



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

*406 Justice Drive, Lebanon, Ohio 45036*

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*Telephone (513) 695-1250*

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**TOM GROSSMANN**

**SHANNON JONES**

**DAVID G. YOUNG**

**GENERAL SESSION AGENDA**

*September 26, 2023*

- #1**                      *Clerk — General*
- #2**      **9:00**              *Susanne Mason, Program Manager--Market Development Grant  
Request Presentation for Eco Development LLC in Mason*
- #3**      **9:15**              *Work Session—Chris Brausch, Sanitary Engineer to Discuss Capital  
Improvement Projects*
- #4**      **10:00**              *ADMINISTRATIVE HEARING—Continuation to Consider the Site  
Plan Review Application of Shaker Woods in Turtlecreek Township*
- #5**      **10:30**              *Executive Session – Pursuant to ORC 121.22(G)(8) to Discuss the  
Possible Investment or Expenditure of Public Funds to be Made in  
Connection with a Request for Assistance in an Economic Development  
Project*

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

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    day of    2023.

BOARD OF COUNTY COMMISSIONERS

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Tina Osborne, Clerk

/tao

cc: Commissioners' file



**REQUISITIONS**

<b>Department</b>	<b>Vendor Name</b>	<b>Description</b>	<b>Amount</b>
WAT	INSITUFORM TECHNOLOGIES LLC	SEW WAYNESVILLE COLLECTION SYS	\$ 424,820.00 Bid Project
TEL	MOBILCOMM INC	TEL MOBILCOMM NEW BATTERIES AN	\$ 11,010.60
TEL	MOBILCOMM INC	TEL MOBILCOMM REPLACE RECTIFIE	\$ 28,662.56
TEL	MOBILCOMM INC	TEL MOBILCOMM REPLACE RECTIFIE	\$ 28,662.56
TEL	MISSION CRITICAL PARTNERS LLC	TEL - CONFIGURE PUBLIC SAFETY	\$ 94,312.00 Sole Source
GRA	JK MEURER CORP	GRA - FY23 UNION TWP-HIGHLAND	\$ 57,024.00 Bid Project
GRA	BILL STRANGE & SONS	FY21 MORROW TRAIN DEPOT ROOF & WINDOWS	\$ 49,750.00 Bid Project
GRA	BILL STRANGE & SONS	FY21 MORROW TRAIN DEPOT PLUMBING	\$ 29,349.00 Bid Project
GRA	BILL STRANGE & SONS	FY21 MORROW TRAIN DEPOT GENERAL CONTRACTOR	\$ 49,995.00 Bid Project
GRA	ARROWHEAD HEATING & COOLING	FY 21 MORROW TRAIN DEPOT HVAC	\$ 26,000.00 Bid Project
GRA	KRAUSE ELECTRIC	FY 21 MORROW TRAIN DEPOT ELECTRIC	\$ 42,471.00 Bid Project

**PO CHANGE ORDERS**

<b>Department</b>	<b>Vendor Name</b>	<b>Description</b>	<b>Amount</b>
TEL	LOCUTION SYSTEMS INC	RFP LOCUTION AUTOMATED VOICE DISPATCH	\$ 795.00 INCREASE

9/26/2023 APPROVED:

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Tiffany Zindel, County Administrator

**CONSENT AGENDA\***  
**September 14, 2023**

*Approve minutes of the September 12, 2023, and September 14, 2023, Commissioners' Meeting.*

**PERSONNEL**

- 1. Approve promotion of Scott Dunning from Deputy Dog Warden II to Deputy Dog Warden III*
- 2. Approve promotion of Camille Hughes to Water Distribution Worker III within W/S Department*
- 3. Approve promotion of Noah Faulkner to Sewer Collection Worker II within W/S Department*
- 4. Approve reclassification of Emily Gibson to Protective Services Caseworker II within Children Services*
- 5. Accept resignation of Christina Banks, Assessment Investigative Caseworker II within Children Services*
- 6. Hire Ashley Watts as Administrative Support within Commissioners' Office*
- 7. Approve end of 365-day probationary period and pay increase for Emilia Donald and Natia Hill within Children Services and Nathan Shutts within W/S Department*
- 8. Authorize posting of Sewer Collection Worker I or II within W/S Department*

**GENERAL**

- 9. Appoint Amy Fornshell to the Criminal Justice Board of Warren County to replace retiring Colleen Chamberlain*
- 10. Authorize amendment to prescription drug benefit agreement within Optum RX*
- 11. Advertise for bids for the Lower Springboro Road Drilled Pier Wall Project*
- 12. Enter into contract with JK Meurer Corp for the FY 23 Union Township CDBG Project*
- 13. Enter into contract with Insituform Technologies, LLC for Waynesville Sewer Collection System Improvements Phase 3 Project*
- 14. Enter into various contracts relative to the FY21 Village of Morrow CDBG Train Depot Renovations Project*
- 15. Enter into lease agreement with Warren County Combined Health District*
- 16. Approve Change Order #2 from Locution Systems Inc. on behalf of Telecommunications*
- 17. Accept various quotes from Mobilecomm on behalf of Telecommunications*
- 18. Acknowledge approval of financial transactions*
- 19. Acknowledge payment of bills*
- 20. Enter into various performance bond agreements*
- 21. Approve final plats*

**FINANCIAL**

- 1. Approve supplemental appropriations into Facilities 11011600 and Board of Elections 11011300*
- 2. Approve appropriation adjustments from Commissioners 11011110 into Facilities 11011600 for payout*
- 3. Approve appropriation adjustment within Common Pleas Court, Domestic Relations Court, Facilities Management, Building Inspection, County Engineer, Emergency Services and Telecommunications*

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

**September 26, 2023**

**FOR CONSIDERATION NOT ON CONSENT AGENDA**

1. Increase Recorder Technology Fund fee from \$3.25 to \$5.00 upon recommendation of the Warren County Recorder

## INCREASE RECORDER TECHNOLOGY FUND FEES

WHEREAS, in 2014 the Warren County Recorder requested, and the Board of Commissioners approved, the creation of a Technology Fund as allowed under ORC 317.321 to divert computer/software expenses required by the Recorder away from the County's general fund; and

WHEREAS, the fee per document was established in 2014 at \$3.25; and

WHEREAS, a written request was presented to the Office of Management and Budget by the Warren County Recorder to raise the fee due to reduced Technology Fund balances because of a reduction in recordings and continued technology needs; and

NOW THEREFORE BE IT RESOLVED, to raise the Technology Fund fee per document to \$5.00 effective October 1, 2023.

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

Mr. Young –  
Mr. Grossmann –  
Mrs. South –

Resolution adopted this 26<sup>th</sup> day of September 2023.

BOARD OF COUNTY COMMISSIONERS

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Tina Osborne, Clerk

/to

cc: Recorder (file)  
OMB



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***TOM GROSSMANN  
SHANNON JONES  
DAVID G. YOUNG***

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

**MINUTES: Regular Session – September 12, 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 September 5, 2023, meeting.

Shannon Jones – present

Tom Grossmann – present

David G. Young – present

Tina Osborne, Clerk – present

Minutes of the September 5, 2023, meeting were read and approved.

- 23-1156      A resolution was adopted to hire Victoria Caldwell , as Administrative Support, within the Warren County Office of Management and Budget. Vote: Unanimous
- 23-1157      A resolution was adopted to authorize the posting for Administrative Support position, within the Warren County Commissioners' Office, in accordance with Warren County Personnel Policy Manual, Section 2.02 (A). Vote: Unanimous
- 23-1158      A resolution was adopted to authorize the posting of the "Deputy Director" position, within the Warren County Department of Job and Family Services Division, in accordance with Warren County Personnel Policy Manual, Section 2.02 (A). Vote: Unanimous
- 23-1159      A resolution was adopted to approve end of 365- day probationary period and approve a pay increase for Curtis Holman within the Warren County Emergency Services Department. Vote: Unanimous
- 23-1160      A resolution was adopted to approve end of 365- day probationary period and approve a pay increase for Ashleigh Riffle within the Warren County Emergency Services Department. Vote: Unanimous

- 23-1161 A resolution was adopted to declare an emergency and waive competitive bidding for the immediate removal of multiple trees at the Zoar Tower Site.  
Vote: Unanimous
- 23-1162 A resolution was adopted to approve and enter into an agreement with Montgomery County relative to Justice Web, Montgomery County's Criminal Justice Information System. Vote: Unanimous
- 23-1163 A resolution was adopted to enter into a professional services contract with Woolpert, Inc. and Pictometry International Corp. DBA EagleView for the Ohio State Imagery Program on behalf of the Warren County Auditor's Office.  
Vote: Unanimous
- 23-1164 A resolution was adopted to amend the contract between the Warren County Commissioners and Affordable Language Services on behalf of the Warren County Department of Human Services. Vote: Unanimous
- 23-1165 A resolution was adopted to authorize acceptance of renewal quote with OARnet on behalf of Warren County Telecommunications. Vote: Unanimous
- 23-1166 A resolution was adopted to enter into for electronic pollbook funding with the Ohio Secretary of State's Office on behalf of Warren County Board of Elections.  
Vote: Unanimous
- 23-1167 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous
- 23-1168 A resolution was adopted to acknowledge receipt of August 2023 Financial Statement. Vote: Unanimous
- 23-1169 A resolution was adopted to approve various record plats. Vote: Unanimous
- 23-1170 A resolution was adopted to approve appropriation adjustment from Commissioners' General Fund #11011110 into Records Center Fund #11011500.  
Vote: Unanimous
- 23-1171 A resolution was adopted to approve appropriation adjustment from Commissioners' General Fund #11011110 into Common Please Court Fund #1101223. Vote: Unanimous
- 23-1172 A resolution was adopted to approve appropriation adjustment from Commissioners' General Fund #11011110 into County Court Fund #11011283.  
Vote: Unanimous
- 23-1173 A resolution was adopted to approve appropriation adjustment within County Court Fund #11011280. Vote: Unanimous

- 23-1174 A resolution was adopted to approve appropriation adjustment within Sheriff's Office Fund #11012200. Vote: Unanimous
- 23-1175 A resolution was adopted to approve appropriation adjustments within Telecommunications Department Fund #4492. Vote: Unanimous
- 23-1176 A resolution was adopted to approve requisitions and authorize County Administrator to sign documents relative thereto. Vote: Unanimous
- 23-1177 A resolution was adopted to accept tentative agreement regarding the negotiations between the Warren County Engineer and the Warren County Highway Employee Association/ AFSCME. Vote: Unanimous
- 23-1178 A resolution was adopted to continue administrative hearing to consider site plan review application of N & G Takhar Oil LLC in Turtlecreek Township. Vote: Unanimous
- 23-1179 A resolution was adopted to authorize the issuance and sale of not to exceed \$25,000,000 County of Warren, Ohio Hospital Facilities Improvement Revenue Bonds, Series 2023A (Community First Solutions Obligated Group 2023A Project); authorizing the execution and delivery of an agreement of lease, a sublease, a bond purchase agreement, and a tax exemption agreement in connection with the issuance of such Series 2023A bonds; and authorize other documents and actions in connection with the issuance of such Series 2023A bonds. Vote: Unanimous
- 23-1180 A resolution was adopted to begin Thursday, September 14, 2023, Commissioners' Meeting at 4:00 p.m. Vote: Unanimous

#### DISCUSSIONS

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

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Susanne Mason, Warren County Grants Administration Program Manager, was present for a work session along with representatives from the Warren County Regional Planning Commission to present the Warren County Assessment of Fair Housing as required to receive Community Development Block Grant funding from the Department of Housing and Urban Development (HUD).

Cameron Goschinski, Regional Planning Commission, reviewed the attached PowerPoint presentation reviewing the requirements to be included in the plan.

The Board discussed the proposed goals, questioning what is required for the plan versus what is included.

Stan Williams, Regional Planning Commission Executive Director, explained the new process required by HUD which includes specific guidelines and focuses on implementation of goals.

Commissioner Young stated his desire for additional time to review the plan prior to approval.

Commissioner Jones explained the process and stated that this plan is not an endorsement of goals but rather a reflection on community goals that were determined based upon outreach with stakeholders.

Upon further discussion, the Board continued this discussion to a later date.

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#### ADMINISTRATIVE HEARING

#### SITE PLAN REVIEW APPLICATION OF N & G TAKHAR OIL LLC IN TURTLECREEK TOWNSHIP

The Board met this 12<sup>th</sup> day of September 2023, in the Commissioners' Meeting Room, for the administrative hearing to consider the site plan review application of N & G Takhar, Oil LLC in Turtlecreek Township.

Commissioner Jones informed those in attendance that today's hearing will be continued due to the inability for legal counsel to be present. She stated that those in attendance today that desire to give testimony will be given an opportunity to be heard in the event they cannot attend the future hearing.

Commissioner Jones requested the Clerk to state when the site plan was posted with signage, how and when written notices were sent to the applicant and all owners of property within 500 feet from the parcel lines, and details on when the Clerk advertised the public notice in the newspaper of general circulation.

Tina Osborne, Clerk of Commissioners, stated that the sign was erected on the property on August 28, 2023. She stated that the notices were sent via regular us mail on August 14, 2023, and the legal notice was advertised in Journal News of Lebanon and Mason on August 20, 2023.



Commissioner Jones then requested anyone in attendance that desires to give testimony today to come forward and swore those desiring to speak prior speaking.

Doug Gescuk, 5789 Greentree Road, stated he is upset relative to notices being sent only thirty days prior to the hearing, the hearing being set on a Tuesday morning when area residents are working, the notice not being sent to all residents in the area, not just those within 500 feet. He then stated his concern with the increase in traffic from this development.

Donald Adams, 5861 Greentree Road, stated his concern relative to notifications being sent in a timely manner.

Jeff Wieland, 1242 N. Union Road, stated his questions for the developer. The Board suggested he reach out to the developer after the hearing.

Nancy Sams, lives on corner of Greentree and Summit, stated her understanding that this property will be developed as commercial. She then stated her request that the residents be considered when discussing lighting (make sure they are down lights) and limiting hours of operation to ensure they aren't disturbed during sleeping hours.

Christine Putvan, 1250 Ironwood Drive, questioned where the legal notice was advertised and how to obtain a subscription.

Upon further discussion, the Board resolved (Resolution #23-1178) to continue the administrative hearing to October 12, 2023, at 5:00 p.m.

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## PUBLIC HEARING

### TEFRA HEARING TO CONSIDER HOSPITAL FACILITY IMPROVEMENT REVENUE BONDS FOR COLONIAL SENIOR SERVICES FOR A SENIOR LIVING FACILITY IN THE CITY OF MASON, WARREN COUNTY, OHIO

The Board met this 12<sup>th</sup> day of September 2023, for the TEFRA hearing to consider the issuance of hospital facility improvement revenue bonds for Colonial Senior Services for the purchase of a senior living facility in the City of Mason.

Michael Dean, Dinsmore & Shohl, stated that the issuance is for a not to exceed amount of \$25 million for the purchase of an existing facility in the City of Mason.

Commissioner Young confirmed that the issuance of these bonds by Warren County does not legally or financially obligate Warren County.

Upon further discussion, the Board resolved (Resolution #23-1179) to authorize the issuance and sale of not to exceed \$25,000,000 County of Warren, Ohio Hospital Facilities Improvement Revenue Bonds, Series 2023A (Community First Solutions Obligated Group 2023A Project); authorizing the execution and delivery of an agreement of lease, a sublease, a bond purchase agreement, and a tax exemption agreement in connection with the issuance of such Series 2023A bonds; and authorize other documents and actions in connection with the issuance of such Series 2023A bonds.

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Larry Sims, Warren County Sheriff, was present for a work session along with Chief Deputy Barry Riley and Jail Administrator Major Brett Richardson, to discuss the current food service agreement with Aramark.

Sheriff Sims stated that Aramark has been a good partner but has come to the County with the request to increase the cost per meal to an amount higher than the contract stipulates (25%) based upon current market conditions. He stated that he has reviewed the cost per meal that Warren County pays versus the increases that surrounding counties are seeing (45% increases).

There was discussion relative to year three of the agreement beginning October 2023, with the increase in the agreement being the consumer price index (currently 7.1%) and if not agreeable, either party has the option to re-bid the contract.

Sheriff Sims informed the Board that Butler County opted to rebid, and the contract went up 45%. He then stated his recommendation to approve the 25% increase from 2022.

There was discussion relative to the cost associated with a 25% increase.

Sheriff Sims stated it will be an estimated \$100,000 increase in the jail budget.

Upon discussion, the Board agreed to the 25% increase with the stipulation that the remainder of the agreement remove the ability to rebid the agreement based upon not agreeing to the CPI increase.

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On motion, upon unanimous call of the roll, the Board entered executive session at 10:28 a.m. to discuss the acquisition of real estate pursuant to Ohio Revised Code Section 121.22 (G)(2), and Pursuant to 121.22 (G)(8) to discuss the possible investment or expenditure of public funds to be made in connection with a request for assistance in an economic development project and exited at 11:22 a.m.

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Upon motion the meeting was adjourned.

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Shannon Jones, President

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David G. Young



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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 September 12, 2023, in compliance with Section 121.22 O.R.C.

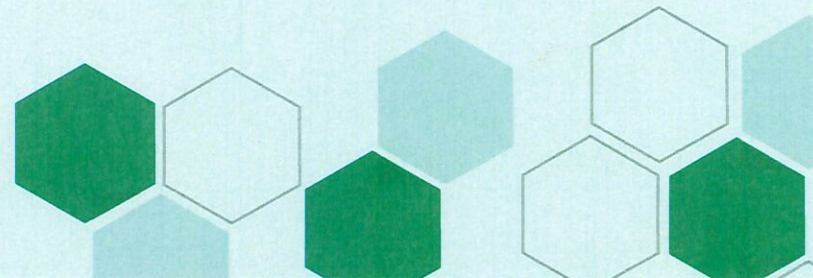
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Tina Osborne, Clerk  
Board of County Commissioners  
Warren County, Ohio



# Warren County

Assessment of Fair Housing





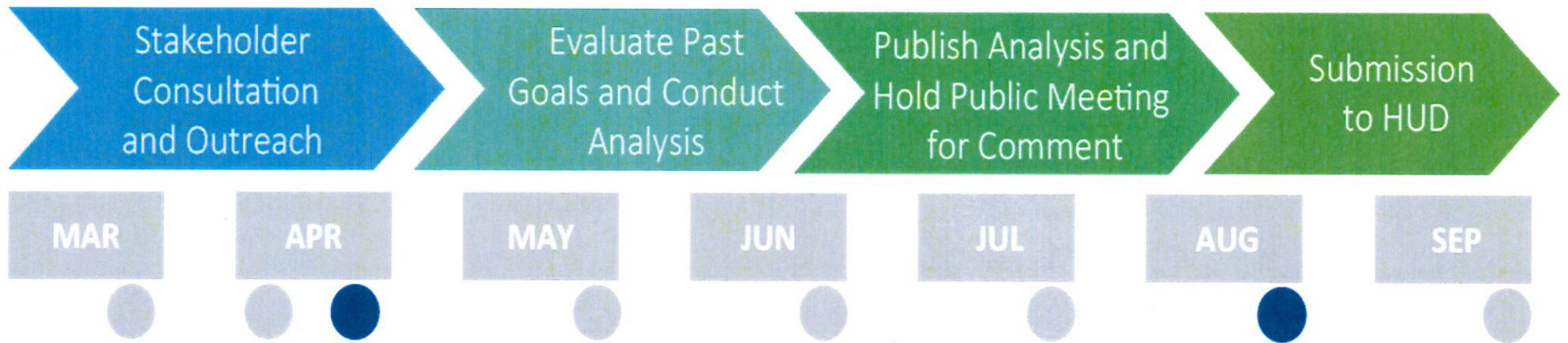


Step 1 | BOCC Resolution

Step 2 | Include in Consolidated Plan



# Process Timeline



- ✓ 9 Focus Groups
- ✓ 2 Public Meetings

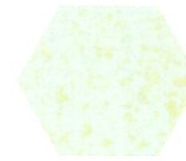
● Community Meetings      ● Organization & Stakeholder Meetings

- Public Process Outlined in HUD Manual



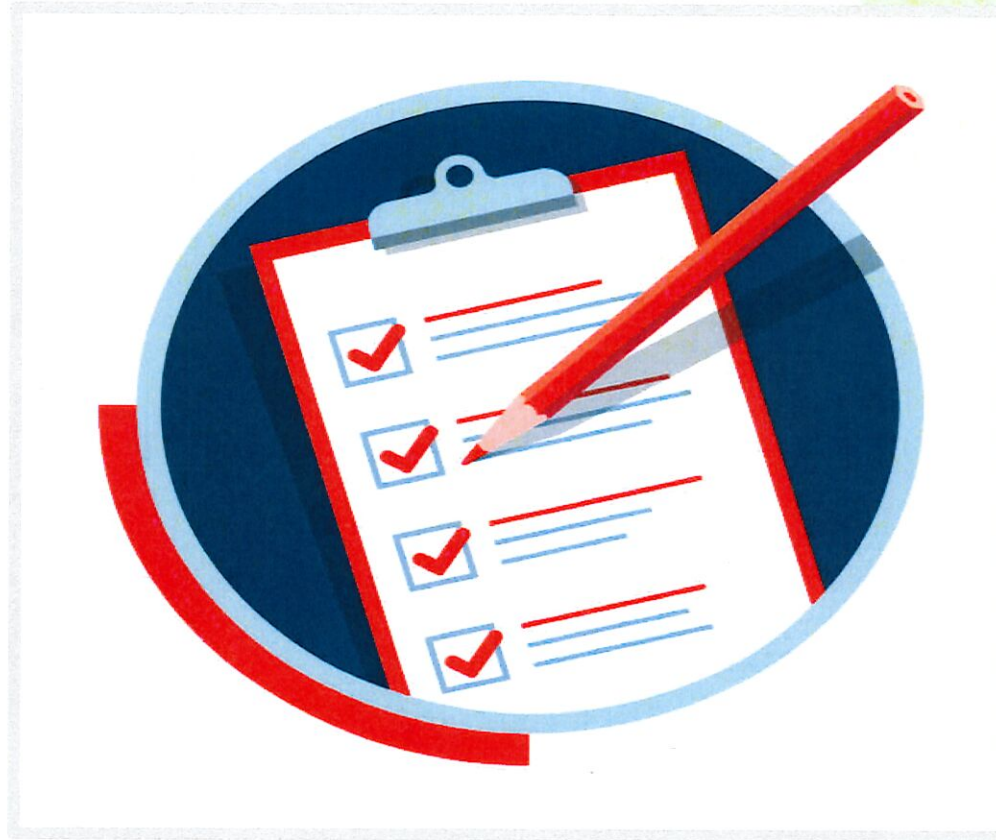
# AFH REQUIREMENTS

- Determine who lacks access to opportunity and address any inequity among protected class groups.
- Promote integration and reduce segregation.
- Transform racially or ethnically concentrated areas of poverty into areas of opportunity.

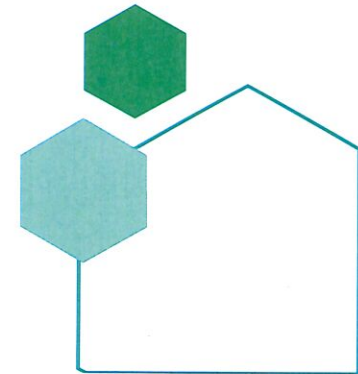




# Recommendations



Potential Next Steps



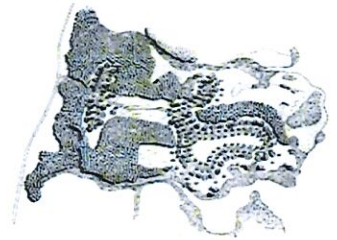
# Recommendations

## 1. Update Zoning Codes that have a Disparate Impact on Fair Housing

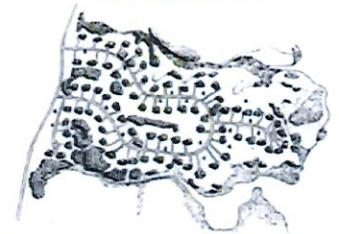
- ✓ Mixed-Use/Cluster Developments
- ✓ Range of Housing Types
- ✓ Group and Recovery Homes
- ✓ Reasonable Accommodations
- ✓ Accessory Dwelling Units and Intergenerational Housing



Cluster Subdivision



Traditional Subdivision



## 2. Expand Fair Housing Training

- ✓ Partner with Housing Opportunities Made Equal (HOME) to provide fair housing training to residents, tenants, landlords, realtors and governmental officials



# Recommendations

## 3. Analyze Transit and Transportation Options

- ✓ Re-establish a Transportation Advisory Committee
- ✓ Establish a pilot program that improves transportation efficiency within a selected community
- ✓ Contact state legislators to discuss the impact of size requirement for vehicles transporting students



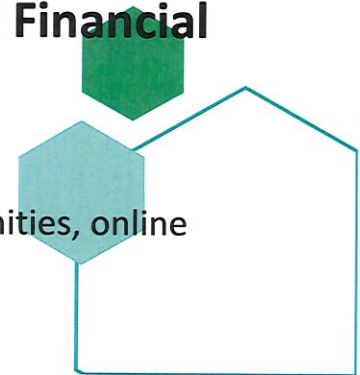
## 4. Neighborhood Improvement

- ✓ Develop comprehensive or area plans for areas of low opportunity



## 5. Greater Participation in Advanced Education, Vocational Schools, and Financial Literacy Programs

- ✓ Provide resources and brochures for students and parents on advanced educational opportunities, online education, and financial training





# Recommendations

## 6. Address Mental Health Disparities

- ✓ Partner with Mental Health Recovery Board of Warren and Clinton County
- ✓ Establish a mental health advisory task force
- ✓ Strengthen and continue the Sobriety, Treatment and Reducing Trauma (START) program



## 7. Encourage School Based Health Centers

- ✓ Establish a new school-based health center or cognitive behavioral therapy program
- ✓ Utilize Franklin City Schools and Little Miami School District as models



## 8. Evaluate Scattered Site Public Housing Versus Concentrated Public Housing Options

- ✓ Communicate a preference to housing service providers



# Recommendations

## 9. Promote Affordable, Quality Childcare Access

- ✓ Contract with a childcare service provider to promote affordable and quality childcare access
- ✓ Work to encourage a major on-site employer-sponsored childcare facility



## 10. Provide Accessible Housing for the Aging and People with Disabilities

- ✓ Promote visitability and universal design in zoning codes and comprehensive plans



# Implementation

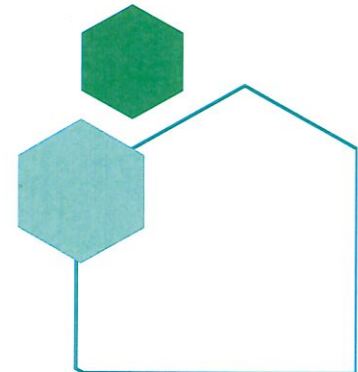
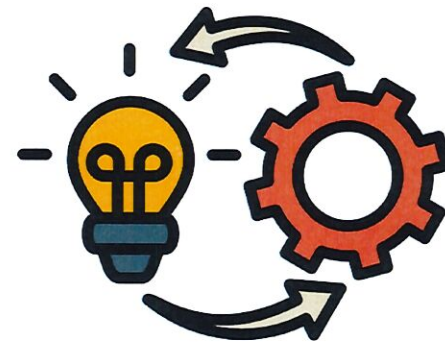
Goals	Contributing Factors	Fair Housing Issues	Metrics, Milestones, and Timeframe Achievement	Responsible Program Participants
<p><b>Provide Accessible Housing for Aging Residents and People with Disabilities</b></p>	<p>1. Limited housing availability for aging residents and people with disabilities</p>	<p>Restrictive housing availability and opportunity among protected classes.</p>	<p>Within four years, update two local zoning codes or comprehensive plans to address either of the following:</p> <ol style="list-style-type: none"> <li>1. Universal Design.</li> <li>2. Visitability.</li> </ol>	<p>Warren County Regional Planning Commission, Warren County Jurisdictions, Council on Aging of Southwest Ohio, Warren County Board of Developmental Disabilities</p>

- **Formatting Outlined in HUD Manual**



# Implementation

- Goals outlined in Assessment of Fair Housing (AFH) are included in Annual Action Plan and Consolidated Plan.
- Warren County Regional Planning Commission (RPC) and Grants Administration will monitor goals and develop two-year work programs to assess implementation of outlined AFH goals.

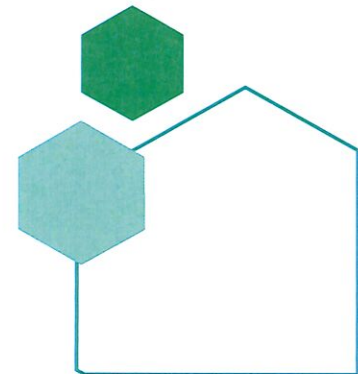
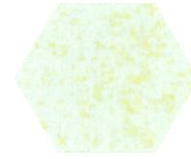


# Conclusion





# Additional Slides



# Implementation

## Goal 1

Goals	Contributing Factors	Fair Housing Issues	Metrics, Milestones, and Timeframe Achievement	Responsible Program Participants
<p><b>Update Zoning Codes that have a Disparate Impact on Fair Housing</b></p>	<ol style="list-style-type: none"> <li>1. Lack of political will and community support.</li> <li>2. Unawareness of the impact that certain provisions zoning code have on fair housing.</li> <li>3. Restricted zoning standards on the variety of housing types.</li> </ol>	<ol style="list-style-type: none"> <li>1. Lack of housing availability for protected classes.</li> <li>2. Lack of access to high opportunity areas.</li> </ol>	<p>Within four years, update two local zoning codes to address either of the following:</p> <ol style="list-style-type: none"> <li>1. Mixed-use/cluster development;</li> <li>2. Wider range of permitted housing types;</li> <li>3. Reasonable Accommodation;</li> <li>4. Eliminate impediments for group and recovery homes;</li> <li>5. Accessory dwelling units and intergenerational housing;</li> <li>6. Upper-story residential or the reuse of office space for residential purposes.</li> </ol>	<p>Warren County Regional Planning Commission, Warren County Jurisdictions</p>

# Implementation

## Goal 2

Goals	Contributing Factors	Fair Housing Issues	Metrics, Milestones, and Timeframe Achievement	Responsible Program Participants
<p><b>Expand Fair Housing Training</b></p>	<ol style="list-style-type: none"> <li>1. Insufficient knowledge and awareness regarding fair housing laws.</li> <li>2. Limited accessibility of fair housing training opportunities.</li> <li>3. No central or recognized entity to provide fair housing training.</li> </ol>	<ol style="list-style-type: none"> <li>1. Unintentional housing discrimination</li> <li>2. Denial of housing based on source of income, in particular income from nonprofit housing providers</li> </ol>	<p>Within the next three years, contract with Housing Opportunities Made Equal (HOME) to effectively educate residents and enforce fair housing practices.</p>	<p>Warren County Government Officials, Housing Opportunities Made Equal, Housing Providers, Safe on Main</p>

# Implementation

## Goal 3

Goals	Contributing Factors	Fair Housing Issues	Metrics, Milestones, and Timeframe Achievement	Responsible Program Participants
<p><b>Analyze Transit and Transportation Options</b></p>	<ol style="list-style-type: none"> <li>Limited accessibility and opportunity for transportation among residents</li> <li>Segmented transit systems split among multiple organizations and programs</li> </ol>	<p>Lack of reliable, public transit availability for access to employment, opportunity areas, services, and advanced education.</p>	<p>Within six months, re-establish a Transit Advisory Committee.</p> <p>Within five years, establish a pilot program that improves transportation efficiency within a selected community.</p> <p>Within two years, contact state legislators to discuss the impact of size requirement for vehicles transporting students.</p>	<p>Warren County Government Officials, Warren County Grants Administration, Warren County School Districts</p>



# Implementation

## Goal 4

Goals	Contributing Factors	Fair Housing Issues	Metrics, Milestones, and Timeframe Achievement	Responsible Program Participants
<p><b>Neighborhood Improvement</b></p>	<ol style="list-style-type: none"> <li>1. Areas of limited and coordinated public and private improvements.</li> <li>2. Lack of long-term planning.</li> </ol>	<ol style="list-style-type: none"> <li>1. Limited access to high opportunity areas.</li> <li>2. Marginal access to advanced educational services.</li> <li>3. Access to employment.</li> </ol>	<p>Within two years, develop area or comprehensive plans for areas of low opportunity.</p>	<p>Warren County Regional Planning Commission, Local Planning Commissions</p>

# Implementation

## Goal 5

Goals	Contributing Factors	Fair Housing Issues	Metrics, Milestones, and Timeframe Achievement	Responsible Program Participants
<p><b>Greater Participation in Advanced Education, Vocational Schools, and Financial Literacy Programs</b></p>	<ol style="list-style-type: none"> <li>1. Lack of financial literacy and educational opportunities.</li> <li>2. Limited higher-educational and vocational schools within the County.</li> <li>3. Unawareness of financial literacy and debt counseling programs.</li> </ol>	<ol style="list-style-type: none"> <li>1. Limited employment opportunities for workforce without advanced education.</li> <li>2. Lack of access to higher education and vocational schools within the County.</li> <li>3. Limited opportunities for financial stability.</li> </ol>	<p>Within two years, provide resources and brochures for students and parents on advanced educational opportunities, online education, and financial training.</p>	<p>Warren County Government Officials, Warren County Career Center, Sinclair Mason Campus, Warren County Local School Districts, United Way of Warren County, OhioMeansJobs, Local Financial Institutions</p>

# Implementation

## Goal 6

Goals	Contributing Factors	Fair Housing Issues	Metrics, Milestones, and Timeframe Achievement	Responsible Program Participants
<p><b>Address Mental Health Disparities</b></p>	<ol style="list-style-type: none"> <li>1. Increasing population with mental health issues throughout the County</li> <li>2. Limited access to healthcare resources for all residents.</li> <li>3. Prominence of health care resources in higher opportunity areas.</li> <li>4. Segmented coordination and limited public awareness provided by mental health providers</li> </ol>	<p>Marginal healthcare opportunities provided to protected classes.</p>	<p>Within four years, coordinate with the Mental Health Recovery Board of Warren and Clinton County to address mental health trends within the region, and among protected classes.</p> <p>Within five years, establish a mental health advisory task force to facilitate awareness and coordination among service providers.</p> <p>Within three years, strengthen and continue the Sobriety, Treatment and Reducing Trauma (START) program.</p>	<p>Mental Health Recovery Board of Warren and Clinton County, Warren County Combined Health Department, Warren County Board of Developmental Disabilities, Warren County Community Services, Warren County Children Services, Warren County Court and Sheriff's Office, Local Hospitals and Health Centers, Council on Aging of Southwest Ohio</p>



# Implementation

## Goal 7

Goals	Contributing Factors	Fair Housing Issues	Metrics, Milestones, and Timeframe Achievement	Responsible Program Participants
<p><b>Encourage School-Based Health Centers</b></p>	<p>1. Concentrated health care resources in higher opportunity school districts.</p>	<p>Limited access of healthcare resources among students of protected classes.</p>	<p>Within five years, establish a new school-based health center or cognitive behavioral therapy program in Warren County.</p> <p>Within one year, analyze, in coordination with the existing school districts, the positive impacts of school-based health centers.</p>	<p>Warren County Government Officials, Warren County Community Service's Early Learning Center, Warren County Local School Districts</p>



# Implementation

## Goal 8

Goals	Contributing Factors	Fair Housing Issues	Metrics, Milestones, and Timeframe Achievement	Responsible Program Participants
<p><b>Evaluate Scattered Site Public Housing Versus Concentrated Public Housing Options</b></p>	<ol style="list-style-type: none"> <li>1. Availability and cost of land.</li> <li>2. Location based on need.</li> <li>3. Availability of access to public transit.</li> <li>4. Uneven distribution of public housing opportunities.</li> </ol>	<ol style="list-style-type: none"> <li>1. Segregation of protected classes.</li> <li>2. Limited access to opportunity.</li> </ol>	<p>Within three years, communicate a preference to housing service providers.</p>	<p>Warren Government Housing Providers County, Officials, Service</p>

# Implementation

## Goal 9

Goals	Contributing Factors	Fair Housing Issues	Metrics, Milestones, and Timeframe Achievement	Responsible Program Participants
<p><b>Promote Affordable, Quality Childcare Access</b></p>	<ol style="list-style-type: none"> <li>1. Insufficient availability of childcare opportunities within the County.</li> <li>2. Difficulty among parents to remain within the workforce with limited availability of quality, affordable childcare access within the County.</li> </ol>	<p>Limited access to reliable, affordable, quality childcare resources among parents of protected classes.</p>	<p>Within two years, contract with a childcare service provider to promote affordable and quality childcare access.</p> <p>Within three years, work to encourage a major on-site employer-sponsored childcare facility.</p>	<p>Warren County Government Officials, Warren County Division of Human Services, Warren County Community Services, Childcare Providers (Nonprofit and For-Profit), Warren County Economic Development</p>

# Implementation

## Goal 10

Goals	Contributing Factors	Fair Housing Issues	Metrics, Milestones, and Timeframe Achievement	Responsible Program Participants
<p><b>Provide Accessible Housing for Aging Residents and People with Disabilities</b></p>	<p>1. Limited housing availability for aging residents and people with disabilities</p>	<p>Restrictive housing availability and opportunity among protected classes.</p>	<p>Within four years, update two local zoning codes or comprehensive plans to address either of the following:</p> <ul style="list-style-type: none"> <li>1. Universal Design.</li> <li>1. Visitability.</li> </ul>	<p>Warren County Regional Planning Commission, Warren County Jurisdictions, Council on Aging of Southwest Ohio, Warren County Board of Developmental Disabilities</p>



# Fair Housing and Affordable Housing

“Providing affordable housing is not synonymous with [Affirmatively Furthering Fair Housing] AFFH. Providing affordable housing for low- and moderate-income families is not, in and of itself, sufficient to affirmatively further fair housing. **The delivery of decent, safe, and affordable housing provides a useful service, but by itself does not necessarily fulfill the goals and purposes of affirmatively further fair housing.**”

To affirmatively further fair housing, a program participant must **take steps to ensure that the housing is available regardless of race, color, national origin, sex, disability, or familial status.** The program participant also must consider the location of affordable housing and strategically leverage affordable housing as a means to **overcome patterns of segregation, promote fair housing choice, and eliminate disparities in access to opportunity and disproportionate housing needs.”**

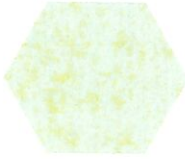
- HUD AFFH Rule Guidebook



# Fair Housing - Discrimination

## What type of discrimination is illegal?

- Intentional discrimination/disparate treatment
- Policies that have discriminatory effect/disparate impact
  - Incl. zoning laws or decisions
  - HUD issued regulation 2/15/13
- Denial of reasonable accommodation for person with a disability
  - Includes denials by government officials
- Statements indicating preference/limitation

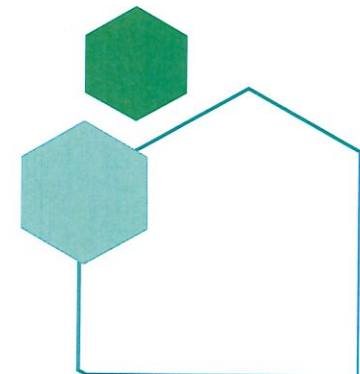


The AFH addresses both disparate impact and disparate treatment (policies that cause systemic inequality in housing, regardless of whether they were adopted with discriminatory intent).



**Disparate Impact** - unintentional discrimination

**Disparate Treatment** – intentional discrimination





**BOARD OF COUNTY COMMISSIONERS**  
**WARREN COUNTY, OHIO**  
406 Justice Drive, Lebanon, Ohio 45036  
[www.co.warren.oh.us](http://www.co.warren.oh.us)  
[commissioners@co.warren.oh.us](mailto: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 – September 14, 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 September 12, 2023, meeting.

Shannon Jones – present

Tom Grossmann – present

David G. Young – present

Tina Osborne, Clerk – present

- 23-1181      A resolution was adopted to approve reclassification of Andrew Bolin from Assessment Investigative Caseworker I to Assessment Investigative Caseworker II within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 23-1182      A resolution was adopted to approve reclassification of Laura Russell from Assessment Investigative Caseworker I to Assessment Investigative Caseworker II within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 23-1183      A resolution was adopted to advertise for bids for the Pekin Road at State Route 123 Watermain Replacement Project. Vote: Unanimous
- 23-1184      A resolution was adopted to authorize Warren County Grants Administration Director to apply with the Ohio Department of Transportation for SFY 2024 Urban Transit Program. Vote: Unanimous
- 23-1185      A resolution was adopted to approve and enter into an agreement with Modern Office Methods. Vote: Unanimous

MINUTES  
SEPTEMBER 14, 2023  
PAGE 2

- 23-1186 A resolution was adopted to approve the amendment to 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
- 23-1187 A resolution was adopted to enter into classroom training agreement on behalf of OhioMeansJobs Warren County. Vote: Unanimous
- 23-1188 A resolution was adopted to declare various items from Board of developmental Disabilities, Facilities Management, Juvenile, Sheriff's Office, Telecom, and Water & Sewer Department as surplus and authorize the disposal of said items through internet auction. Vote: Unanimous
- 23-1189 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous
- 23-1190 A resolution was adopted to approve a subdivision public improvement performance and maintenance security release with Cross Creek Estates, LLC for certain improvements in Cross Creek Estates, Phase 2, Block A, situated in Deerfield Township. Vote: Unanimous
- 23-1191 A resolution was adopted to approve Patterson Road in Governor's Pointe North, Section Four, Revision 1 for public maintenance by Deerfield Township.  
Vote: Unanimous
- 23-1192 A resolution was adopted to approve Patterson Road in Governor's Pointe North, Section Four, Revision 2 for public maintenance by Deerfield Township.  
Vote: Unanimous
- 23-1193 A resolution was adopted to accept the dedication of additional Duke Boulevard right-of-way provided in the Governor's Pointe North, Section Four, Revision 1 plat and assign for continued public maintenance by Warren County.  
Vote: Unanimous
- 23-1194 A resolution was adopted to approve a street and appurtenances bond reduction for Prus Properties, LLC for completion of performance of construction of improvements and enter into the maintenance security for the installation of the left turn land and associated roadway improvements on Morrow- Cozaddale Road associated with the Villages of Classicway Subdivision in Hamilton Township.  
Vote: Unanimous
- 23-1195 A resolution was adopted to enter into a subdivision public improvement performance and maintenance security agreement with Home Run Development, LLC for installation of certain improvements in the Trails of Greycliff, Section 8B situated in Franklin Township. Vote: Unanimous



MINUTES  
SEPTEMBER 14, 2023  
PAGE 3

- 23-1196 A resolution was adopted to enter into street and appurtenances (including sidewalks) security agreement with Home Run Developments, LLC for installation of certain improvements in the Trails of Greycliff, Section 8B situated in Franklin Township. Vote: Unanimous
- 23-1197 A resolution was adopted to enter into a subdivision public improvement performance and maintenance security agreement with Schnicke Development Group, LLC for installation of certain improvements in Duke Crossing situated in Deerfield Township. Vote: Unanimous
- 23-1198 A resolution was adopted to approve various record plats. Vote: Unanimous
- 23-1199 A resolution was adopted to accept an amended certificate and approve supplemental appropriations into OhioMeansJobs Funds #2258 and #2254. Vote: Unanimous
- 23-1200 A resolution was adopted to approve operational transfer from Commissioners' Fund #1101112 into Child Support Enforcement Agency Fund #2263. Vote: Unanimous
- 23-1201 A resolution was adopted to approve supplemental appropriation into Commissioners' General Fund #1101110. Vote: Unanimous
- 23-1202 A resolution was adopted to approve supplemental appropriation into Sheriff's Office Fund #2287. Vote: Unanimous
- 23-1203 A resolution was adopted to approve appropriation adjustment within County Construction Projects Fund #4467. Vote: Unanimous
- 23-1204 A resolution was adopted to approve appropriation adjustment within the Water Revenue Fund No. 5510. Vote: Unanimous
- 23-1205 A resolution was adopted to approve appropriation adjustment within the Water Revenue Fund No. 5510. Vote: Unanimous
- 23-1206 A resolution was adopted to approve appropriation adjustment within the Water Revenue Fund No. 5510. Vote: Unanimous
- 23-1207 A resolution was adopted to approve appropriation adjustment within the Water Revenue Fund No. 5510. Vote: Unanimous
- 23-1208 A resolution was adopted to approve appropriation adjustment within the Sewer Revenue Fund No. 5580. Vote: Unanimous
- 23-1209 A resolution was adopted to approve requisitions and authorize County Administrator to sign documents relative thereto. Vote: Unanimous



- 23-1210 A resolution was adopted to authorize the issuance of a county credit card for use by the Warren County Probate/ Juvenile Court. Vote: Unanimous
- 23-1211 A resolution was adopted to approve the appointment of an alternate member to fill a vacant seat on the Rural Zoning Board of Appeals. Vote: Unanimous
- 23-1212 A resolution was adopted to approve an addendum to the Community Based Corrections Subsidy Grant Agreement through the Ohio Department of Rehabilitation and Corrections on behalf of the Warren County Common Pleas Court. Vote: Unanimous

#### DISCUSSIONS

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

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Sofia Sammons, a sixteen-year-old from Little Miami High School, was present to introduce herself as Miss Warren County Junior Teen and formerly Miss Ohio.

Ms. Sammons provided information relative to background relative to pageantry and her platform of "Sofia's Hope" to show people hope in the midst of darkness and the "Kindness Project" which places cards with positive words throughout the community and even in the girls' bathroom at Little Miami High School.

The Board thanked her for attending and encouraged her to continue her journey.

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On motion, upon unanimous call of the roll, the Board entered executive session at 4:13 p.m. to discuss employment within the Commissioners' Office pursuant to Ohio Revised Code Section 121.22 (G)(1) and exited at 4:47 p.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 September 14, 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: Sydney Renner DEPARTMENT: EMA

\*POSITION: EMA Operations Manager DATE: 9/20/23

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:  
 Requesting to attend the Emergency Management Association of Ohio's (EMAO) Winter Conference.

LOCATION:  
 Salt Fork Lodge and Conference Center (14755 Cadiz Road, Lore City OH 43755)

DATE(S): December 6th - 8th, 2023

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR  PRIVATE VEHICLE OTHER

LODGING: Salt Fork Lodge (14755 Cadiz Road, Lore City OH 43755)

ESTIMATED COST OF TRIP: \$980.00 (See attached estimated cost breakdown)

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:

Melissa Bay, Director 9-20-2023  
 Signature/Title Date

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:

Frances Ficke's, LEPC / Grants Coordinator, cost is included in the estimate above.



**REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING,  
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\*NAME OF ATTENDEE: Jenny Carman DEPARTMENT: Children Services

\*POSITION: Business Manager DATE: 4/24/23

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: CFIS Conference

LOCATION: Nationwide Hotel and Conference Center, 100 Green Meadows Drive South  
Lewis Center, Ohio 43035

DATE(S): October 1-3, 2023

TYPE OF TRAVEL: (Check one)

AIRLINE      STAFF CAR       PRIVATE VEHICLE      OTHER

LODGING: \$165/night x 2 x 2 nights = \$660.00

ESTIMATED COST OF TRIP: Registration fee - \$140.81 x 2 = \$281.62 & meals \$20 x 2 = \$40

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:

Shawna Jones, Director      9-20-23  
Signature/Title      Date

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:

Katie Taylor, Assistant Business Manager

*updated information*

*RECEIVED COMMISSIONERS*

*SEP 21 2023 RCVD*





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

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\*NAME OF ATTENDEE: Jenny Carman DEPARTMENT: Children Services

\*POSITION: Business Manager DATE: 4/24/23

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:  
CFIS Conference

LOCATION:  
Nationwide Hotel and Conference Center, 100 Green Meadows Drive South, Lewis Center, Ohio 43035

DATE(S): October 1-3, 2023

TYPE OF TRAVEL: (Check one)  
AIRLINE      STAFF CAR       PRIVATE VEHICLE       OTHER

LODGING:      \$165/night x 3 x 1 night = \$495.00

ESTIMATED COST OF TRIP:      Registration fee - TBD x 3 and meals \$20 x 3 = \$60.00

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:  
*Shawna Jones*      4/24/23  
Signature/Title      Director      Date

BOARD OF COMMISSIONERS' APPROVAL:  
*Shawna Jones*      5.2.23  
Commissioner      Date

*[Signature]*      5.2.23  
Commissioner      Date

APR 25 '23 RCVD

Commissioner      Date      RECEIVED ONE0000

\*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session please list names and positions here:  
Shawna Jones, Director and Katie Taylor, Assistant Business Manager



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

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\*NAME OF ATTENDEE: Rachel Moore DEPARTMENT: Probate Court

\*POSITION: Deputy Clerk DATE: 09/15/2023

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 Probate Court Clerks Seminar**

LOCATION:  
**5100 Upper Metro Place, Dublin, Ohio 43017**

DATE(S): 10/23/2023

TYPE OF TRAVEL: (Check one)  
 AIRLINE  STAFF CAR  PRIVATE VEHICLE  OTHER

LODGING:  
ESTIMATED COST OF TRIP: **467.00**

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:  
*[Signature]* 9/15/23  
Signature/Title Date

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:  
**Lisa Miller-Deputy Clerk, Briana Moland-Deputy Clerk**



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

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\*NAME OF ATTENDEE: Jordan Barnhart DEPARTMENT: Human Services  
\*POSITION: Business Manager DATE: 9/14/2023

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:  
County Finance Information System (CFIS) Users Conference

LOCATION:  
Nationwide Event Center, Columbus Ohio

DATE(S): Oct 2-3, 2023

TYPE OF TRAVEL: (Check one)  
AIRLINE      STAFF CAR      PRIVATE VEHICLE       OTHER

LODGING: Nationwide Event Center and Hotel

ESTIMATED COST OF TRIP: \$400.00

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:  
Willene Byrd      9/14/2023  
Signature/Title      Date

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:  
\_\_\_\_\_



**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: Brian Payne DEPARTMENT: Sheriff's Office

\*POSITION: Lieutenant DATE: 9/14/23

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:  
Attend Training related to his job duties.

LOCATION:  
Niagara Falls, NY

DATE(S): 10-1-23 → 10-6-23

TYPE OF TRAVEL: (Check one)  
AIRLINE      STAFF CAR       PRIVATE VEHICLE      OTHER

LODGING: On base lodging

ESTIMATED COST OF TRIP: \$1800

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:

[Signature] Sheriff      09-15-2023  
Signature/Title      Date

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:

Major Brett Richardson





**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: Kim Jent DEPARTMENT: Emergency Services

\*POSITION: Supervisor DATE: 09/19/23

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:

NENA 911 Supervisor Course - This course gives supervisors the skills they needed to succeed in thier positions.

LOCATION:

Cincinnati - Hamilton County Regional Operations Center

DATE(S): 11/06/23 - 11/08/23

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR  PRIVATE VEHICLE OTHER

LODGING: n/a

ESTIMATED COST OF TRIP: \$595.00

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:

*Melina Bau* 9-19-2023  
Signature/Title Date

BOARD OF COMMISSIONERS' APPROVAL:

\_\_\_\_\_  
Commissioner Date  
\_\_\_\_\_  
Commissioner Date  
\_\_\_\_\_  
Commissioner Date

RECEIVED OMB0000

SEP 19 '23 RCW

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

[Empty box for listing additional attendees]



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: Jen Haney Conover DEPARTMENT: Records Center

\*POSITION: Director DATE: 9/20/2023

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

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

PURPOSE: Fall CARMA Meeting - Fairfield County Record Center

LOCATION: 138 W Chestnut Street, Lancaster, OHIO 43130

DATE(S): October 20th 2023

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR [checked] PRIVATE VEHICLE OTHER

LODGING: N/A

ESTIMATED COST OF TRIP: \$100 for travel/mileage

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:

Handwritten signature and date 9/20/2023

BOARD OF COMMISSIONERS' APPROVAL

Commissioner Date RECEIVED 09/20/2023 SEP 20 2023 RCVD

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

Maybe Shayla What, Imaging Supervisor



**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: JENNIFER BURNSIDE DEPARTMENT: COMMON PLEAS CRT

\*POSITION: COURT ADMINISTRATOR DATE: 9/20/23

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:

OACA FALL CONFERENCE

LOCATION:

EMBASSY SUITES BY HILTON - CINCINNATI RIVERCENTER  
COVINGTON KY

DATE(S): 10/25-10/27/23

TYPE OF TRAVEL: (Check one)

AIRLINE          STAFF CAR          PRIVATE VEHICLE           OTHER

LODGING: NA

ESTIMATED COST OF TRIP: REG \$350; MEALS \$135; MLG \$94.80; PARK \$90

Total \$ 669.80

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:

*Jennifer Burnside* 9/20/23  
Signature/Title          Date

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:

[Empty box for listing additional attendees]

RECEIVED OFFICE  
SEP 20 23 10



**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: Jeff Byrd DEPARTMENT: Water/Sewer

\*POSITION: Distribution Supervisor DATE: 9/11/2023

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:  
Contact hours for water license

LOCATION:  
Wilmington Ohio

DATE(S): 10/17-10/18/2023

TYPE OF TRAVEL: (Check one)  
AIRLINE  STAFF CAR  PRIVATE VEHICLE  OTHER

LODGING: no

ESTIMATED COST OF TRIP: n/a

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:

Jeff Byrd Jeff Byrd 9/11/2023 9/15/23  
Signature Title Date

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:

Arron Tate







# Ohio EPA Market Development Grant

---

Recycling Program Equipment

**Presented by:**

TJ Butler

Production and Commodities Manager

# Eco Development

- Founded in 2011
- Focused on Corporate Sustainability
  - LED Lighting
  - Commodities Recycling Programs
  - Solar and Energy Projects
  - Successful drop of program for EPS (Expanded Polystyrene)





# Background Info

- Seeking funding for equipment for the collection of EPS (Expanded Polystyrene)
- 2 semi-trailers and 1 semi-cab
- Drop-off program with staged trailers
- Municipal & Business Solutions



# The Issue at Hand

- EPS is one of the most used packaging and insulating materials
- EPS in its usual form is 90% air
- This makes it extremely hard to economically ship.
  - Trailer w/non-condensed EPS: **2,000 - 3,000 lbs**
  - Trailer w/condensed EPS: **30,000 - 40,000 lbs**
  - Logistics cost for neighboring counties:  $\geq \$250$
  - Logistics cost for northern counties:  $\geq \$1000$





# Styrofoam Recycling Process

- Eco Development has 2 Densifiers at our Mason Plant
- Through densification all the air is removed from the EPS
- After it is processed it is shipped domestically or exported to be made into insulation board
  - This product is 70% Recycled material



7-8 truckloads of uncondensed EPS





## Eco's City Solution

- 3 Staged EPS Drop-Off Trailers swapped weekly
- Each is placed within a local municipality/city
- Aimed at capturing municipal/residential EPS
- Eco will return and process the collected recyclable materials
- Eco already has already integrated with multiple counties/municipalities:
  - Clark
  - Summit
  - Boone
  - Warren
  - Montgomery
  - Dublin



## Environmental Impact Report

Prepared for: KAO Brands



### This Period

Your company has recycled approximately	<b>51</b>	tons of material this period.
These efforts have conserved	<b>46</b>	metric tons of CO2, which is roughly equal to
Annual tailpipe emissions from	<b>10</b>	U.S. cars, or
Emissions from the electricity use of	<b>5</b>	U.S. homes over a year, or
Emissions from	<b>107</b>	barrels of oil consumed, or
The carbon dioxide captured by	<b>1,202</b>	tree seedlings grown over 10 years.

### Running Totals

Your company has recycled approximately	<b>51</b>	tons of material so far.
These efforts have conserved	<b>46</b>	metric tons of CO2, which is roughly equal to
Annual tailpipe emissions from	<b>10</b>	U.S. cars, or
Emissions from the electricity use of	<b>5</b>	U.S. homes over a year, or
Emissions from	<b>107</b>	barrels of oil consumed, or
The carbon dioxide captured by	<b>1,202</b>	tree seedlings grown over 10 years.

# Eco's Business Solution

Docked trailer for EPS

Aimed at reducing excess EPS in landfills

Eco will swap trailers weekly

We will provide each company with an Environmental Impact Report (EIR)

First month will be provided for free!



# Small Businesses

---

- 50 or fewer employees
- 1.5 - 2 semi-trailer loads per month
- 3,000 lbs & 4,000 lbs on average
- Examples: butcher shops, meat delis, family restaurants, fish markets etc.
- Cincinnati Example – Sunshine Covers



One truckload of uncondensed Styrofoam

# Medium-Sized Business

---

- Between 50 - 250 employees
- 3-4 semi-trailer loads per month
- 6,000 lbs – 8,000 lbs on average
- Examples: car parts manufacturers, urgent care, fabrication plants etc.
- Cincinnati Example – Cincinnati Children's Hospital





# Corporations

- 250+ employees
- 7-8 semi-trailer loads per month
- 14,000-16,000 pounds
- Examples: Large warehouses, car manufactures, food production plants, robotics firms, retail stores etc.
- Cincinnati Example – Plasti-Fab, Watson's Furniture, PPD



7-8 truckloads of uncondensed Styrofoam



# Financial Evaluation

## Eco Development

- Eco will retain and pay drivers
- Our estimate: \$40,000/year x 2 drivers: \$80,000
- Free Logistics Rate for a Month: \$20,000

## Grant Funding

- Pays for 3 trailers and 1 semi-cab
- Trailer Cost: \$15,000 x 3 = \$45,000
- Semi-Cab Cost: \$55,000 x 1 = \$55,000
- Total Grant Funding: \$100,000

\*Prices are based off equipment that has between 200,000 – 300,000 miles on it.

Thank you!



APPROVE AND AUTHORIZE THE WARREN COUNTY SOLID WASTE DISTRICT TO SUBMIT A 2024 MARKET DEVELOPMENT GRANT TO THE OHIO ENVIRONMENTAL PROTECTION AGENCY ON BEHALF OF ECO DEVELOPMENT, LLC

WHEREAS, Eco Development, LLC, based in Mason, Ohio, desires to submit a Market Development grant application to the Ohio EPA to further its expanded polystyrene program, and

BE IT RESOLVED, to approve and authorize the Warren County Solid Waste District to submit a 2024 Market Development Grant to the Ohio Environmental Protection Agency on behalf of Eco Development, LLC, Mason, Ohio, and

BE IT FURTHER RESOLVED, in the event funding is not available from the District, the Warren County Board of County Commissioners has no further obligation to fund this program.

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 \_\_\_\_\_ 2023.

BOARD OF COUNTY COMMISSIONERS

\_\_\_\_\_  
Tina Osborn, Clerk

/sm

cc: Solid Waste District (file)  
OGA

RECEIVED  
2023 SEP 22 AM 9:04





# WATER & SEWER DEPARTMENT

## 2023-2025 Capital Projects

### PROJECTS

1. Wellfield Expansion
2. Advanced Water Treatment
3. Socialville Transmission Mains
4. Risk Reduction Projects
5. Watermain Replacement Projects

Warren County Commissioners  
September 26, 2023



**Water & Sewer Department**



# MIDDLETOWN JUNCTION WELLFIELD

(Kings Mills)

**SCOPE:** New 3 Million Gallon Per Day Wellfield

**PURPOSE:** Meet water demands for the Socialville Service Area.

**BENEFIT:** Reduce dependence on purchased water.

**PRIORITY:** High

**BUDGET:** \$4.03 Million

**SCHEDULE:** Design: 2024  
Start Up: Nov 2025

**METHOD:** Design-Bid-Build



0 125 250 500 Feet

**Middletown Junction Wellfield Project  
EXHIBIT A - LOCATION MAP**



# ADVANCED WATER TREATMENT

**SCOPE:** Granular Activated Carbon or Ion Exchange

**PRIORITY:** High

**PURPOSE:** Advanced treatment to remove emerging contaminants including PFAS

**BUDGET:** \$13.5 to \$22.5 Million

**BENEFIT:** Meet upcoming USEPA Regulations

**SCHEDULE:** 2023-24 Hire Criteria Engineer  
2024 Pilot Testing  
2024-26 Design/Construction  
2026 Start Up

**METHOD:** Design - Build



0 75 150 300 Feet

**Advanced Water Treatment  
Richard A Renneker Water Plant**



# SOCIALVILLE TRANSMISSION MAINS

**SCOPE:** 24-Inch water main from the RAR Water Plant to the Socialville Booster Pump Station

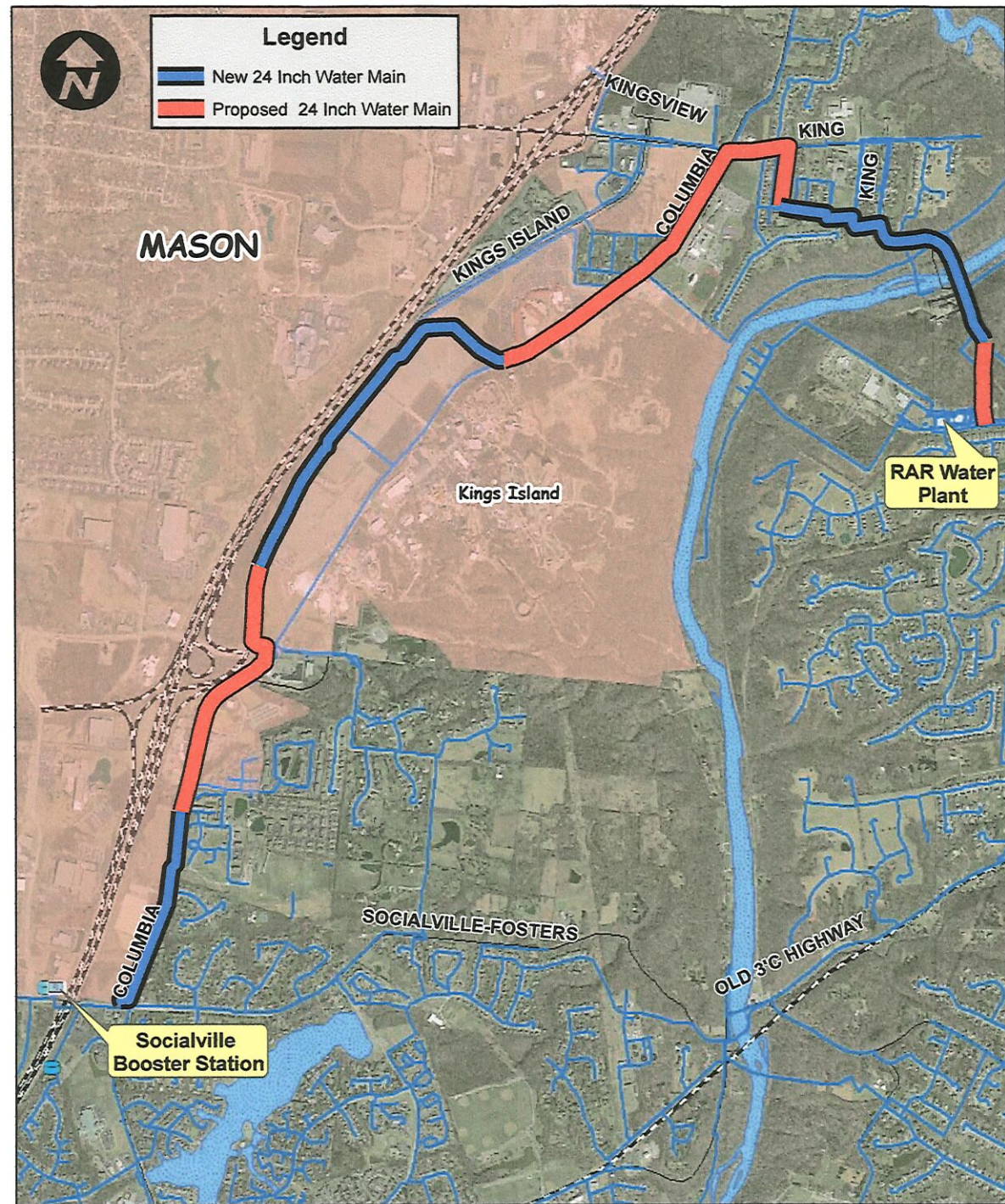
**PURPOSE:** Meet water demands for the Socialville Service Area.

**BENEFIT:** Reduce dependance on purchased water.

**PRIORITY:** High

**BUDGET:** \$7.1 Million

**SCHEDULE:** Start Up: Nov 2025



0 0.25 0.5 1 Miles

**Socialville Transmission Mains  
24-inch Water Line**



# RISK REDUCTION PROJECT – Great Miami River

**SCOPE:** 1,000 feet of 30-inch River Crossing Pipe

**PRIORITY:** High

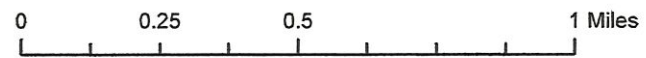
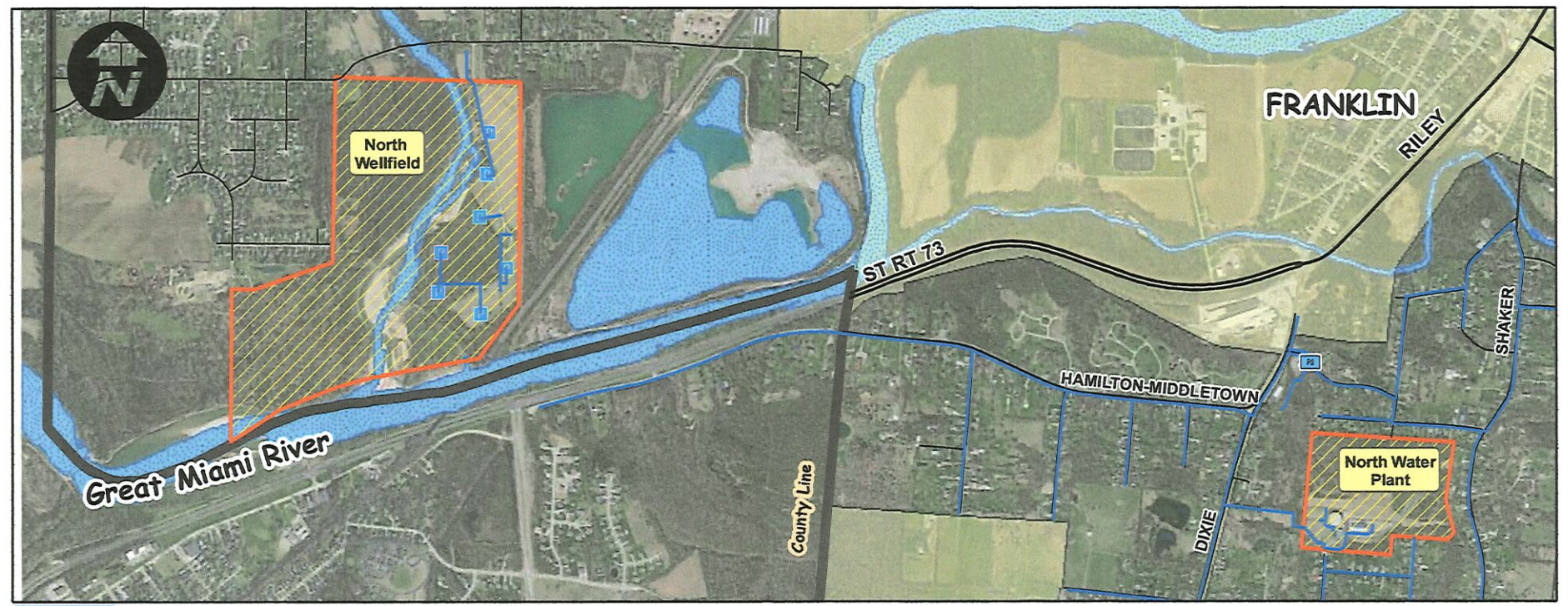
**PURPOSE:** Backup river crossing for improved reliability and redundancy

**BUDGET:** \$1.5 Million

**SCHEDULE:** 2024 Design  
2025 Construction

**BENEFIT:** Avoid massive outage to 16,000 customers due to mainbreak in the Great Miami River.

**METHOD:** Design–Bid–Build



**Great Miami River Water Line Crossing North Wellfield**





# RISK REDUCTION PROJECT

## Interstate 75

**SCOPE:** 7,500 feet of transmission water line including Interstate 75 highway crossing

**PURPOSE:** Increased capacity and improved reliability

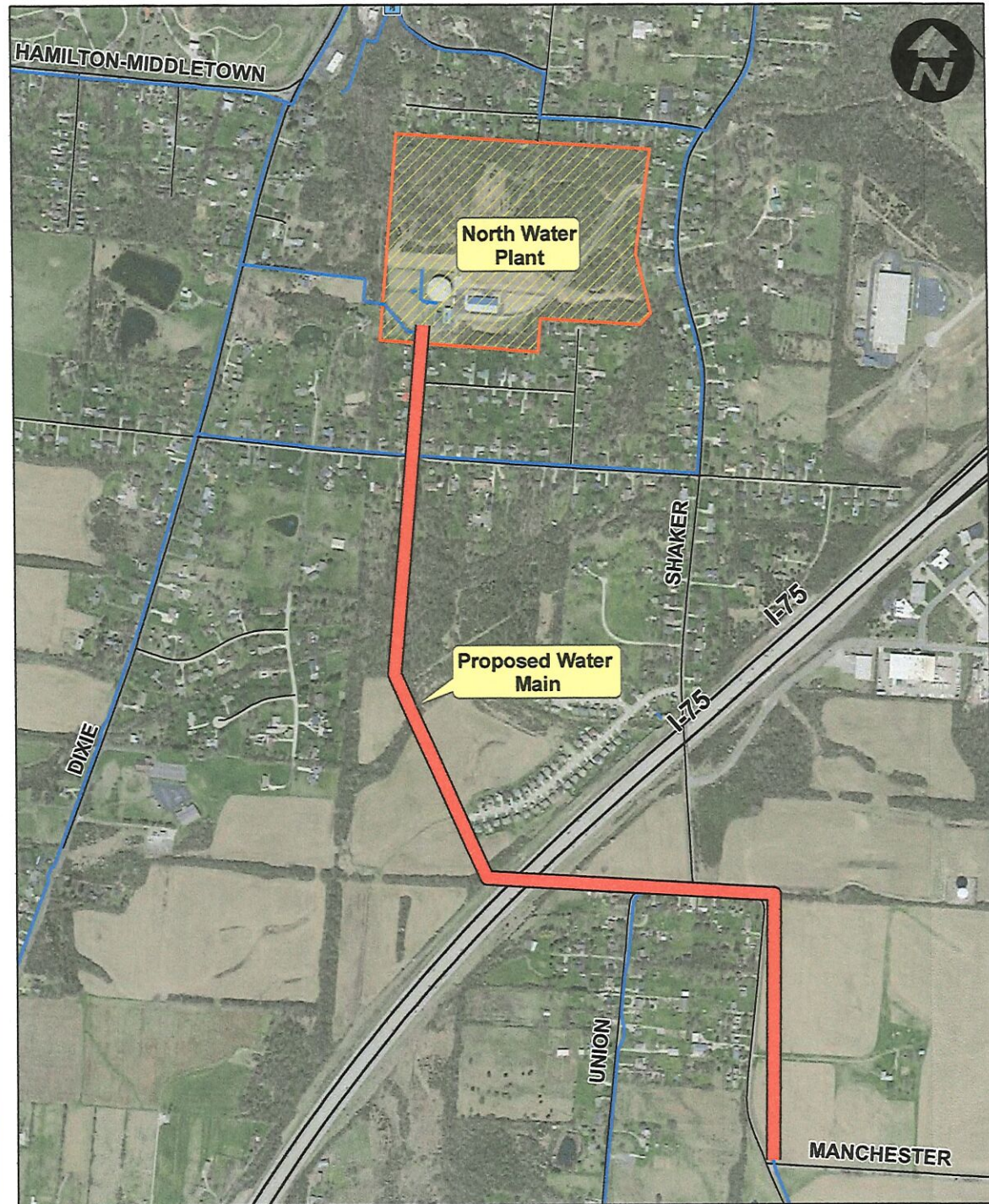
**BENEFIT:** Avoid massive customer outage to 16,000 customers for mainbreak under highway

**PRIORITY:** High

**BUDGET:** \$ 6.7 Million

**SCHEDULE:** Design: 2024  
Start Up: Nov 2025

**METHOD:** Design-Bid-Build

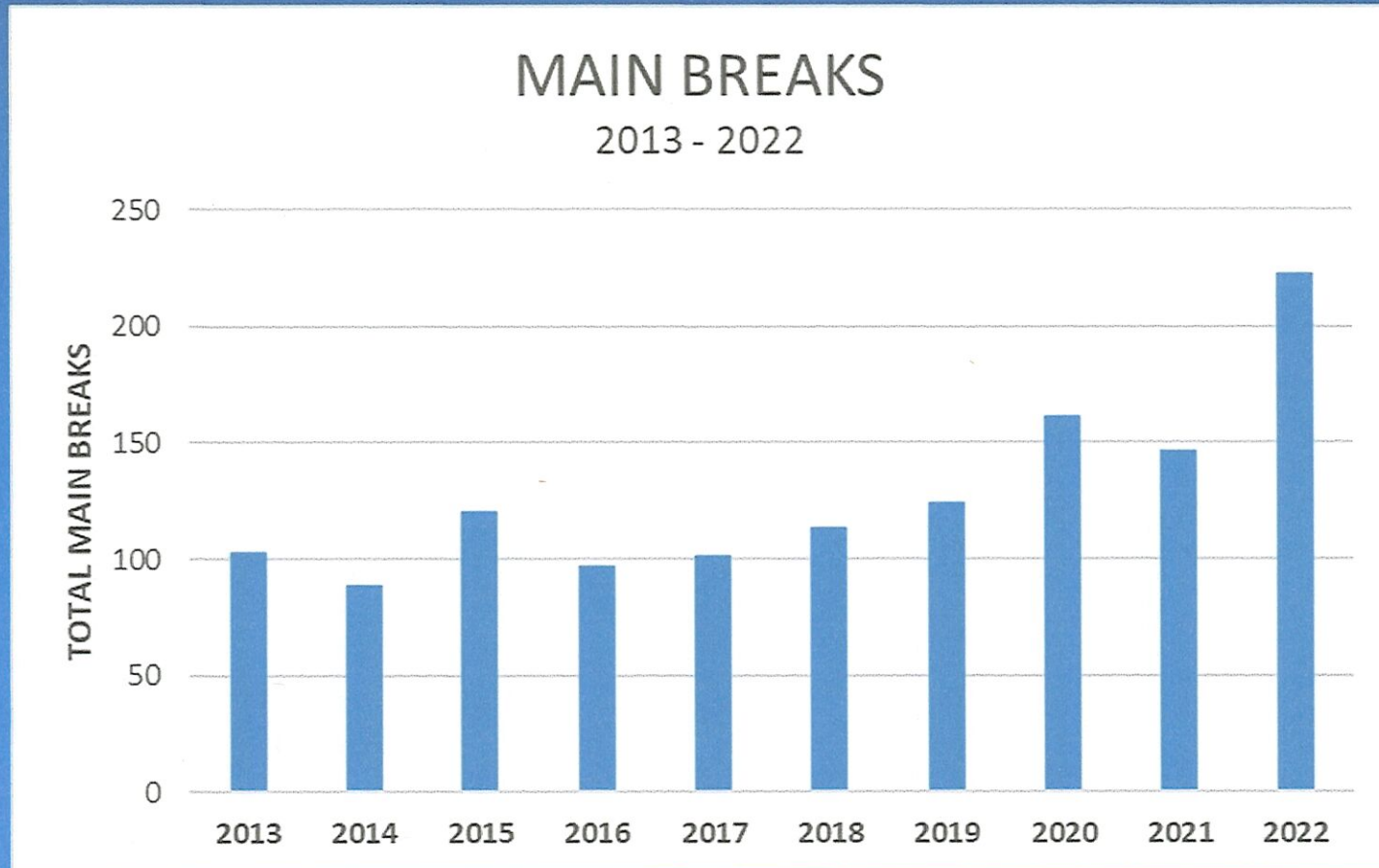


0 500 1,000 2,000 Feet

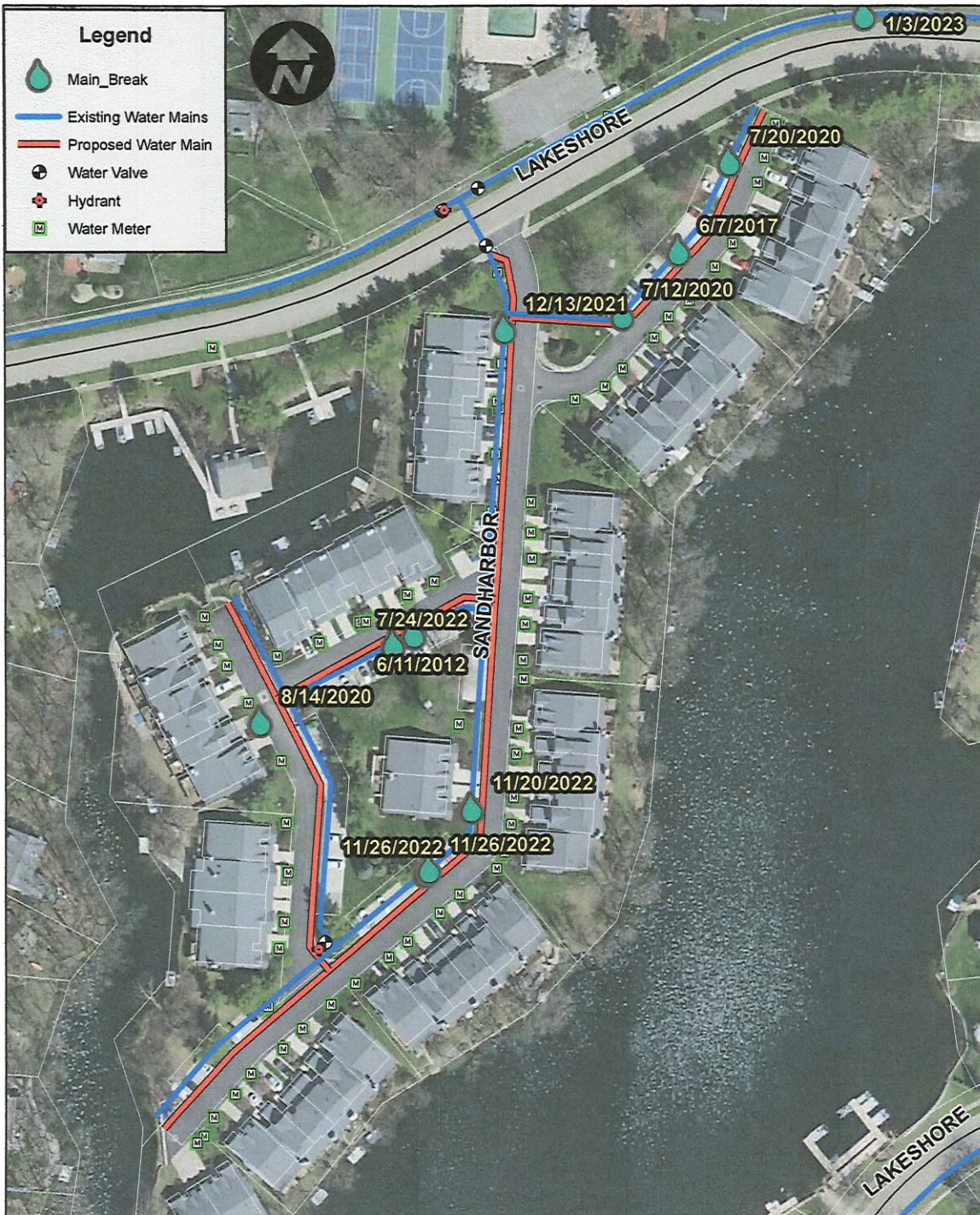
**Interstate 75 Water Line Crossing  
North Water System**



# WATER MAIN REPLACEMENT PROJECTS







# WATER MAIN REPLACEMENT Sand Harbor

**SCOPE:** 2,000 feet of residential water service line serving 63 customers.

**PURPOSE:** Replace failed waterline in a 1980 era subdivision

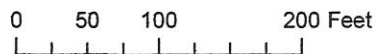
**BENEFIT:** Eliminate a failing system that has had 10 failures in the past three years.

**PRIORITY:** Urgent

**BUDGET:** \$600,000

**SCHEDULE:** Design: 2024  
Replacement: 2025

**METHOD:** Design-Bid-Build

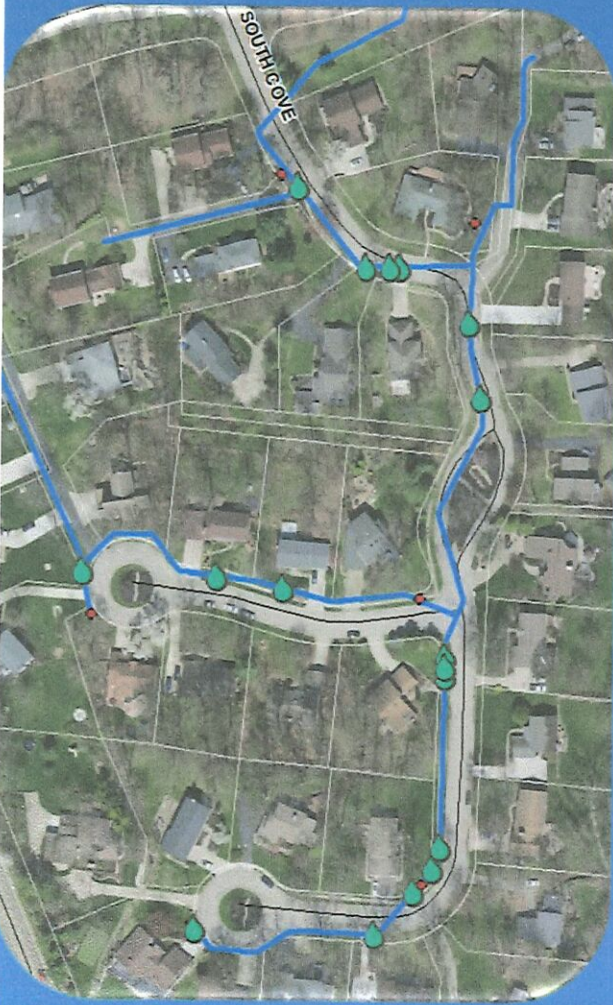


**Sand Harbor Water Line Replacement  
Sunrise Landing, Hamilton Twp**



# WATER MAIN REPLACEMENT PROJECTS

\$500,00 to \$1,200,000 Per Project





	2024	2025	2026
<b>CAPITAL EXPENSES</b>			
<b>Treatment Plants, Wellfields, &amp; Pump Stations</b>			
Middletown Junction Wellfield Development	1,600,000	2,432,000	
Purchase Socialville GST		500,000	
Distribution Maintenance Facility			350,000
Landen EST Interior Painting & Exterior Overcoat	1,000,000		
RARWTP PFAS Elimination	2,000,000	9,500,000	
<b>Distribution Improvements - Socialville</b>			
Socialville WL Trans - Columbia from Grand Falls to Kings Island - 4,400 ft		2,640,000	
Socialville WL Trans - Columbia at KI to Oak Street in Kings Mills - 5,600 ft	3,410,000		
Socialville WL Trans - Bridge to RARWTP - 2,100 Feet	1,050,000		
<b>Distribution Improvements - Kings Mills</b>			
Kings Mills Phase 3 - Oak, Maple, & Church	803,000		
Kings Mills Phase 4 - Walnut	500,000		
<b>Distribution Improvements - Miscellaneous</b>			
Problematic Waterline Replacement Program	750,000	500,000	525,000
Shelly BPS 30-inch Transmission Main	321,000	6,403,000	
Great Miami River Crossing & NWF Meter	260,000	1,500,000	
<b>Distribution Improvements - WCEO, OPWC, ODOT, WCTID</b>			
Engineer's Office - Wilkens/Bardes Roundabout	125,000		
WCTID - SR63/SR 741 Widening	50,000		
WCTID - Greentree/SR 741 Roundabout	500,000		
WCTID - Fields Ertel/Snyder Rd. Widening	75,000		
WCTID - Columbia/Davis Roundabout	100,000		
	\$ 12,544,000	\$ 23,475,000	\$ 875,000

- Supplemental funding will be required in 2025 to keep projects from being deferred.



# Supplemental Funding

- PFAS Class Action Settlement \$2.5 – \$3.0M
- Federal Congressional Appropriation \$1.0 - \$2.0M
- ARPA Funds \$ 2.0 M



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

# Resolution

Number 23-1103

Adopted Date August 24, 2023

CONTINUE ADMINISTRATIVE HEARING TO CONSIDER SITE PLAN REVIEW  
APPLICATION OF SHAKER WOODS IN TURTLECREEK TOWNSHIP

BE IT RESOLVED, to continue the administrative hearing to consider the site plan review application of Shaker Woods in Turtlecreek Township; said administrative hearing to be continued to Tuesday, September 26, 2023, at 10:00 a.m. in the Commissioners' Meeting Room, 406 Justice Drive, Lebanon, Ohio 45036.

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

Mr. Grossmann - absent

Mrs. Jones - yea

Mr. Young - yea

Resolution adopted this 24<sup>th</sup> day of August 2023.

BOARD OF COUNTY COMMISSIONERS

  
Tina Osborne, Clerk

cc: RPC  
RZC  
Rezoning file  
Applicant  
Township Trustees

**CASE # 101-2023**  
**Site Plan Review- Shaker Woods**

**EXHIBIT "PP"**

**APPLICANT/OWNER/AGENT**

The Drees Company, PAP Oil Company, LLC.

**TOWNSHIP**

Turtlecreek

**PROPERTY INFORMATION**

**ADDRESS**

Broadmoor Lane Road

**PIN**  
**EXISTING ACREAGE**

08-31-300-014  
**208.0348 Acres**

**PROPOSED PROPERTY SIZE FOR SITE PLAN REVIEW**

30.47 +/- Acres (not divided yet), 50' of frontage



<b>CURRENT ZONING DISTRICT</b>	MXU-C
<b>FUTURE LAND USE MAP (FLUM) DESIGNATION</b>	Turtlecreek- Single Family Residential
<b>EXISTING LAND USE</b>	Agricultural
<b>SITE PLAN REQUESTED</b>	Development of 73 single-family units.
<b>ISSUE(S) FOR CONSIDERATION</b>	<ol style="list-style-type: none"><li>1. Proposed Waiver of ONE Development Standard - side yard setback. (ZC 2.407.6(D) &amp; 2.407.7-See Slide #14)</li><li>2. Site Plan Review (ZC 1.303) See Slide #18.</li></ol>



# Review Process

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## Site Plan

**Board of County  
Commissioners**

August 8, 2023

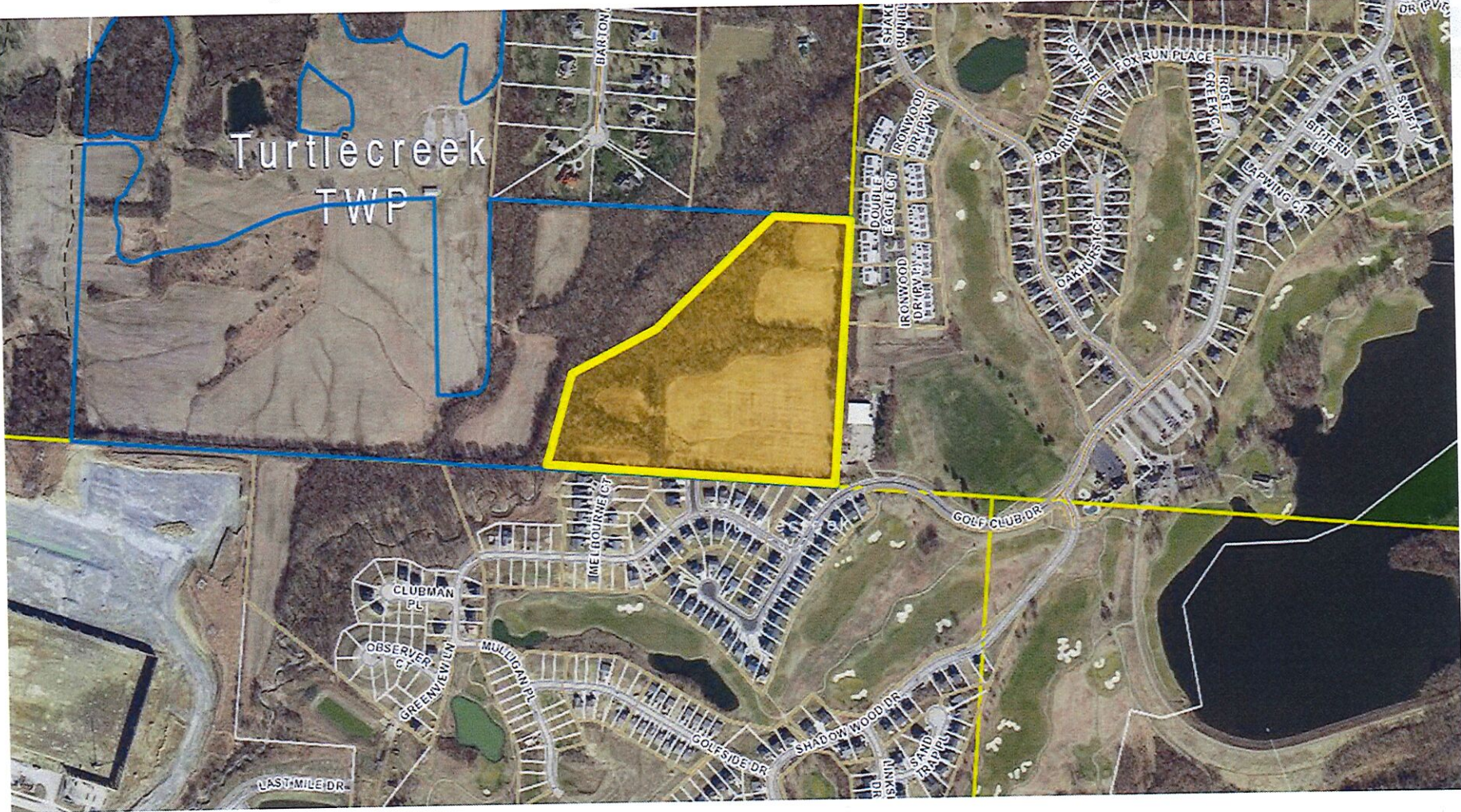
## Preliminary Plan

**Regional Planning  
Commission**



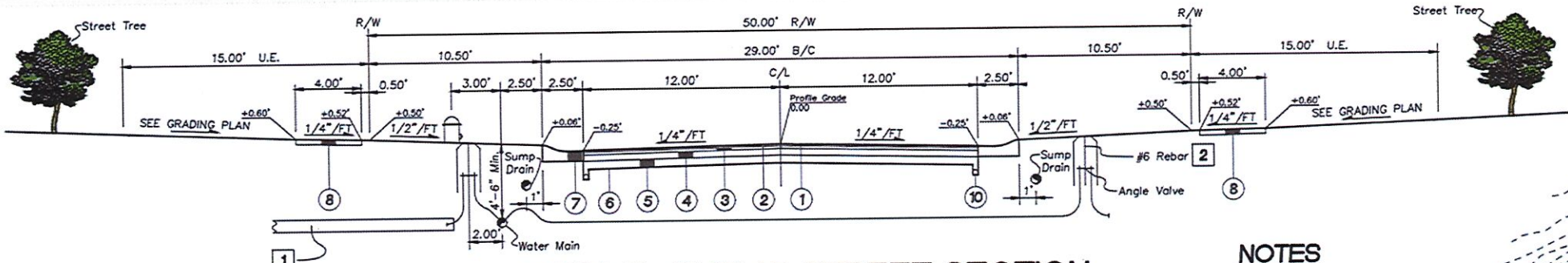
# Aerial Map

102-2021





# Public Street Section

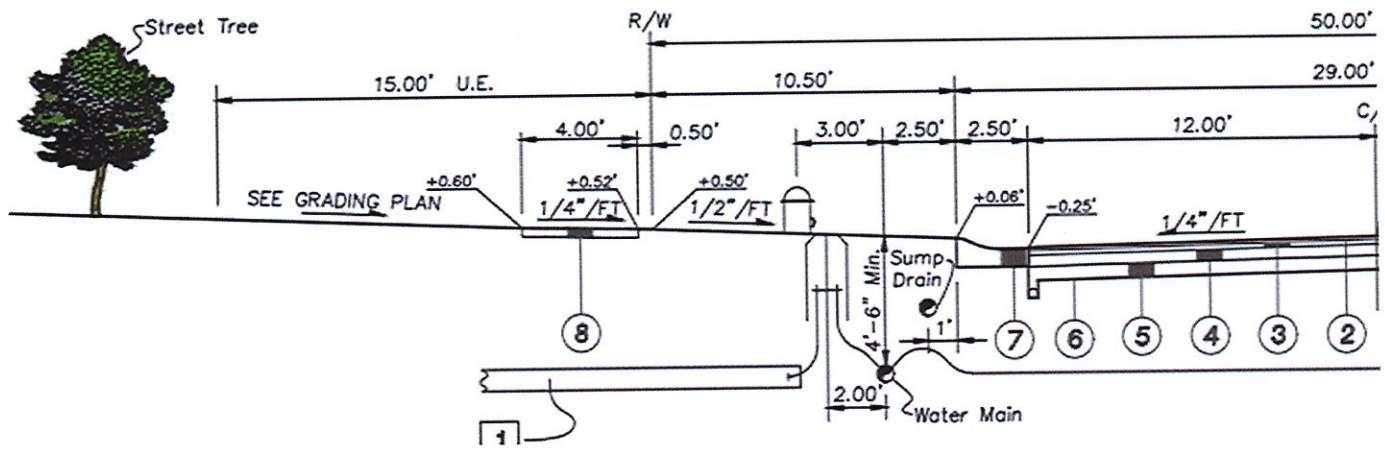


**TYPICAL PUBLIC STREET SECTION**

NOT TO SCALE

## NOTES

- 1 Plastic tubing shall be 20' long & extend (min of 12' into the lots) to clear telephone & electric easements (On electric side only)
- 2 #6 Rebar - Contractor shall install #6 Rebar 5' long vertically at angle valves



## LEGEND

- 1 Item 448-(1 1/2") Asphalt Concrete, Surface Course, Type 1
- 2 Task Coat MS-2, RS-1, or RC-250
- 3 Item 448-(2") Asphalt Concrete, Intermediate Course, Type 1
- 4 Item 301-(5") Bituminous Aggregate Base
- 5 Item 304-(6") Aggregate Base
- 6 Item 203 Subgrade Compaction
- 7 Type "C" Curb & Gutter (Warren County Standard)
- 8 Concrete Walk - 4" thick concrete sidewalk, widths as shown, Item 608, to be 1/2" higher than finished grade.
- 9 Item 301-(4") Bituminous Aggregate Base
- 10 Item 605-4" Underdrain invert 22" below edge of pavement



# Site





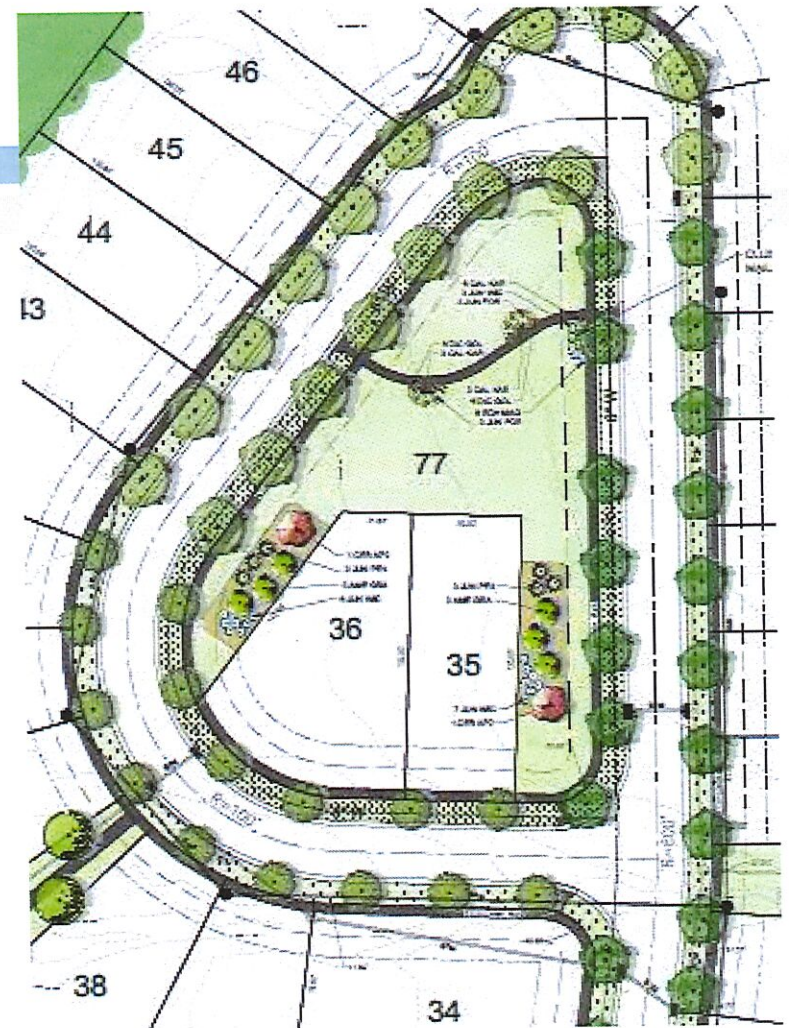




# Landscaping cont.



Planting Plan - Entrance



Planting Plan - Community Park

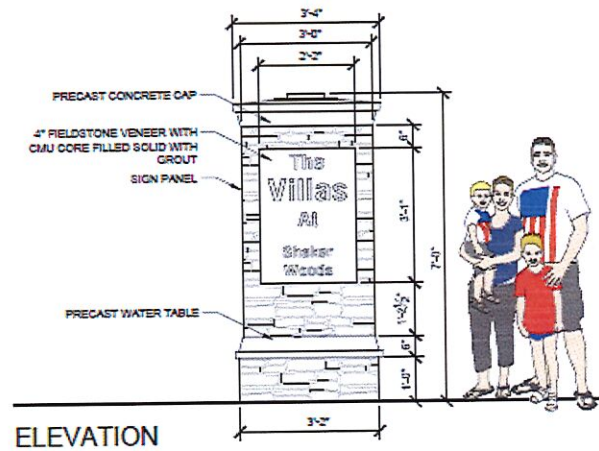


# Signage



5 ELEVATION - ENTRY WALL  
12' - 12"

PL020496.04

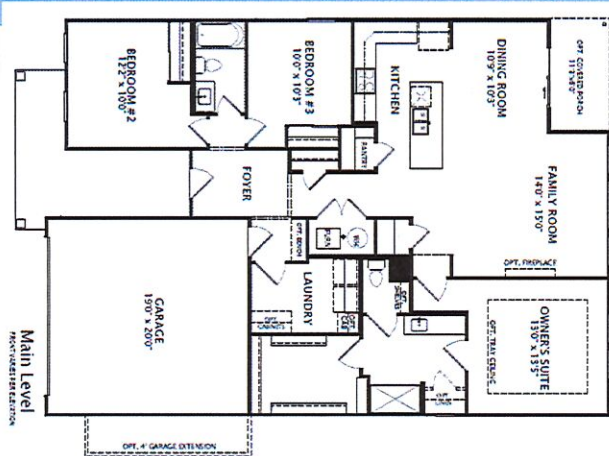


# Patio Home – 50' Wide Lots

- **Home:** Approximately 1,530 SF – 1,860 SF
- Upgraded materials on front and High Impact façade (Stone, Brick, or Hardboard siding)
- Typically marketed toward Empty Nest buyer or those looking to downsize.
- Low-maintenance living – lawn mowing and snow pushing included through the HOA.
- **Patio homes have standard features that make them more adaptable to those with mobility issues.**
  - Slab construction with single story home plans (easier to make zero threshold)
  - Primary door widths are wider.
  - Options to add features to enhance adaptability (i.e., Grab Bars, Lever handles, etc.)

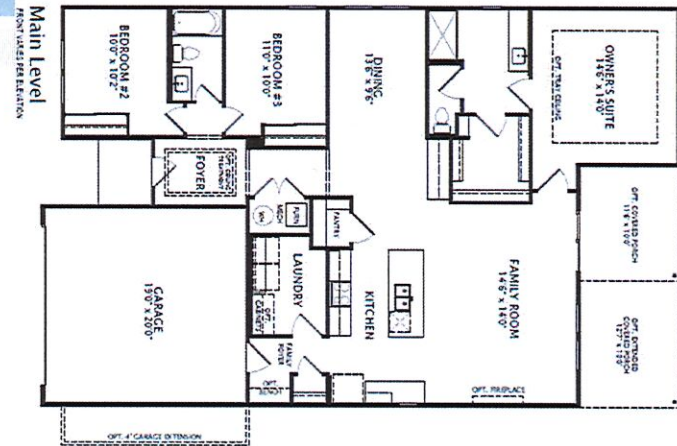


# Patio Home



**DOOR**

*New from the Architect*



*New from the Architect*



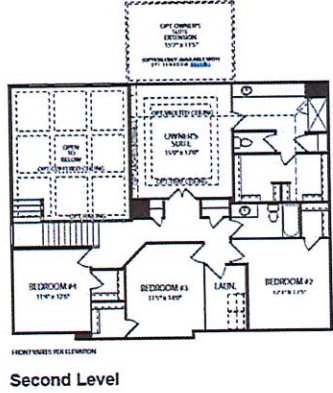
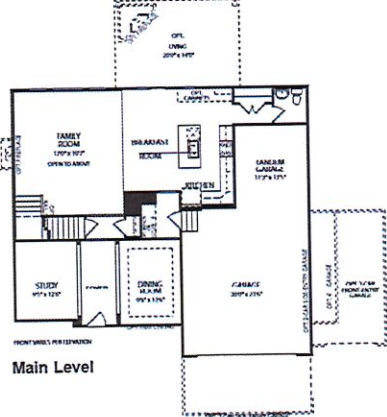
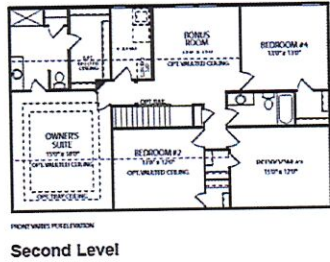
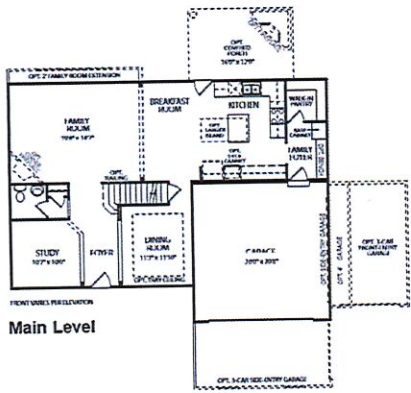
# Single Family – 65' Wide Lots

---

- **Home:** Approximately 1,870 SF – 3,100 SF
- Upgraded materials on front and High Impact façade (Stone, Brick, or Hardboard siding)
- Typically marketed to families / move up buyer looking for large homes.
- Self-maintained lots
- Full Basements with option to finish.
- Mixture of Single Story and Two-Story floor plans



# Single Family Homes



*Quentin*



*Buchanan*



# Waiver Request

The applicant is requesting a side yard setback of 5 feet instead of the required 15 feet.

## 2.407.6 Integrated Development:

- (D) **Waiver of Development Standards:** The applicant may submit a proposal for waiver or reduction of the development standard for a proposed integrated project. **The approval authority [BOCC] may approve a waiver of the general development requirements**, for lighting, parking, signage, **access**, landscaping and buffer, height, lot size and development, or additional development requirements only upon finding that:
- (1) The proposed development represents an innovative use of site design, site access, circulation, building design, orientation, or building materials/landscaping which will enhance the area;
  - (2) **The proposed development will not be injurious to the public health, safety, or general welfare of Warren County;**
  - (3) The strict application of the general development requirements will result in a development which is undesirable when compared with the proposed development;
  - (4) The proposed development is consistent with and compatible with other development located in the area; and
  - (5) The proposed development is consistent with the suggestions of the Comprehensive Plan.

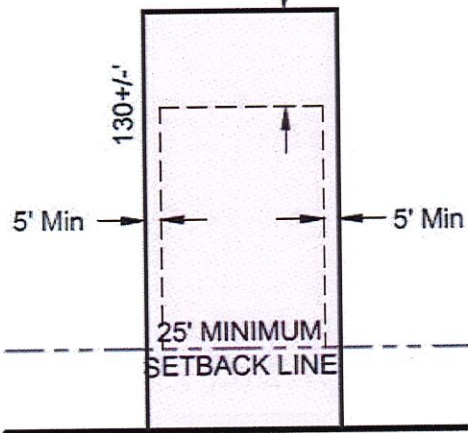


# Typical Lot Layout & Design

## PATIO HOME

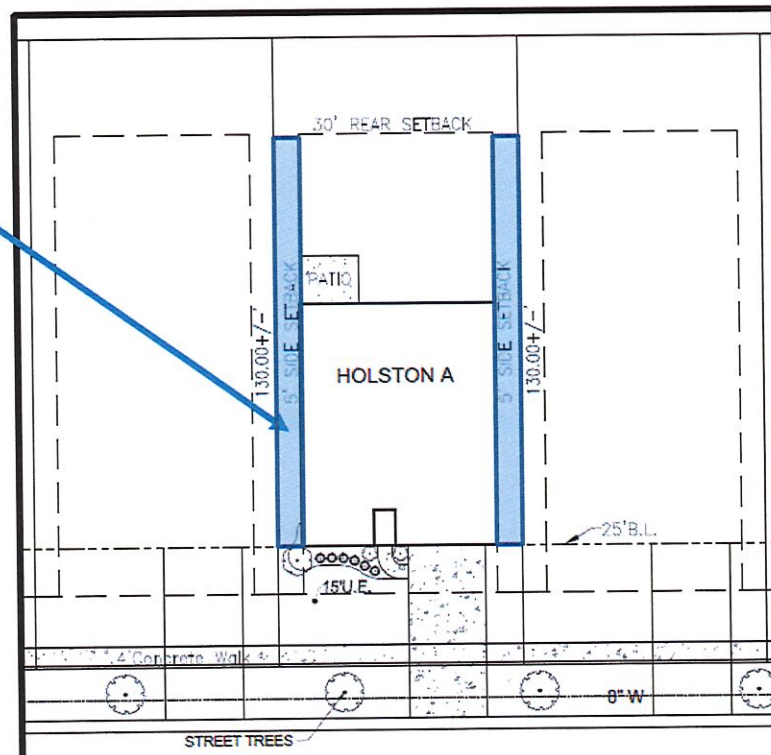
6,500 S.F.(Min.)/0.149 Ac.(Min.)  
Lot Frontage = 50'(Min.)\*  
Lot Width @ Front Setback = 50'(Min.)  
Max Building Height = 35ft

30' MINIMUM  
REAR YARD SETBACK



STREET

5' Setback



# Typical Lot Design & Layout

## SINGLE FAMILY

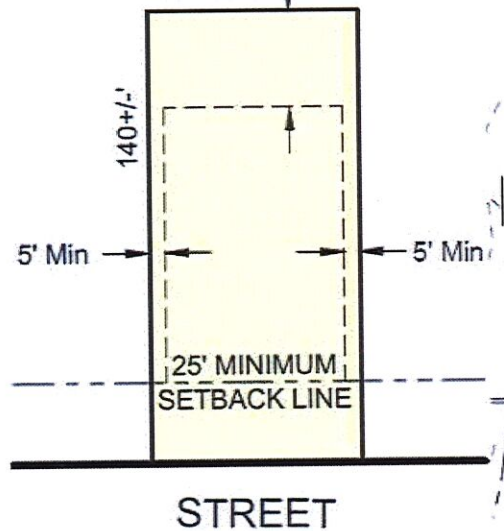
9,100 S.F.(Min.)/0.209 Ac.(Min.)

Lot Frontage = 65'(Min.)\*

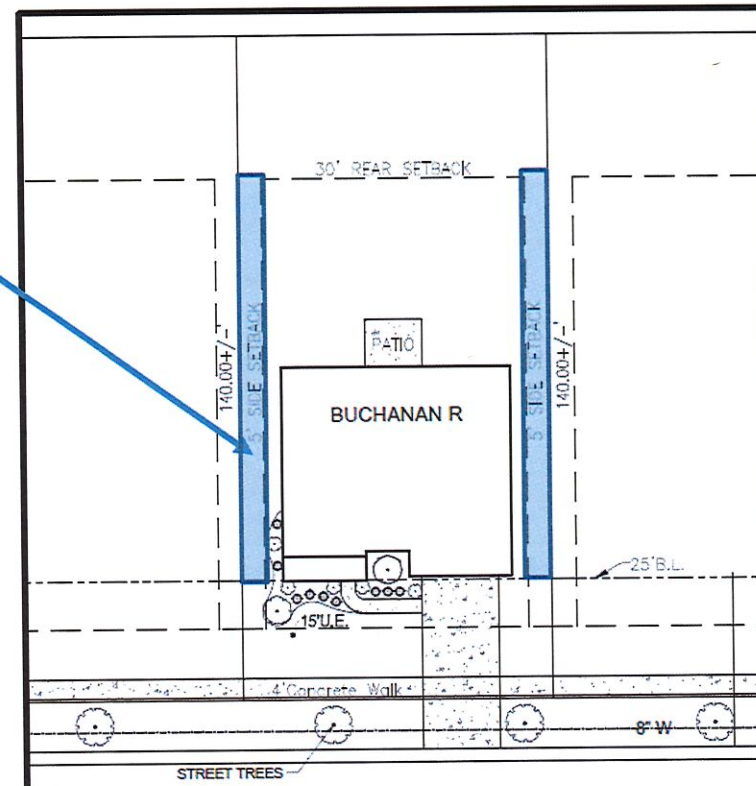
Lot Width @ Front Setback = 65'(Min.)

Max Building Height = 35ft

30' MINIMUM  
REAR YARD SETBACK



5' Setback





# Staff Summary

<b>Location</b>	Extending the stub street on Broadmoor in Shaker Run.
<b>Parking</b>	The required parking is 2 spaces per dwelling. All units will have driveway and garage parking.
<b>Landscaping</b>	Landscaping Plan complies with the requirements for street trees and around all signage.
<b>Signage</b>	The sign height, setback and square feet meets the requirements of the code.
<b>Lighting</b>	Residential lighting to be provided as in the rest of Shaker Run.
<b>Service Structures</b>	Each unit will have private trash service.

# Site Plan Review Criteria – Section 1.303.6

The site plan review is conducted to determine anticipated impacts on the public health and safety, as well as the public convenience, comfort, prosperity, or general welfare, as applicable. The factors to be considered and weighed by the Approving Authority include but are not limited to the following, but no single factor controls in making a decision, nor must all of the factors support the decision:

**(A) Adequacy of Information and Compliance with Zoning Code**

**(I) Exterior Lighting**

**(B) Design Layout Sufficiency and Sensitivity**

**(J) Signage**

**(C) Design Character, Operational Compatibility, and Coordination**

**(K) Public Service Impact including without limitation roadways, police, fire and EMS protection**

**(D) Preservation of Significant Features**

**(L) Stormwater Drainage Stormwater Management Plan**

**(E) Pedestrian Access and Circulation**

**(M) Soil Erosion and Sediment Control**

**(F) Vehicular Access and Circulation Streets**

**(N) Emergency Access and Service Facilities and Public Safety**

**(G) Parking and Loading**

**(O) Building Design**

**(H) Landscaping and Screening**

**(P) Compliance with Public Health and Safety**



# Reviewing Departments

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- Warren County Engineer
- Warren County Water and Sewer Department
- Warren County Soil and Water Conservation
- Warren County Regional Planning Commission
- Turtlecreek Township Trustees
- Turtlecreek Township Fire Department
- Warren County Combined Health District
- Warren County Building Department
- Warren County Sheriff

# Department Comments –

## Turtlecreek Township

- Not in support of development due to safety concerns.
- Increased traffic volume without additional access point.
- Adding 73 SF homes to the existing high density.
- Increased traffic volume in a challenged infrastructure system.
- Township support requires an access point from Greentree Road.



MR. JAMES VANDEGRIFT TRUSTEE  
MR. DANIEL JONES TRUSTEE  
MR. JONATHAN SAMS TRUSTEE  
MS. AMANDA CHILDERS FISCAL OFFICER

July 31, 2023

Warren County Zoning Department  
Attn: Michelle Tegmeier  
406 Justice Drive  
Lebanon, Ohio 45036

Re: Shaker Woods Site Plan

Dear Ms. Tegmeier,

The Board of Trustees of Turtlecreek Township have reviewed the site plan for the Drees Company's proposed Shaker Woods single family residential development.

The Board of Trustees of Turtlecreek Township are not in support of this development due to safety service concerns and increased traffic volume without an additional access point. This development would be adding an additional 73 single family homes into the existing high-density development of Shaker Run. The addition of these homes without an access point off of Greentree Road creates a safety issue and an increased volume of traffic in an existing infrastructure system that is challenged.

The Board of Trustees of Turtlecreek Township have discussed with Drees Company that the township would require an access point off of Greentree Road to support this development.

Sincerely,

A handwritten signature in blue ink that reads "Daniel F. Jones".

Daniel F. Jones  
Chairman of the Board

DFJ/tb

Cc: File



670 North State Route 123  
Lebanon, OH 45036



513.932.4902



info@turtlecreektownship.org



# Lebanon City Schools

- Input & support for Drees Home proposed development at Shaker Run
- **Development over a 4–5-year period.** Helpful gradually increase the number of students over time.
- Appreciate plans to vary the homes between **single-family & patio**, which we hope will draw fewer school-aged children.
- Ensure that we have enough **space to** accommodate the need to **turn around a school bus** in the neighborhood without backing up.
- Consider a different layout that would eliminate the cul-de-sac & would extend the road to **make it a loop where turnarounds would not be necessary.**



Office of the Superintendent  
160 Miller Road  
Lebanon, Ohio 45036  
513.934.5778

January 20, 2023

Warren County Regional Planning Commission and Turtlet Creek Township Trustees:

This letter is to offer my input and support for Drees Home proposed development at Shaker Run off of Broadmoor Lane. I was approached recently by Mark Linger to discuss their proposed concept for patio homes and single family homes. Mark communicated their plan was to develop 25 single family homes and 45 patio homes in this development over a 4-5 year period. At the time of our meeting he indicated that their construction plan would include patio and single family homes in each phase, which was helpful for us to be able to gradually increase the number of students over time.

During this meeting I shared several concerns with Mr. Linger from the school perspective. Whenever new developments are planned we want to ensure that the developments fit within the current PUD and do not seek to increase the housing density already in place. It appears that their plan fits within the current mixed-use zoning and we appreciate their plan to vary the homes between single-family and patio, which we hope will draw fewer school-aged children. We also want to ensure that we have enough space to accommodate the need to turn around a school bus in the neighborhood without backing up. This is safer for pedestrians and for the bus operator because visibility is limited in these tight neighborhoods. Mr. Linger indicated that they would consider a different layout that would eliminate the cul-de-sac and would extend the road to make it a loop where turnarounds would not be necessary. I appreciated his willingness to work with us on this concern.

I am thankful for the opportunity to provide feedback before a project commences and I appreciate Mr. Linger's willingness to listen to our concerns. As a district we are not opposed to the growth taking place in our community, but we must be involved in the planning process. At this time, I have no further questions or concerns with the initial concept plan and would support them moving forward in the process with your review teams.

Sincerely,

Isaac W. SeEVERS  
Superintendent

# Butler County Water & Sewer

- Sewer service is available from Butler County.
- Sewer service is available from 8" gravity sewer main from two different locations.

## CUSTOMER CARE

110 High Street  
Hamilton, Ohio 45011  
P: 513.887.3066  
F: 513.785.5799  
water.bc.ohio.us

COMMISSIONER  
Donald L. Dixon  
COMMISSIONER  
Cindy Carpenter  
COMMISSIONER  
T.C. Rogers



September 08, 2022

Mark Linger  
Drees Homes  
211 Grandview Drive, Suite 100  
Ft. Mitchell, KY 41017

Re: Sewer Availability for 5321 Greentree Rd; Parcel 83-12-000-130

Dear Mr. Linger:

Butler County Water & Sewer Department has sewer available for the proposed development of 71 Equivalent Residential Units on 30.47 Acres to be located at 5321 Greentree Rd.


Sewer service is available from an existing 8-inch gravity sewer main located on Melbourne Court. Sewer service is also available from an 8-inch gravity sewer main located on Broadmoor Lane. These two sewer mains are designed to have sufficient capacity to serve this development.

The extension of the sewer system for this proposed development will require the approval of separate legislation by the Butler County Board of Commissioners.

If you have any questions, please call this office at 513-785-5288.

Sincerely,

BUTLER COUNTY WATER & SEWER DEPARTMENT

  
Steven R. Thompson  
Senior Engineer

Cc: Martha Shelby, P.E., Director  
Jeff Frechtling, P.E., Engineering and Construction Manager  
File

i:\engineer\thompson\2022 letters\mark linger - shaker run drainage shad sewer availability letter.doc



# Department Comments (RPC)

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1. Compliance with the standards of the Warren County Rural Zoning Code; Section 1.303.3.
2. At the preliminary plan submittal, the applicant shall submit an updated plan shows:
  - a. A cross-section for the private driveway.
  - b. An access easement to the retention basin.
3. The installation and provision of water utilities shall be to the satisfaction of the Warren County Water Department.
4. The installation and provision of the sanitary sewer system shall be to the satisfaction of the Butler County Sewer Department.

## Department Comments (RPC)

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5. The trail and all open space amenities shall be constructed and completed at the time each phase is platted and shall be fully developed before the platting of 75% of the residential lots (55 lots).
6. The applicant shall receive approval of an Access Point Waiver Request at subdivision review and comply with the following:
  - A. A maximum of twenty-five (25) residential lots may be plated prior to the connection of Shaker Run Subdivision to Core 5 Industrial Park via Last Mile Drive.
7. The applicant shall receive approval of a variance from the required side yard setback.



ANY  
QUESTIONS?



**BACKUP SLIDES**

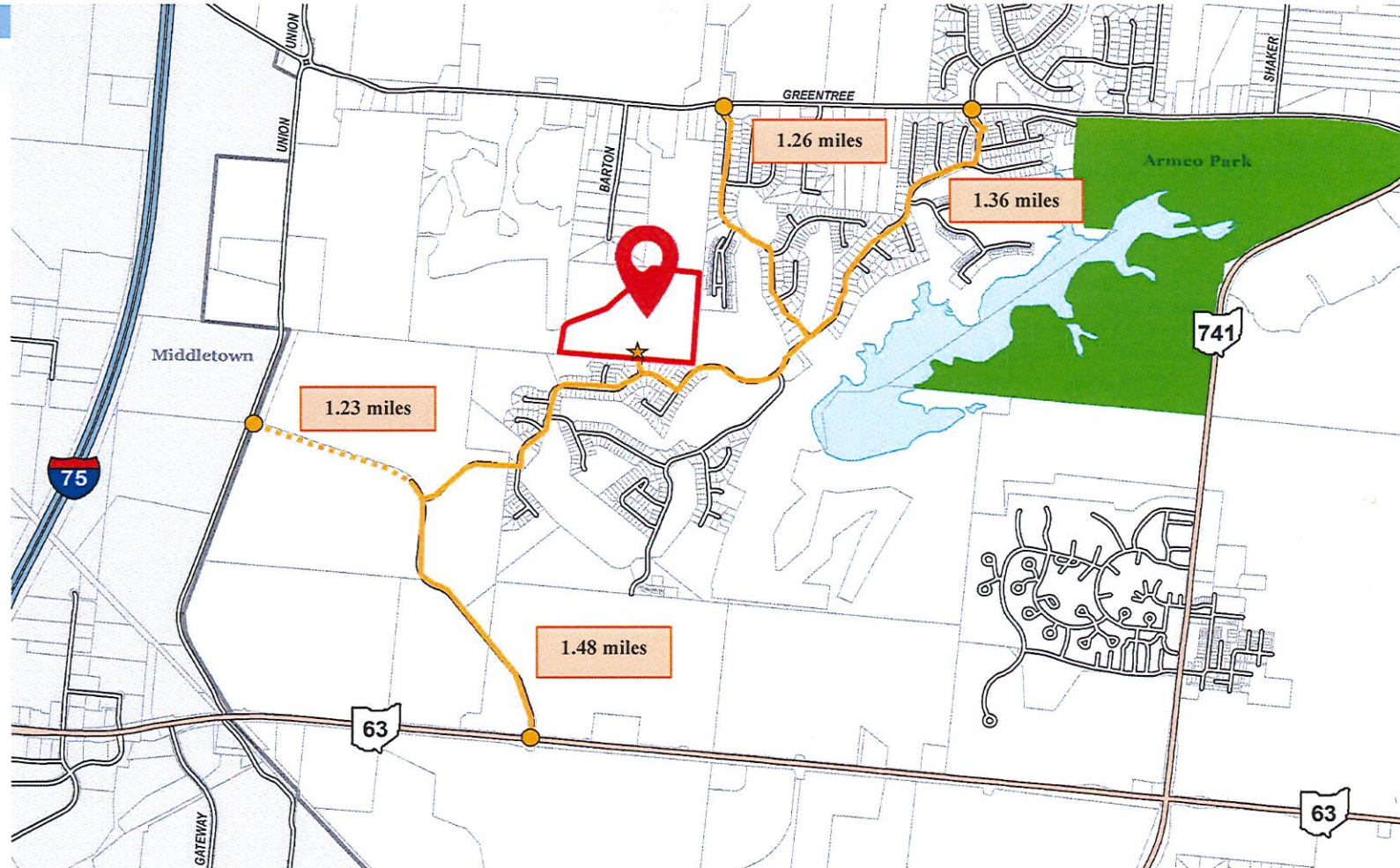


# Density Analysis Along Greentree Road

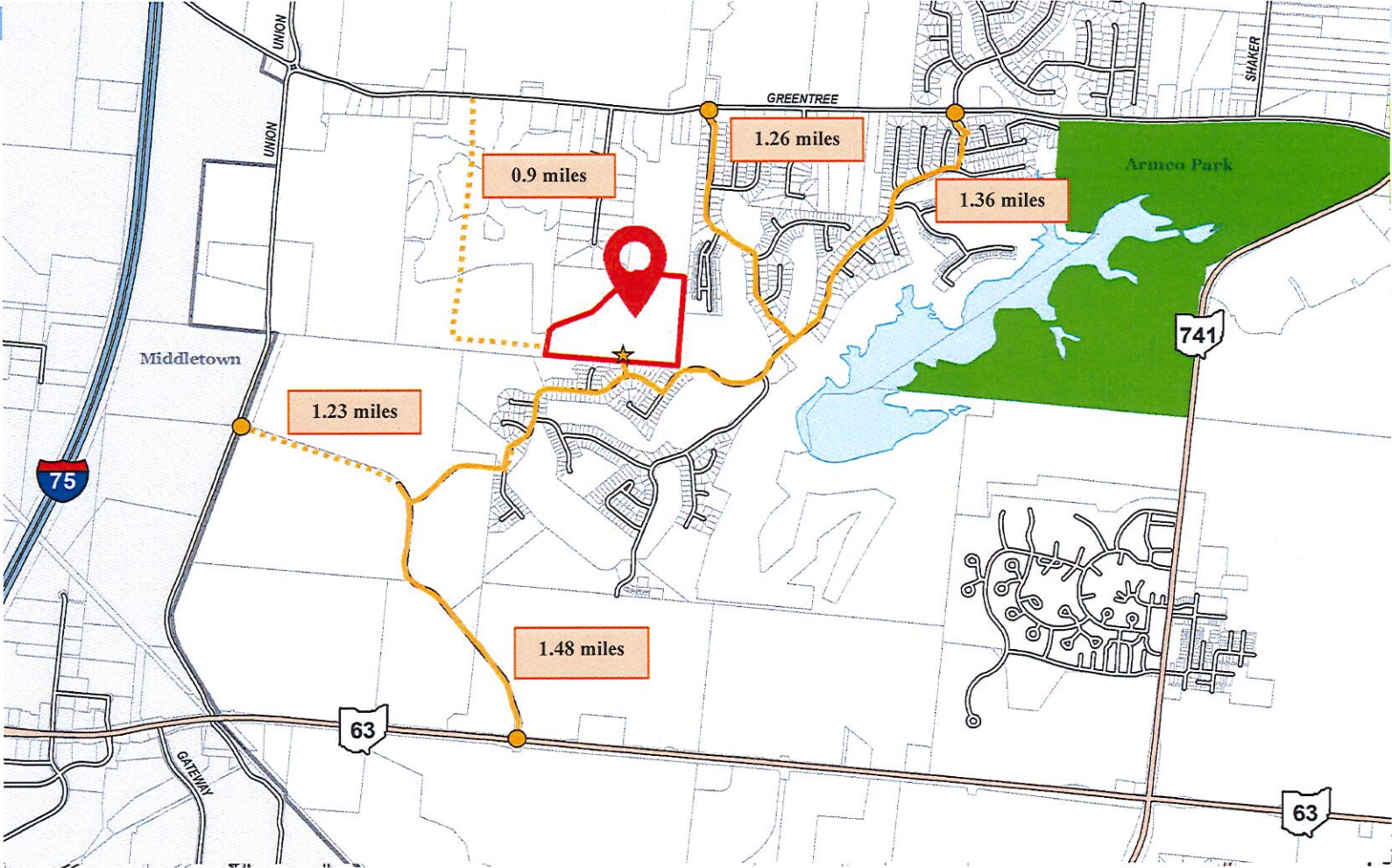




# Access To & From Major Roads



# Access To & From Major Roads





# Access From Core 5





# Access From Core 5

Shaker Woods

Shaker Run

Last Mile Dr.

Building 1





# Access From Core 5 to Shaker Run

10. The stub street to the Shaker Run development shall be installed to the property line, prior to 75% of the lots being platted or developed. The stub street shall be improved with structural traffic control devices, as approved by the Warren County Engineer's Office, to prevent semi-truck traffic from accessing the Shaker Run residential development.

## Resolution

*Number* 20-1166

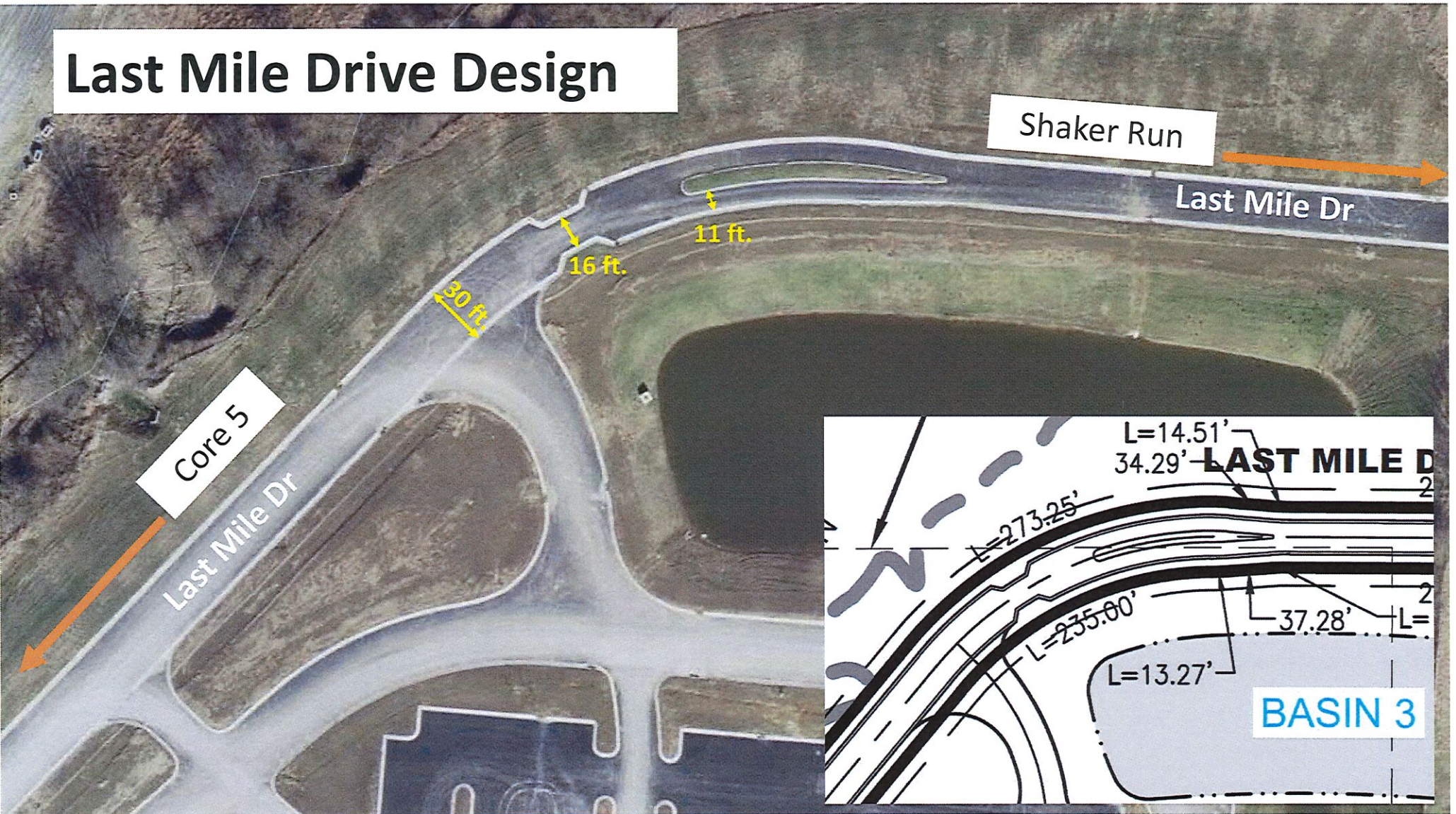
*Adopted Date* August 24, 2021

APPROVE PUD STAGE 2 FOR ODC WARREN COUNTY SURPLUS FARM (CORE 5 INDUSTRIAL PARTNERS, LLC APPLICANT) IN TURTLECREEK TOWNSHIP SUBJECT TO CONDITIONS

WHEREAS, this Board met this 24<sup>th</sup> day of August 2021, in the Commissioners' Meeting Room to consider the PUD Stage 2 for the ODC Warren County Surplus Farm (Core 5 Industrial Partners, LLC, Applicant) in Turtlecreek Township; and



# Last Mile Drive Design





# Last Mile Drive Design



Changing Right-Of-Way Width

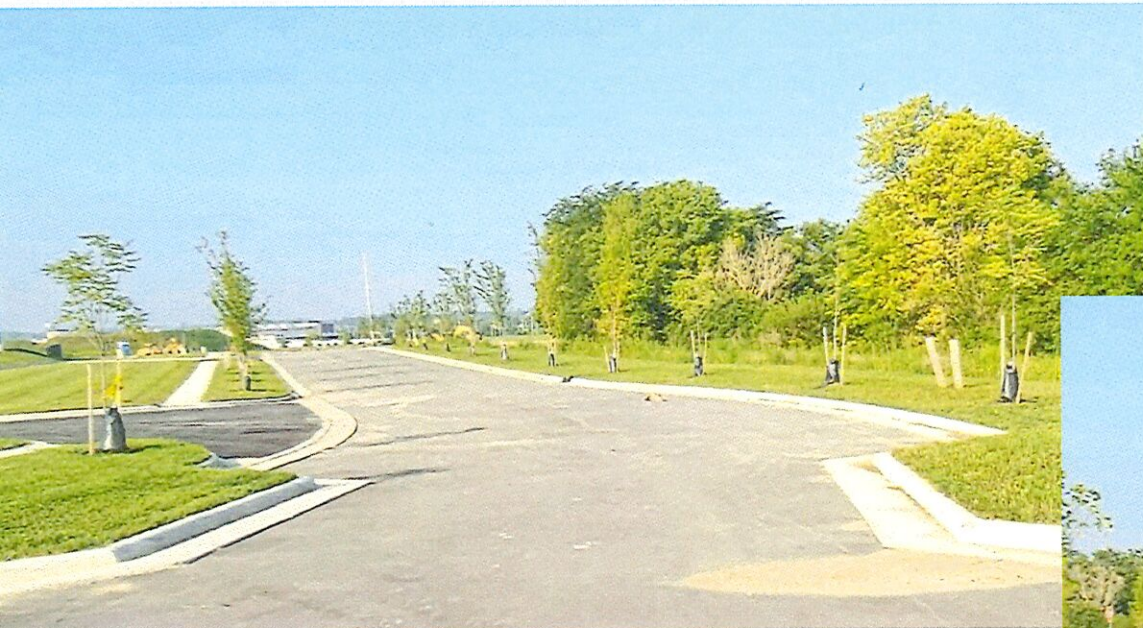


There are no overhead traffic control devices.

Road Median

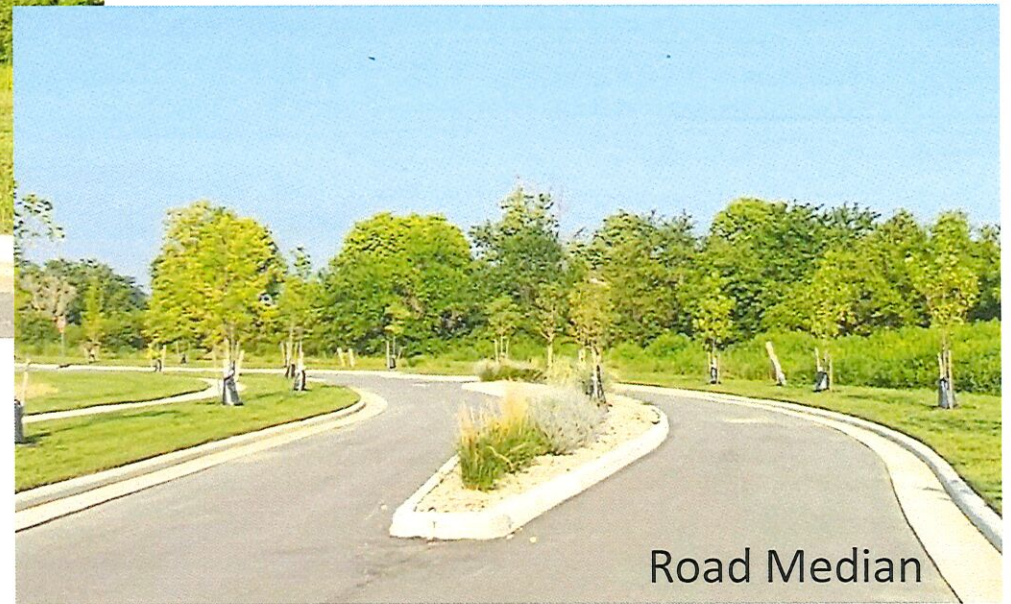


# Last Mile Drive Design



Changing Right-Of-Way Width

**Per Warren County Engineer's Office, Chief Deputy Kurt Weber, his office recommends that the barrier allowing access through Last Mile Drive not be removed until completion of the State Route 63 Road Improvement Project estimated by the end of year 2025.**



Road Median



# Shaker Run



AREA MAP  
1"=600 FT

NOW THEREFORE BE IT RESOLVED, to approve a modification of the rezoning application to rezone approximately 13 acres from Rural Residence R-1 PUD to Rural Residence R-1 PUD subject to the following conditions:

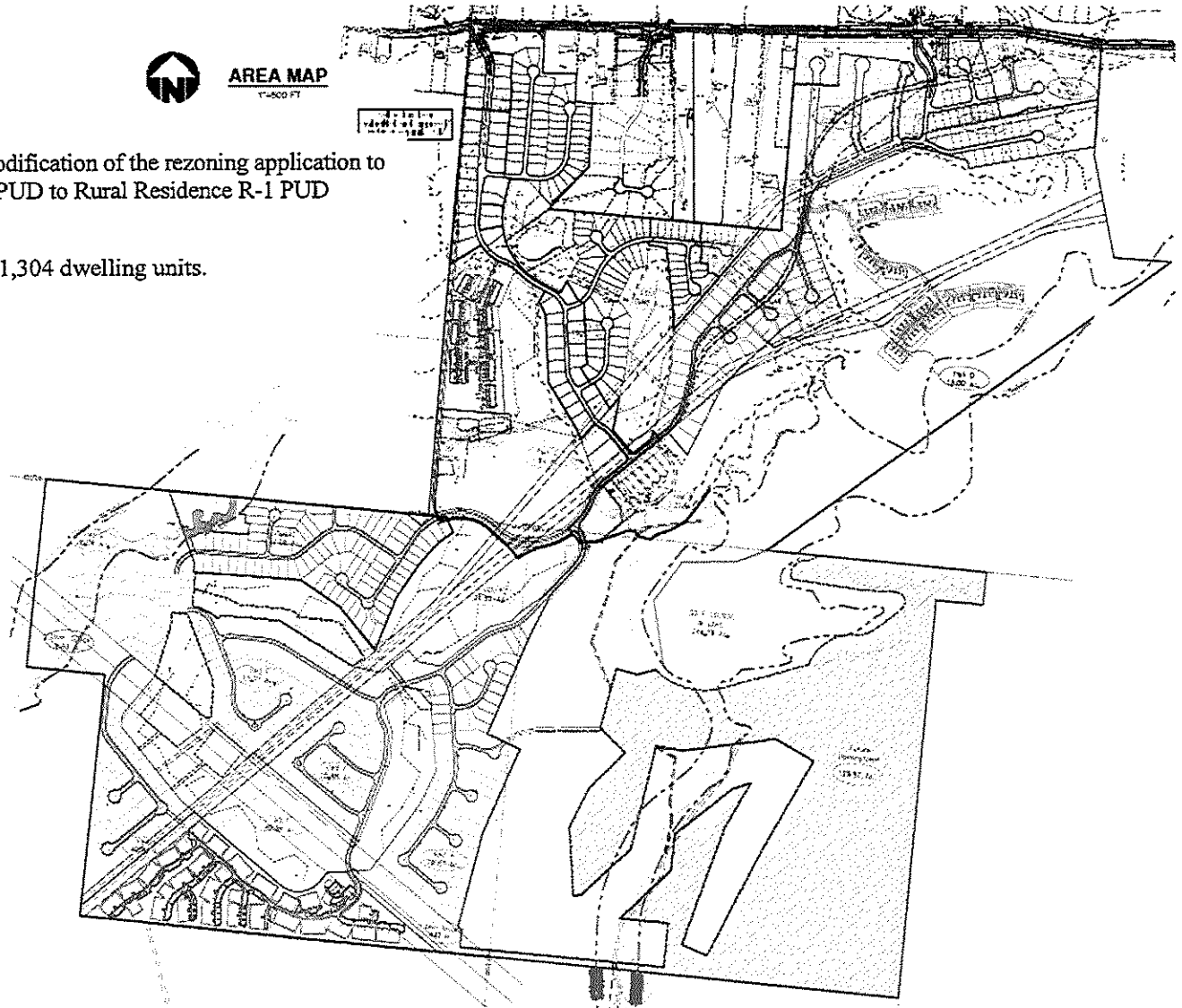
1. The maximum number of units for PUD shall be 1,304 dwelling units.

➤ Density: **2.83 units/acre**

➤ Proposed Units: **1,353**

➤ Allowed Units: **1,383**

- Shaker Run PUD 1: 1,304 units
- Shaker Run PUD 2: 79 units



# Shaker Run

NOW THEREFORE BE IT RESOLVED, to approve a modification of the rezoning application to rezone approximately 13 acres from Rural Residence R-1 PUD to Rural Residence R-1 PUD subject to the following conditions:

1. The maximum number of units for PUD shall be 1,304 dwelling units.
2. Pod Q (Lakeside Condominiums) shall not exceed 104 units, 13 buildings, 13 acres.
3. The total open space area (including Golf Course) shall be no less than 421 acres.
4. One public road connection shall be stubbed to the property line of parcel number 08-31-300-008, and two public roads shall be stubbed to parcel number 12-29-100-002. One of the road connections to parcel number 12-29-100-002 shall be provided on the west property boundary of the Shaker Run PUD; the second road connection to parcel number 12-29-100-002 shall be made to the southern property boundary of the Shaker Run PUD. The general locations of all three road connections are illustrated in Exhibit A. The exact location of all three road stubs shall be determined at the time of PUD Stage 2 Site Plan and Preliminary Plan.

BOARD OF COUNTY COMMISSIONERS  
WARREN COUNTY, OHIO

## Resolution

Number 16-1109

Adopted Date July 19, 2016

APPROVE MODIFICATION OF THE REZONING APPLICATION OF SHAKER RUN GOLF COURSE (CASE #2016-02), TO REZONE APPROXIMATELY 13 ACRES FROM R-1 PUD TO R-1 PUD IN TURTLECREEK TOWNSHIP

WHEREAS, this Board met the 12<sup>th</sup> day of July 2016, and again this 19<sup>th</sup> day of July 2016, in the Commissioners' Meeting Room to consider the rezoning application of Shaker Run Golf Course, owner of record (Case #2016-02) to rezone approximately 15 acres (Parcel Numbers 08-25-400-008) located at 1320 Golf Course Drive in Turtlecreek Township from R-1 PUD to R-1 PUD to approve an increase in density; and

WHEREAS, the applicant requested a modification to the rezoning application to reduce acreage from approximately 15 acres to approximately 13 acres and also reduce the number of dwelling units requested from an increase of an additional 120 units to 104 units; and

WHEREAS, this Board has considered the recommendation of the Regional Planning Commission Executive Committee and the decision of the Rural Zoning Commission and all those present to speak relative to this rezoning application; and

NOW THEREFORE BE IT RESOLVED, to approve a modification of the rezoning application to rezone approximately 13 acres from Rural Residence R-1 PUD to Rural Residence R-1 PUD subject to the following conditions:

1. The maximum number of units for PUD shall be 1,304 dwelling units.
2. Pod Q (Lakeside Condominiums) shall not exceed 104 units, 13 buildings, 13 acres.
3. The total open space area (including Golf Course) shall be no less than 421 acres.
4. One public road connection shall be stubbed to the property line of parcel number 08-31-300-008, and two public roads shall be stubbed to parcel number 12-29-100-002. One of the road connections to parcel number 12-29-100-002 shall be provided on the west property boundary of the Shaker Run PUD; the second road connection to parcel number 12-29-100-002 shall be made to the southern property boundary of the Shaker Run PUD. The general locations of all three road connections are illustrated in Exhibit A. The exact location of all three road stubs shall be determined at the time of PUD Stage 2 Site Plan and Preliminary Plan.
5. Any standards found in the Warren County Rural Zoning Code adopted July 31, 1973 that are not modified, varied or addressed by this PUD document shall apply to the PUD site.
6. A storm water Management Plan shall be submitted and approved by the WCEO prior to the PUD Stage 3. The Ohio Environmental Protection Agency may require a National Pollution Discharge Elimination Systems permit for storm water drainage.



**Exhibit A:** Areas where a road stub to an adjacent property is required. Parcel identification numbers are current as of July 2016. The exact location of the road connections to adjacent properties may be determined at Stage 2 Site Plan and Preliminary [Subdivision] Plan.

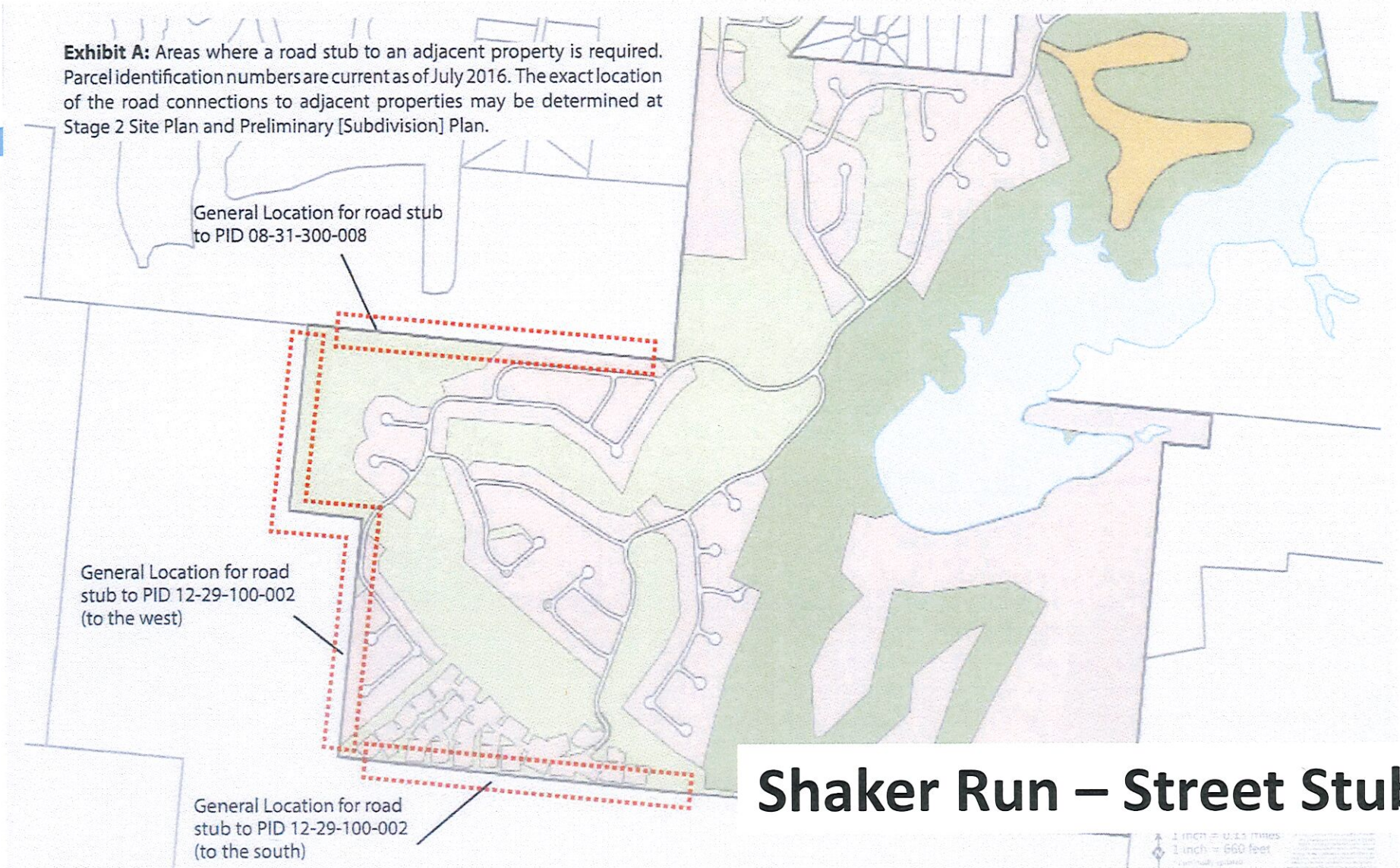
General Location for road stub to PID 08-31-300-008

General Location for road stub to PID 12-29-100-002 (to the west)

General Location for road stub to PID 12-29-100-002 (to the south)

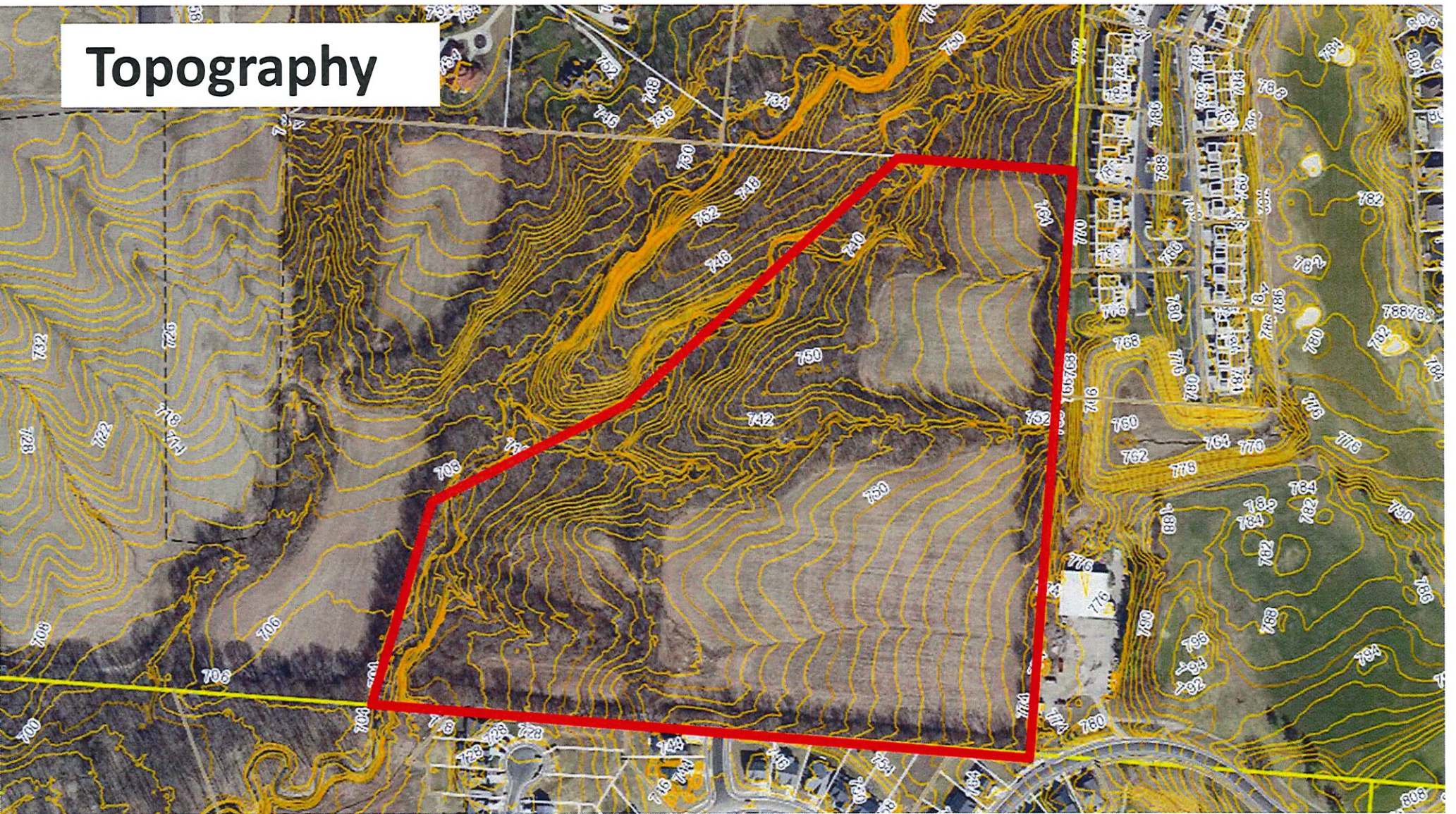
# Shaker Run – Street Stubs

1 inch = 0.15 miles  
1 inch = 660 feet  
North arrow



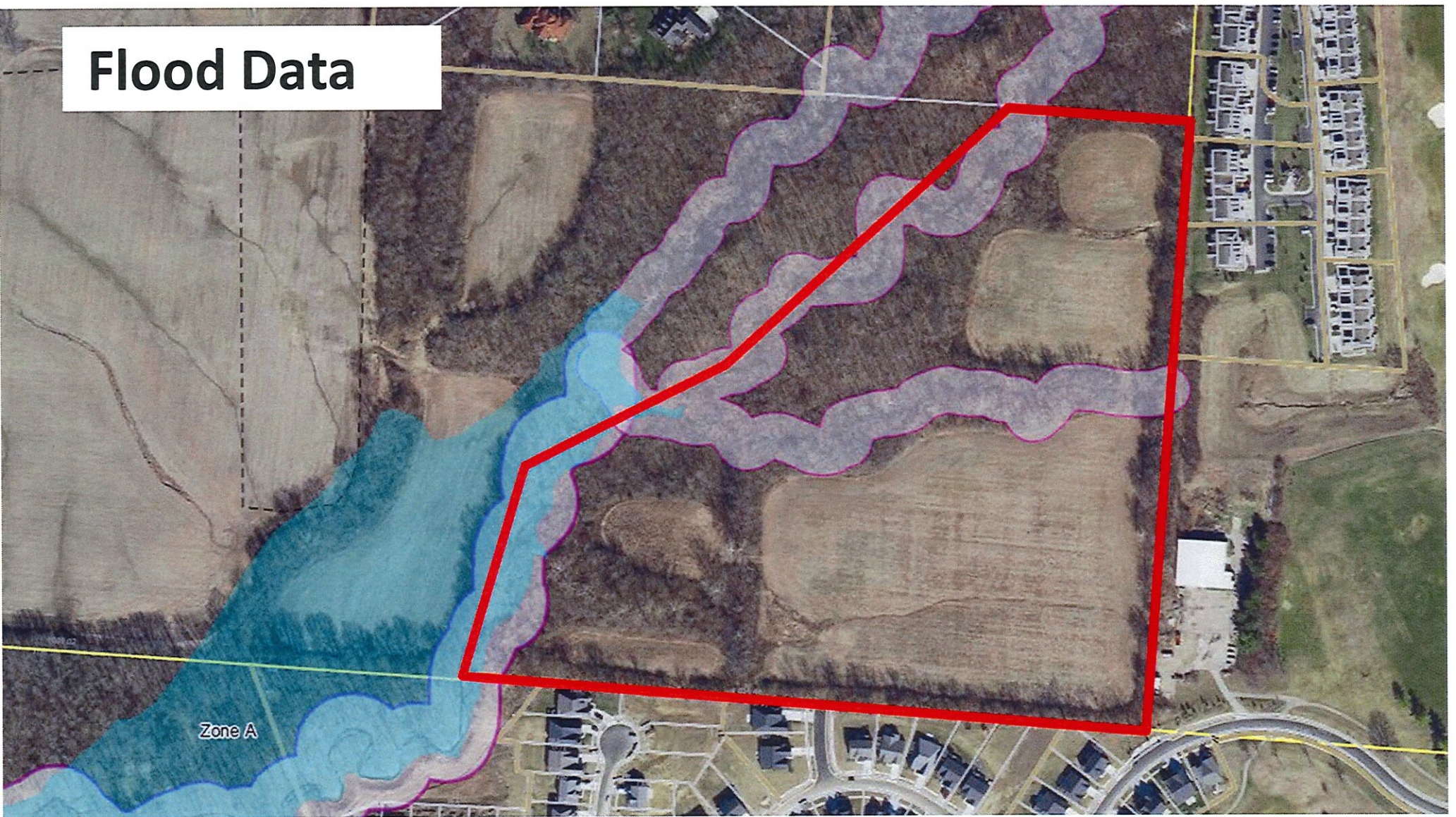


# Topography





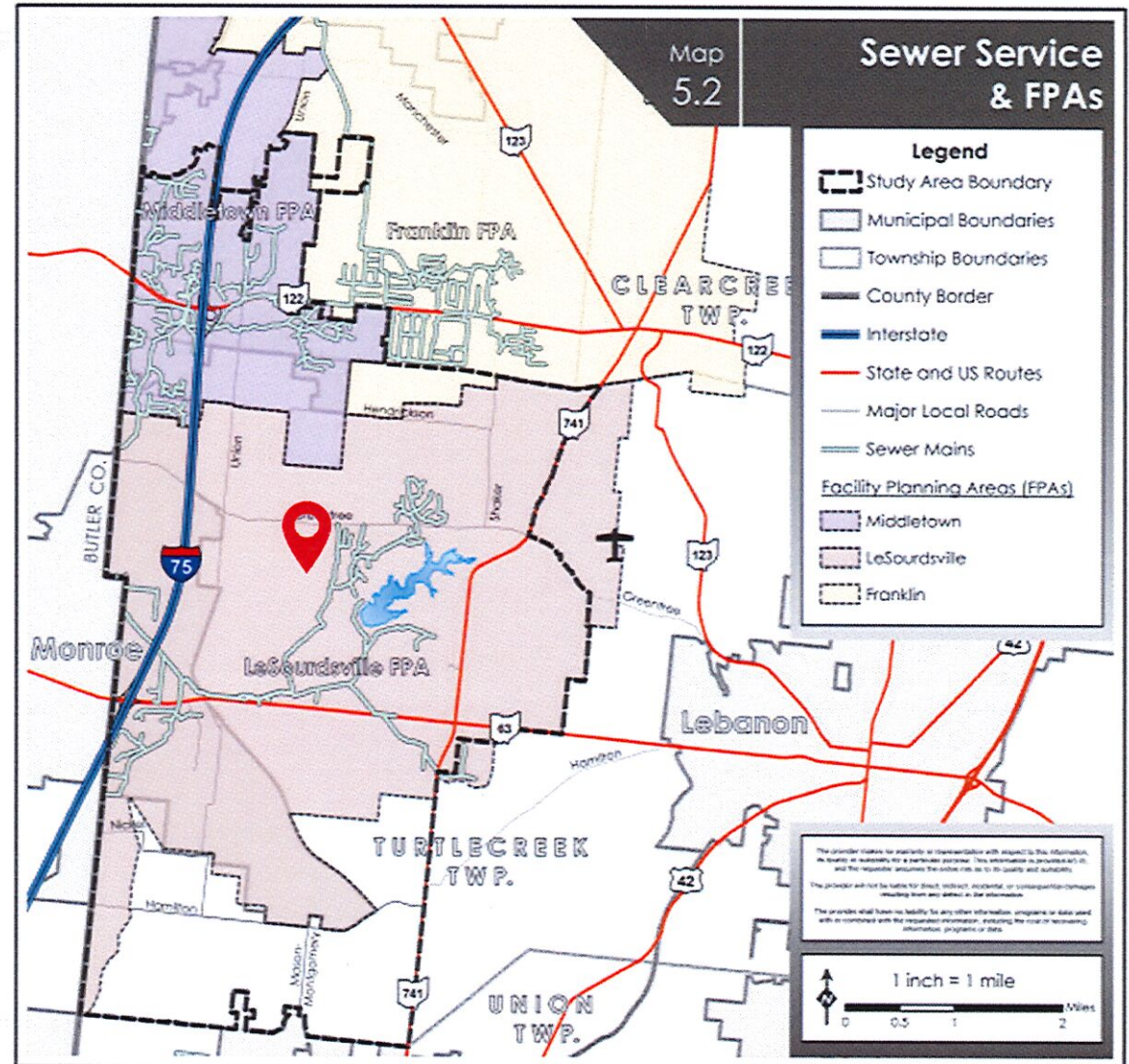
# Flood Data





# Sewer Service & FPA

- Butler County Sewer Service.
- LeSourdsville FPA.





# Distance From Turtlecreek TWP Fire Department

