

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 Tonya Sturgill, Jill Parr, Taylor Burchett, Jon Parr, Jennifer Benson, Frances Cochran, Drew Balser, David Fulton, Amy Bradley, Randy Sanders, Caitlin Forsha, 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; Mr. Roades, yea.

MOTION Mr. Daniels moved, seconded by Mr. Roades, to approve the work session minutes from 7/13/2026. The vote resulted as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea.

MOTION Mr. Daniels moved, seconded by Mr. Roades, to approve payment of Bill File No. 26-28. The total bill file amount paid was \$592,634.16. The total General Fund paid was \$88,844.78. The vote resulted as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea.

MEETINGS/APPOINTMENTS

9:00 a.m. – Pretrial, Probation, and Parole Supervision Week Proclamation

Mrs. Tonya Sturgill was present to speak on behalf of probation and the work that they do. She explained that this week was in honor of over 100,000 parole and correctional officers. She is working throughout the week in hopes the officers feel the rewards of their jobs. She thanked the Commissioners for the proclamation. Commissioner Britton read the proclamation and a picture was taken.

RESOLUTIONS

Res No 26-153 Mr. Daniels moved, seconded by Mr. Roades, Commissioners adopt a small purchase procurement policy for certain public improvement projects and authorizing its implementation. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea

Res No 26-154 Mr. Daniels moved, seconded by Mr. Roades, Commissioners authorize a “Then and Now” purchase order and the County Auditor is authorized to issue warrants for payment. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea

Res No 26-155 Mr. Daniels moved, seconded by Mr. Roades, Auditor requests a budget modification within the 1000 County General fund in the amount of \$24.00. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea

Res No 26-156 Mr. Daniels moved, seconded by Mr. Roades, Veterans Services Commission request a budget modification within the 1000 County General fund in the amount of \$3,652.50. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea

CONTRACTS

#46 Highland County Commissioners, Highland County Community Action, Goodwill Easter Seals Miami Valley –WIOA & TANF Subgrant Award PY27 Contract Extension

MOTION Mr. Roades moved, seconded by Mr. Daniels, to approve the Goodwill Easter Seals WIOA & TANF contract extension. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea

AUTHORIZE TO EXECUTE

OPWC Disbursement – DOACO2 Request 2 – HIG CR 5E New Market Rd and 5F Prospect Rd
Reconstruction

MOTION Mr. Daniels moved, seconded by Mr. Roades, to approve the OPWC disbursement for the New Market and Prospect Rd. project. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea

Allowance Authorization for Construction Contract – A New Truck & Storage Garage for Highland Co. Engineer – Jay Car Construction Co.

MOTION Mr. Daniels moved, seconded by Mr. Roades, to approve the Jay Car Construction Allowances contract authorization. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea

LETTER OF SUPPORT

Regional Council of Governments Model Developed Partnership – Highland County Board of DD
MOTION Mr. Daniels moved, seconded by Mr. Roades, to approve the Letter of Support for the 10 county model partnership. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea

DISCUSSION

Amy Bradley asked if the Commissioners had made a decision on whether or not to utilize a broker for Vision and Life insurance. She did say David Brown agreed to be our broker.

MOTION Mr. Daniels moved, seconded by Mr. Roades, to authorize Brown Raybourn to be our broker for Guardian Vision and Hartford Life Insurance. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea

Commissioner Britton said that we would be meeting Rumpke, Detillion Fencing, and RPHF on site next Wednesday to discuss the recycling center.

Commissioner Britton said that we had hired Jennifer Maynard with the idea that she would take Julie Wallingfords position. It was now time to consider that promotion.

MOTION Mr. Daniels moved, seconded by Mr. Roades, to promote Jennifer Maynard to \$23.84/hour retroactive to the current pay cycle. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea

Cierra was present again to discuss the BOE Mini Split. Commissioner Britton said that Wellers had quoted 2 mini splits due to the area that needed covered and potential expansion. Commissioner Britton called Tom Mottie and he said he recommended two due to the refrigerants. The total quote was for \$14,500.00.

MOTION Mr. Daniels moved, seconded by Mr. Roades, to approve the wellers quote in the amount of \$14,500.00. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea

OLD BUSINESS

Commissioner Britton said that we have decided not to go any further with the Right Stuff Software and for it to be taken off the Agenda.

MOTION Mr. Daniels moved, seconded by Mr. Roades, to rehire JayDee Burba at her current rate of pay, changing her hours from 8 hours a day to 6 hours per day as Hi-Tec janitorial. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea

MEETINGS/APPOINTMENTS

9:30 a.m. – Sheriff Sanders - Executive Session 121.22 (G)(1) to consider employment
MOTION: To enter into executive session per ORC 121.22 (G)(1)), Mr. Daniels moved, seconded by Mr. Roades. The vote was as follows: Mr. Roades, yea; Mr. Daniels, yea; Mr. Britton, yea. Commissioners invited Sheriff Sanders in. Entered: 9:22 a.m. Exited: 9:52 a.m. No Action Taken.

CORRESPONDENCE

- 07/07/2026 – Governor DeWine Signs Bills into Law
- 07/07/2026 – Secretary LaRose Press – RELEASE: Secretary LaRose Encourages Ohio Voters to Be Vigilant About Outside Voter Registration Groups
- 07/07/2026 – Scott Marshall – Public Relations/Communications Question
- 07/08/2026 – Alicia Ridenour – YLA Building Dedication
- 07/08/2026 – Robert Sy – Outstanding Checks, PayOPS BPO Partners Provider Contact Team
- 07/08/2026 – Gov. DeWine Comms – Governor DeWine Signs Bill into Law
- 07/08/2026 – OVRDC – Ohio Public Works Commissions Award \$15 Million to District 15
- 07/08/2026 – Secretary LaRose Press – RELEASE: Secretary LaRose Applauds Federal Court Order Upholding Ohio’s Access to Citizenship Verification System
- 07/08/2026 – The Ohio Department of Commerce – Prevailing Wage Rates Update Notification
- 07/09/2026 – Secretary LaRose Press – RELEASE: Ohio’s Easy Business Filing Process Helps Drive State to Number One
- 07/09/2026 – Appalachian Regional Commission – IN THE REGION: Rural Workforce Funding Available
- 07/09/2026 – Gov. DeWine Comms – What They’re Saying: Ohio Named CNBC’s No. 1 for Business
- 07/09/2026 – Gov. DeWine Comms – Ohio Names CNBC’s No. 1 State for Business

07/10/2026 – Gov. DeWine Comms – Governor DeWine Appoints Manning to the Ninth District Court of Appeals
07/10/2026 – CCAO Statehouse Report
07/10/2026 – Gov. DeWine Comms – Governor DeWine Signs Bill Into Law
07/10/2026 – Ohio Environmental Protection Agency – Discharge Monitoring Report
07/10/2026 – Ebiz – Rocky Fork Lake WWTP – Highland County Preliminary Compliance Review – June 2026
07/10/2026 – Gov. DeWine Comms – Governor’s Appointments for July 10, 2026
07/10/2026 – Gov. DeWine Comms – Governor DeWine Announces Staff Change
07/10/2026 – Secretary LaRose Press – Ohio Secretary of State Week in Review
07/10/2026 – Gov. DeWine Comms – Ohio Governor Mike DeWine Week in Review
07/10/2026 – Ed Nolasco – Public Records Request – Outstanding BOCC/BCC Checks or Warrants
07/10/2026 – OVRDC – The Regional Report – July 2026
07/12/2026 – Gov. DeWine Comms – Governor DeWine Statement on Death on U.S. Senator Lindsey Graham
07/13/2026 – Summer Eggleton – Juvenile Court
07/13/2026 – Counties Current
07/13/2026 – Secretary LaRose Press – RELEASE: Secretary LaRose Announces \$1 Million Grant to Strengthen Poll Worker Recruitment and Training Ahead of November General Election+
07/13/2026 – Ohio811 The Damage Prevention Journal – July 2026
07/13/2026 – OVRDC – It’s the Last Week to Submit a Nomination for Regional Excellence Awards!
07/13/2026 – State Historic Preservation Office – Ohio History Fund Grant Application Now Available
07/13/2026 – Mike Shelton – Continued Menacing
Ohio Department of Administrative Services – City of Cincinnati Procurement Conference

REPORTS

Dog Warden Weekly Call Log, ending 07/04/2026
Dog Warden Weekly Dog Count, ending 07/04/2026
Dog Warden Weekly Call Log, ending 07/11/2026
Dog Warden Weekly Dog Count, ending 07/11/2026
Juvenile Disbursement Activity Report – July 2026

Meeting Adjourned at 10:04 a.m.

Clerk



Board of County Commissioners
Highland County, Ohio