

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, Jennifer Maynard, Jeremy Ratcliff, Amy Bradley, 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 7/20/2026. 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. 26-29. The total bill file amount paid was \$238,443.15. The total General Fund paid was \$42,509.38. The vote resulted as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea.

RESOLUTIONS

Res No 26-157 Mr. Daniels moved, seconded by Mr. Roades, Commissioners determine the following items, no longer needed by the County and obsolete, ORC 307.12 (A)(1); 1980 Ford Truck. Therefore, the board declares the listed item to be surplus property and no longer needed by the county. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea

Res No 26-158 Mr. Daniels moved, seconded by Mr. Roades, Commissioners authorize a transfer from County, Transfers Out to Airport Capital Improvement 4220 in the amount of \$14,331.00. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea

Res No 26-159 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 26-160 Mr. Daniels moved, seconded by Mr. Roades, JFS requests a budget modification within the 2115 Children’s Services fund in the amount of \$9,000.00. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea

Res No 26-161 Mr. Daniels moved, seconded by Mr. Roades, Commissioners authorize a budget modification within the 2280 Records Preservation fund in the amount of \$1,500.00. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea

CONTRACTS

#47 Highland County Commissioners, Highland County Airport Authority, Stantec Consulting – T Hangar Construction Project

MOTION Mr. Roades moved, seconded by Mr. Daniels, to approve the t-hangar contract for the board of elections. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea

#48 Highland County Commissioners, Probation, State of Ohio Department of Rehabilitation and Correction – Addendum to Community-based Corrections Subsidy Grant Agreement

MOTION Mr. Roades moved, seconded by Mr. Daniels, to approve the addendum to the probation contract. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea

AUTHORIZE TO EXECUTE

- Sweet Meadow Farm Drainage LLC – Specifications and Bidding Documents for FY 2026 Improvements to Replace Runway 23 PAPI-2

MOTION Mr. Daniels moved, seconded by Mr. Roades to approve the bidding documents for Sweet Meadow Farm Drainage LLC. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea

- Johnson Controls Planned Service Agreement – Highland County Records building

MOTION Mr. Daniels moved, seconded by Mr. Roades to approve the Johnson Controls planned service agreement for the Records Building. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea

- Notice to Proceed – Dance Excavation, LLC. – New Courtyard for Highco, Inc.

MOTION Mr. Daniels moved, seconded by Mr. Roades to approve the Highco Courtyard Notice to Proceed. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea

- Policy Adoption – Cybersecurity Program Policy, Cybersecurity Awareness and Training Policy, Acceptable Use of Information Technology Resources Policy, Cybersecurity Incident Response Plan, Cybersecurity Policy

MOTION Mr. Daniels moved, seconded by Mr. Roades to approve the new Cybersecurity Policy. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; Mr. Roades, yea

DISCUSSION

Ms. Amy Bradley brought to the board the hiring of Geren Ryan, the new part time records assistant.

MOTION Mr. Daniels moved, seconded by Mr. Roades, to hire Geren Ryan as the part time records assistant. 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 at 11:00 a.m. to discuss the recycling center and then a post-audit meeting at 1:00 p.m.

Ms. Cierra Moore was present to go over the three quotes she received for the jail shut off valves. Cornele plumbing quoted 17 valves for \$14,500.00, T & S Mechanical 12 valves for \$12,705.00, and Wellers 9 valves for \$5,760.00. The Commissioners asked Cierra to come back with uniform quotes.

Recess 9:13 a.m. // Reconvene 11:00 a.m.

MEETINGS/APPOINTMENTS

11:00 a.m. – Off-site Meeting – Recycling Center
Commissioners met to discuss fencing.

CORRESPONDENCE

- 7/01/2026 -- Ohio Power Sting Board – Highland County Second Quarter Project Update – April – June 2026
- 7/13/2026 – WEX Bank – Update of Terms of Service going into effect on Aug 13, 2026
- 7/13/2026 – Jennifer Lewis; AAA – July Update
- 7/14/2026 – Cooper Sick – Website for Highland County Ohio Commissioners Inquiry
- 7/15/2026 – Ohio Auditor of State; Keith Faber –Best Practice; Importance of Multi- Factor Authentication (MFA) and Risks of Unauthorized Access to Internal Portals
- 7/15/2026 – Kim Jackson; Ohio Children’s Alliance – Paint Valley Behavioral Health Respite Advisory Update
- 7/15/2026 – Tancor, Roberto; NVET – Project Design Follow Up – Walkways/Crosswalks
- 7/15/2026 – Nicole Lundrigan – Public Records Request; Regarding Sewer District and Line
- 7/15/2026 – Sterling Martin – Project Pricing Standard Estimation
- 7/15/2026 – Janet Grothe; Innergex – Website Updates during Solar Project
- 7/16/2026 – Appalachian Regional Commission—In the Region: Local Government Training
- 7/16/2026 – Gov. DeWine – Governor Award \$11.9 Million to Support Demolition Project in 73 Counties
- 7/17/2026 – Rachel Reedy; CCAO – State house Report: July 17, 2026
- 7/17/2026 – Gov. DeWine – Ohio Governor Mike DeWine Week in Review
- 7/17/2026 – Secretary LaRose Press – Ohio Secretary of State Week in Review
- 7/17/2026 – Ohio Valley Regional Development Commission – Regional Excellence Awards
- 7/20/2026 – Highland Couty Clerk of Courts – Summons Case No. 26TF0004
- 7/20/2026 --Highland Couty Clerk of Courts – Summons Case No. 26TF0003
- 7/20/2026 – CCAO – Counties Current: July 20,2026

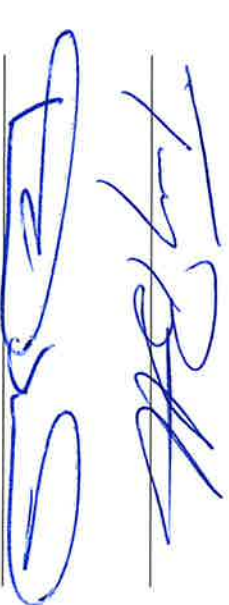
REPORTS

- Dog Warden Weekly Call Log, ending 07/18/2026*
- Dog Warden Weekly Dog Count, ending 07/18/2026*
- Dog Warden Mileage Log, ending 07/15/2026*

Meeting Adjourned at 11:45 a.m.



Clerk




Board of County Commissioners
Highland County, Ohio