

December 2, 2025

Highland County Board of Commissioners' Agenda

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

APPROVALS

Bill File 25-47

Total General Fund \$121,403.34

Total Bill File \$448,361.13

MEETINGS/APPOINTMENTS

9:15 AM Bid Opening - Because He Lives Food Pantry Roof Replacement – CDBG PY 24

9:20 AM Jeremy Radcliff – Executive Session 121.22(G)(1) to consider employee compensation.

10:00 AM Bid Opening - Records Center Relocation & High-Density Shelving

10:05 AM Work Session - Julie Wallingford

DISCUSSION

RESOLUTIONS

Res No 25-285 Commissioners authorize a modification within Veterans Services budget in the amount of \$3,600 from Health Insurance to Employee Salary.

Res No 25-286 Commissioners authorize a modification within Veterans Services budget in the amount of \$52.20 from Health Insurance to Medicare.

Res No 25-287 Commissioners authorize a modification within Veterans Services budget in the amount of \$5,700 from Health Insurance and Indigent Burials to Relief.

Res No 25-288 Commissioners authorize a modification within Veterans Services budget in the amount of \$5,500 from Travel, Equipment & Repair, and VA Transportation to Outreach.

Res No 25-289 Commissioners authorize a modification within Auditor budget in the amount of \$1,550 from Contracts & Services to Supplies and Other Expense.

Res No 25-290 Commissioners authorize Melissa Wheaton from the Highland County Family Advocacy Center as an authorized credit card user.

Res No 25-291 Commissioners authorize an additional appropriation to the Sheriff budget in the amount of \$4,299.36 to Salaries – Employees.

Res No 25-292 Commissioners authorize a modification within Court of Appeals budget in the amount of \$217.37 from Equipment to Supplies.

Res No 25-293 Commissioners reduce the rate of property tax within the ten-mill limitation for Tax Year 2025 (Collectible in 2026) Pursuant to ORC 5705.313.

Res No 25-294 Commissioners approve the Highland County Auditor the authority to adopt a Policy on Blanket Certificates, Blanket Purchase Orders, and Super Blanket Purchase Orders, adopted pursuant to ORC 5705.41(D).

Res No 25-295 Commissioners approve the Highland County Auditor, the authority to adopt a Policy on Cash Handling and Change Drawer Best Practices.

Res No 25-296 Commissioners approve the Highland County Auditor, the authority to adopt a policy for Electronic Deposits.

Res No 25-297 Commissioners approve the Highland County Auditor the authority to adopt a policy for the counties Pay-In Process, adopted pursuant to ORC 9.38.

Res No 25-298 Commissioners approve the Highland County Auditor the authority to adopt a policy for Vendor ACH Payment Approval Process.

Res No 25-299 Commissioners grant authorization for the listed “Then and Now” purchase orders from December 2, 2025, and the County Auditor is authorized to issue warrants for their payment (see attached resolution).

Res No 25-300 Commissioners approve a budget modification within County Miscellaneous in the amount of \$1,200, from Group and Liability to Examination.

CONTRACTS #79

#79

AUTHORIZE TO EXECUTE

*Change Order #2 – 2025 Highland County Chip Seal Program – Decrease Fog Seal by 7,510 SY @ \$0.90 = \$(-) 6,759.00

*Change Order #4 – PID 117363 HIG TR 118-0.70 Gibler Road Bridge Replacement- This is to correct a mistake made of Change order #3

CORRESPONDENCE

11/14/2025 – Mark Zurada – OPRA Request: Bid Opening – HIG CR 5-C New Market Road Reconstruction and Resurfacing

11/17/2025 – Mark Zurada – OPRA Request: 2023 Highland County Chip Seal Program

11/18/2025 – Ohio Department of Administrative Services- New and Amended State of Ohio Contracts

11/19/2025 – Governor De Wine – Designated Scioto Brush Creek as Ohio’s 12th State Scenic River

11/20/2025 – Mark Zurada – OPRA Request: Highland County – Rocky Fork Lake WWTP Improvements

11/20/2025 – Nick Ciolli – Legislative Update: Property Tax Reforms Head to Governor

11/20/2025 – Appalachian Regional Commission - IN THE REGION: \$9.2M to Recovery- Ready Workplaces

11/20/2025 –Ohio Valley Regional Development Commission –Ohio Department of Development Housing Grants

11/20/2025 – Governor De Wine – H2O Initiative now Covers more than half of the cropland Acres in Northwest Ohio: 2.5 million acres enrolled statewide.

11/21/2025 – Governor DeWine- H2Ohio Invest \$500,000 in Columbus to Replace Lead lines at Childcare Facilities

11/21/2025 – Governor DeWine- Governor’s Appointments for November 21, 2025

11/21/2025- Secretary of State- Frank LaRose- Issues Directive to County Board of Elections Following Adoption of New Bipartisan Congressional Map

11/21/2025 – Governor DeWine – State, Local, and Federal Partners Announce Updated Plans for East Palestine First Responder Training Center

11/21/2025 – Governor De Wine- Week in Review

11/21/2025- Secretary of State La Rose- Week in Review

11/23/2025 – Bill Reveal – Leak on road, 501 ½ Em Street, Martinsville. Has contacted Water Company

11/23/2025 – Jason Thomas- Gov Deals

11/24/2025 – Governor DeWine – Announces \$24 Million for Construction and Renovation Projects at Local Jails

11/24/2025 – Governor DeWine- Unveils Renovated Nature Center at Caesar Creek State Park

11/25/2025 – Micheal Atkinson – Permit Requirements in Washington Township

11/25/2025 – Governor DeWine – Signd Bill into law, Issues Line-Item Veto

11/26/2025 – EPA- Surface Water Division-TMDL Program -Draft East Fork Little Miami River Watershed

11/26/2025 – Ohio Valley Regional Development Commission- latest economic and community development news for you

11/28/2025 – Crystal White – Dog notification

11/28/2025 – CCAO – America’s 250th county boundary pin

11/28/2025 – OFCF – Family Centered Services and Supports (FCSS) Annual Report
11/28/2025 – Renee Bates – Brown County Humane Society Dog Shelter
11/28/2025 - Secretary of State- Frank LaRose – Week in Review ending 11/28/2025.
11/28/2025 – Lt. Gov. Tressel & Lt. Gov. Gilchrist II Place Wager on The Game
11/28/2025 – Renee Prenatt-Bates – Dog Abandonment

REPORTS

Dog Warden- Weekly Dog Count - 11/17/2025- 11/23/2025
Dog Warden- Weekly Call Log - 11/17/2025- 11/23/2025
Prosecutor's DETAC Report-2025- 11/24/2025
Sheriff's Office- Statement of Expenditures for Allowances for Month of November 2025
Sheriff's Office- Credit/Procurement Card Expenditure Report for November 2025
Sheriff's Office- Statement of Cost of Prisoners Meals for November 2025
Dog Warden- Weekly Dog Count - 11/24/2025- 11/30/2025
Dog Warden- Weekly Call Log - 11/24/2025- 11/30/2025

BOARD OF HIGHLAND COUNTY COMMISSIONERS

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ADDITIONAL MEETINGS & EVENTS

DATE	TIME	DESCRIPTION	ATTENDING