

May 21, 2026

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 Jeremy Kroll. Roll Call: President Jeremy Kroll, present; Vice President Q. Jay Stapleton, present; Commissioner Tony Hughes, present.

The President entertained a motion for approval of the May 14, 2026, minutes. Tony Hughes made and Q. Jay Stapleton seconded the motion. Roll call: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Stapleton, Hughes.

TRAVEL REQUESTS				
DEPARTMENT	NAME	DATE	TO	RE:
EMA	Tim Miller	5/31/26	Jackson County OH	Ohio HazMat Exercise

The President entertained a motion to approve travel requests as submitted. Q. Jay Stapleton moved and Tony Hughes seconded the motion. Roll call: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Hughes, yea.

2026 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
5/17	0	1	0	0	0	0	0	0	1	21	0	0	0	23

EMPLOYEE HIRE – D&K – TEMPLETON

County Administrator Amanda Phillips recommended hiring Natasha Templeton as a part-time employee for Dog & Kennel effective 8/26/2026, with a one-year probationary period and a pay rate of \$12.00 per hour. The president entertained the motion to hire Ms. Templeton part-time as recommended by Ms. Phillips. Q. Jay Stapleton moved and Jeremy Kroll seconded the motion. Roll call: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Stapleton, Hughes.

COMMISSIONERS – EXECUTIVE SESSION

At 9:33 a.m. the president entertained a motion to enter executive session with County Administrators Amanda Phillips and Janie Peck concerning the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee. Q. Jay Stapleton moved and Tony Hughes seconded the motion. Roll call: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Hughes, yea. Returned to regular session at 9:44 a.m.; No action taken

EPA USE OF SPACE AGREEMENT

County Administrator Janie Peck presented the Commission with an agreement between Ohio EPA and the Board of Commissioners for use of space. The agreement is for the Commission, who are owners of property located at 8323 State Route 7, Cheshire Ohio to provide to the Ohio Environmental Protection Agency space to place and access air monitoring equipment to monitor sulfur dioxide. The term of use is effective from July 1, 2026, or the date the last signature is affixed to the agreement, whichever occurs last through June 30, 2027, or until such earlier time as this Agreement is terminated. President Kroll entertained a motion to approve and sign the agreement as present by Ms. Peck. Tony Hughes moved and Q. Jay Stapleton seconded the motion. Roll call: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Stapleton, Hughes.

INDEPENDENT FEE ESTIMATE PROPOSAL – 2026 AIRPORT PROJECTS

Grants Administrator Karen Sprague presented the Commission with the Independent Fee Estimate proposal from CMT Engineering noting the FAA requires review and analysis of Delta Airport Consultants Professional Services Agreements for Task Order 3 proposal for Construction to Expand Apron and Rehab Apron Project.

CMT Engineering proposes to perform the Independent Fee Estimate Analysis as follows:

- Expand Apron - \$1,250.00
- Rehab Apron - \$1,250.00
- Total = \$2,500.00

Ms. Sprague noted the county would need to pay these engineering fees from the Airport Authority fund, however the county will be reimbursed 95% of these costs with the first grant draw from the 2026 FAA AIP & BIL grants after grant agreements are obtained from the FAA later in 2026.

President Kroll entertained a motion that the Commission approve and sign the Agreement for Professional Services from CMT Engineering in the total amount of \$2500.00. Mr. Stapleton made and Mr. Hughes seconded the motion. Roll call votes: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Hughes, yea. IFE Analysis agreements with CMT Engineering are on file in the County's Airport files.

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INDEPENDENT FEE ESTIMATE REVIEW – AIRPORT

Grants Administrator Karen Sprague presented the Commission with the Independent Fee Estimates from CMT Engineering noting the IFE Analysis is the FAA required review and analysis of Delta Airport Consultants Professional Services Agreements for Task Order 3 proposal for construction to Expand Apron (Terminal) 1,500 SY to Rehabilitate Apron (Terminal) 4,950 SY. These Professional Services Agreements include the Scope of Services, Rate Schedules, Fee Summary, Scope of Services with Estimated Hours, Labor Detail & RFP's and Subconsultant Proposals along with Project Plan Sheets. The project descriptions are as follows:

- Task Order 3
 - Expand Apron (Terminal) – Expand Asphalt Apron (Approx. 1500 SY); construction services
 - Rehabilitate Apron (Terminal) – Mill and Overlay Aprons (Approx. 4,950 SY); construction services

It was noted the Independent Fee Estimate by CMT Engineering has been performed in accordance with FAA AIP Handbook Table 3-67, d. and FAA AC 150-5100-14E, Architectural, Engineering, and Planning Consultant Service for Airport Grant Projects, para. 2.13 arriving at an independent fee estimate for Task Order 3) as follows:

- Task Order 3 = \$395,344

President Kroll entertained a motion that the Commission determine the costs outlined in the Delta Airport Consultants Professional Services Agreement Task Order 3 for the project noted above appear reasonable when all of the data is compared with the IFE and the Commission grant approval to sign the IFE Cost Analysis letters and Statement of Cost Reasonableness letters to the FAA as presented by Ms. Sprague. It was noted the breakdown of Delta Task Orders are slightly below the IFE Analysis as follows:

- Task Order 3 = \$360,000

Mr. Stapleton made and Mr. Kroll seconded the motion. Roll call votes: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Hughes, yea. IFE Cost Analysis letters & Statement of Cost Reasonableness letters to the FAA are in the County's Airport files.

PROFESSIONAL SERVICES AGREEMENTS - AIRPORT
DELTA AIRPORT CONSULTANTS

GMCAA Grants Administrator Karen Sprague presented the Commission with the Professional Services Agreement as follows for the 2026 FAA Airport Projects:

- Task Order 3 – Expand Asphalt Apron (1500 SY) (Bidding through Construction Administration):
 - Proposal from Delta Airport Consultants for Bidding, Construction Administration & Resident Project Representative. The total amount of \$183,500 for all services.
- Task Order 3 – Rehabilitate Apron (4950 SY) (Bidding through Construction Administration):
 - Proposal from Delta Airport Consultants for Bidding, Construction Administration & Resident Project Representative. The total amount of \$176,500 for all services.

These will be paid for in part with the 2026 FAA BIL grant, 2026 FAA AIP grant & local matching funds. Mr. Kroll entertained a motion to approve the professional services agreements with Delta Airport Consultants outlined in Task Order 3 above, in total amount of \$360,000. Mr. Stapleton moved and Mr. Hughes seconded the motion. Roll call votes: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Hughes, yea. Agreements are on file in the County's Airport files.

BID AWARD – AIRPORT TERMINAL APRON EXPAND & REHAB PROJECT

Grants Administrator Karen Sprague presented the Commissioners with a letter of recommendation and bid tabulation from Delta Airport Consultants regarding the bids received for the Airport Terminal Apron Expansion & Rehabilitation Construction Project. Note: Original Project Cost Estimate \$947,502. The letter from Delta recommends award of the project to The Shelly Company as the lowest most responsive and responsible bidder for their bid of \$1,075,475.15 (13.5% above engineer's estimate is within ORC allowable limits of 20%); contingent upon approval of the award by the FAA and contingent upon receipt of 2026 FAA AIP and 2026 FAA BIL grant funding. Delta also provides attachment proof that The Shelly Company has no findings for recovery listed with Auditor of State, has no exclusions from federal projects and no delinquent federal debt from www.sam.gov site.

President Kroll entertained a motion to award the bid as recommended by Delta, contingent upon receipt of FAA approval & FAA grant funding, to The Shelly Company for their bid of \$1,075,475.15, noting it is within ORC allowable limits of the project engineers cost estimate. Also, approve a letter to the FAA requesting concurrence with the bid award and a letter of intent to award The Shelly Company. Mr. Stapleton moved and Mr. Hughes seconded the motion to award contingent upon FAA approval and FAA grant funding along with approval and signing of the letter to the FAA & letter to The Shelly Company. Roll call: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Hughes, yea.

Date: 5/21/2026

Geoffrey Nelson
 Program Manager
 FAA – Detroit Airports District Office
 11677 S. Wayne Rd. #107
 Detroit, MI 48174
geoffrey.e.nelson@faa.gov

Subject: Recommendation of Award

Expand and Rehabilitate Terminal Apron
 Gallia Meigs Regional Airport

MAY 21, 2026

Gallipolis, Ohio
Grant Number: 3-39-0101-025-2026 (IIJA) & 3-39-0101-026-2026 (AIP)

Dear Mr. Nelson:

The Gallia County Board of Commissioners is recommending award of contract in the amount of \$1,075,475.15 to The Shelly Company for the referenced project.

The Gallia County Board of Commissioners has reviewed the bid and considers the construction costs to be reasonable.

The Gallia County Board of Commissioners requests FAA's concurrence with the award and desires to start work as soon as funding is in place; therefore, your expeditious response will be appreciated. Bid tabulations have been forwarded previously.

Should you have any questions concerning this matter, please do not hesitate to contact our office or our consultant, Delta Airport Consultants, Inc., at 440-895-0465.

Sincerely,
s/ Jeremy Kroll
Jeremy Kroll
President

cc: Karen Sprague, Gallia County Grants Administrator Karen Sprague ksprague@gallianet.net
James Bryant, Director, ODOT Office of Aviation Ohio.Airport.Grants@dot.ohio.gov
Steve Potoczak, Project Manager, Delta Airport Consultants, Inc. spotoczak@deltaairport.com
Cindy Chavez, Project Assistant, Delta Airport Consultants, Inc. cchavez@deltaairport.com

Date: 5/21/2026

Ryan Packer
The Shelly Company
80 Park Drive
Thornville, Ohio 43076
rpacker@shellyco.com

Subject: Notice of Intent to Award
Expand and Rehabilitate Terminal Apron
Gallia Meigs Regional Airport
Gallipolis, Ohio
Grant Number: 3-39-0101-025-2026 (IIJA) & 3-39-0101-026-2026 (AIP)

Dear Mr. Packer:

The Gallia County Board of Commissioners has completed review of all bid proposals for the referenced project and intends to award the contract in the amount of \$1,075,475.15 to The Shelly Company. Formal awarding of the contract is subject to availability of funding and receipt of concurrence from all applicable funding agencies.

This letter does not constitute a contractual agreement with the Gallia County Board of Commissioners. Upon receipt of funding and funding agency concurrence with the award of contract, the contract documents will be forwarded to your firm for execution.

Thank you for your bid submission. We appreciate your firm's interest in this project.

Sincerely,
s/ Jeremy Kroll
Jeremy Kroll
President

cc: Karen Sprague, Gallia County Grants Administrator Karen Sprague ksprague@gallianet.net
James Bryant, Director, ODOT Office of Aviation Ohio.Airport.Grants@dot.ohio.gov
Steve Potoczak, Project Manager, Delta Airport Consultants, Inc. spotoczak@deltaairport.com
Cindy Chavez, Project Assistant, Delta Airport Consultants, Inc. cchavez@deltaairport.com

TRANSIT- BID OPENING – NON-EMERGENCY TRANSPORTATION

At 10:00 a.m. the president opened the following bids for the Non-Emergency Transportation:

Agency/Organization	Flat Rate Per Mile 0-15 miles	Flat Rate Per Mile for handicap accessible vans from 0-15 miles	Price Per Mile for trips exceeding 15 miles	Price Per Mile for trips exceeding 15 miles for handicap accessible Vans
GALLIA COUNCIL ON AGING	\$62.25	\$62.25	\$4.15	\$4.15
RT NEED A LIFT	\$56.25	\$63.75	\$3.15	\$3.65
ON THE GO TRANSPORTATION	\$52.00	\$52.00	\$3.60	\$3.60
JACKSON TRANSPORTATION	\$82.50	\$90.00	\$5.50	\$6.00

The bids were turned over to the eligibility supervisor of Net Transportation Jennifer Haner for review and recommendation.

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AUTHORIZING LEGISLATION - PY ' 2026 CDBG CRITICAL INFRASTRUCTURE PRE-APPLICATION

Grants Administrator Karen Sprague presented the PY 2026 CDBG Critical Infrastructure Grant Pre-Application to the Gallia County Commissioners for approval. CDBG Critical Infrastructure grant pre-application requests \$500,000 for the Clearview WWTP Upgrades Project.

Total project cost estimate is \$500,400 and breakdown is as follows:

- WWTP Upgrade: \$414,000
- Engineering: \$56,400
- Administration: \$30,000

Project funding breakdown is as follows:

- CDBG – Project = \$470,000
- CDBG – Administration = \$30,000
- CDBG Total Application Request = \$500,00
- County Local Matching Funds = \$400

President Kroll entertained a motion that the grant pre-application be approved, signed by the Commission as presented and submitted to ODOT.

Mr. Hughes made and Mr. Stapleton seconded the motion. Upon roll call votes were as follows: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Hughes, 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 5/21/2026.

s/ Jeremy Kroll, President

s/ Q. Jay Stapleton, Vice-President

s/ Amanda Phillips, Clerk of the Board

s/ Anthony Hughes, Commissioner

FAA AIP GRANT 2024 DRAW #8 APPROVALGALLIA-MEIGS REGIONAL AIRPORT PROJECT

Commission received from Delta Airport Consultants the FAA AIP grant 2024 draw #8 forms requesting \$12,565.26 from the County's FAA grant for the 90% share of the following invoices:

- Delta Airport Consultants Inv # 23046 CA-9 - \$2,446.80
- Hoon CPR 6 23046 - \$0.00
- Hoon CPR 7 23046 - \$0.00
- Hoon CPR 8 23046 - \$0.00
- Hoon CPR 9 23046 - \$0.00
- Hoon CPR 10 23046 - \$11,183.30
- Gallia County Admin - \$331.30
- Total = \$13,961.40
- 90% FAA AIP grant = \$12,565.26
- 5% ARC S-P-21-1AY-1 Grant = \$698.07
- 5% 2025 ODOT Grant = \$698.07
- Total Local Match = \$1,396.14

Mr. Kroll entertained a motion to approve and sign the grant draw #8 forms for payment of engineering, construction & administration invoices as presented. Q. Jay Stapleton moved and Tony Hughes seconded this motion. Upon roll call votes were as follows: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Hughes, yea.

EMS – NATIONAL EMS WEEK
2026 EMS WEEK PROCLAMATION

The President entertained the motion to approve the following proclamation. Q. Jay Stapleton made and Tony Hughes seconded the motion. Roll calls: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Hughes, yea.

2026 EMS Week Proclamation

"IMPROVING OUTCOMES, TOGETHER"

WHEREAS, emergency medical services are a vital public service to the people and communities of Gallia County;
and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

MAY 21, 2026

WHEREAS, access to quality emergency care significantly improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the emergency care personnel, including skilled dispatchers, first responders, emergency medical technicians, paramedics, nurses, physicians, complete thousands of hours of specialized training and education to enhance their lifesaving skills; and

WHEREAS, people in Gallia County benefit daily from the knowledge and skills of these individuals and their unselfish dedication to Gallia County citizens and visitors;

NOW, THEREFORE, We the Gallia County Commissioners in recognition of this event do hereby proclaim the week of May 17 - 23, 2026, as

EMERGENCY MEDICAL SERVICES WEEK

throughout Gallia County and we commend this observance to all Gallia County citizens.

s/Jeremy Kroll, President

s/Q. Jay Stapleton, Vice President

s/Tony Hughes, Commissioner

SENIOR CENTER – CHANGE ORDER

Special Projects Manager Tom White presented the following Change order resolutions for approval. Tony Hughes moved to approve, and Jeremy Kroll seconded the motion. Roll calls: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Hughes, yea.

A RESOLUTION AUTHORIZING NEGOTIATION AND EXECUTION OF A CHANGE ORDER WITH CLARY EXCAVATING LLC FOR THE SENIOR RESOURCE CENTER PROJECT FOUNDATIONS AND CONCRETE SCOPE

WHEREAS, the Gallia County Commissioners ("Commissioners") previously awarded an agreement for the foundations and concrete scope of the Senior Resource Center Project (the "Project") to Clary Excavating, LLC ("Contractor") pursuant to all applicable law and approved the contract sum in an amount not to exceed \$311,000; and

WHEREAS, the Commissioners received a proposal, in an amount not to exceed \$225,000 from Contractor for various additional services needed for the Project including gutter drains, dirt compaction, bollards, installation of a dumpster pads, gas and electric utilities, AC unit pads, gravel and concrete, 4 foot sidewalk west side of building, and material needed for a sewer connection (the "Additional Work"); and

WHEREAS, the additional work was not included in the initial scope of work for the Project, and therefore not included in the contract sum; and

WHEREAS, the Manager of Special Projects recommends the Commissioners authorize the Manager of Special Projects with assistance of legal counsel, to negotiate and execute a change order with Contractor for the Project in an amount not to exceed \$225,000.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF GALLIA COUNTY COMMISSIONERS, OHIO:

1. The County Commissioners authorize the Manager of Special Projects, with assistance of legal counsel, to negotiate and execute a change order with Contractor for the Project in an amount not to exceed \$225,000 and to sign any associated documents consistent with the intent of this resolution.
2. The foregoing Resolution was adopted in open session to the public and complies with all applicable legal requirements.

Duly enacted by the Board of Gallia County Commissioners on this 21st day of May 2026.

Gallia County Commissioners

s/Jeremy Kroll, President

s/Q. Jay Stapleton, Vice President

s/Tony Hughes, Commissioner

By: *s/Amanda Phillips*, County Administrator

SENIOR CENTER – CHANGE ORDER

Special Projects Manager Tom White presented the following Change order resolutions for approval. Q. Jay Stapleton moved to approve, and Tony Hughes seconded the motion. Roll calls: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Hughes, yea.

A RESOLUTION AUTHORIZING NEGOTIATION AND EXECUTION OF A CHANGE ORDER WITH AMISH BUILDERS LLC FOR THE SENIOR RESOURCE CENTER PHASE 3 PROJECT INTERIOR WORK SCOPE

MAY 21, 2026

WHEREAS, the Gallia County Commissioners ("Commissioners") previously awarded an agreement for the interior work scope of the Senior Resource Center Phase 3 Project (the "Project") to Amish Builders, LLC ("Contractor") pursuant to all applicable law and approved the contract sum in an amount not to exceed \$305,000; and

WHEREAS, the Commissioners received a proposal, in an amount not to exceed \$274,118.84, from Contractor for various additional services needed for the Project which includes window installation, a cooler/freezer wall, an enclosure for the new addition, wainscotting, ceiling trusses, insulation and fireproofing, engineered support beams, epoxy floor, and a glass entry door (the "Additional Work"); and

WHEREAS, the additional work was not included in the initial scope of work for the Project, and therefore not included in the contract sum; and

WHEREAS, the Manager of Special Projects recommends the Commissioners authorize the Manager of Special Projects with assistance of legal counsel, to negotiate and execute a change order with Contractor for the Project in an amount not to exceed \$274,118.84.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF GALLIA COUNTY COMMISSIONERS, OHIO:

1. The County Commissioners authorize the Manager of Special Projects, with assistance of legal counsel, to negotiate and execute a change order with Contractor for the Project in an amount not to exceed \$274,118.84 and to sign any associated documents consistent with the intent of this resolution.
2. The foregoing Resolution was adopted in open session to the public and complies with all applicable legal requirements.

Duly enacted by the Board of Gallia County Commissioners on this 21st day of May 2026.

Gallia County Commissioners

s/Jeremy Kroll, President

s/Q. Jay Stapleton, Vice President

s/Tony Hughes, Commissioner

By: *s/Amanda Phillips*, County Administrator

ENROLLMENT MANAGEMENT SERVICES

Tyson Marlowe, Cara Plummer and Sean Pelegreco from Enrollment Management Services met with the Commissioners to provide the following:

- Financial Summary
- Education Adherence Summary
- Upcoming and Potential Enrollment Changes
- Enrollment Changes Implemented
- Reporting Assumptions

No action taken.

MARSH MCLENNAN AGENCY

Brendan Murray and Michelle Hanna from Marsh McLennan Agency met with the Commissioners to provide the following:

- Health Plan Financial Review
- Aptia Dependent Eligibility Verification and Spousal Exclusion Audit Final Report
- Voluntary Benefits with Benefit Administration Platform

No action taken.

3 p.m. – The Commissioners attended the monthly Landbank meeting.

ADJOURN

At 4:30 p.m. the President entertained a motion for adjournment. Q. Jay Stapleton moved and Tony Hughes seconded the motion Roll call: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Stapleton, Hughes.

Jeremy Kroll
Jeremy Kroll, President

Amanda Phillips
Amanda Phillips, Clerk to the Board

Q. Jay Stapleton
Q. Jay Stapleton, Vice President

Tony Hughes
Tony Hughes, Commissioner