

The Board of County Commissioners, Brown County, Ohio, met in regular session this 15<sup>th</sup> day of December, 2025 with the following members present: Barry L. Woodruff, Member Gordon Ellis, Member Tony Applegate, President

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. Ellis.

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

#### IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – BOARD OF COMMISSIONERS

Motion moved by Mr. Ellis to approve the request of Sarah Keller, Assistant Clerk, for a supplemental appropriation of unappropriated funds from 1000 CGF in the amount of \$10,000.00 into 1000-1000-52310 *Professional Contract Services*. Said funds will be used for expenses associated with services performed by 1011 Technology. Second: Mr. Woodruff.

ROLL CALL VOTE: Mr. Woodruff, yea Mr. Ellis, 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 1000 CGF in the amount of \$200.00 into 1000-8007-52110 *Maintenance Supplies*. Said funds will be used for expenses associated with supplies from Jani-Chem. Second: Mr. Ellis.

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

#### IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – E911 COMMUNICATION CENTER

Motion moved by Mr. Ellis to approve the request of Jill Hall, Auditor, for a supplemental appropriation of unappropriated funds from 2322 *Emergency Management Fund* in the amount of \$400.00 into 2322-2002-51111 *EMA Salary/Hourly*. Said funds will be used to pay out former Director Dominick Daulton's vacation time upon separation. Second: Mr. Woodruff.

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

#### IN THE MATTER OF APPROPRIATION CHANGE – PROSECUTOR

Motion moved by Mr. Woodruff to approve the request of Zachary Corbin, Prosecutor, for an appropriation change to decrease 2488-3006-51111 *PVA Employee Salary/Hourly* in the amount of \$187.12 and increase 2488-3006-51124 *PVA Health Insurance* in the amount of \$187.12. Said funds will be used to make the 2025 PVA Health Insurance payment. Second: Mr. Ellis.

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

#### IN THE MATTER OF APPROPRIATION CHANGE – SHERIFF

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

Decrease 1000-2000-52113 *Sheriff Contract Repair Services* in the amount of \$4,500.00  
Increase 1000-2000-51122 *Sheriff Employee Pay Overtime* in the amount of \$4,500.00

Decrease 1000-2000-51134 *Holiday Detention Pay* in the amount of \$300.00  
Increase 1000-2000-52126 *Sheriff K-9 Unit* in the amount of \$300.00

Decrease 1000-2000-51131 *Detention Center Salary/Hourly* in the amount of \$28,000.00  
Increase 1000-2000-52112 *Sheriff Equipment* in the amount of \$28,000.00

Decrease 1000-2000-52274 *Detention Center Supplies* in the amount of \$4,000.00  
Increase 1000-2000-51132 *Detention Center Overtime* in the amount of \$4,000.00

Decrease 1000-2000-52274 *Detention Center Supplies* in the amount of \$2,000.00  
Increase 1000-2000-52112 *Sheriff Equipment* in the amount of \$2,000.00

Decrease 1000-2000-52118 *Sheriff Contract Services* in the amount of \$7,000.00  
Increase 1000-2000-52112 *Sheriff Equipment* in the amount of \$7,000.00

Second: Mr. Woodruff

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

December 15, 2025

**IN THE MATTER TO ENTER CONTRACT – BROWN COUNTY SOLID WASTE AUTHORITY – BROWN COUNTY COMMISSIONERS**

Motion moved by Mr. Woodruff to approve contractual agreement between Brown County Solid Waste Authority and the following county agency, agreements commence on January 1, 2026 and ending on December 31, 2026. See complete agreements on file. Either party may terminate agreement with 30 days written notice to the other party, upon termination unused funds shall be returned to the BCSWA. Second: Mr. Ellis.

Board of Health – Inspection, Enforcement, and Training \$132,000.00

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

**IN THE MATTER TO ENTER CHANGE ORDERS – RENOVATIONS TO OFFICE SPACE – BOARD OF COMMISSIONERS**

Motion by Mr. Ellis to approve Change Orders one, two, and three, for Renovations to Office Space, located at 800 Mt. Orab Pike. These are a scope of work and materials change orders and increase the contract price in the amount of \$1,243.00, to meet the preferences of the owner. See Change Order on file. Second: Mr. Woodruff.

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

**IN THE MATTER OF BID OPENING – OLD STATE ROAD BRIDGE – ENGINEER**

A bid opening was held this day in the office of the Brown County Board of Commissioners at 10:00 A.M. for the Old State Road Bridge. The following 8 bids were received timely and will be forwarded to the Brown County Engineer for review and awarded at a later date.

Alan Stone Co., Inc. 5519 Suite A State Route 339 Vinvenet, Ohio 45784	\$713,358.75
Cooper’s Excavating, LLC 7251 Bethlehem Rd Winchester, OH 45697	\$476,138.90
JTM Smith Construction, Inc. P.O. Box 223 Fayetteville, Ohio 45118	\$479,856.00
Ford Development Corp. 11148 Woodward Lane Cincinnati, OH 45241	\$537,093.00
Sunesis Construction Co. 2610 Crescentville Rd. West Chester, Ohio 45069	\$676,851.15
W.E. Smith Construction 2030 Bauer Rd. Blanchester, OH 45107	\$486,103.50
D.G.M. Inc. 1881 Adams Rd. Beaver, Ohio 45613	\$568,000.00
KT Holden 2300 Lebanon Rd. Lebanon, OH 45036	\$665,487.00

In attendance: Jeff Blommel, KT Holden; Andy Smith, W.E. Smith Construction; Seth Salisbury, DGM Inc.; Bruce Wiehe, Ford Development Corp.; and Edmund McVey, Cooper’s Excavating.

**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 \$2,250.00 into 1000-1000-51118 *Commissioner Office PERS*. The additional funds are needed due to changes in salary/payroll throughout 2025. Second: Mr. Ellis.

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

December 15, 2025

**IN THE MATTER TO EXECUTE AMENDMENT – PREVENTATIVE CLOCK CARE AND MAINTENANCE AGREEMENT**

Motion moved by Mr. Ellis to amend an agreement with Verdin East Clock Restoration for the annual maintenance and inspection of the clock, located at the Common Pleas Courthouse, for a period of one-year. See complete Agreement on file. Second: Mr. Woodruff.

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 15<sup>th</sup> day of December, 2025. Second: Mr. Ellis.

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

12/11/2025

Commissioners attended the monthly Solid Waste Authority Board Meeting.

12/15/2025

Commissioners met with Austin Sanders-Williams, Economic Development, for a department update. Commissioners reviewed the Monthly Transport Report from the BCSO.

Approval: December 17, 2025

  
Tony Applegate, President

  
Gordon Ellis, Member

  
Barry Woodruff, Member

  
Hannah Birchfield, Clerk

December 15, 2025