

DECEMBER 4, 2025

The Gallia County Board of Commissioners met on this date for the purpose of approving the minutes of the previous meeting and current transfers, appropriations and bills. At 9:00 a.m. the meeting was called to order by President Leslie Henry. Roll Call: President Leslie Henry, present; Vice President Q. Jay Stapleton, present; Commissioner Jeremy Kroll, present.

The President entertained a motion for approval of the November 25, 2025 minutes. Jeremy Kroll moved and Q. Jay Stapleton seconded the motion. Roll call: Ms. Henry, yea; Mr. Stapleton, yea; Mr. Kroll, yea.

2025 Canine Shelter Weekly Report														
Week Ending	Came In	Adopted	Reclaimed	Euthanized	Out to Rescue	MIA	Died (Natural or unknown Causes)	Destroyed (in field)	Total Out	Remaining at shelter	Out to County Foster	In from County Foster	Died in Foster (Natural or Unknown Causes)	Total In Foster
11/30	5	0	0	0	0	0	0	0	0	19	0	0	0	23

HOLZER WELLNESS CENTER – CORPORATE MEMBERSHIP PROGRAM

Amanda Phillips, County Administrator presented a renewal for corporate membership program agreement from the Holzer Therapy and Wellness Center to the Commissioners. President Henry entertained a motion to approve the agreement. Q. Jay Stapleton moved and Jeremy Kroll seconded the motion. Roll call: Ms. Henry, yea; Mr. Stapleton, yea; Mr. Kroll, yea.

APIARY INSPECTOR

In accordance with Section 909.07 of the Ohio Revised Code, the President entertained a motion to appoint Christopher Blank to serve as the county apiary inspector for the 2026 season (approximate season from March 15 to October 31, weather permitting.) Q. Jay Stapleton made and Jeremy Kroll seconded the motion. The annual appropriation for this service is set at \$2,000.00 and 40 cents a mile (approximately \$2100). Roll call: Ms. Henry, yea; Mr. Stapleton, yea; Mr. Kroll, yea.

EMS FORD EXPLORER

County Administrator Amanda Phillips previously discussed interest from the Harrison Volunteer Fire Department in obtaining the County's 2003 Ford Explorer vin # 1FMZU73K53UB86807, Kelly Blue Book valued at \$1792.00. Ms. Phillips provided notice from Assistant Prosecuting Attorney David Evans stating that ORC section 307.12 pertains to this topic. In section (B), if the vehicle is valued at \$2500 or less, the Commissioners by resolution may donate the vehicle per paragraph (2). Section (D) allows the Commissioners to donate any political subdivision of the state without advertisement or public notification.

Section 307.12 | Resolution for disposal of unneeded, obsolete or unfit personal property. Ohio Revised Code / Title 3 Counties / Chapter 307 Board of County Commissioners - Powers

(B)When the board of county commissioners finds, by resolution, that the county has personal property, including motor vehicles acquired for the use of county officers and departments, and road machinery, equipment, tools, or supplies, that is not needed for public use, is obsolete, or is unfit for the use for which it was acquired, and when the fair market value of the property to be sold or donated under this division is, in the opinion of the board, two thousand five hundred dollars or less, the board may do either of the following:

(2) Donate the property to an eligible nonprofit organization that is located in this state and is exempt from federal income taxation pursuant to 26 U.S.C. 501(a) and (c)(3). Before donating any property under this division, the board shall adopt a resolution expressing its intent to make unneeded, obsolete, or unfit-for-use county personal property available to these organizations.

(D) Notwithstanding anything to the contrary in division (A), (B), or (E) of this section and regardless of the property's value, the board of county commissioners may sell or donate county personal property, including motor vehicles, to the federal government, the state, any political subdivision of the state, or a county land reutilization corporation without advertisement or public notification.

President Henry entertained a motion to donate the 2003 Ford Explorer vin # 1FMZU73K53UB86807 to the Harrison Township Volunteer Fire Department as presented. Jeremy Kroll moved and Q. Jay Stapleton seconded the motion. Upon roll call votes were as follows: Ms. Henry, yea; Mr. Stapleton, yea; Mr. Kroll, yea.

FINANCIAL REPORT REVIEW

County Administrator, Janie Peck presented the Commission with the following financial report:

- The November 2025 Financial Reports for comparison with the November 2024 Financial Reports. The following was noted during the review:
- 1/1/2024 beginning cash balance was \$4,351,639.65
- 1/1/2025 beginning cash balance was \$3,945,348.16
- Difference of \$-406,291.49

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- 11/30/2024 ending cash balance was \$3,719,141.54
- 11/30/2025 ending cash balance was \$4,414,256.07
- Difference of +\$694,841.53

FAA AIP GRANT 2025 DRAW #2 APPROVAL
GALLIA-MEIGS REGIONAL AIRPORT PROJECT

Commission received from Delta Airport Consultants the FAA AIP grant 2025 draw #2 forms requesting \$10,164.16 from the County's FAA grant for the 95% share of the following invoices:

- Delta Airport Consultants Inv # 25016-02 - \$10,500.00
- Gallia County Administration 8/15/2025 to 11/18/2025 = \$199.12
- Total = \$10,699.12
- 95% FAA grant = \$10,164.16
- 036 Fund Co Match = \$534.96

Ms. Henry entertained a motion to approve and sign the grant draw #2 forms for payment of engineering & administration invoices as presented. Jeremy Kroll moved and Q. Jay Stapleton seconded this motion. Upon roll call votes were as follows: Ms. Henry, yea; Mr. Stapleton, yea; Mr. Kroll, yea.

FAA BIL GRANT 2025 DRAW #2 APPROVAL
GALLIA-MEIGS REGIONAL AIRPORT PROJECT

Commission received from Delta Airport Consultants the FAA BIL grant 2025 draw #2 forms requesting \$7,009.45 from the County's FAA grant for the 95% share of the following invoices:

- Delta Airport Consultants Inv # 25015-02 - \$7,179.25
- Gallia County Administration 8/15/2025 to 11/18/2025 = \$199.12
- Total = \$7,378.37
- 95% FAA grant = \$7,009.45
- 036 Fund Co Match = \$368.92

Ms. Henry entertained a motion to approve and sign the grant draw #2 forms for payment of engineering & administration invoices as presented. Jeremy Kroll moved and Q. Jay Stapleton seconded this motion. Upon roll call votes were as follows: Ms. Henry, yea; Mr. Stapleton, yea; Mr. Kroll, yea.

FAA BIL GRANT 2024 DRAW #16 APPROVAL
GALLIA-MEIGS REGIONAL AIRPORT PROJECT

Commission received from Delta Airport Consultants the FAA BIL grant 2024 draw #16 forms requesting \$284,349.60 from the County's FAA grant for the 65/95% share of the following invoices:

- Hoon CPR 7, 23046 = \$0.00
- Hoon CPR 7, 23047 = \$115,823.33
- Hoon CPR 7, 23048 = \$327,793.04
- Delta CA-16 23048 = \$16,868.82
- Total = \$460,485.19
- 61.75% FAA grant = \$284,349.60
- S-P-21-1AY-1 Grant = \$50,727.17
- Co. ED Funds = \$4,309.99
- Co. Gen Funds Match = \$17,974.74
- ARPA Grant = \$103,123.69
- Total Local Match = \$176,135.59

Ms. Henry entertained a motion to approve and sign the grant draw #16 forms for payment of invoices as presented. Jeremy Kroll moved and Q. Jay Stapleton seconded this motion. Upon roll call votes were as follows: Ms. Henry, yea; Mr. Stapleton, yea; Mr. Kroll, yea.

COUNTY COST ALLOCATION PLAN

Tate Anderson, from Maximus, presented the Commissioners with an over view of the County's Cost Allocation Plan. No action taken.

CDBG FY 2025 FLEXIBLE GRANT - 2ND PUBLIC HEARING

At 11:00 a.m. on Thursday, December 4, 2025, the 2nd Public Hearing for the FY 2025 CDBG Flexible Grant Program was held. Ms. Henry called the public hearing to order. Those present were Commissioners Henry, Stapleton and Kroll, County Administrators Janie Peck & Amanda Phillips, Grants Administrator Karen Sprague, Commissioners Clerk Amanda Phillips, and members from the public (see attached sign in sheet).

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Commissioner Henry requested that Karen Sprague, Grants Administrator, review the Program Year 2025 CDBG Flexible Grant application that has been prepared and she is requesting permission to submit to the Ohio Department of Development.

Ms. Sprague advised the CDBG FLEX grant application requests \$90,000 for the Outreach Center Electrical & HVAC Installation Project.

Total project construction cost estimate is \$82,400 and breakdown is as follows:

- Electrical & HVAC Improvements: \$67,400
- Engineering & Permits: \$5,000
- Contingencies: \$10,000

Project funding breakdown is as follows:

- CDBG – Project = \$82,400
- CDBG – Administration = \$7,600
- CDBG Total Application Request = \$90,000

Ms. Sprague noted when the Outreach Center roof failed it damaged the entire building electrical & HVAC system to the point they are not functional and need to be replaced. The portion of the roof that collapsed prior to the new replacement roof being completed during 2025 was in the location of the electrical and HVAC units.

- Cost Estimate from Breech Engineering is attached with project specifications to include:
 - 1) New building electrical service installation = \$19,800
 - 2) New receptacle installation throughout the building = \$9,500
 - 3) New LED panel light installation with switches throughout the building = \$10,200
 - 4) New LED exterior lighting installation = \$2,800
 - 5) New emergency egress lighting installation = \$2,600
 - 6) (2) New 5 ton heat pumps with furnaces and installation = \$22,500
- Items listed above total \$67,400
- Engineering and permits \$5,000
- Contingencies due to probable price escalation \$10,000
- Grand Total Estimate Cost = \$82,400 (Please note that the costs include federal prevailing wages and the estimated remaining life of this structure exceeds 20 years. This cost estimate is based on project completion during the 2026 construction season.)
- Admin = \$7,600
- Total Project Costs = \$90,000

The project is qualified under the Limited Clientele Low and Moderate Income (LMI) National Objective as the services provided by the Outreach Center benefit only low income unemployed and underemployed persons in Gallia County. All applicants are screened by application with the income limit being the LMI Section 8 income limits for CDBG.

The service area for this project is all of Gallia County as the Outreach Center serves all LMI residents of Gallia County. Per the ACS 5 Year 2016-2020 LMI Summary Data there are 12,355 total LMI persons residing in Gallia County, therefore this data is being used to document the potential beneficiaries for this project.

Commissioner Henry opened the floor for discussion of the project. Several questions were asked and answered.

Ms. Sprague noted to those in attendance that this is a County Commissioner project on behalf of the Outreach Center, that the county has written and will submit the full application to the Ohio Department of Development. A grant agreement will be received hopefully by 1/1/2026 or before and then the County is required to complete an Environmental Review prior to the beginning of the project. Ms. Sprague advised that she will complete the ER as early as possible so that the project can be bid out as soon as release of funds is approved by ODOD. Ms. Henry emphasized that the County is responsible for bidding and awarding this project and that the Outreach Center cannot proceed with any part of this project on their own.

AUTHORIZING LEGISLATION - PY ' 2025 CDBG FLEXIBLE GRANT APPLICATION

Grants Administrator Karen Sprague presented the PY 2025 CDBG Flexible Grant Application to the Gallia County Commissioners for approval. CDBG FLEX grant pre-application requests \$90,000 for the Outreach Center Electrical & HVAC Installation Project.

Total project construction cost estimate is \$82,400 and breakdown is as follows:

- Electrical & HVAC Improvements: \$67,400
- Engineering & Permits: \$5,000
- Contingencies: \$10,000

• Project funding breakdown is as follows:

- CDBG – Project = \$82,400
- CDBG – Administration = \$7,600
- CDBG Total Application Request = \$90,000

President Henry entertained a motion that the grant application be approved and signed by the Commission as presented.

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Jeremy Kroll made and Q. Jay Stapleton seconded the motion. Upon roll call votes were as follows: Ms. Henry, yea; Mr. Stapleton, yea; Mr. Kroll, yea.

I, Amanda Phillips, Clerk of the Board of Gallia County Commissioners, do hereby certify that the above is a true and accurate copy of the proceedings dated 12/4/2025.

s/ Leslie R. Henry, President

s/ Q. Jay Stapleton, Vice-President

s/ Amanda Phillips, Clerk of the Board

s/ Jeremy Kroll, Commissioner

RESOLUTION FOR SALARY INCREASES FOR 2026

President Henry entertained the following resolution:

To give county employees, under the employment of Gallia County as of 1/1/2026 except employees who are under a collective bargaining agreement or having a certified exclusive representative under ORC 4117.1, a \$0.75 per hour raise effective the first pay in January, 2026.

For those departments outside of county general, if the allocation of raises to your office/department employees depends on what is done by the County Commission, and if you have adequate funds available in your budget to cover the above approved raise, you may do so at your discretion at this time. Please be sure to consider the salary related line items, Worker's Comp., Medicare, and PERS, when making this decision.

However, the ultimate decision regarding distribution of the above approved raises to all county employees, under both County General and other funds, is at the discretion of each elected official.

The appropriations for this will be included in the 2026 annual appropriation resolution for the County General Fund.

Jeremy Kroll moved and Leslie Henry seconded this motion. Upon roll call votes were as follows: Ms. Henry, yea; Mr. Stapleton, yea; Mr. Kroll, yea.

SENIOR CENTER QUOTE

Special Projects Manager Tom White presented the following two quotes to complete the doors and windows at the Senior Center:

A-1 Glass & Doors:

- 5-6' sets of Kawneer doors with panic bars
- 3-3' Kawneer doors with EL strikes/panic bars/insulated low-e glass on exterior
- ¼" clear glass on interior
- 10" bottom rails, butt hinges/sidelites/transoms where needed
- 11-Kawneer fixed windows thermally broke with low-e insulated safety glass
- (color can be dark bronze or clear finish aluminum)
- Total \$76,850.00

Smith's Glass Service:

- B, E and G Kawneer 190 Stile door, latch lock/lever, 551 frame, 10' bottom rail, closer/drop plate
- F and M- Kawneer 190 Stile doors with panic, push/pull, cylinders, 10" bottom rail, 551 frame, closer/drop plate, Gryo tech push button opener on Door F, which has a vestibule and also opens interior set of doors-1 on each door and push buttons to open
- I-pair Kawneer 190 Stile, panic cylinder, 551 frame and 10" bottom rail doors 48", closer/drop plate
- H-Kawneer 190 Stile door, panic, cylinder, 551 frame, 10" bottom rail, closer/drop plate
- K-Kawneer 190 Stile, Top and bottom center pivots, concealed overhead closer, cylinder, thumb turn, 551 frame, 10" bottom rail, (door swings both ways)
- L-Kawneer 190 stile, top and bottom center pivots, concealed overhead closer, cylinder, thumb turn 551 frame, 10" bottom rail (door swings both ways)
- 11 windows using Kawneer 451T aluminum storefront windows (non-opening)
- 1" units using low E over clear tempered
- ¼" using clear tempered
- Total \$89,000.00

Mr. White recommended to the Commission to allow A-1 Glass & Doors to complete the above work at the Senior Center in the amount of \$76,850.00. President Henry entertained a motion to go with A-1 Glass & Doors and to allow Mr. White to sign the contract on behalf of the County. Jeremy Kroll moved and Q. Jay Stapleton seconded the motion. Roll call: Ms. Henry, yea; Mr. Stapleton, yea; Mr. Kroll, yea.

JAIL CONTRACTS

Sheriff Matt Champlin and Jail Maintenance Director Randy Johnson met with the Commissioners to go over proposed contracts on the Jail HVAC systems. No action taken.

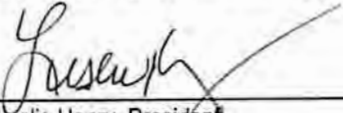
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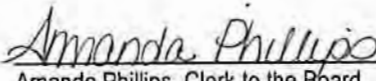
TOWNSHIP ALLOCATION FOR 2026

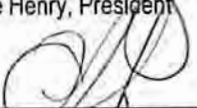
The President entertained a motion for approval of the FY 2026 allocation of \$4,000 to each of the fifteen (15) Townships in Gallia County, totaling \$60,000 and approve vouchering the FY 2026 allocation of \$4,000 directly to each of the 15 Townships in Gallia County. Q. Jay Stapleton moved and Jeremy Kroll seconded the motion. Roll calls: Ms. Henry, yea; Mr. Stapleton, yea; Mr. Kroll, yea.

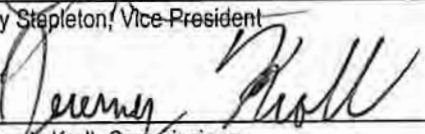
ADJOURN

At 4:00 p.m. the President entertained a motion for adjournment. Q. Jay Stapleton moved and Jeremy Kroll seconded the motion. Roll call: Ms. Henry, yea; Mr. Stapleton, yea; Mr. Kroll, yea.



Leslie Henry, President

Amanda Phillips, Clerk to the Board

Q. Jay Stapleton, Vice-President

Jeremy A. Kroll, Commissioner