

The Board of County Commissioners, Brown County, Ohio, met in regular session this December 3, 2012 with the following members present. Mr. Ralph Jennings, President Mr. William R. Geschwind, Vice President Mr. Tony Applegate, Member

Darryl Gray, Commissioner Elect attended the meeting.

IN THE MATTER OF PREVIOUS MINUTES

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

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, yea Mr. Applegate, yea

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – COUNTY GENERAL FUND

Motion moved by Mr. Geschwind to approve the request of Jean Rickey, Clerk, for a supplemental appropriation of unappropriated A00 (County General Fund) funds in the amount of \$160,000.00 into 15a15 (Transfer In). This appropriation is to reimburse the Budget Stabilization Fund for the funds expended to the Fayetteville Perry Township Regional Sewer District on August 29, 2012 per Agreed Judgment Entry (August 14, 2012) in Brown County Court of Common Pleas Case No. 2012-20201.

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, yea Mr. Applegate, yea

IN THE MATTER OF TRANSFER – COUNTY GENERAL FUND

Motion moved by Mr. Applegate to approve the request of Jean Rickey, Clerk, for the following transfer of funds. From County General Fund 15a15 (Transfer Out) the amount of \$160,000.00 into A11-15 (Budget Stabilization/Transfer In). This transfer of funds is to reimburse the Budget Stabilization Fund for the funds expended to the Fayetteville Perry Township Regional Sewer District on August 29, 2012 per Agreed Judgment Entry (August 14, 2012) in the Brown County Court of Common Pleas Case No. 2012-20201. Second: Mr. Geschwind.

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, yea Mr. Applegate, yea

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – BROWN COUNTY DEPARTMENT OF JOB & FAMILY SERVICES

Motion moved by Mr. Geschwind to approve the request of David M. Sharp, Director, Brown County Department of Job & Family Services, for an supplemental appropriation of unappropriated H01 (Job & Family Services) in the amount of \$40,000.00 into H33 (Contract Expenses). Second: Mr. Applegate.

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, yea Mr. Applegate, yea

IN THE MATTER OF APPROPRIATION CHANGE – BROWN COUNTY DEPARTMENT OF JOB & FAMILY SERVICES

Motion moved by Mr. Geschwind to approve the request of David M. Sharp, Director, Brown County Department of Job & Family Services, for the following change in appropriations. Decrease H7 (Aid for Aged) in the amount of \$23,000.00 and Increase H1B (Health Insurance) in the amount of \$9,000.00 and Increase H12 (PERS) in the amount of \$14,000.00. Second: Mr. Applegate.

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, yea Mr. Applegate, yea

IN THE MATTER OF APPROPRIATION CHANGE – COUNTY GENERAL FUND

Motion moved by Mr. Applegate to approve the request of Dwayne Wenninger, Brown County Sheriff, for the following change in appropriations. Decrease 6A6 (Contract Services) in the amount of \$1,500.00 and Increase 6A5 (Repair) in the amount of \$1,500.00. Decrease 6A16 (K-9 Patrol) in the amount of \$2,500.00 and Increase 6A2B (Salary Part-Time) in the amount of \$2,500.00. Decrease 6A6B (Contract Services) in the amount of \$5,000.00 and Increase 6A2C (Salary Corrections) in the amount of \$5,000.00. Second: Mr. Geschwind.

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, yea Mr. Applegate, yea

IN THE MATTER TO PAY MICHELE GREGORY BROWN COUNTY PROSECUTOR EMPLOYEE FROM ACCUMULATED LEAVE FUND

Motion moved by Mr. Geschwind to approve the request of Jessica Little, Brown County Prosecutor, to pay Michele Gregory, Brown County Assistant Prosecutor, accumulated vacation leave (53.7 hours), from A-15. Second: Mr. Applegate.

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, yea Mr. Applegate, yea

IN THE MATTER TO PAY CHRISTIAN ERHARDT BROWN COUNTY PROSECUTOR EMPLOYEE FROM ACCUMULATED LEAVE FUND

Motion moved by Mr. Geschwind to approve the request of Jessica Little, Brown County Prosecutor, to pay Christian Erhardt, Brown County Assistant Prosecutor, accumulated vacation leave (233.66 hours) from A15. Second: Mr. Applegate.
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ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, yea Mr. Applegate, yea

IN THE MATTER OF REAPPOINTMENT – BROWN COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

Motion moved by Mr. Geschwind upon the recommendation of Lena Bradford, Superintendent, Brown County Board of Development Disabilities, to reappoint Willie Ranford, 5040 St. Rt. 286, Mt. Orab, Ohio to the Board of the Brown County Board of Development Disabilities, effective January 1, 2013 and ending December 31, 2016. Second: Mr. Applegate.

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, yea Mr. Applegate, yea

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – SEWER & WATER FUND

Motion moved by Mr. Geschwind to approve the request of Todd Cluxton, Brown County Sanitary Engineer, for a supplemental appropriation of unappropriated P340 (Sewer & Water) funds in the amount of \$6,000.00 into P340-15 (Other Expenses). Second: Mr. Applegate.

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, yea Mr. Applegate, yea

IN THE MATTER OF PAYBACK ADVANCE FROM COMMUNITY DEVELOPMENT BLOCK GRANT TO COUNTY GENERAL FUND

Motion moved by Mr. Applegate to approve the request of Dorothy Ferris, CDBG Coordinator, to pay back the advance from Journal 49/page 319. Pay Back \$5,000.00 from T10-18 (CDBG - Advance Out) to Count General 47a (Advance-In). Second: Mr. Geschwind.

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, yea Mr. Applegate, yea

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – COUNTY GENERAL FUND

Motion moved by Mr. Geschwind to approve the request of Lisa Spiller, Assistant Clerk, for a supplemental appropriation of unappropriated A00 (County General Fund) funds in the amount of \$40,000.00 into 15a15 (Transfer Out). This is to cover the remaining cost to the Brown County Prosecutor's Office Interior Improvements. Second: Mr. Applegate.

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, yea Mr. Applegate, yea

IN THE MATTER OF TRANSFER – COUNTY GENERAL FUND

Motion moved by Mr. Applegate to approve the request of Lisa Spiller, Assistant Clerk, for the following transfer of funds. From County General Fund 15a15 (Transfer Out) the amount of \$40,000.00 into 10a15 (County Capital Improvement Transfer In) fund. This is to cover the remaining cost to the Brown County Prosecutor's Office Interior Improvements. Second: Mr. Geschwind.

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, yea Mr. Applegate, yea

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – COUNTY CAPITAL IMPROVEMENT FUND

Motion moved by Mr. Applegate to approve the request of Lisa Spiller, Assistant Clerk, for a supplemental appropriation of unappropriated A10 (County Capital Improvement) funds in the amount of \$40,000.00 into 10a4 (Contract Projects). Second: Mr. Geschwind.

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, yea Mr. Applegate, yea

IN THE MATTER OF POST CERTIFICATE – COUNTY CAPITAL IMPROVEMENT FUND

Motion moved by Mr. Geschwind to approve the request of Lisa Spiller, Assistant Clerk, for the following post certificate. Second: Mr. Applegate.

VENDOR	CODE	AMOUNT
Triumph	10a4	\$1,048.05

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, yea Mr. Applegate, yea

IN THE MATTER OF POST CERTIFICATE – COUNTY CAPITAL IMPROVEMENT FUND

Motion moved by Mr. Applegate to approve the request of Lisa Spiller, Assistant Clerk, for the following post certificate. Second: Mr. Geschwind.

VENDOR	CODE	AMOUNT
Steven Smith	10a4	\$3,750.00

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, yea Mr. Applegate, yea

IN THE MATTER OF POST CERTIFICATE – COUNTY CAPITAL IMPROVEMENT FUND

Motion moved by Mr. Geschwind to approve the request of Lisa Spiller, Assistant Clerk, for the following post certificate. Second: Mr. Applegate.

VENDOR	CODE	AMOUNT
Jeter	10a4	\$2,668.07

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, yea Mr. Applegate, yea

IN THE MATTER OF RESOLUTION – ADOPTION OF RECORDS RETENTION SCHEDULE

Motion moved by Mr. Geschwind to adopt the following Resolution. Second: Mr. Applegate.

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, yea Mr. Applegate, yea

RESOLUTION NO. 12032012

ADOPTION OF RECORDS RETENTION SCHEDULE

The Board of County Commissioners of Brown County, Ohio, met on the 3rd day of December, 2012, in regular session at the offices of said Board in the Administration Building, Georgetown, Ohio, with the following members present:

Ralph Jennings, President
William R. Geschwind, Vice President
Tony Applegate, Member

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

WHEREAS the Board finds the Records Retention Schedule of Brown County does not specifically include the following agencies: Travel and Tourism, Economic Development, the Building Department, and the Planning Commission (“Agencies”).

WHEREAS the Prosecuting Attorney has advised the Board that those Agencies may also be included under the Records Retention Schedule of the Brown County Commissioners;

WHEREAS the Board finds that records retention policy and procedures would be applied consistently with all Agencies following the same records retention schedule;

THEREFORE, BE IT RESOLVED:

The Offices of Travel and Tourism, Economic Development, the Building Department, and the Planning Commission shall be included under the Brown County Board of Commissioners Record Retention Schedule;

BE IT FURTHER RESOLVED:

Pursuant to Ohio Administrative Code §149.1-1-02(A), the Vice-President of the Board of Commissioners is appointed the Agency Record Officer for the Board and all Agencies under the Board’s Record Retention Schedule;

BE IT FURTHER RESOLVED:

The President of the Board may execute any documents necessary in furtherance of this Resolution;

December 3, 2012

IN THE MATTER OF APPROPRIATION CHANGE – BROWN COUTNY COMMUNICATION CENTER

Motion moved by Mr. Geschwind to approve the request of Rob Wilson, Director, Brown County Communication Center, for the following appropriation changes. Decrease A25-17 (ODJFS) in the amount of \$2,780.00, Decrease A25-6 (Schooling) in the amount of \$1,532.06, Decrease A25-11 (Travel) in the amount of \$1,390.54, Decrease A26-3 (Contract Services) in the amount of \$6,448.66, Decrease A26-3 (Contract Services) in the amount of \$3,197.79 and Increase A25-9 (Health & Life) in the amount of \$15,349.05 Second: Mr. Applegate.

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, yea Mr. Applegate, yea

IN THE MATTER OF ENVIRONMENTAL REVIEW FOR 2012-2014 CHIP GRANTS – BROWN COUNTY ECONOMIC DEVELOPMENT

Motion moved by Mr. Geschwind to approve the request of Kelly Cole, Director, Brown County Economic Development, to file Continued Relevance and a Categorically Excluded forms for the Environmental Review for the 2012-2014 CHIP Grant Programs. (See Environmental Review on file). Second: Mr. Applegate.

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, yea Mr. Applegate, yea

IN THE MATTER OF 2012 SUPPLEMENTAL LOAN AGREEMENT WITH OWDA FOR THE HSTS PROGRAM ADMINISTERED THROUGH OEPA – BROWN COUNTY ECONOMIC DEVELOPMENT

Motion move by Mr. Geschwind to approve the request of Kelly Cole, Director, Brown County Economic Development, for a supplement to the Standard Water Pollution Control Loan Fund Agreement (Loan No. HS390008-0003) in the amount of \$154,000.00. (See complete Loan Agreement on file). Second: Mr. Applegate.

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, yea Mr. Applegate, yea

Commissioner William R. Geschwind left the meeting at 10:30 a.m. for the remainder of the day.

IN THE MATTER TO RECORD AMENDED CERTIFICATE

Motion moved by Mr. Applegate to record as a matter of record the following Amended Certificate. Second: Mr. Jennings.

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, absent Mr. Applegate, yea

AMENDED CERTIFICATE OF ESTIMATED RESOURCES
Office of Budget commission, Brown County, Ohio
To the TAXING AUTHORITY of BROWN COUNTY COMMISSIONERS

The following is the amended official certificate of estimated resources for the fiscal year beginning January 1st, 2012, as revised by the Budget Commission of said County, which shall govern the total of appropriations made at any time during such year:

<u>FUND</u>	<u>Unencumbered Balance Jan 1st, 2012</u>	<u>Taxes</u>	<u>Other Sources</u>	<u>Total</u>
B90 (CHIP CDBG)	\$2,255.57		\$5,000.00	\$328,387.57

ss Jessica Little, Prosecutor ss Connie Patrick, Treasurer ss Doug Green, Auditor Budget Commission

IN THE MATTER OF APPROPRIATION CHANGE – BROWN COUNTY ENGINEER

Motion moved by Mr. Applegate to approve the request of Todd Cluxton, Brown County Engineer, for the following appropriation change. Decrease K25 (Bridge Salaries) in the amount of \$232.60 and Increase K1 (Salaries) in the amount of \$232.60. Second: Mr. Jennings.

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, absent Mr. Applegate, yea

12/3/12

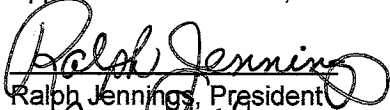
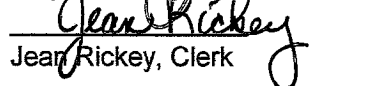
The Commissioners met with Susan Smith, Director, Brown County Department of Child Enforcement Agency, to discuss operation of the Brown County Department of Child Enforcement Agency.


IN THE MATTER TO ADJOURN

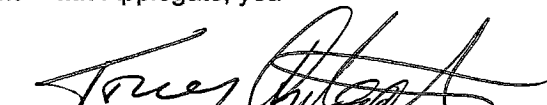
Motion moved by Mr. Applegate to adjourn this meeting with no further business before the Board this day December 3, 2012. Second: Mr. Jennings

ROLL CALL VOTE: Mr. Jennings, yea Mr. Geschwind, absent Mr. Applegate, yea

Approval: December 5, 2012


Ralph Jennings, President

Jean Rickey, Clerk


William R. Geschwind, Vice President


Tony Applegate, Member

December 3, 2012