The Board of County Commissioners, Brown County, Ohio, met in regular session this 9th day of November, 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

Frank Fussnecker was in attendance and had no public comment. Doug Roberts was in attendance and talked to the Commissioners about the Brown County Airport and the Pilot's Association.

IN THE MATTER TO APPROVE REPLAT – ST. CLAIRSVILLE OUTLOT 48

Motion moved by Mr. Ellis to approve the replat of out lot 48 in Byrd Township, St. Clairsville, in Decatur. Second: Mr. Woodruff.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – SHERIFF'S OFFICE

Motion moved by Mr. Woodruff to approve the request of Rita Henize, BCSO, for a supplemental appropriation of unappropriated funds from 1000 *CGF* in the amount of $11,654.00 into the following account:

2201-2000-51111 *Revolving Policing Employee Salary/Hourly* in the amount of $9,259.09
2201-2000-51116 *Revolving Policing Workers Compensation* in the amount of $116.54
2201-2000-51118 *Revolving Policing Employee PERS* in the amount of $2,109.38
2201-2000-51119 *Revolving Policing Employee Medicare* in the amount of $168.99 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 Elizabeth Felts, Administrative Assistant, for a supplemental appropriation of unappropriated funds from 2302 *E911 Surcharge* in the amount of $4,000.00 into 2302-2001-51114 *E911 Overtime*. Second: Mr. Woodruff.

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. Woodruff to approve the request of Elizabeth Felts, Administrative Assistant, for a supplemental appropriation of unappropriated funds from 2302 *E911 Surcharge* in the amount of $18,000.00 into 2302-2001-52118 *E911 Contract Services*. Second: Mr. Ellis.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – BUILDING DEPARTMENT

Motion moved by Mr. Ellis to approve the request of James Berry, Building Official, for a supplemental appropriation of unappropriated funds from 1000 *CGF* into the following accounts:

1000-8011-52518 *Commercial Permit Inspection Fee* in the amount of $45,000.00.
1000-8011-52530 *Commercial Fee State Share* in the amount of $1,500.00. Second: Mr. Woodruff.

Said funds are needed for commercial permit expenses.

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

IN THE MATTER OF TRANSFER OF FUNDS – BOARD OF COMMISSIONERS

Motion moved by Mr. Woodruff to approve the request of Sarah Keller, Assistant Clerk, for a transfer of funds from 2007-1000-53012 *Wellness Grant Transfer Out* in the amount of $500.00 into 6208-9998-40547 *Health Insurance Premiums Transfer In*. Said funds are for ten Wellness Bingo Challenge participants randomly selected to receive $50.00 off their insurance premium. Second: Mr. Ellis.

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

IN THE MATTER OF PERSONNEL – E911 COMMUNICATION CENTER

Motion moved by Mr. Ellis to approve the request of Mark Henriques, Director, to hire Anthony Phillips as a full-time Communications Specialist at the rate of pay of $21.42 per hour, per the Collective Bargaining Agreement, due to prior dispatch experience, effective 11/21/2026. Second: Mr. Woodruff.

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

IN THE MATTER OF PERSONNEL – JFS

Motion moved by Mr. Woodruff to approve the request of Sheri Tabor, JFS, to hire Sherry Adamson as a Clerical Specialist, pay range 28 step 5, effective 11/02/26, with a total pay rate of $16.37/hr. Second: Mr. Ellis.

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

IN THE MATTER OF RESOLUTION – AUTHORIZING THE DESIGNATION OF RURAL PUBLIC TRANSIT GRANTEE

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

RESOLUTION #11092026-1
A RESOLUTION AUTHORIZING THE DESIGNATION OF RURAL PUBLIC TRANSIT GRANTEE

The Board of County Commissioners of Brown County, Ohio, met on the 9TH day of November, 2026, 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
Gordon Ellis, Member

Commissioner Ellis moved to adopt the following resolution:

WHEREAS, The Designation of FRS Transportation as the Grantee for Rural Public Transit in Brown County, Ohio will begin as of 01-01-2027; and

WHEREAS, FRS Transportation has satisfactorily fulfilled all the requirements of the Designated Grantee; and

WHEREAS, FRS Transportation will continue to meet all Federal, State, and Local requirements and regulations of the 5311 Rural Transit Program; and

WHEREAS, FRS Transportation continues to have the requisite financial, administrative, and operating capacity for the Section 5311 Program; and

RESOLVED, The Brown County Board of Commissioners shall designate and recommend to the Ohio Department of Transportation FRS Transportation as the Grantee of capital and operating assistance projects pursuant to 49 USC Section 5311 and the Ohio Public Transportation Grant Programs in Brown County, Ohio.

RESOLVED, This Designation shall remain in effect from January 1, 2026 through December 31, 2029 and shall be subject to regular review by the Brown County Board of Commissioners.

RESOLVED, That the Clerk to the Board be and is hereby authorized and instructed to create a certified copy of the resolution with FRS Transportation in line with this action, and be it further

RESOLVED, that it is found and determined that all formal actions of this Board concerning and related to the adoption of this resolution were so adopted in an open meeting of this Board and that all deliberations of this Board and of any of its communities that resulted in such formal actions were in meetings open to the public and in compliance with all legal requirements.

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 9th day of November, 2026. Second: Mr. Ellis.

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

11/06/26
Commissioner Ellis attended the Ripley project ribbon-cutting event.

11/09/26
Commissioners met with Madison Glenn, Development, to discuss program updates.
Commissioners met with Damon Lucas, FRS, to discuss Brown County transportation.
Commissioners met with Jeremy Davis, 1011 Technology, to discuss program updates.

Approval: November 16, 2026

Tony Applegate, President

Gordon Ellis, Member

Barry Woodruff, Member

Charlene Fithen, Clerk