

The Board of County Commissioners, Highland County, Ohio, met this day in Regular Session with Terry Britton, David Daniels and Brad Roades present.

Mr. Britton called the meeting to order at 9:00 a.m. All documents referenced in the minutes are filed in the Commissioners' office and are available for review upon request.

**NOTE** Cierra Moore, Rory Ryan, Jeremy Ratcliff, Randy Sanders, Alex Butler, Anneka Collins, Baylee Willey, and Jacob Clary were present for the meeting.

**MOTION** Mr. Daniels moved, seconded by Mr. Roades, to approve the regular meeting minutes from the previous meeting. The vote resulted as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

**MOTION** Mr. Daniels moved, seconded by Mr. Roades, to approve payment of Bill File No. 26-16. The total bill file amount paid was \$432,259.63. The total General Fund paid was \$46,994.56. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

## RESOLUTIONS

**Res No 26-90** Mr. Daniels moved, seconded by Mr. Roades, Commissioners grant authorization for the listed “Then and Now” purchase orders and the County Auditor is authorized to issue warrants for their payment (see attached resolution). The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

**Res No 26-91** Mr. Daniels moved, seconded by Mr. Roades, JFS requests an additional appropriation from unappropriated funds within the 2015 Child Support Enforcement Fund in the amount of \$50,000.00. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

**Res No 26-92** Mr. Daniels moved, seconded by Mr. Roades, Job and Family Services requests a transfer from Child Support Enforcement Fund (2015) to Public Assistance Account Fund (2050) in the amount of \$35,000.30. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

**Res No 26-93** Mr. Daniels moved, seconded by Mr. Roades, Job and Family Services requests a transfer from Children Services Fund (2115) to Public Assistance Account Fund (2050) in the amount of \$103,290.59. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

**Res No 26-94** Mr. Daniels moved, seconded by Mr. Roades, Sheriff declares the following items, no longer needed by the County and obsolete, ORC 307-12(A)(1); Therefore, the said board declares the listed items to be surplus property and no longer needed by the County, see attached list. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

**Res No 26-95** Mr. Daniels moved, seconded by Mr. Roades, Commissioners authorize the County Engineer to purchase one (1) new 2026 Chevrolet 3500 HD Silverado 4WD, Knappheid Flatbed from Jerry Haag Motors, Inc. not to exceed a total of \$61,111.00 and purchase one (1) 2026 Chevrolet 3500 HD Silverado 4WD, Reading Flat Bed from Jerry Haag Motors, Inc. not to exceed a total of \$60,716.00. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

**Res No 26-96** Mr. Daniels moved, seconded by Mr. Roades, Commissioners authorize a budget modification within the 1000 County General fund – TEC budget in the amount of \$2,000.00. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

**Res No 26-97** Mr. Daniels moved, seconded by Mr. Roades, Commissioners authorize an additional appropriation from unanticipated revenue within the 1000 County General Fund – Commissioners Motor Vehicles in the amount of \$6,209.70. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

## CONTRACTS

**#23** Highland County Commissioners, Ohio Department of Job and Family Services, Highland County CSEA, Common Pleas Court – Domestic Relations Division – Magistrate IV-D Contract 04/01/2026 thru 03/31/2027 Mr. Jeremy Ratcliff reported that this is a measure put in place to recoup some costs from the state of Ohio for cases that go before the magistrate. **MOTION** Mr. Daniels moved, seconded by Mr. Roades, to approve the Magistrate IV-D Contract. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

**#24** Highland County Commissioners, Highland County Department of Job and Family Services, County Prosecutor – Title IV-E Services **MOTION** Mr. Daniels moved, seconded by Mr. Roades, to approve the Title IV-E services Contract. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

## APPROVALS

### *General Release of Liability*

Ashleigh Willey explained that this is a release for the City of Hillsboro to place patriotic bunting on the courthouse from Memorial Day to the America 250 celebration. **MOTION** Mr. Daniels moved, seconded by Mr. Roades, to authorize the approval of the Release of Liability. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

## DISCUSSION

- **Ohio Department of Commerce - Notice of Legislative Authorities – Objections to Renewal of Retail Liquor Permits – Class C and D**  
Commissioner Daniels said that our office would allow public comment until next week's meeting.

- Human Resources Director, Amy Bradley announced that Holly Shoemaker has been hired as the new County Court Deputy Clerk. She also announced that Jennifer Maynard has accepted the position of Records Coordinator. **MOTION** Mr. Daniels moved, seconded by Mr. Roades, to approve of the hiring of Jennifer Maynard as the Records Coordinator. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.
- **Permissive Sales Tax** Mr. Alex Butler reported that sales tax for April was \$731,296.48, which is up 7.3% from April 2025.

**OLD BUSINESS**

Commissioner Britton announced that we will be working on employee benefits through the months of May and June to renew in August. He noted that the rest of the items listed had no new action or things to report.

**MEETINGS AND APPOINTMENTS**

9:30 a.m. – Work Session – Cierra Moore – BMV Discussion  
Cierra discussed issues that she is dealing with at the BMV. Items discussed were the countertops, more space, key card access, and funding for renovations or additional space. The Commissioners did decide they will do no renovations or upgrades until they see what the funding situation is with the state.

**MEETINGS AND APPOINTMENTS**

10:00 a.m. – Work Session – Ashleigh Willey – IT Department Survey  
The Commissioners reviewed the results of the IT Department Survey with Ashleigh.


**CORRESPONDENCE**

- SATH Peaks Newsletter
- 4/13/2026 – Nciolli – Counties Current: April 13, 2026
- 4/14/2026 – Gov. DeWine Comms – Governor DeWine Announces Statewide Expansion of 211
- 4/14/2026 – Mike Shelton – Section 5577.12 / Liability for Damages
- 4/14/2026 – Christal – Looking for information on .gov request from Highland County Health Department, OH
- 4/15/2026 – Lilith Braman – Ownership Transfer
- 4/15/2026 – Gov. DeWine Comms – Governor DeWine Announces Launch of Statewide Attendance Dashboard
- 4/15/2026 – John Doe – Re: Public Information Request
- 4/16/2026 – Gov. DeWine Comms – Governor DeWine Announces Grants for Local Crime Reduction Strategies
- 4/16/2026 – Zachary Ward – NOV/ROV Case 2026-037
- 4/16/2026 – CCAO Newsletter

**REPORTS**

- Dog Warden Weekly Dog Count, ending 04/19/2026.*
- Dog Warden Weekly Call Log, ending 04/19/2026.*

**Meeting Adjourned at 10:28 a.m.**



Clerk

  
Board of County Commissioners  
Highland County, Ohio