

**TUESDAY, AUGUST 20, 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, August 20, 2024, with the following members present: Mr. Jay H. Wippel, Mr. Gary K. Scherer and Mr. Harold R. Henson. 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 August 13, 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 August 20, 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 **\$260,569.81** 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 August 20, 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 **\$43,204.98** 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:

**\$4,000.00 – 202.3011.5401 – Contract Services Permissive Tax Roads – Engineer**

**\$2,000.00 – 914.6143.5901 – DS Drainage other Expenses – Engineer**

**\$354.00 – 911.6141.5901 – Pence Group Tile Maintenance Other Expenses – Engineer**

**\$200.00 – 289.6138.5901 – Bril Other Expenses – Engineer**

**\$2,150.00 – 287.6137.5901 – Wampler Hills Other Expenses – Engineer**

**\$200.00 – 286.6135.5901 – Springwater Run Other Expenses – Engineer**

**\$200.00 – 283.6132.5901 – PC Acres Other Expenses – Engineer**

**\$2,900.00 – 281.6130.5901 – Cook Group Ditch Other – Engineer**

**\$1,000.00 – 268.6117.5901 – Hughes Lateral #3 Other Expenses – Engineer**

**\$1,000.00 – 262.6111.5901 – George's Run Other Expenses – Engineer**

**\$5,500.00 – 278.6127.5901 – Buskirk Ditch Other Expenses – Engineer**

**\$4,000.00 – 274.6123.5901 – Mud Run Other Expenses – Engineer**

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  
Line Item Name Change Approved:**

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

**101.4004.5436 – Crippled Children AID  
TO  
101.4004.5436 AID Children with Medical Handicaps - Commissioners**

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 Robert Adkins:**

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

- Update to Spectrum disagreement over circuit cancelations.
- Update on microphone install at jail for Common Pleas Court arraignments.
- Notified Central Square of our intent to proceed with ID Networks. They were understanding of our reasons why.
- Soft phone has been configured for the jail arraignment room.

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- CourtView training in the Annex Conference room.
- I expect to meet with Mark Tucker soon to walk through the Prosecutor office.
- Joint BOE TTX this Thursday. County/BOE TTX on September 4th.
- Mr. Adkins is still working the issue with intermittent credit card issue at Treasurer.

**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: Planning Commission: September 10<sup>th</sup> Agenda – No agenda items
- Outstanding Plats:
  - Navah Place – Cul-de-sac, Walnut Township, needs proof of bond before final approval can be granted.
- Lot Splits:
  - Approved 4 lot splits in the last week, 7 open applications currently.
- CDBG: No update
- Joint Planning and Zoning Board Clarifications
- Graham Ravines – Sketch Plan 1.1

**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, or unemployment claims or unemployment claims filed for the week. BWC claims are at 4 for the year and fraudulent unemployment claims remain at 2 fraudulent and 4 legit claims for 2024. A previous claim for a Dog Shelter employee was granted as disability relief for a pre-existing condition and a premium savings of \$7,038 granted for 2025-2028.
- GovDeals: auctions pending started photographing and processing for auction. Developmental Disabilities remodeling and have a large amount of furniture, desks, office pods, tables and two vehicles.
- Seven new hire packets were sent out last week (Engineer's Office, Pickaway County Sheriff's Office, Board of Elections, Health Department and JFS). A total of 69 new hire packets have been handed out in 2024. EMA Communications Technician re-posted, and part-time custodial position still posted with no application. Full-time custodial position has one applicant with an interview pending. EMA Director position posted with no application. Mr. Rogols had a phone conference with Chris Williams at the State EMA Office yesterday.
- Maintenance:
  - In the process to sell SR 56 /Salem Road tower property. Working with the Auditor's Office to get value of property. Still pending.
  - Repairing PCSO underground sprinkler valve and backflow. Inspection completed by City of Circleville. Koorsen re-inspection today/ schedule pending.
  - Jensen's Plumbing – Three Pickaway County Sheriff's Office plumbing leaks approved three weeks ago. Repairs started and waiting on one valve.
  - Service Center windows (Dye's Painting) pending scheduling.
  - JFS Building trench drain (presently broken and hazard) pending scheduling and repair of handicapped lift.
  - Quotes approved last week for Clerk of Court's Office. Projected temporary move to the old Recorder's Office mid-September.
- Miscellaneous:
  - Fairgrounds backflow inspections: Email from City of Circleville yesterday and reports not received. Not completed (pending since May) to be finished by Wednesday.

**In the Matter of**  
**Report Provided by Preston Schumacker:**

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

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- Mr. Schumacker reported that they are housing 18 dogs. There were 14 visitors to the shelter last week and 9 volunteers.

**In the Matter of  
Executive Session:**

At 9:20 a.m., Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer 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 April Metzger, County Administrator, Marc Rogols, Deputy County Administrator, Preston Schumacher, Dog Warden 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 9:28 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  
Allocation of June 2024 Sales Tax Collections:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to allocate the June 2024 Sales Tax collections in the following manner:

**\$58,509.00 to 401.0000.4121 – Capital Fund**  
**\$1,111,667.22 to 101.0000.4121 – General Fund**

Voting on the motion was as follows: Commissioner Wippel, yes; Commissioner Henson, yes; Commissioner Scherer, absent. 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 presented an estimate from Two Men and A Truck for the moving of the Prosecutor's Office.
- Kelly Kight, CBO for the Building Department received a scholarship to attend the Ohio Floodplain Management Certification (\$375.00 value).
- New flow test at the Sheriff's Office. Dry feeding system at sally port fell short (pressure) and other wet systems from mechanical rooms and roof top. Remedy changing but existing sprinkler getting a quote.
- Mrs. Metzger presented the Ag Hall of Fame plaques for final review.
- Chief Brown emailed with the information for the Franklin Township Ford Explorer and speed limit trailer. Units were inspected and there were no mechanical issues. Total \$5,000 for the 2017 cruiser with 85,000 miles (all equipment minus computer doc, radio and radar) and speed trailer.

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**In the Matter of**  
**Fairgrounds Discussion with Von Cremeans:**

Von Cremeans, Pickaway County Fair Board, met with the Commissioners to discuss the cannabis group returning to hold their event at the Pickaway Agricultural and Event Center on November 4, 2024. The Fair Board approved holding the event, however, Mr. Cremeans came to the Commissioners to seek their approval. Gun-A-Palooza was held last Saturday, and the group is working on figuring out what expenses they had. Items for the event cost more this year and the discount Cabela's offered was decreased from 40% to 25%. Several steer shows are scheduled. The Commissioners agreed to not allow the cannabis group to hold their event at the fairgrounds and Mr. Cremeans will pass it along to his board members. Mrs. Metzger addressed that the county has not received any rental income since December 2023 and Mr. Cremeans will address with the board's treasurer.

**In the Matter of**  
**Prosecutor's Office Discussion with**  
**Judy Wolford and Tammy Deck:**

Judy Wolford and Tammy Deck, Prosecutor's Office met with the Commissioners to discuss the third-floor office space at the Prosecutor's Office new location. Commissioner Wippel addressed who should be responsible for paying for the renovation of the third floor. Mrs. Wolford stated that now would be the time to have the work done since the contractor is already there and to avoid cost increase. Mrs. Deck explained that they are using a few offices as common space due to the travel through to get from office to office. A wall was removed between two small offices to make a larger space to fit current desk. By doing so they can utilize the furniture they currently have. The Commissioners addressed that if they pay for the renovations, they should get a credit when they purchase the building. The Commissioners authorized the renovations for the third floor and will discuss with Kevin Steward.

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

At 10:25 a.m., Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, 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 Tim Colburn, P3, April Dengler, County Administrator, Marc Rogols, Deputy County Administrator, Tim McGinnis, Planning and Development 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 11:00 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**  
**Prosecutor's Office Third Floor**  
**Renovation with Steward Family Farms:**

Kevin Steward, Darby Creek Excavating, stopped by the Commissioners to discuss the current renovations to the Prosecutor's new office location. The renovation of the third floor is estimated at \$26,600

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to install electric, heating and cooling. Mr. Steward and the Commissioner agreed that the Commissioners will incur the cost of the renovations to have it credited to the purchase price upon the sale of the building to the Pickaway County Commissioners early 2026. Kevin installed all new water lines and will be insulating the north and west side of the house once the siding is removed.

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the estimated from Steward Family Farms in the amount of \$26,600.00 for the renovation of the third floor of the Prosecutor's Office new location. Cost shall include heating and cooling, electrical, drywall over all existing walls, except for the closet.

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

Attest: Angela Karr, Clerk

**In the Matter of  
Two Men and A Truck Quote  
To Move the Prosecutor's Office:**

Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to approve the quote from Two Men and A Truck to move the Prosecutor's Office to its new location. The total cost is \$6,633.00 to move the listed items from 203 South Scioto Street to 145 E. Main Street, Circleville.

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

Attest: Angela Karr, Clerk

**In the Matter of  
Clerk of Courts Discussion with  
Grant Davis for CourtView Software:**

Grant Davis, Clerk of Courts, met with the Commissioners to provide an update relative to the new CourtView software. CourtView3 is the court management software that will go live in October and live e-filing in January. Mr. Davis has been working with Robert Adkins and Rick Allen, County IT. His office is excited for the renovation of the Clerk of Court's office.

Pine Valley will be building the new counter for the office and Mr. Davis will be paying for the unit with his funds. The Commissioners want to make sure they are on the same page to fit the look of the courthouse. Pine Valley has built several judge benches in the courthouse and the Commissioners' Office. The boat titles are going well at the Title Office and along with Saturday's hours. During the month of September, the Clerk of Courts will be closed during lunch hour for training of the new case management system.

**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 August 17, 2024.

A total of \$365 was reported collected as follows: \$120 in dog license; \$30 in dog license late penalty; \$90 in adoptions; \$20 in owner turn-in fees; \$30 in private donations and \$75 in microchip fees.

Six (6) stray dogs were processed in; three (3) dogs were adopted.

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

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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.

Jay H. Wippel, President

Harold R. Henson, Vice President

Gary K. Scherer, Commissioner  
BOARD OF COUNTY COMMISSIONERS  
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Attest: Angela Karr, Clerk