



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

406 Justice Drive, Lebanon, Ohio 45036

www.co.warren.oh.us

commissioners@warrencountyohio.gov

Telephone (513) 695-1250

Facsimile (513) 695-2054

TOM GROSSMANN

SHANNON JONES

DAVID G. YOUNG

GENERAL SESSION AGENDA

February 11, 2025

#1

Clerk—General

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

APPROVING REQUISITIONS AND AUTHORIZING THE COUNTY ADMINISTRATOR
TO SIGN DOCUMENTS RELATIVE THERETO

BE IT RESOLVED, to approve requisitions as listed in the attached document and authorize Martin Russell, 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 2025.

BOARD OF COUNTY COMMISSIONERS

Krystal Powell, Clerk

/kp

cc:

Commissioners' file

REQUISITIONS

Department	Vendor Name	Description	Amount
TEL	GEN CORE CANDEO LTD	TEL RENEWAL GENWATCH RADIO MON	\$ 8,234.00 *software/ contract in packet
FAC	FRED B DE BRA CO	FAC DOOR ACCESS CONTROLS	\$ 69,000.00 *capital purchase/ sole source
ENG	FORD DEVELOPMENT CORP	ENG MASON-MORROW-MILLGROVE BRI	\$ 2,083,092.70 *bid project/ contract in packet

PO CHANGE ORDERS

WAT	GONZALEZ CO/ RA CONSULT	WAT ENG AGREEMENT SOC TRANS	\$ 74,140.00 *increase/contract in packet
-----	-------------------------	-----------------------------	---

Approved 2/11/25 by:

Martin Russell, County Administrator

CONSENT AGENDA*
February 11, 2025

Approve the minutes of the February 4, 2025 Commissioners' General Session and Work Session Meetings.

PERSONNEL

1. *Hire Allison Lovely, Amber Bishop, and Stephen Geoffrey within Children Services and Kimberly Mckinney, Allison Horn, Naomi Detample, and John Friberg within Emergency Services*
2. *Approve end of probationary period and pay increase for Scotty Pigg within W/S*

GENERAL

3. *Approve appointment to the Warren County Port Authority Board*
4. *Cancel regularly scheduled Commissioners' Meeting of Thursday, February 13, 2025*
5. *Enter into contract with Ford Development Corporation for the Mason Morrow Millgrove Road Bridge Replacement Project*
6. *Reduce the load limit on various bridges in Hamilton, Turtlecreek, and Washington Townships*
7. *Approve emergency repair to the two-man entry doors at the RAR Wastewater Treatment Plant*
8. *Approve emergency services to remove a protruding lateral located at 220 North 3rd Street in Waynesville*
9. *Approve implementation details set forth by Evo First, Inc. relative to the Warren County Prescription Plan*
10. *Approve Programmatic Agreement with the Ohio Historic Preservation Office relative to the administration of programs using HUD allocated funds on behalf of Grants Administration*
11. *Approve agreement with Gencore Candeo, LTD on behalf of Telecommunications*
12. *Authorize Amendment No. 1 to the agreement with RA Consultants, LLC for the design of the Socialville Transmission Main Project*
13. *Approve vacation of an existing sanitary sewer easement for abandoned sanitary sewer lines in Deerfield Township and enter into a new easement agreement with BW OH Fields Ertel LLC*
14. *Approve the destruction of various Sheriff's Office equipment*
15. *Acknowledge receipt of January 2025 financial statement*
16. *Acknowledge payment of bills*
17. *Approve various final plats*

FINANCIALS

18. *Approve supplemental appropriation into Common Pleas*
19. *Approve appropriation adjustment from Commissioners' into Sheriff's and within Prosecutor's for payouts*
20. *Approve appropriation adjustment within Common Pleas and Building and Zoning*

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



BOARD OF COUNTY COMMISSIONERS
WARREN COUNTY, OHIO

406 Justice Drive, Lebanon, Ohio 45036

www.co.warren.oh.us

commissioners@warrencountyohio.gov



Telephone (513) 695-1250

Facsimile (513) 695-2054

SHANNON JONES

DAVID G. YOUNG

TOM GROSSMANN

BOARD OF COUNTY COMMISSIONERS
WARREN COUNTY, OHIO

MINUTES: Regular General Session – February 4, 2025

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 January 28, 2025 meeting.

Tom Grossmann – present

David G. Young – absent

Shannon Jones – present

Krystal Powell, Clerk – present

Minutes of the January 28, 2025 meeting were read and approved.

- 25-0130 A resolution was adopted hiring Jourden Cobb as Protective Services Caseworker I, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 25-0131 A resolution was adopted hiring Jeremy Cantrell as Eligibility Referral Specialist II, within the Warren County Department of Job and Family Services, Human Services Division. Vote: Unanimous
- 25-0132 A resolution was adopted hiring Dylan Thomas as Eligibility Referral Specialist II, within the Warren County Department of Job and Family Services, Human Services Division. Vote: Unanimous
- 25-0133 A resolution was adopted hiring Kimberly Brayton as Custodial Worker I within the Warren County Facilities Management Department. Vote: Unanimous
- 25-0134 A resolution was adopted approving the end of probationary period and reclassification of Holly Wicks to Custodial Worker II within the Facilities Management Department. Vote: Unanimous

- 25-0135 A resolution was adopted accepting resignation of Lynette Richardson, Protective Services Caseworker II, within the Warren County Department of Job and Family Services, Children Services Division, effective January 24, 2025. Vote: Unanimous
- 25-0136 A resolution was adopted accepting the resignation of Kelly Fiebig, Emergency Communications Operator, within the Warren County Emergency Services Department, effective February 11, 2025. Vote: Unanimous
- 25-0137 A resolution was adopted accepting the resignation of Christopher Lemming, Control Systems Technician I, within the Warren County Water and Sewer Department. Vote: Unanimous
- 25-0138 A resolution was adopted recommending members to the Local Emergency Planning Committee. Vote: Unanimous
- 25-0139 A resolution was adopted entering into contract with Neyra Paving for the FY24 Village of Harveysburg South Street Paving CDBG project. Vote: Unanimous
- 25-0140 A resolution was adopted approving Notice of Intent to Award Bid to Howell Contractors, Inc. for the Socialville Transmission Main – Contract 1 project. Vote: Unanimous
- 25-0141 A resolution was adopted approving subaward and collaborative agreement with Franklin County Children Services for the Child Welfare Fellowship Project on behalf of Warren County Children Services. Vote: Unanimous
- 25-0142 A resolution was adopted approving addenda to agreement with Transitions for Youth relative to home placement and related services on behalf of Warren County Children Services. Vote: Unanimous
- 25-0143 A resolution was adopted approving agreement and addendum with UMCH Family Services relative to home placement and related services on behalf of Warren County Children Services. Vote: Unanimous
- 25-0144 A resolution was adopted authorizing the President of the Board to sign a Local Support Agency memorandum of understanding with Lebanon Correctional Institution on behalf of Warren County Emergency Services. Vote: Unanimous
- 25-0145 A resolution was adopted authorizing the President of the Board to sign a Conflict of Interest and Ethics Disclosure form with eligible consultant, Fishbeck Inc., relative to the Ohio Department of Transportation reimbursable grant award of funding for the Mason Morrow Millgrove Road Bridge Replacement project. Vote: Unanimous
- 25-0146 A resolution was adopted approving replacement of Bridge WA 36-1.65 on New Burlington Road under force account. Vote: Unanimous

- 25-0147 A resolution was adopted approving replacement of Bridge WA 37-4.07 on Clarksville Road under force account. Vote: Unanimous
- 25-0148 A resolution was adopted entering into lease agreement with the Warren County Soil and Water Conservation District. Vote: Unanimous
- 25-0149 A resolution was adopted approving the Annual Equitable Sharing Agreement and Certification Report with the US Department of Justice for the Warren County Sheriff's Office. Vote: Unanimous
- 25-0150 A resolution was adopted authorizing Martin Russell, County Administrator, to sign a memorandum of understanding between the Warren County Sheriff and the Warren County Deputy Sheriff's Benevolent Association. Vote: Unanimous
- 25-0151 A resolution was adopted declaring various items from County Court, Common Pleas Court, Child Support Enforcement Agency, Dog & Kennel, Domestic Relations Court, Facilities Management, Health Department, Information Technology, Juvenile Detention, Juvenile Court, Park District, Telecommunications, and Water/Sewer Department as surplus and authorize the disposal of said items through internet auction. Vote: Unanimous
- 25-0152 A resolution was adopted acknowledging approval of financial transactions. Vote: Unanimous
- 25-0153 A resolution was adopted acknowledging payment of bills. Vote: Unanimous
- 25-0154 A resolution was adopted accepting an amended certificate for Sheriff's Office funds #2267 and #2293 and approving supplemental appropriations into Sheriff's Office funds #2267 and #2293. Vote: Unanimous
- 25-0155 A resolution was adopted approving a supplemental appropriation into Common Pleas Court Capital Case fund #1101221. Vote: Unanimous
- 25-0156 A resolution was adopted approving a supplemental appropriation into Board of Elections fund #2217. Vote: Unanimous
- 25-0157 A resolution was adopted approving a supplemental appropriation into Common Pleas Community Corrections fund #2227. Vote: Unanimous
- 25-0158 A resolution was adopted approving an appropriation decrease from Facilities Management Gasoline Rotary fund #6650. Vote: Unanimous
- 25-0159 A resolution was adopted approving an appropriation adjustment from Commissioners General fund #11011110 into Sheriff's Office fund #11012210. Vote: Unanimous

- 25-0160 A resolution was adopted approving an appropriation adjustment within Children Services fund #2273. Vote: Unanimous
- 25-0161 A resolution was adopted approving an appropriation adjustment within Prosecutor's Office fund #11011150. Vote: Unanimous
- 25-0162 A resolution was adopted approving an appropriation adjustment within Sheriff's Office fund #2267. Vote: Unanimous
- 25-0163 A resolution was adopted approving requisitions and authorizing the County Administrator to sign documents relative thereto. Vote: Unanimous

DISCUSSIONS

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

The Board acknowledged receipt of the Type 2 annexation petition of Richard Spoor, Agent, to annex 58.9661 acres from Hamilton Township to the Village of Maineville.

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 February 4, 2025, in compliance with Section 121.22 O.R.C.

Krystal Powell, Clerk
Board of County Commissioners
Warren County, Ohio



BOARD OF COUNTY COMMISSIONERS

WARREN COUNTY, OHIO

406 Justice Drive, Lebanon, Ohio 45036

www.co.warren.oh.us

commissioners@warrencountyohio.gov



Telephone (513) 695-1250

Facsimile (513) 695-2054

SHANNON JONES

DAVID G. YOUNG

TOM GROSSMANN

BOARD OF COUNTY COMMISSIONERS WARREN COUNTY, OHIO

MINUTES: Regular Work Session – February 4, 2025

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 February 4, 2025 General Session meeting.

Tom Grossmann – present

David G. Young – absent

Shannon Jones – present

Krystal Powell, Clerk – present

25-0164 A resolution was adopted approving the request from the Myers Y. Cooper Company allowing departure from the Hopkinsville 2010 Access Management Plan component of the Warren County Official Thoroughfare Plan for development of parcels 16-05-276-005 and 16-05-276-008 in Hamilton Township, subject to the Myers Y. Cooper Company and Hamilton Township Board of Trustees recording an agreement for cross-access easements, etc. acceptable to the County Engineer. Vote: Unanimous

25-0165 A resolution was adopted continuing the public hearing for the rezoning application of Immobiltec USA (Case #2024-04) to rezone approximately 10.0059 acres from Community Commercial Business Zone “B2” to Light Industrial Manufacturing Zone “I1” in Franklin Township. Vote: Unanimous

DISCUSSIONS

PUBLIC HEARING CONTINUATION

TO CONSIDER THE REQUEST FROM THE MYERS Y. COOPER COMPANY TO DEPART
FROM THE ORIGINAL THROUGHFARE PLAN RELATIVE TO THE HOPKINSVILLE
2010 ACCESS MANAGEMENT PLAN IN HAMILTON TOWNSHIP

The continuation of the public hearing to consider the request from The Myers Y. Cooper Company to depart from the original throughfare plan relative to the Hopkinsville 2010 access management plan in Hamilton Township was convened this 4th day of February 2025 in the Commissioners' Meeting Room.

Bruce McGary, Assistant Prosecuting Attorney, stated that Commissioner Grossmann was not in attendance for the original public hearing on December 3, 2024. He asked Commissioner Grossmann to confirm he had reviewed the video from the previous public hearing and asked the applicant if they had any objection to Commissioner Grossmann making a decision on the matter.

Commissioner Grossmann acknowledged watching the meeting video from the original public hearing held on December 3, 2024, and confirmed he had reviewed the case.

Jeff Baumgardner, Vice President of The Myers Y. Cooper Company, stated he had no objection to Mr. Grossmann participating in the decision of the matter.

Kurt Weber, County Engineer, stated he has met several times with the applicant and Hamilton Township Administrator, Jeff Wright, to discuss the impact of the Thoroughfare Plan on the property. He stated the Engineer's Office recommends the applicant enter into a cross-easement agreement with Hamilton Township.

Commissioner Jones reiterated that the Engineer's Office is satisfied with the cross-easement agreement between Hamilton Township and The Myers Y. Cooper Company. She further stated the agreement does not affect the main roadway and suggested there is no need for the Board to state their opinion on the matter.

Mr. McGary stated the applicant filed a request to depart from the Thoroughfare Plan and a vote by the Board is the only option that allows the departure.

Mr. Baumgardner stated he had no questions at this time and appreciated the time and support given from the Engineer's Office.

Hamilton Township Trustees, Daryl Cordrey and Joseph Rozzi stated they are satisfied with the proposed cross-easement presented.

The Board resolved (Resolution #25-0164) to approve the request from the Myers Y. Cooper Company allowing departure from the Hopkinsville 2010 Access Management Plan component of the Warren County Official Thoroughfare Plan for development of parcels 16-05-276-005 and 16-05-276-008 in Hamilton Township, subject to the Myers Y. Cooper Company and Hamilton

Township Board of Trustees recording an agreement for cross access easements, etc. acceptable to the County Engineer.

Mrs. Jones moved to enter into executive session being seconded by Mr. Grossmann and upon unanimous call of the roll, the Board entered into executive session at 9:17 a.m. to discuss pending litigation with legal counsel, Assistant Prosecuting Attorney, Bruce McGary present pursuant to Ohio Revised Code Section 121.22(G)(3). Mrs. Jones moved to exit executive session being seconded by Mr. Grossmann and upon unanimous call of the roll, the Board exited executive session at 9:28 a.m. with no action being taken.

Barney Wright, Treasurer, was present for a meeting of the Investment Advisory Board. He stated there is currently problem with our custodian bank keeping track of our bond portfolio so the current report is incorrect.

Commissioner Jones questioned if we could consider a new custodian bank.

Mr. Wright stated while the problem with the current custodian bank is an irritation and requires extra work on behalf of the Treasurer's Office there is no harm in keeping them as the custodian bank.

Mr. Wright stated the portfolio yield continues to increase slowly and that the 5-year Treasury rates are the highest they have been in 20 years.

PUBLIC HEARING

REZONING APPLICATION OF IMMOBILTEC USA TO REZONE APPROXIMATELY 10.0059 ACRES FROM COMMUNITY BUSINESS ZONE "B2" TO LIGHT INDUSTRIAL MANUFACTURING ZONE "I1" IN FRANKLIN TOWNSHIP

The continuation of the public hearing to consider the rezoning application of Immobiltec USA to (Case #2024-04) to rezone approximately 10.0059 acres from Community Business Zone "B2" to Light Industrial Manufacturing Zone "I1" in Franklin Township was convened this 4th day of February 2025 in the Commissioners' Meeting Room.

Krystal Powell, Clerk to the Commissioners, stated that the Board received a written request from the applicant requesting a continuation of the hearing.

The Board resolved (Resolution #25-0165) to continue the public hearing for the rezoning application of Immobiltec USA (Case #2024-04) to rezone approximately 10.0059 acres from Community Commercial Business Zone "B2" to Light Industrial Manufacturing Zone "I1" in Franklin Township. The time and date of said hearing to be determined once agreed upon by the applicant and the Board of County Commissioners.

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 February 4, 2025, in compliance with Section 121.22 O.R.C.

Krystal Powell, 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: AMY BIDINGER DEPARTMENT: COMMON PLEAS COURT

*POSITION: DIRECTOR DATE: 2/4/25

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:

APPA 2025 WINTER TRAINING - VIRTUAL

LOCATION:

VIRTUAL

DATE(S): 1/26/25-1/29/25

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: NA

ESTIMATED COST OF TRIP: REG \$2,300 TOTAL FOR 46 OFFICERS

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] 2/4/25
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:

SEE ATTACHED INVOICE

RECEIVED
2025 FEB -4 PM 1:08
COMMON PLEAS COURT
COMMISSIONERS



**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: LINDA ODA DEPARTMENT: RECORDER

*POSITION: RECORDER DATE: JANUARY 31, 2025

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:
CONTINUING EDUCATION

LOCATION:
EMBASSY SUITES, 51 UPPER METRO PLACE, DUBLIN OHIO

DATE(S): APRIL 24-25, 2025

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: EMBASSY SUITES - 171.55

ESTIMATED COST OF TRIP: 263.05

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] Recorder 1-31-2025
Signature/Title Date

BOARD OF COMMISSIONERS' APPROVAL:

Commissioner Date

Commissioner Date

Commissioner Date

WARREN COUNTY COMMISSIONERS
2025 FEB -3 PM 1:41

*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: Jen Haney Conover DEPARTMENT: Records Center

*POSITION: Director DATE: 2/6/2025

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:
2025 NAGARA Conference

LOCATION:
Omni Oklahoma City Hotel
100 Oklahoma City Blvd Oklahoma City, OK 73109

DATE(S): July 13-18

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: SEE ATTACHED

ESTIMATED COST OF TRIP: \$2,000

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:

Jen Haney Conover Director 2/6/2025
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:

Tori Often, Assistant Archivist



**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: Phil Green DEPARTMENT: Sheriff's Office

*POSITION: Deputy DATE: 2/3/25

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:

Sandusky, OH

DATE(S): 6/8-6/11/25

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: Kalahari Resorts

ESTIMATED COST OF TRIP: \$600.00

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:

Byung, Shmit 020325
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: Trent Barker DEPARTMENT: Sheriff's Office

*POSITION: Deputy DATE: 2/5/25

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 job duties.

LOCATION:
Sandusky, OH

DATE(S): 7/7/25-7/9/25

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

LODGING: Kalahari Resort

ESTIMATED COST OF TRIP: \$5000

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:
Brynn Sherriff 020525
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:
Kelly McKay, Phil Green, Dave Sheppard, and John Downs