



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

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

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

**MINUTES: Regular Session – January 25, 2022**

The Board met in regular session pursuant to adjournment of the January 18, 2022, meeting.

Tom Grossmann – present

David G. Young – present

Shannon Jones – present

Tina Osborne, Clerk – present

Minutes of the January 4, 2022, and January 18, 2022, meetings were read and approved.

- 22-0121 A resolution was adopted to approve a pay increase for Kimberly Adams within the Warren County Department of Emergency Services. Vote: Unanimous
- 22-0122 A resolution was adopted to approve a pay increase for Jeanne Johnson within the Warren County Department of Emergency Services. Vote: Unanimous
- 22-0123 A resolution was adopted to approve a one-time payment for Stacey Newdigate, Fiscal Coordinator within Warren County Job and Family Services, Human Services Division. Vote: Unanimous
- 22-0124 A resolution was adopted to hire Candace Miller in a dual role as Economic Development Specialist within Economic Development and Commissioners' Aide within the Commissioners' Office. Vote: Unanimous
- 22-0125 A resolution was adopted to approve pay increase for Claude Powers, Wastewater Treatment Plant Operator I, within the Warren County Water and Sewer Department. Vote: Unanimous
- 22-0126 A resolution was adopted to approve reappointment of member to the Warren County Emergency Communications Board. Vote: Unanimous
- 22-0127 A resolution was adopted to approve reappointment of Jeff Harris as Warren County Apiary Inspector. Vote: Unanimous

- 22-0128 A resolution was adopted to cancel regularly scheduled Commissioners' Meeting of Thursday, January 27, 2022. Vote: Unanimous
- 22-0129 A resolution was adopted to authorize Tiffany Zindel, County Administrator, to sign benefit exception form required by United Healthcare for coverage of a non-covered service. Vote: Unanimous
- 22-0130 A resolution was adopted to acknowledge and accept agreement with Weight Watchers North America, Inc. for program year effective January 1, 2022. Vote: Unanimous
- 22-0131 A resolution was adopted to acknowledge policy with Arch Insurance for the provision of Stop Loss Coverage for 2022 relative to the self- insured Workers' Compensation Program. Vote: Unanimous
- 22-0132 A resolution was adopted to acknowledge and accept the Summary Plan Description (SPD) by Dental Care Plus relative to the dental care program effective January 1, 2022. Vote: Unanimous
- 22-0133 A resolution was adopted to approve and authorize the submittal of a grant application for the Ohio State Emergency Response Commission Chemical Emergency Planning and Community Right- to- Know Fund Grant Program on behalf of Warren County Emergency Services and authorize LEPC Grant Coordinator to sign grant application. Vote: Unanimous
- 22-0134 A resolution was adopted to approve and authorize the President of the Board of Commissioners to sign Local Support Agency Memorandum of Understanding with Warren Correctional Institution. Vote: Unanimous
- 22-0135 A resolution was adopted to authorize Board to sign the County Highway System Mileage Certification. Vote: Unanimous
- 22-0136 A resolution was adopted to declare an emergency and waive competitive bidding for the repair o the generator at Goose Creek Tower and rental of temporary generator. Vote: Unanimous
- 22-0137 A resolution was adopted to authorize President of the Board to sign Task Completion Report #1 Q-40698 for Central Square Technologies (FKA Tritech Software Systems) on behalf of Warren County Telecommunications. Vote: Unanimous
- 22-0138 A resolution was adopted to enter into agreement for Rules of Engagement for Cybersecurity Assessments with U.S. Department of Homeland Security, Cyber and Infrastructure Security Agency (CISA) on behalf of Warren County Board of Elections. Vote: Unanimous

- 22-0139 A resolution was adopted to approve and enter into an agreement between the Warren County Commissioners for and on behalf of Warren County Children Services with Affordable Language Services to provide interpreter services. Vote: Unanimous
- 22-0140 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous
- 22-0141 A resolution was adopted to approve a street and appurtenances bond reduction for Sawyer's Mill Project I, LLC for reduction in the developer's performance obligation commensurate with the developer's performance successfully completed to date for Sawyer's Mill, Section One (Cincinnati- Dayton Road/ Dixie Highway Improvements) in Franklin Township. Vote: Unanimous
- 22-0142 A resolution was adopted to enter into a subdivision public improvement performance and maintenance security agreement with Grand Communities, LLC for installation of certain improvements in Kensington, Phase 3, situated in Deerfield Township. Vote: Unanimous
- 22-0143 A resolution was adopted to enter into street and appurtenances (including sidewalks) security agreement with Grand Communities, LLC for installation of certain improvements for Right of Way Dedication Shadow Wood Drive situated in Turtlecreek Township. Vote: Unanimous
- 22-0144 A resolution was adopted to approve various record plats. Vote: Unanimous
- 22-0145 A resolution was adopted to approve operational transfer from County Commissioners' Fund #11011112 into Emergency Services Fund #2264 and #2290. Vote: Unanimous
- 22-0146 A resolution was adopted to approve appropriation adjustments within Treasurer's Office Fund #11011130. Vote: Unanimous
- 22-0147 A resolution was adopted to approve appropriation adjustment within Juvenile Court Fund #110111240. Vote: Unanimous
- 22-0148 A resolution was adopted to approve appropriation adjustments within Telecommunications Department Fund #11012810. Vote: Unanimous
- 22-0149 A resolution was adopted to approve appropriation adjustment within Telecommunications Department Fund #11012812. Vote: Unanimous
- 22-0150 A resolution was adopted to approve appropriation adjustment within Children Services Fund #2273. Vote: Unanimous
- 22-0151 A resolution was adopted to approve appropriation adjustment within the Sewer Revenue Fund #5580. Vote: Unanimous

- 22-0152 A resolution was adopted to approve requisitions and authorize County Administrator to sign documents relative thereto. Vote: Unanimous
- 22-0153 A resolution was adopted to approve appropriation adjustment from Commissioners General Fund #11011110 into Economic Development Fund #11011116. Vote: Unanimous
- 22-0154 A resolution was adopted to approve and authorize the Warren County Port Authority to apply to the Ohio Department of Development for the Brownfield Remediation Grant Program. Vote: Unanimous
- 22-0155 A resolution was adopted to issue Request for Qualifications for professional services to provide Facilities Master Plan Study within Warren County to assist in planning a Facilities Master Plan. Vote: Unanimous

#### DISCUSSIONS

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

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Matt Schnipke, Economic Development Director, was present for a work session and discussed the following matters:

- 1.) Brownfield Grant—Mr. Schnipke discussed the Board designating the Port Authority as the lead entity for applications related to the Brownfield and Demolition grants discussed at a previous meeting. The Port has been working with a consultant on our application for the Brownfield component relative to the Middletown multi-purpose venue project. He stated a resolution is necessary to formally authorize the Port Authority to submit the application. He then stated that this would be a \$1 million match fee grant and requested the Board approve the resolution. Upon discussion, the Board resolved (Resolution #22-0154) to authorize the Warren County Port Authority to apply to the Ohio Department of Development for the Brownfield Remediation Grant Program.
- 2.) Electric Vehicle Fast Charging Station Grant—Mr. Schnipke presented a synopsis of the electric vehicle direct current fast charging station (DCFC) grant through the Ohio EPA. He stated that this grant is part of the State's funding received through the Volkswagen Diesel Mitigation Trust Fund. He reviewed that the \$7 million EPA grant to incentivize installation of the fast charge station is for the infrastructure, plus five years of operational costs. He stated that after the five years, the county would be responsible for the operational cost with, what his research shows, very little revenue. He then reviewed

the requirements of the grant to locate within ¼ mile of restaurants as well as the need for 3 phase electric service in order to construct the facility.

Commissioner Young stated his opinion relative to the free market needing to be the lead on these types of projects in that it is too early for the County to be getting involved.

Commissioner Grossmann questioned if this is a grant which we could make application and then “opt out”.

Mr. Schnipke stated his recommendation of letting a private company apply for the grant and provide this service to the community.

Commissioner Jones stated her opinion that there is not enough research on the best location to build this infrastructure and stated her agreement with Commissioner Young that a private provider is best for this type of grant. She then stated her desire for Mr. Schnipke to be proactive on this matter.

There was discussion relative to the Sports Complex being a location for charging stations as well as the consideration of any thought of county vehicle fleet going electric in the future.

- 3.) RFQ for Broadband Service—Mr. Schnipke stated that the review committee for the fiber optic RFQ responses met earlier this week and stated that they received various responses in a variety of different options. He stated that the review committee has ranked the four responses, working with Adam Nice from the Prosecutor’s Office. He then stated the proposed cost estimates were from \$125,000 to \$426,000.

Commissioner Young stated his desire to use this opportunity to educate the Board by interviewing the top three ranked firm.

Upon discussion, the Board requested the Clerk to schedule interviews on the agenda for the top three ranked firms.

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Trevor Hearn, Facilities Management Director, was present along with County Court Judges Loxley and Fischer and representatives from VSWC Architects, for a work session to discuss the new County Court Building.

Mr. Hearn presented the attached options and cost estimates and stated the concern of not having enough land to expand should they construct the building in the previously discussed space adjacent to the Common Pleas Court.

There was discussion relative to the current facility, which is connected to the old Sheriff's Office and County Jail, outliving its useful life and the need to have a conversation relative to what the future looks like.

Mr. Hearn stated his recommendation to "hit pause" and to issue a Request for Qualifications to hire a consultant to create a master plan of what the best design for the overall campus should look like in the future.

Commissioner Grossmann agreed with the need for looking forward a few decades.

Commissioner Young stated that we now know that the new County Jail works, and that the taxpayer asset are in the land value where the old facility is located, not in the building itself as we have reviewed all the possible uses and none have been feasible.

Mr. Hearn stated that it will cost in the range of \$4 million to renovate the mechanics in the newer portion of the old jail but will only cost \$500,000 to demolish the entire facility. He then stated the utility cost of approximately \$1000 per month for the vacated jail.

There was discussion relative to the scope of the RFQ.

There was discussion relative to the cost estimates provided relative to the new County Court Facility with the Board stating they agree.

Jim Voorhis, VSWC Architects, stated that approximately six months will be needed to complete the campus master plan.

The Board thanked the Judges for their patience in this matter and questioned if they could work with this delay.

Judge Loxley stated they are spreading out into the vacated Sheriff's Office space which has helped and that they will be patient. He then requested the Board consider the size of the second court room, stating the need for them to be the same.

Judge Fischer stated he is grateful for the master plan and the idea of incorporating the Administration Building parking into the concept plan for County Court.

Upon further discussion, the Board resolved (Resolution #22-0155) to issue Request for Qualifications for professional services to provide Facilities Master Plan Study within Warren County to assist in planning a Facilities Master Plan.

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Tammy Whitaker, Benefits and Risk Manager, was present for a work session to discuss the mandate on healthcare plans to cover Covid home test kits.

Katie Horvath, Assistant Prosecutor, reviewed the legislation around the change relative to the new mandate for insurance companies to cover eight home test kits per month, per covered individual. She then stated they also provided an enforcement mechanism in the mandate of \$100 per day fine per member.


Ms. Whitaker discussed the various options available to the Board as well as the maximum exposure to the plan that was not previously budgeted. She then stated her recommendation of limiting the exposure by providing the benefit through the prescription benefit with a preferred provider with a set maximum cost per test.

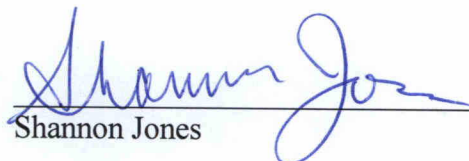
There was discussion relative to the mandate being ripe for abuse as well as the ability to utilize ARPA funds to cover the unexpected expense.

Upon discussion, the Board directed Ms. Whitaker to proceed with the recommended process to comply with the mandate, selecting OptumRx to administer the benefit while preserving ARPA funding to cover the cost.

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Upon motion the meeting was adjourned.

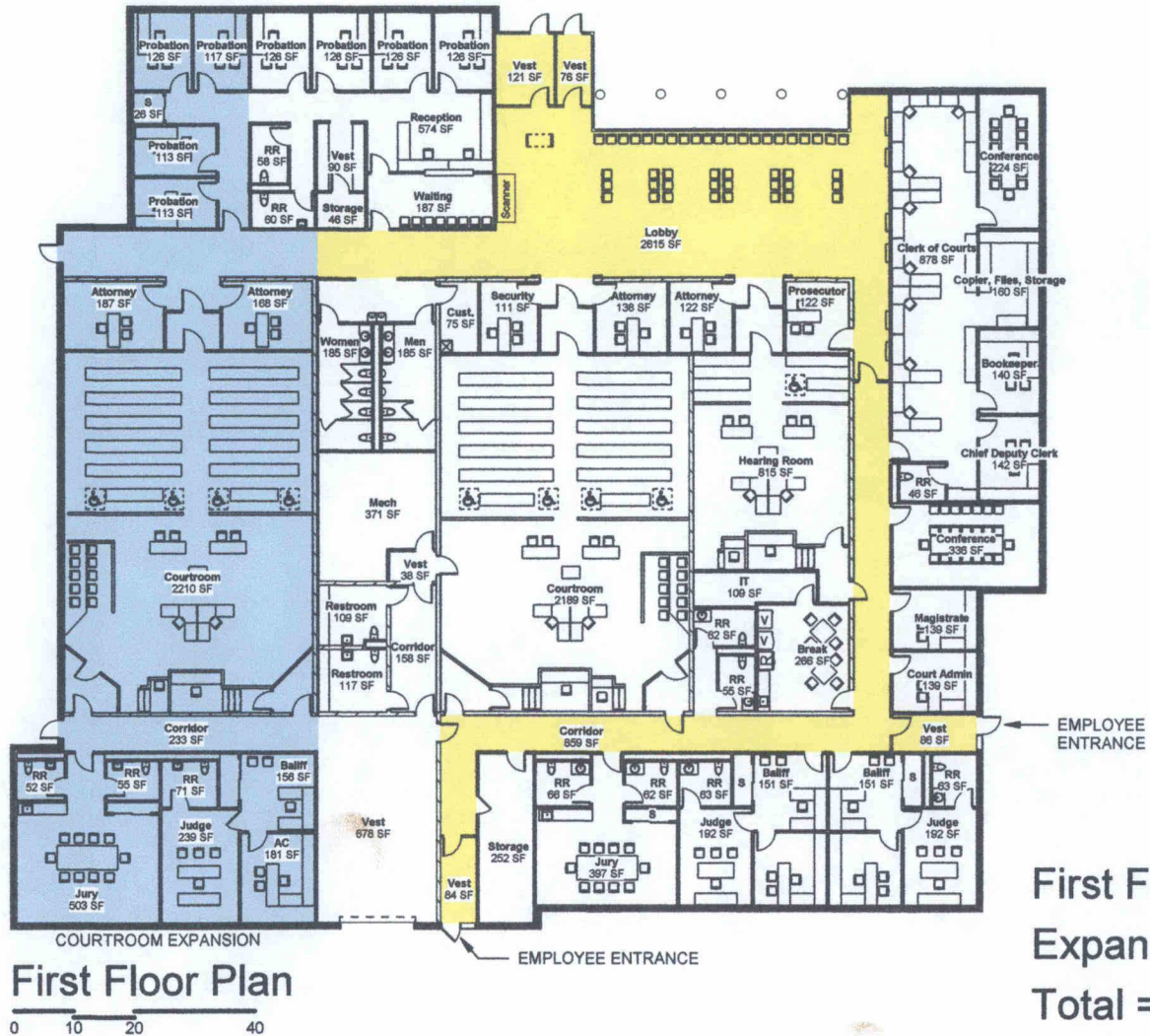
  
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Tom Grossmann, President

  
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Shannon Jones

  
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David G. Young

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 January 25, 2022, in compliance with Section 121.22 O.R.C.

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

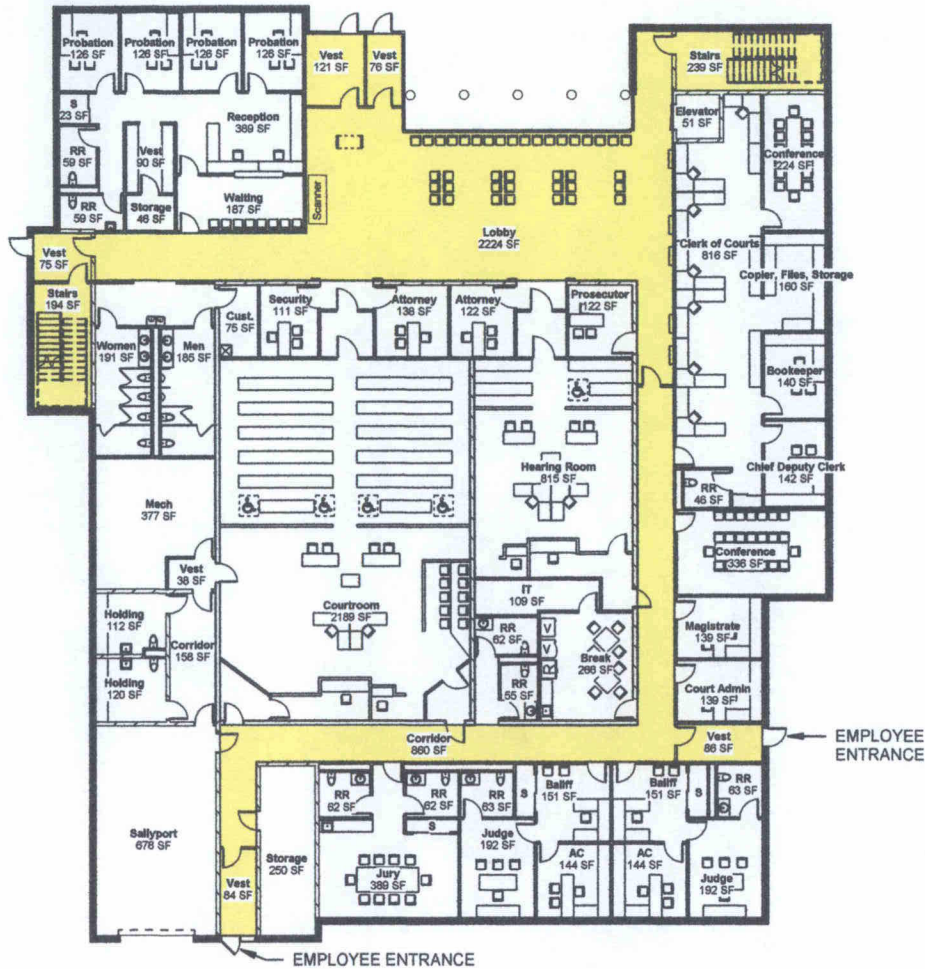


# Single Story with Courtroom Expansion

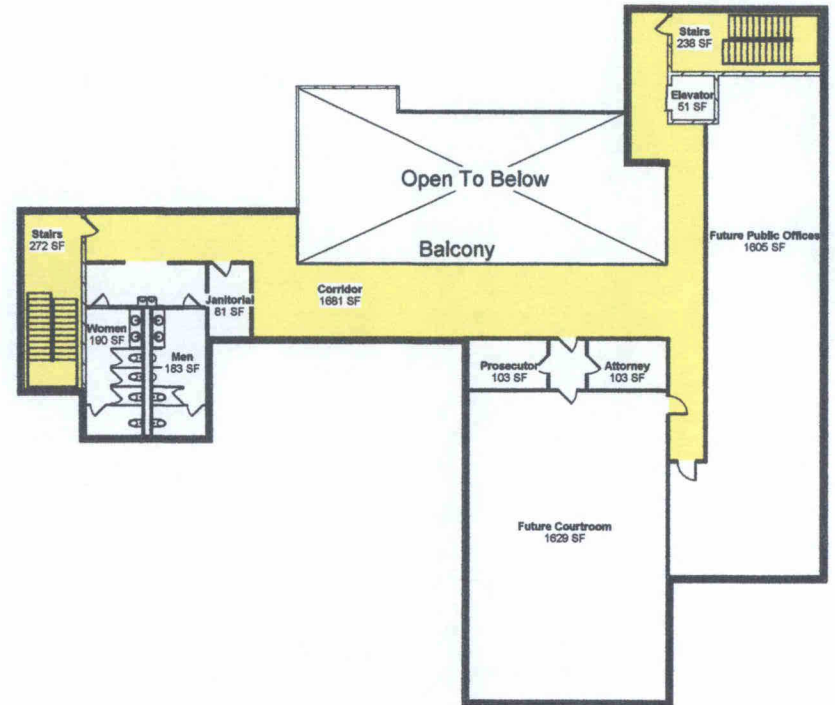
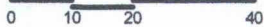


414 Reading Road, Mason, Ohio 45040





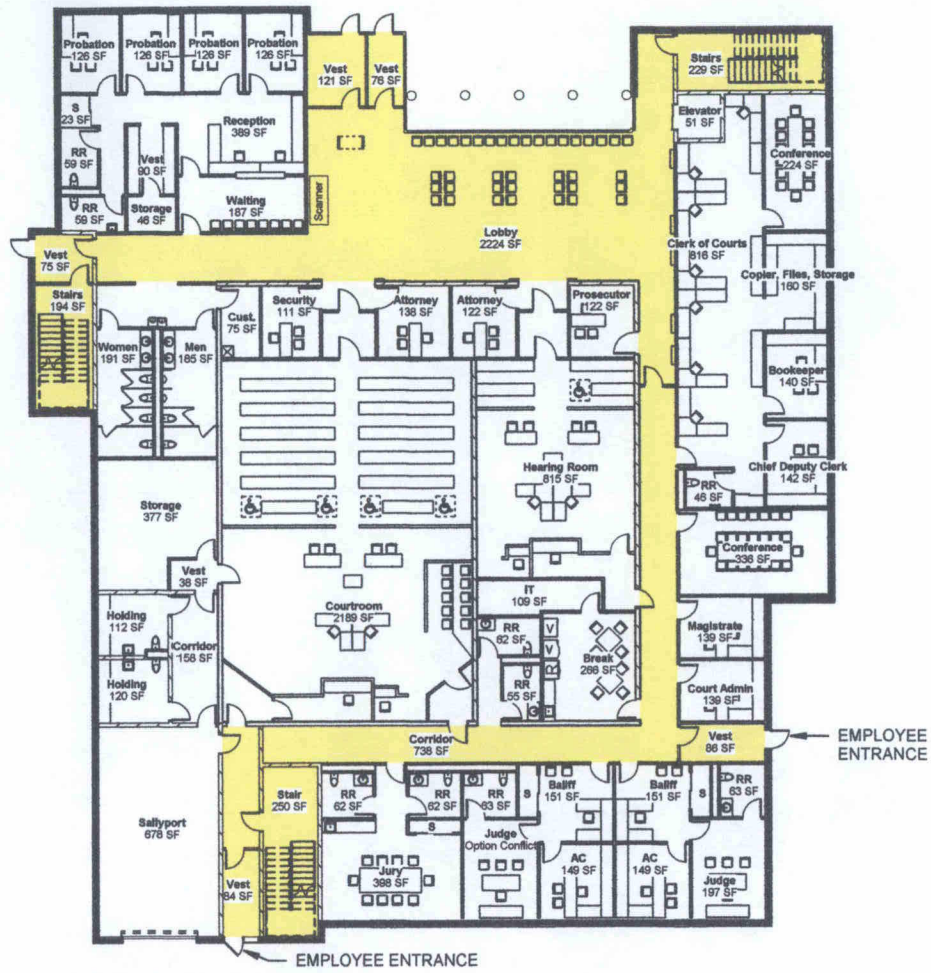
First Floor Plan



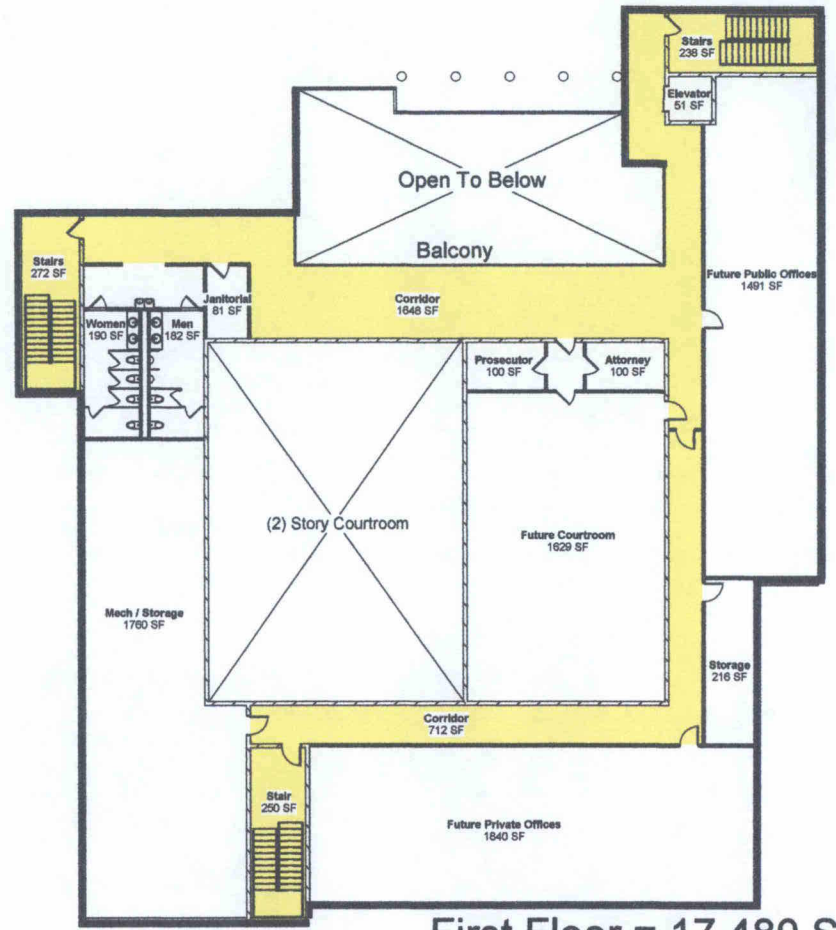
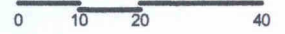
Second Floor Plan

First Floor = 17,440 SF  
 Second Floor = 6,870 SF  
 Total = 24,310 SF

# Partial Second Floor with Courtroom



First Floor Plan



Second Floor Plan

First Floor = 17,480 SF  
 Second Floor = 11,790 SF  
 Total = 29,270 SF

# Full Second Floor with Courtroom



414 Reading Road, Mason, Ohio 45040

## Budgeting Construction Cost - Warren County Courts

| Description                           | Area (SF) | Cost per SF | Building Cost | Site Cost | Construction Subtotal | Construction Contingency (5% of Construction Cost) | Non-Construction Cost (15%): | Total Budget |
|---------------------------------------|-----------|-------------|---------------|-----------|-----------------------|--|------------------------------|--------------|
| Single Story Base Plan                | 16,730    | \$286       | \$4,784,780   | \$612,000 | \$5,396,780           | \$269,839  | \$849,993                    | \$6,516,612  |
| Single Story with Courtroom Expansion | 22,710    | \$286       | \$6,495,060   | \$630,000 | \$7,125,060           | \$356,253  | \$1,122,197                  | \$8,603,510  |
| Partial Second Floor with Courtroom   | 24,310    | \$286       | \$6,952,660   | \$612,000 | \$7,564,660           | \$378,233  | \$1,191,434                  | \$9,134,327  |
| Full Second Floor with Courtroom      | 29,270    | \$286       | \$8,371,220   | \$612,000 | \$8,983,220           | \$449,161  | \$1,414,857                  | \$10,847,238 |