

December 31, 2024

Roll Call: Mr. Willis, Present

Mr. Hensler, Present

Mr. Haller, Present

Motion by Mr. Hensler second by Mr. Willis to approve the minutes of December 18, 2024.

Roll Call: Willis, Yes

Hensler, Yes

Haller, Yes

Architect Jon Stevinson with RVC Architects was present to award the bid regarding the New Commissioner's Office Renovations project. After speaking with Mr. Brenner and going over the scope of the project. Mr. Stevinson has recommended awarding the bid to Brenner's Restoration for the project.

Resolution 244-24

Motion by Hensler second by Willis to award, upon the recommendation of Mr. Stevinson, the Commissioner's office renovation project to Brenner's Restoration, with a bid of \$329,000.00

Roll Call: Willis, Yes

Hensler, Yes

Haller, Yes

Auditor Ridgeway was present to discuss amendments needed to balance the county's budget for year end. Regarding the General budget, they are as follows:

Resolution 245-24

Motion by Hensler second by Willis to approve, upon the recommendation of Auditor Ridgeway, the following Amendments to the General Budget: Add to the Treasurer's budget in the amount \$56,918.40 to cover their PERS, Worker's Comp., Health Insurance & Medicare; Modify the Coroner's budget by \$2500.00 that she currently has in dues, to cover PERS, Worker's Comp. & Medicare; will remove \$49,000.00 from Agriculture that was left on their budget in error, and put it back into the General fund.

Roll Call: Willis, Yes

Hensler, Yes

Haller, Yes

Auditor Ridgeway discussed amendments needed to balance the county's Non-General budget. They are as follows:

Resolution 246-24

Motion by Hensler second by Willis to approve, upon the recommendation of Auditor Ridgeway, the following Amendments to Non-General budget: Rescind funds #332, #333, #334 & #335, amend #261 to reflect \$59,850.00: add Fund #903 (Tourism Board), in the amount of \$30,000.00: Add Fund #276, based on their estimated revenue, in the amount of \$99,471.00.

Roll Call: Willis, Yes

Hensler, Yes

Haller, Yes

Resolution 247-24

Motion by Hensler second by Willis to authorize the County Auditor (Tiffany Ridgeway), to process all transfers, advances, modifications, reimbursements, and appropriations as needed to balance out all funds for 2024. An accounting of all transfers, advances, and appropriations made by the Auditor will be given to the Commissioners and journalized in the first meeting of 2025, as well as the authority to rollback appropriations to the exact expense occurred for the 2024 fiscal year plus fiscal year 2024 encumbrances.

Roll Call: Willis, Yes

Hensler, Yes

Haller, Yes

Resolution 248-24

Motion by Hensler second by Willis to authorize the County Auditor and her staff to attend meetings, seminars, conferences, and/or training sessions for the calendar year 2025. Expenses incurred will be paid from appropriations the Commissioners approved for the Auditor's office General Fund and REA Fund. This approval will be for travel only in the State of Ohio.

Roll Call: Willis, Yes

Hensler, Yes

Haller, Yes

Resolution 249-24

Motion by Hensler second by Willis to approve the closing of the courthouse as well as the Commissioner's office @ 12:00 p.m. on 12-24-24 (Christmas Eve), and this will be retroactive for that date, as a regular paid half a day off for their employees, noting that this is not amending any future paid holiday schedules or meant to set precedence, but rather a one-time occurrence benefit to the employees.

Roll Call: Willis, Yes

Hensler, Yes

Haller, Yes

Modification of Appropriation

From	Description	Amount
101-0100-5327.00	PERS	\$ 29.53
101-0200-5102.00	Employee Salary	\$ 3,230.51
101-0300-5327.00	PERS	\$ 24.73
101-0300-5327.00	PERS	\$ 72.30
101-0400-5328.00	Worker's Compensation	\$ 3.79
101-0500-5327.00	PERS	\$ 305.70
101-0700-5328.00	Worker's Compensation	\$ 121.79
101-0700-5328.00	Worker's Compensation	\$ 24.49
101-0800-5327.00	PERS	\$ 176.96
101-0800-5375.00	Medicare	\$ 294.44
101-0800-5375.00	Medicare	\$ 73.56
101-0800-5328.00	Worker's Compensation	\$ 89.55
101-1100-5102.00	Employee Salary	\$ 1,767.04
101-1100-5102.00	Employee Salary	\$ 63.20
101-1200-5328.00	Worker's Compensation	\$ 95.08
101-1400-5102.00	Employee Salary	\$ 151.25
101-1400-5102.00	Employee Salary	\$ 275.59
101-1500-5347.00	Health Insurance	\$ 1,112.68
101-1500-5347.00	Health Insurance	\$ 8.46
101-1500-5347.00	Health Insurance	\$ 60.88
101-2500-5343.00	Vision Insurance	\$ 2,131.80
101-2500-5343.00	Vision Insurance	\$ 17,868.20
101-2500-5344.00	Ins., Bldg.,Auto, Etc.	\$ 9,131.80
101-1200-5102.00	Employee Salary	\$ 412.16
101-1200-5102.00	Employee Salary	\$ 108.16
101-1200-5102.00	Employee Salary	<u>\$ 694.52</u>
	Total:	\$ 41,714.17
To		
101-0100-5375.00	Medicare	\$ 29.53
101-0200-5347.00	Health Insurance	\$ 3,230.51
101-0300-5347.00	Health Insurance	\$ 24.73
101-0300-5375.00	Medicare	\$ 72.30
101-0400-5375.00	Medicare	\$ 3.79
101-0500-5375.00	Medicare	\$ 305.70
101-0700-5327.00	PERS	\$ 121.79
101-0700-5375.00	Medicare	\$ 24.49
101-0800-5101.00	Clerk Salary	\$ 176.96
101-0800-5101.00	Clerk Salary	\$ 294.44
101-0800-5102.00	Employee Salary	\$ 73.56
101-0800-5102.00	Employee Salary	\$ 89.55
101-1100-5327.00	PERS	\$ 1,767.04
101-1100-5375.00	Medicare	\$ 63.20
101-1200-5375.00	Medicare	\$ 95.08
101-1400-5327.00	PERS	\$ 151.25
101-1400-5375.00	Medicare	\$ 275.59
101-1500-5102.00	Employee Salary	\$ 1,112.68
101-1500-5327.00	PERS	\$ 8.46
101-1500-5375.00	Medicare	\$ 60.88
101-2600-5349.00	Transfer Out	\$ 2,131.80
101-2600-5349.02	Advance Out	\$ 17,868.20
101-2600-5349.02	Advance Out	\$ 9,131.80
101-1300-5102.00	Employee Salary	\$ 3,386.00

101-1300-5327.00	PERS	\$ 412.16
101-1300-5375.00	Medicare	\$ 108.16
101-0800-5102.00	Employee Salary	<u>\$ 694.52</u>
	Total:	\$41,714.17
Roll Call: Willis, Yes	Hensler, Yes	Haller, Yes

Additional Appropriation

To	Description	Amount
104-2600-5349.00	Contingencies/Grant Match	\$ 560.00
Roll Call: Willis, Yes	Hensler, Yes	Haller, Yes

Transfer of Appropriation

From	Description	Amount
104-2600-5349.00	Contingencies/Grant Match	\$ 560.00
To		
287-0003-4008.00	Cops Hiring Pro/Grant Proceeds	\$ 560.00
Roll Call: Willis, Yes	Hensler, Yes	Haller, Yes

Certificate of Reimbursement

From	Description	Amount
101-2400-5944.00	Reimb.-Admin. Svs.	\$10,268.00
206-3300-5944.00	Reimb.-Admin. Svs.	\$14,562.75
206-3325-5365.00	Transfer Out	\$62,158.64
206-3325-5944.00	Reimb.-Admin. Svs.	\$ 6,683.50
207-3400-5944.00	Reimb.-Admin. Svs.	\$ 2,500.00
207-3400-5941.00	Reimb. Child Support	\$34,096.05
776-3600-5945.52	Reimb. Child 52	\$ 929.00
776-3600-5945.54	Reimb. Child 54	<u>\$ 971.00</u>
	Total:	\$132,168.94
To		
101-0007-4944.00	Reimb.-Admin. Svs.	\$ 23,746.25
206-0007-4941.00	Reimb. Child Support	\$ 34,096.05
206-0007-4944.00	Reimb.-Admin. Svs.	\$ 10,268.00
209-0003-4001.00	Children Services	\$ 62,158.64
209-0007-4950.00	Reimb.-Other	<u>\$ 1,900.00</u>
	Total:	\$132,168.94
Roll Call: Willis, Yes	Hensler, Yes	Haller, Yes

Auditor Ridgeway submitted the following reports for the Commissioner’s review: Certificate of Month-end, General Fund Revenue & General Fund Expense Comparison, General Fund Percent Expended & Jail Operations, Sales Tax for the current year 2024, and the prior year, 2023 receipts, and the increase or decrease, Estimated Revenue General Fund 2025 & amended official certificate (#12).

Dog Warden Weekly report for December 14th – December 20th, 2024

Picked up	- 3
Owner surrender	-3
Brought in	- 4
Vet/foster return	- 0
Owner surrender	- 3
Abandoned	- 3
Returned to owner	- 3
Adopted	- 2
Rescued	- 2
Weekly in house	- 24
Total Out	- 11
Phone calls logged	- 68

Dog Warden Weekly report for December 21st – December 27th, 2024

Picked up - 1
Owner surrender -0
Brought in - 0
Vet/foster return - 0
Owner surrender - 0
Abandoned - 0
Returned to owner - 0
Adopted - 0
Rescued - 0
Weekly in house - 14
Total Out - 2
Phone calls logged - 53

Resolution 250-24

Motion by Hensler second by Willis to rescind Resolution #233-24 upon the recommendation of Auditor Ridgeway until the 2025 year.

Roll Call: Willis, Yes Hensler, Yes Haller, Yes

Resolution 251-24

Motion by Hensler second by Willis to approve the IRS Standard Mileage rate @ .70/mile for the 2025 year.

Roll Call: Willis, Yes Hensler, Yes Haller, Yes

Resolution 252-24

Motion by Hensler second by Willis to approve the Housing Agreement between Highland County and Jackson County(Sheriff's Office) for the sum of \$65.00 per prisoner per day for the 2025 year.

Roll Call: Willis, Yes Hensler, Yes Haller, Yes

Executive Session

Motion by Hensler second by Haller to enter into executive session @ 9:04 a.m. with Airport Fiscal Officer Cindi Kuhn for matters required to be kept confidential.

Roll Call: Willis, Yes Hensler, Yes Haller, Yes

Back in session with the following action(s) taken to amend the year-end Airport Authority budget:

Resolution 253-24

Motion by Hensler second by Willis to amend Fund #230, which was originally \$122,973.47 to \$198,782.46.

Roll Call: Willis, Yes Hensler, Yes Haller, Yes

Resolution 254-24

Motion by Hensler second by Willis to add the following Airport Authority funds that were not in the original budget: Fund #231 for \$29,841.41; Fund #229 for \$377,772.00; Fund #232 for \$25,417.06; Fund #233 for \$37,692.00 and Fund #234 for \$130,292.50.

Roll Call: Willis, Yes Hensler, Yes Haller, Yes

News Media Representation
Alex Shope, The Telegram

ADJOURNMENT

MR. HALLER ADJOURNED THE MEETING

Paul Haller, President

Donnie Willis, Commissioner

Jon Hensler, Vice President

Carla Marcum, Administrator