

The Board of County Commissioners, Brown County, Ohio, met in regular session this 13th day of November, 2024 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 – BOARD OF COMMISSIONERS

Motion moved by Mr. Applegate to approve the request of Sarah Beath, County Administrator, for a supplemental appropriation of unappropriated funds from 1000 CGF in the amount of \$2,000.00 into 1000-1005-51111 *Employee Salary/Hourly*. Said funds are needed to complete the payout of accrued vacation time of Kelly Cole, upon separation of employment. Second: Mr. Gray.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – BOARD OF COMMISSIONERS

Motion moved by Mr. Gray to approve the request of Sarah Beath, County Administrator, for a supplemental appropriation of unappropriated funds from 1000 CGF in the amount of \$300.00 into 1000-1005-51118 *PERS*. Said funds are needed to complete the payout of accrued vacation time of Kelly Cole, upon separation of employment. Second: Mr. Applegate.

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

IN THE MATTER TO APPROVE THE BILLS

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

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

DEPT	EXPENDITURE
AUDITOR	\$5,767.20
BOE	\$4,566.04
BUILDING DEPT	\$0
CLERK OF COURTS	\$0
COMMISSIONERS	\$351,464.89
COMMON PLEAS	\$332.56
CORONER	\$0
CSEA	\$868.92
DEVELOPMENT	\$0
DOG TAGS	\$0
E911	\$2,737.82
EMA	\$176.89
ENGINEER HWY	\$16,492.09
ENGINEER OFFICE	\$0
ENGINEER SEWER & WATER	\$1,705.00
JFS	\$55,845.71
JURY COMMISSION	\$0
PROBATE/JUVENILE	\$26,294.32
MAINTENANCE	\$17,323.80
MUNICIPAL	\$1,500.00
PROSECUTOR	\$0
RECORDER	\$257.30
SHERIFF	\$0
TITLE	\$147.37
TREASURER	<u>\$0</u>
GRAND TOTAL	\$485,479.91

IN THE MATTER OF APPROPRIATION CHANGE – BOARD OF ELECTIONS

Motion moved by Mr. Gray to approve the request of Bethany Phillips, Deputy Director, for an appropriation change to decrease 1000-1004-52118 *BOE Contract Services* in the amount of \$10,000.00 and increase 1000-1004-51112 *BOE Part Time Employee Salary* in the amount of \$10,000.00. Second: Mr. Applegate.

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

November 13, 2024

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – JFS

Motion moved by Mr. Applegate to approve the request of Sheri Tabor, Director, for a supplemental appropriation of unappropriated funds from 2550 *Job & Family Services Fund* in the amount of \$200,000.00 into 2550-5000-52191 *JFS Contract Services/ABCAP*. Second: Mr. Gray.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – JFS

Motion moved by Mr. Gray to approve the request of Sheri Tabor, Director, for a supplemental appropriation of unappropriated funds from 2550 *Job & Family Services Fund* in the amount of \$50,000.00 into 2550-5000-52116 *JFS Other Expenses*. Second: Mr. Applegate.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – BOARD OF ELECTIONS

Motion moved by Mr. Applegate to approve the request of Bethany Phillips, Deputy Director, for a supplemental appropriation of unappropriated funds from 2085 *General Grant Fund* in the amount of \$1,637.75 into 2085-1004-52123 *General Grant BOE Pollworkers*. Second: Mr. Gray.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – BOARD OF ELECTIONS

Motion moved by Mr. Gray to approve the request of Bethany Phillips, Deputy Director, for a supplemental appropriation of unappropriated funds from 2085 *General Grant Fund* in the amount of \$2,032.25 into 2085-1004-52118 *General Grant Contract Services*. Second: Mr. Applegate.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – DPS

Motion moved by Mr. Applegate to approve the request of Elizabeth Felts, Administrative Assistant, for a supplemental appropriation of unappropriated funds from 2302 *Enhanced 911 Surcharge Fund* in the amount of \$8,000.00 into 2302-2001-52118 *E911 Contract Services*. Second: Mr. Gray.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – BOARD OF COMMISSIONERS

Motion moved by Mr. Gray to approve the request of Hannah Birchfield, Clerk, for a supplemental appropriation of unappropriated funds from 1000 *CGF* in the amount of \$6,941.60 into 1000-1000-52133 *Transfer Out*. Said funds will be used for the first half match for the 2024-2025 VOCA Grant. Second: Mr. Applegate.

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

IN THE MATTER OF TRANSFER OF FUNDS – PROSECUTOR

Motion moved by Mr. Applegate to approve the request of Jessica Roush, BCPO, for a transfer of funds from 1000-1000-52133 *Transfer Out* in the amount of \$6,941.60 into 2488-3006-40547 *VOCA Grant Transfer In*. Said funds will be used for the first half match for the 2024-2025 VOCA Grant. Second: Mr. Gray.

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

IN THE MATTER OF TRANSFER OF FUNDS – JFS

Motion moved by Mr. Gray to approve the request of Sheri Tabor, Director, for a transfer of funds from 2550-5000-52133 *Transfer Out* in the amount of \$37,309.00 into 1000-1000-40547 *Refunds/Reimbursements/Transfers*. Said funds will be used to pay the second half of the 2024 Cost Allocation Plan. Second: Mr. Applegate.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – AUDITOR

Motion moved by Mr. Applegate to approve the request of Jill Hall, Auditor, for a supplemental appropriation of unappropriated funds from 2120 *Dog & Kennel Fund* in the amount of \$600.00 into 2120-1001-52110 *Dog Supplies*. Second: Mr. Gray.

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

November 13, 2024

IN THE MATTER OF RESOLUTION – OPERATING AGREEMENT – BROWN COUNTY HUMANE SOCIETY

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

**RESOLUTION NO. 11132024-1
FOURTH ADDENDUM TO
OPERATING AGREEMENT WITH THE BROWN COUNTY HUMANE SOCIETY
O.R.C. § 955.15 & 1717.15**

The Board of County Commissioners of Brown County, Ohio, met on the 13th day of November, 2024, 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. Gray, who moved its adoption, and seconded by Mr. Applegate.

WHEREAS, the Board has previously met in open meeting and adopted an Operating Agreement with the Brown County Humane Society to operate the Animal Shelter;

WHEREAS, the Brown County Humane Society met with the Board of Commissioners in spring this year to request additional funding to continue their duties pursuant to the Operating Agreement;

WHEREAS, the Board finds they have the authority to make a yearly contribution to the Humane Society at the end of each year;

WHEREAS, the Board finds it would be difficult for the Humane Society to continue the performance of the agreement after reviewing the revenue and expenses over the last fiscal year;

WHEREAS, the Board finds the county would benefit for the Humane Society to continue in its performance of its duties under the Operating Agreement;

THEREFORE, BE IT RESOLVED, by the majority of the Board of Commissioners of Brown County, Ohio, that on the above findings, it hereby adopts, approves, authorizes, and confirms, the Fourth Addendum to the Operating Agreement with the Brown County Humane Society, attached hereto and fully incorporated herein, making a one-time donation of \$100,000 to the Humane Society to fulfill its duties under the Operating Agreement.

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

IN THE MATTER OF ADDENDUM – OPERATING AGREEMENT – BROWN COUNTY HUMANE SOCIETY

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

**FOURTH ADDENDUM
The Brown County Board of Commissioners
Operating Agreement with the Brown County Humane Society**

Whereas, the Board and Society have agreed to modify this agreement by mutual consent;

Whereas, pursuant to subsection 2, the Board provide additional funds in furtherance of its duties under this agreement;

Whereas, the Board has agreed to provide additional funding in the amount of \$100,000.00 as a one-time contribution to the Society in order for the Society to fulfill the duties of the Operating Agreement;

The parties agree all other provisions of this Agreement shall remain unchanged and in full force and effect.

This Fourth Addendum to this Agreement shall be binding on the Society and the Board, its successors and assigns.

IN WITNESS WHEREOF, the parties have entered into this Fourth Addendum to this Agreement on the 13th day of November, 2024, with the intent to be legally bound thereby as authorized by their respective bodies.

ROLL CALL VOTE: Mr. Applegate, yea Mr. Gray, yea Mr. Woodruff, yea
November 13, 2024

IN THE MATTER TO ENTER CONTRACT – CHAMBER OF COMMERCE

Motion moved by Mr. Gray to enter contract with the Chamber of Commerce, 720 North High Street, Mt. Orab, Ohio 45154, for the promotion of travel and tourism in Brown County, the Chamber shall receive \$3,000.00 per month for a sum of \$36,000.00, beginning January 1, 2025 and ending December 31, 2025. Second: Mr. Applegate.

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

IN THE MATTER TO RECESS

Motion moved by Mr. Applegate to recess the meeting at 11:33 a.m. Second: Mr. Gray.

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

IN THE MATTER TO RECONVENE

Motion moved by Mr. Applegate to reconvene the meeting at 1:26 p.m. Second: Mr. Woodruff.

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

IN THE MATTER OF AMENDED CERTIFICATE

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

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

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

The following is the initial amended certificate of estimated resources for the fiscal year beginning **January 1st, 2024** as revised by the Budget Commission of said County, which shall govern the total appropriations made at any time during such year.

Fund	Unencumbered Balance 1/1/24	Taxes	Other Sources	Total
General Fund	\$ 6,422,436.68	\$4,000,000.00	\$13,496,168.43	\$23,918,605.11
Special Revenue	\$29,023,515.86		\$54,289,136.78	\$83,312,652.64

IN THE MATTER TO ENTER CHANGE ORDER – GOVERNMENT SERVICES BUILDING

Motion by Mr. Applegate to approve a Change Order for the Government Services Building. This is a scope of work and materials change order and increases the contract price in the amount of \$1,380.00, to meet the preferences of the owner. See Change Order on file. Second: Mr. Woodruff.

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

IN THE MATTER TO ADJOURN

Motion moved by Mr. Applegate to adjourn this meeting with no further business before the Board this 13th day of November, 2024. Second: Mr. Woodruff.

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

11/13/2024

Commissioners met with Christy Lucas, Bill Neal, and David Frye, Brown County Agricultural Society, and Theresa Siemer, Brown County Horsemen, to discuss building renovations at the fairgrounds.

Commissioners met with Jamie Berry, Building Department, to discuss commercial building inspections.

Commissioners reviewed the Monthly Transport Report from the BCSO.

Commissioners received and reviewed the monthly meal report from the BCSO.

Commissioners attended a construction meeting at the 9116 Hamer Rd building.

Approval: November 18, 2024


Barry Woodruff, President


Daryll Gray, Member


Tony Applegate, Member


Hannah Birchfield, Clerk

November 13, 2024