

The Board of County Commissioners, Brown County, Ohio, met in regular session this 21<sup>st</sup> day of December, 2022 with the following members present: Daryll R. Gray, Member Barry Woodruff, Member Tony Applegate, President

#### IN THE MATTER OF PREVIOUS MINUTES

Motion moved by Mr. Gray to approve the minutes of the previous regular meeting and dispense with the oral reading. Second: Mr. Woodruff.

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

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

Motion moved by Mr. Woodruff to approve the request of Gaile Sentney, Payroll Deputy Auditor, for an appropriation change to decrease 1000-1001-52112 *Auditor Equipment* in the amount of \$100.00 and to increase 1000-1001-51111 *Auditor Employee Salary/Hourly* in the amount of \$100.00. Second: Mr. Gray.

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

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

Motion moved by Mr. Gray to approve the request of Connie Patrick, Treasurer, for an appropriation change to decrease 1000-1002-52114 *Treasurer Travel Expenses* in the amount of \$500.00 and to increase 1000-1002-51111 *Treasurer Employee Salary/Hourly* in the amount of \$500.00. Second: Mr. Woodruff.

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

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

Motion moved by Mr. Woodruff to approve the request of Connie Patrick, Treasurer, for the following appropriation changes:

Decrease 1000-1002-52114 *Treasurer Travel Expenses* in the amount of \$150.00  
Increase 1000-1002-51118 *Treasurer PERS* in the amount of \$150.00

Decrease 1000-1002-52115 *Treasurer Advertising & Printing* in the amount of \$350.00  
Increase 1000-1002-51118 *Treasurer PERS* in the amount of \$350.00

Decrease 1000-1002-52116 *Treasurer Other Expenses* in the amount of \$400.00  
Increase 1000-1002-51118 *Treasurer PERS* in the amount of \$400.00

Second: Mr. Gray.

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

#### IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – CSEA

Motion moved by Mr. Gray to approve the request of Ryan Gallenstein, Chief Financial Officer, for a supplemental appropriation of unappropriated funds from 2570 *Child Support Enforcement Agency Fund* in the amount of \$500.00 into 2570-5001-51124 *CSEA Health Insurance*. Second: Mr. Woodruff.

ROLL CALL VOTE: Mr. Gray, yea 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, Chief Financial Officer, for a supplemental appropriation of unappropriated funds from 2451 *Juvenile Court Special Projects Fund* in the amount of \$10.00 into 2451-3004-51124 *Juvenile Special Projects Health Insurance*. Second: Mr. Gray.

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

#### IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – COMMON PLEAS COURT

Motion moved by Mr. Gray to approve the request of Joni Dotson, Court Administrator, for a supplemental appropriation of unappropriated funds from 2359 *JRIG Fund* in the amount of \$300.00 into 2359-3000-51118 *JRIG PERS*. Second: Mr. Woodruff.

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

#### IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – MUNICIPAL COURT

Motion moved by Mr. Woodruff to approve the request of Joni Dotson, Court Administrator, for a supplemental appropriation of unappropriated funds from 2357 *Probation Services Fund* in the amount of \$100.00 into 2357-3003-51119 *Municipal Medicare*. Second: Mr. Gray.

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

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

Motion moved by Mr. Gray to approve the request of Zachary Corbin, Prosecutor, for an appropriation change to decrease 1000-3006-51111 *Prosecutor Employee Salary/Hourly* in the amount of \$1,341.44 and to increase 1000-3006-51118 *Prosecutor PERS* in the amount of \$1,341.44. Second: Mr. Woodruff.

ROLL CALL VOTE: Mr. Gray, yea 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 2202 *Sheriff's Solid Waste Fund* in the amount of \$141.41 into 2202-2000-51118 *Sheriff Solid Waste PERS*. Second: Mr. Gray.

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

**IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – SHERIFF**

Motion moved by Mr. Gray to approve the request of Rita Henize, BCSO, for a supplemental appropriation of unappropriated funds from 1000 *CGF* in the amount of \$14,000.00 into 1000-2000-51131 *Detention Center Salary/Hourly*. Second: Mr. Woodruff.

ROLL CALL VOTE: Mr. Gray, yea 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 \$35,547.00  
 2201-2000-51116 *Revolving Policing Workers Compensation* in the amount of \$460.00  
 2201-2000-51118 *Revolving Policing Employee PERS* in the amount of \$8,326.00  
 2201-2000-51119 *Revolving Policing Employee Medicare* in the amount of \$667.00  
 2201-2000-51124 *Revolving Policing Health Insurance* in the amount of \$1,000.00 Second: Mr. Gray.

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

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

Motion moved by Mr. Gray to approve the request of Rita Henize, BCSO, for the following appropriation changes:

Decrease 1000-2000-51112 *Sheriff Part Time Salary/Hourly* in the amount of \$800.00  
 Increase 1000-2000-51111 *Sheriff Road Employee Salary/Hourly* in the amount of \$800.00

Decrease 1000-2000-51122 *Sheriff Employee Pay Overtime* in the amount of \$2,800.00  
 Increase 1000-2000-51111 *Sheriff Road Employee Salary/Hourly* in the amount of \$2,800.00 Second: Mr. Woodruff.

ROLL CALL VOTE: Mr. Gray, yea 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 the following appropriation changes:

Decrease 1000-2000-51132 *Detention Center Overtime* in the amount of \$600.00  
 Increase 1000-2000-51131 *Detention Center Salary/Hourly* in the amount of \$600.00

Decrease 1000-2000-51134 *Holiday Detention Pay* in the amount of \$1,392.00  
 Increase 1000-2000-51131 *Detention Center Salary/Hourly* in the amount of \$1,392.00

Decrease 1000-2000-52110 *Sheriff Supplies* in the amount of \$600.00  
 Increase 1000-2000-51131 *Detention Center Salary/Hourly* in the amount of \$600.00

Decrease 1000-2000-52112 *Sheriff Equipment* in the amount of \$6,000.00  
 Increase 1000-2000-51131 *Detention Center Salary/Hourly* in the amount of \$6,000.00

Decrease 1000-2000-52113 *Sheriff Contract Repair Services* in the amount of \$2,750.00  
 Increase 1000-2000-51131 *Detention Center Salary/Hourly* in the amount of \$2,750.00

Decrease 1000-2000-52114 *Sheriff Travel* in the amount of \$325.00  
 Increase 1000-2000-51131 *Detention Center Salary/Hourly* in the amount of \$325.00

Decrease 1000-2000-52115 *Sheriff Advertising & Printing* in the amount of \$172.00  
 Increase 1000-2000-51131 *Detention Center Salary/Hourly* in the amount of \$172.00

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Decrease 1000-2000-52126 *Sheriff K-9 Unit* in the amount of \$1,600.00  
 Increase 1000-2000-51131 *Detention Center Salary/Hourly* in the amount of \$1,600.00

Decrease 1000-2000-52197 *Sheriff Contract Services/Web Checks* in the amount of \$1,100.00  
 Increase 1000-2000-51131 *Detention Center Salary/Hourly* in the amount of \$1,100.00

Decrease 1000-2000-52275 *Detention Center Equipment* in the amount of \$1,000.00  
 Increase 1000-2000-51131 *Detention Center Salary/Hourly* in the amount of \$1,000.00

Decrease 1000-2000-52516 *Detention Center Medical Fees* in the amount of \$2,000.00  
 Increase 1000-2000-51131 *Detention Center Salary/Hourly* in the amount of \$2,000.00      Second: Mr. Gray.

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

#### **IN THE MATTER TO RECORD REIMBURSEMENT – DEVELOPMENT**

Motion moved by Mr. Gray to record a pay-in into 1000-1000-40547 *Refunds/Reimbursements/Transfers* in the amount of \$6,548.30, received from the University of Cincinnati and derived from the Clermont/Brown/Adams Counties ARC Power grant. Said funds are a reimbursement for salaries and related expenses attributed to the Brown County Development Office, for time and effort during the application and grant cycles. Second: Mr. Woodruff.

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

#### **IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – DEVELOPMENT**

Motion moved by Mr. Woodruff to approve the request of Kelly Cole, Development, for a supplemental appropriation of unappropriated funds from 1000 *CGF* in the amount of \$104.00 into 1000-1005-51118 *PERS*. Second: Mr. Gray.

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

#### **IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – DEVELOPMENT**

Motion moved by Mr. Gray to approve the request of Kelly Cole, Development, for a supplemental appropriation of unappropriated funds from 2103 *CHIP CDBG Grant Fund* in the amount of \$16,900.00 into 2103-1005-52133 *Economic Dev Transfer Out*. Second: Mr. Woodruff.

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

#### **IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – DEVELOPMENT**

Motion moved by Mr. Woodruff to approve the request of Kelly Cole, Development, for a supplemental appropriation of unappropriated funds from 2107 *CHIP Home Fund* in the amount of \$18,400.00 into 2107-1005-52133 *CHIP Home Transfer Out*. Second: Mr. Gray.

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

#### **IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – DEVELOPMENT**

Motion moved by Mr. Gray to approve the request of Kelly Cole, Development, for a supplemental appropriation of unappropriated funds from 2100 *CDBG Community Allocation Fund* in the amount of \$6,250.00 into 2100-1005-52133 *Transfer Out Community Allocation*. Second: Mr. Woodruff.

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

#### **IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – DEVELOPMENT**

Motion moved by Mr. Woodruff to approve the request of Kelly Cole, Development, for a supplemental appropriation of unappropriated funds from 2110 *CDBG Revolving Loan Fund* in the amount of \$2,600.00 into 2110-1005-52133 *Transfer Out CDBG Revolving Loan*. Second: Mr. Gray.

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

#### **IN THE MATTER OF TRANSFER OF FUNDS – DEVELOPMENT**

Motion moved by Mr. Gray to approve the request of Kelly Cole, Development, for a transfer of funds from 2103-1005-52133 *Economic Dev Transfer Out* in the amount of \$15,004.53 into 1000-1000-40547 *CGF Refunds/Reimbursement/Transfers*, said funds are to reimburse for salaries and related salary accounts. Second: Mr. Woodruff.

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

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**IN THE MATTER OF TRANSFER OF FUNDS – DEVELOPMENT**

Motion moved by Mr. Woodruff to approve the request of Kelly Cole, Development, for a transfer of funds from 2107-1005-52133 *CHIP Home Transfer Out* in the amount of \$17,984.34 into 1000-1000-40547 *CGF Refunds/Reimbursement/Transfers*, said funds are to reimburse for salaries and related salary accounts. Second: Mr. Gray.

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

**IN THE MATTER OF TRANSFER OF FUNDS – DEVELOPMENT**

Motion moved by Mr. Gray to approve the request of Kelly Cole, Development, for a transfer of funds from 2100-1005-52133 *Transfer Out Comm Allocation* in the amount of \$5,300.37 into 1000-1000-40547 *CGF Refunds/Reimbursement/Transfers*, said funds are to reimburse for salaries and related salary accounts. Second: Mr. Woodruff.

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

**IN THE MATTER OF TRANSFER OF FUNDS – DEVELOPMENT**

Motion moved by Mr. Woodruff to approve the request of Kelly Cole, Development, for a transfer of funds from 2110-1005-52133 *Transfer Out CDBG Revolving Loan* in the amount of \$1,582.20 into 1000-1000-40547 *CGF Refunds/Reimbursement/Transfers*, said funds are to reimburse for salaries and related salary accounts. Second: Mr. Gray.

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

**IN THE MATTER OF TRANSFER OF FUNDS – DEVELOPMENT**

Motion moved by Mr. Gray to approve the request of Kelly Cole, Development, for a transfer of funds from 2103-1005-52133 *Economic Dev Transfer Out* in the amount of \$1,847.00 into 1000-1000-40547 *CGF Refunds/Reimbursement/Transfers*, said funds are to reimburse indirect costs associated with the cost allocation plan. Second: Mr. Woodruff.

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

**IN THE MATTER OF TRANSFER OF FUNDS – DEVELOPMENT**

Motion moved by Mr. Woodruff to approve the request of Kelly Cole, Development, for a transfer of funds from 2107-1005-52133 *CHIP Home Transfer Out* in the amount of \$344.00 into 1000-1000-40547 *CGF Refunds/Reimbursement/Transfers*, said funds are to reimburse indirect costs associated with the cost allocation plan. Second: Mr. Gray.

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

**IN THE MATTER OF TRANSFER OF FUNDS – DEVELOPMENT**

Motion moved by Mr. Gray to approve the request of Kelly Cole, Development, for a transfer of funds from 2100-1005-52133 *Transfer Out Comm Allocation* in the amount of \$923.00 into 1000-1000-40547 *CGF Refunds/Reimbursement/Transfers*, said funds are to reimburse indirect costs associated with the cost allocation plan. Second: Mr. Woodruff.

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

**IN THE MATTER OF TRANSFER OF FUNDS – DEVELOPMENT**

Motion moved by Mr. Woodruff to approve the request of Kelly Cole, Development, for a transfer of funds from 2110-1005-52133 *Transfer Out CDBG Revolving Loan* in the amount of \$924.00 into 1000-1000-40547 *CGF Refunds/Reimbursement/Transfers*, said funds are to reimburse indirect costs associated with the cost allocation plan. Second: Mr. Gray.

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

**IN THE MATTER TO APPOINT BOARD MEMBERS – PLANNING COMMISSION**

Motion moved by Mr. Gray upon the request of James Berry, Executive Secretary, Planning Commission, to reappoint Board Members, Stephen Huff, Jim Mitchell, Christopher Renshaw, and Brett Rogers, beginning January 1, 2023 through December 31, 2025. Second: Mr. Woodruff.

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

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**IN THE MATTER TO ENTER CONTRACT – 2023 AGGREGATE – ENGINEER**

Motion moved by Mr. Woodruff, upon the recommendation of Todd Cluxton, Engineer, to enter contract with Hanson Aggregates, 880 Round Bottom Road, Milford, Ohio 45150, for the 2023 Aggregate Project, effective January 1, 2023 and shall terminate December 31, 2023. Second: Mr. Gray.

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

**IN THE MATTER TO APPROVE THE BILLS**

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

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

DEPT	EXPENDITURE
AUDITOR	\$1,468.55
BOE	\$3,140.38
BUILDING DEPT	\$0
CLERK OF COURTS	\$13,462.61
COMMISSIONERS	\$36,129.41
COMMON PLEAS	\$9,805.77
CORONER	\$56.83
CSEA	\$140,051.19
DEVELOPMENT	\$28,593.00
DOG TAGS	\$0
E911	\$301.00
EMA	\$12,396.61
ENGINEER HWY	\$632.64
ENGINEER OFFICE	\$630.82
ENGINEER SEWER & WATER	\$0
JFS	\$75,077.30
JURY COMMISSION	\$0
PROBATE/JUVENILE	\$23,692.48
MAINTENANCE	\$2,558.19
MUNICIPAL	\$0
PROSECUTOR	\$6,221.78
RECORDER	\$4,726.20
SHERIFF	\$7,871.16
TITLE	\$0
TREASURER	\$363.55
<b>GRAND TOTAL</b>	<b>\$367,179.47</b>

**IN THE MATTER TO ADJOURN**

Motion moved by Mr. Woodruff to adjourn this meeting with no further business before the Board this 21<sup>st</sup> day of December, 2022. Second: Mr. Gray.

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

12/20/2022

Commissioner Barry Woodruff attended the monthly Planning Commission Board Meeting.

12/21/2022

Commissioners met with Loree Smith to discuss her concerns with multiple County agencies. In attendance: John Smith. Commissioners met with Dan Wickerham, ABCAP, to discuss department updates. Commissioners reviewed the Monthly Transport Report from the BCSO.

Approval: December 28, 2022

  
Tony Applegate, President

  
Barry Woodruff, Member

  
Daryll Gray, Member

  
Hannah Ross, Clerk

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