

TUESDAY, SEPTEMBER 22, 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, September 22, 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 Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the minutes from September 15, 2020, with corrections.

Voting on the motion was as follows: Commissioner Henson, yes; Commissioner Stewart, yes; Commissioner Wippel, 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 September 23, 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 \$289,193.24 on the County Treasurer to satisfy the same.

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

Attest: Angela Karr, Clerk

**In the Matter of
Amended Certificate Approved:**

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution:

Resolution No.: PC-092220-58

WHEREAS, the Pickaway County Budget Commission approved an AMENDED CERTIFICATE in the amount of \$8,238.20 to amend the CDBG 2019 Project Fund #251 to make payments; then,

THEREFORE BE IT RESOLVED, that the Pickaway County Board of Commissioners hereby appropriated the following sum for expenditure for period ending December 31, 2020:

CDBG 2019 PROJECT #251
\$8,238.20

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

Attest: Angela Karr, Clerk

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In the Matter of
Appropriation of Line Item:

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following requests for the APPROPRIATION OF LINE ITEM:

\$8,238.20 – 251.6228.5520 – CDBG 2019 Project Expense - Commissioners

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

Attest: Angela Karr, Clerk

In the Matter of
Transfer and Reappropriation:

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

\$1,875.00 – 251.6228.5521 – CDBG 2019 Administration Expenses – Commissioners
TO

251.6228.5520 – CDBG 2019 Project Expenses – Commissioners

\$400.00 – 506.6921.5402 – Orient Sewer Contract Repairs – Engineer
TO

506.6921.5300 – Orient Sewer Materials/Supplies – Engineer

\$200.00 – 503.6916.5402 – Darby Sewer Contract Repairs – Engineer
TO

503.6916.5300 – Darby Sewer Materials & Supplies – Engineer

\$1,500.00 – 101.1215.5403 – Juvenile Travel & Expenses – Juvenile/ Probate Court
TO

101.1215.5301 – Juvenile Court Supplies – Juvenile /Probate Court

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

Attest: Angela Karr, Clerk

In the Matter of
Cash Advance:

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve the following requests to create approve a CASH ADVANCE:

\$3,886.20 – 101.1105.5801 – Advances Out – Commissioners
TO

251.0000.4910 – Advances CDBG – Commissioners

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

Attest: Angela Karr, Clerk

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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 EOC monitoring of COVID situation and normal operations. State EOC COVID Directors Call Tuesday and Thursday. Mr. Flick is still monitoring civil unrest throughout the state and coordinating information with law enforcement and other first responders throughout the county. Mr. Flick attended the IPAWS Monthly Test September, Fire Chiefs Monthly Meeting September 16th, Healthcare Coalition Monthly Meeting September 18th and Decon Support to Berger Hospital September 18th through October 1st.
- This week the EOC will be monitoring the COVID situation and normal operations. State EOC COVID Directors Call Tuesday/ Thursday. Mr. Flick will be monitoring civil unrest throughout state. Coordinating information with Law Enforcement and other first responders throughout the county. Ops update with Public Health on Wednesday. Mr. Flick attended the CARES Act Meeting with Auditor and County Administrator September 21st, EOP Update Meeting September 22nd, COVID-19 Vaccination Plan Meeting and UAS Monthly Training Flights September 23rd, Hazmat Plan Update Meeting September, and SERC Executive Committee September 24th.
- Next Week the EOC will be monitoring COVID situation and back to normal operations. State EOC COVID Directors Call Tuesday/ Thursday. Mr. Flick will be monitoring civil unrest throughout state. Coordinating information with Law Enforcement and other first responders throughout the county. Wednesday Ops Update with Public Health. Mr. Flick will be attending the CARES Meeting September 28th, COVID-19 Vaccination Plan Meeting September 30th, Quarterly LEPC Meeting, APCO/NENA & Ohio 9-1-1 Program Office Statewide Telecon October 1st.

In the Matter of
Deputy County Administrator Report:

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

- There was one Bureau of Workers Comp claim for the week and zero Unemployment claims. The BWC claim was a Pickaway County Sheriff's Office employee who is still working and never stopped. Mr. Rogols is working with JFS to negate the claim.
- There are no current items posted on Govdeals.com. The 1979 Ford Econoline van (former crime scene/ evidence vehicle) with 30,455 miles for the Sheriff's Office is still pending pick-up. Mr. Rogols has been contacted by the shipping company to arrange pick-up.
- Mr. Rogols report that Deputy Warden R.J. West Graves submitted his two-week notice for the Dog Shelter. Mr. Graves last day will be September 28th. His position is posted on the county website with no applications currently received. The Dog Shelter took in ten dogs last week bringing their population to forty-two dogs. Mrs. Rarey received a fraudulent stray turn in of four dogs from Frank Mann. One of the dogs deliver eleven puppies two days later. A friend of Mr. Mann reported them as Hargus Lake strays, only to confessed later that the dogs belonged to Mr. Mann. Mr. Mann was later contacted and signed a reference owner surrender. Mrs. Rarey was threatened by Mr. Mann when interviewed and a report was filed with the Pickaway County Sheriff and following up on possible criminal charges. The Victims Office is filing a restraining order against Mr. Mann.
- The custodial positions are still posted on the county website. One part-time and one full-time. One application has been received with a background check being completed.
- The courthouse security camera final walk-thru is scheduled for Wednesday, September 16th. One additional camera was ordered, and cosmetic punch list being completed. The fairgrounds security initial walk-thru Wednesday and gate installation September 16th. Mr. Rogols presented a proposal received from Detillion Fence Company to install and furnish a front gate, gate B and gate E. Combined proposals totaling \$31,136.00.

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In the Matter of
Executive Session:

At 9:30 a.m., Commissioner Stewart offered the motion, seconded by Commissioner Wippel, 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 and Marc Rogols, County Deputy 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 9:44 a.m., the Commissioners exited Executive Session and Commissioner Stewart offered the motion, seconded by Commissioner Wippel, 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.

In the Matter of
Concealed Weapons:

Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to make changes to Section 5.19 Concealed Weapons of the Pickaway County Policy and Procedure Manual. Clemons, Nelson and Associates, Inc. is in the process of updating the Policy and Procedure Manual to reflect the change.

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

Attest: Angela Karr – Clerk

In the Matter of
Executive Session:

At 10:08 a.m., Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, 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 Eugene Hollins, Frost, Brow, and Todd LLC, David Glass, P3, 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.

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At 10:54 a.m., the Commissioners exited Executive Session and Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, 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.

**In the Matter of
Executive Session:**

At 11:05 a.m., Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, 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 Ryan Scribner, P3 (teleconference call), Eugene Hollins, Frost, Brow, and Todd LLC, Tim Wilson, Michael Leist, Scott, Logan Elm School Board, 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 11:59 a.m., the Commissioners exited Executive Session and Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, 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.

**In the Matter of
Agreement Signed with the City of Circleville for
Reimbursement of Indigent Representation Provided in
Circleville Municipal Court in SFY 2020/2021:**

The agreement with the City of Circleville for reimbursement to the county for the city's proportionate share of the legal representation provided to indigent defendants in the Circleville Municipal Court was reviewed. The amount of the agreement is \$19,286.67, which is equal to 1/3 of the amount of the contract the county entered into with the Ohio Public Defender Office for SFY 2020/2021 indigent defense legal representation. The reimbursement will be paid to the Pickaway County Auditor in four equal quarterly installments of \$4,821.67 by the dates specified in the agreement (July 1, 2020, October 1, 2020, January 1, 2021, and April 1, 2021).

Following a review of the document, Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to approve and sign the agreement.

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
Allocation of July 2020 Sales Tax Collections:

Commissioner Jay Wippel offered the motion, seconded by Commissioner Brian Stewart, to allocate the July 2020 Sales Tax collections in the following manner:

\$33,728.00 to 401.0000.4121 – Capital Fund
\$809,461.09 to 101.0000.4121 – General Fund

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

Attest: Angela Karr, Clerk

In the Matter of
Appointments to Ross, Pickaway, Highland, Fayette
Joint Solid Waste District Policy Committee:

Commissioner Brian Stewart offered the motion, seconded by Commissioner Harold Henson, to appoint Joshua Ray to the Ross, Pickaway, Highland, Fayette Joint Solid Waste District Policy Committee for a two-year term, which will expire on April 22, 2021, representing industry in Pickaway County.

Voting on the motion was as follows: Commissioner Henson, yes; Commissioner Stewart, yes; Commissioner Wippel, 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 a list of projects submitted by the departments for eligibility for CARES Act funds. Listing needs to be reviewed for recommendations.
- Ms. Dengler spoke with Jon Brown, Maintenance Supervisor regarding the refrigerator unit at the Health Department. Mr. Brown recommended a mini-split in the refrigerator room that range from \$4,000 - \$5,000. It may not fix the issue and a HVAC overhaul may be required, costing approximately \$54,000.
- Ms. Dengler provided a Final Contract Cost Summary received from WDC Group for the new Aircraft Hangar Project for the Pickaway County Memorial Airport. Original contract was \$556,793.00 and totals \$502,500.00 reflecting -\$54,293.00 net changes to the contract.

In the Matter of
Healthcare Insurance Premium:

Ms. Dengler discussed a new 4% increase related to the various healthcare insurance deductibles; changes in the prescription formulary; Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to not pass on the 4% group healthcare insurance premium increase to county employees in 2021.

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

Attest: Angela Karr, Clerk

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In the Matter of
CARES Act Projects 2020:

Ms. Dengler provided a list of CARES Act Project request that she had received from county departments. Upon review of the list, Commissioner Brian Stewart offered the motion, seconded by Commissioner Jay Wippel, to approve the following list of projects eligible for CARES Act Project Funds and authorize Ms. Dengler to execute contracts listed.

Sherrif's Office

Insight – 15' Dell Latitude 7400BTX	\$15,300.00
DH Wireless Solutions – Modems/ Antenna	\$8,724.00
IC Solutions – Video Conferencing System	\$49,943.00

IT Department

SQL – Server	\$12,789.40
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Auditor's Office

Geopro – Document Scanning Project	\$11,200.00
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Engineer's Office

Geopro – Scanning 50 Map Drawers	\$55,000.00
Geopro – Scanning 50 Legal Files Drawers Maps	\$65,000.00
Contingencies	\$12,783.03
Southern Computer Warehouse – iPads	\$5,078.55
Southern Computer Warehouse – Printers/scanners	\$8,800.00

EMA

Handheld Radios for vaccine distribution sites	\$7,835.00
Mobile Radio for vaccine distribution	\$1,524.00
EOC Laptop upgrades	\$5,200.00
Warming Tent	\$300.00
Warming Tent Heater	\$400.00

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

Attest: Angela Karr, Clerk

In the Matter of
Competitive Bidding Exceptions:

Commissioner Brian Stewart offered the motion to adopt the following Resolution:

Resolution No.: PC-092220-59

A resolution pursuant to ORC 307.86 making a determination that a real and present emergency exists for example competitive bidding for supplies or services less than \$100,000, in connection with efforts to address the Coronavirus

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On Tuesday, September 22nd, 2020, the Pickaway County Commissioners, in accordance with Section 307.86 – Competitive bidding required – exceptions, of the Ohio Revised Code, by a unanimous vote of its members, made a determination that a real and present emergency exists, and therefore the competitive bidding requirements during this emergency time period are waived when the estimated costs are less than one hundred thousand dollars.

WHEREAS, the ORC 307.86 addresses competitive bidding requirements and exceptions; then,

WHEREAS, there are purchases exempt from competitive bidding when the board of county commissioners, by a unanimous vote of its members, makes a determination that a real and present emergency exists; then,

WHEREAS, reasons for the real and present emergency are detailed on the Executive Order of Governor Dewine relating to the Coronavirus cases documented in Ohio; then,

WHEREAS, a work group pf the County Administrator, EMA Director, Facilities Manager, and Human Resources Director are meeting weekly for as long as it is necessary to address this matter; then,

WHEREAS, while the Governor has declared an emergency in order to in part streamline bidding and purchasing processes, and there is a similar avenue afforded to County Commissioners for exemptions of the bidding process; then,

THEREFORE BE IT RESOLVED, by the Pickaway County Board of Commissioners, County of Pickaway, State of Ohio:

Section 1. That the Pickaway County Board of Commissioners make a determination that a real and present emergency exists with respect to the Coronavirus in Ohio, evidenced by the state of emergency declared by Governor Dewine.

Section 2. That the Pickaway County Board of Commissioners resolve that purchases made by the county to address the Coronavirus with an estimated cost of under \$100,000, such as for supplies or services, are exempt from the county competitive bidding process.

Section 3. If any contract under this exemption is fifty thousand dollars or more, the county shall solicit informal estimates from no fewer than three providers who could perform the contract, before awarding the contract.

Section 4. With regard to each such contract, the county shall maintain a record of such estimates, including the name of each person from whom an estimate is solicited. The county shall maintain the record for the longer of at least one year after the contract is awarded or the amount of time the federal government requires, if there are federal funds used for the contract.

The present emergency referred to above is the State of Emergency declared by the State of Ohio by Executive Order 2020-01D on March 9, 2020. Motion, seconded by Commissioner Harold Henson, to waive competitive bidding requirements.

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

Attest: Angela Karr, Clerk

In the Matter of
Weekly Dog Warden Report:

The weekly report for the Wright Poling/Pickaway County Dog Shelter was filed for week ending September 19, 2020.

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A total of \$260 was reported being collected as follows: \$50 in adoptions; \$30 in dog license; \$15 in dog license late fees; \$25 in redemptions; \$40 transfer out rescue and \$100 in private donations.

Ten (10) stray dogs were processed in; one (1) dogs 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 Henson, yes; Commissioner Stewart, yes; Commissioner Wippel, yes. Voting No: None. Motion carried.

Harold R. Henson, President

Brian S. Stewart, Vice President

Jay H. Wippel, Commissioner
BOARD OF COUNTY COMMISSIONERS
PICKAWAY COUNTY, OHIO

Attest: Angela Karr, Clerk