WORKING MEETING

September 3, 2026

Convened: 9:00 am

Present: Commissioner Hazelbaker, Commissioner Houtz and Commissioner Hollister
Absent: Commissioner McClellan and Commission Stoll

Also Present: Sheriff Blankenship, Public Defender Norris, Finance Director Rzepka, Prosecutor Fitz, Treasurer Rutz, Anita Hoyt, Daily Reporter Don Reid, Chief Deputy Clerk Ransbottom, Deputy Administrator Miller, and Administrator Walsh in the Boardroom; 911-Swick, FOC, Mary Bohling (MSU) and WTVB via video conference call.

The agenda was approved.

PERSONNEL, PLANS & POLICY (Commissioner Houtz)

2027 Holiday Schedule (Admin)

The 2027 list of holidays was presented for approval. The Courthouse and other County facilities will be closed on the dates listed. The Committee recommends:

Motion by seconded by to approve the 2027 Holiday Schedule, as presented.

Hudson Street Construction/Courthouse Parking Lot Modifications (Admin)

On Tuesday, September 8th, work on North Hudson Street will begin. All employees will be asked to park in the Roosevelt Parking Lot, as the main parking lot will be used for customers, jurist and a few employees who have mobility issues. There will be one way in the main parking lot off US 12, through the library. Leaving the main parking lot, a gravel ramp will be created at the southwest corner of the parking lot, to allow for existing off Pearl Street, west to the light.

Motion by Commissioner Hollister, seconded by Commissioner Houtz to suspend Board rules to vote on the Parking Lot Plan.

Upon a roll call vote, the results were as follows:
Yes – Houtz, Hollister, Hazelbaker -3
No – 0
Absent – McClellan and Stoll
MOTION CARRIED

Motion by Commissioner Hollister, seconded by Commissioner Houtz to approve the Courthouse Parking Lot Modifications as presented. MOTION CARRIED

Special Prosecutor Grant (Admin)

The incoming Prosecuting Attorney, Terri Norris, spoke regarding the Special Prosecutor position. She has contacted the U.S. Attorney's Office and is awaiting a return call. Ms. Norris would like to have all of her questions answered before moving forward and plans to bring the information back to the Board on Tuesday. The Committee recommends:

Motion by seconded by that approval be given to the Prosecutor's Office to accept the Justice Branch Initiative grant in the amount of $436,000, covering a three-year period for the hiring of an Assistant Prosecutor to serve as Special Counsel assigned to the United States Attorney's Office, Western District, with an extension of the grant expected to be eligible following the initial three-year period, as presented.

SHERIFF & PUBLIC SAFETY (Commissioner McClellan)

None

HOUSE (Commissioner McClellan)

None

FINANCE (Commissioner Houtz)

Motion by seconded by that authorization is given to approve the following items by Consent Agenda: Bills & Accounts and Sheriff's Budget Amendment request.

Bills & Accounts

A list of the Bills and Accounts was presented in the amount of $508,359.80, Payroll totaling $1,026,450.48 and total Taxes of $269,736.09.

Motion by seconded by to approve the Bills and Accounts in the amount of $508,359.80, Payroll totaling $1,026,450.48 and total Taxes of $269,736.09.

Budget Amendment Request (Sheriff)

The Sheriff's Department received an Office of Highway Safety Overtime Grant in the amount of $37,357.62. Of this amount, $30,165.62 will be used for designated overtime targeted patrol, and $7,192 will be used for equipment purchases.

Motion by seconded by to approve the Sheriff's 2026 budget amendment as follows:

- $37,357.62 added to Revenue Account 101.301.640.0900 – OHSP Grant -Grant Code 0292.
- $30,165.62 added to Expense Account 101.301.706.0900 – OHSP Grant OT Wages-Grant Code 0292.
- $7,192 added to Expense Account 101.301.752.0900 – OHSP Grant-Supplies & Operating-Grant Code 0292.

LEGISLATIVE (Commissioner Hazelbaker)

25th Anniversary Remembrance of the 911 Victims and Heroes (Admin)

The Veteran's Office is planning a ceremony on Friday, September 11, at 8:30 am, at the Four Corners, honoring the 9/11 victims and heroes. A resolution has been drafted and will be read during the ceremony. The Committee recommends:

Motion by seconded by to approve the Resolution honoring the victims and hearos of 9/11.

The meeting was adjourned at 9:23 am

Submitted by: Commissioner Hazelbaker, Commissioner Houtz and Commissioner Hollister