

DECEMBER 1– MEETING 48

VOLUME 28

The Ross County Board of Commissioners met on this day, December 1, 2025, in regular session.

Commissioner Jack Everson called the meeting to order at 9:00 a.m., with Commissioner James Lowe and David Glass in attendance.

Commissioner Everson led the Pledge of Allegiance.

MINUTES APPROVED

Mr. Lowe moved, Mr. Glass seconded, the minutes of the November 24, 2025 meeting, be approved as submitted. On call of the roll, the vote was: Mr. Glass, yes; Mr. Lowe, yes; Mr. Everson, yes. Motion carried.

BILLS APPROVED FOR PAYMENT

Mr. Glass moved, Mr. Lowe seconded, the following bills of the county be approved for payment:

DEPARTMENT	PAY TO NAME	TOTAL VALUE	DEPARTMENT	PAY TO NAME	TOTAL VALUE
VOCA	Glo Fiber	177.9	Engineer	U.S. Postmaster	390
Veterans Service Commissio	Amazon Capital Services	354.09	Engineer	US Safety Gear, Inc.	1539.4
Veterans Service Commissio	Robert Davis	378.13	Engineer	World Fuel Services, Inc	12616.56
Veterans Service Commissio	Sewards, Randy A.	199.37	Engineer	World Fuel Services, Inc	11622.12
Veterans Service Commissio	Finley , John	178.75	Engineer	W/W. Williams	93.66
Veterans Service Commissio	McGee, Matt	295.63	Engineer	Principal Truck Supply	86.78
Veterans Service Commissio	American Electric Power	300	Engineer	Sugarloaf Power Equipment	389.97
Sheriff	South Central Power Compa	49	Engineer	StarTec Security LLC	420
Sheriff	Vance Outdoors, Inc.	7940.3	Engineer	Riffle & Son Machine Works	150
Sheriff	Office City Express	149.12	Engineer	Old Canal Stop	27.5
Sheriff	Office City Express	342.62	Engineer	Office City Express	93.98
Sheriff	Central Center Hardware	16.49	Engineer	Kleem, Inc.	419.04
Sheriff	Amazon Capital Services	24.98	Engineer	Fastenal Company	44.7
Sheriff	Amazon Capital Services	434.8	Engineer	B & C Communications	127.12
Sheriff	Aramark Services, Inc	7970.43	Engineer	Adams, Jeff	481.82
Sheriff	Columbus Radiology Corp.	346.94	Dog Warden	Davis Tire of Chillicothe	59.95
Sheriff	Orihood's Boat & Cycle Supp	235.02	Dog Warden	Amazon Capital Services	78.84
Sheriff	Escamilla, Vanessa	352	Dog Warden	Davis Tire of Chillicothe	1116
Sheriff	Amazon Capital Services	347.97	Common Pleas Court #1	Office Depot Inc.	327.49
Sheriff	Jonina Johnson	230	Commissioners	K&K Carpet Care of Chillicott	14940
Sheriff	DTB Distributors, Inc.	59.63	Commissioners	W. W. Grainger, Inc.	22.16
Sheriff	DTB Distributors, Inc.	408.85	Commissioners	American Electric Power	34.4
Sheriff	DTB Distributors, Inc.	423.26	Commissioners	Worly Plumbing Supply, Inc.	3537.97
Ross County Court System	Gordon Flesch Co, Inc.	666.84	Commissioners	Wex Bank	503.94
Probate Court	Motes, Joseph E.	200	Commissioners	Columbia Gas of Ohio, Inc	1073.65
Probate Court	Amazon Capital Services	300.9	Commissioners	State Electric Supply, Inc.	383.9
Probate Court	Hill, Laura J.	200	Commissioners	Ross County Engineer	53000.02
Probate Court	Roach-Reid Business Syste	644.4	Commissioners	Holiday Outdoor Decor	150
Planning Commission	American Structure Point, In	14000	Commissioners	Derby Inc	1042.06
Planning Commission	Schooley Caldwell Associate	194.05	Commissioners	General Sales Company	293.74
Planning Commission	Amazon Capital Services	101.99	Commissioners	DTB Distributors, Inc.	218.82
Planning Commission	Bricker Graydon LLP	1175	Commissioners	Bud's Septic Tank Cleaning	590
Planning Commission	Bricker Graydon LLP	2731.25	Clerk of Courts	Amie Hamman	68.6
Planning Commission	Ohio Regional Development	1975	Clerk of Courts	UPS	11.49
Planning Commission	Roger Hemming Contractor L	7900	Building Department	Quill Corporation	53.48
Planning Commission	American Structure Point, In	21540	Building Department	Quill Corporation	28.49
Planning Commission	APG Architects LLC	2400	Building Department	Scioto Shoe Mart	175
Planning Commission	Athens County Historical Soc	66372.03	Building Department	Wex Bank	480.44
Planning Commission	American Structure Point, In	22657.07	Building Department	Amazon Capital Services	101.39
Planning Commission	DESIGNING LOCAL LTD	45408	Board of Elections	US Bank Equipment Finance	251.18
Planning Commission	Ohio Historical Society, Inc	201104.12	Automatic Data Processing	Amazon Capital Services	105.42
Litter Control	Wex Bank	241.67	Automatic Data Processing	Amazon Capital Services	169.95
Litter Control	AutoZone	113.29	Automatic Data Processing	Dell Inc.	97.62
Litter Control	Menards	150.16	Auditor	Amazon Capital Services	82.86
Litter Control	DTB Distributors, Inc.	1203.08	Auditor	Benson, Melinda J	562.5
Juvenile Court	Detty , Tina M.	555	Auditor	Benson, Melinda J	255
Juvenile Court	Amazon Capital Services	30.99	Auditor	Benson, Melinda J	870
Juvenile Court	Amazon Capital Services	99	Auditor	Rutherford, Chase Colin	735
Engineer	Ernst Concrete	975	Auditor	Rutherford, Chase Colin	2100
Engineer	Shelly & Sands, Inc	1018297.09	Auditor	Rutherford, Chase Colin	967.5
Engineer	Rush Truck Centers of Ohio	4421.15	Auditor	Berry, Jennifer	300
Engineer	Morton Salt	51520.42	Adult Probation	Jack's Tire & Auto Center, In	507.93
Engineer	Master Locksmith and Safe S	134.75	Adult Probation	Intrinsic Interventions, Inc	4000
Engineer	Ohio LTAP	925	Adult Probation	Jack's Tire & Auto Center, In	136.95
					\$1,607,388.92

On call of the roll, the vote was: Mr. Lowe, yes; Mr. Glass, yes; Mr. Everson, yes. Motion carried.

THEN & NOW CERTIFICATES APPROVED

Mr. Lowe moved, Mr. Glass seconded, the Ross County Board of Commissioners approve "Then & Now" Certificates, dated November 17, 2025 through December 1, 2025, in the amount of \$17,749.56 prepared by the Office of the Ross County Auditor and certified by the auditor as to the appropriation of funds for the purpose of encumbering the sum of the contract(s) or order(s) outlined therein, or the imminent collection of funds for credit to the appropriated fund(s) of the county, and as to the availability of funds for transfer within the appropriate department(s).

On call of the roll, the vote was: Mr. Glass, yes; Mr. Lowe, yes; Mr. Everson, yes. Motion carried.

TRANSFER OF FUNDS

Mr. Glass moved, Mr. Lowe seconded, to transfer \$26,500.00 account code 100-08-22-7200 Equipment, into account code 100-08-22-7103 Contract Services and \$3,000.00 from account code 100-08-22-7200 Equipment into account code 100-08-22-7214 Equipment Lease, per a request of December 1, 2025 from the Ross County Common Pleas Court.

On call of the roll, the vote was: Mr. Lowe, yes; Mr. Glass, yes; Mr. Everson, yes. Motion carried.

Mr. Lowe moved, Mr. Glass seconded, to transfer \$300.00 from account code 224-20-00-7550 Other Expenses into account code 224-20-00-7014 Group Insurance, and \$60.00 from account code 224-20-00-7200 Equipment into account code 2224-20-00-7014 Group Insurance, per a request of December 1, 2025 from the Ross County Common Pleas Court.

On call of the roll, the vote was: Mr. Glass, yes; Mr. Lowe, yes; Mr. Everson, yes. Motion carried.

Mr. Glass moved, Mr. Lowe seconded, to transfer \$150.00 account code 420-11-37-7012 PERS, into account code 420-11-37-7014 Group Insurance, per a request of December 1, 2025 from the Ross County Common Pleas Court.

On call of the roll, the vote was: Mr. Lowe, yes; Mr. Glass, yes; Mr. Everson, yes. Motion carried.

**APPROPRIATION OF FUNDS**

Mr. Glass moved, Mr. Lowe seconded, to appropriate \$8,600.00 from EMA into account code 215-15-00-7103 Contract Services, per a request of December 1, 2025 from the Ross County EMA.

On call of the roll, the vote was: Mr. Lowe, yes; Mr. Glass, yes; Mr. Everson, yes. Motion carried.

Mr. Lowe moved, Mr. Glass seconded, to appropriate \$4,575.00 from General Fund, into account codes 100-11-54-7001 Salaries (\$4,000.00), account code 100-11-54-7012 PERS (\$550.00) and account code 100-11-54-7017 Medicare (\$25.00), per a request of December 1, 2025 from the Ross County Court Admin, CP General Division.

On call of the roll, the vote was: Mr. Glass, yes; Mr. Lowe, yes; Mr. Everson, yes. Motion carried.

**TIME SHEET APPROVED - COUNTY ADMINISTRATOR**

Mr. Lowe moved, Mr. Glass seconded, the Ross County Board of Commissioners approve the time sheet submitted by Bradford M. Cosenza, County Administrator, for the pay period ending November 29, 2025.

On call of the roll, the vote was: Mr. Glass, yes; Mr. Lowe, yes; Mr. Everson, yes; Motion carried.

**AMENDMENT 1 TO ARCHITECT AGREEMENT CHESTERHILL PROJECT**

Mr. Glass moved, Mr. Lowe seconded, to approve Amendment 1 to APG's architect agreement for the Chesterhill project (Morgan County). The amendment increases the design budget by \$6,500.00 for septic system design. This amount is fully funded within the ACGP budget for the Chesterhill Auction Site project.

On call of the roll, the vote was: Mr. Lowe, yes; Mr. Glass, yes; Mr. Everson, yes. Motion carried.

**LEASE AGREEMENT OFFICE SPACE ROSS SOIL & WATER CONSERVATION DISTRICT**

Mr. Lowe moved, Mr. Glass seconded, the Ross County Board of Commissioners (Lessor), enter into a Lease agreement with Ross Soil and Water Conservation District (Lessee), providing for the lease of approximately 1,594 square feet of commercial office space, located at 475 Western Avenue, Suite H, Chillicothe, Ohio 45601, for a term of one (1) year, commencing January 1, 2026 and ending December 31, 2026, at an annual rental fee \$21,519.00, payable without demand and without set-off for deduction, in quarterly installments of \$5,379.75 each in advance on the first (1st ) day of each calendar month.

On call of the roll, the vote was: Mr. Glass, yes; Mr. Lowe, yes; Mr. Everson, yes. Motion carried.

The following resolutions were passed at the regular meeting of the Ross County Board of Commissioners of November 3, 2025, with Commissioners Jack Everson, James E. Lowe, and David Glass in attendance.

**RESOLUTION 048-25  
MATCHING FUNDS DELANO TRAFFIC STUDY**

**WHEREAS**, the Board of Commissioners supports the Delano Road Traffic Study to better understand the necessary improvements to ensure adequate and safe road infrastructure, while also meeting future traffic demands; and  
**WHEREAS**, the Board of Commissioners, through the comprehensive plan process, recognizes the economic benefits and the need to plan for site-readiness; and  
**WHEREAS**, the total cost of the traffic impact study is \$64,500, with half being covered by a grant from the OhioSE Special Purpose Grant, awarded to Greater Chillicothe Ross County Development; and  
**WHEREAS**, American Structurepoint Incorporated is currently under contract with Ross County to complete the "Triangle Area Traffic Study," and it is recognized that these studies are complementary and pertain to the same area;  
**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of Ross County, State of Ohio, that:

Section 1: The Board of Commissioners commits to contributing half of the total project cost, specifically \$32,250 in matching funds, to be allocated in the 2026 budget year to fulfill the 1: 1 match requirement of the OhioSE Special Purpose Grant.  
Section 2: The Board of Commissioners authorizes the Planning and Development Department to collaborate with American Structurepoint to develop a change order and contract amendment to facilitate the Delano Road Traffic Study, and to submit these for the Board of Commissioners' approval.

On call of the roll, the vote was: Mr. Lowe, yes; Mr. Glass, yes; Mr. Everson, yes. Motion carried.

**RESOLUTION 049-25  
A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE OHIO DEPARTMENT OF  
TRANSPORTATION FOR THE ACTIVE TRANSPORTATION PLAN GRANT**

**WHEREAS**, the Ohio Department of Transportation (ODOT) offers grant funding to support the development of community Active Transportation Plans that improve walking, bicycling, and overall safety for residents; and  
**WHEREAS**, Ross County seeks to update its Active Transportation Plan to reflect current community needs and align with recent and ongoing planning efforts, including the City of Chillicothe Comprehensive Plan and the Ross County Comprehensive Plan currently in development; and  
**WHEREAS**, the proposed planning effort will support long-term community health, mobility, economic vitality, and improved access for all residents; and  
**WHEREAS**, the Ross County Planning & Development Department is an eligible applicant and is prepared to manage the grant, coordinate stakeholder participation, and oversee development of the plan; and  
**WHEREAS**, it is in the best interest of Ross County to pursue this funding opportunity.  
**NOW, THEREFORE, BE IT RESOLVED** by the Board of Ross County Commissioners that:  
1. The Ross County Planning & Development Department is authorized to prepare and submit an application to the Ohio Department of Transportation for the Active Transportation Plan Grant.

On call of the roll, the vote was: Mr. Glass, yes; Mr. Lowe, yes; Mr. Everson, yes. Motion carried.

**VEREGY EAST LLC – DYNAMIX ENERGY TECHNICAL SERVICES CONTRACT 2026**

Mr. Glass moved, Mr. Lowe seconded, to approve the contract with Dynamix Energy Services for Technical Services for January 1 – December 31, 2026 at a cost of \$22,800.00.

On call of the roll, the vote was: Mr. Lowe, yes; Mr. Glass, yes; Mr. Everson, yes. Motion carried.

**COLLINS EQUIPMENT CORPORATION QT POD FUEL MANAGEMENT ROSS COUNTY SHOEMAKER AIRPORT**

Mr. Glass moved, Mr. Lowe seconded, to approve quotes from Collins Equipment Corp. on furnishing the necessary labor, materials, and equipment to furnish and install one (1) new QT Pod fuel management system for your existing Jet A and Avgas fuel systems at the Ross County Shoemaker Airport, plus installation and furnishing the necessary labor, materials, and equipment to remove your existing fuel cabinets and install

new fuel dispensers at the airport. The estimated cost is \$165,073.00.

On call of the roll, the vote was: Mr. Lowe, yes; Mr. Glass, yes; Mr. Everson, yes. Motion carried.

**EXECUTIVE SESSION CALLED**

Mr. Lowe moved, Mr. Glass seconded, the Ross County Board of Commissioners adjourn into executive session at 1:00 pm, to discuss matters to be kept confidential regarding economic development.

On call of the roll, the vote was: Mr. Glass, yes; Mr. Lowe, yes; Mr. Everson, yes. Motion carried.

**REGULAR SESSION RESUMED**

The executive session called at 1:00 pm was adjourned, and the regular meeting resumed at 3:00 pm. No action was taken.


**OTHER BUSINESS**

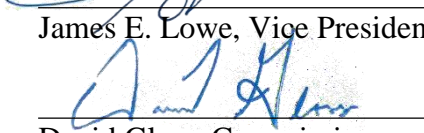
**Budget Review Session was held**

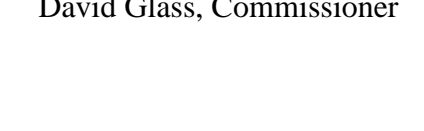
**Economic Development Work Session**

**ADJOURN**

Mr. Jack A. Everson, President, adjourned the regular meeting of December 1 at 3:56 p.m., Board of Commissioners of Ross County, Ohio

  
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Jack A. Everson, President

  
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James E. Lowe, Vice President

  
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David Glass, Commissioner