following a brief discussion regarding the recommendation, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to hire Paisley Feldman, South Bloomfield, Ohio 43103, as the full-time Deputy Dog Warden, effective August 11, 2025, at the rate of \$17.50 an hour. Upon the completion of a 180-day probation pay rate shall increase to \$18.00 an hour.

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

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In the Matter of
Bo Lacey Construction LLC Quote Approved for
Job and Family Services Roof Repairs:

Commissioner Gary Scherer offered the motion, second by Commissioner Harold Henson, to approve the proposal from Bo Lacey Construction, LLC for roof repairs at Pickaway County Job and Family Service located at 1005 South Pickaway Street. The quote includes labor, materials and escalators at the cost of \$14,876.61.

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
Tremco Construction Products Group Quote Approved for
Pickaway County Sheriff's Office Snow Ice Guard Repair:

Commissioner Gary Scherer offered the motion, second by Commissioner Harold Henson, to approve the proposal from Tremco Construction Products Group for snow ice guard repairs at Pickaway County Sheriff's Office located at 600 Island Road. The quote includes labor, materials and clean and remove old sealant at the cost of \$8,884.00.

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
Allocation for May 2025 Sales Tax Collections:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to allocate the May 2025 Sales Tax collections in the following manner:

\$67,414.00 to 401.0000.4121 – Capital Fund
\$1,280,858.62 to 101.0000.4121 – General Fund

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
Covert License Plates Renewal Notice for
Pickaway County Sheriff's Department Vehicles:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Henson to sign the Ohio Department of Public Safety Bureau of Motor Vehicles, Covert License Plates Renewal Notice for the Pickaway County Sheriff's Office vehicles.

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

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In the Matter of
Temporary Liquor Permit Application
For Pickaway Co. Agricultural Society:

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Harold Henson to sign the Temporary Permit Application with the Ohio Department of Commerce, Division of Liquor Control for Pickaway County Agricultural Society. The request is for an event to be held at the Pickaway Agricultural and Event Center, 415 Lancaster Pike, Circleville, from September 12, 2025, to September 12, 2025.

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
County Administrator Report:

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

- Mrs. Metzger discussed the indigent defense contract with the City of Circleville.

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 discussed the HVAC repairs that are taking place today. Parts were picked up and repairs underway.
- The driving simulator will be at the Elected Officials Employee Luncheon August 7th.

In the Matter of
Pickaway County Soil and Water
Conservation District Quarterly Update:

Tawn Seimer, Adriaanna Karr, Brad Hughes, Katherine Shauger and Jade Collie, Pickaway County Soil and Water Conservation District met with the Commissioners to provide their quarterly update.

Administrative

The annual tree sale took place this spring. Eighty people purchased 5,857 trees, 660 flags, and 55 other items. Ms. Collie and Mrs. Seimer attended training courses with the Auditor's Office on the new VIP System. The district hired two new interns for the summer. Ashley Hansen, college intern and Sophia Graham, Westfall High School intern. The district staff attended Mr. Hughes Pickaway Fellows Program graduation event. PCSWD's email system was switched over to Microsoft through GoDaddy. Ms. Collie and Mrs. Seimer attended the Area 5 Administrative Meeting in Ross County. All district staff participated in a Leadership Training in May on balancing leadership responsibilities, results, and relationships. Staff meeting with Marc Rogols and architects to go over ideas for the multi-agency storage building. SWCD received a draft of the design and gave a few suggestions. Mrs. Seimer has continued to provide office training for all staff members. Four members attended a Mental Health First Aid Training taught by OSU.

Education/ Outreach

The district hosted a Grazing and Mental Health Workshop for participants of ODA's Drought Assistance Program in April. Eight hundred tree saplings were given to 5th grade students for Earth Day. The annual poster contest had 284 students from K-12th grades participate. The theme was Home is Where the Habitat is. The first-place posters are displayed in the children's area at the Pickaway County Library. PCSWCD helped run the Area 5 and State Envirothon contest for 240 high school students. Hosted a statewide Envirothon training for teachers in Pickaway County. Completed 31 classroom programs with 677 students.

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Three \$1,000 and three \$500 scholarships were awarded to graduating seniors based off their involvement in SWCD programs. SWCD participated in four community programs for 227 people, led primarily by summer interns. Assisted with the 4-H Communications Contest, 4-H Natural Resource Project Judging, and Cloverbud activity at the fair. SWCD partnered with Park District and Solid Waste District to provide education activities in the Jr. Fair tent at the Pickaway County Fair. Partnered with Park District to host a wildlife themed camp for 5th and 6th graders and a forestry themed camp for 7th and 8th graders.

Technical

SWCD worked on 12 CRP grassed waterway projects on county farms, all various stages of progress/ completion. Three CRP Grass Waterway Contracts are under construction. Assisted with 8 drainage complaints/ land evals for county landowners. Completed 6 technical training sessions, 2 EQIP Visits with NRCS and attended the Area 5 technician meeting. H2Ohio verification phase underway.

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 July 19, 2025.

A total of \$5,135 was reported collected as follows: \$75 in dog license; \$60 in dog license late penalty and \$5,000 in private donations.

One (1) stray dog was processed in; zero (0) dogs were adopted.

With there being no further business brought before the Board, Commissioner Henson offered the motion, seconded by Commissioner Scherer, 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