

The Board of County Commissioners, Brown County, Ohio, met in regular session this 15th day of July, 2026, with the following members present: Barry L. Woodruff, Member Gordon Ellis, Member Tony Applegate, President

In attendance: Sarah Beath, County Administrator, and Charlene Fithen, Clerk

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

PUBLIC COMMENTS

Paul Riley was in attendance and questioned the status of an off-site prisoner on the jail roster. Commissioner Ellis addressed the concerns.

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	\$67.45
BOE	\$0
BUILDING DEPT	\$0
CLERK OF COURTS	\$0
COMMISSIONERS	\$12,575.59
COMMON PLEAS	\$3,194.98
CORONER	\$500.00
CSEA	\$0
DEVELOPMENT	\$0
DOG TAGS	\$0
E911	\$3,006.23
EMA	\$40.11
ENGINEER HWY	\$80,627.10
ENGINEER OFFICE	\$2,888.17
ENGINEER SEWER & WATER	\$1,170.00
JFS	\$111,936.75
JURY COMMISSION	\$0
PROBATE/JUVENILE	\$3,701.05
MAINTENANCE	\$17,479.92
MUNICIPAL	\$0
PROSECUTOR	\$0
RECORDER	\$60,806.81
SHERIFF	\$0
TITLE	\$18,050.59
TREASURER	\$0
GRAND TOTAL	\$316,044.75

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 \$27,538.00 into 1000-1000-52315 *Public Defender*. Said funds are needed to pay the July and October 2026 payments under the new Public Defender contract. Second: Mr. Ellis.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – MUNICIPAL COURT

Motion moved by Mr. Ellis to approve the request of Joni Dotson, Court Administrator, for a supplemental appropriation of unappropriated funds from 2380 *County Court Computerization* in the amount of \$15,000.00 into 2380-3003-52116 *County Court Computerization Other Expenses*. Said funds are needed to pay technology expenses for the Municipal Court Clerk's office for the remainder of the year. Second: Mr. Woodruff.

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

July 15, 2026

IN THE MATTER OF APPROPRIATION CHANGE – E911 COMMUNICATION CENTER

Motion moved by Mr. Woodruff to approve the request of Elizabeth Felts, Administrative Assistant, for an appropriation change to decrease 2302-2001-51111 *E911 Salary/Hourly* in the amount of \$4,200.00 and increase 2302-2001-51118 *E911 PERS*. Said funds will be used to cover PERS for the rest of 2026. Second: Mr. Ellis.

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

IN THE MATTER OF APPROPRIATION CHANGE – E911 COMMUNICATION CENTER

Motion moved by Mr. Ellis to approve the request of Elizabeth Felts, Administrative Assistant, for an appropriation change to decrease 2302-2001-51111 *E911 Salary/Hourly* in the amount of \$1,000.00 and increase 2302-2001-51119 *E911 MEDICARE*. Said funds will be used to cover Medicare for the rest of 2026. Second: Mr. Woodruff.

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

IN THE MATTER TO ENTER EXECUTIVE SESSION

Motion moved by Mr. Woodruff to enter executive session at 9:30 a.m. to discuss employment of public employees, per ORC § 121.22 (G)(1). In attendance: Sarah Beath, County Administrator and Charlene Fithen, Clerk. Second: Mr. Ellis.

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

Commissioners exited Executive Session at 9:55 a.m.

IN THE MATTER TO RECESS

Motion moved by Mr. Woodruff to recess the meeting at 9:55 a.m. Second: Mr. Ellis.

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

IN THE MATTER TO RECONVENE

Motion moved by Mr. Ellis to reconvene the meeting at 12:55 p.m. 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 15th day of July, 2026. Second: Mr. Ellis.

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

07/15/26

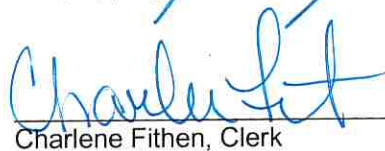
Commissioners interviewed three candidates for the Building Department's Administrative Assistant position.

Approval: July 20, 2026


Tony Applegate, President


Gordon Ellis, Member


Barry Woodruff, Member


Charlene Fithen, Clerk

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