

The Board of County Commissioners, Brown County, Ohio, met in regular session this 20th day of May, 2026, with the following members present: Barry L. Woodruff, Member Gordon Ellis, Member Tony Applegate, President

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 Mr. Applegate, yea

PUBLIC COMMENTS

No members of the public were in attendance.

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 Mr. Applegate, yea

DEPT	EXPENDITURE
AUDITOR	\$1,773.40
BOE	\$6,706.38
BUILDING DEPT	\$845.66
CLERK OF COURTS	\$0
COMMISSIONERS	\$332.95
COMMON PLEAS	\$1,197.74
CORONER	\$6,800.00
CSEA	\$618.99
DEVELOPMENT	\$187,500.00
DOG TAGS	\$0
E911	\$1,142.01
EMA	\$0
ENGINEER HWY	\$30,851.41
ENGINEER OFFICE	\$1,610.82
ENGINEER SEWER & WATER	\$0
JFS	\$138,086.74
JURY COMMISSION	\$0
PROBATE/JUVENILE	\$4,071.36
MAINTENANCE	\$5,038.18
MUNICIPAL	\$1,958.59
PROSECUTOR	\$0
RECORDER	\$0
SHERIFF	\$4,341.27
TITLE	\$2,538.85
TREASURER	\$0
GRAND TOTAL	<u>\$395,414.35</u>

IN THE MATTER TO APPROVE THE AMENDED MEETING MINUTES

Motion moved by Mr. Ellis to approve the amended meeting minutes from the March 23, 2026, meeting. Second: Mr. Woodruff.

I am requesting the Board amend the previously adopted meeting minutes from March 23, 2026 and approved on March 25, 2026. The entry to enter Title IV-D Contracts with the Ohio Department of Jobs and Family Services inadvertently stated the Public Defender Services were in the amount of "\$850.00 per unit." This was changed in 2026 from a monthly amount to an hourly amount and should be "100.00 per unit". Please amend this journal entry to correct the typographical error.

For further clarification the correct journal entry should read as follows:

Motion moved to enter contract with the Ohio Dept. of Jobs and Family Services, Office of Child Support, Fiscal Administration, Contract Unit, P.O. Box 183203, Columbus, Ohio 43218-3203, effective 01/01/2026 through 12/31/2026, applicable to all sub-awards by ODJFS to Brown County for the operation of CSEA that is a standalone agency. See complete agreements on file.

Contract is for the category of: Other, Mackenzi A. Carrington, Attorney at Law/Public Defender Services: in the amount of \$100.00 per Unit of Service, total contract cost is \$10,200.00.

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Contract is for the category of: Other, C. Nicholas Ring, Attorney at Law/Public Defender Services: in the amount of \$100.00 per Unit of Service, total contract cost is \$10,200.00.

Contract is for the category of: Other, Rachel Triplett, Attorney at Law/Public Defender Services: in the amount of \$100.00 per Unit of Service, total contract cost is \$10,200.00.

Contract is for the category of County Prosecutor for Legal Services in the amount of \$303,677.27.

Court of Common Pleas, Juvenile Division for Other: Clerk of Court Filing Services in the amount of \$74,971.66.

Court of Common Pleas, Juvenile Division for Magistrate Services in the amount of \$145,476.72.

Court of Common Pleas, Domestic Relations Division for Magistrate Services in the amount of \$52,562.64.

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

IN THE MATTER OF RESOLUTION – PURCHASE OF MOTOR VEHICLE

Motion moved by Mr. Woodruff to adopt the following resolution. Second: Mr. Ellis.

RESOLUTION NO. 05202026-2
PURCHASE OF MOTOR VEHICLE
BROWN COUNTY COMMISSIONERS
O.R.C. § 307.41

The Board of County Commissioners of Brown County, Ohio, met on the 20TH day of May 26, in regular session at the offices of said Board in the Administration Building,

Georgetown, Ohio, with the following members present:

Tony Applegate, President
Barry Woodruff, Member
Gordon Ellis, Member

The following resolution was presented by Mr. Woodruff, who moved its adoption, and seconded by Mr. Ellis.

WHEREAS, the Brown County Board of Commissioners finds the Brown County Maintenance Department, located at 800 Mount Orab Pike, Georgetown, Ohio 45121, is in need of a work truck;

WHEREAS, the Board finds it is unfair to ask the maintenance personnel to use their personal vehicle to complete daily tasks;

WHEREAS, the Board will pay \$65,000.00 for each 2026 Ford E-350SD Cutaway;

WHEREAS, the Board agrees to purchase said Utility Truck from Beau Townsend Ford, 1020 W National Road, Vandalia, 45377;

THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Brown County, Ohio, that on the above findings hereby approves the purchase of a new maintenance utility truck;

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. Ellis to approve the request of Sarah Beath, County Administrator, for a supplemental appropriation of unappropriated funds from 1000 *County General Fund* in the amount of \$25,000.00 into 1000-1000-52401 *Auto Expense*. Second: Mr. Woodruff.

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

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

Motion moved by Mr. Ellis to adopt the following resolution. Second: Mr. Woodruff.

RESOLUTION NO. 05202026-1

**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 20th day of May, 2026, in regular session at the offices of said Board in the Administration Building, Georgetown, Ohio, with the following members present:

Gordon Ellis
Barry Woodruff
Tony Applegate

The following resolution was presented by Mr. Ellis who moved its adoption, and seconded by Mr. Woodruff.

WHEREAS, this Board has been advised by Sarah Keller, Assistant Clerk, that, all equipment and inventory has been assessed and evaluated for use and function;

WHEREAS, the Commissioners' 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 Commissioners' Office has removed said items described in Exhibit A from their office space;

WHEREAS, the Commissioners' 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 Commissioners' 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, scraped, or if possible, recycled.

**Board of Commissioners
Items to be disposed of May 2026
Exhibit A**

Item	Price	Qty
Wooden Table		1
Burgundy Guest Chairs	\$557.85	3
Coat Rack	\$236.00	1
Wooden Tables (Kitchen)	\$632.00	4
Wooden Chairs (Kitchen)	\$1,518.00	22
Two Drawer File	\$525.00	2
Acer Lap Top	\$529.99	1
Grey Cloth Guest Chairs	\$1,224.00	8
Secretary Chair	\$173.59	1
Keyboard Tray	\$144.99	1
HP Printer	\$199.99	1
Dell Computers	\$3,774.31	3
Hon Executive Chairs	\$540.00	3

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

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

Motion moved by Mr. Ellis to enter contract with Greystone Systems, Inc., 4416 Turkey Road, Hillsboro, OH 45133, for a Standard Commercial Hosted PBX telephone system in the Building Department, 800 Mount Orab Pike, Georgetown, Ohio 45121, lease price is \$77.00 per month, installation price is \$550.00, for a period of one year, contract will renew month to month thereafter. Second: Mr. Woodruff.

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

IN THE MATTER TO ENTER LEASE AGREEMENT – BMV – BOARD OF COMMISSIONERS

Motion moved by Mr. Woodruff to enter a lease agreement with Ohio Bureau of Motor Vehicles for 1,685 square foot portion of the building known as 9116 Hamer Road, Georgetown, Ohio 45121, in the amount of \$1,800.00 per month beginning June 28, 2026 through June 28, 2031. Second: Mr. Woodruff

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

IN THE MATTER OF AGREEMENT – STANTEC CONSULTING SERVICES INC.

Motion moved by Mr. Ellis to enter an agreement with Stantec Consulting Services Inc., 1500 Lake Shore Dr, Suite 100, Columbus, Ohio 43204, for grant application consulting services in regards to the Brown County Airport, amount is \$2,500.00, effective 5/20/2026 through 06/01/2026. Second: Mr. Woodruff.

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

IN THE MATTER TO ADJOURN

Motion moved by Mr. Woodruff to adjourn this meeting with no further business before the Board this 20th day of May, 2026. Second: Mr. Ellis.

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

05/18/26

Commissioner Gordon Ellis attended Ethics Training.

05/19/26

Commissioners Tony Applegate and Gordon Ellis attended the ABCAP Board Meeting, Adams County.

05/20/26

Commissioners met with Jeremy Davis on IT updates for the County.

Commissioners met with Sheriff Hodges to discuss the Jail Steering Committee.

Approval: May 27, 2026


Tony Applegate, President


Gordon Ellis, Member

Barry Woodruff, Member


Charlene Fithen, Clerk

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