

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

Mr. Roades 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** Alex Butler, Rita Smith-Daulton, Julie Bolender, Chris Hetzel, Cathy Faulconer, Leslie Rosselot, Melinda Sheets, Jessica Ison, Doug Riley, Caitlin Forsha and Jacob Clary were present for the meeting.

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

**MOTION** Mr. Britton moved, seconded by Mr. Roades, to approve payment of Bill File No. 24-01. The total bill file amount paid was \$1,105,476.99. The total General Fund paid was \$256,310.15. The vote was as follows: Mr. Britton, yea; and Mr. Roades. Yea

#### **RESOLUTIONS**

**Res No 24-08** Mr. Britton moved, seconded by Mr. Roades, Commissioners adopt and approve by this action, a blanket resolution to cover all travel of Recorder, Chad McConaughy, to all State and District meetings as deem necessary, for 2024 The vote resulted as follows: Mr. Roades, yea and Mr. Britton, yea.

**Res No 24-09** Mr. Britton moved, seconded by Mr. Roades, Commissioners authorize the Highland County Engineer to use the R.C.325.19(F) to establish an alternative vacation leave schedule during (4) 10-hour days from April 2024 to October 2024 as set. The vote resulted as follows: Mr. Roades, yea and Mr. Britton, yea.

**Res No 24-10** Mr. Britton moved, seconded by Mr. Roades, Commissioners authorize the Highland County Engineer to use the existing county employee forces and proceed by "Force Account" in the construction, reconstruction, improvement, maintenance, of repair of roads, bridges and culverts as determined by the County Engineer in Highland County during the year 2024. The vote resulted as follows: Mr. Roades, yea and Mr. Britton, yea.

**Res No 24-11** Mr. Britton moved, seconded by Mr. Roades, Commissioners approve a blanket resolution to cover all of Christopher Fauber, P.E., P.S., Highland County Engineer, to the list of meetings and all additional meetings as necessary for 2024.

**Res No 24-12** Mr. Britton moved, seconded by Mr. Roades, Commissioners self-certify \$50,000.00 Micro-Purchase threshold for use of federal funds. The vote resulted as follows: Mr. Roades, yea and Mr. Britton, yea.

**Res No 24-13** Mr. Britton moved, seconded by Mr. Roades, Commissioners appoint Dennis Kirk, Attorney, to the Law Library Resources Board, effective this date and ending December 31, 2028. The vote resulted as follows: Mr. Roades, yea and Mr. Britton, yea.

**Res No 24-14** Mr. Britton moved, seconded by Mr. Roades, Commissioners authorize an additional appropriation from unappropriated funds within the Capital Improvement Airport (4220) fund in the amount of \$32,000.00.

**Res No 24-15** Mr. Britton moved, seconded by Mr. Roades, Commissioners authorize a reimbursement of funds from Child Support Enforcement, 2115 to Public Assistance, 2050 in the amount of \$90,000.00. The vote resulted as follows: Mr. Roades, yea and Mr. Britton, yea.

**Res No 24-16** Mr. Britton moved, seconded by Mr. Roades, Commissioners authorize a reimbursement of funds from Child Support Enforcement, 2015 to Public Assistance, 2050 in the amount of \$23,992.00. The vote resulted as follows: Mr. Roades, yea and Mr. Britton, yea.

**Res No 24-17** Mr. Britton moved, seconded by Mr. Roades, Commissioners authorize a budget modification within DCC – Youth Services Grant, 2075 in the amount of \$300.00. The vote resulted as follows: Mr. Roades, yea and Mr. Britton, yea.

**Res No 24-18** Mr. Britton moved, seconded by Mr. Roades, Commissioners establish the Board of DD budget, fund 2125 in the amount of \$650,000.00. The vote resulted as follows: Mr. Roades, yea and Mr. Britton, yea.

**Res No 24-19** Mr. Britton moved, seconded by Mr. Roades, Commissioners establish the Board of DD budget, fund 2400 in the amount of \$106,315.00. The vote resulted as follows: Mr. Roades, yea and Mr. Britton, yea.

**Res No 24-20** Mr. Britton moved, seconded by Mr. Roades, Commissioners establish the Board of DD budget, fund 2470 in the amount of \$139,593.00. The vote resulted as follows: Mr. Roades, yea and Mr. Britton, yea.

**Res No 24-21** Mr. Britton moved, seconded by Mr. Roades, Commissioners establish the Board of DD budget, fund 2490 in the amount of \$667,976.00. The vote resulted as follows: Mr. Roades, yea and Mr. Britton, yea.

#### **MEETINGS/APPOINTMENTS**

9:00 a.m. – Proclamation - Suicide Prevention Awareness  
Commissioners met with Ms. Kathy Faulconer to discuss the upcoming Suicide Prevention Awareness in Highland County. This group was formed in 2020 and now several organizations meet regularly to develop this group and continue to organize events and things to bring awareness to our area. 2022 was the highest number of suicides nationally. The legislature recently passed H.B. 123, which allows more involvement with the schools. In Highland County we also have Harvesting Healthy Minds event, bathroom posters in local restaurants and hope to soon have information in pharmacy bags at our local pharmacies. Commissioner Roades read the proclamation and a picture was taken.

Mr. Doug Riley, a resident of Mowystown came to the meeting to discuss his concerns about a sewer line main that has collapsed and is causing holes in his back yard caused by sinkage. He has even had a piece of his porch collapse. He claimed to have reached out to the mayor, but no one has helped him. Commissioner Roades said we would send the mayor a letter.

#### **CONTRACTS**

**#1** Commissioners, Highland County Recorder, Montgomery County Microfilming Board – Film Storage Agreement January 1, 2024, to December 31, 2024  
**#2** Commissioners, Woolpert, Inc., One Easton Oval – Professional Service Agreement – Highland County Base Mapping Program

**MOTION** Mr. Britton moved, seconded by Mr. Roades, to approve the Highland County Recorder’s Microfilming Contract and Woolpert Contract for the flyover as presented. The vote resulted as follows: Mr. Roades, yea and Mr. Britton, yea.

#### **AUTHORIZE TO EXECUTE**

Pike Natural Gas – Commercial Application Permit – Records Storage  
AEP Ohio – Electric Distribution – Records Storage  
Contractors Application for Payment – Doll Layman, Ltd. – RFL WWTP  
Change Order Request – Alpha Construction/ Weller’s HVAC – Roofing Changes

**MOTION** Mr. Britton moved, seconded by Mr. Roades, to authorize Commissioner Roades to execute the commercial apps for Pike Natural Gas and AEP Ohio, the 5<sup>th</sup> pay app for Doll Layman and the Change order request for Alpha Construction. The vote resulted as follows: Mr. Roades, yea and Mr. Britton, yea.

#### **DISCUSSION**

Commissioner Roades presented the quote from Crane Pumps and Systems for the RFL Sewer System Pumps.

**MOTION** Mr. Britton moved, seconded by Mr. Roades, to approve the purchase of 40 crane pumps in the amount of \$74,800.00. The vote resulted as follows: Mr. Roades, yea and Mr. Britton, yea.

Commissioner Roades also presented the quote for the Black Flow Testing for Cornele Plumbing.

**MOTION** Mr. Britton moved, seconded by Mr. Roades, to approve the back flow testing quote for \$475.00. The vote resulted as follows: Mr. Roades, yea and Mr. Britton, yea.

Commissioner Roades welcomed newly elected Leesburg Mayor Rita Smith-Daulton to the meeting. Commissioner Britton welcomed her and said that Leesburg is a big part of the Community with lots of workforce and businesses. Mayor Daulton thanked them and said she is looking forward to serving as mayor and will try her best.

#### **MEETINGS/APPOINTMENTS**

9:30 a.m. – Work Session - Chris Hetzel – FRS Transportation Plan  
*Chris Hetzel, Julie Bolender, Caitlin Forsha, Jacob Clary*  
Commissioners met with Chris Hetzel of FRS to discuss upcoming changes within the Highland County Transportation Plan. The current plan was written for five years and is good until 2026, however Mr. Hetzel said that they may transition to a Regional Coordination plan per ODOT’

recommendation. OVRDC has agreed to be the leading agency for this project and the projected date for completion is 2025. The hope for this transition is that it would allow for a collaborative approach where you could receive transportation within different regions eventually. Mr. Hetzel explained that this group has received one of four grants that were brought down nationwide. Commissioners thanked him for coming in and asked him to keep them updated.

*Recess 9:49 a.m. // Reconvene 9:57 a.m.*

**MEETINGS/APPOINTMENTS**

10:00 a.m. – Work Session – Julie Bolender, Shaw Construction  
*Julie Bolender, Bree Abbott, Mayor Harsha, Shawn Adkins*

Commissioners reviewed the housing situation with the city and discussed opportunities they may have with new developers.

*Recess 10:53 a.m. // Reconvene 1:00 p.m.*

**MEETINGS/APPOINTMENTS**

1:00 p.m. – Work Session – HCSO/EMA, MARCs Radio Upgrades & 911 Wireless Plan Meeting  
*Sheriff Barrera, Scott Miller, Dave Busshelman, Chris Campton*

Commissioners met to discuss the need for upgrades of the MARC's Radios and the 911 Wireless Plan. Mr. Bushelman and Mr. Campton expressed the reason behind the radio upgrades, what it would cost, and when the completion date is. Mr. Miller discussed what would be needed for the new Wireless Plan, informed the Commissioners that they would be the approval committee and then what steps we would take after that.

**EXECUTIVE SESSION – MOTION:** Mr. Britton moved, seconded by Mr. Roades to enter executive session to discuss personnel discipline ORC 121.22 (G)(1) **ROLL CALL:** **Mr. Britton; and Mr. Roades, yea. Entered: 2:10 p.m. / Exited: 3:15 p.m.**  
No action was taken during this session

**MOTION** Mr. Britton moved, seconded by Mr. Roades, to approve payment of Bill File No. 24-02. The total bill file amount paid was \$135,444.60. The total General Fund paid was \$0.00. The vote was as follows: Mr. Britton, yea; and Mr. Roades, Yea

**Res No 24-22** Mr. Britton moved, seconded by Mr. Roades, Commissioners requests a modification from County Transfers Out to County Advances out for \$450.00. Also requested is an advance to Block Grant PY22 in the amount of \$450.00. The vote resulted as follows: Mr. Roades, yea and Mr. Britton, yea.

**CORRESPONDENCE**

Area Agency on Aging – Advisory Council Invitation

CCAO – Designation of Official Representative and Alternate for CCAO Membership Meetings

allForms – Carissa Truman

Todd May – AFRS Emergency Services

AFRS UAS Fire ROV – AFRS Introduction

Gov. DeWine Comms – Governor DeWine Calls Special Election for Ohio's 6<sup>th</sup> Congressional District

Secretary LaRose – Special Election Dates set for Congressional District 6

allForms – Autumn

allForms – Shawn Brown

Governor DeWine Signs Bills into law

Gov. DeWine Comms – Governor DeWine Issues Statement on Death of Former U.S. Senator Herb Kohl

Ohio Department of JFS – Department of Medicaid

allForms – Robin Strong

allForms – Claire Ames

Highland County Recorder – Official Notice for Resolutions

allForms – Dela R. Malott

Department of Development – Monitoring Report


Gov. DeWine Comms – Governor DeWine Announces Details for New \$150 Million Welcome Home Ohio Program

**REPORTS**

- Dog and Kennel – Dog Count Report – 12/17/2023– 12/23/2023*
- Dog and Kennel – Call Log Report – 12/18/2023 – 12/22/2023*
- Dog and Kennel – Dog Count Report – 12/25/2023– 12/30/2023*
- Dog and Kennel – Call Log Report – 12/23/2023 – 12/30/2023*
- Dog and Kennel – Dog Count Report – 01/02/2024 – 01/06/2024*
- Dog and Kennel – Call Log Report – 01/02/2024 – 01/06/2024*
- Inventory of Highland County Sheriff's Office for 2023*
- Highland County Sheriff – Statement of Expenditures from Sheriff's Allowances*
- Highland County Sheriff – Credit/Procurement Card Expenditures*
- Highland County Sheriff – Statement of Costs of Prisoners' Meals*

**Meeting Adjourned at 3:18 p.m.**

  
Clerk

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Board of County Commissioners  
Highland County, Ohio