SEPTEMBER 25, 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 Vice President Q. Jay Stapleton. Roll Call: President Leslie Henry, absent; Vice President Q. Jay Stapleton, present; Commissioner Jeremy Kroll, present.

The Vice President entertained a motion for approval of the September 18, 2025 minutes. Jeremy Kroll made and Q. Jay Stapleton seconded the motion. Roll call: Ms. Henry, absent; Mr. Stapleton, yea; Mr. Kroll, yea.

TRAVEL REQUESTS				
DEPARTMENT	NAME	DATE	TO	RE:
EMA	Tim Miller	10/2/2025	Callettsburg, KY	Tri State Alliance Exercise
EMA	Tim Miller	10/3/2025	Jackson, OH	EMAO Conference
EMA	Tim Miller	10/15/2025	Lawrence County OH	Tri State Alliance Mtg.

The President entertained a motion to approve travel requests as submitted. Jeremy Kroll made and Q. Jay Stapleton seconded the motion. Roll call: Ms. Henry, absent; 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
9/21	3	0	0	0	0	0	0	0	0	25	0	0	0	23

VILLAGE OF RIO GRANDE

The Village of Rio Grande Mayor Matt Easter and Rio Grande Police Dept. Chief Keith Davies met with the Commissioners for a follow up to last week's request for funding from the One Ohio Settlement Opioid money to fund a school resource officer at Rio Grande Elementary. No action taken.

RECORDER – CREDIT CARD

County Recorder Jeff Halley met with the Commissioners to request permission to apply for an OVB credit card for his department. Q. Jay Stapleton moved to allow Mr. Halley to apply with a spending limit of $1500.00, Jeremy Kroll seconded the motion. Roll call: Ms. Henry, absent; Mr. Stapleton, yea; Mr. Kroll, yea.

DOG TAGS

Heidi Easley informed the Commissioners that the Auditor's Office has recently ordered dog tags. The Commission increased the tags in August of 2024 to $12.00 and the kennel license to $100.00. Vice President Stapleton moved to keep the rates the same at this time. Jeremy Kroll seconded the motion. Roll call: Ms. Henry, absent; Mr. Stapleton, yea; Mr. Kroll, yea.

FULL RELEASE OF REAL ESTATE MORTGAGE
GALLIA COUNTY CHIP PROGRAM (B-C-11-025-1)

Grants Administrator Karen Sprague advised the Commission that the following deferred mortgage from a previous round of Community Housing Improvement Program (CHIP) grant has been paid in full and a full release is now warranted. The Prosecuting Attorney prepared the Full Release of Real Estate Mortgage forms. Vice-President Stapleton entertained a motion that the Full Release of Real Estate Mortgage for the following persons be approved and signed as presented:

- Robert E. & Jody S. Brannen

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

Release of real estate mortgage forms will be signed by Q. Jay Stapleton, as Vice-President of the Commission, and is on file in the County's CHIP files.

PARTIAL RELEASE OF REAL ESTATE MORTGAGE

KNOW ALL MEN BY THESE PRESENTS, That County of Gallia, Office of Gallia County Commissioners, for a good and valuable consideration, the receipt of which is acknowledged, does hereby remise, release and discharge a real estate mortgage executed by ROBERT E. & JODY S. BRANNEN, husband and wife, to the above named County of Gallia, Office of Gallia County Commissioners, dated June 19, 2012 and recorded in Volume 523, Page 934-936, of the Mortgage Records of Gallia County, Ohio.

CASTO & HARRIS, INC. — RE-ORDER NO. 26411-24

IN WITNESS WHEREOF, the above named County of Gallia, Office of Gallia County Commissioners, has hereunto subscribed its name and seal this 25th day of September, 2025.

WITNESSES: ***COUNTY OF GALLIA, OFFICE***

GALLIA COUNTY COMMISSIONERS

s/ Karen Sprague s/ Q. Jay Stapleton

Q. JAY STAPLETON, VICE-PRESIDENT

s/ Amanda Phillips

STATE OF OHIO, GALLIA COUNTY, SS:

Before me, a Notary Public in and for said County and State, personally appeared Q. Jay Stapleton, Vice-President of County of Gallia, Office of Gallia County Commissioners, to me personally known, who acknowledged that he did execute the foregoing instrument as such officer and that the same is his free act and deed as such officer.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my notarial seal at Gallipolis, Ohio, the day and year last above written

s/ Janie Peck
NOTARY PUBLIC

This instrument Prepared by: Jason Holdren, Gallia County Prosecuting Attorney
18 Locust Street, Gallipolis, Ohio 45631.

CDBG COMMUNITY DEVELOPMENT GRANT (B-F-23-1AY-1) FINAL PERFORMANCE REPORT

GMCAA Grants Administrator Karen Sprague presented the Commission with the Final Performance Report for the period September 1, 2023 thru September 24, 2025 for the County's FY 2023 CDBG Community Development Grant (B-F-23-1AY-1) which has been submitted to the Ohio Department of Development before the 10/31/2025 due date. The following project/activities were noted:

- Outreach Center Roof Replacement Project – Grant award $77,500; Drawn/Expended $77,500.00
  - Project Local Match – $8,500; Expended $75,500.00
- GCDD Handicap Parking Lot Paving Project – Grant award $59,700; Drawn/Expended $59,700
  - Project Local Match - $8,520; Expended $7,308.85
- Fair Housing – Grant award $4,800; Drawn/Expended $4,800.00
- Administration – Grant award $20,000; Drawn/Expended $20,000.00
- Total Grant Award $162,000; Grant Drawn/Expended $162,000; Local Match expended $82,808.85

Ms. Sprague advised the GCDD Handicap Parking Lot Paving Project is complete and paid in full as of 8/23/2024. Outreach Center was completed 8/18/2025 and paid if full 8/29/2025. Vice President Q. Jay Stapleton entertained a motion that the Final Performance Report be approved as submitted to ODOD on 9/24/2025. made and seconded that motion. Upon roll call votes were as follows: Ms. Henry, absent; Mr. Stapleton, yea; Mr. Kroll, yea. The form is on file in the County's CDBG grant files.

DJFS – EXECUTIVE SESSION

At 9:58 a.m. the Vice president entertained a motion to enter into executive session with DJFS Director Dana Glassburn, Transit Director Kathy Campbell and Interim County Administrators Amanda Phillips and Janie Peck concerning the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee. Jeremy Kroll moved and Q. Jay Stapleton seconded the motion. Roll call: Ms. Henry, absent; Mr. Stapleton, yea; Mr. Kroll, yea. Returned to regular session at 10:12 a.m.; No action taken.

DJFS – NEW HIRE

Kathy Campbell, Gallia County Transit Director, recommended the following new hire, with an effective hire date to be determined by the Transit Administrator upon successful completion of preliminary employment screening processes and in accordance with ORC 5101:2-33-55 (B) (1) and any other Transit related requirement(s). This position is a part-time permanent position with the Gallia County Transit System, (not GCDJFS) and may, if needed, be expanded to a full time position at the sole discretion of the director upon satisfactory completion of a one-year probationary period. The starting pay rate is $14.50/hour.

Bailie Young to fill the classified, non-bargaining, position of Transit Administrative Assistant/Office Manager, Classification Number 40001.0 Position control # 80001.1.

Jeremy Kroll made the motion to accept Director Glassburn's recommendation and Q. Jay Stapleton seconded the motion. Roll call: Ms. Henry, absent; Mr. Stapleton, yea; Mr. Kroll, yea.

OSU – AGENCY UPDATE

Micha Holcomb and Tracey Winters presented the Commission with an agency update for September of various activities and presented a copy of their newsletter and upcoming events. No action taken.

EMA – PROMULGATION STATEMENT

EMA Director Tim Miller presented the Commissioners with the following Promulgation Statement for approval. Jeremy Kroll made and Q. Jay Stapleton seconded the motion. Roll call: Ms. Henry, absent; Mr. Stapleton, yea; Mr. Kroll, yea.

Promulgation Statement - ANNEX O

The preservation of life and property is a fundamental responsibility of government at all levels. Chemicals are an essential part of everyday life in Gallia County. The potential for an incident to occur involving the transport, use, storage, or manufacture of Hazardous Materials is ever present. Therefore it is a function of local government to prevent or lessen the impact of such an incident through emergency planning and preparation.

This plan, Gallia County's Hazardous Materials Plan, establishes the roles, procedures, and inter-organizational relationships under which public officials, department heads, and private organizations shall operate in the event of any Hazardous Materials incident. It is supported by standard operating procedures that address specific hazardous materials operational concepts.

Thus, the Local Emergency Planning Committee, designated by the County Commissioners and appointed by the State Emergency Response Commission, is charged with the responsibility of preparing, and annually exercising and reviewing Gallia County's Chemical Emergency Response and Preparedness Plan. The plan shall be executed by the Gallia County Commissioners, the County Emergency Management Agency and those agencies as designated and described within this plan.

This plan supersedes all other Gallia County Hazardous Materials plans, complements the Gallia County Emergency Operations Plan, and supports the State of Ohio Hazardous Materials Emergency Management Plan and is coordinated with neighboring LEPC Plans.

This plan is developed in accordance to ORC 3750 and the rules adopted under it, the Superfund Amendments and Reauthorization Act: Title III - Emergency Planning and Right to Know Act of 1986 (100 Stat. 1729, 42 USCA 11001), and other applicable local, state, and federal laws.

This plan is acknowledged and signed on this the 25th day of September, 2025 by:

s/Q. Jay Stapleton, Vice President
s/Jeremy Kroll, Commissioner
s/Dick Grow, LEPC Chairman
s/Tim Miller, EMA Director

CASTO & HARRIS, INC. — RE-ORDER NO. 26411-24

EMS – EXECUTIVE SESSION

At 11:10 a.m. the Vice President entertained a motion to enter into executive session with EMS Director Robert Cornwell to prepare for, conduct, or review negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions for their employment and the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee. Jeremy Kroll moved and Q. Jay Stapleton seconded the motion. Roll call: Ms. Henry, absent; Mr. Stapleton, yea; Mr. Kroll, yea. Returned to regular session at 12:17: p.m.; No action taken.

GREEN SEWER 2 CONSTRUCTION MEETING

At 1:00 p.m. the Commissioners, Grant Administrator Karen Sprague, and Interim County Administrators Amanda Phillips and Janie Peck attended the Green Sewer 2 Construction monthly meeting in the Commissioners' office. Others in attendance were: DLZ Reps. Gary Silcott, Tracy Shoults, Josh Fields from Fields Excavating and Tommy Dillon, sewer department.

COMMISSIONERS – EXECUTIVE SESSION

At 2:45 p.m. the Vice president entertained a motion to enter into executive session with Interim County Administrators Amanda Phillips and Janie Peck concerning the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee. Jeremy Kroll moved and Q. Jay Stapleton seconded the motion. Roll call: Ms. Henry, absent; Mr. Stapleton, yea; Mr. Kroll, yea. Returned to regular session at 3:30 p.m.; No action taken.

COMMISSIONERS – PROMOTION

Vice President Stapleton entertained a motion to promote I.T. specialist Jammie Baird to I.T. Specialist #2, giving him a pay increase of $1.25 per hour with the understanding that IF the County gives a pay raise at the end of the year he will be included. This promotion will take effect September 30th 2025. Jeremy Kroll moved and Q. Jay Stapleton seconded the motion. Roll call: Ms. Henry, absent; Mr. Stapleton, yea; Mr. Kroll, yea.

SEWER – GREEN 2 SEWER RATES

Vice President Stapleton entertained a motion to set the following Green 2 Sewer Rates. Mr. Stapleton also included in his motion that these rates will remain the same and cannot be raised until January 1, 2027.

- Operations & Maintenance= $24.50
- Bond Retirement= $45.00
- Total Green 2 Sewer System Rate= $69.50

Jeremy Koll moved and Q. Jay Stapleton seconded the motion. Roll call: Ms. Henry, absent; Mr. Stapleton, yea; Mr. Kroll, yea.

ADJOURN

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

Absent
Leslie Henry, President

Q. Jay Stapleton, Vice President

Jeremy A. Kroll, Commissioner

Amanda Phillips
Amanda Phillips, Clerk to the Board