



**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**

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

MINUTES: Regular Session – July 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/UC1ELh0jGpXd4VV2DTgsuqPA> or by contacting our office.

The Board met in regular session pursuant to adjournment of the June 27, 2023, meeting.

Shannon Jones – present

Tom Grossmann – present

David G. Young – present

Tina Osborne, Clerk – present

Minutes of the June 27, 2023 meeting were read and approved.

- 23-0859 A resolution was adopted to accept resignation of Michaela Simmons, Water and Sewer Utility Clerk I, within the Warren County Water and Sewer Department, effective July 28, 2023. Vote: Unanimous
- 23-0860 A resolution was adopted to accept resignation of Allyson Willshaw, Administrative Assistant, within Warren County Facilities Management effective June 27, 2023. Vote: Unanimous
- 23-0861 A resolution was adopted to hire Annaliese Poweleit as Protective Services Caseworker I, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 23-0862 A resolution was adopted to hire Michael Morris as Custodial Worker I within the Warren County Department of Facilities Management. Vote: Unanimous
- 23-0863 A resolution was adopted to hire Ray Dratt as Zoning Inspector, within the Building and Zoning Department. Vote: Unanimous

- 23-0864 A resolution was adopted to approve promotion of Alan Higgins from Building and Electrical Inspector III to Residential Building Official and Compensate for commercial certification within the Building and Zoning Department.
Vote: Unanimous
- 23-0865 A resolution was adopted to promote Brittany Smith to the position of Protective Services Supervisor, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 23-0866 A resolution was adopted to designate Family and Medical Leave of Absence to Virginia Books, within the Warren County Emergency Services Department.
Vote: Unanimous
- 23-0867 A resolution was adopted to designate Family and Medical Leave of Absence to Joy Harrison, within the Warren County Facilities Management Department.
Vote: Unanimous
- 23-0868 A resolution was adopted to designate Family and Medical Leave of Absence to Ken Malicote, within the Warren County Water and Sewer Department.
Vote: Unanimous
- 23-0869 A resolution was adopted to approve reclassification of Wayne Click from the position of HVAC Tech I to the position of HVAC Tech II within the Facilities Management Department. Vote: Unanimous
- 23-0870 A resolution was adopted to approve reclassification of William David from the position of HVAC Tech I to the position of HVAC Tech II within Facilities Management Department. Vote: Unanimous
- 23-0871 A resolution was adopted to approve lateral transfer of Laura Russell form the position of Protective Services Caseworker I to Assessment Investigative Caseworker I, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 23-0872 A resolution was adopted to approve end of 365- day probationary period and approve a pay increase for Alyssa Hardin within the Warren County Emergency Services Department. Vote: Unanimous
- 23-0873 A resolution was adopted to approve end of 365- day probationary period and approve a pay increase for Sara Swierk within the Warren County Emergency Services Department. Vote: Unanimous
- 23-0874 A resolution was adopted to amend Resolution #23-0739, adopted June 13, 2023, to reflect the correct resignation date of Stephanie Austin within the Building and Zoning Department. Vote: Unanimous
- 23-0875 A resolution was adopted to recommend members to the Local Emergency Planning Committee. Vote: Unanimous

- 23-0876 A resolution was adopted to approve appointment to the Mental Health Recovery Board serving Warren and Clinton Counties. Vote: Unanimous
- 23-0877 A resolution was adopted to enter into contract with Ford Development Corporation for the Warren County Airport- South Taxiway and Apron Reconstruction and Runway and Taxiway pavement Marking Project. Vote: Unanimous
- 23-0878 A resolution was adopted to advertise for Request for Qualifications for Design-Build Services for the New Warren County Court Project. Vote: Unanimous
- 23-0879 A resolution was adopted to authorize the Director of Facilities Management to initiate contract negotiations with Champlin Architecture for criteria architect services relative to the Warren County Criminal Suppression Headquarters Project. Vote: Unanimous
- 23-0880 A resolution was adopted to authorize Request for Proposals for FY21 Village of Morrow Train Depot Renovations CDBG Project. Vote: Unanimous
- 23-0881 A resolution was adopted to advertise for bids for the FY23 Union Township, Warren County – Highland Park Repaving Phase 2 CDBG Project. Vote: Unanimous
- 23-0882 A resolution was adopted to advertise for the FY23 City of Franklin – Mackinaw Paving CDBG Project. Vote: Unanimous
- 23-0883 A resolution was adopted to advertise for bids for the As Needed Sanitary Point Liner Repairs Project Re-Bid. Vote: Unanimous
- 23-0884 A resolution was adopted to advertise for bids for the Waynesville Sewer Collection Systems Improvements Phase 3 Project. Vote: Unanimous
- 23-0885 A resolution was adopted to enter into contract with SmithCorp Inc. for the Moreland Acres Water Main Replacement Project. Vote: Unanimous
- 23-0886 A resolution was adopted to issue Request for Qualifications for the procurement of professional engineering services related to the design of improvements to the Dale Acres Wastewater Treatment Plant located in the Dale Acres Sewer Improvement Area. Vote: Unanimous
- 23-0887 A resolution was adopted to appoint committee to review engineering qualifications for the procurement of professional engineering services related to the design of improvements to the Dale Acres Wastewater Treatment Plant. Vote: Unanimous
- 23-0888 A resolution was adopted to approve County Motor Vehicle Tax (CVT- 384) for the Village of Harveysburg in the amount of \$20,848.16. Vote: Unanimous

- 23-0889 A resolution was adopted to approve emergency replacement of the sweep antenna system to Lytle Tower Site from Mobilcomm caused by storm or wind damage. Vote: Unanimous
- 23-0890 A resolution was adopted to approve addenda to agreement with Choices, Inc. relative to home placement and related services on behalf of Warren County Children Services. Vote: Unanimous
- 23-0891 A resolution was adopted to approve addenda to agreement with Legacy Residential Homes, Inc. relative to home placement and related services on behalf of Warren County Children Services. Vote: Unanimous
- 23-0892 A resolution was adopted to approve agreement and addendum with Legacy Residential Homes, Inc. relative to home placement and related services on behalf of Warren County Children Services. Vote: Unanimous
- 23-0893 A resolution was adopted to approve and enter into a Memorandum of understanding between the Department of Warren County Children Services and Kinnect for the purpose of the Ohio Kinship and Adoption Navigator Program. Vote: Unanimous
- 23-0894 A resolution was adopted to approve and enter into a Memorandum of Understanding between the Department of Warren County Children Services and Warren County Court Appointed Special Advocates (CASA). Vote: Unanimous
- 23-0895 A resolution was adopted to enter into exclusive temporary easements with Donna D. Fries for the Roachester-Cozaddale Bridge #52-4.02 Rehabilitation Project. Vote: Unanimous
- 23-0896 A resolution was adopted to enter into an engineering services contract with Fishbeck, Inc. on behalf of the Warren County Engineer's Office. Vote: Unanimous
- 23-0897 A resolution was adopted to enter into an agreement with Erbeck Development Company, LTD. for fee in lieu of constructing a left turn lane and other improvements as required on Fields Ertel Road at the entrance to Kensington Subdivision. Vote: Unanimous
- 23-0898 A resolution was adopted to enter into an Ohio Public Works Commission Cooperation Agreement with Deerfield Township and Deerfield Regional Stormwater District. Vote: Unanimous
- 23-0899 A resolution was adopted to approve and enter into a contract with Warren County Transit on behalf of the Warren County Transit on behalf of the Warren County Department of Human Services. Vote: Unanimous

- 23-0900 A resolution was adopted to approve and enter into a subgrant agreement between the Ohio Department of Job and Family Services (ODJFS) , the Ohio Department of Medicaid (ODM), the Warren County Board of County Commissioners, and Warren County Human Services. Vote: Unanimous
- 23-0901 A resolution was adopted to approve the contract with Clermont County Commissioners on behalf of Clermont County Juvenile Court Division on behalf of the Warren County Juvenile Court Mary Haven Youth Center Division. Vote: Unanimous
- 23-0902 A resolution was adopted to authorize the President of the Board to execute a contract with Choices, Inc. for family conflict resolution services on behalf of the Warren County Juvenile Court. Vote: Unanimous
- 23-0903 A resolution was adopted to enter a youth worksite agreement with Sophia Learning Center on behalf of OhioMeansJobs Warren County. Vote: Unanimous
- 23-0904 A resolution was adopted to authorize the President of the Board to enter into an agreement with Mental Health Recovery Board serving Warren and Clinton Counties for disbursement of grant funds, on behalf of the Warren County Sheriff. Vote: Unanimous
- 23-0905 A resolution was adopted to enter into an agreement with Axon Enterprise, Inc. to provide in-car camera system and storage on behalf of the Warren County Sheriff's Office. Vote: Unanimous
- 23-0906 A resolution was adopted to authorize acceptance of quote from Business Communication Specialists on behalf of Warren County Telecommunications. Vote: Unanimous
- 23-0907 A resolution was adopted to authorize acceptance of quote from Central Square on behalf of Warren County Telecommunications for CAD to ESO Interface. Vote: Unanimous
- 23-0908 A resolution was adopted to authorize acceptance of quote from Secure Cyber Defense, LLC on behalf of Warren County Telecommunications for renewal of Endpoint Detection and Response RFP Year 3. Vote: Unanimous
- 23-0909 A resolution was adopted to authorize acceptance of quote from Secure Cyber Defense, LLC on behalf of Warren County Telecommunications for renewal of FortiEDR and SCD Soar Agent Targeted Intelligence. Vote: Unanimous
- 23-0910 A resolution was adopted to authorize President of the Board to sign the Mobile Data Office Remodel Proposal for RJE Business Interiors on behalf of Warren County Telecommunications. Vote: Unanimous

- 23-0911 A resolution was adopted to approve extension to contract for professional services agreement with Dimalanta Design Group and the Workforce Development Board of Ohio's 12th Local Workforce Development Area. Vote: Unanimous
- 23-0912 A resolution was adopted to approve the extension to the professional service agreement with Jobworks, Inc. dba Jobworks Education and Training Systems, and the Area 12 Workforce Development Board. Vote: Unanimous
- 23-0913 A resolution was adopted to approve agreement between Easter Seals Tristate, LLC and the Workforce Development Board of Ohio's 12th Local Workforce Development Area. Vote: Unanimous
- 23-0914 A resolution was adopted to declare various items within Facilities Management as surplus and authorize disposal of said items through internet auction. Vote: Unanimous
- 23-0915 A resolution was adopted to acknowledge receipt of financial statement. Vote: Unanimous
- 23-0916 A resolution was adopted to acknowledge approval of financial transactions. Vote: Unanimous
- 23-0917 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous
- 23-0918 A resolution was adopted to enter into street and appurtenances (including sidewalks) security agreement with Grand Communities, LLC for installation of certain improvements in Shaker Run, Section Twelve, Phase A situated in Turtlecreek Township. Vote: Unanimous
- 23-0919 A resolution was adopted to enter into a subdivision public improvement performance and maintenance security agreement with Grand Communities, LLC for installation of certain improvements in Shaker Run Subdivision, Section 12, Phase A, situated in Turtlecreek Township. Vote: Unanimous
- 23-0920 A resolution was adopted to approve bond release for HT Crossing LLC for completion of improvements in Hunters Crossing, Section 1 situated in Clearcreek Township. Vote: Unanimous
- 23-0921 A resolution was adopted to approve a street and appurtenances bond release for Salt Run Land Development, Inc. for completion of improvements in Crane Meadow, Phase One situated in Hamilton Township. Vote: Unanimous
- 23-0922 A resolution was adopted to approve Sandhill Drive in Crane Meadow, Phase One for public maintenance in Hamilton Township. Vote: Unanimous
- 23-0923 A resolution was adopted to approve various record plats. Vote: Unanimous

- 23-0924 A resolution was adopted to accept an amended certificate and approve a supplemental appropriation and appropriation adjustments for the County Wide Financial Software Fund #4401. Vote: Unanimous
- 23-0925 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
- 23-0926 A resolution was adopted to approve supplemental appropriation into Airport Fund #4479. Vote: Unanimous
- 23-0927 A resolution was adopted to approve appropriation adjustment from Commissioners' General Fund #11011110 into Sheriff's Office- Corrections Fund #11012210. Vote: Unanimous
- 23-0928 A resolution was adopted to approve requisitions and authorize Deputy County Administrator to sign documents relative thereto. Vote: Unanimous
- 23-0929 A resolution was adopted to amend Resolution #23-0858 to further authorize the County Administrator to execute a joint application with the County Prosecutor to apply for an order from the Court of Common Pleas authorizing the Board of County Commissioners to employ legal counsel on a contingent fee basis for PFAS litigation. Vote: Unanimous
- 23-0930 A resolution was adopted to amend Warren County Assigned Counsel Fee Schedule to establish capital case rate of \$140 per hour pursuant to Ohio Revised Code Section 120.33(D). Vote: Unanimous
- 23-0931 A resolution was adopted to hire Jenna Bour as Water and Sewer Utility Clerk I, within the Warren County Water and Sewer Department. Vote: Unanimous
- 23-0932 A resolution was adopted to set public hearing relative to the adoption of text amendments to the requirements and standards for the design and construction of streets and roadway facilities in Warren County. Vote: Unanimous

DISCUSSIONS

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

Megan Manuel, Board of Developmental Disabilities (BDD) Superintendent, was present along with Michelle Swearingen, Business Manager, for a work session to discuss the need for collection of the full voted millage for tax year 2024.

Mrs. Manuel provided background information on the approved levy for the BDD and stated that for the last six years they have been rolling back 1.5 mills of the collection. She explained that due to the increase in costs as well as the drastic increase in the number of clients served, as well as changes being made at the state level, they are now in a financial situation where they need to begin collecting the full millage.

Commissioner Young stated that he has heard that Warren County BDD is better than most surrounding counties and questioned how we are better.

Mrs. Manuel stated that there are not enough contract providers for services so Warren County employs staff to cover the needs and our employees are good at what they do.

There was discussion relative to the spending today vs. the projected spending for 2024 as well as how much funding for the agency comes from local dollars vs. State/Federal dollars.

There was discussion relating to the levy collection process as well as the unknown costs for next year associated with policy changes made on the State level.

Upon further discussion, the Board stated the agreement to the need for the collection of the full millage for 2024 but stated their desire to revisit the need in the future.

Neil Tunison, County Engineer, was present for a work session to discuss the need to update the requirements and standards for the design and construction of streets and roadway facilities in Warren County.

Mr. Tunison stated that the standards have not been amended since 1995 and he would like the Board to consider making the requested changes. He then reviewed the proposed major changes within the regulations.

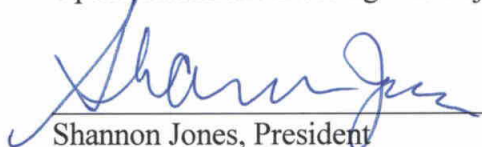
Upon discussion, the Board resolved (Resolution #23-0932) to set the public hearing relative to the adoption of text amendments to the Requirements and Standards for the Design and Construction of Streets and Roadway Facilities in Warren County.

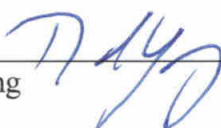
There was discussion relative to the Western & Southern Tennis Tournament and the desire to designate a specific commissioner as the lead on the project relative to discussions with the owner of the tennis sanction relative to remaining in Warren County.

Upon discussion, the Board stated their agreement to authorize Commission Young to continue negotiating with the developer.

On motion, upon unanimous call of the roll, the Board entered into executive session at 9:53 a.m. to discuss acquisition of property pursuant to Ohio Revised Code Section 121.22 (G)(1) and exited at 10:32 a.m.


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 July 18, 2023, in compliance with Section 121.22 O.R.C.


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