The Board of County Commissioners, Brown County, Ohio, met in regular session this 28th day of October, 2026, with the following members present: Barry L. Woodruff, Member Gordon Ellis, Member Tony Applegate, President

In attendance: Sarah Beath, County Administrator, and Charlene Fithen, Clerk

IN THE MATTER OF PREVIOUS MINUTES

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

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

PUBLIC COMMENTS

Nick Owens was in attendance and had no public comment.

IN THE MATTER OF TRANSFER OF FUNDS – DEVELOPMENT

Motion moved by Mr. Ellis to approve the request of Madison Glenn, Development Director, for a transfer of funds from 1000-1000-52133 *Transfer Out* in the amount of $58,770.00 into 2107-1005-40547 *CHIP Home Transfer In.* Said funds were previously returned to the account and were a duplication of prior efforts. Second: Mr. Woodruff.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – BOARD OF ELECTIONS

Motion moved by Mr. Woodruff to approve the request of Bethany Phillips, Deputy Director, for a supplemental appropriation of unappropriated funds from 1000 *County General Fund* in the amount of $4,000.00 into 1000-1004-51112 *BOE Part Time*. Second: Mr. Ellis.

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

IN THE MATTER OF APPROPRIATION CHANGE – BOARD OF ELECTIONS

Motion moved by Mr. Ellis to approve the request of Bethany Phillips, Deputy Director, for an appropriation change to decrease 1000-1004-52112 *BOE Equipment* in the amount of $6,000.00 and increase 1000-1004-51550 *BOE Overtime* in the amount of $6,000.00. Said funds will help cover the cost of full time staff overtime. Second: Mr. Woodruff.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – SHERIFF'S OFFICE

Motion moved by Mr. Woodruff to approve the request of Rita Henize, BCSO, for a supplemental appropriation of unappropriated funds from 1000 *CGF* in the amount of $4,045.50 into 1000-2000-52516 *Detention Center Medical Fees*. Second: Mr. Ellis.

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

IN THE MATTER OF APPROPRIATION CHANGE – SHERIFF'S OFFICE

Motion moved by Mr. Ellis to approve the request of Rita Henize, BCSO, for an appropriation change to the following:

Decrease 1000-2000-51111 *Sheriff Road Employee Salary/Hourly* in the amount of $35,000.00
Increase 1000-2000-52112 *Sheriff Equipment* in the amount of $35,000.00

Decrease 1000-2000-51111 *Sheriff Road Employee Salary/Hourly* in the amount of $20,000.00
Increase 1000-2000-51122 *Sheriff Employee Pay Overtime* in the amount of $20,000.00

Decrease 1000-2000-51111 *Sheriff Road Employee Salary/Hourly* in the amount of $12,000.00
Increase 1000-2000-51132 *Detention Center Overtime* in the amount of $12,000.00

Decrease 1000-2000-51111 *Sheriff Road Employee Salary/Hourly* in the amount of $4,000.00
Increase 1000-2000-51134 *Holiday Detention Pay* in the amount of $4,000.00

Decrease 1000-2000-51111 *Sheriff Road Employee Salary/Hourly* in the amount of $10,000.00
Increase 1000-2000-52110 *Sheriff Supplies* in the amount of $10,000.00

Decrease 1000-2000-51111 *Sheriff Road Employee Salary/Hourly* in the amount of $40,000.00
Increase 1000-2000-52113 *Sheriff Contract Repair Services* in the amount of $40,000.00

Decrease 1000-2000-51111 *Sheriff Road Employee Salary/Hourly* in the amount of $1,000.00
Increase 1000-2000-52275 *Detention Center Equipment* in the amount of $1,000.00

Decrease 1000-2000-51111 *Sheriff Road Employee Salary/Hourly* in the amount of $28,000.00
Increase 1000-2000-52118 *Sheriff Contract Services* in the amount of $28,000.00 Second: Mr. Woodruff

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

IN THE MATTER OF APPROPRIATION CHANGE – BOARD OF COMMISSIONERS

Motion moved by Mr. Woodruff to approve the request of Sarah Beath, County Administrator, for an appropriation change to decrease 1000-1000-52112 *Equipment* in the amount of $80,000.00 and increase 1000-1000-51124 *Employee Health Insurance* in the amount of $80,000.00. Said funds will be used for the employer portion of employee health insurance in December 2026. Second: Mr. Ellis.

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

IN THE MATTER OF APPROPRIATION CHANGE – BOARD OF COMMISSIONERS

Motion moved by Mr. Ellis to approve the request of Sarah Beath, County Administrator, for an appropriation change to decrease 1000-1000-52112 *Equipment* in the amount of $30,769.00 and increase 1000-1000-52401 *Auto Expense* in the amount of $30,769.00. Said funds will be used to purchase the 2026 Ford Bronco for staff use. Second: Mr. Woodruff.

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

IN THE MATTER OF ANNUAL PREMIUM RENEWAL – DELTA DENTAL – BOARD OF COMMISSIONERS

Motion moved by Mr. Woodruff to enter the Annual Premium Renewal with Delta Dental for Brown County Employee Dental coverage for 2027. Second: Mr. Ellis.

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

IN THE MATTER OF PERSONNEL – E911 COMMUNICATION CENTER

Motion moved by Mr. Ellis to approve the request of Mark Henriques, Director, to hire Tiffany Morgan as a full-time 911 Dispatcher at the rate of pay of $23.57 per hour, per the Collective Bargaining Agreement, due to prior dispatch experience, effective 11/21/2026. Second: Mr. Woodruff.

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

IN THE MATTER TO RECORD – BOARD OF COMMISSIONERS

Motion moved by Mr. Woodruff to approve the suspension of the .50 cent per 1 gallon fuel surcharge for the Brown County Airport Pilots Association effective the 2nd half of 2026 and the 1st half of 2027. Second: Mr. Ellis.

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

IN THE MATTER TO ADJOURN

Motion moved by Mr. Woodruff to adjourn this meeting with no further business before the Board this 28th day of October, 2026. Second: Mr. Woodruff.

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

10/28/26
Commissioners met with Thomas Poor to discuss the Brown County Airport.

Approval: November 2, 2026

Tony Applegate, President

Gordon Ellis, Member

Barry Woodruff, Member

Charlene Fithen, Clerk