



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

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**TOM GROSSMANN**

**SHANNON JONES**

**DAVID G. YOUNG**

**GENERAL SESSION AGENDA**

*November 14, 2023*

- #1**                      *Clerk — General*
- #2**    **9:00**              *Recognize and Honor Jane Conn, Retired Executive Director of SAFE on Main*
- #3**    **9:15**                      *Executive Session—Discuss Details Relative to the Security Arrangements and Emergency Response Protocols for a Public Body or Public Office Pursuant to ORC 121.22 (G)(6)*
- #4**    **10:15**                  *Executive Session—Pending Litigation Pursuant to ORC 121.22(G)(3)*

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

**CONSENT AGENDA\***

*November 14, 2023*

**PERSONNEL**

1. *Administer disciplinary action against employee within Emergency Services*
2. *Approve reclassification of Jena Short to Customer Service Advocate II within Warren County OhioMeansJobs*
3. *Accept resignation, due to retirement, of Paul Bernard within Telecommunications*
4. *Approve lateral transfer of Brendan Czinege, James Brewer, and Bo Harner within W/S*

**GENERAL**

5. *Approve Satisfaction of Mortgage for Earlene Lyons on behalf of Grants Administration*
6. *Authorize W/S to participate in the Warren County TID State Route 63 and State Route 741 Improvements Project and provide reimbursement for water/sewer improvements*
7. *Declare various items as surplus and authorize disposal through internet auction*
8. *Acknowledge payment of bills*

**FINANCIAL**

9. *Approve operational transfer from Commissioners' 11011112 into Child Support 2263*
10. *Approve supplemental appropriation into Fiscal Recovery 2211 and operational transfer for Medical Fund 6632*
11. *Approve supplemental appropriation into Local Fiscal Recovery 2211*
12. *Approve appropriation adjustments from Commissioners into Emergency Services 11012850 and Sheriff 11012210 for payouts*
13. *Approve appropriation adjustments within Grants 2265 and Water Revenue 5510*

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

**November 14, 2023**

**FOR CONSIDERATION NOT ON CONSENT AGENDA**

1. Appoint James Ryan as the Deputy Director of the Warren County Department of Job and Family Services, Human Services Division
2. Adopt classification specification for Director of Development and reorganize the Warren County OhioMeansJobs Department, amend the title and job duties of the current Director of Economic Development to Director of Development, and approve a wage increase for Matthew Schnipke
3. Adopt classification specification for Deputy Director of Warren County OhioMeansJobs and appoint Joshua Hisle as the Deputy Director of Warren County OhioMeansJobs

APPOINT JAMES RYAN AS THE DEPUTY DIRECTOR OF THE WARREN COUNTY  
DEPARTMENT OF JOB AND FAMILY SERVICES, HUMAN SERVICES DIVISION

WHEREAS, it is the desire of the Board of County Commissioners to appoint James Ryan as the Deputy Director of the Warren County Department of Job and Family Services, Human Services Division; and

NOW THEREFORE BE IT RESOLVED, to appoint James Ryan, as the Deputy Director within the Warren County Department of Job and Family Services, Human Services Division, unclassified, full-time permanent, exempt status (40 hours per week), Pay Range #B, \$2,788.46 bi-weekly, effective pay period beginning November 18, 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 November 2023.

BOARD OF COUNTY COMMISSIONERS

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Tina Osborne, Clerk

cc: Human Services (file)  
J. Ryan's Personnel file  
OMB – Sue Spencer

ADOPT CLASSIFICATION SPECIFICATION FOR DIRECTOR OF DEVELOPMENT AND REORGANIZE THE WARREN COUNTY OHIOMEANSJOBS DEPARTMENT, AMEND THE TITLE AND JOB DUTIES OF THE CURRENT DIRECTOR OF ECONOMIC DEVELOPMENT TO DIRECTOR OF DEVELOPMENT, AND APPROVE A WAGE INCREASE FOR MATTHEW SCHNIPKE

WHEREAS, due to the recent resignation of the Director of the Warren County OhioMeansJobs Department, it is the desire of the Warren County Board of Commissioners to reorganize said department under the leadership of the Warren County Economic Development Department; and

WHEREAS, as part of said reorganization, the duties and job title of the current Director of Economic Development Department must be amended; and

WHEREAS, the title and job duties of Matthew Schnipke, Director of Economic Development are to be amended to reflect the new title of Director of Development with two divisions reporting to him –Warren County OhioMeansJobs and Economic Development; and

WHEREAS, due to the additional duties Matthew Schnipke is undertaking a wage increase is necessary; and

NOW THEREFORE BE IT RESOLVED, to adopt the classification specification of Director of Development and to amend Matthew Schnipke’s title and duties to Director of Development; as attached hereto and made a part hereof.

BE IT FURTHER RESOLVED, to approve a wage increase for Matthew Schnipke, Director of Development to \$4,021.30, effective with the pay period beginning November 18, 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 November 2023.

BOARD OF COUNTY COMMISSIONERS

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Tina Osborne, Clerk

cc: Economic Development (file)  
OhioMeansJobs (file)  
M. Schnipke’s Personnel file  
OMB – Sue Spencer

ADOPT CLASSIFICATION SPECIFICATION FOR DEPUTY DIRECTOR OF WARREN COUNTY OHIOMEANSJOBS AND APPOINT JOSHUA HISLE AS THE DEPUTY DIRECTOR OF WARREN COUNTY OHIOMEANSJOBS

WHEREAS, it is the desire of the Board of County Commissioners to appoint Joshua Hisle as the Deputy Director of Warren County OhioMeansJobs; and

WHEREAS, it is the desire of the Board of County Commissioners that the direct report for Mr. Hisle will be Matthew Schnipke, Director of Development; and

NOW THEREFORE BE IT RESOLVED, adopt the classification specification for Deputy Director of Warren County OhioMeansJobs and to appoint Joshua Hisle, as the Deputy Director within Warren County OhioMeansJobs, unclassified, full-time permanent, exempt status (40 hours per week), Pay Range #B, \$2,788.46 bi-weekly, effective pay period beginning November 03, 2023; said classification specification attached hereto and made a part hereof.

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 November 2023.

BOARD OF COUNTY COMMISSIONERS

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Tina Osborne, Clerk

cc: OhioMeansJobs (file)  
J. Hisle's Personnel file  
OMB – Sue Spencer

# Resolution

**HONOR JANE CONN  
FOR HER MANY YEARS OF DEDICATED SERVICE  
TO SUPPORTING SAFE FAMILIES AND COMMUNITIES**

*WHEREAS, Jane Conn served as the Executive Director for SAFE on Main and after ten years with the agency is retiring; and*

*WHEREAS, during her time with SAFE on Main, Ms. Conn, secured grants, donations, and investment contributions, increasing the SAFE on Main budget by more than 50% annually; and*

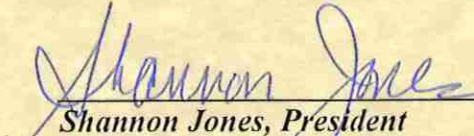
*WHEREAS, under her leadership, she guided the process of a complete shelter renovation and the purchase of a new central office; and*

*WHEREAS, through her work, Ms. Conn remained committed to the safety, healing, and empowerment of survivors of abuse, and supported prevention education in the community; and*

*NOW THEREFORE BE IT RESOLVED, by this Board of County Commissioners, to honor Jane Conn and recognize her upon her retirement for her many years of dedicated service to supporting safe families and communities and extend her our sincere appreciation for her work throughout Warren County.*

*IN WITNESS WHEREOF, we hereunto subscribe our names and caused the seal of Warren County to be affixed at Lebanon this 10<sup>th</sup> day of October, in the year of our Lord, Two Thousand and Twenty-Three*

**BOARD OF COUNTY COMMISSIONERS**

  
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Shannon Jones, President

  
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David G. Young

  
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Tom Grossmann

