



**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 – September 27, 2022

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 8, 2022, meeting.

Tom Grossmann – present

David G. Young – present

Shannon Jones – present

Tina Osborne, Clerk – present

Minutes of the September 8, 2022 meeting were read and approved.

- 22-1397 A resolution was adopted to rescind Resolution #22-1267 which authorized the hiring of Andrea Rentz, Protective Services Caseworker I, within Warren County Job and Family Services, Children Services Division. Vote: Unanimous
- 22-1398 A resolution was adopted to rescind Resolution #22-1299 which authorized the hiring of Jada Smith, Protective Services Caseworker I, within Warren County Job and Family Services, Children Services Division. Vote: Unanimous
- 22-1399 A resolution was adopted to hire Natia Hill as Protective Services Caseworker II, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 22-1400 A resolution was adopted to hire Sydney Smith as Protective Caseworker I, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 22-1401 A resolution was adopted to hire Joseph Staudt as Protective Services Caseworker II, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous

- 22-1402 A resolution was adopted to hire Nathan Shutts as Water Distribution Worker I, within the Warren County Water and Sewer Department. Vote: Unanimous
- 22-1403 A resolution was adopted to hire Michaela Simmons as Water and Sewer Utility Clerk I, within the Warren County Water and Sewer Department. Vote: Unanimous
- 22-1404 A resolution was adopted to approve pay increase for multiple employees within the Warren County Water and Sewer Department. Vote: Unanimous
- 22-1405 A resolution was adopted to approve leave donation for Amelia Jones, Custodial Worker I, within Warren County Facilities Management. Vote: Unanimous
- 22-1406 A resolution was adopted to accept resignation of Chelsea Morris, Custodial Worker I, within Warren County Facilities Management, effective October 1, 2022. Vote: Unanimous
- 22-1407 A resolution was adopted to accept resignation of Haley Stalbosky, Emergency Communications Operator, within the Warren County Emergency Services Department, effective September 22, 2022. Vote: Unanimous
- 22-1408 A resolution was adopted to approve part-time work hours for Julie Arrowood, Eligibility Referral Specialist II, within Warren County Job and Family Services, Human Services Division. Vote: Unanimous
- 22-1409 A resolution was adopted to approve end of 365-day probationary period and approve a pay increase for Kalena Kemp within the Warren County Building and Zoning Department. Vote: Unanimous
- 22-1410 A resolution was adopted to approve end of 365-day probationary period and approve a pay increase for Katie Taylor within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 22-1411 A resolution was adopted to approve end of 365-day probationary period and approve a pay increase for Bart Saltsgaver within Warren County Facilities Management. Vote: Unanimous
- 22-1412 A resolution was adopted to approve end of 365-day probationary period and approve a pay increase for Stephanie Davis within the Warren County Department of Job and Family Services, Human Services Division. Vote: Unanimous
- 22-1413 A resolution was adopted to approve end of 365-day probationary period and approve a pay increase for Ron VanHook within the Warren County Solid Waste District. Vote: Unanimous
- 22-1414 A resolution was adopted to approve end of 365-day probationary period and approve a pay increase for Nate Alfrey within the Warren County Water and Sewer Department. Vote: Unanimous

- 22-1415 A resolution was adopted to recommend member to the Local Emergency Planning Committee. Vote: Unanimous
- 22-1416 A resolution was adopted to approve notice of intent to award bid to Rumpke of Ohio, Inc. for the Hauling and Disposal of Biosolids at the Lower Little Miami Wastewater Treatment Plant. Vote: Unanimous
- 22-1417 A resolution was adopted to enter into contract with Barrett Paving Materials, Inc. for the FY22 Union Township – Highland Park Resurfacing CDBG Project. Vote: Unanimous
- 22-1418 A resolution was adopted to enter into contract with Debra – Kuempel, Inc. for the Fiber Installation for 313 Cook Road Lebanon, Ohio Human Association/ Animal Shelter on behalf of Warren County Telecommunications. Vote: Unanimous
- 22-1419 A resolution was adopted to enter into contract with Recreation Outlets, Inc. for the Village of Morrow – Phegley Park Upgrade for Warren County Office of Grants and Administration. Vote: Unanimous
- 22-1420 A resolution was adopted to authorize Request for Qualifications and appoint a review committee for Survey and Basemap Services for the Moreland Acres Water Replacement Project for the Water and Sewer Department. Vote: Unanimous
- 22-1421 A resolution was adopted to appoint an evaluation committee to review the RFP for Automatic Voice Dispatching (AVD) and Fire Alerting System relative to Warren County Telecommunications. Vote: Unanimous
- 22-1422 A resolution was adopted to authorize Request for Proposals and appoint a review committee for the procurement of utility billing software for the Water and Sewer Department. Vote: Unanimous
- 22-1423 A resolution was adopted to approve agreement and addendum with Focus on Youth, Inc. relative to home placement and related services on behalf of Warren County Children Services. Vote: Unanimous
- 22-1424 A resolution was adopted to approve agreement and addendum with ENA, Inc. relative to home placement and related services on behalf of Warren County Children Services. Vote: Unanimous
- 22-1425 A resolution was adopted to approve and enter into an agreement with Sit Means Sit Dog Training on behalf of Warren County Children Services. Vote: Unanimous
- 22-1426 A resolution was adopted to enter into an agreement with Trumpia, for text messaging reminders for court hearings, on behalf of Warren County Juvenile Court. Vote: Unanimous

- 22-1427 A resolution was adopted to enter into contract with Children’s Home of Cincinnati, DBA Best Point Education and Behavioral Health for Supervised Parenting Program on behalf of the Warren County Juvenile Court. Vote: Unanimous
- 22-1428 A resolution was adopted to enter into a rental agreement on behalf of OhioMeansJobs Warren County. Vote: Unanimous
- 22-1429 A resolution was adopted to enter into a classroom training agreement on behalf of OhioMeansJobs Warren County. Vote: Unanimous
- 22-1430 A resolution was adopted to approve amendment to the contract with Keefe Commissary Network, LLC to provide commissary services, on behalf of the Warren County Sheriff’s Office. Vote: Unanimous
- 22-1431 A resolution was adopted to approve Amendment No. 1 to the contract with Aramark Correctional Services, LLC to provide food services, on behalf of the Warren County Sheriff’s Office. Vote: Unanimous
- 22-1432 A resolution was adopted to authorize acceptance of quote from Central Square on behalf of Warren County Telecommunications for Central Square CAD to ESO Interface. Vote: Unanimous
- 22-1433 A resolution was adopted to approve emergency procurement services for large tree limb removal located at the Lower Little Miami Wastewater Treatment Plant. Vote: Unanimous
- 22-1434 A resolution was adopted to approve emergency procurement for the replacement of a level transmitter/ sensor for the Shelly Ground storage tank in the Franklin Area Water System. Vote: Unanimous
- 22-1435 A resolution was adopted to approve an amendment to the master services agreement with First Billing, LLC for updates to online payment services for the Water and Sewer Department. Vote: Unanimous
- 22-1436 A resolution was adopted to enter into a service agreement with Midco Diving and Marine Services on behalf of the Warren County Water and Sewer Department. Vote: Unanimous
- 22-1437 A resolution was adopted to approve license agreement with the State of Ohio, Department of Natural Resources, for the Force Main Cleaning – Morrow to Riversbend Project. Vote: Unanimous
- 22-1438 A resolution was adopted to enter into a program year 2020-2023 career services sub-grant agreement with Area 12- BCW/ Workforce Development Board. Vote: Unanimous

- 22-1439 A resolution was adopted to approve amendment to contract for professional services agreement with Dimalanta Design Group and the Workforce Development Board of Ohio's 12th Local Workforce Development Area. Vote: Unanimous
- 22-1440 A resolution was adopted to acknowledge receipt of August 2022 Financial Statement. Vote: Unanimous
- 22-1441 A resolution was adopted to enter in memorandum of understanding for online auction sales with Liquidity Services Operations, LLC DBA GovDeals. Vote: Unanimous
- 22-1442 A resolution was adopted to declare various items within Auditor's Office, Board of Developmental Disabilities, Building and Zoning, Common Pleas Court – General Division, Emergency Services, Juvenile, Sheriff's Office, and Telecom and authorize the disposal of said items through internet auction. Vote: Unanimous
- 22-1443 A resolution was adopted to approve payment of bills. Vote: Unanimous
- 22-1444 A resolution was adopted to acknowledge approval of financial transactions. Vote: Unanimous
- 22-1445 A resolution was adopted to approve a street and appurtenances (including sidewalks) bond release for M/I Homes of Cincinnati, LLC for completion of improvements in Kerrisdale Subdivision, Section 3 situated in Deerfield Township. Vote: Unanimous
- 22-1446 A resolution was adopted to approve Lady Palm Drive, Elliott Manor Drive, and Lady Abigail Drive in Kerrisdale Subdivision, Section 3 for public maintenance by Deerfield Township. Vote: Unanimous
- 22-1447 A resolution was adopted to approve a sidewalk bond release for Classicway Development Company, LLC for completion of improvements in the Villages of Classicway Subdivision, Section 4 situated in Hamilton Township. Vote: Unanimous
- 22-1448 A resolution was adopted to approve a street and appurtenances bond release for Classicway Development Company, LLC for completion of improvements in the Villages of Classicway Subdivision, Section 4 situated in Hamilton Township. Vote: Unanimous
- 22-1449 A resolution was adopted to approve Secretariat Drive, Classicway Boulevard, Man O' War Drive, and Omaha Court in the Villages of Classicway Subdivision, Section 4 for public maintenance by Hamilton Township. Vote: Unanimous

- 22-1450 A resolution was adopted to approve a street and appurtenances bond release for Classicway Development Company, LLC for completion of improvements in the Villages of Classicway Subdivision, Section 5 situated in Hamilton Township. Vote: Unanimous
- 22-1451 A resolution was adopted to approve a sidewalk bond release for Classicway Development Company, LLC for completion of improvements in the Villages of Classicway Subdivision, Section 5 situated in Hamilton Township. Vote: Unanimous
- 22-1452 A resolution was adopted to approve Venetian Way in the Villages of Classicway Subdivision, Section 5 for public maintenance by Hamilton Township. Vote: Unanimous
- 22-1453 A resolution was adopted to approve a street and appurtenances (including sidewalks) bond release for Prus Properties, LLC for completion of improvements in the Villages of Classicway Subdivision, Section 6 situated in Hamilton Township. Vote: Unanimous
- 22-1454 A resolution was adopted to approve Classicway Boulevard, Affirmed Drive, Unbridled Way, and Alysheba Court in the Villages of Classicway Subdivision, Section 6 for public maintenance by Hamilton Township. Vote: Unanimous
- 22-1455 A resolution was adopted to enter into street and appurtenances (including sidewalks) security agreement with Grand Communities, LLC for installation of certain improvements in Providence Subdivision, Section Eight, Block B situated in Hamilton Township. Vote: Unanimous
- 22-1456 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 Providence, Section Eight, Block B situated in Hamilton Township. Vote: Unanimous
- 22-1457 A resolution was adopted to enter into street and appurtenances (including sidewalks) security agreement with Grand Communities, LLC for installation of certain improvements in Shaker Run, Section Eleven situated in Turtlecreek Township. Vote: Unanimous
- 22-1458 A resolution was adopted to enter into a subdivision public improvement performance and maintenance security agreement with Grand Communities, LLC for installation of certain improvements in Shaker Run Subdivision, Section Eleven situated in Turtlecreek Township. Vote: Unanimous
- 22-1459 A resolution was adopted to approve various record plats. Vote: Unanimous
- 22-1460 A resolution was adopted to accept amended certificate and supplemental appropriation into the Board of Elections Security Grant Fund #2209. Vote: Unanimous

- 22-1461 A resolution was adopted to approve operating transfers from Water #5510 (Surplus) into #5583 Water Revenue. Vote: Unanimous
- 22-1462 A resolution was adopted to approve operating transfer from Sewer #5580 (Surplus) into #5575 Sewer Revenue. Vote: Unanimous
- 22-1463 A resolution was adopted to approve supplemental appropriations into Board of Elections Fund #11011300. Vote: Unanimous
- 22-1464 A resolution was adopted to approve supplemental appropriation into the Auditor's Office Fund #11014100. Vote: Unanimous
- 22-1465 A resolution was adopted to approve appropriation adjustments and an operational transfer for Jail Construction Sales Tax Fund #4495. Vote: Unanimous
- 22-1466 A resolution was adopted to approve supplemental appropriations into Sheriff's Office Fund #6630. Vote: Unanimous
- 22-1467 A resolution was adopted to approve appropriation adjustment from Commissioners' General Fund #11011110 into Sheriff's Office Fund #11012210. Vote: Unanimous
- 22-1468 A resolution was adopted to approve appropriation adjustment within Domestic Relations Court Fund #110111230. Vote: Unanimous
- 22-1469 A resolution was adopted to approve appropriation adjustment within Probate Court Fund #11011250. Vote: Unanimous
- 22-1470 A resolution was adopted to approve appropriation adjustment from Common Pleas Court General Fund #11011223 into #11011220. Vote: Unanimous
- 22-1471 A resolution was adopted to approve appropriation adjustment within Engineer's Office Fund #11011750. Vote: Unanimous
- 22-1472 A resolution was adopted to approve appropriation adjustment within Juvenile Court Probation Fund #11012500. Vote: Unanimous
- 22-1473 A resolution was adopted to approve appropriation adjustment from Juvenile Court Fund #11011240 into Juvenile Probation Fund #11012500. Vote: Unanimous
- 22-1474 A resolution was adopted to approve appropriation adjustments within Juvenile Detention Fund #110112600. Vote: Unanimous
- 22-1475 A resolution was adopted to approve appropriation adjustment within Emergency Services / Communications Fund #11012850. Vote: Unanimous

- 22-1476 A resolution was adopted to approve appropriation adjustment within the OhioMeansJobs Warren County Fund #2258. Vote: Unanimous
- 22-1477 A resolution was adopted to approve appropriation adjustments within Children Services Fund #2273. Vote: Unanimous
- 22-1478 A resolution was adopted to approve appropriation adjustment within Sheriff's Office Fund #2285. Vote: Unanimous
- 22-1479 A resolution was adopted to approve appropriation adjustment within Transit Fund #2299. Vote: Unanimous
- 22-1480 A resolution was adopted to approve appropriation adjustment within County Construction Project Fund #4467. Vote: Unanimous
- 22-1481 A resolution was adopted to approve appropriation adjustment within Sheriff's Office Fund #6630. Vote: Unanimous
- 22-1482 A resolution was adopted to approve requisitions and authorize County Administrator to sign documents relative thereto. Vote: Unanimous
- 22-1483 A resolution was adopted to find certain real property located at 8937 Bunnell Hill Road, in Clearcreek Township, belonging to the Board, is not needed for county use, and further authorizing the Clerk to advertise a private sale of the real property by sealed bids subject to a minimum bid of \$75,000 and other requirements. Vote: Unanimous
- 22-1484 A resolution was adopted to amend Resolution #10-0948 adopted July 1, 2010 to authorize the County Administrator to approve purchase orders, payment of bills, payroll, and any other necessary financial documents in the absence of the County Commissioners. Vote: Unanimous
- 22-1485 A resolution was adopted to approve fare decrease for passengers ages 12 and under in the Warren County Transit System. Vote: Unanimous
- 22-1486 A resolution was adopted to authorize the Water and Sewer Department to participate in the Warren County Transportation District King Avenue (CR282)/ Kings Court Intersection Improvements Project WAR-CR282-0.66 and provide reimbursements for water and sewer improvements. Vote: Unanimous
- 22-1487 A resolution was adopted to authorize the Water and Sewer Department to participate in the Warren County Transportation District WAR-48-7.01 Improvements Project, Project ID 112909, and provide reimbursements for water and sewer improvements. Vote: Unanimous
- 22-1488 A resolution was adopted to approve annexation of 80.511 acres to the City of Lebanon, Christopher H. Hurlburt, Agent, pursuant to Ohio Revised Code Section 709.022 [A.K.A. Expedited Type 1 Annexation) Vote: Unanimous

- 22-1489 A resolution was adopted to amend Resolution #21-1309, adopted September 28, 2021, relative to the agreement with the Warren County Educational Service Center providing staff to administer the Test and Stay Pilot Program.
Vote: Unanimous
- 22-1490 A resolution was adopted to continue administrative hearing to consider Melena Properties Stage 2 PUD application in Union Township. Vote: Unanimous

DISCUSSIONS

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

Bruce McGary, Assistant Prosecutor, stated that the annexation petition on the agenda today is a "Type 1" annexation which means the City of Lebanon and Union Township Trustees have entered into an agreement, which was written by him, agreeing to the annexation. He then stated that the law states the Board shall approve Type 1 annexation petitions at the next meeting after being filed.

Upon discussion, the Board approved (Resolution #22-1488) the annexation of 80.511 acres to the City of Lebanon.

ADMINISTRATIVE HEARING

MELENA PROPERTIES STAGE 2 PUD IN UNION TOWNSHIP

Tina Osborne, Clerk of Commissioners, stated that the applicant has requested this hearing be continued and she has prepared a resolution to continue the hearing to October 18, 2022, as requested.

Mr. Melena, property owner, stated his desire to continue the hearing to October 25, 2022, rather than the 18th.

Upon discussion, the Board continued (Resolution #22-1490) the administrative hearing to October 25, 2022, at 9:15 a.m.

Candace Miller, Economic Development Specialist, was present to provide an update on the Request for Proposals for Broadband Service throughout the County and request direction on how to proceed.

Ms. Miller stated that the Request for Proposals for Broadband Service have been received and the consultant has reviewed the submittals. She reviewed the options available to the Board on how they desire to proceed which include the following:

1. The Board interviews, reviews and ranks each submittal
2. The Board appoints a review committee who will rank the submittals and submits a recommendation to the Board

Commissioner Jones stated her desire to have a work session with the consultant to review and discuss the submittals.

Commissioner Young stated his desire to interview the top three submittals after the work session with the consultant.

Adam Nice, Assistant Prosecutor, stated the Board can interview the top three but cannot give points unless they are interviewing all. He did clarify that the Board can review the submittals and then interview the contractors who they have questions or require additional information, prior to ranking.

Upon further discussion, the Board stated their desire to have a work session with the consultant to review the proposals and then determine if interviews for additional information are required.

Kevin Hildebrandt, EXP Realty, stated he is purchasing the corner parcel, located on the corner of Striker Road and the private drive owned by the Board to access to the Richard Renneker Water Treatment Plant. He explained that, upon recommendation of Jason Fischer from the Warren County Engineer's Office, he is requesting the Board consider granting him an access easement from their private drive to allow access to access the parcel he is purchasing from the private drive rather than Striker Road.

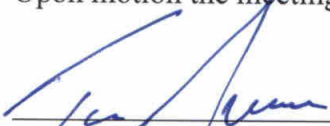
Mr. Hildebrandt stated that he will be developing the property as a high-end indoor car/RV storage facility.

Bruce McGary, Assistant Prosecutor, stated his legal opinion that this request isn't possible as the law does not give the authority to grant a private developer an easement. He stated there would be no benefit to the County and unless someone can provide statutory authority, it would not be legal.

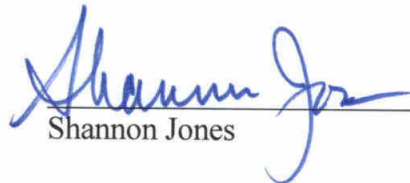
Upon discussion, the Board stated they are not able to help with the request.

On motion, upon unanimous call of the roll, the Board entered executive session at 9:30 a.m. to discuss pending litigation with legal counsel present pursuant to Ohio Revised Code Section 121.22 (G)(3) and exited at 10:13 a.m.

Upon motion the meeting was adjourned.




Tom Grossmann, President



Shannon Jones

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 September 27, 2022, in compliance with Section 121.22 O.R.C.



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