



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

406 Justice Drive, Lebanon, Ohio 45036

www.co.warren.oh.us

commissioners@co.warren.oh.us

Telephone (513) 695-1250

Facsimile (513) 695-2054

TOM GROSSMANN

SHANNON JONES

DAVID G. YOUNG

GENERAL SESSION AGENDA

July 27, 2023

#1 5:00 Clerk — General

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 27th day of July 2023.

BOARD OF COUNTY COMMISSIONERS

Tina Osborne, Clerk

/tao

cc:

Commissioners' file

REQUISITIONS

Department	Vendor Name	Description	Amount
ENG	CITY OF LEBANON	ENG. CVT-385 CITY OF LEBANON C	\$ 99,065.48

PO CHANGE ORDERS

Department	Vendor Name	Description	Amount
ENG	EAGLE BRIDGE CO	ENG KING AVE BRIDGE IMPRV PROJ	\$ 432,138.79 DECREASE
WAT	DEERFIELD TWP	WAT KINGS MILLS INFRA PROJ	\$ 118,981.75 DECREASE

7/27/2023 APPROVED:

Tiffany Zindel, County Administrator

CONSENT AGENDA*

July 27, 2023

Approve the minutes of the July 25, 2023, Commissioners' Meeting.

PERSONNEL

- 1. Approve end of probationary period and pay increase for Breanne Brunzman within Children Services***
- 2. Accept resignation of Richard Johnson, Grounds Foreman, within Facilities Management and authorize internal posting of vacated position***
- 3. Authorize posting of "Administrative Support" position within OMB***
- 4. Hire Mitchell Viars as Wastewater Treatment Operator II within W/S***

GENERAL

- 5. Award bid to McCluskey Chevrolet for the purchase of a Chevrolet Tahoe for the Prosecutor's Office***
- 6. Approve County Motor Vehicle Tax for the City of Lebanon***
- 7. Approve various agreements and addendums relative to home placement on behalf of Children Services***
- 8. Enter into preliminary legislation with ODOT for various bridge and culvert repairs (PID 112978)***
- 9. Acknowledge payment of bills***

FINANCIAL

- 10. Approve cash advance from CVT 2202 into King Ave Bridge Fund 4437***
- 11. Approve supplemental appropriation within General Fund 11011110***
- 12. Approve appropriation adjustments within Commissioners 11011110 into Sheriffs 11012200 for pay-out***
- 13. Approve appropriation adjustment within Emergency Rental Assistance 2204***

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



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BOARD OF COUNTY COMMISSIONERS
WARREN COUNTY, OHIO

MINUTES: Regular Session – July 25, 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 July 18, 2023, meeting.

Shannon Jones – present

Tom Grossmann – present

David G. Young – present

Krystal Powell, Deputy Clerk – present

Minutes of the July 18, 2023 meeting were read and approved.

- 23-0933 A resolution was adopted to approve end of 365- day probation period and approve a pay increase for Kristina Forsey within the Warren County Department of Job and Family Services, Human Services Division. Vote: Unanimous
- 23-0934 A resolution was adopted to approve end of 365- day probationary period and approve a pay increase for Carrie Marshall within the Warren County Department of Job and Family Services, Human Services Division. Vote: Unanimous
- 23-0935 A resolution was adopted to approve end of 365- day probationary period and approve a pay increase for Kelsey Sams within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 23-0936 A resolution was adopted to accept resignation of Jennifer Gabbard, Emergency Communications Operator, within the Warren County Emergency Services Department, effective July 14, 2023. Vote: Unanimous
- 23-0937 A resolution was adopted to accept resignation of Taylor Blair, Case Aide, within the Warren County Department of Job and Family Services, Children Services Division, effective July 17, 2023. Vote: Unanimous

- 23-0938 A resolution was adopted to authorize the posting of a “Case Aide” position, within the Department of Job and Family Services, Children Services Division, in accordance with the Warren County Personnel Policy Manual, Section 2.02(A).
Vote: Unanimous
- 23-0939 A resolution was adopted to accept resignation of Sommer Green, Customer Advocate II, within Warren County OhioMeansJobs, effective August 4, 2023.
Vote: Unanimous
- 23-0940 A resolution was adopted to authorize the posting for “Customer Advocate I” position, within OhioMeansJobs Warren County, in accordance with Warren County Personnel Policy Manual, Section 2.02 (A).
Vote: Unanimous
- 23-0941 A resolution was adopted to authorize the President of the Board to sign an Ohio Department of Insurance Surplus Statement relative to the purchase of additional cyber liability coverage policy.
Vote: Unanimous
- 23-0942 A resolution was adopted to authorize property damage release from Progressive relative to damages occurring on May 23, 2023, to Children Services Vehicle identified as 2022 Chevy Malibu Vin# 1G1ZG6ST2NF143472.
Vote: Unanimous
- 23-0943 A resolution was adopted to authorize property damage release from Geico to damages occurring on January 27, 2022 to Sewer truck identified as 2019 Ford Super Duty F-350 Vin#1FT8X3B68KEF55866.
Vote: Unanimous
- 23-0944 A resolution was adopted to enter into an agreement with Hembree Construction Services for the FY23 Butlerville – Walnut and Hill Street Resurfacing Community Development Block Grant Project.
Vote: Unanimous
- 23-0945 A resolution was adopted to enter into classroom training agreement on behalf of OhioMeansJobs Warren County.
Vote: Unanimous
- 23-0946 A resolution was adopted to authorize the Warren County Water and Sewer Business Manager to apply for disbursements associated with the Water Supply Revolving Loan Account (WSRLA) Agreement for the Warren County granular activated carbon upgrades at Richard A. Renneker Water treatment Plant – Planning Phase on behalf of the Warren County Commissioners.
Vote: Unanimous
- 23-0947 A resolution was adopted to approve agreements and addendums with various providers relative to home placement and related services on behalf of Warren County Children Services.
Vote: Unanimous
- 23-0948 A resolution was adopted to authorize acceptance of renewal quote from Business Communication Specialists on behalf of Warren County Telecommunications for Mitel Enterprise Support Renewal.
Vote: Unanimous
- 23-0949 A resolution was adopted to approve and enter into contract with Generation Motors, LLC to provide towing and storage services on behalf of the Warren County Sheriff’s Office.
Vote: Unanimous

- 23-0950 A resolution was adopted to authorize the President of the Board to enter into Software as a Service Agreement with Tyler Technologies, Inc. for products and services set forth in the investment summary on behalf of Warren County Information Technology Department. Vote: Unanimous
- 23-0951 A resolution was adopted to declare various items within Domestic Relations as surplus and authorize the disposal of said items through internet auction. Vote: Unanimous
- 23-0952 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous
- 23-0953 A resolution was adopted to approve bond release for Turning Leaf, LLC for completion of improvements in Turning Leaf, Section 7A situated in Hamilton Township. Vote: Unanimous
- 23-0954 A resolution was adopted to approve a subdivision public improvement performance and maintenance security release with D.R. Horton – Indiana, LLC for Valley View, Section 1 situated in Hamilton Township. Vote: Unanimous
- 23-0955 A resolution was adopted to create Mason Morrow Millgrove (Pike Street) Bridge Project Fund #4456, Mason Morrow Millgrove Project Fund (Mason) #4458, Roachester Cozaddale Road Bridge Fund #4459, and McClure Road Bridge Project #4460 within the Engineer’s Office. Vote: Unanimous
- 23-0956 A resolution was adopted to approve appropriation adjustment from Commissioners’ General Fund #11011110 into Juvenile Court Fund #11011240. Vote: Unanimous
- 23-0957 A resolution was adopted to approve appropriation adjustment within Juvenile Court Fund #10111240. Vote: Unanimous
- 23-0958 A resolution was adopted to approve appropriation adjustment within Commissioners’ General Fund #11011110. Vote: Unanimous
- 23-0959 A resolution was adopted to approve appropriation adjustment within Facilities Management #11011600. Vote: Unanimous
- 23-0960 A resolution was adopted to approve appropriation adjustment within Transit Fund #2299. Vote: Unanimous
- 23-0961 A resolution was adopted to approve requisitions and authorize County Administrator to sign documents relative thereto. Vote: Unanimous
- 23-0962 A resolution was adopted to approve appointment of representatives to serve on the Area 12 Workforce Development Board. Vote: Unanimous
- 23-0963 A resolution was adopted to approve change of township boundaries of Franklin Township to make them, in part, identical to those of Clearcreek Township in the City of Springboro. Vote: Unanimous

DISCUSSIONS

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

Barney Wright, Warren County Treasurer, was present along with James Spaeth, Warren County Clerk of Courts, for a meeting of the Warren County Investment Advisory Board.

Mr. Wright reviewed the current yields and discussed length of investments.

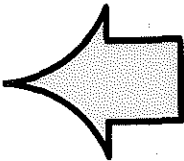
On motion, upon unanimous call of the roll, the Board entered into executive session at 9:08 a.m. to discuss personnel matters relative to hiring within Commissioners' Office and economic development assistance pursuant to Ohio Revised Code 121.22(G)(1) and Ohio Revised Code 121.22(G)(8).

Upon motion the meeting was adjourned.

Shannon Jones, President

David G. Young

Tom Grossmann



I hereby certify that the foregoing is a true and correct copy of the minutes of the meeting of the Board of County Commissioners held on July 25, 2023, in compliance with Section 121.22 O.R.C.

Krystal Powell, Deputy 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: Chris Wojnicz DEPARTMENT: W/S

*POSITION: Deputy Sanitary Engineer DATE: 7/20/23

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:
2023 One Water Conference

LOCATION:
Columbus, OH

DATE(S): 8/22/23 - 8/24/23

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: _____

ESTIMATED COST OF TRIP: \$500

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:

Chris Wojnicz
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:



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*NAME OF ATTENDEE: Tyler Webb DEPARTMENT: Domestic Relations Court

*POSITION: Magistrate DATE: 7/25/23

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:
Ohio Magistrates Fall Conference 2023

LOCATION:
Columbus, Ohio

DATE(S): September 6-8, 2023

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: Polaris Hilton

ESTIMATED COST OF TRIP: \$1200.00 - mileage, registration, hotel, food

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] 7/27/23
Signature/Title Date
Court Administrator

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:
