

The Board of County Commissioners, Brown County, Ohio, met in regular session this 24th day of November, 2025 with the following members present: Barry L. Woodruff, Member Tony Applegate, President

Commissioner Gordon Ellis was absent.

In attendance: Sarah Beath, County Administrator.

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. Applegate.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – BOARD OF COMMISSIONERS

Motion moved by Mr. Woodruff to approve the request of Sarah Beath, County Administrator, for a supplemental appropriation of unappropriated funds from 1000 CGF in the amount of \$672,489.80 into 1000-1000-52132 *Bond Payment Jail*. Said funds will be used to repay the loan to First State Bank and retire the outstanding debt ahead of schedule. Second: Mr. Applegate.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – BOARD OF COMMISSIONERS

Motion moved by Mr. Woodruff to approve the request of Sarah Keller, Assistant Clerk, for a supplemental appropriation of unappropriated funds from 2007 *Wellness/CEBCO Grant Fund* in the amount of \$50.00 into 2007-1000-53310 *Wellness/CEBCO Grant Expenditure*. Said funds will be used to improve the employees experience when attending County Wellness Lunch and Learns. Second: Mr. Applegate.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – DEVELOPMENT

Motion moved by Mr. Woodruff to approve the request of Austin Sanders-Williams, Director, for a supplemental appropriation of unappropriated funds from 2020 *Community Development Block Grant-Allocation Fund* in the amount of \$35,800.00 into 2020-1005-52179 *Projects*. Said funds will be used to provide nutrition services to seniors through the Meals on Wheels program. Second: Mr. Applegate.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – PROBATE JUVENILE COURT

Motion moved by Mr. Woodruff to approve the request of Ryan Gallenstein, CFO, for a supplemental appropriation of unappropriated funds from 2463 *Juv Ct IV-D Special Projects Fund* into the following accounts:

2463-3004-51111 *IV-D Salary/Hourly* in the amount of \$15,000.00
2463-3004-51118 *IV-D PERS* in the amount of \$2,000.00
2463-3004-51124 *IV-D Health Insurance* in the amount of \$1,500.00 Second: Mr. Applegate.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – SHERIFF

Motion moved by Mr. Woodruff to approve the request of Rita Henize, BCSO, for a supplemental appropriation of unappropriated funds from 2201 *Sheriff's Revolving Policing Fund* into the following accounts:

2201-2000-51111 *Revolving Policing Employee Salary/Hourly* in the amount of \$5,678.28
2201-2000-51116 *Revolving Policing Workers Compensation* in the amount of \$71.47
2201-2000-51118 *Revolving Policing Employee PERS* in the amount of \$1,293.61
2201-2000-51119 *Revolving Policing Employee Medicare* in the amount of \$103.64 Second: Mr. Applegate.

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

IN THE MATTER OF APPROPRIATION CHANGE – SHERIFF

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

Decrease 1000-2000-51112 *Sheriff Part Time Salary/Hourly* in the amount of \$5,000.00
Increase 1000-2000-51122 *Sheriff Employee Pay Overtime* in the amount of \$5,000.00

Decrease 1000-2000-51131 *Detention Center Salary/Hourly* in the amount of \$3,000.00
Increase 1000-2000-51132 *Detention Center Overtime* in the amount of \$3,000.00

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Decrease 1000-2000-51131 *Detention Center Salary/Hourly* in the amount of \$3,500.00
Increase 1000-2000-51134 *Holiday Detention Pay* in the amount of \$3,500.00

Decrease 1000-2000-51131 *Detention Center Salary/Hourly* in the amount of \$9,000.00
Increase 1000-2000-52110 *Sheriff Supplies* in the amount of \$9,000.00

Decrease 1000-2000-51131 *Detention Center Salary/Hourly* in the amount of \$13,500.00
Increase 1000-2000-52113 *Sheriff Contract Repair Services* in the amount of \$13,500.00

Decrease 1000-2000-51131 *Detention Center Salary/Hourly* in the amount of \$12,000.00
Increase 1000-2000-52118 *Sheriff Contract Services* in the amount of \$12,000.00

Decrease 1000-2000-51131 *Detention Center Salary/Hourly* in the amount of \$30,000.00
Increase 1000-2000-52112 *Sheriff Equipment* in the amount of \$30,000.00

Second: Mr. Applegate.

Said funds are needed so the department does not exceed budgetary funds.

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

IN THE MATTER OF APPROPRIATION CHANGE – CORONER

Motion moved by Mr. Woodruff to approve the request of Dr. Steven Battaglia, MD, Coroner, for an appropriation change to the following:

Decrease 1000-1006-51116 *Coroner Workers Compensation* in the amount of \$653.68
Increase 1000-1006-52118 *Coroner Contract Services* in the amount of \$653.68

Decrease 1000-1006-52116 *Coroner Other Expenses* in the amount of \$4,800.00
Increase 1000-1006-52118 *Coroner Contract Services* in the amount of \$4,800.00

Second: Mr. Applegate.

Said funds are needed to ensure enough funds are available to pay various contracted vendors.

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

IN THE MATTER OF TRANSFER OF FUNDS – JFS

Motion moved by Mr. Woodruff to approve the request of Sheri Tabor, Director, for a transfer of funds from 2551-5000-52133 *PCSA Transfer Out* in the amount of \$250,000.00 into 2550-5000-40547 *PA Transfer In*. Said funds will be used to reimburse the PA Account for Child Welfare Cost Pool Expenses. Second: Mr. Applegate.

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

IN THE MATTER OF PERSONNEL – DPS

Motion moved by Mr. Woodruff to accept the resignation of Dominick Daulton, Director, effective 12/5/2025. Second: Mr. Applegate.

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

IN THE MATTER TO ENTER CONTRACT – TRADE31 LLC – SHERIFF

Motion moved by Mr. Woodruff to enter contact with Trade31 LLC, 2814 Staton Ave, Cincinnati, Ohio 45206, for the replacement of a jail cell window, in the amount of \$15,000.00, substantial completion will occur by February 16, 2026. Second: Mr. Applegate.

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

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IN THE MATTER OF RESOLUTION – BUILD BROWN COUNTY FUND – DEVELOPMENT

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

RESOLUTION NO. 11242025-1

ESTABLISHMENT OF THE
BUILD BROWN COUNTY FUND
FOR ECONOMIC DEVELOPMENT
O.R.C. § 307.07

The Board of County Commissioners of Brown County, Ohio, met on the 24th day of November, 2025, in regular session at the offices of said Board in the Administration Building, Georgetown, Ohio, with the following members present:

Tony Applegate, President
Barry Woodruff, Member

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

WHEREAS, the Brown County Board of Commissioners recognizes the need to support political subdivisions across Brown County in delivering critical infrastructure and capital improvement projects;

WHEREAS, the Board finds that communities within Brown County often face funding gaps or lack access to flexible financing options necessary to advance infrastructure, economic development, and community asset projects;

WHEREAS, the Board further finds it has the authority under O.R.C. § 307.07 to make loans and provide financial assistance for the purpose of economic development, including financial assistance for permanent public improvements;

WHEREAS, the Board desires to strengthen local government capacity by providing low-interest loans that support responsible project development and encourage economic growth;

WHEREAS, the Board finds that establishing a dedicated county fund will streamline the ability of townships, villages, municipalities, and other political subdivisions to move critical projects forward, improve quality of life, and foster county-wide economic resilience;

THEREFORE, BE IT RESOLVED by the Board of Commissioners of Brown County, Ohio, that the Build Brown County Fund is hereby established for the purpose of providing low-interest loans to political subdivisions for infrastructure, capital improvements, and time-sensitive projects;

BE IT FURTHER RESOLVED that the Build Brown County Fund shall be administered through the Brown County Department of Economic and Community Development, which shall develop guidelines, application procedures, and review criteria for project funding, subject to approval by the Board;

BE IT FURTHER RESOLVED that any awards made through this fund shall require Board approval.

Upon call of the roll:

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

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IN THE MATTER OF RESOLUTION – BUILD BROWN COUNTY FUND – DEVELOPMENT

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

RESOLUTION NO. 11242025-2

ESTABLISHMENT OF THE 2025 INTEREST RATE
FOR LOANS ISSUED THROUGH THE
BUILD BROWN COUNTY FUND
O.R.C. § 307.07

The Board of County Commissioners of Brown County, Ohio, met on the 24th day of November, 2025, in regular session at the offices of said Board in the Administration Building, Georgetown, Ohio, with the following members present:

Tony Applegate, President
Barry Woodruff, Member

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

WHEREAS, the Brown County Board of Commissioners previously established the Build Brown County Fund for the purpose of providing low-interest loans to political subdivisions for infrastructure, capital improvements, and time-sensitive projects;

WHEREAS, the Board finds it necessary to establish an annual interest rate for all loans issued through the Build Brown County Fund to ensure consistency, transparency, and responsible financial administration;

WHEREAS, the Board further finds that setting the interest rate at a predictable and uniform level provides stability for political subdivisions while protecting the fiscal integrity of the fund;

WHEREAS, the Board has reviewed current financial conditions and finds that an interest rate of 3.5% is reasonable, fair, and consistent with the purpose and objectives of the Build Brown County Fund;

THEREFORE, BE IT RESOLVED by the Board of Commissioners of Brown County, Ohio, that the interest rate for all loans issued under the Build Brown County Fund during calendar year 2025 shall be set at 3.5%;

BE IT FURTHER RESOLVED that this rate shall apply to all loan agreements executed between November 24, 2025, and December 31, 2025, unless otherwise directed by subsequent Board action.

ROLL CALL VOTE: Mr. Woodruff, 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 24th day of November, 2025. Second: Mr. Applegate.

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

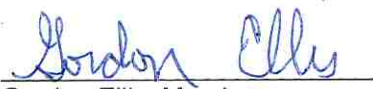
11/20/2025
Commissioner Barry Woodruff attended the virtual OVRDC Personnel Committee meeting, Waverly.
Commissioner Barry Woodruff attended an OVRDC Executive Committee Meeting, Waverly.

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Approval: November 26, 2025



Tony Applegate, President



Gordon Ellis, Member



Barry Woodruff, Member



Hannah Birchfield, Clerk