

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 Carl Rayburn, Darlene Ford, Jeremy Ratcliff, Alex Butler, Jeanette Mottie, Lauren Shreve, Jacob Clary, Caitlin Forsha, Julie Bolender were present at the meeting.

MOTION Mr. Britton moved, seconded by Mr. Daniels, to approve the minutes from the previous regular 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. 25-43. The total file amount paid was \$436,463.21. The total General Fund paid was \$59,001.17. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

MEETINGS/APPOINTMENTS

9:00 a.m. – Julie Bolender – Countywide Comprehensive Plan

Ms. Bolender was present to discuss the necessity of a counter-wide comprehensive plan. The plan would include infrastructure, parks and recreation, and development within Highland County. The plan would take 6 months from start to finish. The CIC will share the cost of the plan. The CIC interviewed groups and identified The Montrose Group, LLC to partner with.

CONTRACTS

#71 Commissioners, The Montrose Group, LLC, economic development consulting services.

MOTION Mr. Daniels moved, seconded by Mr. Britton, to approve the letter of agreement with The Montrose Group to move forward with the plan.

9:15 a.m. – Jeremy Ratcliff – SNAP benefits

Mr. Ratcliff and Ms. Darlene Ford were in attendance to discuss SNAP benefits and the impact the federal shutdown will have on those. Mr. Ratcliff reported that JFS currently serves approximately 6,000 people who will not have benefits in November. Mr. Ratcliff reported the cost for September SNAP benefits was \$1 million dollars so the impact for November will be significant. At this time, Medicaid will be unchanged and TANF should not be affected. Ms. Ford said that food pantries could face an influx next month.

9:30 a.m. – Lauren Shreve – RPHF Solid Waste Mega Site Discussion

Lauren Shreve presented to the commissioners to discuss the location for a Mega site. With the purchase of property at 212 Hobart Drive as a potential site, Lauren will do a visit to determine if the location is suitable. Rumpke will want to look at the site as well to see if there is adequate space to support the bins and room for trucks. The cost to upgrade and maintain the facility will fall to the Solid Waste District. The space should allow for ten bins. The facility will be gated, and cameras will be placed on site. Anyone wanting to utilize the facility will apply on-line and receive a pin code. Highland County currently has eight drop-off locations.

Ms. Shreve also reported a grant program for curbside recycling available. Also discussed a battery box for residents to drop off. She will have a box delivered. The batteries must be taped and put in plastic bags.

RESOLUTIONS

Res No 25-241 Mr. Britton moved, seconded by Mr. Daniels, Job and Family Services is requesting a budget modification within the Children Services Special Fund (2115) in the amount of \$315,000.00. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea, and Mr. Daniels, yea.

Res No 25-242 Mr. Britton moved, seconded by Mr. Daniels, Job and Family Services is requesting a transfer of funding from Children Services Special Fund to Public Assistance in the amount of

\$226,909.38. This transfer is for Children Services' shared cost distribution. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea, and Mr. Daniels, yea.

Res No 25-243 Mr. Britton moved, seconded by Mr. Daniels, Job and Family Services is requesting a transfer of funding from Children Support Enforcement Administration Fund to Public Assistance in the amount of \$24,727.31. This transfer is for Child Support cost distribution. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea, and Mr. Daniels, yea.

Res No 25-244 Mr. Britton moved, seconded by Mr. Daniels, Commissioners rescind Resolution No. 25-231 re-appointing Michael Richards to the Board of Developmental Disabilities for a 4-year term due to the end date of the term being incorrect. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea, and Mr. Daniels, yea.

Res No 25-245 Mr. Britton moved, seconded by Mr. Daniels, Commissioners approve the re-appointment Michael Richards to the Board of Development Disabilities for a 4-year term, 01/01/2026 to 12/31/2029. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea, and Mr. Daniels, yea.

Res No 25-456 Mr. Britton moved, seconded by Mr. Daniels, Commissioners approve an additional appropriation from unanticipated revenue within the (2540) Victim Witness Assistance Fund in the amount of \$1,850.00. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea, and Mr. Daniels, yea.

Res No 25-247 Mr. Britton moved, seconded by Mr. Daniels, Commissioners approve a budget modification within the County General Fund from Transfers Out to Economic Development, Contracts and Services, in the amount of \$25,000.00. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea, and Mr. Daniels, yea.

Res No 25-248 Mr. Britton moved, seconded by Mr. Daniels, Commissioners gran authorization for the listed "Then and Now" purchase orders from October 29, 2025, and the County Auditor is authorized to issue warrants for their payment (see attached resolution). The vote was as follows: Mr. Roades, yea; Mr. Britton, yea, and Mr. Daniels, yea.

AUTHORIZE TO EXECUTE

- Highland County Engineer – A&A Safety Inc. - Change Order #1 – HIG CR VAR Pavement Markings FY25 PID 111321 – reduction in grand total of \$6,788.31

- Highland County Engineer – PDK Construction Inc. – Change order #2 – PID 111319 HIG-VAR-GUARDRAIL FY25 – reduction in grant total of \$740.75

MOTION Mr. Daniels moved, seconded by Mr. Britton, to approve the change orders as presented. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

- Subordination of Mortgage – Joyce Wainscott-King, Highland County Community Action Organization

Jeanette Mottie stated Peoples Bank called asking for an updated Subordination of Mortgage as Ms. Wainscott-King is refinancing her house.

MOTION Mr. Daniels moved, seconded by Mr. Britton, to approve the Subordination of Mortgage. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

- Release of Surety Bond #107410795 – New Market Solar
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MOTION Mr. Daniels moved, seconded by Mr. Britton, to approve the release of Surety Bond for new Market Solar. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

CORRESPONDENCE

- Julia Wise, Highland County Community Action – Community Services Block Grant application
- OVRDC – Brownfield Remediation Grant opportunities
- 10/17/2025 – Governor DeWine week in review
- 10/10/2025 – Secretary of State week in review
- 10/20/2025 –all Forms – Lydia Turner – inquiry regarding deed research

- CCAO – federal shutdown impact on SNAP, Medicaid, and TANF
- Fairfield Local Schools – Ribbon Cutting Event – Based Health Center and Innovation Learning Lab
- October 22, 2025 – November SNAP Message, JFS Director, Jeremy Ratcliff
- 10/25/2025 – Governor DeWine announces \$6 million for driver training scholarships.
- 10/24/2025 – Ohio Secretary of State Week in Review
- 10/24/2025 – Governor DeWine Begins Literacy Leaders Tour w/visit to Putman Elementary School in Blanchester
- 10/24/2025 – Governor DeWine Week in Review
- 10/27/2025 – Jim Tressel – update to fitness challenge
- 10/27/2025 – Gov. DeWine announces job creation.
- 10/28/2025 – all Forms – R. Allen – Clerk of Courts/Municipal Court contact

REPORTS

- *Dog Kennel - Weekly Call Log- 10/17/2025*
- *Dog Kennel -Weekly Call – 10/25/2025*
- *Dog Kennel – Dog count report 10/20/2025 – 10/26/2025*

Meeting Adjourned at 9:41 p.m.


Clerk






Board of County Commissioners
Highland County, Ohio