

The Board of County Commissioners, Brown County, Ohio, met in regular session this October 7, 2013 with the following members present. Mr. Tony Applegate, President, Mr. Barry Woodruff, Member Mr. Daryll Gray, Member

**IN THE MATTER OF PREVIOUS MINUTES**

Motion moved by Mr. Gray to approve the minutes of the previous regular meeting and dispense with the oral reading. Second: Mr. Woodruff.

ROLL CALL VOTE: Mr. Gray, yea Mr. Woodruff, yea Mr. Applegate, yea

**IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – COUNTY GENERAL FUND**

Motion moved by Mr. Woodruff to approve the request of Jean Rickey, Clerk, for a supplemental appropriation of unappropriated A00 (County General Fund) funds in the amount of \$76,597.99 into 15a15 (Transfer Out). This is to correct funds that were paid into County General that should have been paid into other county funds from 2009 – 2012 found in the 2012 Audit. Second: Mr. Gray.

ROLL CALL VOTE: Mr. Gray, yea Mr. Woodruff, yea Mr. Applegate, yea

**IN THE MATTER OF TRANSFER – COUNTY GENERAL FUND**

Motion moved by Mr. Woodruff to approve the request of Jill A. Hall, Brown County Auditor, for the following transfer of funds that were paid into County General Fund that should have been paid into other county funds from 2009 – 2012 found in the 2012 Audit. Transfer from 15a15 (Transfer Out) fund the amount of \$76,597.99. Into X55-2 (Brown County Senior Services) the amount of \$15,064.00, into X56-2 (ABCAP) the amount of \$15,064.00, into X57-2 (Northern Brown Senior Citizens) in the amount of \$7,531.00, into X37-2 (Brown County Public Library) the amount of \$841.00, into X36-2 (Union Twp. Public Library) the amount of \$273.00 and into B50-7 (Brown County DD) the amount of \$37,824.99. Second: Mr. Gray.

ROLL CALL VOTE: Mr. Gray, yea Mr. Woodruff, yea Mr. Applegate, yea

**IN THE MATTER OF SUPPLEMENTAL APPROPRIATIONS TO CORRECT DISTRIBUTION ERRORS**

Motion moved by Mr. Gray to approve the request of Jill A. Hall, Brown County Auditor, for the following supplemental appropriations to correct distribution errors from 2009-2012 found during the 2012 Audit. Second: Mr. Woodruff.

FUND	LINE ITEM	AMOUNT
X55 to	X55	\$15,064.00
X56 to	X56	\$15,064.00
X57 to	X57	\$ 7,531.00
X37 to	X37	\$ 841.00
X36 to	X36	\$ 273.00

ROLL CALL VOTE: Mr. Gray, yea Mr. Woodruff, yea Mr. Applegate, yea

**IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – BROWN COUNTY COMMUNITY BOARD OF ALCOHOL DRUG ADDICTION AND MENTAL HEALTH SERVICES**

Motion moved by Mr. Woodruff to approve the request of Deanna Vietze, Associate Director, Brown County Community Board of Alcohol, Drug Addiction and Mental Health Services, for a supplemental appropriation of unappropriated T43 (Medicaid) funds in the amount of \$24,225.00 into T43-1 (Salaries). Second: Mr. Gray.

ROLL CALL VOTE: Mr. Gray, yea Mr. Woodruff, yea Mr. Applegate, yea

**IN THE MATTER OF APPROPRIATION CHANGES – COUNTY GENERAL FUND**

Motion moved by Mr. Gray to approve the request of Lisa Spiller, Assistant Clerk, for the following appropriation changes. Decrease 1a7a (County Defender) in the amount of \$2,500.00. Increase 1a8 (Travel) in the amount of \$1,500.00 and increase 1a4 (Equipment) in the amount of \$1,000.00. Second: Mr. Woodruff.

ROLL CALL VOTE: Mr. Gray, yea Mr. Woodruff, yea Mr. Applegate, yea

**IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – COUNTY GENERAL FUND**

Motion moved by Mr. Woodruff to approve the request of Lisa Spiller, Assistant Clerk, for a supplemental appropriation of unappropriated A00 (County General Fund) funds in amount of \$11,644.99 into 15a15 (Transfer Out). This is to pay the Brown County Prosecutor's match for the VOCA Grant from October 1, 2013 through September 30, 2014. Second: Mr. Gray.

ROLL CALL VOTE: Mr. Gray, yea Mr. Woodruff, yea Mr. Applegate, yea

October 7, 2013

**IN THE MATTER OF PERSONNEL – BROWN COUNTY COMMUNICATION CENTER**

Motion moved by Mr. Woodruff upon the recommendation of Rob Wilson, Director, Brown County Communication Center, to promote Darleen Diskete to permanent full-time status as a Telecommunication Specialist/E911 Dispatcher. Darleen has successfully completed all requirements of her probationary period. Pursuant to the FOP contract previously approved by the Board of Commissioners, Darleen's new base rate of pay effective October 7, 2013 will be \$10.95 per hour. Second: Mr. Gray.

ROLL CALL VOTE: Mr. Gray, yea Mr. Woodruff, yea Mr. Applegate, yea

**IN THE MATTER OF CONTRACT – MFCD**

Motion moved by Mr. Gray to enter into contract with MFCD, LLC, for computer application software and software support services. The contract is from January 1, 2014 through December 31, 2014 in the amount of \$36,120.00. (See complete contract on file). Second: Mr. Woodruff.

ROLL CALL VOTE: Mr. Gray, yea Mr. Woodruff, yea Mr. Applegate, yea

**IN THE MATTER OF NOTICE TO BIDDERS – JANITORIAL SERVICES**

Motion moved by Mr. Woodruff to advertise the following Notice to Bidders for janitorial services for county buildings. Second: Mr. Gray.

ROLL CALL VOTE: Mr. Gray, yea Mr. Woodruff, yea Mr. Applegate, yea

**NOTICE TO BIDDERS**

Sealed bids will be received by the Board of County Commissioners of Brown County, Georgetown, Ohio, at the office of the Clerk of the Board in the County Administration Building, 800 Mt. Orab Pike, Suite 101, Georgetown, Ohio until 9:00 a.m. Monday, October 28<sup>th</sup>, 2013. Bid opening at 10:00 a.m. Monday, October 28<sup>th</sup>, 2013.

Janitorial Services to be provided for the following county buildings in Georgetown, Ohio. Two days per week (Tuesday and Friday) at the Administration Building, 800 Mt. Orab Pike, Brown County Common Pleas Court/Clerk of Courts, 101 S. Main St., Brown County Municipal Court, 770 Mt. Orab Pike, Brown County Building Department/Title Office, 740 Mt. Orab Pike, Brown County Probate/Juvenile Court/Prosecutor, 510 E. State St., Brown County Communication Center, 755 Mt. Orab Pike and the Brown County Extension Office/Brown County Emergency Management Office, 325 W. State St.

**Start date of contract - January 2, 2014.**

Bidding forms may be obtained at the Office of the Board of Brown County Commissioners, 800 Mt. Orab Pike, Suite 101, Georgetown, Ohio. Bidders must use the printed forms provided as none other will be accepted. Bidding documents shall be fully executed and must contain the full name of each person or company submitting the bid.

Bidding procedures, time of completion, references and bonding requirements shall be detailed in the Information for Bidders.

The right is reserved to reject any and all Bids. The Contract will be awarded to the lowest and best bidder.

By order of the Board of Brown County Commissioners, Brown County, Ohio.

DATED: October 7<sup>th</sup>, 2013

Tony Applegate

Barry Woodruff

ATTEST: Jean Rickey, Clerk

Daryll Gray

Brown County Commissioners

**IN THE MATTER OF RESOLUTION – AUTHORIZATION AND APPOINTMENT AND PAYMENT OF ADDITIONAL COMPENSATION TO THE BROWN COUNTY ENGINEER TODD CLUXTON FOR DUTIES AS COUNTY SANITARY ENGINEER**

Motion moved by Mr. Gray to adopt the following resolution. Second: Mr. Woodruff.

ROLL CALL VOTE: Mr. Gray, yea Mr. Woodruff, yea Mr. Applegate, yea

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**October 7, 2013**

## RESOLUTION NO. 10072013

**AUTHORIZATION AND APPOINTMENT AND PAYMENT OF ADDITIONAL  
COMPENSATION TO THE BROWN COUNTY ENGINEER, TODD CLUXTON,  
FOR DUTIES AS COUNTY SANITARY ENGINEER  
R.C. 315.14**

The Board of County Commissioners of Brown County, Ohio, met on the 7<sup>th</sup> day of October, 2013, in regular session at the offices of said Board in the Administration Building, Georgetown, Ohio, with the following members present:

Tony Applegate  
Daryll Gray  
Barry Woodruff

The following resolution was presented by Mr. Gray, who moved its adoption, and seconded by Mr. Woodruff.

WHEREAS, the Board has been advised by a representative of the Auditor of State's Office there is no formal record of the appointment of Todd Cluxton, Brown County Engineer, to perform the duties of and be compensated as the Brown County Sanitary Engineer;

WHEREAS, the Board finds that Todd Cluxton has, since his initial appointment as the Brown County Engineer in March of 2007, faithfully performed all duties of the County Sanitary Engineer under the reasonable belief he was duly authorized by this Board to act in such capacity;

WHEREAS, the Board finds it was at all times the intent of the Board to have Todd Cluxton perform the duties of Brown County Sanitary Engineer but for some reason, his appointment was never journalized in the official records;

WHEREAS, the Board finds Todd Cluxton has been compensated in the amount of \$16, 387.54 annually for the services he provided as Brown County Sanitary Engineer;

WHEREAS, the Board desires Todd Cluxton continue to perform the duties of the Brown County Sanitary Engineer;

THEREFORE, BE IT RESOLVED: The Board hereby approves, authorizes, and ratifies the prior service and compensation of Todd Cluxton as the Brown County Sanitary Engineer from the time of his assumption of office in March of 2007 up to present time;

BE IT FURTHER RESOLVED: The Board hereby appoints Todd Cluxton as the Brown County Sanitary Engineer and authorizes his salary in such capacity to be fixed at \$16, 387.54 per year, paid from the Brown County Sewer and Water Fund;

**IN THE MATTER TO AWARD BID – NORTH POLE ROAD PIER WALLS LANDSLIDE SITE 5 - BROWN COUNTY ENGINEER**

Motion moved by Mr. Woodruff upon the recommendation of Todd Cluxton, Brown County Engineer to award the North Pole Road Pier Walls Landslide Site 5 to W.E. Smith Construction, 2030 Bauer Rd., Blanchester, Ohio 45107 with a unit price bid amount of \$47,880.00. Second: Mr. Gray.

ROLL CALL VOTE: Mr. Gray, yea Mr. Woodruff, yea Mr. Applegate, yea

October 7, 2013

**IN THE MATTER TO AWARD BID – NORTH POLE ROAD PIER WALLS LANDSLIDE SITE 6 - BROWN COUNTY ENGINEER**

Motion moved by Mr. Woodruff upon the recommendation of Todd Cluxton, Brown County Engineer, to award the North Pole Road Pier Walls Landslide Site 6 to W.E. Smith Construction, 2030 Bauer Rd., Blanchester, Ohio 45107 with a unit price bid amount of \$81,771.00. Second: Mr. Gray.

ROLL CALL VOTE: Mr. Gray, yea Mr. Woodruff, yea Mr. Applegate, yea

**IN THE MATTER OF RESOLUTION – SALE OF PROPERTY NOT NEEDED FOR PUBLIC USE IS OBSOLETE OR IS UNFIT FOR USE AND HAS NO VALUE – BROWN COUNTY MUNICIPAL COURT**

Motion moved by Mr. Gray to adopt the following resolution. Second: Mr. Woodruff.

ROLL CALL VOTE: Mr. Gray, yea Mr. Woodruff, yea Mr. Applegate, yea

**RESOLUTION NO. 10072013**

**SALE OF PROPERTY NOT NEEDED FOR PUBLIC USE,  
IS OBSOLETE, OR IS UNFIT FOR USE,  
AND HAS NO VALUE  
OHIO REVISED CODE § 307.12(D)**

The Board of County Commissioners of Brown County, Ohio, met on the 7th day of October, 2013, in regular session at the offices of said Board in the Administration Building, Georgetown, Ohio, with the following members present:

- Tony Applegate
- Daryll Gray
- Barry Woodruff

The following resolution was presented by Mr. Gray, who moved its adoption, and seconded by Mr. Woodruff.

WHEREAS, Judge Worley, of the Brown County Municipal Court, recently upgraded his office computers and other equipment;

WHEREAS, this Board has been advised by Judge Worley that during said upgrade he compiled a list of obsolete and non-function equipment, marked as Exhibit A attached hereto, that he desires to remove from his office and delete from his inventory;

WHEREAS, the Board has reviewed the property described in Exhibit A and finds it to be not needed for public use, is obsolete, or is unfit for use, and further finds it has no value;

**THEREFORE, BE IT RESOLVED:**

Judge Worley may remove said items, described in Exhibit A, from his office and deleted from the county inventory;

**BE IT FURTHER RESOLVED:**

The items described in Exhibit A may be discarded, ~~scraped~~ scraped, or if possible, recycled.

**IN THE MATTER OF RESOLUTION – SALE OF PROPERTY NOT NEEDED FOR PUBLIC USE IS OBSOLETE OR IS UNFIT FOR USE AND HAS NO VALUE – BROWN COUNTY PROSECUTORS OFFICE**

Motion moved by Mr. Gray to adopt the following resolution. Second: Mr. Woodruff.

ROLL CALL VOTE: Mr. Gray, yea Mr. Woodruff, yea Mr. Applegate, yea

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**October 7, 2013**

## RESOLUTION NO. 10072013

**SALE OF PROPERTY NOT NEEDED FOR PUBLIC USE,  
IS OBSOLETE, OR IS UNFIT FOR USE,  
AND HAS NO VALUE  
OHIO REVISED CODE § 307.12(D)**

The Board of County Commissioners of Brown County, Ohio, met on the 7th day of October, 2013, in regular session at the offices of said Board in the Administration Building, Georgetown, Ohio, with the following members present:

Tony Applegate  
Daryll Gray  
Barry Woodruff

The following resolution was presented by Mr. Gray, who moved its adoption, and seconded by Mr. Woodruff.

WHEREAS, this past winter, the Brown County Prosecutor's Office moved from 200 E. Cherry Street to its present location at 510 E. State Street, Suite 2;

WHEREAS, this Board has been advised by the Prosecuting Attorney that during the moving process, all equipment and inventory was assessed and evaluated for use and function before moving it to the new location;

WHEREAS, the Prosecuting Attorney prepared a list of assets and inventory that is broken, obsolete, or otherwise unfit for use, which is attached hereto and marked as Exhibit A;

WHEREAS, the Prosecuting Attorney has advised that said items described in Exhibit A has been left at the 200 E. Cherry Street location;

WHEREAS, the Prosecuting Attorney is requesting to remove those items from her property inventory;

WHEREAS, the Board has reviewed the property described in Exhibit A and finds it to be not needed for public use, is obsolete, or is unfit for use, and further finds it has no value;

THEREFORE, BE IT RESOLVED:

The Prosecuting Attorney may remove said items, described in Exhibit A, from the county inventory;

BE IT FURTHER RESOLVED:

The items described in Exhibit A may be discarded, scraped, or if possible, recycled.

**10/3/13**

The Commissioners and Jean Rickey, Clerk, attended the United Way Awards & Recognition Luncheon held at the Church of Christ in Georgetown, Ohio.

**10/7/13**

The Commissions met with Pam Layman, to discuss operations in the Administration Buildings.

The Commissions met with Sara Niemeyer, USI Insurance, Joni Dotson, Brown County Common Pleas Court, Denedra Gelter, Brown County Prosecutor, Susan Smith, Director, CSEA, Sherry Durbin, BCJFS and Jean Rickey, Clerk, to discuss health insurance.

The Commissioners met with Gary Pierce, Pierce Energy Consulting, to discuss various issues in the county.

Commissioner Barry Woodruff and Commissioner Daryll Gray met with Beth Nevel, Director, Brown County Emergency Management, to discuss operation of the EMA Office.

October 7, 2013

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**IN THE MATTER TO ADJOURN**

Motion moved by Mr. Woodruff to adjourn this meeting with no further business before the Board this day October 7<sup>th</sup>, 2013. Second: Mr. Gray.

ROLL CALL VOTE: Mr. Gray, yea Mr. Woodruff, yea Mr. Applegate, yea

Approval: October 9<sup>th</sup>, 2013

absent  
Tony Applegate, President

Barry Woodruff  
Barry Woodruff, Member

Darryll A. Gray  
Darryll Gray, Member

Jean Rickey  
Jean Rickey, Clerk

October 7, 2013