

TUESDAY, JUNE 17, 2025
OFFICE OF THE BOARD OF COMMISSIONERS
PICKAWAY COUNTY, OHIO

The Pickaway County Board of Commissioners met in Regular Session at the Pickaway Agriculture and Event Center, 415 Lancaster Pike, Circleville, Ohio, on Tuesday, June 17, 2025, with the following members present: Mr. Jay H. Wippel, Mr. Harold R. Henson and 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 Jay Wippel, to approve the minutes from June 10, 2025, 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
Report Provided by Tim McGinnis:**

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

- Planning Commission: June 10th
 - Saltcreek Township – Denied
- Outstanding Plats:
 - Graham Ravines Preliminary Plan
 - Replat of Jacktown Estates
 - Jackson Township Major Subdivision
- Lot Splits:
 - Approved 3 lot splits in the last week, 10 open applications currently.
- CDBG – Ashville Critical Infrastructure Documents
- Rickenbacker Development

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

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

- Convergent quote for 5 additional telephone licenses to be added to the E-Metrotel system.
- Evaluating nijaOne for a product replacement for WSUS updates and PDQ Connect.
- Attended online Cyber Ohio Monthly Briefing (CyberOhio.gov) hosted by Spence Witten spence@38northsecurity.com, Meade, Lexie, Herath, Kirk – my take away was the price is expected to be just < \$100K/year for participation.
- Established the 2-way domain trust between the county and Sheriff Office domains.
- After making copies of PCSO\fileshare folders to pickwyoh\PCSOFileshare, PCSO users home folders and shared folders were redirected to PCSOFileshare except for CivilTrak Access Program folder and folders needing access through the VPN, PCSO\Patrol
- Darktrace Semi-Annual MDR Assessment
- SQL export of Authority Finance and Authority Payroll for Software Solutions
- Getting quote from Spectrum in some locations
- SO Cell Phone replacements in process
- Edge Printer Software installation for Auditors office completed
- Planning evaluation of Okta MFA solution
- Courtroom AV System down due to power failure. Original personnel that installed the equipment have all left Avant.

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In the Matter of
Report Provided by Kelly Kight:

The following is a summary of the report provided by Kelly Kight, Building Department.

- Mr. Kight gave an update of the Anduril project. Phase I and phase II have been submitted to the Building Department.
- Mr. Kight has concerns about how residential inspections will be handled with the growth of commercial. May need to consider an additional inspector as backup if needed.
- Mr. Kight addressed building fees and sharing with townships and municipalities. The Commissioners asked for Mr. Kight to gather information from other counties relative to fees.

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
 - Pickaway County Fair
 - Southern Baptist disaster relief work in Circleville
 - Fair Opening Ceremony – 6/15
 - Radio Console Biweekly Call – 6/18
 - Local NG911 Kickoff Meeting – 6/18
- Next Week
 - Transportation Coordination Meeting – 6/24
 - Columbus – Scioto River Sub-Area Committee Meeting – 6/25
 - Police Chief's Meeting – 6/26
 - FEMA Public Assistance Overview Training – 6/26
 - EMA Director's Call – 6/26
- Programs
 - EMA Operations
 - Southern Baptist / Ohio Convention of Baptists is in Circleville this week providing disaster recovery services. Focusing on helping residents clean and mold remediation.
 - Coordinating with Circleville Service Department for debris removal needs.
 - Rumpke donated 3 roll-off dumpsters to help in the debris removal process.
 - Information for Public Assistance is due to Tiff by 6/20 to meet the State's deadline.
 - 911 Coordinator
 - Continue to work through the project. Local kickoff call scheduled for Wednesday.
 - LEPC
 - No new information
 - Radio Programming
 - Continue working through this project.
 - Drone Program
 - No new update
 - CERT
 - No new update

In the Matter of
Executive Session:

At 10:05 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 Judge Chafin, Common Pleas Court, April Metzger, County 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.

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Attest: Angela Karr, Clerk

At 10:30 a.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, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

No Action taken.

**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 reported that admission was charged for entrance to the County Fair Sunday and there were no incidents reported.
- Sheriff Hafey reported that Tiffany Nash, EMA Director, is doing an exceptional job.

**In the Matter of
Recommendation to Award
Building Department Addition:**

Effective October 3, 2023, the threshold amount for rejecting bids when they exceed the original construction estimate will increase for certain Ohio public entities. Per the Ohio Revised Code, Section 153.12 no contract to which this section applies shall be entered into if the price of the contract, or, if the project involves multiple contracts where the total price of all contracts for the project, is in excess of ten per cent, in the case of a contract made by the state or a public board, commission, authority, or instrumentality of the state, or twenty per cent, in the case of a contract made by a county, township, municipal corporation, school district, special purpose district, or other political subdivision or a public board, commission, authority, or instrumentality of the political subdivision, above the entire estimate thereof, nor shall the entire cost of the construction, reconstruction, repair, painting, decorating, improvement, alteration, addition, or installation, including changes and estimates of expenses for architects or engineers, exceed in the aggregate the amount authorized by law.

In reference to the bid opening on June 10, 2025, for the Building Department Addition Project, it is the recommendation of Ankrom Architects LLC to award the lowest and best bid to D.E. Huddleston, Inc., P.O. Box 207, Chillicothe, OH 45601, in the amount of \$268,680.00. Upon review, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to award the Building Department Addition Project to lowest and best bid to D.E. Huddleston, Inc. in the amount of \$268,680.00.

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
Annual Meeting of the Wolf Run Joint Ditch
Board of County Commissioners and Resolution
Adopted Approving Annual Ditch Maintenance Assessments:**

Commissioner James Lowe and Jack Everson, Ross County Commissioners, Chris Mullins and Pickaway County Engineer met with the Commissioners to discuss the Wolf Run Joint Ditch. Chris Mullins opened the meeting by going over expenses from last year (mowing, spraying and removal of cattails). It will

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be coming back around to be cleaned out next year and will be reviewed. The Engineer is working on GPS tile locating. The assessments are the same as last year with no increases.

After reviewing the assessments, Commissioner Gary Scherer offered the motion, seconded by Commissioner Harold Henson, to adopt the following Resolution:

Resolution No.: PC-061725-49

WHEREAS, special assessments were made against the described real estate on the following list of benefiting acreage situated in Deercreek Township and Deerfield Township, located in Pickaway County, Ohio, and Ross County, Ohio, respectively; and,

WHEREAS, a county ditch maintenance fund was established in compliance with O.R.C. §6137.02 for the Wolf Run Joint Fund for the repair, upkeep, and permanent maintenance of said ditch constructed under Chapter 6131 of the Ohio Revised Code; and,

WHEREAS, on June 18, 2025, the Wolf Run Joint Ditch Board of County Commissioners met in Regular Session with the Pickaway County Board of Commissioners and approved the annual maintenance assessments on the benefiting acreage for year 2025; then,

THEREFORE BE IT RESOLVED that the Auditor of Pickaway County, Ohio, and Auditor of Ross County, Ohio, are hereby authorized and directed to place said assessments on the Tax Duplicates of the benefited acreage for year 2025, collectible in year 2026.

Wolfe Run Joint County Ditch - PICKAWAY		TOTAL ACRES	BENEFITTED ACRES	Total Assessment
PROPERTY OWNER	PARCEL NUMBER			
Barbee, T. Richard Jr.	C09-0-001-00-367-00	129	21	\$165.44
Clifton, Richard J. & Judith A. - Trustees	C09-0-001-00-376-00	105.857	13.2	\$102.43
Hamman, Andy Russell & Cathryn	C09-0-001-00-354-01	24.36	22	\$173.33
Harold Mace Farms LLC	C09-0-001-00-373-00	72.2	48	\$378.20
Harold Mace Farms LLC	C09-0-001-00-374-00	3.6	3.6	\$28.37
Massey, Norman D.	C09-0-001-00-380-01	7.18	4	\$31.49
Shaw, Donald E. Sr. Trustee	C09-0-001-00-355-00	41	8	\$63.03
Shaw, Donald E. Sr. Trustee	C09-0-001-00-356-00	44	44	\$346.68
Shaw, Donald E. Sr. Trustee	C09-0-001-00-357-00	40	21	\$165.44
Shaw, Donald E. Sr. Trustee	C09-0-001-00-358-00	90	12	\$94.56
Metzger Brothers General Partnership	C09-0-001-00-380-02	62.519	34	\$137.70
Massey, Norman D.	P33-0-001-00-162-01	51.52	1	\$7.91
Metzger Brothers General Partnership	P33-0-001-00-163-02	11.981	3	\$11.99
		TOTAL:		\$1,706.57

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PROPERTY OWNER	PARCEL NUMBER	TOTAL ACRES	BENEFITTED ACRES	Total Assessment
Davis, Roger L.	100705010000	160.135	98.4	\$775.28
Hamman, Andy & Cathryn	090705002000	184.646	31.9	\$251.35
Hamman, Andy R. & William P. Hamman	090705003000	306.66	107.3	\$845.39
Harold Mace Farms, LLC	090705009000	237.7	206.8	\$1,629.35
Massey, Norman D.	100705012000	8.23	3.3	\$25.99
Oyer, Michael T. & Emily Will	100705007000	294.81	19.2	\$151.27
		TOTAL:	466.9	\$3,678.63

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

Attest: _____
 Angela Karr, Clerk

**In the Matter of
Executive Session:**

At 11:32 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, Assistant Chief Cline and PIO Sabine, Harrison Township Fire Department, April Metzger, County 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

- ❖ Mr. Cline and Mr. Sabine left the session at 12:00 p.m.
- ❖ Commissioner Henson left the session at 12:15 p.m.

At 12:20 p.m., the Commissioners exited Executive Session and Commissioner Gary Scherer 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, absent; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest: Angela Karr, Clerk

No action taken.

**In the Matter of
Convergent Communications Quote for IT Department:**

Robert Adkins, IT Director, provided an a quote from Convergent Communications to purchase five addition phone licenses. Commissioner Gary Scherer offered the motion, seconded by Commissioner Jay

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Wippel, to approve the quote in the amount of \$525.00 to purchase five additional phone licenses from Convergent Communications.

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

Attest: Angela Karr, Clerk

In the Matter of
Community Development Block Grant
Engineer's/ Architect's Certification Compliance
With Buy American Provisions for the
Village of Ashville Randolph Street Project:

Tim McGinnis provided an Engineer's/ Architect's Certification Compliance with Buy American Provisions for the Community Development Block Grant, Village of Ashville, Randolph Street Project. Upon discussion, Commissioner Gary Scherer offered the motion, seconded by Commissioner Jay Wippel, to approve and authorize Commissioner Jay Wippel to execute the CDBG Engineer's/ Architect's Certification Compliance with Buy American Provisions for the Community Development Block Grant, Village of Ashville, Randolph Street Project.

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

Attest: Angela Karr, Clerk

In the Matter of
Community Development Block Grant
Engineer's/ Architect's Certification Compliance
With Minimum Standards for Accessibility by the
Physically Handicapped for the
Village of Ashville Randolph Street Project:

Tim McGinnis provided an Engineer's/ Architect's Certification Compliance with Minimum Standards for the Accessibility by the Physically Handicapped for the Community Development Block Grant, Village of Ashville, Randolph Street Project. Upon discussion, Commissioner Gary Scherer offered the motion, seconded by Commissioner Jay Wippel, to approve and authorize Commissioner Jay Wippel to execute the CDBG Engineer's/ Architect's Certification Compliance with Minimum Standards for the Accessibility by the Physically Handicapped for the Community Development Block Grant, Village of Ashville, Randolph Street Project.

Voting on the motion was as follows: Commissioner Wippel, yes; Commissioner Henson, absent; 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's report was scheduled to be presented next week.

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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 June 14, 2025.

A total of \$425.70 was reported collected as follows: \$90 in dog license; \$45 in dog license late penalty; \$80 in owner turn-in euthanized; \$30 in adoptions; \$25 in redemptions; \$75 in micro chip fees and \$80.70 in private donations.

Four (4) stray dogs were processed in; three (3) dogs were adopted.

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

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

Jay H. Wippel, President

Harold R. Henson, Vice President

Gary K. Scherer, Commissioner
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Attest: Angela Karr, Clerk