

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, Craig Rayburn, Carl Rayburn, Chris Boreson, Jamie Wheeler, Jeanette Motlie, Chad McConaughy, David Weightman, Jeremy Ratcliff, Alex Butler, Gene Meyers, Randy Sanders, Julie Bolender, Jacob Clary and Rory Ryan were present for the meeting.

MOTION Mr. Daniels moved, seconded by Mr. Roades, to approve the minutes from the previous two meetings – December 17th and January 5th. 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. 26-01. The total bill file amount paid was \$404,686.71. The total General Fund paid was \$161,351.40. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

MEETINGS/APPOINTMENTS

9:00 a.m. – David Weightman, Clearway Energy Group – Concord Township Solar Project

Mr. David Weightman, from Clearway Energy – an independent power company was present for the meeting to discuss a potential solar project in Concord township. He was here to seek community feedback and get a feel from the Commissioners on how Solar is accepted in Highland County. Commissioner Daniels started out by saying the Commissioners passed a resolution that outlines their stance and regulations and encouraged him to get a copy of it. He explained that this would outline when they will agree or object to a project. Commissioner asked if this would be subject to Senate Bill 52 and Commissioner Daniels said it would. Mr. Weightman explained he had read through the resolution. He asked about the acreage limit – saying Concord currently has 1,000 acres left with the 8% cap if it is correct that Willowbrook takes up 7.5%. He asked if Willowbrook was operational. Auditor Butler said part of that project is operational. Commissioner Daniels said he could get a map from the Tax Map office that outlines the acreage within that project. Mr. Weightman asked if they abided by the regulations if they would be welcome. Commissioner Daniels said speaking for himself, not the other two commissioners, if they fall out of the parameters outlined, he will have a problem with it. Commissioner Roades added that with Concord being at 7.5%, he would only have 0.5% left and he doesn't know if it would be beneficial for them to come here. Commissioner Daniels also added that he would object to anything under 50 MW that does not go to the Ohio Power Siting Board. Mr. Weightman thanked them for their time.

9:00 a.m. – Julie Bolender – Small Business Bootcamp

Ms. Julie Bolender came to announce Highland County's very first Business Bootcamp. This will be a six-week bootcamp that individuals can attend who are interested in opening a business. The last night of the bootcamp will involve a presentation like Shark Tank. It begins February 24th at 5:00 p.m. and has a max capacity of 15 people.

9:00 a.m. – Chris Boreson – Mayor of Greenfield

Mayor Boreson attended the Commissioners' meeting to introduce himself to the Commissioners and other Elected Officials that were present. He said that they have all new management in Greenfield and he looks forward to working with everyone.

DISCUSSION

Auditor Alex Butler – Millhuff-Stang Certified Public Accountant, Engagement Letter: Compilation

Auditor Butler expressed that he has successfully worked with Millhuff-Stang for three years and would recommend doing a five-year agreement to lock in the pricing.

MOTION Mr. Roades moved, seconded by Mr. Daniels, to approve the five year Millhuff-Stang agreement. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

Auditor Butler also presented the December Sales Tax. For the month we were up 5.6% from 2024 at \$787,193.60. The state did provide a stipend from the Sales Tax holiday, which was \$118,773.29. This brought our annual total to \$9,822,591.92 which was up 1.6% from 2024.

Commissioner Daniels asked about Resolution 26-18 and what Auditor Butler was recommending for this. He explained that the original appropriation exceeded our certificate of estimated resources. He wanted to express we had no loss in revenue, we were just brining those appropriations under what is allowable according to the ORC.

Recorder Chad McConnaughey – Zoning

Recorder Chad McConnaughey presented his Annual Report from 2025. His office recorded 6,038 documents which was an increase of 322 from last year. He expressed his gratitude towards his staff and all that they do throughout the year. He also noted the collaboration with the Tax Map and Auditor's Office. After his report, he thanked the Commissioners for the upgrades to not only the office, but the building as well. Lastly, he presented the Commissioners with his mandated zoning letter that he is required to compile per ORC.

Mary Remsing – MARCs Tower

Ms. Mary Remsing was present to give the Commissioners the proposed layout for the Butters Rd. property. She said that the grading and Geotech work has been completed.

MOTION Mr. Daniels moved, seconded by Mr. Roades, to approve the MARCs Tower proposed layout. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

RESOLUTIONS

Res No 26-08 Mr. Daniels moved, seconded by Mr. Roades, Commissioners approve by this action, a blanket resolution to cover all travel of Recorder, Chad McConnaughey, to all State and District meetings as deem necessary, for 2026. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

Res No 26-09 Mr. Daniels moved, seconded by Mr. Roades, Commissioners approve by this action, a blanket resolution to cover all the travel of Christopher M. Fauber, P.E., P.S., Highland County Engineer, to the listed meetings and all additional meetings as necessary. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

Res No 26-10 Mr. Daniels 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, or repair of roads, bridges, and culverts as determined by the County Engineer in Highland County during the year of 2026. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

Res No 26-11 Mr. Daniels 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 2026 to October 2026 as set. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

Res No 26-12 Mr. Daniels moved, seconded by Mr. Roades, Commissioners agree to the re-appointment of Kimberly Douglas, to the Highland County District Library Board of Trustees for a four-year term, beginning February 2026. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

Res No 26-13 Mr. Daniels moved, seconded by Mr. Roades, Commissioners authorize a request from the Board of DD to establish new lines within the 2195 Multi System Youth Incentive Fund. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

Res No 26-14 Mr. Daniels moved, seconded by Mr. Roades, Commissioners authorize a request an additional appropriation from unappropriated funds within the 2795 Policeman Rotary Fund in the amount of \$32,578.50. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

Res No 26-15 Mr. Daniels moved, seconded by Mr. Roades, Commissioners authorize a request an additional appropriation from unappropriated funds within the 7210 Prosecutor DETAC Fund in the amount of \$2,867.78. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

Res No 26-16 Mr. Daniels moved, seconded by Mr. Roades, Commissioners authorize a request for an additional appropriation from unappropriated funds within the 2075 Youth Services Grant – DCC Fund in the amount of \$2,780.50. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

Res No 26-17 Mr. Daniels moved, seconded by Mr. Roades, Engineer requests a budget modification within the 4110 Engineer Building Capital Improvement fund in the amount of \$3,500,000.00. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

Res No 26-18 Mr. Daniels moved, seconded by Mr. Roades, Commissioners agree to reduce the 2026 County Budget as follows: see attached list. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

Res No 26-19 Mr. Daniels moved, seconded by Mr. Roades, Commissioners requests a transfer in the amount of \$18,013.80. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

Res No 26-20 Mr. Daniels moved, seconded by Mr. Roades, Commissioners authorize an additional appropriation from unappropriated funds within the 2540 Victim Witness Fund in the amount of \$1,500.00. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

Res No 26-21 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.

CONTRACTS

#1 Highland County Commissioners, Montgomery County Microfilming Board – 01/01/2026 – 12/31/2026

MOTION Mr. Roades moved, seconded by Mr. Daniels, to approve the Montgomery County Microfilming storage contract. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

#2 Highland County Commissioners, Wilkin Heating & AC, Inc. – Planned Service Agreement – Dog and Kennel

MOTION Mr. Roades moved, seconded by Mr. Daniels, to approve the Wilkin Heating & AC Planned Service Agreement for the Dog Pound. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

AUTHORIZE TO EXECUTE

- 2ND Amendment to State Energy Program Grant Agreement, Energy Efficiency Program for Ohio Communities (Ameresco)

MOTION Mr. Roades moved, seconded by Mr. Daniels, to approve the Ameresco Energy Efficiency Program. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

- Angela Ellis – Satisfaction of Mortgage

Ms. Jeanette Mottie was present at the meeting. She said that Ms. Ellis has satisfied the program requirements and we are ready to release the lien.

MOTION Mr. Roades moved, seconded by Mr. Daniels, to approve the Montgomery County Microfilming storage contract. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

- Jake Sweeney – 2 – 2026 Dodge Durango - \$86,276.00 – Sheriff’s Office

MOTION Mr. Roades moved, seconded by Mr. Daniels, to approve the purchase of two 2026 Dodge Durangos for the Sheriff’s Office. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

- Juvenile Court – Grant Amendment

MOTION Mr. Roades moved, seconded by Mr. Daniels, to approve the Juvenile Court Grant Amendment for \$64,706.80. The vote was as follows: Mr. Britton, yea; Mr. Daniels, yea; and Mr. Roades, yea.

MEETINGS/APPOINTMENTS

9:30 a.m. – Work Session – Jeremy Ratcliff

Jeremy Ratcliff, Gene Meyers

Commissioners discussed the home in Greenfield that they are hoping to collaborate with the Board of DD on for emergency housing within the county. This home would be ran through the Board of DD and the only tie the county would have is by providing financial assistance through the Multi System Youth Funds at approximately \$40,000.00.

10:00 a.m. – Work Session – Amy Bradley

Amy Bradley, Alex Butler

Auditor Butler and Ms. Bradley discussed the 1095s and the status of getting all of those corrected and submitted to the IRS.

Recess 10:30 a.m. // Reconvene 2:02 p.m.

2:00 p.m. – Work Session - Terry Mikkelsen – A/V Proposal
Terry Mikkelsen

Mr. Mikkelsen discussed his A/V proposal for the Commissioners meeting room and all of the options included in that quote.

CORRESPONDENCE

12/14/2025 – OPRA Request: HIG-CR 92A 22B-E Road Resurfacing
 12/17/2025 – Governor DeWine announces historic preservation projects
 12/17/2025 – OPRA Request: Careytown Road/Roundhead Road intersection improvement
 12/17/2025 – Secretary LaRose warns Ohioans of Top Five Christmas Season Scams Circulating Right Now
 12/18/2025 – OPRA Request: 2021 Highland County Chip Seal Program
 12/18/2025 – all Forms – Great Oaks website
 12/19/2025 – Governor DeWine appointments for 12/19/2025
 12/19/2025 – Governor DeWine signs bill into law
 12/19/2025 – Governor DeWine – week in review
 12/19/2025 – Secretary Of State week in review
 12/19/2025 – Verizon Antenna Upgrade
 12/22/2025 – Counties Current – 12/2025
 Marshall Church of Christ – new building project
 12/25/2025 – OPRA Request: Petersburg Road/Overman Road Intersection Improvements
 12/26/2025 – Ohio Secretary of State week in review
 12/27/2025 – OPRA Request: HIG-VAR-Guardrail FY25
 12/27/2025 – all Forms – G. Edwards – sewer bill
 12/29/2025 – Governor DeWine – Announces Ohio’s Rural Health Transformation Program Award
 12/30/2025 – Secretary LaRose announces 81 close contests in 2025 General Election, Successful post-election audit
 12/31/2025 – OPRA Request: 2020 Chip Seal Plan Holder List
 12/31/2025 – Governor DeWine announces end of year results for violent crime reduction operations across Ohio
 12/31/2025 – Governor DeWine statement on Anti-Fraud Measures for Publicly-Funded Childcare in Ohio

REPORTS

Dog Warden Weekly Dog Count, ending 12/21/2025
Dog Warden Weekly Dog Count, ending 12/28/2025
Dog Warden Weekly Call Log, ending 12/20/2025
Statement of Expenditures – Sheriff’s Office – Statement of Expenditures allowances for the month of December 2025
Sheriff’s Office Credit/Procurement Card Expenditure Report for the Month of December 2025
Sheriff’s Office Statement of Costs of Prisoners’ Meals for the Month of December 2025
Recorder’s Office Inventory as of 12/31/2025
Clerk of Courts Inventory as of 12/31/2025

Meeting Adjourned at 2:56 p.m.

Colin Willey
 Clerk

Ty Bick

EDS

Paul LaRose
 Board of County Commissioners
 Highland County, Ohio