

The Board of County Commissioners, Brown County, Ohio, met in regular session this 9<sup>th</sup> day of September, 2026, with the following members present: Barry L. Woodruff, Member      Gordon Ellis, Member

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

PUBLIC COMMENTS

Nick Owens and Dustin Faul were in attendance but had no comment.

IN THE MATTER TO APPROVE THE BILLS

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

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

| DEPT                   | EXPENDITURE         |
|------------------------|---------------------|
| AUDITOR                | \$3,326.60          |
| BOE                    | \$22,653.61         |
| BUILDING DEPT          | \$0                 |
| CLERK OF COURTS        | \$0                 |
| COMMISSIONERS          | \$44,904.99         |
| COMMON PLEAS           | \$299.14            |
| CORONER                | \$0                 |
| CSEA                   | \$8,309.89          |
| DEVELOPMENT            | \$0                 |
| DOG TAGS               | \$0                 |
| E911                   | \$68,823.72         |
| ECONOMIC DEVELOPMENT   | \$0                 |
| EMA                    | \$49.32             |
| ENGINEER HWY           | \$567,225.98        |
| ENGINEER OFFICE        | \$614.82            |
| ENGINEER SEWER & WATER | \$0                 |
| JFS                    | \$29,450.00         |
| JURY COMMISSION        | \$0                 |
| PROBATE/JUVENILE       | \$2,116.03          |
| MAINTENANCE            | \$37,318.29         |
| MUNICIPAL              | \$960.36            |
| PROSECUTOR             | \$0                 |
| RECORDER               | \$294.80            |
| SHERIFF                | \$23,956.40         |
| TITLE                  | \$18,044.73         |
| TREASURER              | \$0                 |
| GRAND TOTAL            | <u>\$828,348.68</u> |

IN THE MATTER TO ENTER CONTRACT – SILCO – BOARD OF COMMISSIONERS

Motion moved by Mr. Woodruff to enter contract with Silco, 10200 Reading Road, Cincinnati, OH 45241, for standard fire alarm monitoring, inspection and service at the Administration Building, JFS Building, Prosecutor Building, County Communications Center, Common Pleas Court, and the Sheriff’s Office/Detention Center, in the amount of \$6,683.10 annually. Second: Mr. Ellis.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – DEVELOPMENT

Motion moved by Mr. Woodruff to approve the request of Madison Glenn, Development Director, for a supplemental appropriation of unappropriated funds from the 1000 CGF in the amount of \$750.00 into 1000-1005-52116 *Other Expenses*. Said funds will be used for various expenses, including office supplies. Second: Mr. Ellis.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – BUILDING DEPARTMENT

Motion moved by Mr. Woodruff to approve the request of James Berry, Building Official, for a supplemental appropriation of unappropriated funds from 1000 CGF in the amount of \$3,906.83 into the following accounts:

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1000-8009-51111 *Building Dept Salary/Hourly* in the amount of \$3,384.00  
1000-8009-51118 *Building Dept PERS* in the amount of \$473.76  
1000-8009-51119 *Building Dept Medicare* in the amount of \$49.07

Said funds are needed to cover the salary increase for commercial responsibilities. Second: Mr. Ellis.

ROLL CALL VOTE:      Mr. Woodruff, yea      Mr. Ellis, 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 2300 *E-911* in the amount of \$16,500.00 into 2300-2001-52112 *911 Equipment*. Said funds will be used to purchase new computers to go with the CAD server. Second: Mr. Ellis.

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

**IN THE MATTER OF APPROPRIATION CHANGE – BOARD OF COMMISSIONERS**

Motion moved by Mr. Woodruff to approve the request of Sarah Keller, Assistant Clerk, for an appropriation change to decrease 1000-1000-52112 *Equipment* in the amount of \$16.15 and increase 1000-1000-52520 *Apiary Inspection Fees*. Said funds will be used to cover the remaining fees associated with apiary inspections. Second: Mr. Ellis.

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

**IN THE MATTER OF AMENDED CERTIFICATE**

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

ROLL CALL VOTE:      Mr. Woodruff, yea      Mr. Ellis, 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 initial amended certificate of estimated resources for the fiscal year beginning **January 1<sup>st</sup>, 2026** 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 1/1/26 | Taxes          | Other Sources   | Total           |
|-----------------|-----------------------------|----------------|-----------------|-----------------|
| General Fund    | \$14,106,139.37             | \$5,000,000.00 | \$13,496,451.59 | \$32,602,590.96 |
| Special Revenue | \$21,611,956.39             | \$1,301,000.00 | \$48,814,900.65 | \$69,727,857.04 |

**IN THE MATTER TO APPROVE REPLAT – LOT 1476 AND 1477 – LAKE LORELEI RESORT DEVELOPMENT**

Motion moved by Mr. Woodruff to approve the replat of PPN: 23-046768-0000 and PPN: 23-046348-0000, Lots 1476 and 1477 in the Lake Lorelei Resort Development. Second: Mr. Ellis.

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

**IN THE MATTER TO AWARD BID – SNOW REMOVAL SERVICES – BOARD OF COMMISSIONERS**

Motion moved by Mr. Woodruff to award the bid for Snow Removal Services to American Pro Seal, 5092 Pisgah Hill Rd, Ripley, Ohio 45167, in the amount of \$4,050.00 per snow event, for the Board of Commissioners, Common Pleas Court, Juvenile Court, and Government Services building. Second: Mr. Ellis.

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

**IN THE MATTER OF PERSONNEL – JFS**

Motion moved by Mr. Woodruff to approve the request of Sheri Tabor, JFS, to hire Jennifer Eagan as an Eligibility Referral Specialist, pay range 28 step 9, effective 09/08/26, with a base rate of \$17.89/hr. Second: Mr. Ellis.

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

**IN THE MATTER TO ADJOURN**

Motion moved by Mr. Woodruff to adjourn this meeting with no further business before the Board this 9<sup>th</sup> day of September, 2026. Second: Mr. Ellis.

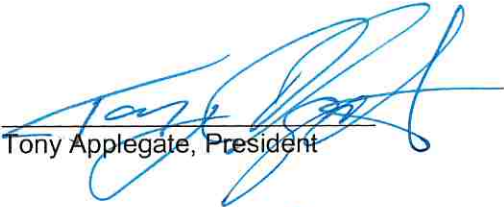
ROLL CALL VOTE:      Mr. Woodruff, yea      Mr. Ellis, yea

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09/08/26  
Commissioner Gordon Ellis attended the ABCAP Foundation Meeting.

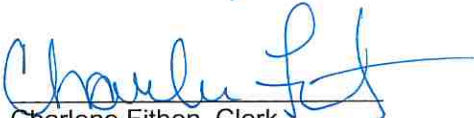
09/09/26  
Commissioners received and reviewed the Annual Report of Sheriff per ORC 311.16.  
Commissioners met with Jill Hall, Auditor, and Maura Fultz to discuss comp time and dog tags.

Approval: September 14, 2026

  
Tony Applegate, President

  
Gordon Ellis, Member

  
Barry Woodruff, Member

  
Charlene Fithen, Clerk