

UNION COUNTY COMMISSIONERS JOURNAL 2025
November 26, 2025

The Union County Commissioners met in regular session this 26th day of November 2025, with the following members present:

Steve Robinson, President
David A. Lawrence, Vice President
Tom McCarthy, Commissioner
Janell Alexander, Budget Analyst
Mallory Lehman, Clerk to the Board

* * *

*Commissioner Robinson called the meeting to order at 8:30 a.m.

* * *

*Thayne Gray, Assistant Prosecuting Attorney; Angie Miller, Executive Director/The Hope Center; Sue Ware, Director/Human Services; Nedra Baetz, Deputy Director/Human Services; Shilo Vermillion, Public Assistance Supervisor; Julia Kenton, Fiscal Supervisor; Mike Williamson, Marysville Journal Tribune; and Joe Case, Marysville Matters were in attendance.

* * *

The Hope Center Update – Angie Miller:

- The following presentation accompanied Ms. Miller's presentation:



Richwood Campus



Opportunities

- Meeting “Northern” needs
- Beautiful, historic building
- Partnering with other agencies



Thank
you

Richwood Campus

Challenges

- Mechanicals (HVAC, Electric, Plumbing)
- Staffing



Goals



\$3.5 million - Phase 1

**Close on Court Street
Close on Maple Street**

Donations January 1

Get the kitchen in asap





The Future



Future construction includes

- Multipurpose rooms
- New Clothing and Furniture areas
- Community Partners
- Classrooms
- Multi-use fields

The Future

3 Phases of Construction

Phase 1

Move in and get working
Community Kitchen

Phase 2

Youth Center
and more



The Future

333 North Maple Street, Marysville

100,000 Square Feet Total

72,000 usable immediately

14+ Acres for future growth

Close to the STEM and High Schools
Surrounded by housing developments

Just off downtown

Rental for additional income

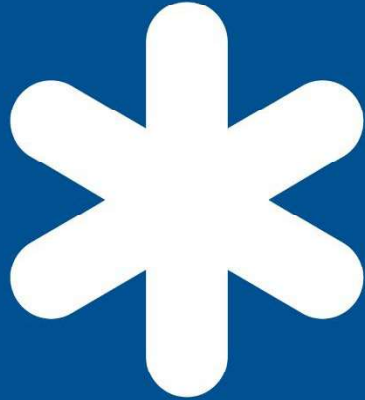


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The Future





February 28, 2026

Volunteers



- **New system called POINT**
- **Tracks sign-ups, hours, and impact**
- **850 events**
- **450 contacts**
- **3,801 manhours**
- **Economic Impact \$125,014.35**

Warming Center



- January and February dates
- December dates for the first time?
- We spent approximately \$10,000 on hotels Q1 of 2025

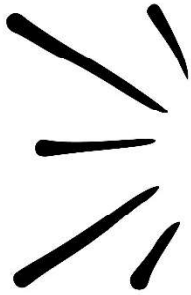
Moving into new space



Challenges:

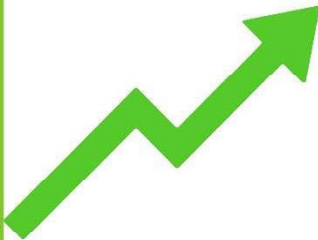
- Heating
- Security
- Fundraising

Current Focus



What's happening right now??

FOOD



<u>2024</u>	<u>2025</u>
Households Served at Mobile Markets	
2,080	4,169
Emergency Food Distributed to Households	
624	1,005
Sack Lunches Distributed	
159	550
Food Trailer Meals	
New in 2025	1,293
Community Kitchen Meals	
12,135	16,855



Donation-Based Food Trailer

**EVERY
BODY
EATS!!**

- Officially launched in May 2025
- How it works
- Where we go and why
- How we measure success
- Fed around 1300 people so far



Food Programs



- Emergency Food Pantry
- Mobile Markets - 2x each month
- Community Kitchen - Each Weeknight
- Everybody Eats Food Trailer

EMERGENCY ASSISTANCE



<u>2024</u>	<u>2025</u>
Homeless Individuals	
89	132
Rental Assistance	
\$26,360	\$131,161
Utility Assistance	
\$5,306	\$27,400
Hotel Assistance	
\$8,580	\$22,873
Fuel and Gas Card Assistance	
\$650	\$2,728
Special Assistance Car Payments, Car Repairs, Keys and misc	
\$1,753	\$11,254

Location



Just moved to our new location:

333 N Maple Street
Marysville, OH

- Renting
- Using the back of the building
- Fundraising for renovations
- Vision of Community Center

Emergency Assistance



Donations YTD 2025 = **\$243,496.46**

Grants YTD 2025 = **\$196,528.42**

Rental Grants = \$126,409.62

Utilities Grants = \$29,821.89

Food Grants = \$57.50

Supplies - Grants = \$387.92

Fuel Grants = \$2,639.57

Hotel Grants = \$26,368.41

Gift Cards = \$196.75

Specific Assist to Individuals = \$10,515.22



- Commissioner Robinson asked how the public would know where the Every Body Eats food trailer will be, and Ms. Miller stated the schedule is posted on the Hope Center's Facebook page. This trailer is only set up in Union County.

Karen Eylon arrived at this time.

- Commissioner Robinson stated the Hope Center is doing a lot of good with in the community, and Ms. Miller stated they strive to be a true community partner and believe in working together with other county agencies.
- Ms. Ware asked if there is a donation center, and Ms. Miller stated it is not open at this time. There are plans to accept donations again in the future and it will be at the new location.

Angie Miller left at this time.

* * *

Short-Term Rental Lodging Tax Update – Karen Eylon:

- Ms. Eylon stated by implementing this change now, it will be easier for the Auditor's Office to update their information by January 1, 2026.
- Commissioner McCarthy asked if sales tax can be collected on campgrounds, and Ms. Eylon stated it can. Additionally, the state is working on implementing a lodging tax on campgrounds.

* * *

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RESOLUTION NO. 25-503:**A Resolution Amending and Restating Prior Resolutions Adopting an Excise Tax on Hotel Lodging Tax in Union County, Ohio – Commissioners**

The Board of County Commissioners hereby approves A Resolution Amending and Restating Prior Resolutions Adopting an Excise Tax on Hotel Lodging Tax in Union County, Ohio.

RESOLUTION No. 25-503

A RESOLUTION AMENDING AND RESTATING PRIOR RESOLUTIONS ADOPTING AN EXCISE TAX
ON HOTEL LODGING TAX IN UNION COUNTY, OHIO

WHEREAS, the Board of County Commissioners, Union County, Ohio, on September 16, 1991, by a resolution recorded in Commissioners' Journal Volume 39, page 225, adopted a county-wide excise tax of three percent on all transactions by which lodging by a hotel is or is to be furnished to transient guests; and

WHEREAS, the Board of County Commissioners, on October 28, 1991, by a resolution recorded in Commissioners' Journal Volume 39, page 254, postponed the effective date of the excise tax on lodging tax to December 1, 1991; and

WHEREAS, under prior law, the excise tax on hotel lodging applied only to establishments with more than five rooms for transient guests; and

WHEREAS, Amended Substitute House Bill No. 197, as adopted by the 133rd Ohio General Assembly, effective on March 27, 2020, enacted R.C. 5709.091 authorizing a board of county commissioners to adopt a resolution specifying a "hotel," for purposes of the excise tax on hotel lodging, includes establishments with fewer than five rooms used for accommodating transient guests and certain other establishments regardless of whether rooms used for accommodating transient guests are accessed by separately keyed doors or are located on two or more structures under common ownership; and

WHEREAS, the Union County Convention and Visitors Bureau recommends amending the definition of "hotel" for purposes of the Union County lodging tax to implement the changes authorized by R.C. 5709.091 so the county lodging tax applies uniformly to all establishments in Union County providing hotel lodging to transient guests.

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

Section 1. Pursuant to R.C. 5739.024, renumbered as R.C. 5739.09 effective June 21, 2002, there is hereby levied a county excise tax of three percent (3%) on all transactions with Union County by which lodging by a hotel, as defined in R.C. 5739.01(M), is or is to be furnished to transient guests.

Section 2. Said tax shall be in full force and effect beginning December 1, 1991, and shall remain in effect without further action on the part of the Board of County Commissioners, Union County, Ohio.

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Section 3. As authorized under R.C. 5739.091, effective January 1, 2026, for purposes of the excise tax on hotel lodging provided to transient guests, "hotel" includes the following:

- (1) Establishments in which fewer than five rooms are used for the accommodation of guests; and
- (2) Establishments at which rooms are used for the accommodation of guests regardless of whether each room is accessible through its own keyed entry or several rooms are accessible through the same keyed entry; and, in determining the number of rooms, all rooms are included regardless of the number of structures in which the rooms are situated or the number of parcels of land on which the structures are located if the structures are under the same ownership and the structures are not identified in advertisements of the accommodations as distinct establishments. For the purposes of this Section 3(2), two or more structures are under the same ownership if they are owned by the same person, or if they are owned by two or more persons the majority of the ownership interests of which are owned by the same person.

Section 4. Pursuant to R.C. 5739.024, renumbered as R.C. 5739.09 effective June 21, 2002, the Board of County Commissioners shall establish rules and regulations necessary to provide for the administration and allocation of said tax to include, but not limited to, proper notification to all hotels, a consistent reporting format, and a structure to treat late or non-payment.

Section 5. After the cost of administering the tax is deducted, a uniform percentage of the tax collected in each municipal corporation or in each unincorporated portion of a township that does not levy an excise tax on such transaction shall be rebated to said municipal corporation or township.

Section 6. Pursuant to R.C. 5739.024, renumbered as R.C. 5739.09 effective June 21, 2002, the balance of the tax collected, less the real and actual costs of administering said tax, shall be deposited in the county general fund and shall be spent solely to make contributions to the county convention and visitors bureau.

Section 6. Collection and distribution to the county convention and visitors bureau shall be made every calendar month from the preceding month's collections.

Section 8. The Clerk to the Board is directed to cause this resolution to be entered into the proper record book of the Board of County Commissioners and, in addition, to forward a certified copy of said resolution to the County Auditor and to the City of Marysville.

Section 9. The Board finds and determines that all of its formal actions concerning and relating to adopting this Resolution occurred in an open meeting of this Board, and that all deliberations of this Board that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Revised Code §121.22.

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action were in meetings open to the public and in compliance with all legal requirements including Revised Code §121.22.

Steve Robinson introduced this resolution and moved its passage;
Tom McCarthy seconded the motion; and after discussion, the chair called a roll call vote, and the results were:

Steve Robinson ☒ Yes No

Tom McCarthy ☒ Yes No

Dave Lawrence ☒ Yes No

Passed: NOVEMBER 26, 2025

BOARD OF COUNTY COMMISSIONERS
UNION COUNTY, OHIO

ATTEST: Mallory Lehman
Mallory Lehman, Clerk

Steve Robinson
Steve Robinson

Tom McCarthy
Tom McCarthy

Dave Lawrence
Dave Lawrence

Approved as to Form:

Thayne D. Gray
Thayne D. Gray
Assistant Prosecuting Attorney

LODGING EXCISE TAX CODE OF REGULATIONS

UNION COUNTY, OHIO

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Union County Lodging Excise Tax Code of Regulations

SECTION 1. TITLE AND EFFECTIVE DATE

This Code of Regulations shall be known and may be cited and called the “Union County Lodging Tax Code of Regulations”

This Lodging Tax Code of Regulations is effective as beginning January 1, 2026.

SECTION 2. DEFINITIONS

As used in the Union County Lodging Tax Code of Regulations:

- (A) **Board** - means the Board of County Commissioners, Union County, Ohio.
- (B) **Auditor** - means the Union County Auditor and any of the Auditor’s designees.
- (C) **Person** - means individuals, partnerships, corporations, receivers, assignees, trustees in bankruptcy, estates, firms, associations, limited liability companies, joint ventures, clubs, societies, and any or all combinations of the foregoing in any form.
- (D) **Hotel** – means every establishment kept, used maintained, advertised or held out to the public to be a place where sleeping accommodations are offered to transient guests in which (1) one or more rooms are used for the accommodations of transient guests, regardless of whether each room is accessible through its own keyed entry or several rooms are accessible through the same keyed entry. All rooms are considered together regardless of the number of structures in which the rooms are situated or the number of parcels of land on which the structures are located if the structures are under the same ownership and the structures are not identified in advertisements of the accommodations as distinct establishments. For purposes of these Regulations, two or more structures are under the same ownership if they are owned by the same person, or if they are owned by two or more persons the majority of the ownership interests of which are owned by the same person. . This includes but is not limited to hotels, motels, inns, rooms, bed & breakfast, cottages, cabins, condominiums, vacation homes or any similar structures.

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- (E) **Transient Guest(s)** - means person(s) occupying a room or rooms for sleeping accommodations for less than thirty (30) consecutive days.
- (F) **Premises** - means a parcel or contiguous parcels of real property on which a hotel is operated.
- (G) **Consumer** - means the person, whether or not a guest, who pays or is obligated to pay the rent for the lodging of transient guest(s) in a hotel.
- (H) **Rent** - means the total value in money or anything paid or delivered, or promised to be paid or delivered for hotel lodging, with no deduction for the cost of labor, service, property used, interest discount paid or allowed after the price is paid or agreed to be paid, or any other expense. **Rent** does not include: (1) amounts refunded for lodging not used when the full rent and tax are refunded by cash or credit; nor (2) cash discounts allowed when the lodging is furnished or contracted to be furnished.
- (I) **Tax** - means, unless otherwise specified, the tax levied and imposed.
- (J) **Notice** - means communication submitted in writing and personally delivered or forwarded by mail to the last known address of anyone affected by these Regulations.
- (K) **Vendor** means a person required to have an Ohio Retail Sales Tax Vendor License and to operate a business under section 5739.17 of the Revised Code, and who operates a hotel which furnishes lodging to transient guests and includes the agents and employees of the vendor who perform those functions on behalf of the vendor. "Vendor" also includes the owner, lessee, mortgagor in possession, of the real estate upon whose premises the vendor operates or has operated a hotel, when the vendor is or becomes a non-resident of Ohio or conceals his whereabouts or his property.

SECTION 3. LEVY OF TAX; WHEN COLLECTABLE; PRESUMPTION

- (A) An excise tax is levied and imposed on each transaction in Union County by which lodging is or is to be furnished by a vendor to a transient guest or guests, at the rate of three (3%) percent of the rent for each such transaction. For Hotels with five (5) or more rooms, the tax shall be effective on December 1, 1991. For Hotels with fewer than five

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- (5) rooms, the tax shall be effective on and after January 1, 2026.
- (B) The tax applies and is collectable when the lodging is furnished, regardless of when the rent is paid or delivered.
- (C) No Vendor shall fail to collect the full and exact excise tax. No vendor shall refund, remit, or rebate to a transient guest, either directly or indirectly, any of the Tax levied, or make in any form of advertising verbal or otherwise, any statements implying that the vendor is absorbing the Tax or paying the Tax for the transient guest by an adjustment of prices, or furnishing lodging at a price including the Tax or rebating the Tax in any other manner.
- (D) The tax does not apply to any rent which is paid or to be paid or reimbursed by the Federal government, the State of Ohio, or any of its political subdivisions. Such transactions will qualify as exempt by filing a certificate of exemptions together with the bill, statement, or invoice and copies of any checks received in payment.
- (E) For the proper administration, and to prevent evasion, of the tax, it is presumed that all rents for hotel rooms in the Union County are subject to the tax until the contrary is established.
- (F) The tax is not a part of the rent and shall be separately stated as such on every rent invoice, bill, statement, or other written charge therefore.

SECTION 4. LIABILITIES OF VENDOR AND CONSUMER

- (A) The tax imposed on and shall be paid by the consumer to the vendor as trustee solely for the benefit of Union County, and each vendor as such trustee shall collect from the consumer the full and exact amount of the tax payable on each taxable transaction in the way and at the times provided as follows:
- (1) If the price is, at or before the transaction, paid in cash, draft or money order by the consumer to the vendor, the vendor shall collect the tax with and with the price.
- (2) If the price is otherwise paid or to be paid, the vendor shall, at or before the furnishing of the lodgings, charge the tax to the account of the consumer, which amount shall be collected by the vendor from the consumer in addition to the price.
- (B) Each such transaction shall be reported on, and the amount of the tax

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applicable thereto shall be remitted with, the return for the period in which the transaction occurs and the amount of the tax shall become a legal charge in favor of the vendor and against the consumer.

- (C) To the extent the vendor fails to collect the tax from the consumer upon each taxable transaction or, having collected the tax, fails to return and remit the same when due, the tax is imposed and levied on the vendor. This paragraph does not affect any duty of a vendor nor the liability of any consumer to pay the tax, both as imposed; but any payment of tax by the vendor or the consumer reduces the liability of the other to the County to the extent of the payment.

SECTION 5. RETURNS; WHEN DUE; REMISSION OF PENALTIES; PROCEDURE THEREON; FAILURE TO FILE; FORM

- (A) Each vendor shall, on or before the 20th day of February 2026, and on or before the 20th day of each month thereafter, make and file a complete return with the Auditor for the preceding calendar month on the form prescribed and set forth below, showing all the information required thereon, including the amount of tax required to be collected from the consumer and the amount of tax due from the vendor to the County.
- (B) Upon application of the vendor, in writing and for good cause shown, the Auditor may extend the time for making and filing returns and may remit any part of the penalties which may be due.
- (C) The monthly return shall be filed by mailing it to the Auditor or filing the return in person at the County Auditor's office, 233 West 6th Street, Marysville, OH, 43040 together with the payment of the amount of tax shown to be due on it plus penalty and interest. Returns only may be submitted by email to mwesley@unioncountyohio.gov. All payments must be made in person or by mail.
- (D) The form of the return shall be as shown in Exhibit A including the instructions and the information required as shown is made a part hereof as fully as if set forth herein.
- (E) Any vendor who fails to file a complete return as required under the Regulations shall forfeit and pay into the County Treasury a penalty of \$100 per day for each day the return is late, up to a maximum of ten percent (10%) of the amount of the tax due. Any vendor who fails to pay the full tax due for hotel lodging when due but pays the delinquent tax

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before an assessment is issued under these Regulations, shall pay interest on the amount due at the then current annual rate a determined under R.C. 5703.47. The penalty and interest may be collected by assessment in the manner provided in these Regulations.

- (F) If any vendor required to file monthly returns for the lodging tax fails for two consecutive months or for three or more months in any twelve consecutive months, to file such returns when due or to pay the excise tax, or if any vendor authorized to file returns at less frequent intervals, fails on two or more occasions with in a twenty-four month period to file returns when due or to pay the excise tax, the Board may require the vendor to furnish security in an amount equal to three (3) times the monthly average in the previous calendar year.

SECTION 6. ASSESSMENTS; LIABILITIES OF VENDOR AND CONSUMER

- (A) If any vendor collects the tax and fails to remit the same to the County, the vendor shall be individually liable for any amount collected which the vendor failed to remit. If any vendor fails to collect the tax or any consumer fails to pay the tax on any transaction subject thereto, such vendor **and** consumer shall be jointly and severally liable for the same, and the Auditor may assess against the vendor in the first case, or the vendor **and** consumer in the second case, as the facts may require, based on any information in the Auditor's possession.
- (B) An assessment against a vendor shall not discharge the consumer's liability to reimburse the vendor for the tax if the **consumer** had not paid the tax.
- (C) An assessment issued against either the vendor or the consumer shall not be considered an election of remedies nor a bar to an assessment against the other for the tax applicable to the same transaction; provided, that no assessment shall be issued against any person for the tax due on a particular transaction if the tax has been paid by another.

SECTION 7. MAINTENANCE AND INSPECTION OF RECORDS; ASSESSMENTS

- (A) The burden of proof rests on each vendor to show what part, if any, of the vendor's gross receipts from hotel room rents are not taxable, and for such purpose each vendor shall maintain and keep complete and accurate records of rents, together with a record of the tax collected thereon, which shall include:

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- (1) Primary records such as all guest or rent registers, rent invoices, statements or bills, rent payments and/or refunds on them, room rate sheets or cards of prices per day of each room as required by ORC 3731.16, receipts of taxes collected, copies of the appropriate schedule of Federal income tax returns, Ohio sales tax returns and tax returns to local subdivision having a hotel lodging excise tax identical or substantially similar to the tax imposed hereby, as filed by the vendor, exemption certificates, tax payment receipts, cash register tapes or other POS transaction detail or other POS transaction detail, and all other pertinent documents; and
 - (2) Secondary records such as bank deposit receipts and day books, journals, or any other records in which data collected by the vendor, which must be supported by complete detailed records from which data was collected.
- (B) Guest or rent invoices, statements or bills and cash register tapes or other POS transaction details for taxable rents must have the total taxable rent and the tax charges and/or collected separately stated thereon, which amounts are to be collected and recorded in a secondary record.
- (C) Rent invoices, statements or bills must also clearly show the length of stay, in terms of consecutive days, for each guest.
- (D) All such records must be preserved for four (4) years unless the Auditor consents, in writing, to their destruction within that period, or by order requires that they be kept for a longer period; provided, however, that any such records need no longer be preserved after an assessment for additional tax has been made and paid, with all penalties and interest thereon, for the period involved in such assessment, but a copy of such paid assessment shall be maintained for four (4) years following the period included in such assessment.
- (E) All such records and documents shall be open during regular business hours for inspection of the Auditor who may review, investigate, examine, and audit any of such records of such records of any vendor from time to time to determine if the proper tax has been returned and remitted. In connection with such investigation, the Auditor may interview the vendor, the vendor's agents and employees and take

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sworn statements as authorized under R.C. 319.06. If the Auditor's investigation of such complete records reveals that any tax or additional tax should have been reported and remitted by the vendor, the Auditor shall assess such tax or additional tax in the manner provided in paragraph (G) hereof, infra, provided that if the Auditor is satisfied that failing to report the said tax when due was caused by unintentional or immaterial error, mistake, or omission, the Auditor shall not impose the penalty.

- (F) If any vendor fails to maintain complete primary sales records, accurately reflecting the total rents subject to the tax and of the tax due thereon, or which may be used in verifying the accuracy of the figures reflected in the vendor's secondary records and/or reported on the tax returns filed hereunder, the Auditor will use one or more of these methods for such verification:
- (1) Determine the total amount of all rents, less rental refunds when the full tax has also been refunded either in cash or by credit, as the facts may require, based on any available information.
 - (2) Determine taxable and non-taxable rents, or the ratio of taxable rents to total rents, or both, as the facts may require based on any available information.

The above-described determinations may be based on a sampling or test checks of the vendor's business activity for a representative period, or other information relating to the rental of rooms made by such vendor. The Auditor may make the same determination where the facts in the Auditor's possession reasonably the belief that the amount of the tax required to be collected is or should be greater than the amount remitted by the vendor.

- (G) If any vendor:
- (1) Fails to maintain complete records, as required hereby; or
 - (2) Fails or refuses to permit the Auditor to inspect any records; or
 - (3) Refuses to permit the Auditor to sample or test check the business activity; or
 - (4) Having filed a return or returns, misrepresents or fails to disclose, any material fact or figure thereon; or

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- (5) Having collected the tax, fails to remit the same when due; or
- (6) Fails to file a full and complete return when due; or
- (7) Fails to pay the full amount of the tax when due

the County Auditor or the Auditor's designee shall determine the proper amount of tax by any mean set forth above; the tax as so determined will be deemed to be the tax collected by such vendor during the entire time under review; and the County Auditor or the Auditor's designee shall assess such amount of tax based on such determination, less the tax paid during such period, if any, (a) plus interest at the per annum rate as set under section 5703.47 of the Revised Code, computed from the time the amounts of tax assessed should have been paid; (b) plus a penalty of ten per cent (10%) of the amount of the assessment of tax.

- (H) No assessment, however, shall be made or issued against a vendor or consumer for any tax more than four (4) years after the return day for the period in which the taxable transaction giving rise to the assessment of the tax occurred, or after the return for the period was filed, whichever is later.
- (I) All returns, documents and payments submitted by each vendor, all records and other documents examined and all information or knowledge of any vendor's business obtained by the Auditor are subject to R.C. 57115.49.

SECTION 8. PROCEDURE FOLLOWING ASSESSMENT; APPEALS

- (A) Each assessment shall be in writing stating clearly the reasons and basis therefore, upon forms adopted by the County Auditor.
- (B) In each case of an assessment, the County Auditor shall give to the assessee written notice thereof to be served personally or by certified mail, return receipt requested, along with a copy of the written assessment.
- (C) Unless the assessed vendor, within thirty (30) days after service thereof, files with the Board a petition for reassessment in writing addressed to the Board and verified under oath by the vendor or the vendor's duly authorized agent knowing about the facts, and setting forth with particularity the items of assessment objected to, together with the reasons for such objection, the assessment shall become final and the amount thereof shall be deemed a debt due and payable to the County,

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at which point the Board shall cause to be filed a civil action in the name of the Board for judgment in the amount of the assessment, including penalties and interest added thereto under the provisions hereof.

- (D) When a petition for reassessment is timely filed, the Board shall assign a time and place for hearing the same and shall notify the petitioner thereof by certified mail. Notice of the decision of the Board upon the petition after the hearing shall be served upon the petitioner by certified mail and deposited in the United States mail on the date of the entry of the decision in its journal.
- (E) If aggrieved by the decision of the Board, the petitioner may appeal to the Court of Common Pleas under ORC 307.56.
- (F) When the merits of the assessment or any part of it are finally adjudicated, the Auditor shall collect the same as in paragraph (C) hereof upon the failure of a petition for reassessment.
- (G) All monies collected upon assessments including penalties and interest shall, when received by the County, be considered as revenue arising from the tax.

SECTION 9. LIABILITY OF OFFICERS AND AGENTS

If any person, other than an individual, required to file returns and to remit the tax, fails for any reason to make such filing or payment, its officers, partners, or managing agents, or employees having control or supervision of, or charged with the responsibility of, filing returns and making payments of tax, shall be personally liable for such failure. The dissolution of such entity shall not discharge its liability for failing to file returns or remit tax due before such dissolution. Such liability may be collected by assessment in the manner in this Resolution.

Section 10. SALE OF ENTIRE BUSINESS; SUCCESSOR, LIABLE FOR TAXES AND PENALTIES DUE

If a vendor liable for the tax sells the business or quits the business, the taxes, interest and penalties imposed hereby on taxable rents made before that time shall become due and payable immediately, and such person shall make a final return within fifteen (15) days after the date of selling or quitting business. The vendor's successor shall withhold enough of the purchase money to cover such taxes, interest, and penalties due and unpaid until the former owner produces a receipt from the Auditor showing that the taxes,

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interest, and penalties have been paid, or a certificate indicating that no taxes are due. If the purchaser of the business fails to withhold purchase money, the purchaser shall be liable for the payment of the taxes, interest, and penalties accrued and unpaid during the operation of the business by the former owner.

SECTION 11. REFUND OF TAXES ILLEGALLY OR ERRONEOUSLY PAID

- A. A written claim for refund of taxes illegally or erroneously paid (or paid on an illegal or erroneous assessment where the vendor has not reimbursed himself from the consumer) may be filed in writing with the Auditor for a vendor within ninety (90) days from the date claimant discovers or should have discovered that the payment was illegal or erroneous, but not later than four (4) years from the date of such payment.
- B. Such claim must show that the tax was remitted to the County and that if it was collected from a consumer, the claimant has either reimbursed himself from the consumer or will hold such refund in trust for the benefit of the consumer.
- C. The Auditor shall promptly determine the amount of the refund due (adding thereto interest at the annual rate in effect from time to time under R.C. 5703.47 for the overpayment period) and whether an unpaid liability for tax against the claimant for the payment of tax currently exists, in which case, such refund, if allowed, plus interest, or to the extent allowed, shall be applied against such current liability to the full extent of the latter. The Auditor shall certify the excess amount of refund allowed or the full amount, as the case may be, and shall draw a warrant for such certified amount on the County Treasurer in favor of the claimant. The County Treasurer shall pay such amount from any monies to the credit of the appropriate hotel lodging excise tax account of the County Undivided General Tax Fund.
- D. If, however, the Auditor's decision on a claim for refund is to award less than the full amount claimed, the Auditor's decision shall be treated in the same manner as an assessment under Section 8 hereof and the aggrieved claimant and the County shall have all the rights, remedies and duties as stated in said Section 8 as upon an assessment; but the Auditor shall withhold his certification until the merits of the claim have been finally adjudicated.

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SECTION 12. SETTLEMENT OF TAX FUND; ADMINISTRATIVE FEE

- A. All receipts collected from the tax shall be deposited in a fund or funds under section 5739.09(L) of the Revised Code.
- B. All revenue arising from the tax shall be spent solely for the purposes specified in section 5739.09(L) of the Revised Code and Resolution No. 15-1386.
- C. After receiving the monthly lodging tax from all vendors, the Board shall pay to the Union County Convention and Visitors Bureau from the Hotel Excise Tax Fund an amount as determined in the agreement between the Chamber and the Board, as may be amended from time to time. The Auditor shall withhold from the excise tax funds collected the real and actual cost of administering tax collection, which shall be not less than 3% of the tax collected plus any cost of tax enforcement, including without limitation, court costs, attorney's and expert's fees, or any other administrative expenses incurred in collection.

SECTION 13. EXAMPLES

These examples are published to illustrate, for the benefit of the public, the application of the tax in specific situations:

- (A) If a person engages or reserves, and pay for, the hotel room(s) for thirty (30) consecutive days or more for specified guest(s), the tax does not apply even if such guest(s) may, in fact, occupy the room(s) for less than thirty (30) consecutive days, such guest(s) having the right to occupy said room(s) for the longer period.
- (B) If in example A the room(s) are vacated in less than thirty (30) days, the tax applies.
- (C) If a person engages or reserves hotel room(s) for less than thirty (30) days for specified guest(s) and during or at the end of the engagement or reservation period extends the engagement of room(s), whether the same or different room(s), for thirty (30) days or more, without interruption of occupancy or the right to occupancy, the tax does not apply.
- (D) If a person engages or reserves hotel room(s) for more than thirty (30)

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consecutive days for guest(s) who, nevertheless, may not, in fact, have the right to occupy the room(s) for thirty (30) or more consecutive days, the tax applies.

- (E) If a guest occupies one room for less than thirty (30) days both for lodging and business purposes, the tax applies.
- (F) If, in example E, such a guest occupies a suite of, or two (2) or more connecting rooms, the tax applies to the suite or all of the connecting rooms unless each connecting room, or separate room comprising the suite, is regularly assigned a rate for lodging and rented for separate lodging, in which case the tax applies only to the rent for the rooms so occupied for lodging, not to those occupied for other purposes.
- (G) If lodging is provided without any compensation therefore and for whatever reason and without any compensating changes whatsoever in the regular rates of all other lodgings in the hotel, the tax does not apply to such complimentary lodging.
- (H) Vouchers in voucher books, thrift books, and coupon books, which entitle the purchaser of the books to trade at different retail establishments shall be treated as money when applied to pay for lodging and the tax shall attach to all rents paid by using such vouchers, using as a tax basis the money value of the coupon or voucher.
- (I) If lodgings are rented one (1) or more times in any twenty-four (24) hour period to different guest(s) or consumer(s), the tax applies to each rental.

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BOARD OF COUNTY COMMISSIONERS
UNION COUNTY, OHIO

MONTHLY LODGING EXCISE TAX RETURN

FOR THE MONTH OF _____, _____ (yr)

(A RETURN MUST BE FILED EACH MONTH, EVEN IF THERE WERE NO RECEIPTS)

NAME OF HOTEL/MOTEL: _____

ADDRESS: _____

TOTAL NUMBER OF RENTABLE ROOMS: # _____

1 – GROSS RECEIPTS FROM ROOM RENTALS*(see below) \$ _____

2 – SUBTRACT STATE AND LOCAL TAXES COLLECTED MINUS \$ - _____

3 – NET AMOUNT COLLECTED FROM RENTALS \$ _____

4 – LINE 3 MULTIPLIED BY 3% X .03

5 – LODGING TAX DUE FOR THE MONTH \$ _____

*DO NOT INCLUDE IN GROSS RECEIPTS THE RENTAL RECEIVED FROM ANY GUEST STAYING MORE THAN THIRTY (30) CONSECUTIVE DAYS.

THE TAX IS DUE AND PAYABLE **ON OR BEFORE THE 20TH** DAY OF THE MONTH FOLLOWING THE MONTH FOR WHICH THIS RETURN IS MADE.

PENALTY FOR LATE RETURN - \$100 PER DAY UP TO 10% OF THE TAX DUE. INTEREST WILL ACCRUE ON THE UNPAID TAX AT THE THEN CURRENT RATE SET UNDER R.C. 5703.47.

This form was completed by _____
Name (PLEASE PRINT) Title

Under penalties of falsification, a misdemeanor of the 1st degree, I declare that this return and any accompanying schedules and statements have been examined by me, and that, to the best of my knowledge and belief, it is a true, accurate and complete return and receipt

Date

Owner/Agent/Manager **Signature**

Owner/Agent/Manager **Printed Name**

MAKE CHECK PAYABLE TO: UNION COUNTY TREASURER
RETURN ORIGINAL FORM AND PAYMENT TO:

UNION COUNTY AUDITOR
233 WEST SIXTH STREET
MARYSVILLE, OHIO 43040

A motion was made by Steve Robinson and seconded by Tom McCarthy to approve this resolution and was carried by the following vote:

Steve Robinson, Yea
Tom McCarthy, Yea
David A. Lawrence, Yea

* * *

Karen Eylon left the meeting at this time.

* * *

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Public Assistance Funding Update and Human Services Budget Discussion – Sue Ware, Nedra Baetz, Shilo Vermillion, and Julia Kenton:

- The following presentation accompanied this update:

PUBLIC ASSISTANCE PROGRAMS & FUNDING UPDATES

Union County Human Services

November 2025

What is Public Assistance?

- Federal and State-funded programs supporting low-income individuals and families
 - Safety net for people in need
- Purpose of Public Assistance
 - To reduce poverty
 - To provide a minimum standard of living
 - To help people get back on their feet during tough times
 - Addresses needs like income, food and healthcare

Key Public Assistance Programs

- TANF (Temporary Assistance for Needy People)
- SNAP (Supplemental Nutrition Assistance Program)
- Medicaid
- Childcare

SNAP - Ohio

- Largest nutrition assistance program in Ohio
- Over 1.4 million Ohioans rely on SNAP
- In fiscal year 2024, SNAP in Ohio brought in over 3 billion dollars in revenue
 - Every \$1 of SNAP benefits generates \$1.54

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SNAP - Union County

- SNAP issued from Union County January to October 2025 - \$5.2 million
- November allotment for SNAP benefits frozen during shutdown for Union County was \$502,069
- November 2025 (participant receiving SNAP changes daily)
 - Total SNAP participants – 3,005
 - Adults – 1,782
 - Children (21 and under) – 1,223
 - Children (18 and under) -1,165

SNAP - Union County

- SNAP participants
 - 478 individuals are employed – 15.9%
 - 568 individuals are aged 60 or older – 18.9%
 - Less than 100 individuals are documented noncitizens – 3.3%
 - Meet requirements to receive benefits
 - 1,158 individuals receive unearned income (all ages) – 38.5%
 - Social security
 - Child support
 - Unemployment

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SNAP- Union County Caseload Sizes and Timeliness

- 2 SNAP case managers, each with over 1,000 cases
- 2 SNAP case managers handling approximately 106 new applications a month
- 1,054 applications from January to October with a 95.75% timelines rate
 - State requirement 95% of applications be complete within 30 days from the date of application

Changes to SNAP Administration and Benefits

- October 2026 Federal match for SNAP Administration will go from 50% to 25%
 - Ohio counties will lose \$47 million annual resources
- October 2027 states will begin sharing benefit costs based on the error rate
 - Current Ohio error rate state-wide has fluctuated from approximately 9% to current rate of 6.85%
 - Error rate needs to be below 6% or significant financial penalties will occur

Payment Error Rate	Benefit Cost Share	Approx. Ohio Impact
<6%	\$0	\$0
6 – 7.99%	5%	\$160M
8 – 9.99%	10%	\$320M
>10%	15%	\$480M

Recommendations for how Ohio can Ensure a Lower SNAP Error Rate

- Ensure line case managers have the amount of time necessary to do thorough interviews with clients to minimize errors in client reported information
- Prioritize Ohio Benefits system updates that will minimize the number of errors
- State and counties to invest in quality control efforts

Medicaid Recertification Change for Group VIII Expansion Individuals

- Individuals aged 19 to 64 with income less than 138% of poverty level (\$21,597 annually for a single person)
- 1,718 individuals in the group in Union County
- Recertification cycle shortened from 12 months to 6 months
- Increases administrative workload
- More frequent eligibility review and outreach needed
- Mid 2026 work requirements will be implemented for these individuals

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Medicaid Caseload Sizes for Union County

- Active Medicaid individuals in Union County in September 2025 – 7,553
- 1,906 applications from January to September with a Medicaid intake timeliness rate of 56% (90% of Medicaid applications should be completed within 45 days of application date)
- Medicaid Renewals – average 95 per month. This will increase with the group VIII expansion changes
- All case managers have some type of Medicaid cases. Most cases with SNAP, OWF/TANF, and Childcare also have Medicaid

Funding

- Mandated share for Union County
 - 2025 - \$74,594
 - 2026 – \$78,324
 - Current law – mandated share can be increased up to 5% each year
- Estimated impact in 2027 with the decrease in federal match
 - Reduction in Federal Administration funds results in approximately \$175,000 for county to absorb in 2027
 - Equals approximately 4 case manager positions in Public Assistance

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Union County Structure

- 12 current case manager positions
- 4 current vacancies that will not be filled

Conclusion

- Reducing the number of case managers will increase already high caseloads which realistically may increase case error rates...
- Families may not receive timely service due to high caseloads...
- SNAP and other public assistance programs remain critical safety nets for families in need...

Ms. Vermillion stated the documented non-citizens are individuals from Marshall Islands, Cuba, Haiti, or lawful permanent residents that have been here for five years. Recent changes to the requirements to receive benefits have lowered this number.

Commissioner Lawrence asked how the error rate is calculated, and Ms. Ware stated the state will randomly pull 1020 cases from different counties and see how many are correct.

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Ms. Vermillion stated the state looks at the dollar amount of benefits given to the individual or family and it must be +/- \$57.00. It does not matter if it was an overpayment or underpayment, it will be counted as an error.

Commissioner McCarthy asked how Union County is contributing to the state error rate, and Ms. Vermillion stated the office started doing internal error rate calculations on October 1 to do their part in lowering the overall state error rate.

Commissioner McCarthy asked if there was a way to find out how and why these errors occurred, and Ms. Vermillion stated most errors come from lack of policy understanding, system errors, and human errors.

Ms. Baetz stated a client error will count the same as an agency error, and Commissioner McCarthy asked how that can be fixed.

Ms. Vermillion stated educating the individual receiving the benefits is the most important part.

Commissioner McCarthy asked what the penalty is for someone not being truthful on their application to receive benefits, and Ms. Vermillion stated their benefits will be removed and criminal charges can be filed.

Ms. Ware stated the individual will also have to pay back the benefits they received. Additionally, if the agency created the error, the individual receiving benefits will also have to pay back the benefits.

Ms. Vermillion stated the caseworkers will use the state's created quality control form internally and have quarterly meetings.

Commissioner McCarthy asked if it is reasonable for only two caseworkers to handle all new applicants from the county, and Ms. Vermillion stated it is a lot of work, but they are handling it.

Commissioner McCarthy asked if it is made clear to applicants they need to report any changes to the agency, and Ms. Vermillion stated it is.

Ms. Ware stated many applicants complete change reports, and Ms. Vermillion stated they received 20 – 30 of these a week. They are required by the state to make those changes in the system within 10 days.

Commissioner McCarthy asked if the agency can get any grant match opportunities, and Ms. Kenton stated they do. They also utilize all money awarded to them.

Commissioner Robinson asked if the state would assist with the gap in funding, and Ms. Ware stated there has been advocacy for this, but they are not getting their hopes up.

Commissioner McCarthy expressed concern with employee burnout due to the volume of work the case-mangers currently have. He asked what other county agencies are doing, and Ms. Ware stated other counties are asking for an increased budget. Ms. Ware is asking for a 3% increase.

Ms. Ware stated she has heard the error rate would be the county's responsibility to pay back, not the state.

Commissioner McCarthy asked how many cases have been pulled from Union County from the state, and Ms. Vermillion stated only one has.

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Ms. Ware stated there are over 10,000 cases of individuals currently using benefits. When benefits were frozen from the government shutdown, it was nice to see the community come together.

Sue Ware, Nedra Baetz, Shilo Vermillion, and Julia Kenton left at this time.

* * *

RESOLUTION NO. 25-504:

Approve the Minutes from the November 12, 2025, Meeting – Commissioners

The Board of County Commissioners approved the minutes from the November 12, 2025, meeting.

A motion was made by David A. Lawrence and seconded by Tom McCarthy to approve this resolution and was carried by the following vote:

Steve Robinson, Yea
Tom McCarthy, Yea
David A. Lawrence, Yea


* * *

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RESOLUTION NO. 25-505:**Disposal Form – Desktop Computers – Probate/Juvenile Court**

The Board of County Commissioners hereby approves the Disposal Form – Desktop Computers.

County Property Disposal Form					
Department Submitting: <u>Probate/Juvenile Divisions, Court of Common Pleas</u>					
<small>Equipment Designation Options: (1) Destroy/Recycle, (2) Public Auction, (3) Sale, (4) Trade, (5) *Transferred to other County Dept.</small>					
<small>*If the Item is being transferred, please complete the "New Location" column with the name of the Department that is receiving the item.</small>					
Tag #	Short Description of Equipment	Disposition #	New Location	Date	Est. Value
27565	CR1 Judicial Bench Desktop cpu	1		11/17/25	\$ 0.00
27566	CR2 Judicial Bench Desktop cpu	1		11/17/25	\$ 0.00



(Signature of Submitter)

C.J. 2025
Res. 25-505
Date 11/26/2025

A motion was made by David A. Lawrence and seconded by Tom McCarthy to approve this resolution and was carried by the following vote:

Steve Robinson, Yea
Tom McCarthy, Yea
David A. Lawrence, Yea

* * *

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RESOLUTION NO. 25-506:**Disposal Form – 1999 International – Sheriff**

The Board of County Commissioners hereby approves the Disposal Form – 1999 International.

County Property Disposal Form

Department Submitting: Sheriff's Office

Equipment Designation Options: (1) Destroy/Recycle, (2) Public Auction, (3) Sale, (4) Trade, (5) *Transferred to other County Dep

*If the item is being transferred, please complete the "New Location" column with the name of the Department that is receiving the item.

Tag #	Short Description of Equipment	Disposition #	New Location	Date	Est. Value
8035	1999 International VIN:1HTSLABM1XH617928	4			\$2,000

CAPT BL [Signature]
(Signature of Submitter)

C.J. 2025
 Issue # 25-506
 Date 11/26/2025

A motion was made by David A. Lawrence and seconded by Steve Robinson to approve this resolution and was carried by the following vote:

Steve Robinson, Yea
 Tom McCarthy, Yea
 David A. Lawrence, Yea

* * *

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RESOLUTION NO. 25-507:

Notice of Commencement of Public Improvement R.C. §1311.252, Union County Courthouse I.T. Cabling Replacement, Network9, LLC – Commissioners

The Board of County Commissioners hereby approves the Notice of Commencement of Public Improvement R.C. §1311.252, Union County Courthouse I.T. Cabling Replacement, Network9, LLC.

NOTICE OF COMMENCEMENT OF PUBLIC IMPROVEMENT**R.C. § 1311.252**

STATE OF OHIO)
) SS
COUNTY OF UNION)

TAKE NOTICE:

The Board of County Commissioners, Union County, Ohio,, gives this NOTICE of the COMMENCEMENT of a public improvement ("Project"):

1. The Project is identified as Union County Courthouse I.T. Cabling Replacement at 215 W. 5th Street, Marysville, Ohio, 43040.
2. The Board of County Commissioners, Union County, Ohio, is responsible for the Project; its address is 233 W 6th Street, Marysville, OH, 43040.
3. All principal contractors on the Project and the trade of each are:

CONTRACTOR**TRADE**

Network9, LLC
8525 Rausch Drive, Suite A
Plain City, OH 43064

Cabling; all other work

4. The Board of County Commissioners, Union County, Ohio, first executed a contract with a principal contractor for the Project on 11/24/2025.

5. The names and addresses of the sureties for all principal contractors are:

PRINCIPAL CONTRACTOR**SURETY**

Network9, LLC

Nationwide Mutual Insurance Company
c/o Surety Support Services, LLC
3006 N High Street, Suite A3
Columbus, OH 43202

6. The name and address of the representative of the Board of County Commissioners, Union County, Ohio, on whom service may be made for the purpose of serving an affidavit under R.C. §1311.26 is:

Jimmie Inskeep

c/o Board of County Commissioners
233 W. 6th Street
Marysville, OH 43040

Board of County Commissioners, Union County, Ohio,

By 

Steve Robinson
County Commissioner

The person signing this Notice of Commencement of a Public Improvement (Notice) appeared personally before me, a Notary Public, on behalf of Board of County Commissioners, Union

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County, Ohio, and swore that all of the information in this Notice is true as that person believes and that Board of County Commissioners, Union County, Ohio, authorized that person to give this Notice.

Mallory Jordann Lehman
Name: Mallory Jordann Lehman
Notary Public
Comsn Expires AUG 6, 2029



MALLORY JORDANN LEHMAN
Notary Public
State of Ohio
My Comm. Expires
August 6, 2029

A motion was made by David A. Lawrence and seconded by Tom McCarthy to approve this resolution and was carried by the following vote:

Steve Robinson, Yea
Tom McCarthy, Yea
David A. Lawrence, Yea

* * *

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RESOLUTION NO. 25-508:**Notice to Proceed – Network9, LLC – Union County Courthouse I.T. Network Replacement to Start on December 1, 2025 – Commissioners**

The Board of County Commissioners hereby approves the Notice to Proceed – Network9, LLC – Union County Courthouse I.T. Network Replacement to Start on December 1, 2025.

NOTICE TO PROCEED

Board of County Commissioners
233 W. 6th Street
Marysville, OH

TO: Network9, LLC
8525 Rausch Drive, Suite A
Plain City, OH 43064

RE: Union County Courthouse I.T. Network Replacement

Owner: Board of County Commissioners, Union County, Ohio
Mark Lecky Architects, LLC

The date of commencement of the work on the above Project shall be on or about December 1, 2025.

Dated: November 26, 2025.

Board of County Commissioners
Union County, Ohio

By: 

Steve Robinson
Commissioner

A motion was made by Steve Robinson and seconded by David A. Lawrence to approve this resolution and was carried by the following vote:

Steve Robinson, Yea
Tom McCarthy, Yea
David A. Lawrence, Yea

* * *

UNION COUNTY COMMISSIONERS JOURNAL 2025

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RESOLUTION NO. 25-509:**A Resolution Authorizing Legal Action Against Cole Raines to Enforce Employment Agreement and Related Matters – Engineer**

The Board of County Commissioners hereby approves A Resolution Authorizing Legal Action Against Cole Raines to Enforce Employment Agreement and Related Matters.

RESOLUTION No. 25-509

A RESOLUTION AUTHORIZING LEGAL ACTION AGAINST COLE RAINES TO ENFORCE
EMPLOYMENT AGREEMENT AND RELATED MATTERS.

WHEREAS, the Union County Engineer has entered into written employment agreements with certain of its new hires to provide Commercial Driver's License (CDL) training valued at \$4,000, that required the employee to pay one-half of the training costs, or \$2,000, if the employee left the engineer's office within 24 months of the employee's hire date; and

WHEREAS, Cole Raines signed such an agreement prior to the January 8, 2024 start date of his employment, received CDL training from the County Engineer's office, obtained his CDL certificate, and resigned from his employment with the County Engineer effective July 31, 2025; and

WHEREAS, Cole Raines has not responded to several attempts by and on behalf of the Union County Engineer to resolve this matter, and

WHEREAS, the Union County Engineer has requested this Board to authorize legal action to enforce the employment agreement with Cole Raines;

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

Section 1. The Union County Engineer is authorized to pursue legal action to enforce the employment agreement with Cole Raines.

Section 2. The Board finds and determines that all of its formal actions concerning and relating to adopting this Resolution occurred in an open meeting of this Board, and that all deliberations of this Board that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Revised Code §121.22.

Dave Lawrence introduced this resolution and moved its passage;
Steve Robinson seconded the motion; and after discussion, the chair called a roll call vote, and the results were:

Steve Robinson Yes No

Tom McCarthy Yes No

Dave Lawrence Yes No

Passed: November 26, 2025

BOARD OF COUNTY COMMISSIONERS

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UNION COUNTY, OHIO

ATTEST: Mallory Lehman
Mallory Lehman, Clerk

Steve Robinson
Steve Robinson

Tom McCarthy
Tom McCarthy

Dave Lawrence
Dave Lawrence

Approved as to Form:

Thayne D. Gray *Nov. 26, 2025*
Thayne D. Gray
Assistant Prosecuting Attorney

A motion was made by David A. Lawrence and seconded by Steve Robinson to approve this resolution and was carried by the following vote:

Steve Robinson, Yea
Tom McCarthy, Yea
David A. Lawrence, Yea

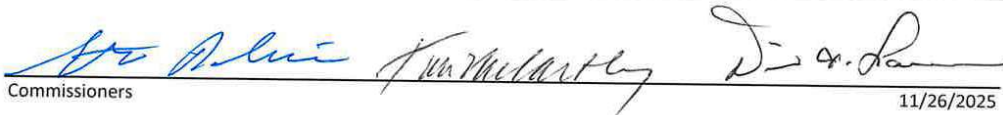
* * *

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RESOLUTION NO. 25-510:**Payment of Bills**

The Board of County Commissioners approved the payment of regular purchase order bills and the “then and now” bills submitted over \$50,000.00 for the week of November 24, 2025.

Vendor	Name	CK RUN	Invoice	PO	Invoice Amt	Status	Dept
8527	THE OHIO STATE UNIV	112625	CST-0002905	20250863	67,013.75	Pending approval	412
Add Desc: Commissioners- 4th Quarter appropriation to OSU Extension							


Commissioners 11/26/2025

C.J. 2025
25-510
Date 11/26/2025

A motion was made by David A. Lawrence and seconded by Steve Robinson to approve this resolution and was carried by the following vote:

Steve Robinson, Yea
Tom McCarthy, Yea
David A. Lawrence, Yea

* * *

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ADMINISTRATOR ACTION NO. 25-129A:**Payment of Bills**

County Administrator Bill Narducci approved the payment of regular purchase order bills and the “then and now” bills submitted for the week of November 24, 2025.

Vendor	Name	CHECK RUN	Invoice	PO	Invoice Amt	Status	Dept
1127	QUILL CORPORATION	112625	46484533	20250132	3.98	Pending approval	438
7406	AMAZON CAPITAL	112625	176L-DLHP-1TNF	20250829	9.49	Pending approval	426
1127	QUILL CORPORATION	112625	46441592	20247075	12.07	Pending approval	440
1127	QUILL CORPORATION	112625	46558806	20247441	12.41	Pending approval	412
7406	AMAZON CAPITAL	112625	1KNC-9VTL-FLHK	20256799	12.88	Pending approval	422
779	W. W. GRAINGER	111925	9690725750	20256743	15.92	Pending approval	422
5219	MOORE MEDICAL LLC	112625	95442390	20251027	16.51	Pending approval	418
2119	GORDON FLESCH COMPAN	112625	IN15399171	20250330	18.13	Pending approval	438
7406	AMAZON CAPITAL	112625	1D1M-FVDM-91CL	20256798	20.89	Pending approval	422
6354	KRAMER ENTERPRISES,	112625	157318	20250497	21.79	Pending approval	422
6354	KRAMER ENTERPRISES,	112625	158700	20250497	21.79	Pending approval	422
38	CITY OF MARYSVILLE	112625	223416	20250852	23.00	Pending approval	470
38	CITY OF MARYSVILLE	112625	223420	20250852	23.00	Pending approval	470
1522	CENTURYLINK	112625	Toll Free 11-12.2025	20256808	26.68	Pending approval	420
1414	TREASURER STATE OH	112625	25rc08105	20256781	30.00	Pending approval	414
3960	SOUTHERN COMPUTER WA	112625	INV00856082	20256815	33.84	Pending approval	404
5451	REDWOOD TOXICOLOGY L	112625	121475202510	20256806	35.00	Pending approval	420
10316	COUGHLIN AUTOMOTIVE	112625	516003541	20250225	36.60	Pending approval	438
1484	KLEIBER, JON	112625	2024PG021	20254576	43.50	Pending approval	426
38	CITY OF MARYSVILLE	112625	223419	20250852	44.22	Pending approval	470
978	AEP OHIO	112625	7252 Oct/Nov25	20250712	44.29	Pending approval	422
8026	GIBSON, CALE	112625	223397	20256813	45.92	Pending approval	414
5296	ARROWHEAD SC	11262025	186752	20256532	45.94	Pending approval	416
6354	KRAMER ENTERPRISES,	112625	157319	20250479	47.05	Pending approval	422
6354	KRAMER ENTERPRISES,	112625	158701	20250479	47.05	Pending approval	422
7406	AMAZON CAPITAL	112625	1QGR-61CV-9C79	20256734	47.99	Pending approval	422
7406	AMAZON CAPITAL	111925	1YFM-TCT7-KXXD	20256735	48.44	Pending approval	422
1127	QUILL CORPORATION	112625	46374079	20247000	48.59	Pending approval	426
7311	TAYLOR, JOHN K.	111925	17243	20256747	50.35	Pending approval	422
590	FYDA FREIGHTLINER CO	111925	CA001886301:01	20256740	51.91	Pending approval	422
978	AEP OHIO	112625	7090 Oct/Nov25	20250712	54.64	Pending approval	422
1873	PARR PUBLIC SAFETY E	112625	INV113738	20250193	54.95	Pending approval	438
2233	LONG, MARY KIRK	112625	Oct25	20256486	57.40	Pending approval	422
2119	GORDON FLESCH COMPAN	112625	IN15396680	20250137	61.16	Pending approval	438
2169	SIRCHIE FINGERPRINT	11262025	0718674-IN	20254120	62.13	Pending approval	416
8383	HAMILTON, HAYLI	112625	223426	20256822	62.98	Pending approval	440
2205	THARP, TAYLOR	112625	223181	20256612	65.45	Pending approval	414
7406	AMAZON CAPITAL	112625	1CDQ-LR7Y-1PJQ	20250829	69.99	Pending approval	426
978	AFP OHIO	112625	7002 Oct/Nov25	20250712	71.81	Pending approval	422
2119	GORDON FLESCH COMPAN	112625	101072406	20247068	73.33	Pending approval	440
10316	COUGHLIN AUTOMOTIVE	112625	516003457	20250225	74.99	Pending approval	438
7406	AMAZON CAPITAL	112625	17X3-N4KP-6DL7	20256720	79.48	Pending approval	426
7406	AMAZON CAPITAL	112625	1C7W-K4TJ-3KYT	20250829	81.76	Pending approval	426
1127	QUILL CORPORATION	112625	46488131	20250132	82.33	Pending approval	438
2119	GORDON FLESCH COMPAN	112625	IN15393363	20256783	86.05	Pending approval	412
4674	OSU INTERNAL MEDIC	112625	223286	20256793	99.15	Pending approval	438
128	MEMORIAL HOSPITAL UN	112625	11042025-01	20256784	100.00	Pending approval	418
2171	BRICKER GRAYDON, LLP	112625	2088299	20256816	102.00	Pending approval	404
8580	EMILY WILLIAMS	112625	Resident Ed Monitor	20256786	110.88	Pending approval	418
657	LANGUAGE LINE SERVIC	112625	11747886	20250345	113.18	Pending approval	438
2084	MONTGOMERY COUNTY	112625	FT1000032980	20256742	114.45	Pending approval	426
1873	PARR PUBLIC SAFETY E	112625	INV116849	20250337	115.92	Pending approval	438
694	ZACHARIAS, KIM	112625	case 2025PG027	20254049	118.20	Pending approval	426

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Vendor	Name	CHECK RUN	Invoice	PO	Invoice Amt	Status	Dept
100677	PHILLIPS, WENDY	112625	223188	20256614	120.40	Pending approval	414
38	CITY OF MARYSVILLE	112625	223212	20250852	123.82	Pending approval	470
8580	EMILY WILLIAMS	112625	CEA Conference	20255355	132.72	Pending approval	418
3086	OCAPS	112625	263	20256804	135.00	Pending approval	420
2119	GORDON FLESCH COMPAN	112625	IN15394494	20250251	137.82	Pending approval	438
10316	COUGHLIN AUTOMOTIVE	112625	515001532 1	20256880	146.05	Pending approval	422
9208	RAY, NICOLE	112625	11-17-25 EXPENSE REP	20256771	148.40	Pending approval	426
7344	BEIGHTLER, ROBERT E.	112625	223440	20250410	150.00	Pending approval	438
7406	AMAZON CAPITAL	112625	1CMM-HCL1-3K9R	20256720	158.02	Pending approval	426
5354	ULINE INC	112625	200519438	20256660	158.35	Pending approval	438
1127	QUILL CORPORATION	112625	46410176	20256627	161.48	Pending approval	426
733	MCAULIFFE'S ACE	112625	422765	20250131	164.41	Pending approval	438
7406	AMAZON CAPITAL	112625	4CN6, VTYG, NW3Y,	20255122	168.36	Pending approval	418
38	CITY OF MARYSVILLE	112625	223414	20250852	171.95	Pending approval	470
3665	WINSUPPLY OF MARYSVI	112625	122668 01	20251133	175.78	Pending approval	470
38	CITY OF MARYSVILLE	112625	223417	20250852	191.81	Pending approval	470
3960	SOUTHERN COMPUTER WA	112625	00855437	20256778	194.29	Pending approval	414
3960	SOUTHERN COMPUTER WA	112625	INV00855437	20256523	194.29	Pending approval	438
5992	OCCA	112625	0177	20256780	198.00	Pending approval	414
1873	PARR PUBLIC SAFETY E	112625	INV116847	20250337	201.88	Pending approval	438
1873	PARR PUBLIC SAFETY E	112625	INV116846	20250134	207.00	Pending approval	438
38	CITY OF MARYSVILLE	112625	223415	20250852	215.82	Pending approval	470
3960	SOUTHERN COMPUTER WA	112625	INV00855358	20256624	220.20	Pending approval	422
2654	UNION COUNTY BAR ASS	112625	223330	20256779	225.00	Pending approval	414
779	W. W. GRAINGER	111925	9691736731	20256741	227.32	Pending approval	422
2016	GOODALE AUTO/TRUCK P	112625	192033	20256876	242.99	Pending approval	422
52	DAYTON POWER & LIGHT	112625	223215	20250920	252.86	Pending approval	470
9495	ADVANCED MEDICAL	112625	INV-24-3305	20256800	271.00	Pending approval	420
1484	KLEIBER, JON	112625	2025pg022,028	20254576	273.20	Pending approval	426
2223	COLUMBUS EQUIPMENT C	112625	803265	20256875	297.25	Pending approval	422
12	WEST PUBLISHING PAYM	112625	852746020	20256748	297.82	Pending approval	434
2654	UNION COUNTY BAR ASS	112625	2026 UC Bar dues	20256650	300.00	Pending approval	426
3231	YURASEK, OWENS-RUFF	112625	LeVally	20256752	300.00	Pending approval	434
3231	YURASEK, OWENS-RUFF	112625	Grose	20256751	300.00	Pending approval	434
3231	YURASEK, OWENS-RUFF	112625	Ramsey	20256750	300.00	Pending approval	434
3231	YURASEK, OWENS-RUFF	112625	Lakeman	20256749	300.00	Pending approval	434
8151	K & M TIRE INC	112625	150045193	20256626	303.04	Pending approval	422
38	CITY OF MARYSVILLE	112625	223422	20250852	308.03	Pending approval	470
2119	GORDON FLESCH COMPAN	112625	15386157, 15389030	20250962	311.00	Pending approval	414
8449	AUNALYTICS, INC.	112625	30040192	20250895	350.00	Pending approval	470
1127	QUILL CORPORATION	112625	46494342, 46488373	20250948	350.74	Pending approval	414
38	CITY OF MARYSVILLE	112625	223423	20250852	369.59	Pending approval	470
696	ACLOCHE'	112625	1132744	20251135	374.40	Pending approval	412
6354	KRAMER ENTERPRISES,	112625	157317	20250479	377.91	Pending approval	422
10431	TACTICAL READINESS	112625	1006	20256782	400.00	Pending approval	414
7311	TAYLOR, JOHN K.	112625	17384	20256860	401.26	Pending approval	422
3960	SOUTHERN COMPUTER WA	112625	INV00855357	20256624	401.97	Pending approval	422
6354	KRAMER ENTERPRISES,	112625	158699	20250479	427.59	Pending approval	422
1127	QUILL CORPORATION	112625	46489650	20256557	442.53	Pending approval	416
5114	OSBURN ASSOCIATES IN	112625	INV15727	20256421	445.00	Pending approval	422
8335	BREEZELINE	112625	8335880010006728	20256817	462.19	Pending approval	404
100370	SMARRA, ANDREW	112625	223227	20247076	476.80	Pending approval	440
2455	ALERE TOXICOLOGY SER	112625	L426347-GF.1	20256600	477.57	Pending approval	426

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Vendor	Name	CHECK RUN	Invoice	PO	Invoice Amt	Status	Dept
2245	RICHWOOD BANKING VIS	112625	EngOct25	20256873	485.00	Pending approval	422
7676	WOODHULL LLC	112625	INV836505	20250473	598.18	Pending approval	422
833	VERIZON WIRELESS GRE	112625	6127349793	20250957	600.00	Pending approval	414
1127	QUILL CORPORATION	112625	46427481A	20256787	629.01	Pending approval	440
9240	SUPERIOR BUILDING SE	112625	8523	20250927	645.00	Pending approval	470
38	CITY OF MARYSVILLE	112625	223413	20250852	648.60	Pending approval	470
8151	K & M TIRE INC	112625	100293152	20256760	661.02	Pending approval	422
10020	M.J. DESIGN ASSOCIAT	112625	202501753	20256770	790.40	Pending approval	422
1522	CENTURYLINK	112625	223277	20254648	792.89	Pending approval	470
4939	WILT, MELISSA A.	112625	223327	20256615	817.75	Pending approval	414
1762	WINGS ENRICHMENT CEN	112625	3025015	20256810	834.08	Pending approval	420
999	GALLS, LLC	112625	033077757	20256519	835.89	Pending approval	414
1993	HOGAN TIRE	112625	75627	20256805	844.19	Pending approval	420
38	CITY OF MARYSVILLE	112625	223418	20250852	848.30	Pending approval	470
4918	HOLLINGER METAL EDGE	112625	H151125	20251285	940.56	Pending approval	412
6330	CDA, INC.	112625	18092	20253866	965.25	Pending approval	426
1329	GFOA	112625	300064282-2025	20256885	1,000.00	Pending approval	404
6831	KLEEM INC	112625	107634	20256425	1,009.18	Pending approval	422
1338	GRAPHIC STITCH INC	112625	48529	20256762	1,020.00	Pending approval	422
52	DAYTON POWER & LIGHT	112625	M Ops Oct/Nov25	20250480	1,036.22	Pending approval	422
38	CITY OF MARYSVILLE	112625	223421	20250852	1,078.77	Pending approval	470
6066	HOSTETLER, SHELLIE	112625	10.2025 FC	20256828	1,085.00	Pending approval	420
38	CITY OF MARYSVILLE	111925	M Ops Oct25	20250488	1,104.88	Pending approval	422
8151	K & M TIRE INC	112625	100292635	20256759	1,125.12	Pending approval	422
5178	OFFICE CITY EXPRESS	112625	096141-00	20250949	1,266.40	Pending approval	414
733	MCAULIFFE'S ACE	112625	422653, 422673	20251022	1,379.83	Pending approval	418
1010	JOHNSON, MATTHEW	112625	10.2025 FC	20256825	1,395.00	Pending approval	420
1127	QUILL CORPORATION	112625	46427481	20247075	1,448.07	Pending approval	440
999	GALLS, LLC	112625	033043026	20256776	1,732.76	Pending approval	414
3960	SOUTHERN COMPUTER WA	112625	INV00855305	20256624	1,749.21	Pending approval	422
7406	AMAZON CAPITAL	112625	1PX7-DHNC-WNTQ	20256881	1,915.83	Pending approval	422
131	OHIO CAT	112625	WO010461576	20256768	1,968.85	Pending approval	422
10358	CENTER FOR INTERNET	112625	250829-0072483	20255314	1,995.00	Pending approval	404
52	DAYTON POWER & LIGHT	112625	223412	20250920	2,024.42	Pending approval	470
38	CITY OF MARYSVILLE	112625	12042112-61711/13/25	20256785	2,329.82	Pending approval	418
9328	TECH DATA CORPORATIO	112625	SI716367	20256396	2,482.40	Pending approval	422
131	OHIO CAT	111925	WO010461414	20256408	2,556.00	Pending approval	422
8982	CONNECT PARENT CORPO	112625	490000603267	20250854	2,640.18	Pending approval	470
9858	WEX BANK	112625	108675979	20256809	2,696.99	Pending approval	420
8449	AUNALYTICS, INC.	112625	30040061	20256203	2,878.88	Pending approval	438
1369	FRAME & SPRING INC	111925	76664	20256745	3,059.70	Pending approval	422
2681	DLZ OHIO INC	111925	227933	20256746	3,233.25	Pending approval	422
1762	WINGS ENRICHMENT CEN	112625	3025009	20251258	3,281.82	Pending approval	420
5612	CHARM-TEX, INC.	112625	0425025	20251024	3,328.76	Pending approval	418
38	CITY OF MARYSVILLE	112625	251001	20250492	3,600.00	Pending approval	422
6170	MONTGOMERY COUNTY CO	11262025	FT1000032960	20255277	3,700.00	Pending approval	416
4204	LOGAN UNION CHAMPAIG	112625	25-11-UCFH01	20256826	3,750.00	Pending approval	412
5799	HERITAGE COOPERATIVE	112625	Oct25	20256744	3,915.35	Pending approval	422
2127	UNIQUE PAVING MATERI	112625	90740	20256865	4,126.38	Pending approval	422
4604	BRIGHTLY SOFTWARE, I	112625	INV-275005	20250897	4,152.95	Pending approval	470
5035	LEE'S ROOFING & SPOU	112625	19062	20256166	4,520.00	Pending approval	470
52	DAYTON POWER & LIGHT	112625	223214	20250920	4,748.88	Pending approval	470
1431	UNION COUNTY SHERIFF	112625	223427	20256829	5,000.00	Pending approval	438

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Vendor	Name	CHECK RUN	Invoice	PO	Invoice Amt	Status	Dept
52	DAYTON POWER & LIGHT	112625	223213	20250920	5,268.65	Pending approval	470
2127	UNIQUE PAVING MATERI	112625	90755	20256869	5,779.14	Pending approval	422
833	VERIZON WIRELESS GRE	112625	6128246791	20256807	5,834.67	Pending approval	420
557	SHELLY MATERIALS INC	112625	2836026	20256871	6,128.61	Pending approval	422
2175	TREASURER OF STATE (112625	25RC09432	20250400	8,550.00	Pending approval	438
9074	WOOD GODWIN, PENNY S	112625	10.1-10.31.2025	20256803	9,741.00	Pending approval	420
4569	WEX INC.	112625	108682251	20250322	11,737.28	Pending approval	438
9240	SUPERIOR BUILDING SE	112625	8512	20256436	11,850.00	Pending approval	470
52	DAYTON POWER & LIGHT	112625	223445	20250920	12,583.90	Pending approval	470
8577	SAFE BUILT OHIO LLC	112625	2689738	20256872	19,834.64	Pending approval	422
4353	ASPHALT MATERIALS, I	112625	9013390705	20256870	29,632.07	Pending approval	422


 Administrator

11.25.25
 11/26/2025

C.J. 2025
 25-120A
 Date 11/26/2025

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UNION COUNTY COMMISSIONERS JOURNAL 2025

November 26, 2025

ADMINISTRATOR ACTION NO. 25-130A:**Transfer of Appropriations and/or Funds**

County Administrator Bill Narducci approved the following transfers of appropriations and/or funds:

JOURNAL	LINE	ENTRY DATE	JNL SHORT DESC	JNL EFF DATE	AMD STATUS	JNL CLERK	ORG	OBJECT	PROJECT	COMMENT	DTL EFF DATE	DR/CR	AMOUNT
878	1	11/20/2025	add \$			laltizer	310MH100	530100			11/20/2025	I	\$ 20,000.00
			ADD'L DESC: Mental Health and Recovery Board adding funds for end of year expenses										
915	1	11/20/2025	Amend			mforrider	04080000	510120			11/20/2025	D	\$ 2,500.00
915	2	11/20/2025	Amend			mforrider	04080000	510110			11/20/2025	I	\$ 1,500.00
915	3	11/20/2025	Amend			mforrider	04080000	510205			11/20/2025	I	\$ 1,000.00
			ADD'L DESC: Board of Elections - cover end of year										
929	1	11/20/2025	Amend			mforrider	04080000	540155			11/20/2025	D	\$ 1,305.70
929	2	11/20/2025	Amend			mforrider	04080000	520100			11/20/2025	I	\$ 1,305.70
			ADD'L DESC: Board of Elections - cover end of year										
936	1	11/21/2025	Amend			cbailey	04040300	510100		Cover shortage	11/21/2025	I	\$ 3,000.00
936	2	11/21/2025	Amend			cbailey	04040300	510225		Cover shortage	11/21/2025	I	\$ 300.00
936	3	11/21/2025	Amend			cbailey	04040300	510205		Cover shortage	11/21/2025	I	\$ 700.00
936	4	11/21/2025	Amend			cbailey	04040300	510305		Cover shortage	11/21/2025	D	\$ 3,700.00
936	5	11/21/2025	Amend			cbailey	04040300	520100		Cover shortage	11/21/2025	D	\$ 300.00
936	6	11/21/2025	Amend			cbailey	04040400	510310		Cover shortage	11/21/2025	I	\$ 15.00
936	7	11/21/2025	Amend			cbailey	04040400	510320		Cover shortage	11/21/2025	I	\$ 5.00
936	8	11/21/2025	Amend			cbailey	04040400	520100		Cover shortage	11/21/2025	D	\$ 20.00
936	9	11/21/2025	Amend			cbailey	04040700	510305		Cover shortage	11/21/2025	I	\$ 3,230.00
936	10	11/21/2025	Amend			cbailey	04040700	510205		Cover shortage	11/21/2025	I	\$ 750.00
936	11	11/21/2025	Amend			cbailey	04040700	510225		Cover shortage	11/21/2025	I	\$ 100.00
936	12	11/21/2025	Amend			cbailey	04040700	510310		Cover shortage	11/21/2025	I	\$ 20.00
936	13	11/21/2025	Amend			cbailey	04040700	530100		Cover shortage	11/21/2025	D	\$ 4,100.00
			ADD'L DESC: Auditor - cover year end shortage										



Administrator

 11.25.25
11/26/2025

JOURNAL	LINE	ENTRY DATE	JNL SHORT DESC	JNL EFF DATE	AMD STATUS	JNL CLERK	ORG	OBJECT	PROJECT	COMMENT	DTL EFF DATE	DR/CR	AMOUNT
931	1	11/20/2025	Transfer			devans	17141408	520100		transfer	11/20/2025	D	\$ 11,400.00
931	2	11/20/2025	Transfer			devans	17141408	530100		transfer	11/20/2025	I	\$ 11,400.00
ADD'L DESC: Probation - cover end of year													
937	1	11/21/2025	Amend			cbailey	10140400	510100		Cover shortage	11/21/2025	I	\$ 11,400.00
937	2	11/21/2025	Amend			cbailey	10140400	510205		Cover shortage	11/21/2025	I	\$ 6,000.00
937	3	11/21/2025	Amend			cbailey	10140400	510215		Cover shortage	11/21/2025	I	\$ 1,100.00
937	4	11/21/2025	Amend			cbailey	10140400	510225		Cover shortage	11/21/2025	I	\$ 500.00
937	5	11/21/2025	Amend			cbailey	10140400	510305		Cover shortage	11/21/2025	D	\$ 19,000.00
ADD'L DESC: Auditor - cover year end shortage													
945	1	11/21/2025	Life Ins			schongson	04263100	510320		transfer to Probate Court	11/21/2025	D	\$ 5.16
945	2	11/21/2025	Life Ins			schongson	04263200	510320		transfer to Probate Court	11/21/2025	I	\$ 5.16
ADD'L DESC: Probate Court- cover year end shortage													
965	1	11/21/2025	Amend			cbailey	10140400	550100		cover travel 2025	11/21/2025	I	\$ 500.00
965	2	11/21/2025	Amend			cbailey	10140400	520100		cover travel 2025	11/21/2025	D	\$ 500.00
ADD'L DESC: Auditor Real Estate - cover travel 2025													
983	1	11/21/2025	COMM RELS			bsattler	04385600	510100		To Court Services Salaries	11/21/2025	D	\$ 1,500.00
983	2	11/21/2025	COMM RELS			bsattler	04385400	510100		From Comm Relations	11/21/2025	I	\$ 1,500.00
983	3	11/21/2025	COMM RELS			bsattler	04385600	510305		To Court Svc Health	11/21/2025	D	\$ 2,000.00
983	4	11/21/2025	COMM RELS			bsattler	04385400	510305		From Comm Relations	11/21/2025	I	\$ 2,000.00
983	5	11/21/2025	COMM RELS			bsattler	04385600	510310		To Court Svc Dental	11/21/2025	D	\$ 100.00
983	6	11/21/2025	COMM RELS			bsattler	04385400	510310		From Comm Relations	11/21/2025	I	\$ 100.00
983	7	11/21/2025	COMM RELS			bsattler	04385600	510100		To Investigations Salaries	11/21/2025	D	\$ 23,000.00
983	8	11/21/2025	COMM RELS			bsattler	04385400	510100		To Investigations Salaries	11/21/2025	I	\$ 23,000.00
983	9	11/21/2025	COMM RELS			bsattler	04385600	510205		To Investigations OPERS	11/21/2025	D	\$ 2,300.00
983	10	11/21/2025	COMM RELS			bsattler	04385400	510205		From Comm Relations	11/21/2025	I	\$ 2,300.00
983	11	11/21/2025	COMM RELS			bsattler	04385600	510215		To Investigations Medicare	11/21/2025	D	\$ 85.00
983	12	11/21/2025	COMM RELS			bsattler	04385400	210215		From Comm Relations	11/21/2025	I	\$ 85.00
983	13	11/21/2025	COMM RELS			bsattler	20543808	550100		To CCW Rotary Health Ins	11/21/2025	D	\$ 1,500.00
983	14	11/21/2025	COMM RELS			bsattler	20543808	510305		From CCW Rotary Other	11/21/2025	I	\$ 1,500.00
ADD'L DESC: Sheriff - cover year end shortage													
1041	1	11/21/2025	transfer			manderson	60142208	520100		Cover year end expenses	11/24/2025	D	\$ 600.00
1041	2	11/21/2025	transfer			manderson	60142208	530100		Cover year end expenses	11/24/2025	I	\$ 600.00
ADD'L DESC: Engineer Sanitary Sewer - cover year end expenses													

Administrator

11/26/2025

C.J. 2025
 Date 11/26/2025

UNION COUNTY COMMISSIONERS JOURNAL 2025

November 26, 2025

TRANSFER FORM

____ Wednesday (Due to the Auditor by noon Monday)

Department: Mental Health & Recovery BoardDate: November 17, 2025**RESOLUTION RE: TRANSFER OF FUNDS**A motion was made by _____ and seconded by _____
to approve the following transfer (s):

From: <u>Mental Health & Recovery Board</u>	<u>310MH200</u>	<u>Contracts / Agencies</u>	<u>Exp</u>	<u>530100</u>	
Fund Name	Org Number	Object Name		Object Number	Project Number
To: <u>General Fund</u>	<u>04380000</u>	<u>Sheriff's Fees</u>	<u>Rev</u>	<u>420104</u>	
Fund Name	Org Number	Object Name		Object Number	Project Number
	Amount: \$	<u>26.25</u>			

From: _____	_____	_____	<u>Exp</u>	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
To: _____	_____	_____	<u>Rev</u>	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
	Amount: \$	_____			

From: _____	_____	_____	<u>Exp</u>	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
To: _____	_____	_____	<u>Rev</u>	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
	Amount: \$	_____			

From: _____	_____	_____	<u>Exp</u>	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
To: _____	_____	_____	<u>Rev</u>	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
	Amount: \$	_____			

Reason for Request:

Reimburse the cruiser fee for a patient transport to Ohio Hospital for Psychiatry, 880 Greenlawn Avenue, Columbus, Ohio on Monday, November 17, 2025.
Deputy William Stuff completed the patient transport.
Invoice #2025-144

Approved by Administrator WASU**Roll call vote resulted as follows:**

cc: Auditor
Originator
Resolution File

Steve Robinson _____
Tom McCarthy _____
Dave Lawrence _____

C.J. _____, Page _____
Date: _____

REQUESTER ACKNOWLEDGEMENT: *I have reviewed the above-referenced accounts and have verified that appropriations are available, and free of prior encumbrances (including blanket purchase orders):* _____

revised 1/2/2025

Auditor's Office Approval

NW 11/20/25

UNION COUNTY COMMISSIONERS JOURNAL 2025
November 26, 2025

TRANSFER FORM

11/26 Wednesday (Due to Auditor by noon Thursday)

UCATSDate: 11/19/2025**RESOLUTION RE: TRANSFER OF FUNDS**

A motion was made by _____ and seconded by _____
 to approve the following transfer (s):

From:	<u>UCATS</u>	<u>36044508</u>	<u>Vehicle Maintenance</u>	<u>A</u>	<u>530160</u>	
	Fund Name	Org Number	Object Name		Object Number	Project Number
To:	<u>M & G Fund</u>	<u>25042200</u>	<u>Office Reimbursement</u>	<u>R</u>	<u>480136</u>	
	Fund Name	Org Number	Object Name		Object Number	Project Number
		Amount: \$	\$	1,597.25		

From:				<u>Exp</u>		
	Fund Name	Org Number	Object Name		Object Number	Project Number
To:				<u>Rev</u>		
	Fund Name	Org Number	Object Name		Object Number	Project Number
		Amount: \$				

From:				<u>Exp</u>		
	Fund Name	Org Number	Object Name		Object Number	Project Number
To:				<u>Rev</u>		
	Fund Name	Org Number	Object Name		Object Number	Project Number
		Amount: \$				

Reason for Request:

Mechanic service work September 2025	Invoice: 000785	\$	143.35
	Invoice: 000786	\$	115.81
	Invoice: 000789	\$	88.93
	Invoice: 000792	\$	1,095.65
	Invoice: 000798	\$	67.44
	Invoice: 000799	\$	86.07

Transfer total:

\$ 1,597.25

Approved by Administrator

WAD

Roll call vote resulted as follows:

cc: Auditor

Steve Robinson
 Thomas A. McCarthy
 Dave Lawrence

C.J.:

Date:

REQUESTER ACKNOWLEDGEMENT: I have reviewed the above-referenced accounts and have verified that appropriations are available, and free of prior encumbrances (including blanket purchase orders):

Jackie Hites

Auditor's Office Approval

nmw 11/22/25

UNION COUNTY COMMISSIONERS JOURNAL 2025
November 26, 2025

TRANSFER FORM

11/26 Wednesday (Due to Auditor by noon Thursday)

Human Services Date: 11/19/2025

RESOLUTION RE: TRANSFER OF FUNDS

A motion was made by _____ and seconded by _____
to approve the following transfer (s):

From:	Public Assistance <small>Fund Name</small>	35001508 <small>Org Number</small>	Travel & Expense <small>Object Name</small>	A	550100 <small>Object Number</small>	_____ <small>Project Number</small>
To:	M & G Fund <small>Fund Name</small>	25042200 <small>Org Number</small>	Office Reimbursement <small>Object Name</small>	R	480136 <small>Object Number</small>	_____ <small>Project Number</small>
		Amount: \$	\$		118.30	

From:	Senior Services Sales Tax <small>Fund Name</small>	36906708 <small>Org Number</small>	Travel & Expense <small>Object Name</small>	Exp	550100 <small>Object Number</small>	_____ <small>Project Number</small>
To:	M & G Fund <small>Fund Name</small>	25042200 <small>Org Number</small>	Office Reimbursement <small>Object Name</small>	R	480136 <small>Object Number</small>	_____ <small>Project Number</small>
		Amount: \$	\$		35.34	

From:	_____ <small>Fund Name</small>	_____ <small>Org Number</small>	_____ <small>Object Name</small>	Exp	_____ <small>Object Number</small>	_____ <small>Project Number</small>
To:	_____ <small>Fund Name</small>	_____ <small>Org Number</small>	_____ <small>Object Name</small>	Rev	_____ <small>Object Number</small>	_____ <small>Project Number</small>
		Amount: \$				

Agency Vehicle Allocation for 2025 is 77% DJFS & 23% Senior Services

Reason for Request: Repair

Mechanic service work September 2025	Invoice: 000788	\$	153.64
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-

Transfer total:

\$ 153.64	
DJFS 77%	
\$ 118.30	
Sr. Services 23%	
\$ 35.34	\$ 153.64

Approved by Administrator W.A.R.

Roll call vote resulted as follows:

cc: Auditor

Steve Robinson _____
Thomas A. McCarthy _____
Dave Lawrence _____

C.J.: _____
Date: _____

REQUESTER ACKNOWLEDGEMENT: I have reviewed the above-referenced accounts and have verified that appropriations are available, and free of prior encumbrances (including blanket purchase orders): Jackie Hites

Auditor's Office Approval MW 11/20/25

UNION COUNTY COMMISSIONERS JOURNAL 2025

November 26, 2025

TRANSFER FORM

_____ Wednesday (Due to the Auditor by noon Monday)

Department: EngineerDate: 11/17/2025

RESOLUTION RE: TRANSFER OF FUNDS

A motion was made by _____ and seconded by _____
to approve the following transfer (s):

From:	<u>Building Dept</u>	<u>65142208</u>	<u>Contract Services</u>	<u>Exp</u>	<u>530100</u>	
	Fund Name	Org Number	Object Name		Object Number	Project Number
To:	<u>M&G Fund</u>	<u>25042200</u>	<u>Office Reimbursement</u>	<u>Rev</u>	<u>480136</u>	
	Fund Name	Org Number	Object Name		Object Number	Project Number
		Amount: \$	<u>290.18</u>			

From:	_____	_____	_____	<u>Exp</u>	_____	_____
	Fund Name	Org Number	Object Name		Object Number	Project Number
To:	_____	_____	_____	<u>Rev</u>	_____	_____
	Fund Name	Org Number	Object Name		Object Number	Project Number
		Amount: \$	_____			

From:	_____	_____	_____	<u>Exp</u>	_____	_____
	Fund Name	Org Number	Object Name		Object Number	Project Number
To:	_____	_____	_____	<u>Rev</u>	_____	_____
	Fund Name	Org Number	Object Name		Object Number	Project Number
		Amount: \$	_____			

From:	_____	_____	_____	<u>Exp</u>	_____	_____
	Fund Name	Org Number	Object Name		Object Number	Project Number
To:	_____	_____	_____	<u>Rev</u>	_____	_____
	Fund Name	Org Number	Object Name		Object Number	Project Number
		Amount: \$	_____			

Reason for Request:

Mechanic service work 09/08/2025 - Invoice #791 for \$28.75

Mechanic service work 09/22/2025 - Invoice 798 for \$115.00

Mechanic service work 09/29/2025 - Invoice #800 for \$146.43

Approved by Administrator WMA

Roll call vote resulted as follows:

cc: Auditor
Originator
Resolution FileSteve Robinson
Tom McCarthy
Dave Lawrence

C.J. _____ Page _____

Date: _____

REQUESTER ACKNOWLEDGEMENT: I have reviewed the above-referenced accounts and have verified that appropriations are available, and free of prior encumbrances (including blanket purchase orders): MA

revised 1/2/2025

Auditor's Office Approval

MW 11/29/25

UNION COUNTY COMMISSIONERS JOURNAL 2025

November 26, 2025

TRANSFER FORM

_____ Wednesday (Due to the Auditor by noon Monday)

Department: EngineerDate: 11/17/2025**RESOLUTION RE: TRANSFER OF FUNDS**A motion was made by _____ and seconded by _____
to approve the following transfer (s):

From: <u>Sanitary Sewer</u>	<u>60142208</u>	<u>Contract Services</u>	Exp	<u>530100</u>	
Fund Name	Org Number	Object Name		Object Number	Project Number
To: <u>M&G Fund</u>	<u>25042200</u>	<u>Office Reimbursement</u>	Rev	<u>480136</u>	
Fund Name	Org Number	Object Name		Object Number	Project Number
	Amount: \$	<u>92.68</u>			

From: _____	_____	_____	Exp	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
To: _____	_____	_____	Rev	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
	Amount: \$	_____			

From: _____	_____	_____	Exp	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
To: _____	_____	_____	Rev	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
	Amount: \$	_____			

From: _____	_____	_____	Exp	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
To: _____	_____	_____	Rev	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
	Amount: \$	_____			

Reason for Request:

Mechanic service work 9/17/2025 - Invoice #795 for \$92.68

Approved by Administrator WAN

Roll call vote resulted as follows:

cc: Auditor
Originator
Resolution FileSteve Robinson
Tom McCarthy
Dave Lawrence

C.J. _____, Page _____

Date: _____

REQUESTER ACKNOWLEDGEMENT: I have reviewed the above-referenced accounts and have verified that appropriations are available, and free of prior encumbrances (including blanket purchase orders): MA

revised 1/2/2025

Auditor's Office Approval MW 11/20/25

UNION COUNTY COMMISSIONERS JOURNAL 2025

November 26, 2025

TRANSFER FORM

11/26/2025 Wednesday (Due to the Auditor by noon Monday)

Department: Union County Human ServicesDate: 11/19/2025**RESOLUTION RE: TRANSFER OF FUNDS**A motion was made by _____ and seconded by _____
to approve the following transfer (s):

From: <u>Child Support</u>	<u>36342008</u>	<u>Contract Services</u>	<u>Exp</u>	<u>530100</u>	
Fund Name	Org Number	Object Name		Object Number	Project Number
To: <u>General</u>	<u>04140000</u>	<u>Common Pleas</u>	<u>Rev</u>	<u>450116</u>	
Fund Name	Org Number	Object Name		Object Number	Project Number
	Amount: \$	<u>3814.68</u>			

From: _____	_____	_____	<u>Exp</u>	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
To: _____	_____	_____	<u>Rev</u>	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
	Amount: \$	_____			

From: _____	_____	_____	<u>Exp</u>	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
To: _____	_____	_____	<u>Rev</u>	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
	Amount: \$	_____			

From: _____	_____	_____	<u>Exp</u>	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
To: _____	_____	_____	<u>Rev</u>	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
	Amount: \$	_____			

Reason for Request:
8/2025 Title IV-D Services Common Pleas MagistrateApproved by Administrator WAP

Roll call vote resulted as follows:

cc: Auditor
Originator
Resolution FileSteve Robinson _____
Tom McCarthy _____
Dave Lawrence _____

C.J. _____, Page _____

Date: _____

REQUESTER ACKNOWLEDGEMENT: I have reviewed the above-referenced accounts and have verified that appropriations are available, and free of prior encumbrances (including blanket purchase orders): Lisa L. Probst

revised 1/2/2025

Auditor's Office Approval MW 11/26/25

UNION COUNTY COMMISSIONERS JOURNAL 2025
November 26, 2025

TRANSFER FORM11/26 Wednesday (Due to Auditor by noon Monday)
 Department: Human Services Date: 11/17/2025
RESOLUTION RE: TRANSFER OF FUNDS
 A motion was made by _____ and seconded by _____
 to approve the following transfer (s):

From:	<u>PA</u>	<u>35001508</u>	<u>Medical Assistance</u>	<u>Exp</u>	<u>530600</u>	
	Fund Name	Org Number	Object Name		Object Number	Project Number
To:	<u>UCATS</u>	<u>36044508</u>	<u>Charge for Services</u>	<u>Rev</u>	<u>420107</u>	
	Fund Name	Org Number	Object Name		Object Number	Project Number
		Amount: \$	\$	5,228.71		

From:	_____	_____	_____	<u>Exp</u>	_____	_____
	Fund Name	Org Number	Object Name		Object Number	Project Number
To:	_____	_____	_____	<u>Rev</u>	_____	_____
	Fund Name	Org Number	Object Name		Object Number	Project Number
		Amount: \$				

Reason for Request:		Transfer total:	
October 2025 NET transportation	\$ 5,228.71		
	\$ -		
	\$ -	\$ 5,228.71	
	\$ -		

Approved by Administrator WAG

Roll call vote resulted as follows:

cc: Auditor

 Dave Lawrence _____
 Thomas A. McCarthy _____
 Steve Robinson _____

 C.J.: _____
 Date: _____
REQUESTER ACKNOWLEDGEMENT:
 I have reviewed the above-referenced accounts and have verified that
 appropriations are available, and free of prior encumbrances (including blanket purchase orders):
Jackie HillAuditor's Office Approval MW 11/20/25

UNION COUNTY COMMISSIONERS JOURNAL 2025

November 26, 2025

TRANSFER FORM

11/26/2025 Wednesday (Due to the Auditor by noon Monday)

Department: Union County Human ServicesDate: 11/19/2025**RESOLUTION RE: TRANSFER OF FUNDS**A motion was made by _____ and seconded by _____
to approve the following transfer (s):

From: <u>Child Support</u>	<u>36342008</u>	<u>Contract Services</u>	<u>Exp</u>	<u>530100</u>	
Fund Name	Org Number	Object Name		Object Number	Project Number
To: <u>General</u>	<u>04263100</u>	<u>Juvenile Court</u>	<u>Rev</u>	<u>450116</u>	
Fund Name	Org Number	Object Name		Object Number	Project Number
	Amount: \$	<u>2511.62</u>			

From: _____	_____	_____	<u>Exp</u>	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
To: _____	_____	_____	<u>Rev</u>	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
	Amount: \$	_____			

From: _____	_____	_____	<u>Exp</u>	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
To: _____	_____	_____	<u>Rev</u>	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
	Amount: \$	_____			

From: _____	_____	_____	<u>Exp</u>	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
To: _____	_____	_____	<u>Rev</u>	_____	_____
Fund Name	Org Number	Object Name		Object Number	Project Number
	Amount: \$	_____			

Reason for Request:
10/2025 Title IV-D Services Juvenile Clerk of CourtApproved by Administrator W. Robinson

Roll call vote resulted as follows:

cc: Auditor
Originator
Resolution FileSteve Robinson
Tom McCarthy
Dave LawrenceC.J. _____, Page _____
Date: _____REQUESTER ACKNOWLEDGEMENT: I have reviewed the above-referenced accounts and have verified that appropriations are available, and free of prior encumbrances (including blanket purchase orders): Lisa L. Probst Lisa L. Probst

revised 1/2/2025

Auditor's Office Approval MW 11/20/25

UNION COUNTY COMMISSIONERS JOURNAL 2025
November 26, 2025

TRANSFER FORM

_____ Wednesday (Due to the Auditor by noon Monday)

Department: Engineer

Date: 11/24/2025

RESOLUTION RE: TRANSFER OF FUNDS

A motion was made by _____ and seconded by _____
to approve the following transfer (s):

From: <u>Building Dept</u>	<u>65142208</u>	Contract Services	Exp	<u>530100</u>	
<small>Fund Name</small>	<small>Org Number</small>	<small>Object Name</small>		<small>Object Number</small>	<small>Project Number</small>
To: <u>M&G Fund</u>	<u>25042200</u>	Office Reimbursement	Rev	<u>480136</u>	
<small>Fund Name</small>	<small>Org Number</small>	<small>Object Name</small>		<small>Object Number</small>	<small>Project Number</small>
	Amount: \$	<u>151.44</u>			

From: _____			Exp		
<small>Fund Name</small>	<small>Org Number</small>	<small>Object Name</small>		<small>Object Number</small>	<small>Project Number</small>
To: _____			Rev		
<small>Fund Name</small>	<small>Org Number</small>	<small>Object Name</small>		<small>Object Number</small>	<small>Project Number</small>
	Amount: \$				

From: _____			Exp		
<small>Fund Name</small>	<small>Org Number</small>	<small>Object Name</small>		<small>Object Number</small>	<small>Project Number</small>
To: _____			Rev		
<small>Fund Name</small>	<small>Org Number</small>	<small>Object Name</small>		<small>Object Number</small>	<small>Project Number</small>
	Amount: \$				

From: _____			Exp		
<small>Fund Name</small>	<small>Org Number</small>	<small>Object Name</small>		<small>Object Number</small>	<small>Project Number</small>
To: _____			Rev		
<small>Fund Name</small>	<small>Org Number</small>	<small>Object Name</small>		<small>Object Number</small>	<small>Project Number</small>
	Amount: \$				

Reason for Request:

Mechanic service work 10/08/2025 - Invoice #801 for \$151.44

Approved by Administrator W. A. A.

Roll call vote resulted as follows:

cc: Auditor
Originator
Resolution File

Steve Robinson
Tom McCarthy
Dave Lawrence

C.J. _____, Page _____
Date: _____

REQUESTER ACKNOWLEDGEMENT: I have reviewed the above-referenced accounts and have verified that appropriations are available, and free of prior encumbrances (including blanket purchase orders): MA

revised 1/2/2025

Auditor's Office Approval HR 11/24/25

* * *

UNION COUNTY COMMISSIONERS JOURNAL 2025
November 26, 2025

*Budget Analyst Janell Alexander provided the following updates:

- She is working on day-to-day business as it comes in.

* * *

*Assistant County Prosecutor Thayne Gray provided the following updates:

- He is working with Mr. Narducci on follow-ups to individuals from the data breach.

* * *

*Clerk to the Board of Commissioners Mallory Lehman provided the following updates:

- She received notice from the Ohio Department of Commerce Division of Liquor Control that Beer Barrel in Plain City is applying for a liquor license. There was a change in the ownership of the restaurant.
- She stated Mr. Narducci has reached out to the Sheriff's Office and Marysville Police Department regarding any objections to retail liquor license renewals in the county.
- She is working on board and committee appointments the Commissioners currently serve on. She will be sending out a list soon and has asked for feedback.

* * *

Jeff Stauch, Engineer, Michelle Anderson, Accounts Administrator, and Josh Holtschulte, Design Engineer arrived at this time.

* * *

UNION COUNTY COMMISSIONERS JOURNAL 2025

November 26, 2025

Engineer's Office Budget Discussion – Jeff Stauch, Michelle Anderson, and Josh Holtschulte:

- The following handouts accompanied the discussion:

**County Engineer
Environmental Engineer**

233 W. Sixth Street
Marysville, Ohio 43040
P 937. 645. 3021
F 937. 645. 3161

www.unioncountyohio.gov/engineer

Building Department

233 W. Sixth Street
Marysville, Ohio 43040
P 937. 645. 3018

Marysville Operations Facility

16400 County Home Road
Marysville, Ohio 43040
P 937. 645. 3017
F 937. 645. 3111

Richwood Outpost

190 Beatty Avenue
Richwood, Ohio 43344

Public Service with integrity

MEMO

To: Janelle Alexander; Bill Narducci; Board of County Commissioners
From: Jeff Stauch, Michelle Anderson
Date: November 26, 2025
RE: 2026 & Beyond General Fund Budget – Infrastructure Finance Needs

This memo is to provide some general budget needs as we are experiencing continued growth in our county. Most of these projects have been discussed in recent years but we will need to formulate plans for most of them in 2026 or risk losing opportunities that will impact the future of our roadway system.

1. Road Paving Program - \$500,000 – We need to strive for 10+ miles annually, but our current budget appropriations are only allowing us to do 5-6 miles of road to be paved in 2026.
2. Blaney/Home Road Extension - \$1.45 million – The 2026 priority is to acquire the R/W necessary for the roundabout, along with beginning the final design for the new roadway. *[slide]*
3. Warner Road Widening - \$400,000 – This project was made a priority in part through the county's economic development arrangements with AWS. We will need to obtain the R/W footprint in 2026 in advance of the 2027 build. *[slide]*
4. Houchard/Warner Design Fee - \$507,000 – Further discussion needs to determine how the county plans to finance with the new TIF dollars (balance due to 251 fund).
5. Warner/Houchard Intersection Parcel - \$425,000 – This parcel is part of Phase 3 for the acquisition listed above. We have a significant gap in our offer vs. perceived value and will know more when we get the appraisal. Our M&G budget cannot support the purchase. *[slide]*
6. Houchard Rd. Phase 2 Construction - \$1,500,000 – This portion is our responsibility to build in 2027 and will need to be financed through TIF support.
7. Houchard Road R/W Acquisition (Phase 3) - \$1,000,000+ – The priority is to acquire the R/W soon for this future road corridor or we will likely lose the chance. Our office has spent a considerable amount of time meeting with AEP and large landowners that are ready to sell to development. *[slide]*

Jeff Stauch, PE/PS
County Engineer | Environmental Engineer

Sam Cronk, CBO
Chief Building Official

UNION COUNTY COMMISSIONERS JOURNAL 2025
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8. Brock/Industrial Pkwy. Roundabout Improvement - \$0 – The 2026 intersection upgrade will be financed by our 251 Development Fund as well as a contribution from Pulte. *[slide]*

The above list focuses primarily on 2026 projects and tasks. The typical nature of these larger projects requires several years to deliver – factoring in planning, design, right-of-way acquisitions, financing, etc. It will be likewise necessary in 2026 to look over a multiple year period, addressing how to best execute these key infrastructure goals.

We appreciate your consideration for support and look forward to discussing each of these projects with you in the coming months. Please let us know if any of you have any questions. We have attached the items listed below that will provide more detail.

Attachments:

Budget Meeting Outline

Snapshot Summary of M&G Challenges

Budget Proposal Form – FY2026

2026 & Beyond Proposals chart

251 Infrastructure Fund Summary

UNION COUNTY COMMISSIONERS JOURNAL 2025
November 26, 2025

11.26.25

(MA/JS & Steve Robinson, Tom McCarthy, Dave Lawrence and Janelle)

Budget Meeting Outline

A) Current Status – (present thru end of 2025 M&G)

1. Estimating \$850,000 carry-forward: working towards year-end balance and projecting end of 2025 c/f (currently +\$644k)
2. Projected c/f December 2026 = - \$300,000 (adjustments necessary) Additional payroll included = \$103,000 for 27th payroll
Worse without \$720,000 gas tax
3. Need to be working towards \$1.5 million carryover – not possible unless we take a year off
4. Staffing: Filled new inspector position but may need to consider additional inspector for 2026 -budgeted ½ year for now); Tax Map stand pat—remain swamped, eventually need to grow x1 watching workload; 25 MW/Mechanic positions at Operations...same. Attempting to replace 1 position.
5. General note about Comp Plan revisions: We have made market adjustments over last 3 years – largely in sync currently with new plan (@ high end). Labor & Benefits now up to \$3.8 mil (budgeted)...approx. 30% of expenses, creeping upward (but reasonable for an operation like ours – doing our best to utilize other fund splits and share responsibilities)

B) M&G Highlights & Concerns

6. 2026 is much like recent years. Very concerned about ability to build new/needed improvements; now same concerns are becoming more evident with maintenance (paving, chip seal, etc.)
7. Fluid situation, but for now limited program for next year [115 miles chip seal, design fees for 2 bridges, design fees for future roadways, **only about 6 miles paving**, small guardrail program, 4-5 small bridges, \$1.3 mil for equipment/leases (part of maximizing work with county forces)
8. Yields +\$850,000 carry-forward at end of 2025 for now. Wait and see. But thin!
9. To-dos before lock-down. Gather another month of revenue, paving invoices/year-end expenses and revise budget line items; Assign placeholder appropriations for 251 for 2026/2027. Adjust final M&G appropriations as needed to balance.

UNION COUNTY COMMISSIONERS JOURNAL 2025
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C) Hanging Items for Resolution

10. Picking Infrastructure Finance Task Force effort back up. Need is clear and various solutions need to be vetted. Informal discussions with County Engineers on both ends of the spectrum (e.g. Highland Co and Butler Co) are receiving help from their BCC's. Team approach.

D) Development (2026)

11. Dublin Green TIF: Usage of additional proceeds for Warner? (Balance is approx. \$105,000)
12. Consultant design fees for Warner/Houchard (251 fund has fronted approx. \$725,000; TIF reimbursement pending); need to reimburse through GF, 251 (only partial funds available), or make part of financing package?
13. TID Funding - Administrative account (need to formalize account). Could help with receiving of ODOT 161/Houchard funds.
14. Del Webb: Agreement will require us to take on Brock/Industrial roundabout in 2026 (Bid/Manage/Construct)
15. Right-of-Way negotiations /purchases pending for Blaney, Houchard, and Mitchell-Dewitt in 2026.

E) General Fund

16. Salaries: Most of the requested salary increases are nominal (our annual reviews are done in late spring and our increases average 3-4%)
17. Env Eng salary: My current EE compensation is \$32,500 (increased in 2021). Wanted to have a discussion with Board for next cycle. Partially to help attract successor, and partially for fairness for my work. Dropped a value of a \$4k increase into my planning values. Would need your concurrence (Note: 55% of "contract" paid by non-GF funds).
18. Operations expansion – Detailed design fees and GF office/restrooms assignment – imo GF needs to be partially involved (has been a previous request). Preliminary work funded by M&G (\$40,000).

F) Takeaways

- Hard discussions are needed about road priorities and how they fit into county's overall priorities, and how to get them built.
- At a minimum for 2026, we need to secure R/W for key projects discussed.
- Timing of previous development and TIF Agreements will trigger the need for finance solutions in 2026, in order to execute projects in 2026-2028.

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11/24/2025

Snapshot of Current M&G Challenges

Revenue Summary

*2026 Gas Tax + Sales Tax + License Fees predicted revenue =	\$10,260,000
Reimbursement for Township/Village work =	<u>\$915,000</u>
	\$11,175,000

Expense Summary (2026, typical)

Labor and Benefits (Operations and Office) - 27 Payrolls	\$3,816,000
Still short 1 MW and no ability to have two snow plow shifts	

Operations and Contract Costs

Contingency	\$150,000.00
Administration (LUC dues, supplies, training, equipment, etc)	\$110,000.00
Road force account work (chip seal, patching, etc)	\$2,497,000.00
Equipment (fleet items)	\$1,312,000.00
Bridge force account (5 per year)	\$585,000.00
Road contracts (paving, striping, etc)	(underfunded) \$1,760,000.00
Operations maintenance (fuel, parts, etc)	\$890,000
Engineering, Testing, Inspection, Design	\$1,200,000
Bridge replacement/rehab contracts	(underfunded) \$0
	<u>\$8,504,000.00</u>

Total Revenue = \$11,175,000.00

Total Expenses = \$12,320,000.00

-\$1,145,000.00

Cut paving?

Projected carry-forward 12/31/25

\$850,000.00

leaves -\$295,000 shortfall for 12/31/26 c/f

Notes:

- 1) Paving = \$210,000/mile
- 2) Includes only 6 miles of paving
- 3) Higher than normal design fees for 2026 (Operation facility, Sanders Rd bridge, Blaney, Streng bridge)

*Assumes \$720,000 of additional state transportation budget gas tax is received

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Budget Proposal – FY2026

(Example: Budget betterments, including but not limited to new programs, projects and or staffing. Changes to funding streams such as matching dollars, new grant awards or ending grant programs.)

Department: Engineer / 422

Department Background:

1. *Approximate 30% share of the detail design architectural fee for the Marysville Operations Facility Expansion/Renovation - \$55,000* appropriation request for Operations Facility to assist with architect's design fees, once the final scope is determined. Our office has signed a \$40,000 contract with Garmann-Miller for the preliminary study and site review. This will help us review the necessary space needs for additional indoor truck storage and our mechanics bay area, along with updated restroom facilities to adequately serve a crew of 30+ men and 2 females. We currently cannot store our entire fleet inside. We are also now providing vehicle maintenance services for the Health Department, along with our previous arrangement with Senior Services. This has the potential of continuing to expand. This could require some additional space. We plan to determine the final scope in early 2026 and release the contract for detailed plans thereafter. Our goal is to build a portion of the improvement in 2027. We have assigned an approximate share/ask of 30% for the plan preparation. The General Fund would likewise have some financial responsibility for the office, restrooms and expanded meeting spaces when built.
2. *TrainFo Partial Share for RR Crossing Monitoring- \$15,000* placeholder appropriation request for sharing the cost of monitoring several sites in the Honda area for blocked crossings. This financial partnership would also likely include our office and Liberty Township. I have placed a value of \$10,000 in our M&G appropriations should the project move forward. We understand that a General Fund assignment for this project may also be placed in the Capital Infrastructure Fund. A proposal was recently received from the vendor.
3. *Airport Zoning Upgrade Mapping- \$3,000* placeholder appropriation request for creating a CAD zoning map for airport zoning requests and reviews.

General Fund Participation Priorities & Discussion:

4. *Blaney/Home Road Extension- \$1.45 million* – This is a very preliminary estimate for one of the county's most important future connections. The extension of Home/Blaney westward towards USR42 creates a future traffic flow option that we currently do not have. Delaware County is putting the segments in place to help carry future traffic to the west, using Home Road as an outlet.

This initial step for 2026 would advance the design and allow us to begin to secure the right-of-way to make this connection. Additionally, we have an agreement with Jerome Village to pay for up to \$2.50 million for the roundabout at the eastern terminus of this project. But it is very important to at least soon secure the necessary right-of-way corridor for this future roadway, as we have held discussions with each of the involved property owners. The estimated value/need for 2026 includes the approximate (initial) R/W acquisition costs and a portion of the design fee. Additional R/W costs would be realized in 2027.

The 2026 priority is to expand on our preliminary design (funded by M&G: approx. \$175,000) and identify and acquire the R/W necessary for the roundabout, along with beginning the final design for the new roadway.

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5. Warner Road Widening- \$400,000 – This is an estimate for the necessary right-of-way acquisition along the Warner Road project that is currently under design. We have secured \$1.50 million for the 2026 construction, through a grant and AWS contributions. But we will need to obtain the R/W footprint in 2026 in advance of the 2027 build. This project was made a priority in part through the county's economic development arrangements with AWS. This may be a General Fund finance project, through a TIF reimbursement.

6. Houchard/Warner Design Fee- \$506,850 – This fee encompasses the county's share of the engineering design for the above mentioned Warner Road project, and the approved agreement with SREG/Jerome Township for the Houchard Road extension. Our office has fronted approximately \$725,000 to date for the consultant's work thus far, which was not budgeted as a priority for M&G as previously mentioned. We do have some ability to use 251 fund dollars for a portion of the Warner design, but we had planned on using those funds for construction. We should discuss further to see how the county plans to finance with the new TIF dollars in play, and jointly decide the best approach. SREG and possibly ODOT will share the balance of the \$1,013,700 design fee.

7. Industrial Pkwy Fiber Installation- \$0 – This has been a long-standing item in conjunction with the City of Marysville. The goal is to actually utilize the fiber conduit the county helped fund, and our office managed during its installation along Industrial Pkwy a few years ago. This would place additional fiber that both the county and city could benefit from, and potentially market. This value has been zeroed out for 2026, as IT has worked with GSP (our COG vendor) to place some fiber capacity with other funds.

8. Road Paving Program- \$500,000 – It has become increasingly difficult to maintain a consistent paving program, especially as the prices go up and area traffic volumes increase. We are starting to lose the good road condition attributes we've had for so long. As an example, my current budget appropriation planning for 2026 is allowing only about 4-5 miles of road to be paved. This request is for the general fund to supplement M&G next year to allow another 2-3 miles of road to be paved. We need to strive for 10+ miles annually before our roadway conditions regress further. This will warrant further discussions.

9. TID Annual Funding- \$25,000 – With the creation of a Union County TID, it would be beneficial to direct some funding to it on an annual basis. These dollars could be used (eventually) as a match to some projects, or more likely as an option for design fees, appraisal fees, outside counsel, etc. The same value was approved in 2025.

10. Houchard Road R/W Acquisition (Phase 3)- \$1,000,000 – This is a very preliminary estimate for another one of the county's most important future connections. The continued extension of Houchard from Warner Road towards Mitchell-Dewitt or Converse will provide relief (and most likely for less money) for the increasing volumes on Industrial Pkwy. The actual construction funding will need to be addressed in future years, but we have the opportunity to secure the right-of-way now. Our office spent considerable time in 2024 and 2025 meeting with AEP and large landowners that are ready to sell to development. If we do not acquire the R/W soon for this future road corridor, we will likely lose the chance. This preliminary value may provide us the ability to secure Real Estate purchase 'options'.

11. Warner/Houchard Intersection Parcel- \$425,000 – This 2.4 acre parcel is part of the Phase 3 segment mentioned in #10 above. This tract will be a key piece for Houchard to extend northward beyond Warner Road. The current owner, our office and AEP have arranged for a combination of purchases that works for all parties

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and allows us a pathway for extending this roadway without a taking or land appropriation. The meetings in 2025 with the current owners were not productive, and a significant gap exists in our offer vs. perceived value. We currently are waiting on an appraisal to help guide our next steps. Our M&G budget is not able to support the purchase in this cycle.

12. Brock/Industrial Pkwy. Roundabout Improvement- \$0 – This project is listed for informational content. The planned 2026 intersection upgrade is a product of the Del Webb NCA and Developers Agreement that was created in late 2025. No General Fund participation is planned. The work will be financed by our 251 – Development Fund proceeds (expected to total \$1.30 million), and a \$300,000 contribution by Pulte. They are also responsible for the R/W dedication and design costs.

13. Houchard Rd. Phase 2 Construction- \$1,500,000 – This project consists of the extension of ½ mile of Houchard Rd. from the SREG constructed section of roadway, to the intersection of Warner Rd. This portion is our responsibility to build in 2026, in conjunction with the southern portion to be built by SREG, based on the approved agreement with SREG/Jerome Township. The refined construction estimate is expected in early 2026 and will need to be financed through TIF support.

Conclusion: Each of these projects are high priorities for our county. They are all largely driven by the continued growth we are experiencing. It'll take multiple joint efforts to find a way to make them happen, from financing- to some hard budgeting decisions- to creating land acquisition strategies; but we will need to address most of them in 2025 or risk losing opportunities.

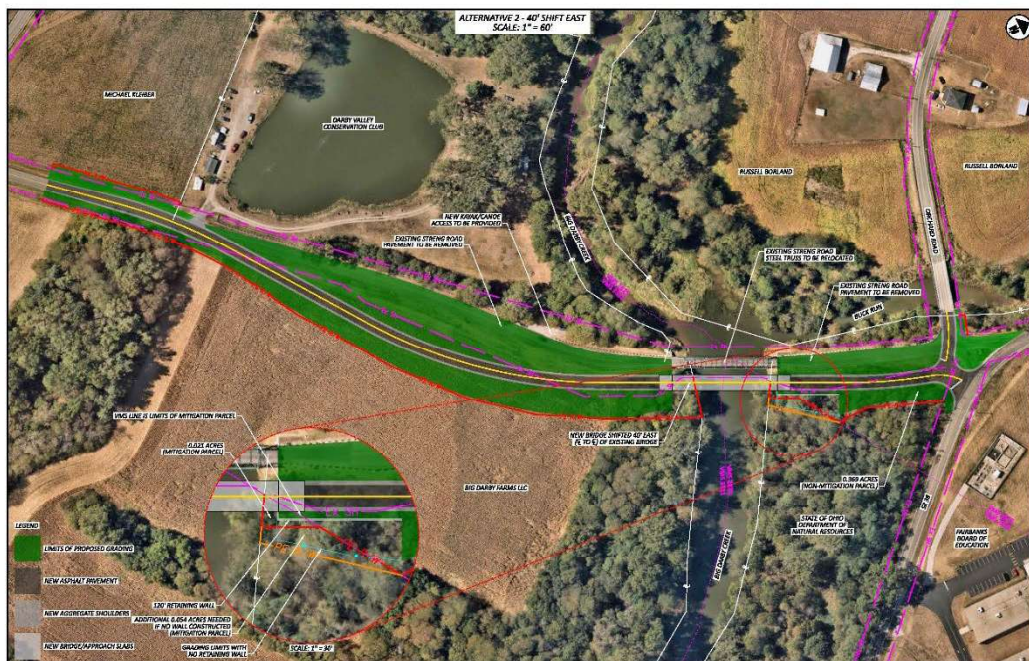
October 24, 2025

Dept	Project Title	Estimated Cost	FY 2025 Actual	Approp. Requests FY 2026	FY 2027 & Beyond	Notes
Engineer						
	¹ Houchard Phase 2 Construction			\$1,500,000		Detailed estimate to be determined 2026/const. likely in late 2026
	Industrial Pkwy Intersection Improvements & Widening (out to 2026 or further)	\$26,000,000			\$26,000,000	Planning value for future years
	² Industrial Parkway/USR 42 Intersection Improvement (Union Co share)	Local Share = \$1,600,000	Gen Fund = \$0 Co Eng Dev = \$1.35m Jerome Twp = \$250,000			Joint agreement w/ODOT 2026 construction 2026/27 detailed design/ R/W acquisition for roundabout 2026 preliminary design funded by Engineer
	³ Blaney Rd /Home Rd Extension	\$10,000,000		\$1,450,000	\$6,550,000	
	⁴ Warner Rd Widening (R/W Costs)	\$400,000		\$400,000		
	⁵ Construction Cost "Fronting" (Warner Widening)	\$2,400,000			\$2,400,000	\$800,000 Gen Fund Share, \$1,500,000 in Grants & AWS
	⁶ Houchard/Warner Design Fee	\$1,014,278		Balance due to 251 fund = approx \$507,139		Houchard & Warner Phase 1 & 2 (M&G/251 fund has fronted approx \$725,000 in 2024/2025)
	⁷ Truck Bay - Mechanics Bay Expansion - Marysville Opr (Scope TBD; cost est TBD)	\$555,000		\$55,000	\$500,000	General Fund share for Administration space/restrooms & some share for detailed design and construction
	Millcreek Logjam Project ^	\$1,700,000		\$900,000+		Remaining funds (ARPA funds)
	⁸ Future Hot Mix Road Maintenance Inventory	1,000,000/yr		\$500,000	\$1,000,000/yr	2026+ Planning value - Annual commitment
	TID Funding - Administrative Account		\$25,000	\$25,000	25,000/yr	Blaney and Warner projects to flow through TID
	⁹ Houchard Road R/W Acquisition (north of Warner - Phase 3)			\$1,000,000	\$2,400,000	Real estate "options" in 2026
	¹⁰ Warner/Houchard R/W Acquisition (Malik parcel)			\$425,000		Parcel needed for future Houchard extension
	¹¹ Brock/Industrial Parkway Roundabout	\$1,600,000		Developer: \$800,000 Ling 251 Dev Fund: \$1,300,000		Pe: Del Webb agreement (Gen Fund financing likely not necessary)

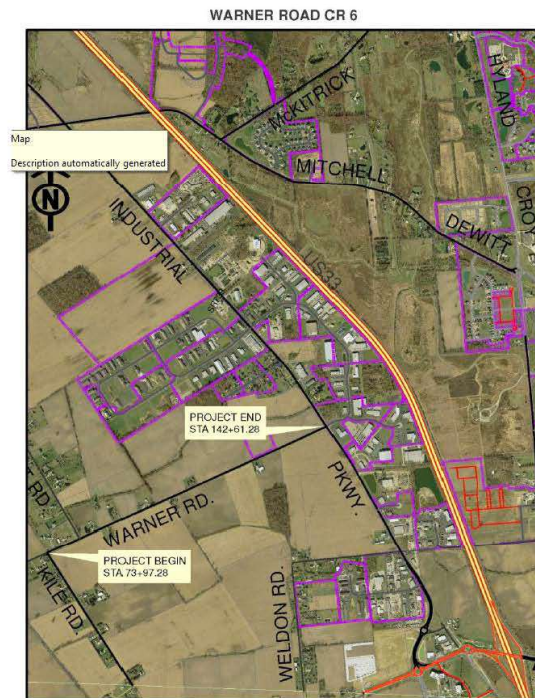
¹ Houchard "Phase" Construction (SREGs to Warner Section) - FY28 General Fund to finance with TIF reimbursement?	⁶ Houchard/Warner design fee = \$1,014,278 (per AWS dev) thru Gen Devl/622/J&C (Shares: SREG = \$412,000, ODOT = \$95,139, Union Co TIF reimbursement \$507,139)
² Local share of \$1,600,000 capped through ODOT agreement	⁷ 2026 design: Space study being funded by Engineer (\$40,000); Detailed design: 38% assumed by Gen Fund (\$55,000); Construction: 2027 cost TBD (CF partial assist - County vehicle servicing); (Office and restroom expansion needed)
³ Very Preliminary Estimate = \$10,000,000 for 2027+ build (Design fees 2026/2027 = \$450,000) (R/W acquisition for roundabout footprint: \$1,000,000 estimated) Would anticipate R/W acquisition in 2026/2027 = \$3,000,000	⁸ Year to Year Consideration of Hotmix Road Paving to Maintain Inventory
⁴ County to finance Warner project Preliminary (TIF reimb?) R/W & Acquisition/legal fees in 2026 = \$400,000	⁹ Construct "Phase 3" - R/W needs to be secured while available
⁵ Warner Construction schedule for 2027 General Fund share estimated = \$2,400,000 after reimbursement	¹⁰ Parcel (2.42 acres) needed for Warner/Houchard intersection (value may be determined through appropriation)
	¹¹ Brock/Industrial Parkway roundabout - URE right-of-way costs not yet determined. Assumes Jerome Twp to donate R/W

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[illegible]



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Commissioner McCarthy asked what happens to TIFs if property taxes are eliminated, and Mr. Stauch stated he was not sure where that funding would come from, but TIFs are all over the state.

Commissioner McCarthy stated the traditional use of general funds and gasoline tax funds are not enough to complete all these projects, and other funding resources need to be looked at.

Commissioner Robinson stated there are more projects and money going towards Jerome Township compared to the other parts of the county.

Mr. Stauch stated the office did road widening in the northern part of the county. Also, the Fed-Ex facility in Jerome Township signed an agreement for \$7 million payable to the county.

Commissioner McCarthy stated he does not want to take away from this, but other funding resources still need to be looked at.

Mr. Holtschulte stated the Engineer's Office needs to be able to maintain the current county needs and new development. The funding shortcomings is ultimately going to impact Union County in the long run.

Commissioner McCarthy stated Jerome and Mill Creek Townships need to be brought into this discussion.

Jeff Stauch, Michelle Anderson, and Josh Holtschulte left at this time.

* * *

*Commissioner David A. Lawrence provided the following updates:

- He attended the COYC meeting last week.

* * *

*Commissioner Tom McCarthy provided the following updates:

- The Jerome Cooperative Board meeting was last week, and Dave Burke has agreed to continue serving on that Board.

* * *

*Commissioner Steve Robinson provided the following updates:

- He attended the CEBCO board meeting last week and the 2026 budget was approved.
- The LUC Banquet Dinner was last week.

* * *

*Received the following plats:

- Lark Ravine Preliminary Plat
- The Courtyards at White Oaks, Phase 2 aka Ryan Parkway, Phase 2 – Final

* * *

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*Received the following plats for signature:

- The Courtyards at Hyland Meadows


* * *

*Commissioner Steve Robinson adjourned the meeting at 11:28 a.m.


The preceding Minutes were read and approved December 17, 2025.

 Digitally signed by Steve Robinson
DN: cn=Steve Robinson, o=Commissioners,
ou=Commissioner,
email=mrfisher@unioncountyohio.gov, c=US
Date: 2025.12.17 13:08:04 -05'00'
Adobe Acrobat version: 2017.012.30262


Steve Robinson
Commissioner

 Digitally signed by Dave Lawrence
DN: cn=Dave Lawrence,
o=Commissioners, ou=Commissioner,
email=mrfisher@unioncountyohio.gov,
c=US
Date: 2025.12.17 13:08:35 -05'00'
Adobe Acrobat version: 2017.012.30262

David A. Lawrence
Commissioner

 Digitally signed by Tom McCarthy
DN: cn=Tom McCarthy, o=Commissioners,
ou=Commissioner,
email=mrfisher@unioncountyohio.gov, c=US
Date: 2025.12.17 13:09:12 -05'00'
Adobe Acrobat version: 2017.012.30262

Tom McCarthy
Commissioner

 Digitally signed by Mallory Lehman
DN: cn=Mallory Lehman,
o=Commissioners, ou=Clerk to the Board,
email=mllehman@unioncountyohio.gov,
c=US
Date: 2025.12.17 13:10:02 -05'00'
Adobe Acrobat version: 2017.012.30262

Mallory Lehman, Clerk to the Board