

The Board of County Commissioners, Brown County, Ohio, met in regular session this 8<sup>th</sup> day of January, 2024 with the following members present: Tony Applegate, Member Daryll R. Gray, Member Barry L. Woodruff, President

In attendance: Sarah Beath, County Administrator

**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. Applegate, yea Mr. Gray, 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, County Administrator, for a supplemental appropriation of unappropriated funds from 2025 *Healthy Aging Grant Fund* into the following accounts:

- 2025-1000-56102 *Food Assistance Service* in the amount of \$48,234.65
- 2025-1000-56104 *Digital Literacy* in the amount of \$24,117.32
- 2025-1000-56103 *Housing Assistance* in the amount of \$48,234.65

Second: Mr. Gray.

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

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

Motion moved by Mr. Gray to approve the request of Elizabeth Felts, Administrative Assistant, for an appropriation change to decrease 2300-2001-51111 *911 Salary/Hourly* in the amount of \$25,000.00 and increase 2300-2001-51114 *911 Overtime*. Second: Mr. Applegate.

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

**IN THE MATTER OF PERSONNEL – JFS**

Motion moved by Mr. Applegate to approve the request of Sheri Tabor, JFS, to hire Samantha Cahall as an Ongoing Children Services Caseworker, pay range 28 step 6, effective 1/2/2024 with a base rate of \$16.72/hr. with supplements of \$2.91 for CPS Investigation and \$1.25 for Master's Degree, for a total pay rate of \$20.63/hr. Second: Mr. Gray.

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

**IN THE MATTER TO ENTER CONTRACT – JUVENILE COURT – BOARD OF COMMISSIONERS**

Motion moved by Mr. Gray to enter into contract with the Clark County Juvenile Detention Center for housing juvenile offenders, effective January 4, 2024 through January 3, 2025. The rate of bed space shall be \$100.00 per bed, per day. Second: Mr. Applegate.

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

**IN THE MATTER TO ADJOURN SINE DIE**

Motion moved by Mr. Applegate, WHEREAS, there being no further business transaction for the year of 2023, this Board of Commissioners hereby adjourn SINE DIE. Second: Mr. Gray.

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

**IN THE MATTER OF RESOLUTION – REORGANIZE BROWN COUNTY BOARD OF COMMISSIONERS**

Motion moved by Mr. Gray to adopt the following resolution. Second: Mr. Applegate.

**RESOLUTION NO. 01082024-1**

**IN THE MATTER TO REORGANIZE BROWN COUNTY BOARD OF COMMISSIONERS**

**WHEREAS**, The Board of County Commissioners of Brown County, Ohio, met on the 8th day of January, 2024 in regular session at the offices of said Board in the Administration Building, Georgetown, Ohio, with the following members present:

- Daryll Gray
- Tony Applegate
- Barry Woodruff

**WHEREAS**, The Board reorganizes on an annual basis;

**THEREFORE, BE IT RESOLVED THAT**, Barry Woodruff, be elected to serve as President of this Board of Commissioners, Brown County, Ohio for the year of 2024. Second: Mr. Gray.

ROLL CALL VOTE: Mr. Applegate, yea Mr. Gray, yea Mr. Woodruff, yea  
**January 8, 2024**

**IN THE MATTER OF RESOLUTION – DESIGNATE OFFICIAL VOTING REPRESENTATIVE AND ALTERNATE FOR PURPOSE OF ANNUAL CCAO MEETING**

Motion moved by Mr. Gray to adopt the following resolution. Second: Mr. Applegate.

**RESOLUTION # 010802024-2**

**RESOLUTION TO DESIGNATE THE OFFICIAL REPRESENTATIVE AND ALTERNATE FOR THE PURPOSE OF VOTING AT THE ANNUAL MEETING OF THE COUNTY COMMISSIONERS ASSOCIATION OF OHIO IN 2024**

Commissioner Gray moved the adoption of the following resolution:

**WHEREAS**, Article IV, Section 6, of the Code of Regulations of the County Commissioners' Association of Ohio requires each member county to, for the purpose of voting at any annual or special meeting of the Association, designate an Official Representative and Alternate; and

**WHEREAS**, the designation of the Official Representative and Alternate for a county organized under the statutory form of county government shall be by resolution of the board of county commissioners; and

**WHEREAS**, in designating the Official Representative and Alternate only a member of the board of county commissioners is eligible to be designated as the Official Representative and Alternate;

**NOW THEREFORE BE IT RESOLVED** that **Barry Woodruff** is designated as the Official Voting Representative of Brown County, Ohio.

**BE IT FURTHER RESOLVED** that **Daryll Gray** is designated as the Alternate Voting Representative of Brown County, Ohio.

The motion was seconded by Commissioner Applegate.

PASSED AND ADOPTED by the Board of County Commissioners of Brown County at Georgetown, Ohio, on the 8<sup>th</sup> of January, 2024.

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

**IN THE MATTER OF RESOLUTION – PROPERTY NOT NEEDED FOR PUBLIC USE – BOARD OF ELECTIONS**

**RESOLUTION NO. 01082024-3  
PROPERTY NOT NEEDED FOR PUBLIC USE, IS OBSOLETE, OR IS UNFIT FOR USE,  
AND HAS NO VALUE  
OHIO REVISED CODE § 307.12(I)**

The Board of County Commissioners of Brown County, Ohio, met on the 8<sup>th</sup> day of January, 2024, in regular session at the offices of said Board in the Administration Building, Georgetown, Ohio, with the following members present:

- Tony Applegate
- Daryll R. Gray
- Barry L. Woodruff

The following resolution was presented by Mr. Gray who moved its adoption, and seconded by Mr. Applegate.

**WHEREAS**, this Board has been advised by Bethany Phillips, Deputy Director, that, all equipment and inventory has been assessed and evaluated for use and function;

**WHEREAS**, the Board of Elections Office prepared a list of assets and inventory that is broken, obsolete, or otherwise unfit for use, which is attached hereto and marked as Exhibit A;

**WHEREAS**, the Board of Elections Office has removed said items described in Exhibit A from their office space;

**WHEREAS**, the Board of Elections Office is requesting to remove said items from their property inventory;

**WHEREAS**, the Board has reviewed the property described in Exhibit A and finds it to be not needed for public use, is obsolete, or is unfit for use, and further finds it has no value;

**THEREFORE, BE IT RESOLVED:**

The Board of Elections Office may remove said items, described in Exhibit A, from the county inventory;

**BE IT FURTHER RESOLVED:**

The items described in Exhibit A may be discarded, scrapped, or if possible, recycled.

Upon call of the roll:

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

**January 8, 2024**

**IN THE MATTER OF RESOLUTION - AUTHORIZING THE COUNTY ENGINEER TO USE THE "FORCE ACCOUNT" PURSUANT TO THE OHIO REVISED CODE – SECTION 5543.19**

Motion moved by Mr. Applegate to adopt the following resolution. Second: Mr. Gray.

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

The Board of County Commissioners of Brown County, Ohio, met in regular session on the 8th of January, 2024.

Commissioner Applegate moved the adoption of the following

**RESOLUTION**

**WHEREAS**, the Board of County Commissioners has decided that the health, welfare and safety of the people of Brown County can best and most efficiently be served by the "Force Account" in matters pertaining to maintenance, repair, construction, and reconstruction of Brown County roads, bridges, culverts etc.

**THEREFORE, BE IT RESOLVED**, that the Board of County Commissioners, Brown County, Ohio, does hereby authorize Todd Cluxton, Brown County Engineer to use the existing county employee forces and proceed by "Force Account", as outlined in Section 5543.19 of the Ohio Revised Code, in the maintenance, repairs, construction of roads, bridges, and culverts in Brown County during the year 2024; and,

**BE IT FURTHER RESOLVED**, that the Board of County Commissioners, Brown County, Ohio, does hereby authorize Todd Cluxton, Brown County Engineer to purchase all such materials, supplies, repair parts, tools, equipment, fuels, oils, etc., required to proceed with the force account in the year 2024, when the cost is less than one hundred and twenty five thousand (\$125,000) dollars, and when he is permitted by law to undertake such construction, reconstruction, improvement, maintenance, or repair of roads, bridges, culverts etc., by force account.

**WHEREAS**, the Ohio Revised Code Section 153.64, 4931 and 4933, provides to the Board of County Commissioners, the authority to control the installation and placement of any public utilities within the dedicated public right-of-ways of all County maintained highways; and,

**WHEREAS**, the Ohio Revised Code Section 5589 and 5543 provides to the Board of County Commissioners, the authority to control any digging and excavating on or along a County maintained highway and for the placement of a private driveway approach to a County maintained highway; and,

**THEREFORE, BE IT RESOLVED** that the Board of Brown County Commissioners does hereby authorize the Brown County Engineer to develop and administer permits for the above described activities within County road right-of-ways and to keep said permits with the permanent road records of Brown County; and,

Commissioner Gray seconded the Resolution and upon the roll being called, the Vote resulted in the adoption of the Resolution as follows:

Commissioner Barry Woodruff exited the meeting at 10:30 a.m.

Commissioner Barry Woodruff re-entered the meeting at 11:05 a.m.

**IN THE MATTER TO ADJOURN**

Motion moved by Mr. Gray to adjourn this meeting with no further business before the Board this 8<sup>th</sup> day of January, 2024. Second: Mr. Applegate.

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

1/8/2023

Commissioners met with Ned Lodwick, Mike McQueary, and Susan Bell, Brown County Historical Society, to discuss the restoration of the Dixon-Washburn Cabin.

Commissioner Barry Woodruff attended a Board of Revision Meeting.

Approval: January 10, 2024

Barry Woodruff  
Barry Woodruff, President

Daryll R Gray  
Daryll Gray, Member

Tony Applegate  
Tony Applegate, Member

Hannah Ross  
Hannah Ross, Clerk

January 8, 2024