

The Board of County Commissioners, Brown County, Ohio, met in regular session this 31st day of December 2018 with the following members present: Barry L. Woodruff, President Tony Applegate, Member Daryll R. Gray, Member

#### 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. Applegate.

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

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

Motion moved by Mr. Applegate to approve the request of Kelly Cole, Development, for the following supplemental appropriations of unappropriated funds:

2103 in the amount of \$2,849.58 into 2103-1005-52133 *Transfer Out*  
2106 in the amount of \$1,990.39 into 2106-1005-52133 *Transfer Out*  
2105 in the amount of \$0.63 into 2105-1005-52133 *Transfer Out*

Second: Mr. Gray.

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

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

Motion moved by Mr. Gray to approve the request of Kelly Cole, Development, for the following transfers of funds:

2103-1005-52133 *Transfer Out* in the amount of \$2,849.58 into 1000-1000-40547 *Refunds/Reimbursements/Transfers*  
2106-1005-52133 *Transfer Out* in the amount of \$1,990.39 into 1000-1000-40547 *Refunds/Reimbursements/Transfers*  
2105-1005-52133 *Transfer Out* in the amount of \$0.63 into 1000-1000-40547 *Refunds/Reimbursements/Transfers*

Said monies are the cash balances remaining after 2008 and 2010 grants have been closed and monitored by OCD.  
Second: Mr. Applegate.

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

#### IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – BOARD OF COMMISSIONERS

Motion moved by Mr. Applegate to approve the request of Sarah Beath, Clerk, for an supplemental appropriation of unappropriated funds from CEBCO Wellness Grant 2007 in the amount of \$400.00 into 2007-1000-53102 *Transfer Out*.  
Second: Mr. Gray.

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

#### IN THE MATTER OF TRANSFER OF FUNDS – BOARD OF COMMISSIONERS

Motion moved by Mr. Gray to approve the request of Sarah Beath, Clerk, for a transfer of funds from 2007-1000-53012 Wellness/CEBCO *Transfer Out* in the amount of \$400.00 into 1000-1000-40547 CGF *Transfer In*. Said monies are the prize awarded to employees for the Holiday Hustle portion of the CEBCO Wellness Grant paid an insurance premium reduction. Second: Mr. Applegate.

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

#### IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – BOARD OF COMMISSIONERS

Motion moved by Mr. Applegate to approve the request of Sarah Beath, Clerk, for an supplemental appropriation of unappropriated funds from CGF 1000 in the amount of \$400.00 into 1000-1000-51124 *Employee Health Insurance*.  
Second: Mr. Gray.

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

#### IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – BOARD OF COMMISSIONERS

Motion moved by Mr. Gray to approve the request of Miranda Lowe-Hanselman, Assistant Clerk, for an supplemental appropriation of unappropriated funds from CGF 1000 in the amount of \$12,714.02 into 1000-1000-52310 *Professional Contract Services*. Said funds are needed to pay the Butler County Commissioners for Brown County's portion of the 12<sup>th</sup> District Court of Appeals. Second: Mr. Applegate.

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

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

Motion moved by Mr. Applegate to approve the request of Connie Patrick, Treasurer, for a supplemental appropriation of unappropriated funds from *Tax Certificate Administration* 2042 in the amount of \$3,000.00 into 2042-1002-52526 *Treasurer Delq. Tax Filing/Releases* Second: Mr. Gray.

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

December 28, 2018

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

Motion moved by Mr. Gray to approve the request of Mike Pride, Chief Fiscal Officer, CSEA, to decrease 2570-5001-52139 *CSEA Rent* in the amount of \$6,400.00 and increase 2570-5001-52118 *Contracts* in the amount of \$6,400.00. Second: Mr. Applegate.

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

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

Motion moved by Mr. Applegate to approve the request of James Berry, Executive Secretary, Planning Commission, to appoint Roger Adkins and Don Rutherford as Planning Commission Board Members, effective January 1, 2019 through December 31, 2021. Second: Mr. Gray.

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

**IN THE MATTER OF AMENDED CERTIFICATE**

Motion moved by Mr. Gray to record as a matter of record the following Amended Certificate. Second: Mr. Applegate.

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

**AMENDED OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES**

Office of Budget Commission, Brown County, Ohio

To the **TAXING AUTHORITY OF BROWN COUNTY COMMISSIONERS**

The following is the amended certificate of estimated resources for the fiscal year beginning January 1<sup>st</sup>, 2018 as revised by the Budget Commission of said County, which shall govern the total appropriations made at any time during such year.

Fund	Unencumbered Balance 1/1/17	Taxes	Other Sources	Total
General Fund	\$ 2,177,741.84	\$2,750,000.00	\$ 8,804,944.96	\$13,732,686.80
Special Revenue	\$17,297,007.05		\$37,489,562.47	\$54,786,569.52

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

Motion moved by Mr. Applegate to approve the request of Kelly Cole, Development for a supplemental appropriation of unappropriated funds from 2110 in the amount of \$1,725.88 into 2110-1005-52133 *Transfer Out*. Second: Mr. Gray.

ROLL CALL VOTE: Mr. Gray, yea Mr. Applegate, yea Mr. Woodruff, 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 2110-1005-52133 *Transfer Out* in the amount of \$6,003.74 into 1000-1000-40547 *Transfer In*. Said funds are the final reimbursement to the CGF for hours worked in regards to grant administration in 2018. Second: Mr. Applegate.

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

**IN THE MATTER OF PERSONNEL PROCEDURE MANUAL**

Motion moved by Mr. Applegate to adopt a revised Personnel Policy Manual for Brown County Employees, said policy will supersede any previous policies. Second: Mr. Gray.

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

**IN THE MATTER TO ADJOURN**

Motion moved by Mr. Gray to adjourn this meeting with no further business before the Board this 31st day of December, 2018. Second: Mr. Applegate.

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

12/20/18

Commissioner, Barry Woodruff, attended the Chamber of Commerce Meeting, Southern State Community College.

12/27/18

Commissioner, Barry Woodruff, attended the Oath of Office Ceremony administered to Brian Baldrige, member-elect for the Ohio House of Representatives, Adams County Courthouse.

December 31, 2018

12/31/18

Commissioners administered an Oath of Office to Deputy Dog Warden, Amber Stinson.

Approval: January 2, 2018

  
Barry Woodruff, President

*absent*  
Tony Applegate, Member

  
Daryll Gray, Member

  
Sarah Beath, Clerk

December 31, 2018