

The Board of County Commissioners, Brown County, Ohio, met in regular session this 28<sup>th</sup> day of May, 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 ELECTIONS**

Motion moved by Mr. Ellis to approve the request of Bethany Phillips, Deputy-Director, for a supplemental appropriation of unappropriated funds from 2085 *BOE Grant* in the amount of \$2,000.00 into 2085-1004-51111 *Grant Salary/Hourly*. Second: Mr. Woodruff.

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. Woodruff to approve the request of Bethany Phillips, Deputy-Director, for an appropriation change to decrease 1000-1004-51124 *BOE Health Insurance* in the amount of \$5,000.00 and increase 1000-1004-51550 *BOE Overtime* in the amount of \$5,000.00. 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 *County General Fund* in the amount of \$10,000.00 into 1000-1000-52310 *Professional Contract Services*. Second: Mr. Woodruff.

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

**IN THE MATTER OF PERSONNEL – DPS**

Motion moved by Mr. Woodruff, upon the request of Dominick Daulton, Director, to accept the resignation of Austin Lee, Telecommunications Specialist, effective 5/24/2025. Due to resigning without a two-week notice, Mr. Lee is not eligible for rehire. Second: Mr. Ellis.

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

**IN THE MATTER OF TRANSPORTATION CONTRACT AMENDMENT – JFS**

Motion moved by Mr. Ellis upon the recommendation of Sheri Tabor, JFS Director, to execute a contract amendment with BCJFS and FRS Transportation, 313 Chillicothe Avenue, P.O. Box 502 Hillsboro, Ohio 45133, for Non-Emergency Transportation (NET), to extend the contract period from June 30, 2025 to September 30, 2025, in order to align with the Federal Fiscal Year and allowable service period of the available funding. The amendment also increases the total contract value from \$1,005,950.00 to \$1,235,950.00, effective July 1, 2024 through the amended contract year ending September 30, 2025. Increase to budget is due to the extension of the contract period. Second: Mr. Woodruff.

ROLL CALL VOTE: Mr. Woodruff, yea Mr. Ellis, 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 2550-5000-52133 *Transfer Out* in the amount of \$6,562.50 into 2552-5000-40547 *FCFC Transfer In*. Second: Ellis.

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

**IN THE MATTER OF BID OPENING – GOVERNMENT SERVICES BUILDING SIGN – BOARD OF COMMISSIONERS**  
A bid opening was held this day in the office of the Brown County Board of Commissioners at 10:00 A.M. for the Government Services Building Sign. The following 1 bid was received timely and will be reviewed and awarded at a later date.

Onestop Signs	\$50,279.00
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In attendance: Amanda Scott, DS2 Architects.

May 28, 2025

IN THE MATTER TO APPROVE THE BILLS

Motion moved by Mr. Ellis to approve the following bills for payment. Second: Mr. Woodruff.

ROLL CALL VOTE:	Mr. Woodruff, yea	Mr. Ellis, yea	Mr. Applegate, yea
DEPT	EXPENDITURE		
AUDITOR	\$113,552.53		
BOE	\$11,885.00		
BUILDING DEPT	\$0		
CLERK OF COURTS	\$497.80		
COMMISSIONERS	\$48,396.35		
COMMON PLEAS	\$1,122.00		
CORONER	\$120.71		
CSEA	\$0		
DEVELOPMENT	\$0		
DOG TAGS	\$0		
E911	\$483.98		
EMA	\$0		
ENGINEER HWY	\$0		
ENGINEER OFFICE	\$0		
ENGINEER SEWER & WATER	\$0		
JFS	\$17,624.82		
JURY COMMISSION	\$0		
PROBATE/JUVENILE	\$0		
MAINTENANCE	\$1,194.83		
MUNICIPAL	\$0		
PROSECUTOR	\$1,014.06		
RECORDER	\$646.66		
SHERIFF	\$4,535.16		
TITLE	\$178.76		
TREASURER	\$100.00		
GRAND TOTAL	\$201,352.66		


IN THE MATTER TO ADJOURN


Motion moved by Mr. Ellis to adjourn this meeting with no further business before the Board this 28<sup>th</sup> day of May, 2025.  
Second: Mr. Woodruff.


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


5/28/2025  
Commissioners met with Sheriff Hodges for a department update.

Approval: June 2, 2025

  
Tony Applegate, President

  
Gordon Ellis, Member

  
absent  
Barry Woodruff, Member

  
Sarah Beath, County Administrator