

The Board of County Commissioners, Highland County, Ohio, met on this day in Regular Session with Brad Roades, Terry Britton and David Daniels 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** Alex Butler, Jeremy Ratcliff, Nicole Oberrecht, Jeanette Mottie, Gary Breedan, Maddie Dearmon, Jason Dearmon, Camryn Spruell, Addie Huff, Halle Jones, Chris Jones, Mandi Jones, Steve Caraway, Caitlin Forsha, and Jacob Clary 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; and Mr. Daniels, yea

**MOTION** Mr. Britton moved, seconded by Mr. Daniels, to approve payment of Bill File No. 25-28. The total file amount paid was \$202,578.17. The total General Fund paid was \$18,533.74. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea

### RESOLUTIONS

**Res No 25-140** Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize a budget modification within (2300) 2025 Primary Election Grant in the amount of \$200.52 to correct an OPERS discrepancy. The vote was as follows: Mr. Roades, yea, Mr. Britton, yea, and Mr. Daniels, yea.

**Res No 25-141** Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize the Sheriff's Office to declare list of items attached, no longer needed by the County and obsolete per ORC 307.2 (I). The vote was as follows: Mr. Roades, yea; Mr. Britton, yea, and Mr. Daniels, yea.

### MEETINGS/APPOINTMENTS

9:00 a.m. – Hillsboro High School Softball Proclamation

The Hillsboro High School Softball Team was in attendance where commissioners congratulated their accomplishment during the 2025 softball season. Coach Breedan spoke of the team's success this year. Commissioner Roades presented the team with a proclamation.

### AUTHORIZE TO EXECUTE

Commissioner Daniels explained that there is a lift station near the East Shore Marina that we utilize that needs a driveway.

**MOTION** Mr. Daniels moved, seconded by Mr. Britton, to authorize Lamb Brothers Trucking & Excavating, LLC to install a driveway. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Commissioner Daniels also explained that the Rocky Fork Lake WWTP improvements are moving along and that Pay App No. 4 and the OWDA Fund Payment are both for this project.

**MOTION** Mr. Daniels moved, seconded by Mr. Britton, to authorize the president to execute Pay App No 4 for Mechanical Construction, as well as the Payment Request for OWDA. The vote was as follows: Mr. Roades, yea, Mr. Britton, yea; and Mr. Daniels, yea.

Ms. Jeanette Mottie was present to discuss a check the Commissioners had received. She explained this check was for a client who had utilized the CHIP program for home repairs. This client had hail damage to her home and in order to collect from insurance, it has to go through our office.

**MOTION** Mr. Daniels moved, seconded by Mr. Britton, to authorize the president to execute the check for the CHIP home loan. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

### CONTRACTS

**#47** Highland County Commissioners, Highland County Recorder, Hopdox, LLC – eRecording Services  
Commissioner Daniels explained that this was a service Chad had talked to us about previously that he is okay with moving forward on.

**MOTION** Mr. Daniels moved, seconded by Mr. Britton, to approve Contract 47 as submitted. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

**#48** Highland County Commissioners, Highland County Community Action Organization, Workforce Services Unlimited, Inc. – Contract Amendment (Contract #32 of 2024) – Highland County CCMEP WIOA/TANF Youth Program Contract Extension

**MOTION** Mr. Daniels moved, seconded by Mr. Britton, to approve the contract extension for the WIOA/TANF program. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

**#49** Highland County Commissioners, Highland County Department of Job and Family Services, Highland County Community Action Organization, Inc. – Purchased Service Contract – Highland County Community Action Organization, Inc – OWF-SNAP Job Club

Mr. Jeremy Ratcliff was present to explain that this was an extension of a previously awarded project for TANF work clients receiving public assistance.

**MOTION** Mr. Daniels moved, seconded by Mr. Britton, to approve Contract 49 as submitted. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

DISCUSSION

- Coyote Trailer – Reed’s Trailer Sales
  - 7’x14’ Dual Axel Trailer - \$3,995.00

**MOTION** Mr. Britton moved to accept the quote from Reed’s Trailer Sales, seconded by Mr. Daniels. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

*Recess 9:22 a.m. // Reconvene 9:27 a.m.*

MEETINGS/APPOINTMENTS

9:30 a.m. – CCAO Scholarship Presentation

Mr. Steve Caraway came down to present Halle Jones with the CCAO Scholarship. He commended her for her essay, community service, and college application. He stated that she was 1 of 175 applicants and was the first choice of each Commissioner for our district.

9:45 a.m. – Work Session – Julie Wallingford  
*Julie Wallingford*

Commissioners met to discuss shelving quotes as well as furniture proposals.

10:15 a.m. – Progress Meeting – 1<sup>st</sup> Floor Dept. Heads  
*Alex Butler, Chad McConaughy, Vickie Warnock*

Commissioners outlined the move and what that would look like. We went over potential temporary space for their offices and any concerns they may have.

*Recess 11:10 a.m. // Reconvene 11:31 a.m.*

11:30 a.m. – Executive Session – To consider compensation of public employee ORC 121.22 (G)(1)  
**Executive Session – MOTION: Mr. Daniels, moved, seconded by Mr. Britton to enter into executive session to consider employee compensation. Commissioners invited Dave Bushelman, David Manning, and Nicole Oberrecht to attend. ROLL CALL: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea. Entered: 11:32 a.m. /Exited: 11:37 a.m.**

No action taken. Commissioners then discussed the EMA Budget with him for 2026.

CORRESPONDENCE

- 2025 OHIO811 Annual Membership Meeting, August 13-15, 2025 – Embassy Suites, Columbus
- Southern Ohio Educational Service Center – Feedback deadline extended to Friday, July 25, 2025
- 2024 OUPS Annual Report
- July 7, 2025 – Governor DeWine – sends OSHP, ODNR to Support Recovery Work in Texas
- July 9, 2025 – allForms public records request – enforcement reports prepared & submitted by county society to the Sheriff in 2021, 2022, 2023, 2024, and 2025
- Highland County Court of Common Pleas – Vickie Warnock, Plaintiff vs. Carl Sanders, Defendant – property taxes
- July 11, 2025 – IHealth Resources & Service Administration, Ohio Community Housing Improvement inquiry
- Governor DeWine – Ohio’s Next Step Toward Statewide Next Generation 9-1-1
- OVRDC Newsletter, program announcements, upcoming events and opportunities to submit feedback on
- Stephanie Rolond, Veteran’s Services – 2025 Jeep Cruise-In Fundraiser, Saturday, September 20<sup>th</sup> at the County Fairgrounds
- Charles Hotchkiss – Local Government Involvement – Rocky Fork – 766010
- Gina Collingsworth – Notice of Funding Opportunity: Ohio Maritime Assistance Program
- Gov DeWine Comms – Governor DeWine Announces Co-Chairmen of Property Tax Reform Working Group
- Gov. DeWine Comms – Superman’s Big Screen Return Brings iconic Hero Back Home to the Heart of it all
- CCAO County Classic Golf Outing Flyer
- Gov. DeWine Comms – Governor DeWine Issues Statement on Recovery Work in Texas
- Secretary LaRose Press – Ohio Secretary of State Week in Review
- Gov. DeWine Comms – Ohio Governor Mike DeWine Week in Review
- allForms – Trish – Section 8 Housing

REPORTS

*Dog and Kennel - Call Log Report 7/7/2025 to 7/12/2025*  
*Dog and Kennel – Dog Count Report 7/6/2025 to 7/12/2025*

**Meeting Adjourned at 11:56 a.m.**

*Asleigh Willey*  
Clerk

*Paul Fawcett*  
*Trish*  
*David Manning*  
Board of County Commissioners  
Highland County, Ohio