

Brown County Commissioner's Office  
 800 Mt. Orab Pike  
 Georgetown, Ohio 45121  
 December 23, 2009

The Board of County Commissioners, Brown County, Ohio, met in regular session this 23rd day of December 2009 with the following members present:

Mrs. Margery Paeltz, President  
 Mr. Ralph Jennings, Vice President  
 Mr. William R. Geschwind, Member

*The Commissioners met with Sheriff Dwayne Wenninger concerning the Service Contract with the Georgetown Life Squad Association.*

*James Berry, Building Inspector, met with the Commissioners to discuss increase in fees and the operations of the Building Department.*

#### IN THE MATTER OF PREVIOUS MINUTES

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

#### ROLL CALL VOTE

Mrs. Paeltz, yea  
 Mr. Jennings, yea  
 Mr. Geschwind, yea

#### IN THE MATTER TO APPROVE BILLS

Motion moved by Mr. Geschwind to approve the following bills for payment. Second: Mr. Jennings.

#### ROLL CALL VOTE

Mrs. Paeltz, yea  
 Mr. Jennings, yea  
 Mr. Geschwind, yea

A00	COUNTY	\$56,031.74
B01	DOG & KENNEL	\$839.97
H50	LITTER CONTROL & RECYCLING	\$184.89
T10	COMMUNITY DEVELOPMENT & BLOCK G	\$1,543.16
P34	SOLID WASTE DISTRICT/HB 592	\$61.72
J01	REAL ESTATE ASSESSMENT	\$891.51
T30	PROSECUTOR VICTIMS ASSISTANCE U	\$694.98
B10A	PROSECUTOR DTAC	\$115.00
A25	E-911 1/4% SALES TAX	\$10,502.76
K60	EMERGENCY MANAGEMENT	\$92.66
T21	HOME SEWAGE TREATMENT SYSTEM	\$18,550.00
A26	ENHANCED 911 SURCHARGE	\$641.88
A90B	CHIP GRANT-2008	\$28,908.97
M60	FELONY DELINQ CUSTODY & CARE	\$723.00
C44	SSPF/MEDIATION	\$500.00
C45	COMMON PLEAS SPECIAL WORKS	\$1,500.00
H10	CHILD SUPPORT ENFORCEMENT AGENC	\$1,551.89
C60	CERTIFICATE OF TITLE ADM FUND	\$609.98
C23	JUVENILE COURT SPECIAL PROJECTS	\$18,339.88
P340	SEWER & WATER DISTRICT FUND	\$1,223.80
K01	AUTO & GAS	\$9,615.82
H01	JOB & FAMILY SERVICES	\$7,190.42
S50	CHILDRENS SERVICES	\$8,471.60
		<u>\$168,785.63</u>

**December 23, 2009**

IN THE MATTER OF SERVICE AGREEMENT  
BETWEEN BROWN COUNTY SHERIFF'S OFFICE  
AND GEORGETOWN LIFE SQUAD

Motion moved by Mr. Jennings to enter into the following Service Contract. Second: Mr. Geschwind.

ROLL CALL VOTE  
Mrs. Paeltz, yea  
Mr. Jennings, yea  
Mr. Geschwind, yea

**SERVICE CONTRACT**

This agreement entered into between the Board of County Commissioners of Brown County, the Sheriff of Brown County, and the Georgetown Life Squad Association and agree to the following:

1. Term of said contract shall be for the period of January 1, 2010 through December 31, 2010.
2. The Georgetown Life Squad Association will transport inmates in the case of emergencies to another facility (hospital, etc.) at the rate of \$200.00 per transfer.

IN THE MATTER TO RESCIND MOTION TO  
SUPPLEMENT OACHE P-16 GRANT  
FUND

Motion moved by Mr. Jennings to rescind the motion he made on December 21, 2009 (page 28 of this journal) approve the request of Brenda N. Martin, Executive Director for the Southern Ohio Center of Excellence, for a supplemental appropriation of unappropriated T89 OACHE P-16 Grant funds in the amount of \$220.00 into T89-5 Other Expenses. Funds not available at this time. Second Mr. Geschwind.

ROLL CALL VOTE  
Mrs. Paeltz, yea  
Mr. Jennings, yea  
Mr. Geschwind, yea

IN THE MATTER OF POST CERTIFICATE  
PURCHASE ORDER (S)

Motion moved by Mr. Geschwind to approve the following Post Certificate Purchase Order(s). (Funds not encumbered in a timely manner). Second: Mr. Jennings.

ROLL CALL VOTE  
Mrs. Paeltz, yea  
Mr. Jennings, yea  
Mr. Geschwind, yea

<u>Fund/Dept.</u>	<u>Vendor</u>	<u>Code</u>	<u>Amount</u>
OACHE P-16 GRANT FUND	J & B MARTIN LLC	T89-5	\$125.00
OACHE P-16 GRANT FUND	J & B MARTIN LLC	T89-5	\$90.81

IN THE MATTER TO REAPPOINT PLANNING  
COMMISSION MEMBERS

Motion moved by Mr. Jennings to reappoint the following members to the Brown County Planning Commission for 3 year terms beginning January 1, 2010 and ending December 31, 2012: Roger Adkins and Don Rutherford. Second: Mr. Geschwind.

ROLL CALL VOTE  
Mrs. Paeltz, yea  
Mr. Jennings, yea  
Mr. Geschwind, yea

**December 23, 2009**

**David M. Sharp, Director of Job & Family Services, met with the Commissioners to discuss additional personnel for his department.**

**IN THE MATTER OF APPROPRIATION CHANGE  
DOG & KENNEL FUND**

Motion moved by Mr. Geschwind to approve the request of Lisa Spiller, Assistant Clerk, for the following appropriation change for the final pay out for Reggie McKenzie. Second: Mr. Jennings.

Decrease B10 Health and Life Insurance by \$1,032.72 and Increase B2 Salaries by \$1,032.72.

ROLL CALL VOTE  
Mrs. Paeltz, yea  
Mr. Jennings, yea  
Mr. Geschwind, yea

**IN THE MATTER TO ADOPT REVISED FEE  
SCHEDULE FOR THE BROWN COUNTY  
BUILDING DEPARTMENT**

Motion moved by Mr. Jennings to adopt the following fee schedule for the Brown County Building Department effective January 1, 2010. Second: Mr. Geschwind.

ROLL CALL VOTE  
Mrs. Paeltz, yea  
Mr. Jennings, yea  
Mr. Geschwind, yea

**FEE SCHEDULE**

**Manufactured Home Installation – Based on Living Area Square Feet**

**Residential Construction, Additions & Garages – Based on Living Area Square Feet(\$75.00 Plan Review/Processing Fee included)**

0 – 500 sq. ft.	- \$200.00	2001 – 3000 sq. ft.	- \$450.00
501 – 1000 sq. ft.	- \$250.00	3001 – 4000 sq. ft.	- \$550.00
1001 – 2000 sq. ft.	- \$350.00	4001 sq. ft. and over	- \$600.00

**Manufactured Home Installation Inspection Seal – \$100.00**

Subject to change with direction of the OMHC

**Demolition of a residential dwelling – \$75.00**

**Re inspection/Additional inspection, submitted if inspection is disapproved, not accessible or additional inspection requested – \$50.00**

**Plan Review, after 2<sup>nd</sup> review – \$50.00**

**Certificate of Occupancy (additional), after application is closed – \$10.00**

**Refunds – 100% refund less \$75.00 plan review/processing fee up to 6 months with no inspections performed**

**Permit expiration – Permit will expire if no work has started within 12 months of permit issuance. To re-activate permit, pay permit fee less \$75.00 plan review/processing fee.**

**Building Code Book – Available online at [www.iccsafe.org](http://www.iccsafe.org) and [www.omhc.ohio.gov](http://www.omhc.ohio.gov)**

**Copies – \$0.25 per sheet Fax – \$1.00 per transmission, maximum of 4 sheets**

**PERMITS REQUIRED AND PURPOSE FOR BUILDING DEPARTMENT**

**Administer a building code for one, two and three family dwellings in Brown County. Administer Ohio Manufactured Homes Commission Regulations.**

- One, two and three family dwellings
- Additions and attached garages to one, two and three family dwellings
- Detached garages exceeding 200 square feet of floor area
- Structural remodeling and demolitions of residential dwellings
- Installations of, additions, and attached garages to manufactured homes

(Continued on the next page)

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CONTINUED FROM THE PREVIOUS PAGE**PERMIT CHECKLIST**

1. Application filled out in full
2. Planning Commission - Brown County Subdivision approval
3. Soil and Water Conservation - Sediment and Erosion Control Plan
4. Health Department approval - On Site Septic/Plumbing Permits (*Manufactured And Residential Homes*)
5. Brown County Engineer approval - Driveway Curb Cut (Address)
6. Local Zoning Permit
7. Jurisdiction Flood Permit - Flood Zone Areas
8. Construction Documents, including Site Plan - *Residential Home, (2) copies; Manufactured Home, (1) copy set-up plan*

**RESIDENTIAL CODE OF OHIO  
FOR ONE-, TWO-, AND THREE-FAMILY DWELLINGS**

**Administration**

1. Application and plans – Two sets of plans and fee submitted
2. Plan review
3. Building permit – Issued upon plan approval
4. Inspections – Requested twenty-four hours in advance

**Technical Chapters**

1. Structural and safety provisions

**INSPECTIONS****Inspections – Manufactured home installation, requested 24 hours in advance**

1. Foundation – Excavations and forms/stakes in place, before concrete is poured.
2. Under-floor and Anchorage – Under floor supports are in place and home is installed and permanently anchored.
3. Final – Grading and all installation complete; electric, plumbing, and septic approved and ready for occupancy.

**Inspections – New homes and all additions, requested 24 hours in advance**

1. Foundation – Excavations and forms/stakes in place, before concrete is poured.
2. Concrete Slab or Under-floor Inspection – After slab/under-floor reinforcing steel and building/ancillary service equipment, conduit, piping accessories are in place, but before any concrete is placed or floor sheathing/subfloor installed.
3. Framing/Mechanical – Building ready for drywall, rough heating in place, rough plumbing and electric inspections approved, all structural framing complete.
4. Fireplace (if applicable) – Before first flue liner is set on masonry fireplace and concealment of manufactured unit.
5. Final – Building complete with final electric, plumbing and septic approved. For demolition, all site and utilities are secure in a safe manner.

**IN THE MATTER TO APPOINT DEBORAH L.  
FORSYTHE INTERIM DEPUTY DIRECTOR OF CSEA**

Motion moved by Mr. Geschwind, the Commissioners appoint Deborah L. Forsythe as Interim Deputy Director of the Child Support Enforcement Agency effective today, December 23, 2009. Second: Mr. Jennings.

**ROLL CALL VOTE**

Mrs. Paeltz, yea  
Mr. Jennings, yea  
Mr. Geschwind, yea

***The Commissioners attended the Investment Advisory Council meeting in the Brown County Treasurer's Office.***

12/22/09

Mrs. Paeltz attended the Ohio Valley Resource Conservation and Development Executive Committee meeting held in Piketon, Ohio.

**December 23, 2009**

IN THE MATTER TO ADJOURN

Motion moved by Mr. Jennings to adjourn this meeting with no further business before the Board this day. Second: Mr. Geschwind.

ROLL CALL VOTE  
Mrs. Paeltz, yea  
Mr. Jennings, yea  
Mr. Geschwind, yea

Approval: December 28, 2009

Beverly Gallimore  
Beverly Gallimore, Clerk

Margery Paeltz  
Margery Paeltz, President

Ralph Jennings  
Ralph Jennings, Vice President

William R. Geschwind  
William R. Geschwind, Member

**December 23, 2009**