

The Board of County Commissioners, Brown County, Ohio, met in regular session this 22nd day of December, 2025 with the following members present: Barry L. Woodruff, Member Gordon Ellis, Member Tony Applegate, President

In attendance: Sarah Beath, County Administrator.

IN THE MATTER OF PREVIOUS MINUTES

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

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – COMMON PLEAS COURT

Motion moved by Mr. Woodruff to approve the request of Joni Dotson, Court Administrator, for a supplemental appropriation of unappropriated funds from 2359 *JRIG Fund* in the amount of \$850.00 into 2359-3000-51118 *JRIG PERS*. Said funds will be used to return the OPERS account to the positive. Second: Mr. Ellis.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – MUNICIPAL COURT

Motion moved by Mr. Ellis to approve the request of Joni Dotson, Court Administrator, for a supplemental appropriation of unappropriated funds from 2357 *Probate Services Fund* in the amount of \$500.00 into 2357-3003-51119 *Municipal Medicare*. Said funds will be used to return the Medicare account to the positive. Second: Mr. Woodruff.

ROLL CALL VOTE: Mr. Woodruff, yea Mr. Ellis, 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 2422 *Special Projects Municipal Fund* in the amount of \$145.00 into 2422-3003-51118 *Municipal Bailiff PERS*. Said funds will be used to return the OPERS account to the positive. Second: Mr. Ellis.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – MUNICIPAL COURT

Motion moved by Mr. Ellis to approve the request of Joni Dotson, Court Administrator, for a supplemental appropriation of unappropriated funds from 2426 *JRIG-BCMC Fund* in the amount of \$300.00 into 2426-3003-51118 *JRIG-BCMC PERS*. Said funds will be used to return the OPERS account to the positive. Second: Mr. Woodruff.

ROLL CALL VOTE: Mr. Woodruff, yea Mr. Ellis, 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, CFO, for a supplemental appropriation of unappropriated funds from 2463 *JUV CT IV-D Special Projects Fund* in the amount of \$500.00 into 2463-3004-51111 *IV-D Salary/Hourly*. Said funds will be used to complete the December 2025 payroll. Second: Mr. Ellis.

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

IN THE MATTER OF APPROPRIATION CHANGE – PROBATE JUVENILE COURT

Motion moved by Mr. Ellis to approve the request of Ryan Gallenstein, CFO, for an appropriation change to decrease 1000-3005-52110 *Probate Court Supplies* in the amount of \$800.00 and increase 1000-3005-52112 *Probate Court Equipment* in the amount of \$800.00. Said funds will be used to correct the Probate Equipment Fund balance. Second: Mr. Woodruff.

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

IN THE MATTER OF APPROPRIATION CHANGE – PROSECUTOR

Motion moved by Mr. Woodruff to approve the request of Zachary Corbin, Prosecutor, for an appropriation change to decrease 1000-3006-52118 *Prosecutor Contract Services* in the amount of \$118.00 and increase 1000-3006-51118 *Prosecutor PERS* in the amount of \$118.00. Said funds will be used to complete the December 2025 payroll. Second: Mr. Ellis.

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

December 22, 2025

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – BOARD OF COMMISSIONERS

Motion moved by Mr. Ellis to approve the request of Sarah Beath, County Administrator, for a supplemental appropriation of unappropriated funds from 1000 CGF in the amount of \$19,211.70 into 1000-1000-51124 *Employee Health Insurance*. The additional funds are needed to correct the appropriations for the 2025 Budget and bring this account to a zero balance per Auditor, Jill Hall. Second: Mr. Woodruff.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – BOARD OF COMMISSIONERS

Motion moved by Mr. Woodruff to approve the request of Hannah Birchfield, Clerk, on behalf of the Law Library, for a supplemental appropriation of unappropriated funds from 2800 *Law Library Resource Fund* in the amount of \$100.00 into 2800-8005-51111 *Law Library Salary/Hourly*. Said funds are needed to complete payroll for 2025, which is short due to a mid-year raise. Second: Mr. Ellis.

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

IN THE MATTER OF SUPPLEMENTAL APPROPRIATION – MUNICIPAL COURT

Motion moved by Mr. Ellis to approve the request of Joni Dotson, Court Administrator, for a supplemental appropriation of unappropriated funds from 2422 *Special Projects Municipal Fund* in the amount of \$2,500.00 into 2422-3003-51111 *Municipal Bailiff Salary*. Said funds will be used to complete the December 2025 payroll. Second: Mr. Woodruff.

ROLL CALL VOTE: Mr. Woodruff, yea Mr. Ellis, 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 2426 *JRIG-BCMC Fund* in the amount of \$2,500.00 into 2426-3003-51111 *JRIG-BCMC Salary/Hourly*. Said funds will be used to complete the December 2025 payroll. Second: Mr. Ellis.

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

IN THE MATTER TO ADJOURN

Motion moved by Mr. Ellis to adjourn this meeting with no further business before the Board this 22nd day of December, 2025. Second: Mr. Woodruff.

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

12/18/2025

Commissioners Barry Woodruff and Tony Applegate attended a Land Reutilization Corporation Board Meeting.

12/22/2025

Commissioners met with Jill Hall, Auditor, to discuss budget appropriations related to health insurance.

Approval: December 29, 2025


Tony Applegate, President
Hannah Birchfield, Clerk
Gordon Ellis, Member
absent
Barry Woodruff, Member

December 22, 2025