

**TUESDAY, MARCH 3, 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, March 3, 2026, with the following members present: Mr. Jay H. Wippel, and Mr. Harold R. Henson. Marc Rogols, County Administrator, was also in attendance. Mr. Gary Scherer was absent from today's meeting.

**In the Matter of  
Minutes Approved:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the minutes from February 24, 2026, with corrections.

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

Attest: Brandy Stewart, Clerk

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

Commissioner Harold Henson 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 March 3, 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 \$355,939.42 the County Treasurer to satisfy the same.

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

Attest: Brandy Stewart, Clerk

**In the Matter of  
Then and Now Certification Approved for Payment:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, 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 March 3, 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 \$22,170.91 on the County Treasurer to satisfy the same.

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

Attest: Brandy Stewart, Clerk

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**In the Matter of  
Supplemental Appropriation Approved:**

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

**\$4,998.65 – 6651.160.89.570100 – Unclaimed Funds Transfer Out – Auditor**

**\$4,873.24 – 6651.160.89.598100 – Unclaimed Funds Other Exp – Auditor**

**\$700.00 – 1001.160.31.540521 – Municipal Court App Fees Public Defender – Auditor**

**\$700.00-1001.160.31.540525 – Juvenile Court App Fees Public Defender -**

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

Attest: Brandy Stewart, Clerk

**In the Matter of  
Amended Certificate:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests for AMENDED CERTIFICATE:

**\$42,227.56 – 6651.160.18.492026 – Unclaimed Funds Other Rec - Auditor**

**\$350,000.00 – 6058.240.90.492026 – TID – Other Receipts – Engineer**

**\$350,000.00 – 6058.240.90.550600 – Engineer TID Contract Project - Engineer**

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

Attest: Brandy Stewart, Clerk

**In the Matter of  
Fund Transfer:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the following requests for Fund Transfer:

**\$133,345.68 – 1001.103.30.570106 – JFS Note Transfer Out - Auditor**

**TO**

**3004.100.21.490000 – Transfer JFS Building Note - Auditor**

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

Attest: Brandy Stewart, Clerk

**In the Matter of  
Report Provided by Tim McGinnis:**

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The following is a summary of the report provided by Tim McGinnis, Planning and Development:

- Planning Commission: March 10<sup>th</sup> Agenda
  - Graham Ravines Final Plat – Phase 1
  - Park 762 Preliminary Plat
- Outstanding Plats:
  - Graham Ravines Preliminary Plan
- Lot Splits:
  - Approved 1 lot split in the last week, 15 open applications currently.
- CDBG
  - Contract A – Notice of Award – Williamsport Neighborhood Revitalization Grant
- Park 762 Concept Plan

**In the Matter of**  
**Report Provided by Robert Adkins:**

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

- YubiKeys continue to be deployed
- CTI was in Monday to address some configuration issues
- Darktrace Contract Renewal under review
- Sheriff Policy for use of YubiKey
- Consolidating Sophos into one management portal
- Request from SO concerning software for use with IDNetworks data and Recordings for training and evaluation of Dispatchers.
- Awaiting response from IDNetworks – Fire Department needs before Go-live
- Darktrace Eval – Darktrace “Incident Readiness & Recovery”
- Palo Altos are in
- Met with EMA and Motorola concerning Radio management project
- Mark is addressing Entra Configuration via Purview – policies restricting AI agents, limiting prompts and grounding.
- Currently 147 AI Agents in our environment available to all users through Copilot, Outlook, Teams, and 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
  - AEP Meeting – 3/2
  - Motorola Radio Management Software Meeting – 3/2
  - Pickaway Township Trustees Meeting – revisiting tornado siren – 3/2
  - Pickaway County Unsheltered Resource Alliance Meeting – 3/4
  - COTS South/Southeast Full-Scale Exercise – Controlling Logan Community Hospital Exercise – 3/5
  - Box 65 Pancake Breakfast – 3/7
- Next Week
  - EMAO Central Sector Meeting at Knox County – 3/9
  - Airport Board Meeting – 3/9
  - Township Trustee Association Meeting – 3/10
  - Targeted Violence & Terrorism Prevention Leadership Group – 3/11
  - SERC CoffeeTalk – Mercury Incident Response in Marion County
  - LEPC Exercise Follow Up Meeting – 3/12
  - Police Chiefs Meeting – 3/12

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- Programs
  - EMA Operations
    - Assisted Madison County with barn fire via phone
  - 911 Coordinator
    - Researching mayday button operations and how to clear them
    - Discussed GovWorx Comms Coach program with Captain Relli for quality assurance and training for Dispatchers
      - GAF funds can be used toward this program per State 911 Program
  - LEPC
    - Provided plug kits to Harrison Township Fire
    - Tier II reports were due March 1st
  - Radio Programming –
    - Radio Management Program with Motorola in development. Call Monday with Motorola’s team, Pickaway County EMA, IT, and Spencer.
    - Discussing Communications Group for questions, concerns, and ensuring procedures are aligned
    - Spencer has worked on repairing radios for Harrison, New Holland, and Commercial Point. He also worked on encryption issues.
    - Received Tait cables to work on Westfall School radios and their authentication.
  - Drone Program
    - No new information
  - CERT
    - No new information

**In the Matter of**  
**Report Provided by Angela Karr:**

The following is a summary of the report provided by Angela Karr, Deputy County Administrator:

- There was One BWC claims (total 3 for 2026), and No unemployment claims filed for the week (total 1 for 2026).
- Casualty Insurance Claims – No updates
- Gove Deals –
  - PCSO provided information to post the two old Harley Davidson Motorcycles for sale. No Update
- Personnel –
  - No new hire packets have been handed out this week, and a total of 12 in 2026.
- Job openings –
  - P/T Custodian – Posted / No applications
  - F/T Custodian – Posted / Received additional application, (3) total
    - Amber Boyer completed preliminary phone interviews
  - Maintenance Worker - Posted / No applications received
  - Death Investigator – 15 Applications received and forwarded to Dr. Yates for review. Dr. Yates coming in 3/10 to discuss full-time Death Investigator position
  - Clerk of Courts Office – Posted Deputy Clerk Position
  - Crystal Fisher and Adrienne Kuhn will be starting in the Commissioners’ Office March 9, 2026
- Building Department – No Update
- Health Insurance – No Report
- Sharon Hart & Annie Brooks from the Auditor’s Office continue to provide assistance for fiscal duties
- P3-“Where Are We Going? Agricultural Future Study 3/03/26 2:30-7:00 pm at Fairgrounds, 3/05/26 in South Bloomfield and 3/09/26 at Westfall High School.

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

At 9:43 a.m., Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, 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 Tiffany Nash, EMA Director, Marc Rogols, County Administrator, Angela Karr, County Deputy Administrator and Brandy Stewart, Clerk in attendance.

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

Attest: Brandy Stewart, Clerk

At 10:09 a.m., the Commissioners exited Executive Session and Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to resume Regular Session.

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

Attest: Brandy Stewart, Clerk

No Action taken.

**In the Matter of**  
**Common Pleas Court Assignment**  
**Commissioner Position, Revised**  
**Job Description:**

Upon review and modification of the Common Pleas Court Assignment Commissioner Position Job Description, Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the revised Position Description for the Assignment Commissioner Position effective March 3, 2026.

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

Attest: Brandy Stewart, Clerk

**In the Matter of**  
**Out of County Travel Approved**  
**For Job & Family Services Employees – March 2025:**

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 March 2026, at the total probable cost of \$2,267.19. Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the JFS Out-of-County Travel Authorization.

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

Attest: Brandy Stewart, Clerk

**In the Matter of**  
**Superior Petroleum Equipment**  
**Proposal for Pickaway**  
**County Sheriff's Office:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the proposal with Superior Petroleum Equipment for Labor and Material to install a coaxial overflow prevention valve and adapter at the Pickaway County Sheriff's Office. The proposal to prevent overflow at the cost of \$3,250.00.

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

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**In the Matter of  
Koorsen Fire & Security  
Proposal for Pickaway  
County Court House:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the proposal with Koorsen Fire & Security to replace the existing 1-1/2" Watts 919QT domestic device that is actively leaking in the water room, and will be replaced with a similar model at the Pickaway County Court House. The proposal to prevent leaks at the cost of \$3,617.06.

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

Attest: Brandy Stewart, Clerk

**In the Matter of  
Koorsen Fire & Security  
Proposal for Pickaway  
County Annex:**

Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the proposal with Koorsen Fire & Security to replace the existing 2" Watts 009M1QT domestic device that is actively leaking in the water room, and will be replaced with a similar model at the Pickaway County Annex. The proposal to prevent leaks at the cost of \$3,430.33.

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

Attest: Brandy Stewart, Clerk

**In the Matter of  
Community Development Block Grant  
Village of Williamsport Allocation and Neighborhood  
Revitalization Project – Contract "A"  
Notice of Award to ProCon Professional Construction Services, Inc.:**

In reference to the bid opening held February 24, 2026, at 1:15 p.m. for the Community Development Block Grant, Village of Williamsport Allocation and Neighborhood Revitalization Project Contract "A", the Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to approve the Notice of Award for the Community Development Block Grant, Village of Williamsport Allocation and Neighborhood Revitalization Project Contract "A" to the lowest bidder. The project shall be awarded to ProCon Professional Construction Services, In., 2530 Kingston Pike, Circleville, Ohio 43113 in the amount of \$268,448.63.

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

Attest: Brandy Stewart, Clerk

**In the Matter of  
Bid Opening Conducted for  
2026 Unit Prices for Road and Bridge Materials  
For the Pickaway County Engineer's Department:**

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A bid opening was conducted for the 2026-unit prices for road and bridge materials for the Pickaway County Engineering Department with Anthony Neff, Deputy County Engineer and Sami Sturgell, Pickaway County Engineer's Office were in attendance. A sign-in sheet of interested bidders that were also in attendance is on file.

Bids for the various unit pricing, too numerous to list, received from the following companies were opened and read aloud:

**The Olen Corporation**  
Columbus, Ohio 43207

**Kokosing Material, Inc.**  
Fredericktown, Ohio 43019

**Melvin Stone Company**  
Sabina, Ohio 45169

**Roese Bros Paving**  
Ashville, Ohio 43103

**Asphalt Materials Inc.**  
Oreon, Ohio 43616

**The Shelly Company**  
Thornville, Ohio 43076

**Terry Asphalt Materials, Inc.**  
Columbus, Ohio 43215

**Marathon Petroleum LP**  
North Bend, Ohio 45052

The bids were turned over to Mr. Neff for review and contact award recommendation.

**In the Matter of  
Resolution Adopted Certifying the CY 2025 Mileage Certification of  
Pickaway County Maintained Roads to the Ohio Department of Transportation:**

Chris Mullins, County Engineer, presented the 2025 County Highway System Mileage Certification (CY2025) form for submittal to the Ohio Department of Transportation certifying the total length of county-maintained public roads. After reviewing the certification document, Commissioner Harold Henson offered the motion, seconded by Commissioner Jay Wippel, to adopt the following Resolution:

**Resolution No.: PC-030326-15**

WHEREAS, in accordance with the provisions specified in §4501.01 of the Ohio Revised Code, an annual Highway System Certification must be submitted to the Ohio Department of Transportation as to the total length of the county's maintenance of public roads; then,

THEREFORE BE IT RESOLVED, as of December 31, 2025, the Pickaway County Board of Commissioners hereby certifies that there were 224.543 miles of public roads for which Pickaway County was responsible for maintaining in CY 2025.

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

Attest: Brandy Stewart, Clerk

**In the Matter of  
OhioHealth Berger Update with  
Casey Liddy and John Edgar:**

Casey Liddy and John Edgar, OhioHealth Berger, to provide an annual update. Mr. Edgar started off with that OhioHealth Berger is doing well, and they are leading the way for Ohio Health. Mr. Liddy reported the Lease payments to the City of Circleville and Pickaway County have been made and both entities confirm receipts for those funds. They discussed the future of the Lease Oversight Board, and Mr. Edgar said that the committee decided to continue to meet annually in October.

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Mr. Liddy gave an update to the surgery project that they plan to be completed by late spring, early summer. There are now 21 private rooms with walls instead of curtains. Mr. Liddy discussed the newly upgraded Mammography units; one is located at the hospital and the other is located at the Imaging Center down by Walmart. They appreciate the community in which they helped raise \$400,000.00 in donations of the \$1 million project for the mammography upgrade. Recruitment is in the process with a few contracts signed for primary care. Dr. Ilana Bergelson, MD, Dr. Johnathan Lackner, MD, and Dr. Brian Meyerson have joined the Urology Department. This summer Dr. George and Dr. Paulini will be joining Ortho Department.

**In the Matter of**  
**Frontier Communications**  
**Project Overview:**

Jack Phillips with Frontier Communications wanted to give a brief overview of the Fiber Broadband Project. Mr. Phillips stated that Frontier Communications had just recently been purchased by Verizon. He went on to say that there will be a major transformation of the network. Such as changing from copper to fiber which will have faster speeds. Frontier Communications will be offering commercial and residential programs as well as offering a universal service for low-income households.

**In the Matter of**  
**Spencer Bennett, Scioto Township Fire**  
**CAD Update:**

Spencer Bennett was in to give a CAD update to the Commissioners. Mr. Bennett asked the Commissioners for a 6-month extension for the CAD program. Robert Adkins stated that a 6-month extension is the least amount of time offered by Central Square. They would like to have the extra time to get all information, and training completed. When the new system is ready to begin, they would like to have the best polished product. Currently the deadline they have is April 29, 2026, and if they do not get the extension requested, they will have to dig in deeper to get information ready, and training completed. Mr. Bennett stated that run cards are pretty much ready, just need to be reviewed.

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

The following is a summary of the report provided by Mark Rogols, County Administrator:

- Building Department –
  - No Report
- Health Insurance –
  - Met Life – Matt Schoeppe of Wilson Partners still working with Met Life
  - Working on proposal for Life/Disability Change
- Dog Shelter –
  - Met with Chief Warden last Thursday 2/26/26 - General operations
  - Meeting with Chief Warden and EMA Tomorrow 3/4/25 - Radios
- Maintenance –
  - Superior Quote – PCSO Gas pump and Tank
  - Koorsen Quote – Courthouse Backflow
  - Koorsen Quote – Annex Backflow
  - Major backup of PCSO Jail and Office drains – working with Engineers Sanitary Personnel
- Engineer's Office –
  - No Report
- Miscellaneous –
  - Memorial Hall – Requested updating service last week, waiting on response from Rumpke
  - Palmer Energy Report (2/26/26)
  - One-time Strategic Community Investment Grant (\$200,000) – Funding received WDC coordinating with previous estimates, drawings, etc.
  - GAAP Forms – Commissioners Office & Dog Shelter filed with Auditor's Office
  - 136<sup>th</sup> General Assembly Capital Budget Project Application 27-28 Columbus

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- P-Show Executive Board – Tuesday “America 250” & Farm Parade Tuesday Night/Von Cremeans and Fair board is on board
- Meeting 3/2/26 IPS & Von Cremeans – Door Access System (Heritage Hall & Multipurpose Building)
- Meeting 3/2/26 – Ag Hall of Fame Dinner Committee  
Reviewed Heritage Hall Sound System/Moving back to Heritage Hall Thursday, 9/3/26

**In the Matter of  
Executive Session:**

At 2:02 p.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 Marc Rogols, County Administrator, Angela Karr, Deputy County Administrator, and Brandy Stewart, Clerk in attendance.

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

Attest: Brandy Stewart, Clerk

At 2:10 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, absent. Voting No: None. Motion carried.

Attest: Brandy Stewart, 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 February 28, 2026.

A total of \$830.00 was reported collected as follows: \$90 in Dog Licenses Issued; \$45 in Dog License Late Penalty; \$10 in adoptions, \$650 owner turn-ins; \$25 Micro Chip Fees; and \$10 in private donations.

One (1) 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, absent. Voting No: None. Motion carried.

Jay H. Wippel, President

Harold R. Henson, Vice President

Gary K. Scherer, Commissioner  
BOARD OF COUNTY COMMISSIONERS

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Attest: Brandy Stewart, Clerk

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