JUNE 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 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 28, 2026, minutes. Tony Hughes moved and Q. Jay Stapleton 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
5/31	11	0	1	0	0	0	1	0	3	22	0	0	0	24

AUTHORIZING LEGISLATION - PY ' 2026 CDBG CRITICAL INFRASTRUCTURE GRANT APPLICATION

Grants Administrator Karen Sprague presented the PY 2026 CDBG Critical Infrastructure Grant Application to the Gallia County Commissioners for approval and permission to submit to ODOD. CDBG Critical Infrastructure grant application requests $500,000 for the Clearview WWTP Upgrades Project. Project and funding breakdown are as follows:

- CDBG CI Project = $470,000

    a. Clearview WWTP Upgrades Project = $414,000 CI grant
    b. Professional Fees = $56,000 CI grant + $400 local match

- Administration - $30,000 CI grant
- Total CDBG Critical Infrastructure grant amount of $500,000 + $400 local match

President Kroll entertained a motion that the grant application be approved and signed by the Commission as presented and grant Ms. Sprague permission to submit to ODOD.

Q. Jay Stapleton made and Tony Hughes 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 6/4/2026.

FY ' 2026 FAA AIP GRANT FINAL APPLICATION RESOLUTION

Grants Administrator Karen Sprague presented the Commission with the FY 2026 FAA AIP Final Grant application for approval. This project will rehabilitate the apron (Terminal) 4,950 square yards [Phase 2 of 2: Construction]. Task Order 3 obtained 4/14/2026 from Delta Airport Consultants to perform the project construction administration services totaled $176,500 & the bid from The Shelly Company obtained 4/30/2026 totaled $685,475.

The application reflects $871,975 total project cost broken down as follows:

- $10,000 Administration = $9,500 Federal + $500 State
- $176,500 Professional Services = $167,675 Federal + $8,825 State
- $685,475 Construction = $651,201 Federal + $34,274 State
- $871,975 TOTAL = $828,376 Federal + $43,599 State

The application reflects a 95% federal grant with a 5% state matching grant.

President Kroll entertained a motion to approve the FY 2026 FAA AIP final grant application along with Sponsor Certifications (5100-129, -130, -131, -132, -134, -135), Statement of Cost Reasonableness and Appendix F. Record of Negotiations as presented.

Q. Jay Stapleton made and Tony Hughes seconded a motion to approve the application and FAA Forms as submitted. Upon roll call votes were as follows: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Hughes, yea. Mr. Kroll, Pres, signed all signature blocks for the grant.

FY ' 2026 FAA BIL GRANT FINAL APPLICATION RESOLUTION

Grants Administrator Karen Sprague presented the Commission with the FY 2026 FAA BIL Final Grant application for approval. This project will expand the apron (Terminal) 1,500 square yards [Phase 2 of 2: Construction]. Task Order 3 obtained 4/14/2026 from Delta Airport Consultants to perform the project construction administration services totaled $183,500 & the bid from The Shelly Company obtained 4/30/2026 totaled $390,000.

The application reflects $577,500 total project cost broken down as follows:

- $4,000 Administration = $3,800 Federal + $200 State
- $183,500 Professional Services = $174,325 Federal + $9,175 State
- $390,000 Construction = $370,500 Federal + $19,500 State
- $577,500 TOTAL = $548,625 Federal + $28,875 State

The application reflects a 95% federal grant with a 5% state matching grant.

President Kroll entertained a motion to approve the FY 2026 FAA BIL final grant application along with Sponsor Certifications (5100-129, -130, -131, -132, -134, -135), Statement of Cost Reasonableness and Appendix F. Record of Negotiations as presented.

Q. Jay Stapleton made and Tony Hughes seconded a motion to approve the application and FAA Forms as submitted. Upon roll call votes were as follows: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Hughes, yea. Mr. Kroll, Pres, signed all signature blocks for the grant.

DJFS – EXECUTIVE SESSION

At 10:11 a.m. the president entertained a motion to enter executive session with DJFS Director Dana Glassburn and his Business Administrator Kathy Campbell along with County Administrators Amanda Phillips and Janie Peck concerning the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee. Tony Hughes moved and Q. Jay Stapleton seconded the motion. Roll call: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Hughes, yea. Returned to regular session at 10:29 a.m.; No action taken.

ENGINEER – BID OPENING

At 10:30 a.m. President Kroll opened the following bids for the Clay Chapel Road Slip Repair project:

Company	
D.G.M. Inc.	$239,327.50
Alan Stone Co.	$215,613.00

The bids were turned over to the County Engineer for review and recommendation.

TRANSITION FROM PART-TIME TO FULL TIME

Kathy Campbell, Gallia County Transit Administrator recommended the Board of County Commissioners approve the transition of Wade Carroll, a current part-time employee within the Gallia County Transit System to a full-time position effective Monday June 8, 2026. This change is necessary to support operational demands, ensure continuity of services, reduce scheduling issues and maintain efficiency in daily transit operations. There is no change to compensation. Funding for this position is available within the current transit budget.

Wade Carrol to fill the classified, non-bargaining, position of Transit Vehicle Operator, Classification Number 40006.0 Position #86005.1.

Q. Jay Stapleton made the motion to accept Transit Administrator Campbell's recommendation and Tony Hughes seconded the motion.

Roll call: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Hughes, yea.

DJFS – NEW HIRE

Dana Glassburn, GCDJFS Director, recommended the following new hire, with an effective hire date to be determined by the Director upon successful completion of preliminary employment screening processes and in accordance with ORC 5101:2-33-55 (B)(1). Compensation will be set as per the collective bargaining agreement.

Jamie Kinnaird-Supportive Services Case Manager 1-Classification Number 30120; Position control # 41140.0

Q. Jay Stapleton made and Tony Hughes seconded the motion. Roll call: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Hughes, yea.

DJFS – NEW HIRE

Dana Glassburn, GCDJFS Director, recommended the following new hire, with an effective hire date to be determined by the Director upon successful completion of preliminary employment screening processes and in accordance with ORC 5101:2-33-55 (B)(1). Compensation will be set as per the collective bargaining agreement.

Cydnie McCarley-Supportive Services Case Manager 1-Classification Number 30120; Position control # 41160.0

Q. Jay Stapleton made and Jeremy Kroll seconded the motion. Roll call: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Hughes, yea.

DJFS MANAGEMENT TEAM MEMBER POSITION CHANGE

Dana Glassburn, GCDJFS Director, recommended promoting Alyssa Sand's to the Business Manager 1 position, Classification Number 63391; Position control #10006.0 with an effective start date of Monday June 8, 2026, with a 4% increase in pay. Q. Jay Stapleton moved to approve the recommendation from Mr. Glassburn, Tony Hughes seconded the motion. Roll call: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Hughes, yea.

GALLIA CDJFS RECOMMENDATION TO THE GALLIA COUNTY BOARD OF COMMISSIONERS NON-EMERGENCY MEDICAL TRANSPORTATION (NEMT) PROCUREMENT

Gallia County Department of Job and Family Services Director, Dana Glassburn, stated that following the review of bids submitted in response to the Request for Bids (RFB) for Non-Emergency Medical Transportation (NEMT) services, four bids were received by the submission deadline from the following providers:

1. R T Need a Lift Transportation
2. On The Go Transportation
3. Jackson Transportation
4. Council on Aging

A review of the bids identified the following deficiencies:

R T Need a Lift Transportation

- Did not adequately explain how the proposed per-mile rates for trips exceeding 15 miles were calculated.
- Submitted driver records containing expired driver abstract reports.
- Submitted vehicle inspection documentation that did not allow verification that all required inspections were completed within the required timeframes.
- Submitted vehicle photographs that did not consistently identify the corresponding vehicles or match listed license plate numbers.

On The Go Transportation

- Submitted one insufficient driver background check.
- Failed to submit three required vehicle inspection reports.

Jackson Transportation

- Failed to provide documentation supporting the proposed rates.
- Failed to submit required driver abstract reports.
- Submitted only one of nineteen required FBI background checks.
- Failed to identify vehicles covered under the submitted insurance documentation.
- Failed to provide a contingency plan for vehicle or driver unavailability.
- Failed to submit SAMS results for all employees.

Council on Aging

- Submitted one insufficient driver background check.
- Submitted one background check that appears incomplete.
- Failed to identify vehicles covered under the submitted insurance documentation.
- Submitted one vehicle inspection report without an inspection date.
- Failed to submit SAMS results for all employees.

Based upon the evaluation of the bids received, no bidder submitted a bid that fully satisfied all requirements of the Request for Bids. As a result, no bid was determined to be fully responsive to the solicitation requirements.

Current NEMT contracts expire on June 30, 2026. Conducting a new procurement process, including revision of bid specifications, advertisement, bid submission, evaluation, and contract award, is expected to require approximately two to three months. Rejecting all bids and pursuing one-year extensions of the existing contracts will ensure continuity of transportation services for Medicaid recipients while allowing adequate time to complete a thorough and compliant procurement process. Therefore, Director Glassburn recommended that the Board reject all bids received in response to the Request for Bids for Non-Emergency Medical Transportation Services and authorize the Department to pursue one-year extensions of the current NEMT provider contracts, subject to future Board approval of any resulting contract amendments. Director Glassburn further noted that the Department is authorized under the current contracts to extend the agreements through State Fiscal Year 2027 and, if necessary, through State Fiscal Year 2028.

Tony Hughes moved that the Gallia County Board of Commissioners accept the recommendation of the Director of the Gallia County Department of Job and Family Services to reject all bids received in response to the Request for Bids for Non-Emergency Medical Transportation Services and authorize the Department to pursue one-year extensions of the current NEMT provider contracts, with any resulting contract amendments to be presented to the Board for approval at a later date. Q. Jay Stapleton seconded the motion. Roll call: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Hughes, yea.

PARK DISTRICT – OFFICE SPACE

Paul Covey, Park District, met with the Commissioners to discuss their plans for his current office space in the Courthouse. No action taken.

EMS – AMBULANCE REQUEST

EMS Director Robert Cornwell met with the Commissioners to request they accept the opioid resolution provided by Assistant Prosecuting Attorney David Evans and sign the ambulance remount order. No action was taken.

FINANCIAL REPORT REVIEW

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

- The May 2026 Financial Reports for comparison with the May 2025 Financial Reports. The following was noted during the review:
  - 1/1/2025 beginning cash balance was $3,945,348.16
  - 1/1/2026 beginning cash balance was $4,483,450.26
  - Increase of $538,102.10
  - 05/31/2025 ending cash balance was $4,494192.56
  - 05/31/2026 ending cash balance was $4,889,495.03
  - Increase of $395,302.47

COMMISSIONERS – EXECUTIVE SESSION

At 1:30 p.m. the president entertained a motion to enter executive session with DJFS County Administrators Amanda Phillips and Janie Peck concerning the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee. Tony Hughes moved and Q. Jay Stapleton seconded the motion. Roll call: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Hughes, yea. Returned to regular session at 3:55 p.m.; No action taken.

ADJOURN

At 4:00 p.m. the President entertained a motion for adjournment. Q. Jay Stapleton made and Tony Hughes seconded the motion. Roll call: Mr. Kroll, yea; Mr. Stapleton, yea; Mr. Hughes, yea.

Jeremy Kroll
Jeremy Kroll, President

Amanda Phillips
Amanda Phillips, Clerk to the Board

Q. Jay Stapleton, Vice President

Tony Hughes
Tony Hughes, Commissioner