



**BOARD OF COUNTY COMMISSIONERS
WARREN COUNTY, OHIO**

406 Justice Drive, Lebanon, Ohio 45036

www.co.warren.oh.us

commissioners@co.warren.oh.us

Telephone (513) 695-1250

Facsimile (513) 695-2054

TOM GROSSMANN

SHANNON JONES

DAVID G. YOUNG

GENERAL SESSION AGENDA

April 25, 2023

- #1** ***Clerk — General***

- #2** **9:00** ***Mary Huttlinger, Realtor Alliance of Greater Cincinnati***

- #3** **9:05** ***Work Session — Michelle Tegtmeier, Director of Building and Zoning, Regarding Waiving of Fees***

- #4** **9:30** ***Work Session — Trevor Hearn, Director of Facilities Management, Relative to Campus Master Plan Study***

- #5** **10:00** ***Terryll Richardson, Lebanon Resident--Proclaim April 30, 2023, as "National Pet Therapy Animal Day" in Warren County***

- #6** **10:15** ***Executive Session —Disputes Involving the Board that are Subject of Pending Litigation 121.22(G)(3)***

The Board of Commissioners' public meetings can now be streamed live at [Warren County Board of Commissioners - YouTube](#)

Meeting #16 of 2023

APPROVE REQUISITIONS AND AUTHORIZE COUNTY ADMINISTRATOR TO SIGN DOCUMENTS RELATIVE THERETO

BE IT RESOLVED, to approve requisitions as listed in the attached document and authorize Tiffany Zindel, County Administrator, to sign on behalf of this Board of County Commissioners.

M moved for adoption of the foregoing resolution being seconded by M. Upon call of the roll, the following vote resulted:

M
M
M

Resolution adopted this 18th day of April 2023.

BOARD OF COUNTY COMMISSIONERS

Tina Osborne, Clerk

/tao

cc:

Commissioners' file

REQUISITIONS

Department	Vendor Name	Description	Amount
WAT	STAUFFER SITE SERVICES LLC	SEW ST RT 73 AT CORWIN FORCEMA	\$ 133,500.00
TEL	CDW LLC	TEL SWITCHES FOR DISPATCH CAD	\$ 35,000.00
VET	MT ORAB CDJR	VET NEW 2023 VANS (2) REG (2)	\$ 195,683.10

PO CHANGE ORDER

WAT	BUILDING GRAFTS INC	WATER SOFTENING PROJECT	\$ 279,956.00 DECREASE
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4/28/2023 APPROVED:

Tiffany Zindel, County Administrator

CANCEL REGULARLY SCHEDULED COMMISSIONERS' MEETING OF THURSDAY,
APRIL 27, 2023

BE IT RESOLVED, to cancel the regularly scheduled Commissioners' Meeting of Thursday, April
27, 2023.

M moved for adoption of the foregoing resolution, being seconded by M . Upon call of the
roll, the following vote resulted:

M
M
M

Resolution adopted this _____ day of _____, 20__.

BOARD OF COUNTY COMMISSIONERS

Tina Osborne, Clerk

/tao

cc: Auditor _____
Commissioners' file
Press

CONSENT AGENDA*

April 25, 2023

Approve the minutes of the April 28, 2023, Commissioners' Meeting.

PERSONNEL

- 1. Approve end of probationary period and pay increase for David Edwards within Warren County Garage***
- 2. Adopt class spec and point factor assignment of Water Distribution/Customer Service Worker and Water Distribution/New Construction Locator within W/S Department***
- 3. Hire Kaitlyn Niles as Emergency Communications Operator within Emergency Services***
- 4. Remove probationary employee within Children Services***
- 5. Approve promotion of Dusty Johnson to Residential Building Official within Building Department***
- 6. Approve amendment to the Work Rules within for Emergency Communications Operators within Warren County Emergency Services***
- 7. Approve work rules for Emergency Management Agency within Warren County Emergency Services***

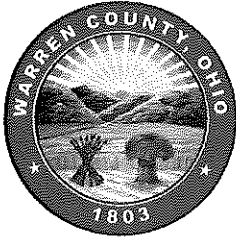
GENERAL

- 8. Set public hearing to consider amendments to the Warren County Subdivision Regulations***
- 9. Set public hearing to consider amendments to the Official Warren County Thoroughfare Plan***
- 10. Approve emergency electric motor replacement at the LLMWWTP on behalf of W/S Department***
- 11. Advertise for bids for the Moreland Acres Water Main Replacement Project***
- 12. Authorize RFP for non-emergency transportation services for Warren County Medicaid Consumers on behalf of Human Services***
- 13. Approve notice of intent to award bid to Stauffer Site Services LLC for the SR 73 Corwin Road Forcemain Relocation Project re-bid***
- 14. Award bid to Mt. Orab CDRJ for the purchase of two handicap Upfit 2023 Chrysler Voyager LX Vans and two standard 2023 Chrysler Voyager LX Vans***
- 15. Enter into join agreement with Hamilton County Commissioners relative to Field Ertel Road widening on behalf of County Engineer***
- 16. Enter into various home placement provider agreements on behalf of Children Services***
- 17. Acknowledge payment of bills***
- 18. Approve W/S performance bond release for Auburn Grove in South Lebanon***
- 19. Approve various performance bond agreements and approve final plat.***

FINANCIAL

- 20. Approve appropriation adjustments within Facilities Management, Building/Zoning, Workforce Investment Board, Children Services, Telecommunications and W/S***

****Please contact the Commissioners' Office at (513) 695-1250 for additional information or questions on any of the items listed on the Consent Agenda***



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**BOARD OF COUNTY COMMISSIONERS
WARREN COUNTY, OHIO**

MINUTES: Regular Session – April 18, 2023

This is a summary of actions and discussions of the meeting. You may view this meeting through our YouTube Channel at <https://www.youtube.com/channel/UC1ELh0jGpXd4VV2DTgsugPA> or by contacting our office.

The Board met in regular session pursuant to adjournment of the April 11, 2023, meeting.

Shannon Jones – present

Tom Grossmann – present

David G. Young – absent

Tina Osborne, Clerk – present

Minutes of the April 11, 2023, meeting were read and approved.

- 23-0464 A resolution was adopted to designate Family and Medical Leave of Absence to Ryanne Sorrell, within the Warren County Job and Family Services, Human Services Division. Vote: Unanimous
- 23-0465 A resolution was adopted to designate Family and Medical Leave of Absence to Jason Sorrell, within the Warren County Water and Sewer Department. Vote: Unanimous
- 23-0466 A resolution was adopted to designate Family and Medical Leave of Absence to Chris Brausch, within the Warren County Water and Sewer Department. Vote: Unanimous
- 23-0467 A resolution was adopted to designate Family and Medical Leave of Absence to David Gross, within Warren County Facilities Management. Vote: Unanimous
- 23-0468 A resolution was adopted to hire Daysi Cusick as Emergency Communications Operator within the Warren County Emergency Services Department. Vote: Unanimous

- 23-0469 A resolution was adopted to hire Nathan Eve as Emergency Communications Operator within the Warren County Emergency Services Department. Vote: Unanimous
- 23-0470 A resolution was adopted to hire Andrew Wagenknecht as Emergency Communication Operator within the Warren County Emergency Services Department. Vote: Unanimous
- 23-0471 A resolution was adopted to hire Sarah Moore as Emergency Communications Operator within the Warren County Emergency Services Department. Vote: Unanimous
- 23-0472 A resolution was adopted to hire Francis Ficke as LEPC/Grants Coordinator, within the Warren County Emergency Services Department. Vote: Unanimous
- 23-0473 A resolution was adopted to hire Taylor Blair as Case Aide, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 23-0474 A resolution was adopted to hire Dalton Woodson as Control Systems Technician II within the Warren County Water and Sewer Department. Vote: Unanimous
- 23-0475 A resolution was adopted to amend Resolution #23-0268 approving wage increase for Alex Hobbs, Control Systems Technician II, within the Water and Sewer Department. Vote: Unanimous
- 23-0476 A resolution was adopted to approve appointment and reappointment of various members to the Warren County Emergency Communications Board. Vote: Unanimous
- 23-0477 A resolution was adopted to award the bid to Cargill, Inc. for the purchase of 30,100 tons of bulk ice control salt. Vote: Unanimous
- 23-0478 A resolution was adopted to enter into contract with John R. Jurgensen Co. for the 2023 Resurfacing Project. Vote: Unanimous
- 23-0479 A resolution was adopted to advertise for the Re-Bid 2023 Chip Seal Project. Vote: Unanimous
- 23-0480 A resolution was adopted to authorize President of the Board to sign permit liquor application from the Ohio Department of Commerce, Division of Liquor Control for an event at the Warren County Fairgrounds. Vote: Unanimous
- 23-0481 A resolution was adopted to approve and authorize the President of the Board to enter into classroom training agreements on behalf of OhioMeansJobs Warren County. Vote: Unanimous

- 23-0482 A resolution was adopted to approve the contract with Clinton County Family and Children First Council and Warren County Commissioners on behalf of the Warren County Juvenile Court Mary Haven Youth center Division. Vote: Unanimous
- 23-0483 A resolution was adopted to approve agreements and addendums with various providers relative to home placement and related services on behalf of Warren County Children Services. Vote: Unanimous
- 23-0484 A resolution was adopted to declare various items within Auditor's Office, Board of Developmental Disabilities, Board of Elections, Facilities Management, and Telecommunications as surplus and authorize the disposal of said items through internet auction. Vote: Unanimous
- 23-0485 A resolution was adopted to authorize publication of Notice to Public of Proposal to Construct in a Floodplain relative to the Fiscal Year 2023 South Lebanon - Hobart Street Sidewalk Community Development Block Grant Project and the Fiscal Year 2023 Franklin – Mackinaw Subdivision Street Community development Block Grant Project. Vote: Unanimous
- 23-0486 A resolution was adopted to approve and authorize the Board to sign the Ohio Department of Job and Family Services Local Workforce Area 12 Retain Subgrant Agreement. Vote: Unanimous
- 23-0487 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous
- 23-0488 A resolution was adopted to approve various record plats. Vote: Unanimous
- 23-0489 A resolution was adopted to approve operational transfer from County Commissioners' Fund #11011112 into Mary Haven Youth Treatment Center Fund #2270. Vote: Unanimous
- 23-0490 A resolution was adopted to approve operational transfers of interest earnings from Commissioners' Fund #11011112 into Water Funds #5510, #5583, Sewer Funds #5580 and #5575. Vote: Unanimous
- 23-0491 A resolution was adopted to approve supplemental appropriation and an operational transfer for Property Casualty Insurance #6637. Vote: Unanimous
- 23-0492 A resolution was adopted to approve supplemental appropriation into Covid19 Emergency Rental Assistance #2204. Vote: Unanimous
- 23-0493 A resolution was adopted to approve supplemental adjustment within Common Pleas Special Projects #2224. Vote: Unanimous
- 23-0494 A resolution was adopted to approve appropriation adjustments within General Fund #1101. Vote: Unanimous

- 23-0495 A resolution was adopted to approve appropriation adjustments from Board of Elections Fund #11011300 o #11011301. Vote: Unanimous
- 23-0496 A resolution was adopted to approve appropriation adjustment within Clerk of Courts Computer #2275. Vote: Unanimous
- 23-0497 A resolution was adopted to approve requisitions and authorize County Administrator to sign documents relative thereto. Vote: Unanimous

DISCUSSIONS

On motion, upon unanimous call of the roll, the Board accepted and approved the consent agenda.

Upon motion the meeting was adjourned.

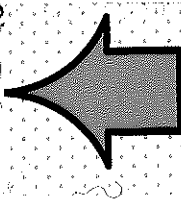
Shannon Jones, President

David G. Young

Tom Grossmann

I hereby certify that the foregoing is a true and correct copy of the minutes of the meeting of the Board of County Commissioners held on April 18, 2023, in compliance with Section 121.22 O.R.C.

Tina Osborne, Clerk
Board of County Commissioners
Warren County, Ohio





**REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING,
CONVENTION OR TRAINING SEMINAR/SESSION**

This form is to be completed by Department Head/Elected Official requesting authorization to attend an Association Meeting or Convention or Training Seminar/Session sponsored by an Association as required by O.R.C. Section 325.20. Additionally, authorization is required for any training seminar/session held more than 250 miles from county campus;

*NAME OF ATTENDEE: Christopher Watkins DEPARTMENT: Prosecutor's Office

*POSITION: Assistant Prosecutor DATE: 4/17/2023

REQUEST FOR AUTHORIZATION FOR THE ABOVE-NAMED EMPLOYEE/ELECTED OFFICIAL TO ATTEND THE FOLLOWING:

ASSOCIATION MEETING CONVENTION ASSOCIATION SPONSORED TRAINING SEMINAR/SESSION
TRAINING MORE THAN 250 MILES

PURPOSE:
2023 SWOLTA (Southwestern Ohio Land Title Association) Summer Seminar

LOCATION:
Embassy Suites - Cincinnati NE, 4554 Lake Forest, Blue Ash, Ohio

DATE(S): June 9, 2023

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: _____

ESTIMATED COST OF TRIP: Registration Fee \$80.00

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS.

DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:

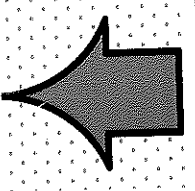
David DeLoe
Signature/Title Date
4-17-23

BOARD OF COMMISSIONERS' APPROVAL:

Commissioner Date

Commissioner Date

Commissioner Date



*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session please list names and positions here:

As the “relatively” new government affairs staff for the REALTOR Alliance of Greater Cincinnati (including Warren County), I would welcome the opportunity to get on your schedule for a brief introduction and a chance to discuss ways we could possibly work together.

As a professional association representing over 6,000 local REALTORS and over 500,000 homeowners in the Greater Cincinnati area, we hope to help you and your peers on the County Commission craft and create mutually beneficial policies instead of simply reacting and opposing initiatives. We want to be good community stewards and partners.

Please let us know how we can be of service to you.

Mary Huttlinger
Director, Government Affairs
513-842-3021

*Please note my new email address mhuttlinger@cincyrealtoralliance.com

*New RAGC Website: <https://cincyrealtoralliance.com/>



PROPOSAL FOR WAIVING BUILDING AND ZONING FEES



Resolution

Number 16-0120

Adopted Date January 26, 2016

ESTABLISH POLICY WITHIN THE WARREN COUNTY BUILDING AND ZONING DEPARTMENT RELATIVE TO THE WAIVING OF FEES FOR POLITICAL SUBDIVISIONS WITHIN WARREN COUNTY

WHEREAS, from time to time, this Board is requested to waive fees associated with a building, electrical and/or zoning permit from various political subdivision; and

WHEREAS, this Board desires to establish a policy relative to said fee waiver requests; and

NOW THEREFORE BE IT RESOLVED, to establish the following policy relative to the waiving of fees associated with political subdivisions within Warren County:

POLITICAL SUBDIVISION FEE WAIVER POLICY

1. Political subdivision shall submit a request for a waiver of building, electrical or zoning permits in writing to the Warren County Building and Zoning Department.
2. New construction, remodeling and/or building additions fewer than 5000 square feet shall have Warren County's portion of the fee waived at 100%.
3. New construction, remodeling or building additions over 5000 square feet shall have Warren County's portion of the fee waived at 50%.
4. All political subdivisions shall be responsible for the State of Ohio sur charge.

Mr. Grossmann moved for adoption of the foregoing resolution, being seconded by Mrs. South. Upon call of the roll, the following vote resulted:

Mr. Young - yea
Mrs. South - yea
Mr. Grossmann - yea

Resolution adopted this 26th day of January 2016.

We request to add Non-Profits w
proof of 5013C.

Zoning Fees		Proposal	
Variance	\$750	Variance	\$400
Site Plan Review	\$500	Site Plan Review	\$400
Conditional Use	\$500	Conditional Use	\$400
Cost per case			
Board Members	\$250		
Legal Ad	\$65 - \$150		
Postage	\$40 - \$80		
Total *	\$355 - \$480		

*staff hours NOT included along with other items like paper, files, copies etc.

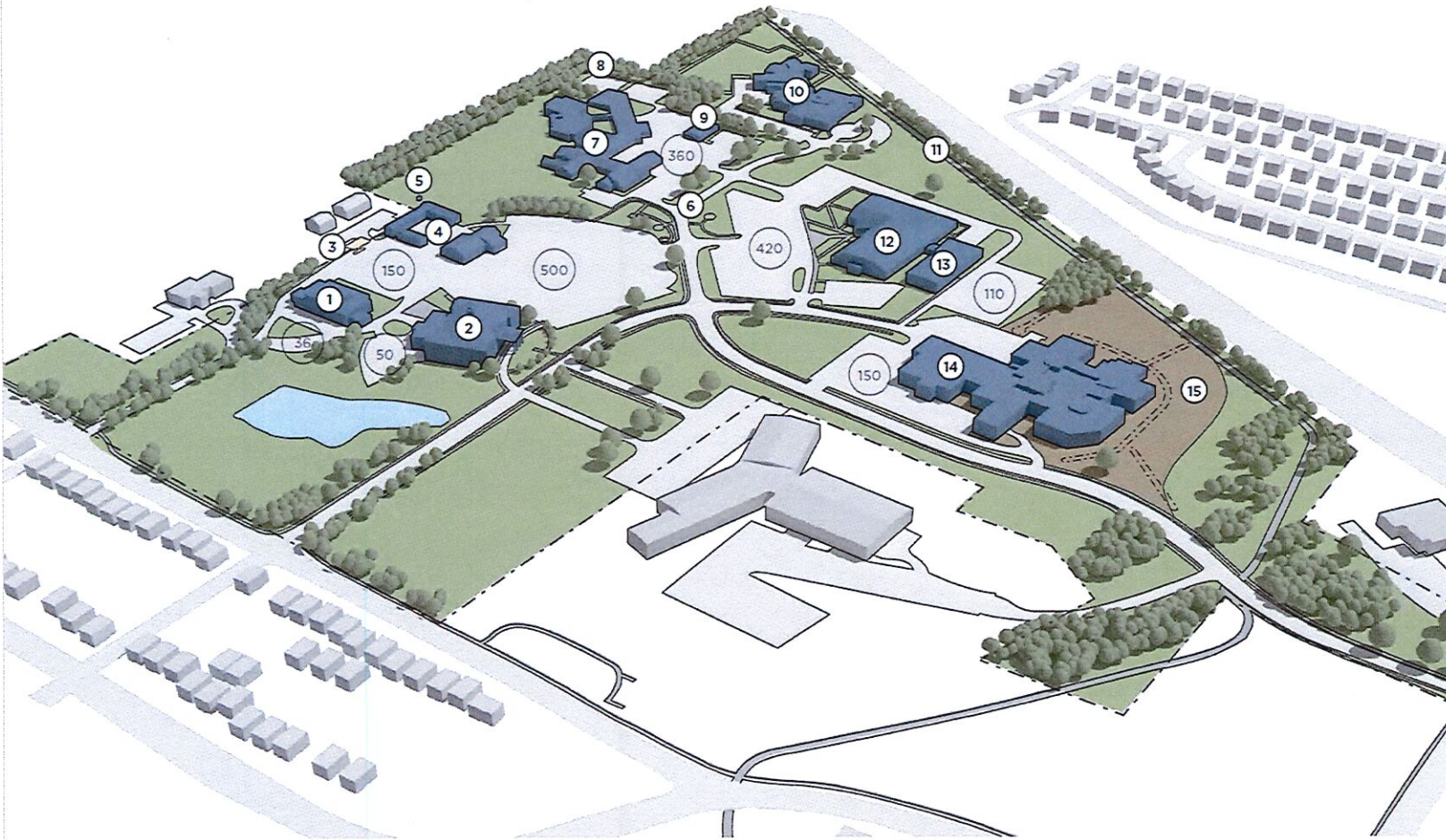
The image is a cover for a document titled "Warren County Master Plan". It features a photograph of the Warren County Courthouse, a large, classical-style building with a prominent dome. The building is set against a clear blue sky. In the foreground, there are trees with vibrant autumn foliage in shades of red, orange, and yellow. An American flag is visible on a tall pole to the left of the building. The title "Warren County Master Plan" is written in a white, elegant, cursive font across the center of the image, overlaid on a dark blue horizontal band.

*Warren County
Master Plan*

EXISTING

JUSTICE DRIVE CAMPUS

- ① Health & Human Services Building
 - ② Administration Building
 - ③ Fueling Station
 - ④ Facilities Management
 - ⑤ Weather Station
 - ⑥ Monuments
 - ⑦ County Court Building & Old Jail
 - ⑧ Impound Lot
 - ⑨ SWAT Garage
 - ⑩ Juvenile Justice Center
 - ⑪ Bike Trail
 - ⑫ Common Pleas Court Building (CPC)
 - ⑬ 520 Justice Office Building
 - ⑭ New Jail & Sheriff's Office
 - ⑮ Drainage
- ⊘ Parking Counts



PHASE
1A



DEMOLITION

- 1 Demolish the existing Old Jail at 880 Memorial Drive. Note that the County Court Building is to remain and existing infrastructure that feeds County Court must be maintained.
- 2 Construct a replacement SWAT garage and facility at an off-campus location. This 12,000 SF replacement facility will include SWAT vehicle storage, SWAT office and workspace, indoor and/or outdoor firearms training facilities, indoor large County vehicle storage, and secure indoor impounded vehicle storage. This step must be completed before the existing SWAT garage is demolished.
- 3 Demolish the existing SWAT garage.

PHASE
1B



COUNTY COURT

- ① Construct a new County Court Building and adjacent parking lot.
- ② Demolish the existing County Court Building.

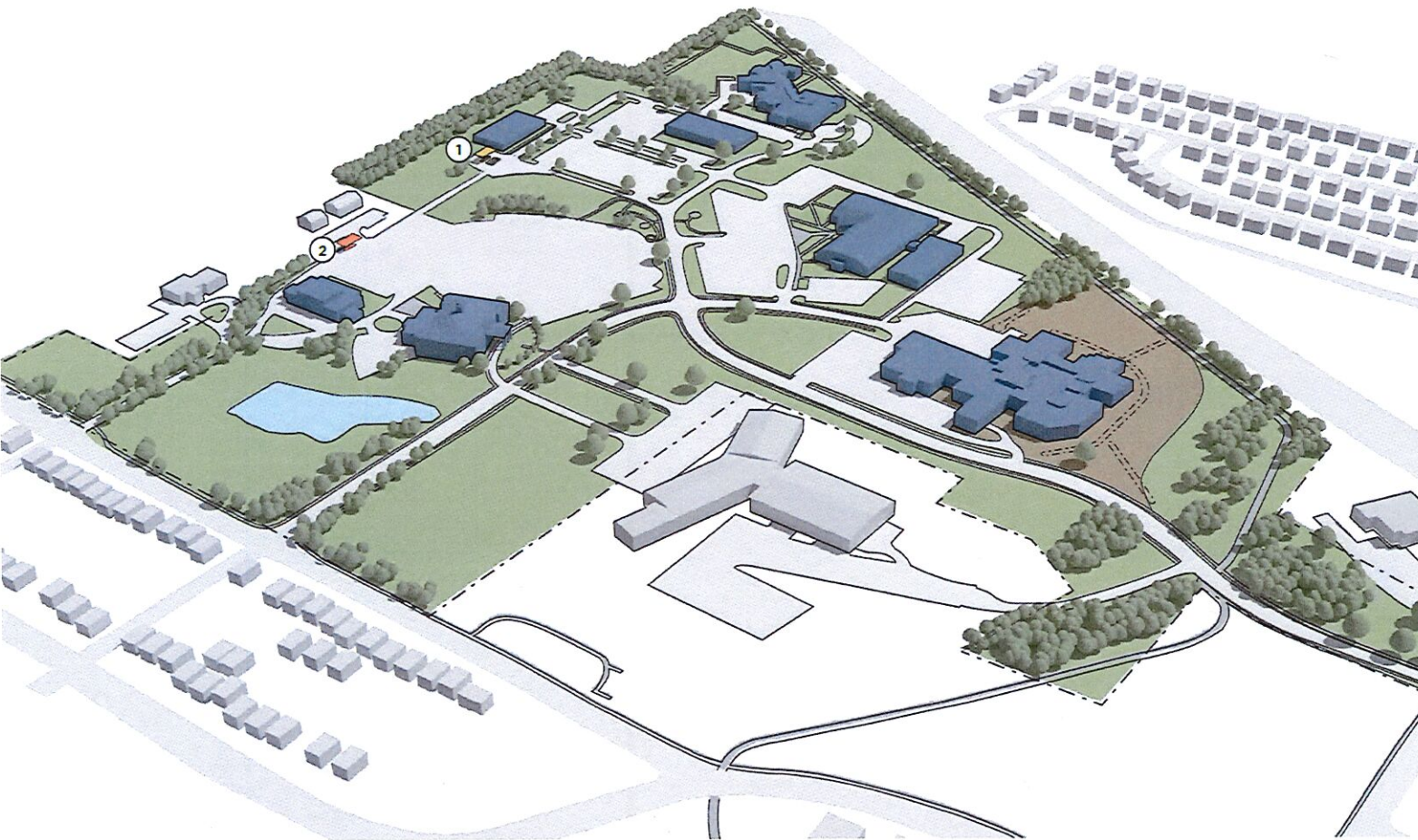
PHASE
1C



FACILITIES MANAGEMENT

- 1 Construct a new 18,000 SF Facilities Management building. This step must be completed before the existing Facilities Management building is demolished.
- 2 Create a new parking lot on the site of the demolished Old Jail and County Court Building.
- 3 Demolish existing Facilities Management building.

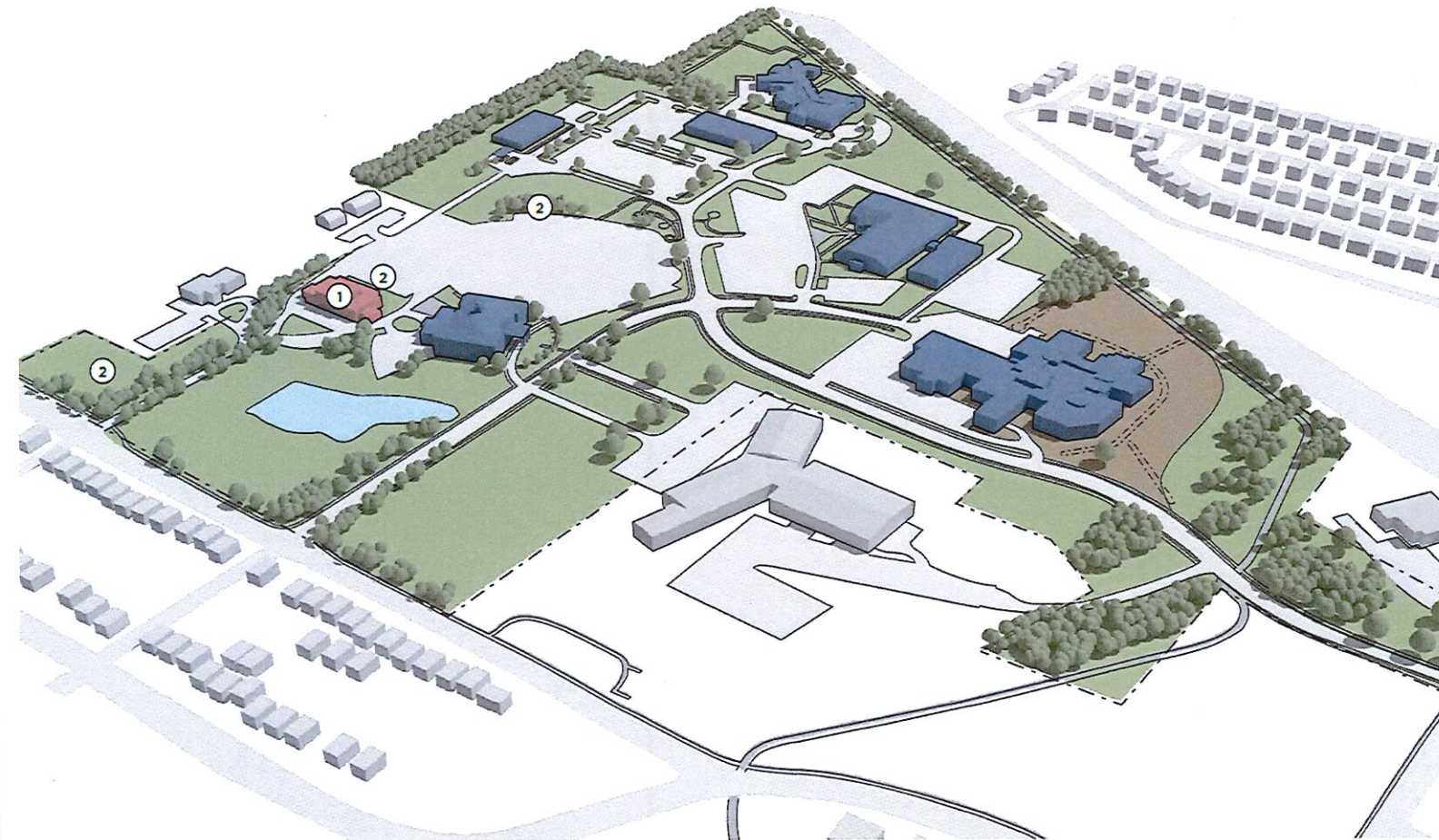
PHASE
1D



FUEL STATION

- ① Construct a new fueling station adjacent to the new Facilities Management building.
- ② Demolish existing fueling station.

END OF
PHASE 1



PLAN PHASE 2

- ① Demolition of Health & Human Services Building.
- ② Creates potential building sites for a new Health & Human Services building and new Board of Elections Building.

Phase 1

1. Demolish the old Jail and SWAT building
 - a. Leave County Court intact
 - b. Build a new tactical response and training facility off campus
2. Construct a new County Court facility, then demolish their current building
3. Construct a new Facilities Management building, then demolish their current building
4. Construct a new Fuel Station, then demolish the current station
5. Plan Phase 2 including a new Health & Human Services building and Board of Elections building.

Proclamation

*From the Office of the Board of County Commissioners
Warren County, Ohio*

**PROCLAIM APRIL 30, 2023, AS
"NATIONAL THERAPY ANIMAL DAY"
IN WARREN COUNTY**

WHEREAS, there are thousands of Pet Partners therapy animal teams serving in communities across the United States; and

WHEREAS, Pet Partners therapy animal teams throughout Warren County play an essential role in improving human health and well- being through the human- animal bond; and

WHEREAS, Pet Partners therapy animal teams make millions of visits per year in settings such as hospitals, nursing homes, schools, and hospice; and

WHEREAS, Pet Partners therapy animal teams interact with a variety of people throughout the County including veterans, seniors, patients, students facing literacy challenges, and those approaching end of life; and

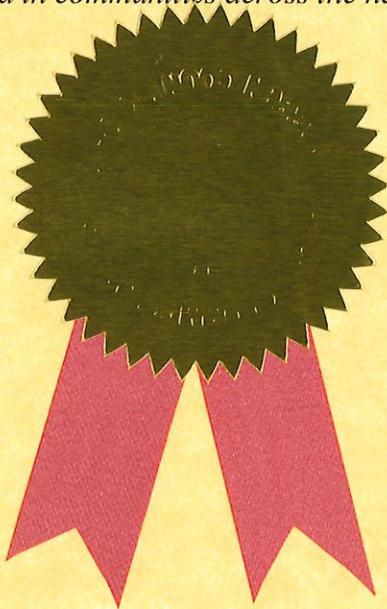
WHEREAS, these exceptional therapy animals who partner with their human companions bring comfort and healing to those in need; and

NOW THEREFORE BE IT RESOLVED, by this Board of Warren County Commissioners, that April 30, 2023, be proclaimed as

"NATIONAL THERAPY ANIMAL DAY"

and encourage the citizens of Warren County to celebrate our therapy animals and their human handlers;

BE IT FURTHER RESOLVED, we publicly salute the service of therapy animal teams in our community and in communities across the nation.



IN WITNESS WHEREOF, we hereunto subscribed our names and caused the seal of Warren County to be affixed at Lebanon this 25th day of April, in the Year of our Lord, Two Thousand Twenty-Three.

BOARD OF COUNTY COMMISSIONERS

Shannon Jones, President

David G. Young

Tom Grossmann

