



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

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***TOM GROSSMANN
SHANNON JONES
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**BOARD OF COUNTY COMMISSIONERS
WARREN COUNTY, OHIO**

MINUTES: Regular Session – July 12, 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 July 5, 2022, meeting.

Tom Grossmann – present

David G. Young – present

Shannon Jones – present

Tina Osborne, Clerk – present

Minutes of the July 5, 2022, meeting were read and approved.

- 22-1031 A resolution was adopted to designate Family and Medical Leave of Absence to Mike Callahan, within the Telecommunications Department. Vote: Unanimous
- 22-1032 A resolution was adopted to designate Family and Medical Leave of Absence to Connor Davis, within the Warren County Water and Sewer Department. Vote: Unanimous
- 22-1033 A resolution was adopted to approve promotion of Dusty Johnson from Building and Electrical Inspector II to Building and Electrical Inspector III within the Building and Zoning Department. Vote: Unanimous
- 22-1034 A resolution was adopted to approve promotion of Jared Perkins to the position of Water Distribution Worker II within the Water and Sewer Department. Vote: Unanimous
- 22-1035 A resolution was adopted to accept resignation of Johnathan Young, Water Distribution Worker III, within the Warren County Water and Sewer Department, effective July 15, 2022. Vote: Unanimous

- 22-1036 A resolution was adopted to authorize the posting of the “Water Distribution Worker I or II” position, within the Water and Sewer Department, in accordance with Warren County Personnel Policy Manual, Section 2.02 (A).
Vote: Unanimous
- 22-1037 A resolution was adopted to authorize the posting for “Administrative Assistant” position, within the Warren County Office of Management and Budget, in accordance with Warren County Personnel Policy Manual, Section 2.02 (A).
Vote: Unanimous
- 22-1038 A resolution was adopted to approve end of 365- day probationary period and approve a pay increase for Jennifer Powell within the Warren County Department of Job and Family Services, Human Services Division. Vote: Unanimous
- 22-1039 A resolution was adopted to cancel regularly scheduled Commissioners’ Meeting of Thursday, July 14, 2022. Vote: Unanimous
- 22-1040 A resolution was adopted to authorize President of the Board of County Commissioners to sign Internal Revenue Services (IRS) Form 720 relative to Patient Centered Outcomes Research Institute (PCORI). Vote: Unanimous
- 22-1041 A resolution was adopted to approve and authorize the President of the Board to enter into a Memorandum of Understanding on behalf of OhioMeansJobs Warren County for provision of payroll services for the TANF Youth Employment Program. Vote: Unanimous
- 22-1042 A resolution was adopted to enter into classroom training agreement on behalf of OhioMeansJobs Warren County. Vote: Unanimous
- 22-1043 A resolution was adopted to approve 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
- 22-1044 A resolution was adopted to enter into agreement with Lumen Technologies (FKA CenturyLink) on behalf of Warren County Telecommunications.
Vote: Unanimous
- 22-1045 A resolution was adopted to approve the service agreement with Mobilcomm on behalf of Warren County Telecommunications. Vote: Unanimous
- 22-1046 A resolution was adopted to authorize the acceptance of equipment transfer from the Southwest Emergency Management Agency (SWOEMA) Association to the Warren County Department of Emergency Services (WCDES). Vote: Unanimous
- 22-1047 A resolution was adopted to enter into agreement with the City of Springboro for water service to property along State Route 741. Vote: Unanimous

- 22-1048 A resolution was adopted to authorize Request for Proposals for Automated Voice Dispatching and a Fire Alerting System for Warren County Telecommunications. Vote: Unanimous
- 22-1049 A resolution was adopted to authorize the full release of retainage in the Peterson Construction Company escrow account for the Franklin Area Water Softening Project. Vote: Unanimous
- 22-1050 A resolution was adopted to approve an emergency procurement of nitrifying bacteria for Waynesville WWTP to treat high nitrogen ammonia levels in one of the treatment tanks. Vote: Unanimous
- 22-1051 A resolution was adopted to enter into a vendor contract with the Child Advocacy Center of Warren County on behalf of the Warren County Department of Human Services. Vote: Unanimous
- 22-1052 A resolution was adopted to enter into a vendor contract with Document Destruction on behalf of the Warren County Department of Human Services. Vote: Unanimous
- 22-1053 A resolution was adopted to approve and enter into a TANF PRC Contract with Safe on Main (FKA Abuse and Rape Crisis Shelter), on behalf of the Warren County Department of Human Services. Vote: Unanimous
- 22-1054 A resolution was adopted to approve and enter into a TANF PRC Contract with the Warren County Educational Service Center, on behalf of the Warren County Department of Human Services. Vote: Unanimous
- 22-1055 A resolution was adopted to approve and enter into a contract between the Warren County Commissioners and the Warren County Career Center on behalf of the Warren County Department of Human Services. Vote: Unanimous
- 22-1056 A resolution was adopted to authorize President of the Board to enter into agreement for Disbursement of Grant Funds with Mental Health Recovery Board Serving Warren and Clinton Counties, on behalf of the Warren County Sheriff. Vote: Unanimous
- 22-1057 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
- 22-1058 A resolution was adopted to acknowledge receipt of June 2022 Financial Statement. Vote: Unanimous
- 22-1059 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous

- 22-1060 A resolution was adopted to approve supplemental appropriation into General Fund #11011110. Vote: Unanimous
- 22-1061 A resolution was adopted to approve supplemental appropriation into Local Fiscal Recovery Fund #2211. Vote: Unanimous
- 22-1062 A resolution was adopted to approve supplemental appropriations into Common Pleas Court Community Based Corrections #2289. Vote: Unanimous
- 22-1063 A resolution was adopted to approve supplemental appropriation into Common Pleas Community Based Corrections #2289. Vote: Unanimous
- 22-1064 A resolution was adopted to approve appropriation adjustments within Sheriff's Office Fund #11012200. Vote: Unanimous
- 22-1065 A resolution was adopted to approve appropriation adjustment within the Building and Zoning Department Fund #11012300. Vote: Unanimous
- 22-1066 A resolution was adopted to approve appropriation adjustment within Juvenile Court Fund #2243. Vote: Unanimous
- 22-1067 A resolution was adopted to approve appropriation adjustment within Facilities Management #4467. Vote: Unanimous
- 22-1068 A resolution was adopted to approve requisitions and authorize County Administrator to sign documents relative thereto. Vote: Unanimous
- 22-1069 A resolution was adopted to hire Jennifer Gabbard as Emergency Communications Operator within the Warren County Emergency Services Department. Vote: Unanimous
- 22-1070 A resolution was adopted to hire Riley Fuson as Emergency Communications Operator within the Warren County Emergency Services Department. Vote: Unanimous
- 22-1071 A resolution was adopted to adopt Warren County Tax Budget for Year 2023. Vote: Unanimous

DISCUSSIONS

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

Dave Mick, Assistant County Engineer, was present along with Neil Tunison, County Engineer, and Kurt Weber, Deputy County Engineer, for a work session to discuss the Mercy Health Access Management Variance.

Mr. Mick reviewed with the Board the decision from the August 17, 2021, hearing where the Board approved the access variance subject to conditions, with the applicant agreeing to provide a graded shoulder on the development side of Wilson Avenue.

Mr. Mick explained that Mercy is not planning to develop that portion of the property until a later phase of development by a different developer. He stated Mercy's requested to leave the vegetation screen as is and not grade the 18-foot-wide shoulder and placement of the two-foot berm until the second phase of the overall project. He reviewed Mercy's understanding that the screening was of more value to residents of the area than the shoulder improvements.

There was discussion relative as to what the condition of approval stated.

Mr. Mick stated there was no timeframe listed in the condition.

Bruce McGary, Assistant Prosecutor, stated that there would be no need for a public hearing if they are going to comply with the condition.

There was discussion relative to the need for a pedestrian "path" to allow safe access along the roadway for residents as well as the use of this roadway for buses and the increased traffic from the hospital. There was also discussion relative to the desire of the neighbors to maintain screening.

Mr. Tunison presented a map showing Wilson Avenue and explained the proposed improvements.

Mr. Mick stated that the City of Mason, during their phase 2 approval process, would address the required screening and buffering from the residents. He then stated that the Deerfield Township Trustees stated their desire for the construction of sidewalks now, rather than later.

Mr. McGary discussed the development agreement approval being a condition of approval for the access management variance. He stated the draft agreement being negotiated with the County Engineer would address the conditions of approval for the access management variance.

Mr. Tunison stated that the original intent of the condition was to provide screening and a pedestrian access to the residents along Wilson Avenue.

Upon discussion, the Board requested Mr. Tunison to continue negotiating the development agreement to his satisfaction and bring to the Board for approval.

PUBLIC HEARING

2023 TAX BUDGET

The Board met this 12th day of July 2022, in the Commissioners' Meeting Room to consider 2023 Tax Budget.

Martin Russell, Deputy County Administrator, stated the objective for today's public hearing is for the Board to consider approval of the 2023 Tax Budget as well as provide direction on thoughts regarding the retention and recruitment of staff.

Mr. Russell presented highlights of the tax budget as well as an overview of our current financials as follows:

Tax Budget

- The Tax Budget is used to certify that funds are sufficient for planned expenditures
- 2023 Tax Budget for General Fund appropriation request of \$89,728,963
 - 8.83% increase over 2022 annual appropriation of \$82,449,915
- 2023 Tax Budget: 55.5% is public safety, 39.9% general operating, 3.7% social services, 1% miscellaneous
 - Tax Budget includes full weight of Children Services
 - Continued low DTAC meaning Treasurer and Prosecutor leaning more on general fund
 - E-911 borrow ending in 2022 budget includes Board's approval to use those dollars to purchase new radios
 - Facilities Study is underway for the campus

2022 mid-year revenue looks different than 2021 with the Tax Holiday

- Sales tax revenue remains strong – currently up 8.15% over this time in 2021
 - Preliminary auto/non-auto sales for August '21 (actual May) is forecasted up 7.6%

Revenue vs. expenditures (would be at 50% through June)

- Revenue based off anticipated receipts is at 62% (39.2MM/63.2MM)
- Reduced by approximately \$24MM w/tax holiday
- 44% (50% target) on expenditures (\$37.3MM/\$85.6MM)
- Receiving more than anticipated and spending less than budgeted
- Investment income
 - On pace to be slightly less than what was received in 2021
 - Lag somewhat on interest rate increases based of maturities in portfolio

- 35% of portfolio will mature in 12 months to take advantage of higher yields
- Continued use of ARPA funds with the approved Framework
 - COVID Expenses/testing
 - Corrections staff
 - Non-profit assistance
 - Water softening project
 - Childcare Assistance
 - Travel and Tourism Industry
- Continued low percentage of delinquencies
- Building permits are slightly down from the record year of 2021, but remain strong
- Infrastructure Bank Discussion
 - Evaluate in the fall, but full intention to maintain \$10MM for 2023
- Rainy day fund established in 2020 - \$12 million (evaluate as only can by 16.6% of expenditures)
- Non-general is also before you, their anticipated revenue supports their appropriation request (\$246MM up from \$245.2M)

Upon discussion, the Board resolved (Resolution #22-1071) to approve the 2023 Tax Budget.

Mr. Russell then discussed the difficulty being experienced relative to retention and recruitment of staff.

Tiffany Zindel, County Administrator, provided an update on the discussion with the Directors of the various departments and some elected officials. She presented the following scenarios for consideration that could help as well as the cost associated with each:

1. Possible lump sum bonus of \$2500, split between 2 or 3 paychecks, to help address immediate needs due to inflation
2. Possible lump sum bonus of \$2400 plus a 2% increase

There was discussion relative to the various scenarios presented.

Commissioner Young stated he is very concerned with the current situation. He stated that we are struggling to not only fill jobs but to keep employees here. He stated we are in a position where we need to “catch up” to address pay for our employees who we value very much. He then discussed the cost associated with the negative effects of inflation.

Commissioner Jones stated that our employees' salaries are very low and the 2% yearly increases have not kept up with the market even before inflation was a problem. She stated her opinion that now is the time to show our employees that we value them by providing the bonus as well as the 2% increase. She stated that we should start to address the base pay now as suggested and would be open to addressing again in the 2023 budget.

Mrs. Zindel discussed the need for guidance relative to the model which the Board desires to follow as well as the ability to utilize ARPA funds.

Mr. Russell discussed the study underway with Directors regarding salary and benefits and how we compare.

There was discussion relative to the bonus amount suggested to the Board equaling the amount that inflation is hitting the average family for six months.

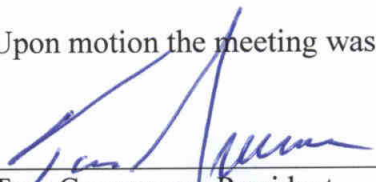
Commissioner Jones stated that the Board of Commissioners received a substantial pay increase, which our employees did not get, and stated her vote to provide the bonus as well as a 2% pay increase.

There was discussion relative to the pay increases in the past being equal to the rate of inflation.

Upon further discussion, the Board requested staff to prepare legislation for consideration that addresses retainage and recruitment now as well as provide for a plan to further address in the 2023 budget.

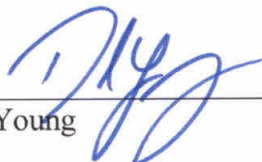
On motion, upon unanimous call of the roll, the Board entered into executive session at 10:33 a.m. to discuss pending and imminent litigation with legal counsel present pursuant to Ohio Revised Code Section 121.22 (G)(1) and exited at 11:30 a.m.

Upon motion the meeting was adjourned.



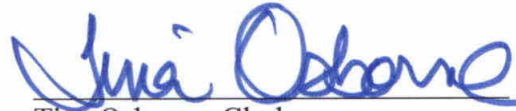
Tom Grossmann, President

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 July 12, 2022, in compliance with Section 121.22 O.R.C.



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