

The Board of County Commissioners, Brown County, Ohio, met in regular session this 7<sup>th</sup> day of June, 2023 with the following members present: Tony Applegate, Member Daryll R. Gray, Member Barry L. Woodruff, President

In attendance: Sarah Beath, County Administrator

**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. Applegate.

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

**IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – MUNICIPAL COURT**

Motion moved by Mr. Applegate to approve the request of Joni Dotson, Court Administrator, for a supplemental appropriation of unappropriated funds from 2424 *Municipal Special Fund* in the amount of \$7,500.00 into 2424-3003-52114 *Municipal Special Travel*. Second: Mr. Gray.

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

**IN THE MATTER OF PERSONNEL – DPS**

Motion moved by Mr. Gray, upon the request of Barb Davis, DPS, to promote Ashley Conley to full-time permanent status effective June 2, 2023, and increase Ms. Conley's base pay to \$17.17 per hour. Ms. Conley has completed her probationary period. Second: Mr. Applegate.

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

**IN THE MATTER OF RESOLUTION – CONTRACT FOR REPAIRS – 911 COMMUNICATION CENTER**

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

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

RESOLUTION NO. 06072023-1

CONTRACT FOR REPAIRS  
BROWN COUNTY 911 COMMUNICATION CENTER BUILDING  
O.R.C. § 305.25

The Board of County Commissioners of Brown County, Ohio, met on the 7<sup>th</sup> day of June, 2023, in regular session at the offices of said Board in the Administration Building, Georgetown, Ohio, with the following members present:

Barry Woodruff, President  
Daryll Gray, Member  
Tony Applegate, Member

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

WHEREAS, the Brown County Board of Commissioners finds the roof of the Brown County 911 Communication Center building, known as 755 Mount Orab Pike, Georgetown Ohio 45121, is in need of repairs;

WHEREAS, the Board had previously solicited proposals for said repairs;

WHEREAS, the Board finds the proposal received from the solicitation is under the threshold for public bidding requirements;

WHEREAS, the Board finds the \$22,575.00 proposal from Billy Colliver of Colliver Construction to be an acceptable proposal for roof replacement;

WHEREAS, the Board finds work previously completed by Colliver Construction meet best practices and follow industry standards;

WHEREAS, the Board finds it in the best interest of the County to approve the proposal for roofing installation submitted by Billy Colliver to replace the roof of the Brown County 911 Communication Center Building;

THEREFORE, BE IT RESOLVED: by the Board of Commissioners of Brown County, Ohio, that on the above findings, hereby selects Billy Colliver as the contractor for said repairs;

THEREFORE, BE IT FURTHER RESOLVED, by the Board of Commissioners of Brown County, Ohio, that on the above findings hereby approves of and consents to the Agreement for Roofing Installation Services, attached hereto and fully incorporated herein;

June 7, 2023

**IN THE MATTER OF RESOLUTION – CONTRACT FOR BILLING SERVICES – BROWN COUNTY SEWER DISTRICT**

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

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

RESOLUTION NO. 06072023-2

CONTRACT FOR BILLING SERVICES  
BROWN COUNTY SEWER DISTRICT  
O.R.C. § 305.25

The Board of County Commissioners of Brown County, Ohio, met on the 7<sup>th</sup> day of June, 2023, in regular session at the offices of said Board in the Administration Building, Georgetown, Ohio, with the following members present:

Barry Woodruff, President  
Daryll Gray, Member  
Tony Applegate, Member

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

WHEREAS, the Brown County Board of Commissioners finds the Brown County Engineer's Office has performed monthly billing and monitored the accounts receivable for the Brown County Sewer District since inception;

WHEREAS, the Board finds this task to be an administrative burden;

WHEREAS, the Board finds the Brown County Engineer is without recourse for unpaid bills;

WHEREAS, the Board finds Brown County Rural Water Association is willing to complete this task;

WHEREAS, the Board finds Brown County Rural Water Association distributes potable water to residential and commercial customers within the Brown County Sewer District;

WHEREAS, the Board finds BCRWA has a billing process in place and has recourse for non-payment of services;

THEREFORE, BE IT RESOLVED: by the Board of Commissioners of Brown County, Ohio, that on the above findings, hereby selects BCRWA to assume this task effective January 1, 2024;

THEREFORE, BE IT FURTHER RESOLVED, by the Board of Commissioners of Brown County, Ohio, that on the above findings hereby approves of and consents to the Agreement for Billing and Collection of Sewer Charges, attached hereto and fully incorporated herein;

**IN THE MATTER OF AGREEMENT – BILLING SERVICES – BROWN COUNTY SEWER DISTRICT**

Motion moved by Mr. Gray to enter an agreement with Brown County Rural Water Association, Inc. (BCRWA), 3818 US Highway 52, Ripley, Ohio 45167, to provide billing and collection services for Brown County Sewer District sewer charges for Brown County Sewer District's sewer customers, effective for one year commencing January 1, 2024. BCRWA shall remit total sewer fees and sewer late charges collected, on the last working day of each week, less 10% billing fee of the amount remitted. See complete agreement on file. Second: Mr. Applegate.

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

**IN THE MATTER TO ENTER CONTRACT – 9-1-1 COMMUNICATION CENTER HVAC REPLACEMENT**

Motion moved by Mr. Applegate to enter contract with Advanced Facilities, 2467 Crowne Point Drive, Cincinnati, Ohio 45241, for the replacement of an HVAC system at the 911 Communication Center, effective June 7, 2023 through August 31, 2024, for a sum of \$89,456.00. Second: Mr. Gray.

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

June 7, 2023

**IN THE MATTER OF GRANT AGREEMENT – COMMUNITY CORRECTIONS ACT 2.0**

Motion moved by Mr. Gray to enter a grant agreement with the Ohio Department of Rehabilitation and Correction, Division of Parole and Community Services, Bureau of Community Sanctions, 4545 Fisher Road, Suite D, Columbus, Ohio, effective July 1, 2023 through June 30, 2025, to assist with community-based corrections program services to reduce or divert the number of persons committed to state penal institutions, including individuals sentenced for a fifth or fourth felony. Total grant amount is \$593,023.00, with CCA 2.0 funds totaling \$299,632.00 and TCAP funds totaling \$293,391.00. Second: Mr. Applegate.

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

**IN THE MATTER OF SUBGRANT AGREEMENT – JFS**

Motion moved by Mr. Applegate upon the recommendation of Janelle Fussnecker, JFS, to enter the 2024-2025 Biennial Sub-grant Agreement with Ohio Department of Jobs and Family Services, ODJFS, and Ohio Department of Medicaid, ODM, for State Fiscal Years 2024 and 2025 to establish the terms and conditions for Brown County JFS funding from 7/1/2023 through 6/30/2025. Second: Mr. Gray.

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

**IN THE MATTER TO APPROVE THE BILLS**

Motion moved by Mr. Gray to approve the following bills for payment. Second: Mr. Applegate.

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

<b>DEPT</b>	<b>EXPENDITURE</b>
AUDITOR	\$23,736.72
BOE	\$764.49
BUILDING DEPT	\$203.50
CLERK OF COURTS	\$0
COMMISSIONERS	\$100,222.87
COMMON PLEAS	\$3,236.28
CORONER	\$1,600.00
CSEA	\$0
DEVELOPMENT	\$0
DOG TAGS	\$0
E911	\$3,538.24
EMA	\$602.39
ENGINEER HWY	\$32,338.30
ENGINEER OFFICE	\$59.98
ENGINEER SEWER & WATER	\$0
JFS	\$97,686.58
JURY COMMISSION	\$0
PROBATE/JUVENILE	\$0
MAINTENANCE	\$37,134.58
MUNICIPAL	\$1,300.00
PROSECUTOR	\$806.81
RECORDER	\$108.00
SHERIFF	\$35,380.40
TITLE	\$12,696.25
TREASURER	<u>\$170.00</u>
<b>GRAND TOTAL</b>	<b>\$351,585.39</b>

**IN THE MATTER TO ACCEPT AMENDMENTS TO THE ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE – DEVELOPMENT**

Motion moved by Mr. Applegate to approve the request of Kelly Cole, Development, to accept and approve the submittal of the Analysis of Impediments to Fair Housing Choice Brown County 2019. Full document on file. In attendance: Kelly Cole. Second: Mr. Gray.

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

**IN THE MATTER TO RE-ADOPT CITIZEN PARTICIPATION – DEVELOPMENT**

Motion moved by Mr. Gray to approve the request of Kelly Cole, Development, to adopt the citizen participation plan. The Commissioners will hold a general public hearing for an overview of all potential grants, funding limits, eligible activities, timing of applications and any grant specific requirements. Grant specific public hearing will be held prior to finalizing submission of grant application. Second: Mr. Applegate.

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

June 7, 2023

**IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – COMMON PLEAS COURT**

Motion moved by Mr. Applegate to approve the request of Joni Dotson, Court Administrator, for a supplemental appropriation of unappropriated funds from 2359 *JRIG Fund* into the following accounts:

2359-3000-52110 *JRIG Supplies* in the amount of \$7,500.00  
2359-3000-52112 *JRIG Equipment* in the amount of \$2,000.00

Second: Mr. Gray.

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

**IN THE MATTER TO ADJOURN**

Motion moved by Mr. Gray to adjourn this meeting with no further business before the Board this 7<sup>th</sup> day of June, 2023.  
Second: Mr. Applegate.

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

6/6/2023

Commissioners Barry Woodruff and Tony Applegate attended a Brown County Land Reutilization Corporation Meeting.

6/7/2023

Commissioners met with Sheri Tabor and Janelle Fussnecker to discuss compliance concerns, identified in the FY 2022 audit, prepared by Clark, Schaefer, Hackett and Co. In attendance: Mark Potts, Auditor.

Commissioners attended the CDBG Second Public Hearing.

Commissioners met with Clark Gray, Clerk of Courts, and Joni Dotson, Court Administrator, to discuss chancery records and potential future office space.

Approval: June 12, 2023

  
Barry Woodruff, President

  
Daryll Gray, Member

  
Tony Applegate, Member

  
Hannah Ross, Clerk

June 7, 2023