

The Board of County Commissioners, Brown County, Ohio, met in regular session this 11th day of December, 2024 with the following members present: Tony Applegate, Member Daryll R. Gray, Member Barry L. Woodruff, President

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. Gray.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – PROSECUTOR

Motion moved by Mr. Gray to approve the request of Zachary Corbin, Prosecutor, for a supplemental appropriation of unappropriated funds from 2486 *Child Support Prosecution Fund* into the following accounts:

- 2486-3006-51111 *Prosecutor CSEA Salary/Hourly* in the amount of \$30,000.00
- 2486-3006-51118 *Prosecutor CSEA PERS* in the amount of \$4,200.00
- 2486-3006-51119 *Prosecutor CSEA Medicare* in the amount of \$450.00
- 2486-3006-51124 *Prosecutor Child Support Prosecution Health Insurance* in the amount of \$15,000.00

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 2014 *American Rescue Plan Fund* in the amount of \$56,450.00 into 2014-1000-52133 *ARP Transfer Out*. Second: Mr. Gray.

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

IN THE MATTER OF TRANSFER OF FUNDS – BOARD OF COMMISSIONERS

Motion moved by Mr. Gray to approve the request of Sarah Beath, County Administrator, for a transfer of funds from 2014-1000-52133 *ARP Transfer Out* in the amount of \$56,450.00 into 1000-1000-40547 *Refunds/Reimbursements/Transfers*. Said funds will be used as reimbursement to individual departments for the employee retention bonus issued 11/29/2024. 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* into the following accounts:

- 1000-1000-51111 *Commissioner Employee Salary/Hourly* in the amount of \$3,000.00
- 1000-1001-51111 *Auditor Employee Salary/Hourly* in the amount of \$2,250.00
- 1000-1002-51111 *Treasurer Employee Salary/Hourly* in the amount of \$3,000.00
- 1000-1003-51111 *Recorder Employee Salary/Hourly* in the amount of \$2,000.00
- 1000-1004-51111 *BOE Employee Salary/Hourly* in the amount of \$4,000.00
- 1000-3000-51111 *Common Pleas Employee Salary/Hourly* in the amount of \$11,000.00
- 1000-3001-51111 *Clerk of Courts Employee Salary/Hourly* in the amount of \$10,000.00
- 1000-3003-51111 *Municipal Employee Salary/Hourly* in the amount of \$5,000.00
- 1000-3004-51111 *Juvenile Employee Salary/Hourly* in the amount of \$4,200.00
- 1000-3005-51111 *Probate Court Employee Salary/Hourly* in the amount of \$2,000.00
- 1000-3006-51111 *Prosecutor Employee Salary/Hourly* in the amount of \$6,000.00
- 1000-4000-51111 *Tax Map Employee Salary/Hourly* in the amount of \$2,000.00
- 1000-8009-51111 *Building Dept Employee Salary/Hourly* 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 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

DEPT	EXPENDITURE
AUDITOR	\$6,139.36
BOE	\$3,479.72
BUILDING DEPT	\$428.18
CLERK OF COURTS	\$0
COMMISSIONERS	\$14,175.08
COMMON PLEAS	\$8,488.20

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CORONER	\$0
CSEA	\$2,520.44
DEVELOPMENT	\$0
DOG TAGS	\$0
E911	\$37,710.62
EMA	\$136.78
ENGINEER HWY	\$23,407.76
ENGINEER OFFICE	\$381.82
ENGINEER SEWER & WATER	\$22,032.23
JFS	\$62,938.32
JURY COMMISSION	\$0
PROBATE/JUVENILE	\$44,540.35
MAINTENANCE	\$10,768.32
MUNICIPAL	\$0
PROSECUTOR	\$0
RECORDER	\$1,597.53
SHERIFF	\$28,684.83
TITLE	\$932.27
TREASURER	<u>\$4,705.47</u>
GRAND TOTAL	\$273,067.28

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – CSEA

Motion moved by Mr. Applegate to approve the request of Ryan Gallenstein, Chief Financial Officer, for a supplemental appropriation of unappropriated funds from 2570 *Child Support Enforcement Agency Fund* in the amount of \$1,000.00 into 2570-5001-51119 *CSEA Medicare*. Second: Mr. Gray.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – DPS

Motion moved by Mr. Gray 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 \$500.00 into 2302-2001-51111 *E911 Salary/Hourly*. Second: Mr. Applegate.

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

IN THE MATTER OF APPROPRIATION CHANGE – PROBATE JUVENILE COURT

Motion moved by Mr. Applegate to approve the request of Ryan Gallenstein, Chief Financial Officer, for the following appropriation changes:

Decrease 2463-3004-52116 *IV-D Supplies* in the amount of \$5,000.00
 Increase 2463-3004-51124 *IV-D Health Insurance* in the amount of \$5,000.00

Decrease 2463-3004-52529 *IV-D Equipment* in the amount of \$3,000.00
 Increase 2463-3004-51124 *IV-D Health Insurance* in the amount of \$3,000.00 Second: Mr. Gray.

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

IN THE MATTER OF APPROPRIATION CHANGE – PROBATE JUVENILE COURT

Motion moved by Mr. Gray to approve the request of Ryan Gallenstein, Chief Financial Officer, for an appropriation change to decrease 2454-3004-51111 *Juvenile Court Salary* in the amount of \$500.00 and increase 2454-3004-51119 *Juvenile Court Medicare*. Second: Mr. Applegate.

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

IN THE MATTER OF APPROPRIATION CHANGE – PROBATE JUVENILE COURT

Motion moved by Mr. Applegate to approve the request of Ryan Gallenstein, Chief Financial Officer, for an appropriation change to decrease 1000-3005-51111 *Probate Court Employee Salary/Hourly* in the amount of \$200.00 and increase 1000-3005-51119 *Probate Medicare*. Second: Mr. Gray.

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

IN THE MATTER OF APPROPRIATION CHANGE – DPS

Motion moved by Mr. Gray to approve the request of Elizabeth Felts, Administrative Assistant, for an appropriation change to decrease 2322-2002-51118 *EMA PERS* in the amount of \$1,000.00 and increase 2322-2002-51111 *EMA Salary/Hourly*. Second: Mr. Applegate.

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

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IN THE MATTER OF APPROPRIATION CHANGE – DPS

Motion moved by Mr. Applegate to approve the request of Elizabeth Felts, Administrative Assistant, for an appropriation change to decrease 2322-2002-51118 *EMA PERS* in the amount of \$200.00 and increase 2322-2002-51124 *EMA Health Insurance*. Second: Mr. Gray.

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

IN THE MATTER OF APPROPRIATION CHANGE – BUILDING DEPARTMENT

Motion moved by Mr. Gray to approve the request of Connie Ayers, Office Manager, for the following appropriation changes:

Decrease 1000-8003-52110 *Planning Commission Supplies* in the amount of \$41.18
Increase 1000-8003-52518 *Planning Commission Building Permit Fees* in the amount of \$41.18

Decrease 1000-8003-52116 *Planning Commission Other Expenses* in the amount of \$20.00
Increase 1000-8003-52518 *Planning Commission Building Permit Fees* in the amount of \$20.00 Second: Mr. Applegate.

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

IN THE MATTER OF APPROPRIATION CHANGE – BUILDING DEPARTMENT

Motion moved by Mr. Applegate to approve the request of Connie Ayers, Office Manager, for the following appropriation changes:

Decrease 1000-8009-51118 *Building Dept PERS* in the amount of \$400.00
Increase 1000-8009-51111 *Building Dept Salary/Hourly* in the amount of \$400.00

Decrease 1000-8009-51118 *Building Dept PERS* in the amount of \$40.00
Increase 1000-8009-51119 *Building Dept Medicare* in the amount of \$40.00 Second: Mr. Gray.

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

IN THE MATTER OF APPROPRIATION CHANGE – CORONER

Motion moved by Mr. Gray to approve the request of Vicky Coburn, Investigator/AA, for the following appropriation changes:

Decrease 1000-1006-52114 *Coroner Travel Expenses* in the amount of \$1,000.00
Increase 1000-1006-52110 *Coroner Supplies* in the amount of \$1,000.00

Decrease 1000-1006-52116 *Coroner Other Expenses* in the amount of \$3,550.00
Increase 1000-1006-52110 *Coroner Supplies* in the amount of \$3,550.00

Decrease 1000-1006-52116 *Coroner Other Expenses* in the amount of \$2,500.00
Increase 1000-1006-52118 *Coroner Contract Services* in the amount of \$2,500.00

Decrease 1000-1006-52112 *Coroner Equipment* in the amount of \$400.00
Increase 1000-1006-52110 *Coroner Supplies* in the amount of \$400.00 Second: Mr. Applegate.

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

IN THE MATTER OF APPROPRIATION CHANGE – PROSECUTOR

Motion moved by Mr. Applegate to approve the request of Zachary Corbin, Prosecutor, for the following appropriation changes:

Decrease 1000-3006-51116 *Prosecutor Workers Compensation* in the amount of \$1,269.33
Increase 1000-3006-51111 *Prosecutor Employee Salary/Hourly* in the amount of \$1,269.33

Decrease 1000-3006-51116 *Prosecutor Workers Compensation* in the amount of \$1,000.00
Increase 1000-3006-51118 *Prosecutor PERS* in the amount of \$1,000.00 Second: Mr. Gray.

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

IN THE MATTER OF APPROPRIATION CHANGE – VETERANS SERVICES

Motion moved by Mr. Gray to approve the request of Kenneth Tyler Crank, Director, for an appropriation change to decrease 1000-8004-52180 *Vet Burials* in the amount of \$200.00 and increase 1000-8004-51119 *Vet Employee Medicare*. Second: Mr. Applegate.

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

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IN THE MATTER TO ENTER CONTRACT – TOTAL STAFFING SOLUTIONS – BOARD OF COMMISSIONERS

Motion moved by Mr. Applegate to enter contract with Total Staffing Solutions, 11562 Chester Road, Cincinnati, Ohio 45246, to provide the services of temporary associates, effective December 11, 2024 for a period of one-year. 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 11th day of December, 2024. Second: Mr. Applegate.

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

12/10/2024

Commissioners Daryll Gray and Tony Applegate attended the monthly ABCAP Board Meeting.
Commissioner Daryll Gray attended the annual Fair Appreciation Dinner, Brown County Fairgrounds.

Approval: December 16, 2024


Barry Woodruff, President


Daryll Gray, Member


Tony Applegate, Member


Hannah Birchfield, Clerk