

**TUESDAY, NOVEMBER 12, 2024**  
**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, November 12, 2024, with the following members present: Mr. Jay H. Wippel, Mr. Harold R. Henson 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 November 5, 2024, 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 November 12, 2024, 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 \$311,943.34 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 November 12, 2024, 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 \$173,292.74 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:

**\$132,060.00 – 101.1105.5703 – Contingencies – Commissioners**

**\$838.14 – 299.2006.5301 – Supplies/ CCW – Sheriff**

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:

**\$100,000.00 – 101.1105.5703 – Contingencies – Commissioners  
TO  
101.1112.5401 – Countywide Contract Services – Commissioners**

**\$655.00 – 101.1105.5703 – Contingencies – Treasurer  
TO  
101.1105.5611 – Special Projects Assessment Interest – Treasurer**

**\$31,405.00 – 101.1105.5703 – Contingencies – Treasurer  
TO  
101.1105.5609 – ALGT – Treasurer**

**\$700.00 – 248.2030.5501 – LEPC Equipment – Commissioners  
TO  
248.2030.5401 – LEPC Contract Services – Commissioners**

**\$200.00 – 101.1111.5403 – IT Travel Expense – Commissioners  
TO  
101.1111.5301 – IT Supplies – Commissioners**

**\$1,012.00 – 101.2083.5430 – Training – Sheriff  
TO  
101.2083.5313 – Membership – Sheriff**

**\$9,000.00 – 101.2083.5308 – Food Prisoners – Sheriff  
TO  
101.2083.5401 – Contract Services – Sheriff**

**\$11,000.00 – 101.2083.5496 – Medical – Sheriff  
TO  
101.2083.5401 – Contract Services – Sheriff**

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**  
**Fund Transfer Approved:**

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

**\$655.00 – 101.1105.5611 – Special Projects Assessment Interest – Treasurer**  
**TO**

**901.0000.4707 – Special Projects Assessment Interest – Treasurer**

**\$5,592.56 – 101.1105.5610 – Motor Vehicle Tax Interest – Treasurer**  
**TO**

**202.000.4706 – Motor Vehicle Tax Interest – Treasurer**

**\$31,405.00 – 101.1105.5609 – ALGT Interest – Treasurer**  
**TO**

**201.0000.4705 - ALGT Interest - Treasurer**

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**  
**Cash Advance Approved:**

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

**\$84,249.00 – 101.1105.5801 – Advance Out Miscellaneous – Sheriff**  
**TO**

**953.0000.4910 – Advance In HSGP - Sheriff**

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**  
**New Line Item Approved:**

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

**953.2099.5801 – Advance Back – HSGP – Sheriff**

**953.0000.4910 – Advances In HSGP - Sheriff**

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 Tim McGinnis:**

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

- Planning Commission: November 26th Agenda – None

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- Outstanding Plats: Graham Ravines Sketch Plan
- Lot Splits:
  - Approved 2 lot splits in the last week, 7 open applications currently.
- CDBG
  - Circleville Critical Infrastructure Grant Agreement – PY 2024
  - Ashville Critical Infrastructure Grant Agreement – PY 2024
  - Harrison Street Improvement Updates
- Solar Vote
  - Circleville Solar Vote – November 20, 2024, at 1:30

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

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

- This Week
  - ALERTS training is being hosted at EMA on Thursday, 11/14.
- Next Week
  - Fire Chief's meeting on 11/20/2024.
- EMA Operations
  - Continue working with local partners, planning for community support during a disaster.
- 911 Coordinator
  - Continue working on the upcoming transition to NexGen911.
  - Attending webinars on the process and requirements.
- LEPC
  - Two hazmat call outs on Monday, November 11th.
    - Call of a paint spill in Scioto Township at 104 and 316 about 12pm. Ended up being classified as field calcium. EMA called EPA for Fire Department. Cleaning contractor called to clean it up and let the rest be washed away by rain. Scioto Twp Fire not seeking cost recovery. EMA delivered pads to fire department on 11/12/2024 from LEPC cache.
    - Call of 50-60 gallons of diesel released from a truck saddle tank. Truck took off. EMA called EPA for Fire Department. 5-6 bags of pads used to clean up. EMA took pads to fire department on 11/12/2024 from LEPC cache.
- Radio Programming
  - Continue working on the contract with Kris Smith for radio programming.
- CERT
  - No new information.
- Outreach
  - Introductory meeting scheduled with P3
  - Seeking MOU with Pathways 211 for partnering during a disaster. No money exchange, purely roles and responsibilities such as them manning a hotline and pushing public information.
  - Working with PICCA on transportation during an evacuation and donations management process.
- Mitigation
  - No new information.
- General Information
  - No new information.

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

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

- IT is having network issues this morning and troubleshooting to determine the cause.
- Replacing the NETGEAR switch at the SO has resolved the microphone connection issue we were having with the switch locking up on a daily basis.
- Meeting with Accurate on HVAC for the DataCenter.
- Teays Valley Meeting with Software Vendor for silent alert client installation in Dispatch.
- Phone System requests completed for Auditor and Recorder
- Waiting for the post-election period to expire before addressing any BOE network issues.

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- Working with Spectrum to correct more billing issues concerning disconnects at 203 S. Scioto St.
- Dell Hardware to start arriving this week
- Meeting planned with Insight and Tripp-Lite to address power needs in Datacenter.

**In the Matter of  
Job and Family Services Contract Listing  
New or Amended Contracts for October to December 2024:**

Pursuant to the Pickaway County Board of Commissioners' Resolution of June 23, 2003, below is the list of agreements entered into, approved and otherwise executed by the Pickaway County Department of Job & Family Services and approved by the Pickaway County Board of Commissioners, The approved list contains the name of the party or parties with whom the agreement has been made, the purpose of the agreement, the commencement date and termination date of the agreement, and the compensation specified by the agreement.

Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to approve the following contract listing:

**Pickaway County Job & Family Services  
New or Amended Contracts  
October 2024 – December 2024**

PCJFS Contracts for CSEA Amendment 2024				
Organization/Agency	Contract Purpose	Effective Date	Termination Date	Contract Value
Pickaway County Juvenile Court	Case Processing	10/1/2024	12/31/2024	\$157,887.92

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  
Community Development Block Grant Program  
Grant Agreement for Critical Infrastructure  
Village of Ashville Randolph Street Project:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Jay Wippel to execute the State of Ohio Community Development Block Grant (CDBG) Program Grant Agreement for the Village of Ashville, Randolph Street Project. Project period September 1, 2024, to October 31, 2026. Total project cost \$735,938 with a grant in the amount of \$500,000, leaving a balance of \$235,938 from the Village of Ashville.

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  
Community Development Block Grant Program  
Grant Agreement for Critical Infrastructure  
City of Circleville, Walnut Street Project:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve and authorize Commissioner Jay Wippel to execute the State of Ohio Community Development Block Grant (CDBG) Program Grant Agreement for the City of Circleville, Walnut Street Project. Project period September 1, 2024, to October 31, 2026. Total project cost \$1,348,900 with a grant in the amount of \$500,000, leaving a balance of \$848,900 from the City of Circleville from local funds.

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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 April Metzger:**

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

- Mrs. Metzger is starting to receive budget worksheets from departments.
- The Healthy Aging grant period ended. Mrs. Metzger is finalizing the last report. Giving back approximately \$100,000.
- Memorial Hall Window Project final reports approved and reimbursement coming soon.
- ARPA reporting in process. Website issues.
- WDC update for the Fairgrounds Phase II – Bids to be collected by the end of January 2025 and get contracts and paperwork done. Be ready to dog dirt for spring.

**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 November 9, 2024.

A total of \$200 was reported collected as follows: \$60 in dog license; \$30 in dog license late penalty; \$20 in adoptions; \$25 in redemptions; \$40 in transfer out rescue and \$25 in microchip fees.

Three (3) stray dogs were processed in; two (2) dogs were adopted.

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