

The Board of County Commissioners, Highland County, Ohio, met this day in Regular Session with Brad Roades, Terry Britton, and David Daniels 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** Linda Ballentine, Tonya Sturgill, Jeanette Mottie, Sheriff Sanders, Judge Randolph, Bob Prosek, Jacob Clary, and Carlin Forsha were present at the meeting.

**MOTION** Mr. Britton moved, seconded by Mr. Daniels, to approve the minutes from the previous meeting. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; Mr. Daniels, yea.

**MOTION** Mr. Britton moved, seconded by Mr. Daniels, to approve payment of Bill File No. 25-17. The total file amount paid was \$969,497.67. The total General Fund paid was \$212,215.38. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; Mr. Daniels, yea.

**MEETINGS/APPOINTMENTS**

9:00 a.m. – Jeanette Mottie – CHIP Grant Public Hearing  
 Ms. Jeanette Mottie was present for the first CHIP Grant Public Hearing. She presented a presentation on what the CHIP program is and what they have to offer to the community. She explained the process that will need to be met in order to receive this year’s CHIP program and what the community members would need to do to be included in this program.

9:00 a.m. – Tonya Sturgill/Judge Randolph – Mental Illness in Jails  
 Ms. Tonya Sturgill and Judge Randolph were present to speak on behalf of the Stepping Up Initiative and how they are working to bring it to Highland County. This would allow local officers and probation departments to find support and resources outside of Highland County that are fitting for mental health.

**RESOLUTIONS**

**Res No 25-94** Mr. Britton moved, seconded by Mr. Daniels, Commissioners sign on the Call to Action and Stepping Up to Reduce the Number of People with Mental Illnesses in Jails. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; Mr. Daniels, yea.

9:00 a.m. – Highland County Airport – HOC AWOS Renewal  
 Mr. Bob Prosek attended the meeting to speak on behalf of the HOC AWOS Renewal for 2025. He explained that the AWOS system was installed with grant funding, but under the original contract, maintenance was included for a certain amount of years that was not outlined. The renewal for the maintenance portion is now up, and the airport is willing to pay for half of the cost but has asked that the Commissioners cover the other half. The total cost is \$5,304.50.

**MOTION** Mr. Daniels moved, seconded by Mr. Britton, to authorize a payment in the amount of \$2,652.25 for the maintenance portion of the contract. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; Mr. Daniels, yea

**RESOLUTIONS**

**Res No 25-92** Mr. Britton moved, seconded by Mr. Daniels, Probation request a budget modification within the 2615 CCA 2.0 FY24-25 Fund, in the amount of \$1,924.00. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; Mr. Daniels, yea.

**Res No 25-93** Mr. Britton moved, seconded by Mr. Daniels, Probation requests an additional appropriation from unappropriated funds within the 2615 CCA 2.0 FY24-25 fund in the amount of \$5,654.97. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; Mr. Daniels, yea.

**Res No 25-95** Mr. Britton moved, seconded by Mr. Daniels, Commissioners approve authorization to submit the PY 2025 Community Housing Impact and Preservation (CHIP) Program Grant Application and Implementation plan to the Ohio Department of Development, Office of Community Development. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; Mr. Daniels, yea.

**CONTRACTS**

**#26** Commissioners, Highland County Community Action Organization – Application/Implementation/Operation PY 2025 Community Housing Impact and Preservation Program

**MOTION** Mr. Britton moved, seconded by Mr. Daniels, to approve the the Community Action CHIP Application and Implementation Grant. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; Mr. Daniels, yea.

### **AUTHORIZE TO EXECUTE**

Merchants National Bank Authorization Forms – Probation

**MOTION** Mr. Britton moved, seconded by Mr. Daniels, to authorize Tonya Sturgill as the primary account holder for the Probation Department Merchants National Bank Credit Card removing Gary Breedon. Also authorizing Jon Parr to be added as a regular card holder. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; Mr. Daniels, yea

### **CONTRACTS**

**#23** Commissioners, Ohio Department of Job and Family Services, Common Pleas Court – IV-D Contract, Domestic Relations Magistrate Services

Mr. Jeremy Ratcliff was present to speak on behalf of the IV-D contract. He explained that this contract helps to reimburse some of the costs of the magistrate’s salary due to her covering Children Services cases.

**MOTION** Mr. Britton moved, seconded by Mr. Daniels, to approve contract 23. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; Mr. Daniels, yea.

### **AUTHORIZE TO EXECUTE**

**Airport Furnace – Clean Burn Model CB-3500**

**MOTION** Mr. Daniels moved, seconded by Mr. Britton, to approve the quote for the airport in the amount of \$8,912.50 stating that the Airport would pay for half the bill. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; Mr. Daniels, yea.

### **Vertiv Service Contract – Sheriff’s Office**

Sheriff Sanders gave the recommendation not to renew the Vertiv Service Contract, as it is a 3 year renewal that has never been utilized and the office does the maintenance anyways. Commissioners agreed to not renew the contract under Sheriff Sanders’ recommendation.

### **Contractors Application for Payment – No. 2 – Mechanical Construction**

**MOTION** Mr. Daniels moved, seconded by Mr. Britton, to approve pay app number 2 for Mechanical Construction. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; Mr. Daniels, yea.

### **DISCUSSION**

Commissioner Daniels announced that the Liquor License for Paint Township Dollar General had been advertised, and we had received no opposition, so we would be sending that back with no public hearing needed.

Commissioner Britton announced Issue 2 again as the election is next week. He proclaimed that all three commissioners are in support of the levy as it is a 10-year renewal and helps get OPWC projects funded within our county.

Commissioner Roades reviewed the Building Inspection list from Tom Perrin. Commissioner Roades did say most of the areas will be addressed in the building renovations or are currently being handled now, but he appreciated Mr. Perrin’s thorough review.

Commissioner Daniels discussed the Revolutionary War Memorial Sign that has been requested to be placed on the courthouse lawn. Commissioners discussed the approval of this, with the exception that it would only be placed between Memorial Day and the Fourth of July.

Commissioner Roades added that the New Market Solar Project had sent in a notice that they will be placing an operational and maintenance building on the lot near New Market Road.

**OLD BUSINESS**

Ms. Nicole Oberrecht received a change order late after review from Prosecutor Collins. The Commissioners did decide to go with the full replacement, totaling \$111,900.00.

**MOTION** Mr. Daniels moved, seconded by Mr. Britton, to approve the change order from AMERESCO for Alternate 2 totaling \$111,900.00. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; Mr. Daniels, yea.

Commissioners asked Ms. Ballentine, who was in attendance if she had anything to come before the board. She was in attendance for the CHIP Public Hearing.

***Recess 9:45 a.m. // Reconvene 10:02 a.m.***

**MEETINGS/APPOINTMENTS**

10:15 a.m. – Work Session – Courthouse Architectural Services  
*Ike Hodson, Nicole Oberrecht, Linda Ballentine*

Commissioners discussed the courthouse architectural interviews from last week and decided to have WDC Group and Schooley Caldwell back in for a second interview.

11:00 a.m. – Executive Session ORC 121.22 (G)(1) Employee Discipline

**EXECUTIVE SESSION – MOTION:** Mr. Daniels moved, seconded by Mr. Britton, to enter executive session to discuss employee discipline. Commissioners invited Records Manager Julie Wallingford in. ROLL CALL VOTE: Mr. Roades, yea; Mr. Britton, yea. Mr. Daniels, yea.  
***Entered: 11:09 a.m. / Exited: 11:22 a.m.***

**No action taken.**

**CORRESPONDENCE**

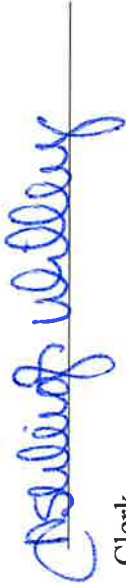
Kim Baldrick – Hamer Township Trustee  
Wayne Raymond – FOIA  
Secretary LaRose Press – Ohio Secretary of State Week in Review  
Gov. DeWine Comms – Ohio Governor Mike DeWine Week in Review  
Justin Brown – State Employment Relations Board 5-Year Administrative Rule Review Process  
allForms – Non-Profit Community Day  
allForms – Kimberly Baldrick – Hammer Township Trustee  
Lt. Gov Tressel Comms – Lt. Governor Tressel, ODNR Celebrate Ohio State Football National Championship with Buckeye Tree Planting  
Secretary LaRose Press – RELEASE: Secretary LaRose, Treasurer Sprague Call on State Board of Deposit to Authorize Cryptocurrency Payments  
allForms – Norman Sigel – Deed  
Highland County Historical Society – Second Quarter 2025 Newsletter  
Bert Jones – Appt/Group Health

**REPORTS**

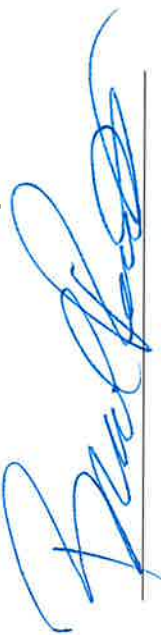
*Dog and Kennel – Dog Count Report – 04/20/2025 to 4/26/2025*  
*Dog and Kennel – Call Log Report – 04/21/2025 to 04/26/2025*  
*Sheriff's Office – Credit/Procurement Card Expenditure Report April 2025*  
*Sheriff's Office – Statement of Expenditures from Sheriff's Allowances April 2025*  
*Sheriff's Office – Statement of Costs of Prisoners' Meals for April 2025*

April 30, 2025

Meeting Adjourned at 11:23 a.m.



Clerk







Board of County Commissioners  
Highland County, Ohio