

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 8:27 a.m. All documents referenced in the minutes are filed in the Commissioners' office and are available for review upon request.

NOTE Caitlin Forsha, Judge John Judkins, Gene Myers, Jeremy Ratcliff, Chris Fauber, Anneka Collins, Carl Rayburn, Janet Groethe, Michael Powih, Sean Zarbinski, Narain Kheran, Samual Richard, Doug Karnes, Randy Sanders were present at the meeting.

MEETINGS/APPOINTMENTS

8:30 a.m. – Prosecutor Anneka Collins - Executive Session, ORC 121.22 (G)(3)

MOTION: Mr. Britton moved, seconded by Mr. Daniels, to enter executive session per ORC 121.22(G)(3).

Roll Call: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea. *Entered: 8:29 a.m./Exited: 8:45 a.m.*

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. 25-48. The total file amount paid was \$305,024.00. The total General Fund paid was \$142,401.79. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

RESOLUTIONS

Res No 25-301 Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize a transfer from Transfers Out Dog & Kennel (2000) in the amount of \$58.59. Also requested is an additional appropriation from unappropriated funds to Dog & Kennel, PERS. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Res No 25-302 Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize a budget modification within Emergency Management Fund (2780) in the amount of \$2,137.72. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Res No 25-303 Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize a budget modification within the Probate Court Fund in the amount of \$150.00. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Res No 25-304 Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize a budget modification within the Mowrystown Sewer Debt Retire Fund (3170) in the amount of \$1,367.23. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Res No 25-305 Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize an additional appropriation to the 2007 Various Purpose Fund (3210) in the amount of \$19.50. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Res No 25-306 Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize an additional appropriation from unappropriated funds in the County General Fund (1000), Sheriff's Office – Refund, in the amount of \$1,862.66. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Res No 25-307 Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize a budget modification within the Board of Elections Fund (1000) in the amount of \$6,000.00. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Res No 25-308 Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize a budget modification within the Board of Elections Fund (1000) in the amount of \$7,214.92. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Res No 25-309 Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize a budget modification within Sheriff's General Fund (1000) in the amount of \$41.64. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Res No 25-310 Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize a budget modification within the Sheriff's General Fund (1000) in the amount of \$1,765.44. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Res No 25-311 Mr. Britton moved, seconded by Mr. Daniels, Commissioners grant authorization for the listed “Then and Now” purchase orders from December 10, 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.

Res No 25-312 Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize a budget modification within the 1000 Maintenance and Operations Fund, from Contracts and Services to PERS, in the amount of \$169.83. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Res No 25-313 Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize a budget modification within the 2505 County Land Bank Fund, from Insurance to PERS, in the amount of \$8.09. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Res No 25-314 Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize a budget modification within the 1000 County Miscellaneous, from Unemployment Compensation to Worker Compensation, in the amount of \$9,955.03. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Res No 25-315 Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize a budget modification within the 2540 Victim Witness Assistance Fund, from Telephone to PERS, in the amount of \$0.02. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Res No 25-316 Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize a budget modification within the County Court Fund, from Salaries – Foreign Judge to PERS, in the amount of \$358.91. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Res No 25-317 Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize a budget modification within the 1000 Sheriff Fund, from Professional & Technical Services to PERS and Contracts & Services in the amount of \$5,127.04. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Res No 25-318 Mr. Britton moved, seconded by Mr. Daniels, Commissioners award Because He Lives Food Pantry Roof Replacement Project in the amount of \$58,388.00 to Roof Lynx, LLC. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Res No 25-319 Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize the County Engineer to declare the following items no longer needed by the County and obsolete, ORC 307.12(A)(1), see attached list. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Res No 25-320 Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize an additional appropriation within the 2100 DD General Fund to Worker's Compensation in the amount of \$7,200.00. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Res No 25-321 Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize a budget modification within the 2065 Repair-MVL Fund, from Laborers-Salary to Workers Compensation, in the amount of \$1,570.53. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Res No 25-322 Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize a budget modification within DETAC (7200) in the amount of \$5,000.00. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Res No 25-323 Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize a budget modification within the Sheriff's Fund, from Supplies to Contracts and Services in the amount of \$4,230.77. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

MEETINGS/APPOINTMENTS

9:00 a.m. – Judge Judkins –discuss ORC 1907.17

Judge Judkins was in attendance to request the additional \$2,000.00 added to his annual salary per ORC 1907.17. This would bring his salary from \$37,000.00 to \$39,000.00 as his predecessor was being paid. It was brought to his attention that the commissioners would need to pass a resolution allowing the additional \$2,000.00 annual increase.

MOTION Mr. Britton moved, seconded by Mr. Daniels, to approve the additional salary per ORC 1907.17. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

Janet Groethe introduced her Palamino Solar Team to the commissioners. Today they have a face-to-face meeting with the contractor. Janet took the time to acknowledge the work that Jeremy Ratcliff and his staff did as they participated in the department's Christmas party. Janet also stated they were sponsoring shop with a cop this year.

Mr. Doug Karnes presented a Certificate of Occupancy to the commissioners for the 2nd floor as well as plans for review on Highco, Inc. and a Mezzanine for the jail.

Sheriff Sanders stated the flooring staff have moved out. Prisoners will be moved back in. Surrounding counties, Clinton, Fayette, and the Village of Greenfield, housed prisoners during the floor project. They continue to smell gas. Wellers have been contacted. The Sheriff stated there was a stolen car below Buford. Highland County Sheriff's staff was able to apprehend the individual in Brown County, and the individual will be transported to Hamilton County as he is a suspect in a homicide case.

Commissioner Daniels stated bids were opened last week for the Records Storage Center shelving project. Several bids were late due to the weather. Workspace Technologies has filed a protest against the county as their bid was received after the 10 o'clock deadline. Ads were run in the paper for 3 weeks, allowing plenty of time for bids to be sent to the office.

MOTION Mr. Daniels moved to deny the protest as unjustifiable, seconded by Mr. Britton. The vote resulted as: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

MEETINGS/APPOINTMENTS

9:15 a.m. – Jeremy Ratcliff – Executive Session, ORC 121.22 (G)(1) to consider compensation.

MOTION: Mr. Daniels moved, seconded by Mr. Britton, to enter executive session per ORC 121.22(G)(1). Roll Call: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea. *Entered: 9:16 a.m./Exited: 10:16 a.m.*

DISCUSSION

General Fund Estimated Revenue for 2026

The commissioners discussed a letter received from Auditor Butler with total estimated resources for 2026, General Fund Estimated Revenue, being \$18,600,000.00.

10:00 a.m. – WDC – Work Session – Courthouse Renovations

Ike Hodson, Chris Widener

Mr. Widener with WDC presented to discuss plans and costs for the courthouse renovations.

RECESS: 11:12 a.m. / RECONVENE: 2:10 p.m.

2:11 p.m. – Work Session – Julie Wallingford – Records Storage

Julie Wallingford presented to the commissioners to discuss the Records Storage Building and provide updates on shelving.

3:15 p.m. – Work Session – 2026 budgets

Nicole Oberrecht and Mary Remsing discussed 2026 budgets with the commissioners prior to finalization 12/17/2026.

RESOLUTIONS

Res No 25-324 Mr. Britton moved, seconded by Mr. Daniels, Commissioners authorize a budget modification within the 1000 County Court Fund in the amount of \$2,000.00, from Travel and Expense to Salaries-Officials. The vote was as follows: Mr. Roades, yea; Mr. Britton, yea; and Mr. Daniels, yea.

CORRESPONDENCE

12/01/2025 - CCAO – Counties Current

12/01/2025 – Governor DeWine – Dayton Police Announce Enhanced Violent Crime Reduction Efforts

12/01/2025 – Governor DeWine sign bills into law

12/01/2025 – Secretary LaRose Secures Long-Term Federal Data Sharing Agreement to Prevent Noncitizen Voting

12/03/2025 – Governor DeWine – Tressel Extends sign-up Deadline for Team Tressel Fitness Challenge

12/03/2025 – Governor DeWine vetoes bill

12/03/2025 – Governor DeWine signs bill into law

12/4/2025 - Governor DeWine Announces \$5 Million for Pediatric Cancer Research

12/5/2025 – Ross, Pickaway, Highland, Fayette Solid Waste District – 2026 Scholarship/Grant Deadlines

12/5/2025 – Ryan Pyrek – Exterior and interior jobsite cameras

12/5/2025 – Governor DeWine – Wager on Big Ten Championship w/Governor Braun

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12/5/2025 - Governor DeWine – visits Children’s Hospitals to Highlight New Pediatric Cander Research Investments
12/5/2025 – Governor DeWine – Week in Review
12/5/2025 – Ohio Secretary of State Week in Review
OAGC Treasurer – Sponsorship for OACG (Ohio Association Garden Clubs) 2026 State Convention
Hillsboro Garden Club – Meeting 4th Tuesday of each month @6:30 p.m., Highland County Fairgrounds
12/8/2025 – Lynn Pierson- JFS – Highland County 2023 Single Audit
12/8/2025 – Oshea Smith – Sunlight Records – Public Records Request- Highland Co. Sound Thinking Inc Contract

REPORTS

Dog Warden- Weekly Dog Count – 12/1/2025- 12/7/2025

Dog Warden- Weekly Call Log – 12/1/2025- 12/7/2025

Meeting Adjourned at 4:45 p.m.


Clerk



Board of County Commissioners
Highland County, Ohio