

# Resolution

Number 17-1865

Adopted Date November 28, 2017

ACCEPT RESIGNATION OF ROB WILSON, EMERGENCY COMMUNICATIONS SUPERVISOR, WITHIN THE WARREN COUNTY EMERGENCY SERVICES DEPARTMENT, EFFECTIVE NOVEMBER 23, 2017

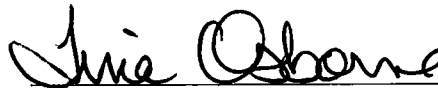
BE IT RESOLVED, to accept the resignation of Rob Wilson, Emergency Communications Supervisor, within the Warren County Emergency Services Department, effective November 23, 2017.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea  
Mr. Young – yea  
Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Emergency Services (file)  
R. Wilson's Personnel File  
OMB – Sue Spencer  
Tammy Whitaker

# Resolution

Number 17-1866

Adopted Date November 28, 2017

AUTHORIZE THE POSTING OF "COMMISSIONERS' AIDE" POSITION, WITHIN THE WARREN COUNTY COMMISSIONERS DEPARTMENT

WHEREAS, there exists one opening for a "Commissioners' Aide" position within the Warren County Commissioners Department: and

NOW THEREFORE BE IT RESOLVED, to authorize the posting of the position of "Commissioners' Aide" within the Warren County Commissioners Department, in accordance with Warren County Personnel Policy Manual, Section 2.02(A); posting to occur for a period of at least seven (7) consecutive calendar days beginning November 29, 2017.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea  
Mr. Young – yea  
Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

H/R

cc: Commissioners' file  
S. Spencer - OMB

# Resolution

Number 17-1867

Adopted Date November 28, 2017

HIRE JANET VANNULAND AS AN UNIT SUPPORT WORKER II, WITHIN THE WARREN COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES, HUMAN SERVICES DIVISION

BE IT RESOLVED, to hire Janet VanNuland, as an Unit Support Worker II, within the Warren County Department of Job and Family Services, Human Services Division, full-time, 40 hours per week, Pay Grade 2, \$12.43 per hour, under the Warren County Job and Family Service, Human Services compensation plan, effective December 4, 2017, subject to a negative drug screen and a 365-day probationary period.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea  
Mr. Young – yea  
Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Human Services (file)  
Janet VanNuland's Personnel file  
OMB – Sue Spencer

# Resolution

Number 17-1868

Adopted Date November 28, 2017

HIRE ABBIE HEWITT, ALTERNATIVE RESPONSE CASEWORKER I, WITHIN THE WARREN COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES, CHILDREN SERVICES DIVISION

BE IT RESOLVED, to hire Abbie Hewitt, Alternative Response Caseworker I, within the Warren County Department of Job and Family Services, Children Services Division, classified, full-time permanent, non-exempt status (40 hours per week), Pay Grade #8, \$15.67 per hour, under the Warren County Job and Family Services compensation plan, effective December 6, 2017, subject to a negative drug screen and a 365 day probationary period; and

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea  
Mr. Young – yea  
Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

H/R

cc: Children Services (file)  
Abbie Hewitt's Personnel file  
OMB – Sue Spencer

# Resolution

Number 17-1869

Adopted Date November 28, 2017

AUTHORIZE PLAN CHANGE WITH OPTUM RX EFFECTIVE FEBRUARY 1, 2018

WHEREAS, it is the desire of the Board to amend the prescription plan with OptumRX implementing the use of an Exclusive Specialty Pharmacy and adding the Copay Card Adjustment Program; and

NOW THEREFORE BE IT RESOLVED, authorize the President of the Board to sign the OptumRX Change Order Form attached hereto, implementing use of an Exclusive Specialty Pharmacy and the Copay Card Adjustment Program effective February 1, 2018.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea

Mr. Young – yea

Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

HR/

cc: c/a - OptumRX  
Horan Associates  
Optum RX  
United Healthcare  
OMB File  
Benefits file  
T Whitaker, OMB



# OPTUMRx®

## CHANGE ORDER FORM

Date Sent: 11/21/2017

Date Effective: 02/01/2018

CLIENT NAME	Warren County
CARRIER ID	PSI 1120
ACCOUNT ID	ALL
GROUP ID	ALL

### REQUEST TYPE:

<input type="checkbox"/> Accumulated Benefits	<input type="checkbox"/> Billing/Pricing	<input type="checkbox"/> DMR Change	<input type="checkbox"/> ID Cards
<input type="checkbox"/> Add Group	<input type="checkbox"/> Client Name Change	<input type="checkbox"/> Drug Rules	<input type="checkbox"/> Mail Order
<input type="checkbox"/> Add Pharmacy	<input type="checkbox"/> Coordination of Benefits	<input type="checkbox"/> Formulary	<input type="checkbox"/> Integrated Accumulator
<input type="checkbox"/> Age Limitations	<input type="checkbox"/> Copay Change	<input type="checkbox"/> HCR Additions	<input type="checkbox"/> Other Implement SECURE Program
<input type="checkbox"/> Address/Contact	<input type="checkbox"/> Day Supply/QL	<input type="checkbox"/> High Dollar	<input checked="" type="checkbox"/> Other

### IMPORTANCE OF CHANGE:

<input type="checkbox"/> Urgent	<input type="checkbox"/> High Importance	<input checked="" type="checkbox"/> Medium/Non-Critical	<input type="checkbox"/> Low Importance
---------------------------------	--	---	---

### REASON FOR REQUEST:

<input type="checkbox"/> Regulatory	<input type="checkbox"/> Filed or Bargained Plan Change	<input checked="" type="checkbox"/> Other: Client Plan Change
-------------------------------------	---	---

### DESCRIPTION OF REQUEST:

Client implementing Exclusive Specialty with the Copay Card Adjustment Program effective 2/1/2018

I have reviewed this Change Order Request in its entirety and correctly outlines the required changes to the identified Carrier, Account and Group ID.

		11/28/17
Print Name Tom Grossmann	Authorized Signature	Date

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

# Resolution

Number 17-1870

Adopted Date November 28, 2017

ESTABLISH JANUARY 4, 2018 AT 5:00 P.M. AS THE TIME AND DATE FOR THE ANNUAL ORGANIZATIONAL MEETING

BE IT RESOLVED, to establish January 4, 2018 at 5:00 p.m. as the time and date for the Annual Organizational Meeting; said meeting to be held in the Commissioners' Meeting Room, 406 Justice Drive, Lebanon, Ohio 45036.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea  
Mr. Young – yea  
Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS

  
Tina Osborne, Clerk

/to

cc: Press  
Commissioners' file

# Resolution

Number 17-1871

Adopted Date November 28, 2017

CANCEL REGULARLY SCHEDULED COMMISSIONERS' MEETING OF THURSDAY,  
DECEMBER 21, 2017

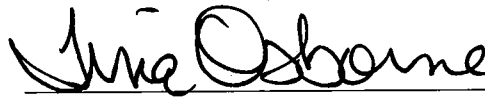
BE IT RESOLVED, to cancel the regularly scheduled Commissioners' Meeting of Thursday,  
December 21, 2017.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon  
call of the roll, the following vote resulted:

Mr. Grossmann – yea  
Mr. Young – yea  
Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

tao/

cc: Auditor DA  
All Departments  
Commissioners file  
Press



# Resolution

Number 17-1872

Adopted Date November 28, 2017

ESTABLISH THE COMMITTEE FOR THE SELECTION OF A CONSTRUCTION MANAGER AT RISK THAT WILL IMPEMENT IMPROVEMENTS TO THE FRANKLIN REGIONAL WASTEWATER TREATMENT PLANT

WHEREAS, the Warren County Board of County Commissioners on June 23, 2016 entered into an Amended and Restated Intergovernmental Agreement by and between The City of Franklin, Ohio, the City of Germantown, Ohio, and the Municipality of Carlisle, Ohio, relative to the Franklin Regional Wastewater Treatment Plant; and

WHEREAS, pursuant to that Agreement, the Advisory Board of the Franklin Regional Wastewater Treatment Corporation ("Advisory Board") is charged with administering the operation and improvements to the Franklin Area Wastewater Treatment System ("System"), as defined in the Agreement; and

WHEREAS, improvements to the System have been deemed necessary in order to provide adequate capacity to meet the wastewater requirements of the Parties to the Agreement; and

WHEREAS, the Parties wish to identify select members of the Advisory Board, or their designees, to act as the Selection Committee in charge of selecting a Construction Manager at Risk to perform such improvements and to take all other steps necessary to procure the improvements to the System;

NOW THEREFORE BE IT RESOLVED, that the Board of County Commissioners for Warren County, Ohio, in cooperation with the remaining Parties to the Agreement, hereby identifies the Advisory Board, or its designees, to serve as the Selection Committee and Agent for the Parties for purposes of identifying, selecting, contracting with, and administering the contract with a Construction Manager at Risk to perform improvements to the System.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea  
Mr. Young – yea  
Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS

  
Tina Osborne, Clerk

cgb

ec: Cheryl Shields, FRWWTP Corp.  
Water/Sewer (file)  
Project file

# Resolution

Number 17-1873

Adopted Date November 28, 2017

APPROVE A SUBSIDY GRANT AGREEMENT FOR THE FY 2018-2019 JUSTICE REINVESTMENT AND INCENTIVE FUNDING THORUGH THE OHIO DEPARTMENT OF REHABILITATION AND CORRECTION ON BEHALF OF THE WARREN COUNTY COMMON PLEAS COURT

BE IT RESOLVED, to approve a subsidy grant agreement on behalf of the Warren County Common Pleas Court, through the State of Ohio Department of Rehabilitation and Correction, Division of Parole and Community Services, for the FY 2018-2019 Justice Reinvestment and Incentive Funding (JRIF), performance period December 1, 2017 through April 30, 2019, as attached hereto and made a part hereof; and

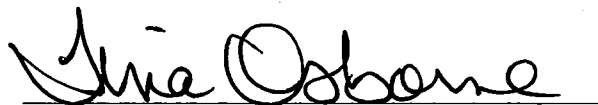
BE IT FURTHER RESOLVED, in the event funding is not available from the State of Ohio Department of Rehabilitation and Correction the Warren County Board of Commissioners has no further obligation to fund this project.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea  
Mr. Young – yea  
Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

vsp/

cc: c/a – ODRC  
Community Corrections (file)  
OGA (file)  
Auditor's office

**OHIO DEPARTMENT OF REHABILITATION AND CORRECTION**  
*SUBSIDY GRANT AGREEMENT FOR*  
*JUSTICE REINVESTMENT AND INCENTIVE FUNDING*

**THIS SUBSIDY GRANT AGREEMENT FOR JUSTICE REINVESTMENT AND INCENTIVE FUNDING** (hereinafter referred to as the "Agreement"), is made and entered into by and between the Ohio Department of Rehabilitation and Correction, Division of Parole and Community Services, Bureau of Community Sanctions, (hereinafter referred to as "Grantor"), located at 770 West Broad Street, Columbus, Ohio and Warren County (hereinafter referred to as "Grantee"), located at 500 Justice Drive, Lebanon, OH 45036 Grantor and the Grantee are hereinafter collectively referred to as the "Parties" and separately known as the "Party".

**WHEREAS**, the Grantee has made an application to the Grantor for monies Justice Reinvestment and Incentive Grant Application (hereinafter referred to as "JRIG Application"), for the use of these funds;

**WHEREAS**, the Grantor has authority pursuant to section 5149.30 et seq. of the Ohio Revised Code, to determine and award grants to assist local governments in community-based law enforcement services; and

**WHEREAS**, the purpose of this grant is to provide funds to common pleas, municipal, and county court probation departments and community-based correctional facilities to adopt policies and practices based on the latest research on how to reduce the number of offenders on probation supervision who violate the conditions of their supervision.

**NOW THEREFORE**, in considerations of the mutual promises, covenants, and agreements set forth herein, the Parties hereto agree as follows:

1. **Funds:** The Grantor awards to the Grantee the sum of \$509,739.00 (hereinafter referred to as "Grant Funds"), to be paid in six installments for the period beginning with the effective date of this agreement and ending June 30, 2019 subject to the terms and conditions of this agreement, unless extended or renewed by written agreement of both parties or otherwise as provided herein, but in no event shall this agreement extend beyond June 30, 2019. Total Grant Funds expenditure for the grant period (December 1, 2017 to June 30, 2019) will not in any case exceed \$509,739.00. The installments shall be paid in the following manner:

- (a) FY18 – Two payments of \_\_\_\_\_ totaling \$305,843.00.
- (b) FY19 – Four payments of \_\_\_\_\_ totaling \$203,896.00.

Payments of Grant Funds will be made by the Grantor by way of Electronic Fund Transfer to the designated public entity. Such payments will be made during the first month of each quarter of



the Grantor's fiscal year. This process will continue until the total Grant Funds are expended not to extend beyond June 30, 2019.

The fiscal agent designated to act on behalf of the Grantee is \_\_\_\_\_ . The program's tax identification number is 31-6000058.

## 2. Performance Reports:

Grantees may be eligible for performance based incentive funds based upon Grantee achievement of the performance measures/outcome goals agreed to between the Grantor and Grantee. The performance period begins on **December 1, 2017** and ends on **April 30, 2019**. Grantees will be responsible for providing performance reports detailing their progress toward achieving the established performance measures/outcome goals. The performance report time frames and due dates are as follows:

- |   |                             |
|---|-----------------------------|
| 1. Period One – December 1, 2017 to March 31, 2018    | Due Date – April 15, 2018   |
| 2. Period Two – April 1, 2018 to June 30, 2018        | Due Date – July 15, 2018    |
| 3. Period Three – July 1, 2018 to September 30, 2018  | Due Date – October 15, 2018 |
| 4. Period Four – October 1, 2018 to December 31, 2018 | Due Date – January 15, 2019 |
| 5. Period Five – January 1, 2019 to February 28, 2019 | Due Date – March 15, 2019   |
| 6. Period Six – March 1, 2019 to April 30, 2019       | Due Date – May 15, 2019     |

## 3. Probation Incentive Awards:

Assessing achievement of performance goals shall be solely the responsibility of the Grantor. The amount of the potential incentive award shall be commensurate with the potential impact of the grant as outlined by the established performance measures/outcome goals.

1. Grantees that achieve an aggregate total of less than 25% of their goals **will not have the grant renewed in the following fiscal year (FY 20)** and are not eligible for incentive awards.
2. Grantees that meet an aggregate total of less than 50% of their established performance measures/outcome goals are not eligible for incentive awards.
3. Grantees that achieve an aggregate goal percentage of 50% to 74% shall receive an incentive award equal to one-half of the goal percentage achieved. For example, if a grantee achieves 55% of their outcome goals; they will receive 27.5% ( $55\% \times .5 = 27.5\%$ ) of the incentive award.
4. Grantees that achieve an aggregate goal percentage of 75% to 89% of their goals will receive an incentive award equal to three-fourths of the goal percentage achieved. For example, a grantee achieves 79% of their outcome goals; they will receive 59% ( $79\% \times .75 = 59\%$ ) of their incentive award.
5. Grantees that achieve an aggregate goal percentage of 90% to 100% will receive an incentive payment equal to the percentage of the aggregate goal percentage achieved. For example, 94% achieved receives 94% of the incentive award.

Once the incentive award is determined and awarded, the receiving grantee may use this award toward any community corrections program/service as defined by ORC 5149.30 (A). Incentive awards must be expended by June 30, 2021. All unspent incentive funds shall be returned to the Grantor no later than October 30, 2021.

**4. Program Services:** The Grantee agrees to effect the program as outlined in the JRIG Application submitted by the Grantee, and as approved and/or modified by Grantor herein by reference. The program's positions, salaries, and fringe benefits shall be as stated in the proposal. Expenses other than salaries of persons who will staff and operate the program for which the state financial assistance can be used are those identified and as approved by Grantor in the proposal. Purchases made with state funds shall be in accordance with county/state/municipal competitive bidding requirements. Any significant program change or reduction requires the prior written approval of the Grantor. In the event such change or reduction is approved, the Grantor may make appropriate changes in funding.

**5. Program Evaluation Responsibilities:**

- A. The Grantee shall maintain statistical records for the period of the grant in the format and frequency as established by the Grantor; and
- B. The Grantee shall prepare and submit to the Grantor a progress report comprised of the statistical data or other information pursuant to the Grantor's guidelines. The Grantee shall maintain internet access for data transmission into the Grantor's management information systems; and
- C. The Grantee shall prepare and submit a quarterly financial report to the Grantor. The report shall be submitted thirty (30) days after the end of each quarter.
- D. Failure to comply with items (5) (A) through (C) of this Grant Agreement may result in the withholding of Grant Funds until such time as grantee complies with such responsibilities.

**6. Compliance:**

- A. The Grantee shall cooperate with and provide any additional information as may be required by the Grantor in carrying out an ongoing evaluation of subsidy funded community-based corrections programs.
- B. All expenditures made by the Grantee with Grant Funds received as state financial assistance through this grant shall be governed by laws of the State of Ohio.
- C. All contracts by the Grantee for services must be in writing, contain performance criteria, have itemized service costs, indicate responsibilities of parties involved, state conditions for termination of the agreement and be approved by the appropriate county officials before their implementation. A copy of such agreement(s) shall be forwarded to the Bureau of Community Sanctions.

- D. Failure of the Grantee to comply with the rules of Chapter 5120:1-5 of the Ohio Administrative Code which are applicable under this Grant Agreement, may be cause for the Grantor to terminate further funding. Furthermore, the Grant Funds amount may be reduced or the Agreement terminated by the Grantor if:
- a. The quality and extent of the program services furnished by the Grantee are significantly reduced from the level proposed and as approved by Grantor in the JRIG Application.
  - b. There is a financial or audit disclosure involving misuse of state funds.
- E. The reason(s) for the intent to terminate or reduce Grant Funds shall be given in writing to the Grantee. Said notice will be given sixty (60) days prior to the termination of funding. The Grantee shall have thirty (30) days following the receipt of such notice in which to present a petition for reconsideration to the Deputy Director of Parole and Community Services of the Department of Rehabilitation and Correction.
7. **State Audit Findings:** Grantee affirmatively represents to the State that it is not subject to a finding for recovery under R.C. 9.24, or that it has taken the appropriate remedial steps required under R.C. 9.24 or otherwise qualifies under that section. Grantee agrees that if this representation is deemed to be false, the Agreement shall be void *ab initio* as between the parties to this agreement, and any funds paid by the State hereunder shall be immediately repaid to the State, or an action for recovery may be immediately commenced by the Grantor for recovery of said Grant Funds.
8. **Appropriation:** The amount specified in paragraph A.1 is subject to legislative appropriation of the Grantor's proposed Community Non-Residential Programs subsidy (407) budget amount for Fiscal Year 2018 and 2019. The parties agree that the Grantor may modify the amount in paragraph A.1 if such appropriation is less than the amount proposed to the Legislature by Grantor. The modified amount shall be determined solely by Grantor Officials within their discretion. Furthermore, the obligations of the state under this agreement are subject to the determination by the Grantor that sufficient funds have been appropriated by the General Assembly to the Grantor for the purposes of this grant agreement and to the certification of the availability of such funds by the director of budget and management as required by Section 126.07 of the Ohio Revised Code.
9. **Termination:** In the event that the Grantee wishes to terminate the program or its participation in this Agreement, the Grantee may do so upon sending written notice to the Grantor. In such event in compliance with Section 5120:1-5-07 of the Ohio Administrative Code, the Grantee shall refund to the Grantor that amount paid to the Grantee which represents funding for services not yet rendered as determined by a financial audit completed by the Grantor.
10. **Dispute Resolution:** It is agreed that the Bureau of Community Sanctions shall monitor grant activities during the grant period. Changes shall be submitted to and approved by the Bureau of Community Sanctions for the Grantor. The Grantee and the Chief of the Bureau of Community Sanctions will attempt to settle any controversy or a dispute which arises out of or relates to this

agreement, or any breach of this agreement. Should this fail, the Grantee can appeal to the Deputy Director of the Division of Parole and Community Services for final resolution.

- 11. Successor and Assigns:** Neither this Agreement nor any rights, duties, or obligations hereunder may be assigned or transferred in whole or in part by Grantee, without the prior written consent of Grantor.
- 12. Staffing:** None of the persons who will staff and operate the program, including those who are receiving some or all of their salaries out of funds received by the program as state financial assistance, are employees or to be considered as employees of the Department of Rehabilitation and Correction. Employees who will staff and operate the program are employees of the program.
- 13. Ohio Ethics and Conflict of Interests:** Grantee certifies that by executing this Agreement, it has reviewed, knows and understands the State of Ohio's ethics and conflict of interest laws. Grantee further agrees that it will not engage in any action(s) inconsistent with Ohio ethics laws or any Executive Orders.
- 14. Finding for Recovery:** The Grantee warrants that it is not subject to an "unresolved" finding for recovery under RC 9.24. If the warranty is deemed to be false, this Agreement is void ab initio and the Grantee must immediately repay any Funds to the Ohio Department of Rehabilitation and Correction, or the Ohio Attorney General if the collection is so referred.
- 15. Workers' Compensation:** Grantee shall provide their own workers' compensation coverage throughout the duration of the Agreement and any extensions thereof. Grantor is hereby released from any and all liability for injury received by the Grantee, its employees or agent while performing tasks, duties, work, or responsibilities as a result of the Program Services under this Agreement.
- 16. Equal Employment Opportunity:** Grantee agrees that it is in compliance with the requirements of Ohio Revised Code Section 125.111.
- 17. Certification of Funds:** It is expressly understood and agreed by the Parties that none of the rights, duties, and obligations described in this Agreement shall be binding on either Party until all relevant statutory provisions of the Ohio Revised Code, including, but not limited to, RC 126.07, have been complied with, and until such time as all necessary Funds are available or encumbered and, when required, such expenditure of Funds is approved by the Controlling Board of the State of Ohio, and further, until such time that Grantor gives Grantee the approval letter that such Funds are available to Grantee.
- 18. Drug Free Workplace:** Grantee agrees to comply with all applicable federal, state and local laws regarding smoke-free and drug-free work places and shall make a good faith effort to ensure that none of its employees or permitted subcontractors engaged in the work being performed hereunder purchase, transfer, use, or possess illegal drugs or alcohol, or abuse prescription drugs in any way.

- 19. Campaign Contributions:** Grantee hereby certifies that all applicable parties listed in Divisions (I) (3) or (J) (3) of RC 3517.13 are in full compliance with Divisions (I) (1) and (J) (1) of RC 3517.13.
- 21. Notices:** All notices, consents, and communications hereunder shall be given in writing, shall be deemed to be given upon receipt thereof, and shall be sent to the addresses first set forth above.
- 22. Headings:** The headings in this Agreement have been inserted for convenient reference only and shall not be considered in any questions of interpretation or construction of this Agreement.
- 23. Severability:** The provisions of this Agreement are severable and independent, and if any such provision shall be determined to be unenforceable in whole or in part, the remaining provisions and any partially enforceable provision shall, to the extent enforceable in any jurisdiction, nevertheless be binding and enforceable.
- 24. Controlling Law:** This Agreement and the rights of the Parties hereunder shall be governed, construed, and interpreted in accordance with the laws of the State of Ohio and only Ohio courts shall have jurisdiction over any action or proceeding concerning this Agreement and/or performance hereunder.
- 25. Successors and Assigns:** Neither this Agreement nor any rights, duties, or obligations hereunder may be assigned or transferred in whole or in part by Grantee, without the prior written consent of Grantor.
- 26. Compliance with Laws:** Grantee, in the execution of duties and obligations under this Agreement, agrees to comply with all applicable federal, state and local laws, rules, regulations and ordinances, including any related administrative rules promulgated after the signing of this agreement.
- 27. Prison Rape Elimination Act:** If the Program Services are residential services, the Grantee shall adopt and comply with the Prison Rape Elimination Act, National Standards to Prevent, Detect, and Respond to Prison Rape (28 C.F.R. Part 115). The Grantor shall monitor Grantee to ensure such compliance. The Grantor shall ensure that Grantee has been trained on their responsibilities under Grantor's Policy on sexual abuse and sexual harassment prevention, detection and response.
- 28. Execution:** This Agreement is not binding upon Grantor unless executed in full.



IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers, as of the day and year first written above.

**FOR THE GRANTOR:**

Christopher Galli  
Christopher Galli, Chief  
Bureau of Community Sanctions

Cynthia Mausser  
Cynthia Mausser, Managing Director  
Division of Parole & Community Services

**FOR THE GRANTEE:**

It is hereby certified that the Board of County Commissioners has properly agreed to the terms of this agreement and has designated the undersigned to sign on behalf of the Board.

x [Signature] 11/28/17  
County Commissioner Date

x [Signature] 11/28/17  
County Commissioner Date

x Marion Jones 11/28/17  
County Commissioner Date

APPROVED AS TO FORM  
[Signature]  
Keith W. Anderson  
Asst. Prosecuting Attorney

**FOR THE GRANTEE:**

\_\_\_\_\_  
County Executive Date

**FOR THE GRANTEE:**

\_\_\_\_\_  
Mayor/City Manager Date

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

# Resolution

Number 17-1874

Adopted Date November 28, 2017

APPROVE AND AUTHORIZE THE PRESIDENT AND/OR VICE-PRESIDENT OF THIS BOARD TO SIGN A SUBGRANT AWARD AGREEMENT ON BEHALF OF THE GREATER WARREN COUNTY DRUG TASK FORCE

BE IT RESOLVED, to approve and authorize the President and/or Vice President of this Board to sign a Subgrant Award Agreement, Subgrant Number 2016-DL-LEF-5827A, on behalf of the Greater Warren County Drug Task Force in accordance with the provisions of the Ohio Drug Law Enforcement Fund (DLEF), as set forth by the Ohio Office of Criminal Justice Services (OCJS), the duly authorized State Agency, as attached hereto and made a part hereof; and

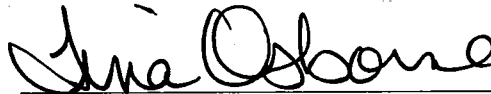
BE IT FURTHER RESOLVED, in the event funding is not available from State of Ohio Office of Criminal Justice Services, the Warren County Board of Commissioners has no further obligation to fund this project.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea  
Mr. Young – yea  
Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

vsp/

cc: c/a – Ohio Office of Criminal Justice Services  
OGA  
W.C. Drug Task Force (file)  
OCJS  
Auditor's Office – Brenda Quillen



**OHIO DEPARTMENT  
OF PUBLIC SAFETY**  
EDUCATION • SERVICE • PROTECTION

- Administration
- Bureau of Motor Vehicles
- Emergency Management Agency
- Emergency Medical Services
- Office of Criminal Justice Services
- Ohio Homeland Security
- Ohio Investigative Unit
- Ohio State Highway Patrol



Office of Criminal Justice Services

John R. Kasich, Governor  
John Born, Director  
Karlton F. Moore  
Executive Director

Office of Criminal Justice Services  
1970 West Broad Street  
P.O. Box 182632  
Columbus, Ohio 43218-2632  
(614) 466-7782  
www.ocjs.ohio.gov

## SUBGRANT AWARD AGREEMENT

**Subgrant Number: 2016-DL-LEF-5827A**

**Title: Greater Warren County Drug Task Force**

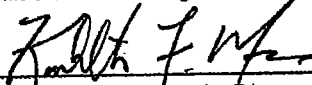
In accordance with the provisions of the Ohio Drug Law Enforcement Fund (DLEF) as enacted by the 127th General Assembly of Ohio in House Bill 562 on September 23, 2008 and as set forth in Ohio Revised Code Section 5502.68 Ohio Drug Law Enforcement Application 2016, the Ohio Office of Criminal Justice Services, as the duly authorized State Agency, hereby approves the project application submitted as complying with requirements of the Agency for the fiscal year indicated in the subgrant number above and awards to the foregoing Subgrantee a Subgrant as follows:

Subgrantee:	Warren County Commissioners		
Implementing Agency:	Warren County Drug Task Force		
Award Periods:	10/01/2017 to 09/30/2018		
Closeout Deadline:	11/29/2018		
Award Amounts:	OCJS Funds:	\$38,852.65	75%
	Cash Match:	\$8.51	0.02%
	Inkind Match:	\$12,942.37	24.98%
	Project Total:	\$51,803.53	100.00 %

The terms set forth in the 'Responsibility for Claims' section of the OCJS Standard Federal Subgrant Conditions Handbook are subject to Ohio law, including section 3345.15 of the Ohio Revised Code and the Ohio Constitution. As a result, those terms may not apply to subgrant recipients who are political subdivisions of the state, and do not apply to state instrumentalities.

This Subgrant is subject to the statements as set forth in the approved Programmatic and Budget Application submitted and approved revisions thereto, as well as the OCJS Standard Federal Subgrant Conditions and Special Conditions to this Subgrant, which are attached hereto and hereby included by reference herein. The Subgrant is also bound by all applicable federal guidelines, as referenced in the Standard Conditions. Revisions to this Subgrant Award Agreement must be approved in writing by OCJS.

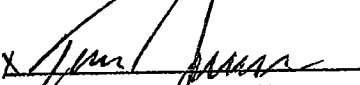
The Subgrant shall become effective as of the award date, for the period indicated, upon return to OCJS of this Subgrant Award Agreement executed on the behalf of the Subgrantee's and Implementing Agency's authorized official in the space provided below.

  
Karlton F. Moore, Executive Director  
Ohio Office of Criminal Justice Services

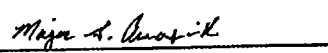
11/16/17  
Award Date

The Subgrantee agrees to serve as the official subrecipient of the award, agrees to provide the required match as indicated above, and assumes overall responsibility for compliance with the terms and conditions of the award. I hereby accept this Subgrant on behalf of the Subgrantee.

The Implementing Agency agrees to comply with the terms and conditions of the award. I hereby accept this Subgrant on behalf of the Implementing Agency.

  
County Commissioner / President

11/28/17  
Date:

  
Major / Commander  
Warren County Drug Task Force

11/20/17  
Date:

**APPROVED AS TO FORM:**

  
ASST. PROSECUTOR  
**KEITH ANDERSON**

**Mission Statement**

*"to save lives, reduce injuries and economic loss, to administer Ohio's motor vehicle laws and to preserve the safety and well being of all citizens with the most cost-effective and service-oriented methods available."*



**OHIO DEPARTMENT  
OF PUBLIC SAFETY**  
SAFETY • SERVICE • PROTECTION

- Administration
- Bureau of Motor Vehicles
- Emergency Management Agency
- Emergency Medical Services
- Office of Criminal Justice Services
- Ohio Homeland Security
- Ohio Investigative Unit
- Ohio State Highway Patrol



John R. Kasich, Governor  
John Borm, Director  
Karhlton F. Moore  
Executive Director

Office of Criminal Justice Services  
1970 West Broad Street  
P.O. Box 182632  
Columbus, Ohio 43218-2632  
(614) 466-7782  
www.ocjs.ohio.gov

Steven C Arrasmith  
Major / Commander  
Warren County Drug Task Force  
833 Memorial Drive  
Lebanon, Ohio 45036

Subgrant Number: 2016-DL-LEF-5827A  
Project Title: Greater Warren County Drug Task Force

Dear Mr. Arrasmith:

I am pleased to inform you of the approval and award of the above Ohio Drug Law Enforcement Application 2016 Grant Program subgrant for which you are the project director. You will find the attached certificate subgrant award. The certificate must be signed by the authorized official of the subgrantee and implementing agency and uploaded to the Ohio Office of Criminal Justice Services Online Grants Management System. You may wish to print a copy of the subgrant award for your records.

Please review the subgrant's conditions to determine if any other forms must be signed and returned, or if special conditions must be satisfied before the funds are drawn down. When determining whether to accept the award, consideration should be given to all required conditions. Should you have any questions, please seek clarification prior to accepting the award.

To ensure prompt receipt of funds, please return these documents as soon as possible. It normally takes four to six weeks to process any subgrant payments after the receipt of the required documents and clearance of the required documents and clearance of all special conditions.

Retain a complete copy of this award package, and provide the subgrantee with copies of the documents required to establish a subgrant account. Your Grant Coordinator, Derek Bogner will be available to assist you with administering this subgrant; please direct all grant correspondence to, and contact your assigned Grant Coordinator for any assistance you may need at: (614) 728-4789 OR [dabogner@dps.ohio.gov](mailto:dabogner@dps.ohio.gov)

Sincerely,

Karhlton F. Moore  
Executive Director  
Ohio Office of Criminal Justice Services

CC: File  
Warren County Commissioners  
Warren County Drug Task Force

**Mission Statement**

*"to save lives, reduce injuries and economic loss. to administer Ohio's motor vehicle laws and to preserve the safety and well being of all citizens with the most cost-effective service-oriented methods available."*



---

## Supplemental Funding Form

---

This form is to be used to submit your taskforce's request for additional grant funding from the Drug Law Enforcement Fund. You should submit this form if you are requesting supplemental funding even if you are not going to act as a mentor to other jurisdictions. You will be asked to submit a budget for this funding at a later date through our grant system.

Taskforce Agency Name: The Greater Warren County Drug Task Force

Taskforce Commander: Major Steven Arrasmith

Mentee Jurisdiction: [Click here to enter text.](#)

Mentor: [Click here to enter text.](#)

Purpose of Funds

Training

Overtime

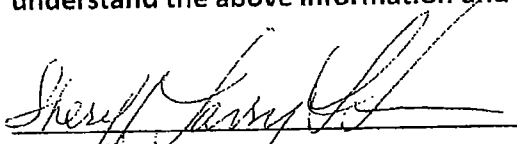
Equipment

Buy Funds

Additional comments: [Click here to enter text.](#)

**Note: Collaboration letters from mentee organizations are required.**

**By signing below, the agency authorized official acknowledge that they have read and understand the above information and correctly completed the form.**

  
\_\_\_\_\_  
Larry L. Sims  
Sheriff

Organization: Greater Warren County Drug Task Force

Title Page

**A. Program Area:** ADM - Administration  
 ✓ LEF - Law Enforcement

**B. Title of Project:** Greater Warren County  
 Drug Task Force

**C. Project Period:** 10/1/2017 to: 9/30/2018

**D. Type of Application:** New ✓ Continuation of Subgrant Number: 2015-DL-LEF-5827

**E. Focus of Application:** City ✓ County Township Village State

**F. Budget Summary:** OCJS Funds: \$38,852.65  
 Cash Match: \$8.51  
 Inkind Match: \$12,942.37  
 Total Budget: \$51,803.53

See Directives for Eligibility

**G. Project Director:** Prefix: Mr. First Name: Steven M.I.: C Last Name: Arrasmith Suffix:  
 Title: Major / Commander Agency: Warren County Drug Task Force  
 Address: 833 Memorial Drive City: Lebanon Zip: 45036 -  
 Phone: 513-336-0070 Ext. Fax: 513-336-9097  
 Email: arrasmith@wcdtf.org County: Warren

**H. Implementing** Prefix: Mr. First Name: Steven M.I.: C Last Name: Arrasmith Suffix:  
 Title: Major / Commander Agency: Warren County Drug Task Force  
 Address: 822 Memorial Drive City: Lebanon Zip: 45036 -  
 Phone: 513-336-0070 Ext. Fax: 513-336-9097  
 Email: arrasmith@wcdtf.org County: Warren

**I. Subgrantee:** Prefix: Mr. First Name: Tom M.I.: Last Name: Grossmann Suffix:  
 Title: County Commissioner / President Agency: Warren County  
 Commissioners  
 Address: 406 Justice Drive - Room 311 City: Lebanon Zip: 45036 -  
 Phone: 513-695-1250 Ext. Fax: 513-695-2999 Subgrantee  
 Email: grossmann@co.warren.oh.us County: Warren Tax I.D.: 316000058

Vendor ID and Address code to be completed by OCJS:

OAKS Vendor ID OAKS Address Code  
 0000052991 004  
 Vendor Location  
 EFT-4

Duns Number: 784327608  
 Primary Place of Performance:  
 City: Lebanon  
 State: Ohio

Zip: 45036 - 235545

For additional information regarding extended zip codes [click here](#).For a map of the congressional districts [click here](#).For more information regarding congressional districts [click here](#).

Organization: Greater Warren County Drug Task Force

Problem Statement/Target Population

**TARGET POPULATION:** We continue to serve a diverse community encompassing a rural and urban population made up of all of Warren

County and the City of Wilmington in Clinton County. According to 2010 Census numbers, our combined target population remains at approximately 225,000, representing a 34% increase in population since 2000 with a continued gradual change from rural to suburban residents. More recent estimates indicate a current combined target population of 236,000+ as growth in our jurisdiction continues to climb. Our jurisdiction is located in southwest Ohio and is sandwiched between Dayton and Cincinnati. We are flanked by two major interstate highways (I-75 and I-71), allowing the easy flow of illicit drugs into our communities. This allows easy access for drug traffickers in Dayton and Cincinnati to prey on our addicted population. Our Warren County population is comprised of 90% white, 3.5% African American, 4% Asian and 2.5% Latino while the population of the City of Wilmington is 88% white, 6% African American, 1% Asian, 2% Hispanic and 3% listed as other.

**PROBLEM:** Our ongoing problem is drug trafficking and other drug related crimes with a specific emphasis on the heroin epidemic. The devastation of this problem continues to worsen with the injection of fentanyl into the heroin market. This powerful cocktail of heroin and fentanyl has become commonplace resulting in the loss of life and worsening addictions throughout our community. Although we remain inundated with heroin and fentanyl related investigations, most other commonly trafficked and abused drugs continue to be readily available in the communities we serve. The collateral damage of all drug trafficking activities continue to negatively impact people's lives and affect overall crime throughout our area of operation.

The number of accidental overdose deaths related to the abuse of opiates, heroin, fentanyl and recently carfentanil continue to rise. In 2015, the overdose deaths in Warren County alone were 62. In 2016, Warren County overdose deaths increased to 72 with the City of Wilmington experiencing 13 deaths for a combined total of 85 lives lost. According to the 2016 HIDTA Threat Assessment & Strategy, Opioid trafficking, abuse and overdoses have surged beyond epidemic proportions and continue to be the greatest drug threat in Ohio. Drug overdose deaths continue to be a public health crisis in Ohio with a 504% increase in the number of deaths from 2000 (411) to 2014 (2,482). These numbers continue to increase at alarming rates supporting the necessity of this continued project.

In 2015, the Warren County Drug Task Force seized 12 ounces of heroin (and/or a heroin/fentanyl mix). In 2016, drug task force investigations & interdiction operations resulted in the seizure of 65 ounces of heroin (and/or a fentanyl/carfentanil mix) establishing a 441% increase from 2015 to 2016. The supply of heroin/fentanyl continues to be unlimited and readily available requiring consistent and specialized enforcement efforts.

Although the heroin/fentanyl epidemic is a priority for our project, we continue to address the ongoing trafficking of other drugs that also negatively impact our community. In 2014, the Warren County Drug Task Force investigated 207 criminal cases resulting in 164 felony drug arrests. Also in 2014, our unit executed 42 search warrants and processed 11 methamphetamine labs. In 2015, our unit investigated 356 criminal cases resulting in 187 felony arrests, 79 search warrants and 17 methamphetamine labs. Our 2016 data to date of investigations and interdiction operations indicate 441 criminal cases and 198 felony drug arrests with many investigations remaining ongoing & active. Also in 2016, we have executed 83 search warrants and processed 7 methamphetamine labs. Our drug task force remains the only full time investigative unit within our jurisdiction focusing on drug trafficking and related crimes. This requires us to address both lower level and nuisance complaints as well as those involving mid to upper level drug traffickers.

**SHORT TERM IMPACT:** Without funding, short term impacts would include an immediate rise in overdose deaths directly related to the increased availability of heroin, fentanyl, carfentanil and other opiates. There is no relief in sight with the trend of abusing these substances and without focused enforcement this epidemic will continue to worsen. If this project goes without funding, we will be unable to sustain members of our full time staff directly involved in the operation of our unit.

**LONG TERM IMPACT:** Longer term impacts include the additional loss of full time staff along with worsening addictions and catastrophic consequences to the quality of life in our communities. This would affect not only law enforcement and corrections facilities but hospitals, emergency services and treatment programs as lack of enforcement creates additional collateral damage by worsening addictions and loss of life.

**OTHER RESOURCES:** Our enforcement area is over 417 square miles and covers 16 law enforcement jurisdictions, all of which rely solely on our drug task force for their drug enforcement. We are the only enforcement agency involved in the investigation and pursuit of major drug offenders within our jurisdiction. Without the drug task force, specialized drug investigations would not exist as other law enforcement agencies continue to be strapped for manpower and would be unable to replace our drug enforcement efforts.

Project Description

The Warren County Drug Task Force is a multi-jurisdictional unit and an initiative of the Ohio HIDTA (High Intensity Drug Trafficking Area). We currently have a staff of 21 sworn & support personnel and we operate from a covert facility located in central Warren County. Our staff consists of local and county detectives as well as representatives from the FBI, Ohio BCI, Ohio State Highway Patrol and the Ohio National Guard Counterdrug Unit. This project funding sustains our three existing supervisor positions that are necessary to properly manage our full time staff. The positions funded by this project include the Commander (Major), Field Commander (Lieutenant) and Assistant Field Commander (Sergeant).

This continued project will involve the application of a variety of specialized investigative techniques and in-house resources to address the ongoing

issues and crimes mentioned in our Problem Statement. Our supervisory staff, funded by this project, will participate in and monitor all daily operations of our task force to include the activities and investigations of a highly trained team of detectives and a uniform highway interdiction team. These enforcement areas of our task force are essential to accomplishing our mission and reducing the overall availability of heroin, fentanyl, carfentanil and other drugs being trafficked within our jurisdiction.

The proper supervision of our task force is necessary to maintain the ongoing integrity and public trust expected of a professional law enforcement operation in 2016-2017. Our project model is one of consistent and aggressive enforcement combined with community education that has been proven effective for many years. Our project model includes approved investigative techniques through the Center for Problem-Oriented Policing as listed in Guide No. 31 for drug trafficking in open-air markets. This includes arresting drug sellers in buy and bust operations, intelligence-led investigative work, operating a telephone hotline for tips, and the encouragement of community action that has been in existence at the Warren County Drug Task Force for 17+ years. This project model has a lengthy history of producing positive results regardless of changing drug threats.

The diversity of our task force allows us to simultaneously address various drug trafficking and related offenses resulting in the maximum impact on the communities we serve. Historical data for these 17+ years documenting the activity of our task force indicate approximately 3,400+ criminal cases, 2,700+ felony drug arrests and 580+ search warrants. Additionally, as a result of these investigations, our task force has seized over 600 motor vehicles, 460+ firearms, well over 5 million in illegal drug proceeds and multi-millions worth of illegal drugs. This type of enforcement activity is essential to maintaining the quality of life in one of the fastest growing counties in Ohio.

With continued project funding, we will maintain our current supervisory positions of the Commander (Major), Field Commander (Lieutenant) and Assistant Field Commander (Sergeant) allowing us to serve our jurisdictions by providing consistent specialized drug enforcement services. Our highly trained detective staff of (9) personnel will remain focused on plain clothes and undercover operations, utilizing current and accepted techniques targeting drug traffickers, with an increased focus on the heroin/opiate epidemic. Part of this effort includes a specially trained detective with a sole mission of drug diversion investigations. The obvious connection between prescription opiates and heroin abuse & trafficking cannot be ignored and will continue to be a priority for our unit. Our uniform interdiction team of (6) Troopers from the Ohio State Highway Patrol and (1) Deputy Sheriff from the Warren County Sheriff's Office will continue to target the flow of illegal drugs into our jurisdiction and throughout southwest Ohio. This team is assisted by (5) drug detection canines. None of our enforcement efforts are possible without our support staff of (1) Investigative Assistant and (1) Criminal Intelligence Analysts.

Additional efforts supported by project funding include drug prevention and education. The Warren County Drug Task Force will continue to provide drug education to our community with an increased emphasis on our youth. We will continue to utilize community events such as National Night Out, Touch a Truck, Red Ribbon Week and other gatherings to present drug education presentations to the public. We will also continue to collaborate with the Warren County Educational Services Center to provide targeted training and education to our schools. These educational opportunities reach thousands of students each year along with parents and teachers. These educational opportunities occur during school conferences and open houses, individual and group sessions, prevention tables during lunch time, teacher in-service and other training settings. This is part of our ongoing effort to stop addiction before it starts as enforcement alone has proven inadequate.

Our task force will continue to participate in all HIDTA deconfliction efforts of targets and operational events. We will continue to emphasize the importance of the deconfliction process to area law enforcement for both officer safety and to encourage improved collaboration involving shared targets. This project will also involve the regular collaboration with other drug task forces across the State of Ohio through the Ohio Task Force Commander's Association. We will continue to work with other law enforcement and education/treatment professionals to discover best practices and methods to battle drug abuse and trafficking in our communities. We are fully committed to the statewide Drug Interdiction, Disruption and Reduction Plan and are prepared to comply with all pre-award conditions as required by the Office of Criminal Justice.



Organization: Greater Warren County Drug Task Force

**Project Objectives**

Describe the outcomes or changes anticipated as a result of the proposed project. The achievement of the objectives should provide an outcome that reflects a measurable change for the target population due to the services offered by the program. Provide two objectives, with performance measures and baseline numbers that further the goal of the selected Program Area. Application will be evaluated on how effectively it:

- clearly identifies project objectives (measured change as a result of implementing the proposed project), performance measures (how you will measure that change, what instruments and/or tools are to be used, etc.), and any baseline data that exists. The project objectives should be logically and clearly linked to the identified problem and the proposed approach/response as discussed in the previous sections of the application. Performance indicators should be appropriate to the Objective and be a measure of success in accomplishing the Objective.

<b>EXAMPLE</b>	<b><u>OBJECTIVE</u></b>	<b><u>PERFORMANCE INDICATOR</u></b>	<b><u>BASELINE NUMBER</u></b>	<b><u>PERFORMANCE DATA COLLECTION</u></b>
	Measure of change that will result from the proposed project during project period.	Information collected to document expected changes.	Number documenting what occurred during the past year.	The method in which the data will be collected and the means by which it will be stored for later analysis.
<b>EXAMPLE: OBJECTIVE (Increase)</b>	Increase by 10 the number of crime prevention programs presented to residents in Cardinal County by December 31, 2012.	The number of crime prevention programs presented in Cardinal County.	Five crime prevention programs were presented to residents between January 1, 2011 and December 31, 2011.	Data on each crime prevention program (program description, program coordinator, target audience, date of program, number of attendees, etc.) will be documented by the program's coordinator as it occurs, and all programs will be captured in spreadsheet format so that calculations can be made across the programs for the grant period.
<b>EXAMPLE: OBJECTIVE (Decrease)</b>	Achieve a 25% reduction in recidivism among those successfully completing the program by December 31, 2012.	The numbers of new crimes or technical violations that program participants are charged with up to 12 months after discharge from the program.	20% reduction in recidivism as defined by new charges or technical violations was achieved between January 1, 2011 and December 31, 2011.	Program staff will receive a monthly report from the agency responsible for supervision documenting the number of new crimes or technical violations that participants are charged with. This information will be collected by program staff in a spreadsheet for ease of calculation for the grant period.
<b>EXAMPLE: OBJECTIVE (Maintain)</b>	Maintain the current level of client satisfaction with services being delivered between January 1, 2013 and December 31, 2013.	The level of client satisfaction as reported on the Client satisfaction survey administered upon termination from the program.	Participants reported a 95% satisfaction rate on delivered services between January 1, 2011 and December 31, 2011.	Program staff will distribute client satisfaction surveys to each program participant. Data will be collected from all returned surveys and these results will be entered into a spreadsheet for ease of calculation for the grant period.

**FIRST PROJECT OBJECTIVE****OBJECTIVE**

Maintain a consistent and appropriate number of drug investigations during this project period in comparison to the average number

**Project Objectives**

of investigations conducted in 2015 and 2016. This commonsense average will be applied to evaluate our success. Consistent specialized drug investigations will ensure a proper response to the needs of our community regardless of any changing drug trends and will continue to improve the overall quality of life within our target population.

**PERFORMANCE INDICATOR**

The total number of specialized drug investigations during this project period compared to our past performance and activity during 2015 and 2016.

**BASELINE NUMBER**

The baseline number for this objective is 379 drug investigations for this project period. Because the annual number of investigations can fluctuate, averaging past performance establishes a reasonable baseline. This baseline number was established by averaging past performance of 318 investigations in 2015 and 441 investigations in 2016.

**HOW WILL PERFORMANCE DATA BE COLLECTED?**

Data will be collected throughout the project period utilizing the drug task force investigative management system as cases are developed. This system is utilized by detectives to enter, update and maintain investigations. It is also utilized by support staff to complete required reports for our task force Policy Board, OCJS and HIDTA. This system is monitored by drug task force supervisors.

**SECOND PROJECT OBJECTIVE**

**OBJECTIVE**

Maintain a consistent and appropriate number of felony drug arrests during this project period in comparison to the average number of arrests in 2015 and 2016. This commonsense average will also be applied to evaluate our success. This objective requires consistent enforcement efforts to deter drug trafficking and related crimes within our jurisdiction and will improve the overall quality of life within our community.

**PERFORMANCE INDICATOR**

The total number of felony drug arrests during this project period compared to our past felony arrests during 2015 and 2016.

**BASELINE NUMBER**

The baseline number for this objective is 172 felony drug arrests for this project period. The annual number of felony arrests can also fluctuate depending on current drug trends and the every changing criminal tactics of those involved in drug trafficking. As a result, averaging past arrests establishes a reasonable baseline for this objective. This baseline number was established by averaging the total number of felony drug arrests of 147 arrests for 2015 and 198 arrests for 2016.

**HOW WILL PERFORMANCE DATA BE COLLECTED?**

Arrest data will be collected throughout the project period utilizing the drug task force investigative management system. This system is utilized by detectives to enter, update and maintain investigations. It is also utilized by support staff to complete required reports for our task force Policy Board, OCJS and HIDTA. This system is monitored by drug task force supervisors.

**THIRD PROJECT OBJECTIVE**

**OBJECTIVE**

**PERFORMANCE INDICATOR**

**BASELINE NUMBER**

**HOW WILL PERFORMANCE DATA BE COLLECTED?**

**FOURTH PROJECT OBJECTIVE**

**OBJECTIVE**

**PERFORMANCE INDICATOR**

Project Objectives

BASELINE NUMBER

HOW WILL PERFORMANCE DATA BE COLLECTED?

FIFTH PROJECT OBJECTIVE  
OBJECTIVE

PERFORMANCE INDICATOR

BASELINE NUMBER

HOW WILL PERFORMANCE DATA BE COLLECTED?

Timeline/Activities

## July-September 2017:

Conduct monthly policy board meetings (Supervisors)  
 Conduct staff meetings, monitor investigations, audit confidential funds, approve informant packets/operational plans (Supervisors)  
 Conduct training to include tactical operations, undercover emergencies & rescues, search warrant entries (Supervisors)  
 Conduct daily drug investigations, undercover operations, controlled buys, direct buys, surveillance, search warrants, etc. (Detectives)  
 Conduct drug diversion investigations, consult with doctors, pharmacies, nursing homes, suspect interviews, etc. (Diversion Detective)  
 Conduct highway interdiction operations - traffic stops, vehicle searches, etc. (Interdiction Team)  
 Conduct surveillance operations, knock-n-talks, search warrants, traffic stops, etc. (Detectives)  
 Prepare investigative reports, testify in court, grand jury (All sworn personnel)  
 Prepare quarterly reports using the standardized OCJS performance report (Investigative Assistant)  
 De-conflict all target and operations through the Ohio HIDTA (Investigative Assistant)  
 Attend quarterly information and intelligence meetings conducted by OTFCA (Supervisors)  
 Conduct drug education presentations to public/schools (Supervisors, Investigative Assistant, Warren County ESC staff)  
 Fulfill all EPIC reporting requirements as required by Ohio Drug Interdiction, Disruption and Reduction Plan (Supervisors and all staff)

## October-December 2017:

Conduct monthly policy board meetings (Supervisors)  
 Conduct staff meetings, monitor investigations, audit confidential funds, approve informant packets/operational plans (Supervisors)  
 Conduct training to include tactical operations, undercover emergencies & rescues, search warrant entries (Supervisors)  
 Conduct daily drug investigations, undercover operations, controlled buys, direct buys, surveillance, search warrants, etc. (Detectives)  
 Conduct drug diversion investigations, consult with doctors, pharmacies, nursing homes, suspect interviews, etc. (Diversion Detective)  
 Conduct highway interdiction operations - traffic stops, vehicle searches, etc. (Interdiction Team)  
 Conduct surveillance operations, knock-n-talks, search warrants, traffic stops, etc. (Detectives)  
 Prepare investigative reports, testify in court, grand jury (All sworn personnel)  
 Prepare quarterly reports using the standardized OCJS performance report (Investigative Assistant)  
 De-conflict all target and operations through the Ohio HIDTA (Investigative Assistant)  
 Attend quarterly information and intelligence meetings conducted by OTFCA (Supervisors)  
 Conduct drug education presentations to public/schools (Supervisors, Investigative Assistant, Warren County ESC staff)  
 Attend annual Task Force Commanders Retreat (Supervisors)  
 Fulfill all EPIC reporting requirements as required by Ohio Drug Interdiction, Disruption and Reduction Plan (Supervisors and all staff)

## January-March 2018:

Conduct monthly policy board meetings (Supervisors)  
 Conduct staff meetings, monitor investigations, audit confidential funds, approve informant packets/operational plans (Supervisors)  
 Conduct training to include tactical operations, undercover emergencies & rescues, search warrant entries (Supervisors)  
 Conduct daily drug investigations, undercover operations, controlled buys, direct buys, surveillance, search warrants, etc. (Detectives)  
 Conduct drug diversion investigations, consult with doctors, pharmacies, nursing homes, suspect interviews, etc. (Diversion Detective)  
 Conduct highway interdiction operations - traffic stops, vehicle searches, etc. (Interdiction Team)  
 Conduct surveillance operations, knock-n-talks, search warrants, traffic stops, etc. (Detectives)  
 Prepare investigative reports, testify in court, grand jury (All sworn personnel)  
 Prepare quarterly reports using the standardized OCJS performance report (Investigative Assistant)  
 De-conflict all target and operations through the Ohio HIDTA (Investigative Assistant)  
 Attend quarterly information and intelligence meetings conducted by OTFCA (Supervisors)  
 Conduct drug education presentations to public/schools (Supervisors, Investigative Assistant, Warren County ESC staff)  
 Fulfill all EPIC reporting requirements as required by Ohio Drug Interdiction, Disruption and Reduction Plan (Supervisors and all staff)

## April-June 2018:

Conduct monthly policy board meetings (Supervisors)  
 Conduct staff meetings, monitor investigations, audit confidential funds, approve informant packets/operational plans (Supervisors)  
 Conduct training to include tactical operations, undercover emergencies & rescues, search warrant entries (Supervisors)  
 Conduct daily drug investigations, undercover operations, controlled buys, direct buys, surveillance, search warrants, etc.

Timeline/Activities

(Detectives)

Conduct drug diversion investigations, consult with doctors, pharmacies, nursing homes, suspect interviews, etc. (Diversion Detective)

Conduct highway interdiction operations - traffic stops, vehicle searches, etc. (Interdiction Team)

Conduct surveillance operations, knock-n-talks, search warrants, traffic stops, etc. (Detectives)

Prepare investigative reports, testify in court, grand jury (All sworn personnel)

Prepare quarterly reports using the standardized OCJS performance report (Investigative Assistant)

De-conflict all target and operations through the Ohio HIDTA (Investigative Assistant)

Attend quarterly information and intelligence meetings conducted by OTFCA (Supervisors)

Conduct drug education presentations to public/schools (Supervisors, Investigative Assistant, Warren County ESC staff)

Fulfill all EPIC reporting requirements as required by Ohio Drug Interdiction, Disruption and Reduction Plan (Supervisors and all staff)

Organization Capacity

The Warren County Drug Task Force has transitioned over the past 17+ years into a major operation with a full time staff of 21 personnel. We remain consistent with our primary mission to pursue those involved in mid to upper level drug trafficking activities. This includes the investigation of drug trafficking organizations, money laundering organizations, bulk currency smuggling, highway interdiction operations and prescription drug diversion crimes. Our staff includes a full team of detectives specializing in covert operations, a uniform highway interdiction team, a drug diversion detective as well as an investigative assistant/property room manager and a supporting criminal intelligence analyst.

The Warren County Drug Task Force is a designated initiative of the Ohio HIDTA (High Intensity Drug Trafficking Area). The following local, state and federal agencies provide personnel to our task force and operate from our facility: Warren County Sheriff's Office, Franklin Police Department, Lebanon Police Department, Springboro Police Department, Wilmington Police Department, Monroe Police Department, Ohio BCI, Ohio State Highway Patrol, Ohio National Guard Counterdrug Unit and the FBI. We actively participate in the deconfliction process offered by the Ohio HIDTA and receive HIDTA funding that is currently used to provide a 30,000 square foot facility that is our covert office/warehouse space. Our current drug task force facility consists of office space, evidence storage areas, a covert equipment area, conference room, computer/cell phone analysis office, large training room (50+ seats), and a large warehouse area for storage of undercover and seized vehicles.

The diversity of our task force allows us to simultaneously address various drug trafficking and related offenses resulting in the maximum impact on the communities we serve. Historical data for these 17+ years documenting the activity of our task force includes approximately 3,400+ criminal cases, 2,700+ felony drug arrests and 580+ search warrants. Additionally, as a result of these investigations, our task force has seized over 600 motor vehicles, 460+ firearms, well over 5 million in illegal drug proceeds and multi-millions worth of illegal drugs. This type of enforcement activity is essential to maintaining a positive quality of life in one of the fastest growing counties in Ohio. Our drug task force remains the only law enforcement unit conducting specialized drug investigations on a full-time basis within our combined jurisdictions and area of operation.

At the time of this application, the full time supervision of the drug task force includes the Commander (Major), Field Commander (Lieutenant) and Assistant Field Commander (Sergeant). The Commander, from the Warren County Sheriff's Office, is a 25 year veteran of law enforcement with over 20 years of investigative experience, and 17 years assigned to the drug task force. The Field Commander, from the Warren County Sheriff's Office, is an 18 year veteran of law enforcement with a blended background of patrol, investigations and over 13 years experience as the Tactical Commander of the Warren County Tactical Response Unit. The Assistant Field Commander, also from the Warren County Sheriff's Office, is a 21 year veteran of law enforcement with over 11 years of investigative experience, and 3 years assigned to the drug task force.

The current Commander has extensive experience with administrating grant funded projects for the past 17+ years. He has participated in, managed, supervised and administrated previous grant funded projects ranging from \$25,000 to \$200,000+ and has consistently accomplished all project objectives. Additionally, the Warren County Drug Task Force has successfully completed all past audits and maintains full compliance with all reporting requirements of OCJS. We are committed to the overall efforts of the Ohio Drug Interdiction, Disruption and Reduction Plan and are prepared to comply with all pre-award conditions as directed.

Collaboration Board

The Warren County Drug Task Force collaboration Board (also referred to as our Policy Board) is made up of the below listed agencies. Also listed is the role of each agency reflecting their ongoing commitment to this project.

Warren County Sheriff's Office - (Provides one full-time detective & salary plus overtime. Additionally, allows the current Major, Lieutenant, Sergeant, Drug Diversion Detective & Investigative Assistant positions on a full-time basis - contingent upon project funding. The Warren County Sheriff's Office is the fiscal agency for the drug task force and also supports our task force with full-time property room support to assist our Investigative Assistant with evidence & property room management.

Warren County Prosecutor's Office - (Provides consistent legal support, a Prosecutor's Investigator one day per week to assist with case preparation for Grand Jury and other operational needs, a second Prosecutor's Investigator is assigned to our clan lab team and available as needed).

Ohio Bureau of Criminal Investigation (BCI) - (Provides one full-time Special Agent & salary plus limited overtime, unlimited support from the Southwest District agents as needed, excellent overall support to include assistance with confidential funds, crime lab, analytical support, T3 resources, etc.).

Lebanon Police Department - (Provides one full time detective & salary plus overtime).

Wilmington Police Department - (Provides one full time detective & salary plus overtime).

Springboro Police Department - (Provides one full time detective & salary plus overtime, Springboro Police Chief also serves as the chairperson of our Policy Board).

Franklin Police Department - (Provides one full time detective & salary plus overtime).

Monroe Police Department - (Provides one full time detective & salary plus overtime).

Maineville Police Department - (Provides donation toward operating expenses at \$1 per person based upon population of individual jurisdiction).

Hamilton Township Police Department - (Provides donation toward operating expenses at \$1 per person based upon population of individual jurisdiction).

Clearcreek Township Police Department - (Provides donation toward operating expenses at \$1 per person based upon population of individual jurisdiction).

Mason Police Department - (Provides donation toward operating expenses at \$1 per person based upon population of individual jurisdiction).

Waynesville Police Department - (Provides donation toward operating expenses at \$1 per person based upon population of individual jurisdiction).

Loveland Police Department - (Provides donation toward operating expenses at \$1 per person based upon population of individual jurisdiction).

Our Policy Board meets on a monthly basis, on the first Tuesday of each month. A Power Point presentation is prepared and presented each month by the task force Commander regarding task force operations. Meeting minutes are maintained and emailed to each board member following each monthly meeting. Monthly meetings include the approval of the prior months meeting minutes, a drug task force financial review, a briefing of active investigations, training updates, drug education & prevention plans, grant status and any other pertinent information. Policy Board members have the opportunity to further inquire about the information provided.

They provide input, oversight and guidance regarding all task force activities. Board members are given the next month's meeting date at the conclusion of each session, and are also reminded of the next meeting within a week of its date via email.

The drug task force prepares an annual budget each year that is approved by the Policy Board and the Warren County Commissioners. Task force expenditures are also brought to the board for approval throughout the year. The Policy Board approves all drug task force policies & procedures.

The overall support from our Policy Board is impressive with an excellent attendance rate at monthly meetings. Estimations would be that the average meeting attendance is consistently 90%. Occasionally the Ohio State Highway Patrol and some of our federal partners will attend meetings to observe.

Click the Browse button to upload attachments and/or letters, then click **Save** to attach to the application.

[http://www.ocjsgnants.com/\\_Upload/303373-HamiltonTownshipPD.pdf](http://www.ocjsgnants.com/_Upload/303373-HamiltonTownshipPD.pdf)

[http://www.ocjsgnants.com/\\_Upload/303373\\_2-BCI.pdf](http://www.ocjsgnants.com/_Upload/303373_2-BCI.pdf)

[http://www.ocjsgnants.com/\\_Upload/303373\\_3-ClearcreekTownshipPD.pdf](http://www.ocjsgnants.com/_Upload/303373_3-ClearcreekTownshipPD.pdf)

[http://www.ocjsgnants.com/\\_Upload/303373\\_4-FranklinPD.pdf](http://www.ocjsgnants.com/_Upload/303373_4-FranklinPD.pdf)

[http://www.ocjsgnants.com/\\_Upload/303373\\_5-LebanonPD.pdf](http://www.ocjsgnants.com/_Upload/303373_5-LebanonPD.pdf)

[http://www.ocjsgnants.com/\\_Upload/303373\\_6-LovelandPD.pdf](http://www.ocjsgnants.com/_Upload/303373_6-LovelandPD.pdf)

**Collaboration Board**

[http://www.ocjsgrants.com/\\_Upload/303373\\_7-MainevillePD.pdf](http://www.ocjsgrants.com/_Upload/303373_7-MainevillePD.pdf)

[http://www.ocjsgrants.com/\\_Upload/303373\\_8-MasonPD.pdf](http://www.ocjsgrants.com/_Upload/303373_8-MasonPD.pdf)

[http://www.ocjsgrants.com/\\_Upload/303373\\_9-MonroePD.pdf](http://www.ocjsgrants.com/_Upload/303373_9-MonroePD.pdf)

[http://www.ocjsgrants.com/\\_Upload/303373\\_10-Sheriff.pdf](http://www.ocjsgrants.com/_Upload/303373_10-Sheriff.pdf)

[http://www.ocjsgrants.com/\\_Upload/303373\\_11-SpringboroPD.pdf](http://www.ocjsgrants.com/_Upload/303373_11-SpringboroPD.pdf)

[http://www.ocjsgrants.com/\\_Upload/303373\\_12-WarrenCountyProsecutor.pdf](http://www.ocjsgrants.com/_Upload/303373_12-WarrenCountyProsecutor.pdf)

[http://www.ocjsgrants.com/\\_Upload/303373\\_13-WaynesvillePD.pdf](http://www.ocjsgrants.com/_Upload/303373_13-WaynesvillePD.pdf)

[http://www.ocjsgrants.com/\\_Upload/303373\\_14-WilmingtonPD.pdf](http://www.ocjsgrants.com/_Upload/303373_14-WilmingtonPD.pdf)



LARRY L. SIMS  
SHERIFF



BARRY K. RILEY  
CHIEF DEPUTY

## WARREN COUNTY SHERIFF'S OFFICE

December 5, 2016

Major Steve Arrasmith  
Warren County Drug Task Force  
822 Memorial Drive  
Lebanon, Ohio 45036

Dear Major Arrasmith,

The Warren County Sheriff's Office will continue our support of the Warren County Drug Task Force throughout the year 2016 and into the future.

Since illegal drug activity in our area remains an ongoing concern to our citizens, the Warren County Sheriff's Office will commit five sworn and one full time civilian position to the Warren County Drug Task Force for 2016.

Sincerely,

A handwritten signature in cursive script, appearing to read "Sheriff Larry L. Sims".

Larry L. Sims  
Warren County Sheriff

# Lebanon Division of Police

---

Jeffrey W. Mitchell  
Chief of Police

December 6, 2016

Warren County Drug Task Force  
822 Memorial Drive  
Lebanon, OH 45036

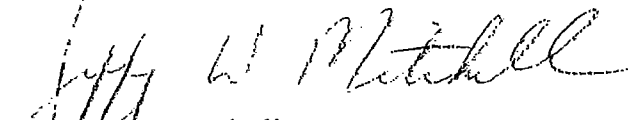
Re: ODLE Grant 2017

Major Arrasmith,

This letter is in support of the Ohio Drug Law Enforcement Grant for which your agency is applying. The Lebanon Division of Police is committed to working with the Warren County Drug Task Force and their law enforcement partners in 2017. The City of Lebanon and all communities in Warren County benefit from the coordinated efforts your agency puts forth to take the fight to those who destroy our neighborhoods and harm our citizens through illegal drug activity.

As a member of your policy board I look forward to sharing with you and your agency the successes that this grant will bring.

Respectfully,

  
Jeffrey W. Mitchell  
Chief of Police



400 Anderson St  
Franklin, Ohio 45003  
937-746-2882/ Fax 937-743-7750

Chief of Police  
Russ Whitman  
RWhitman@franklinohio.org



## Division of Police

11-28-16

RE: Letter of Support 2017

Warren County Drug Task Force  
822 Memorial Drive  
Lebanon, Ohio 45036

Commander Arrasmith,

The City of Franklin Division of Police will continue our support of the Warren County Drug Task Force throughout the year 2016 and the near future.

We continue to support your team by participating on the Policy Board, contribution of sworn full-time detective, and the sharing of drug intelligence.

Your past record of achievements in Warren County has had a positive impact on the quality of life enjoyed by our community.

Again, you and your team have our full support for the upcoming Grant Application for 2017.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Russ Whitman".

Chief Russ Whitman  
City of Franklin  
Division of Police



**SPRINGBORO**  
**POLICE DEPARTMENT**

JEFFREY P. KRUIHOFF  
CHIEF OF POLICE

November 22, 2016

Greater Warren County Task Force  
C/O Warren County Sheriff's Office  
Lebanon, OH

Dear Sir's,

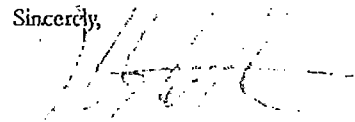
This letter is in support of the grant application of the Greater Warren County Drug Task. On behalf of the City of Springboro Ohio, and the Springboro Division of Police, I am pleased to confirm our continual commitment to the work of the Task for calendar year 2017/2018.

In order to continue to provide quality drug enforcement to the Springboro Community, the City of Springboro, Division of Police will collaborate with the Greater Warren County Drug Task Force in several ways. First of all, the City of Springboro, Division of Police has assigned one (1) full time Detective to assist the Task Force in the important effort of drug enforcement in our area. In addition, the Springboro Police Department will continue to provide additional investigative support, including personnel when requested for drug investigations in Warren County.

Finally, the Springboro Police Department will continue our commitment as a participating member of the Advisory Board for the Greater Warren County Drug Task Force for the next year. All of these efforts are an important endeavor for the safety of both the Springboro community and the County of Warren Ohio.

Thank you for your deliberation on the grant request for the Greater Warren County Drug Task Force.

Sincerely,



Jeffrey Paul Kruithoff, C.L.E.E.  
Chief of Police  
Springboro, Ohio

City of Springboro  
320 West Central Avenue  
Springboro, Ohio 45066  
Phone 937 748 4343  
Fax 937 748 0815  
[www.ci.springboro.oh.us](http://www.ci.springboro.oh.us)



November 22, 2016

Major Steve Arrasmith  
Warren County Drug Task Force  
822 Memorial Drive  
Lebanon, OH 45036

Commander Arrasmith:

This letter is to express our continued support and assistance to the Warren County Drug Task Force.

The City of Mason has been a member of the Warren County Drug Task Force since its inception. I serve on the policy board and the Executive Board.

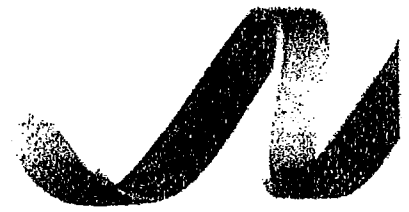
The Warren County Drug Task Force has become a valuable resource for the Mason Police Department as well as all of their other local jurisdictions in Warren County. Our detectives work very closely with Commander Arrasmith and his staff. This continues to be a very positive relationship.

It is without hesitation that the City of Mason endorses the continuing funding of the Warren County Drug Task Force. In order to continue to provide quality drug enforcement to our area, the City of Mason contributed \$30,000 for 2015 in support of its efforts on behalf of the citizens of the City of Mason and Warren County.

Please feel free to call me directly if additional information or recommendations are needed.

Sincerely,

Ron Ferrell  
Chief of Police





**Mike DeWine**

Ohio Attorney General



BCI – London  
Office: 740.845.2000

P. O. Box 365  
London, Ohio 43140  
[www.ohioattorneygeneral.gov](http://www.ohioattorneygeneral.gov)

November 22, 2016

Steve Arrasmith  
Commander  
Warren County Drug Task Force

Dear Commander Arrasmith,

I am writing to you on behalf of the Ohio Bureau of Criminal Investigation (Ohio BCI), concerning The Warren County Drug Task Force. The Ohio Bureau of Criminal Investigation will continue our support of the Warren County Drug Task Force throughout the year of 2016 and the near future.

We continue to support your team by participating on the Policy Board, contribution of a sworn special agent as our manpower allows, and the sharing of drug intelligence.

Your past record of achievements in Warren County has had positive impact of the quality of life enjoyed by our community.

Again, you and your team have our full support of the upcoming Grant application for 2016.

If you have any questions, please feel free to contact me, at (419) 408-8137.

Sincerely,

Mick Gyurko

Special Agent Supervisor  
Southern District of Ohio Narcotics



**HAMILTON TOWNSHIP POLICE DEPARTMENT**

7780 South State Route 48

Maineville, Ohio 45039

513-683-0538

*Chief Scott Hughes*

December 12, 2016

Commander Steve Arrasmith:

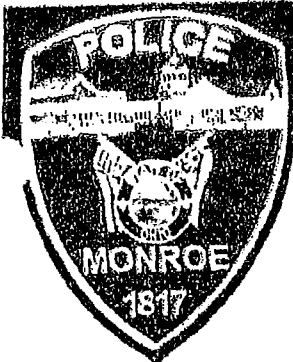
The Hamilton Township Police Department is proud to partner with the Warren County Drug Task Force. The Task Force has had a significant impact on illegal drug activity in our Township, County, and surrounding communities.

Our Department will continue to provide the necessary financial support and contribute any investigative assistance requested. I will also offer my continued service as a member of the Task Force Advisory Board.

Sincerely,

A handwritten signature in black ink, appearing to read "Col. S. Hughes". The signature is written in a cursive, flowing style.

Chief Scott Hughes



## MONROE POLICE DEPARTMENT

233 South Main Street • P.O. Box 330 • Monroe, Ohio 45050-0330

11-21-16

Warren County Drug Task Force  
822 Memorial Dr.  
Lebanon, OH 45036

Re: 2017 JAG Grant

Commander Arrasmith,

The Monroe Police Department has enjoyed a great working relationship with the Warren County Drug Task Force. The city of Monroe has supported the task force with financial contributions as well as operational assistance.

I am please to reaffirm our commitment to the work of the WCDF for 2017. The flow of illegal narcotics into our area remains a great concern for our city. With a portion of Interstate 75 traveling through the city of Monroe, to include an interchange, the work of the task force has been both welcome and vital. Without your organization we would be hindered in our efforts to provide for the safety of our community.

I look forward to expanding our participation with the Warren County Drug Task Force in 2017.

Sincerely,

Robert O. Buchanan  
Chief of Police





# Clearcreek Township Division of Police

7593 BUNNELL HILL RD. SPRINGBORO, OH 45066 (937)748-1267

December 10, 2013

The Greater Warren County Drug Task Force  
822 Memorial Drive  
Lebanon, OH 45036

Commander Arrasmith,

The Clearcreek Township Division of Police is proud to partner with the Drug Task Force. As a small agency with limited resources, we depend upon the assistance provided by the task force to curtail illegal drug activity in our township. This partnership has proven to be very effective in the past and the work of the task force is much appreciated by my agency, the township administration, as well as the citizens of Clearcreek Township. We view the Drug Task Force as a very necessary part of the law enforcement team in Warren County.

The purpose of this letter is to express Clearcreek Township's support of your grant application and to confirm our continued support and cooperation to the work of the task force during 2017. We will continue to commit our financial resources as well as investigative assistance as needed. I am also proud to continue serving as a member of the Task Force Advisory Board.

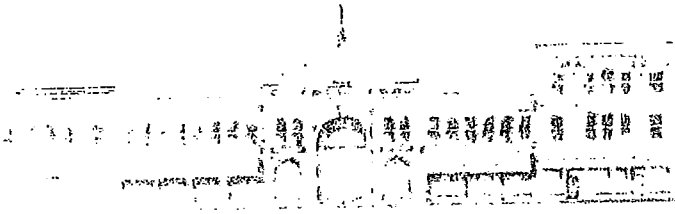
Again, thank you for your commitment to drug enforcement in Warren County. I look forward to our continued partnership in the years to come.

Thank You,

A handwritten signature in black ink, appearing to read "John D. Terrill".

John D. Terrill  
Chief of Police

The City of Wilmington, Ohio



69 North South Street, Wilmington, Ohio 45177

Division of Police

11/23/16



The Greater Warren County Drug Task Force  
822 Memorial Drive  
Lebanon, Ohio 45036

Office  
Chief of Police  
Duane Weyand  
(937) 382-6526  
Fax: (937) 382-0652

Dear Commander Steve Arrasmith:

I would like to pledge my support for the Greater Warren County Drug Task Force. In doing so, I will continue to provide a sworn officer from the Wilmington Police Department so the Greater Warren County Drug Task Force may provide quality drug enforcement in our community.

Sincerely,

Duane Weyand  
Chief of Police

## Maineville Police Department

8188 S. State Route 48 \* Maineville, Ohio 45039  
513-583-0048 \* Fax 513-583-0051



December 9, 2016

To Whom It May Concern:

I am submitting this letter of support for the year 2017 DLE grant application of the Warren County Drug Task Force. The partnership between the Maineville Police Department and the Warren County Drug Task Force has proven to be invaluable and the service they provide to the Village of Maineville is greatly appreciated.

The accomplishments achieved by the Warren County Drug Task Force have had a significant impact on our fight against drug related crimes. I foresee a long-term commitment and continued support by the Maineville Community and Police Department.

Sincerely,

A handwritten signature in black ink, appearing to read "Beth Mason".

Lt. Beth Mason  
Interim Chief



**Gary L. Copeland**  
**Chief of Police**  
1400 Lytle Road  
Waynesville, Ohio 45068  
Office 513-897-8000  
Dispatch 513-895-2525  
Fax 513-897-2007  
[www.waynesville-ohio.org](http://www.waynesville-ohio.org)  
[gcopeland@waynesville-ohio.org](mailto:gcopeland@waynesville-ohio.org)

December 5, 2016

To Whom It May Concern:

I am submitting this letter of support for the year 2017 DLE grant application of the Warren County Drug Task Force. The partnership between the Waynesville Police Department and Warren County Drug Task force has proven to be invaluable and the services they provide to the Village of Waynesville are greatly appreciated.

The accomplishments achieved by the Warren County Drug Task Force have had a significant impact on our fight against drug related crimes. I foresee a long-term commitment and continued support by the Waynesville community and Police Department.

Sincerely,



Chief Gary L. Copeland



**City of Loveland  
Police Division**

126 South Lebanon Road, Loveland, OH 45140  
Phone: 513-583-3000 Fax: 513-583-3011  
www.lovelandoh.com

Warren County Drug Task Force (W.C.D.T.F.)

November 28, 2016

To Whom it May Concern,

I am writing this letter to express support for the Warren County Drug Task Force. Our agencies have been partners in the battle against illegal drugs in the Loveland community for many years.

As a small suburban police department with just 16 full time officers, we do not have the resources or personnel to conduct complex and extended drug investigations. Our partnership with W.C.D.T.F. allows us to address illegal drug trafficking in our community. Many drug trafficking cases would go unsolved, and unprosecuted, without their assistance. Their operations are vital to criminal drug enforcement in our area. They have become even more vital with the rise of Heroin and fentanyl in the Cincinnati tristate area.

Not only is W.C.D.T.F. effective, they are also a very efficient. It would take tremendous resources to duplicate the services W.C.D.T.F. provides if every W.C.D.T.F. agency needed to investigate their own drug trafficking cases. Task forces involving multiple agencies have proven to be the most effective and efficient way to address many different tasks.

As the Chief of Police, I rely on our partnership with W.C.D.T.F., and their resources, to battle drug trafficking in Loveland. I hope you will consider them in your future funding decisions.

Sincerely,

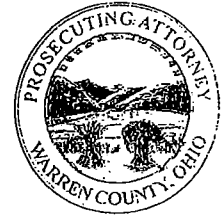
A handwritten signature in dark ink, appearing to read "Dennis Rahe".

Dennis Sean Rahe, Chief of Police



DAVID P. FORNSHELL

WARREN COUNTY PROSECUTOR



December 6, 2016

Warren County Drug Task Force  
Attention: Policy Board  
PO Box 898  
Lebanon OH 45036

Re: 2016 Drug Law Enforcement Grant Letter of Support

Dear Policy Board:

The Warren County Prosecutor's Office continues to pledge our support and help in any way that we can to continue to provide quality drug enforcement to our area.

Sincerely,

A handwritten signature in cursive script that reads "David P. Fornshell".

David P. Fornshell  
Prosecuting Attorney  
Warren County, Ohio

DPF/csm

### Executive Summary

The Executive Summary serves as a concise and accurate description of the proposed project. Information in the Summary is forwarded to the Governor's Office and other local, state and federal agencies for public information requests. Summary information must be submitted in the space provided.

The purpose statement is a clear concise statement that explains the purpose of the project. It describes what the applicant is going to do; the population that is going to be served; how it will be accomplished; and why it is important.

### **PURPOSE STATEMENT**

**PURPOSE OF PROJECT:** This project is essential to maintaining the three existing supervisor positions for the Warren County Drug Task Force. These positions are necessary to properly manage a large full time staff and include the Commander (Major), Field Commander (Lieutenant), and Assistant Field Commander (Sergeant). We have a current full-time team of 21 consisting of sworn and non-sworn personnel. Our staff consists of local and county detectives as well as representatives from the FBI, Ohio BCI, Ohio State Highway Patrol and the Ohio National Guard Counterdrug Unit. Our existence for the past 17+ years has been dependent upon a variety of funding sources to include grant funds, HIDTA funds and contributions from our county commissioners as well as our community.

This project funding allows for the appropriate supervision of the Warren County Drug Task Force enabling specialized drug trafficking investigations within our jurisdiction. Our efforts involve the investigation of all drug trafficking activities with a specific emphasis on the heroin/fentanyl epidemic currently facing our community. We believe that our ability to reduce the supply of heroin, fentanyl and other drugs has a direct impact on saving lives and improving the overall quality of life in our communities. The concentrated focus on heroin trafficking is more important now than ever as the devastation becomes more tragic with the increase of fentanyl and now carfentanil. We also believe that educating our community, especially our youth is a critical part of our mission and essential for positive change in our community.

**ACTION PLAN:** Our supervisory staff will continue to participate in and monitor all daily operations of our drug task force to include the activities and investigations of a highly trained team of detectives and a uniform highway interdiction team. These areas of our task force are essential to accomplishing our mission as we work tirelessly to impact the overall availability of heroin and other drugs within our jurisdiction. We will utilize a variety of in-house resources as well as current and accepted investigative techniques such as proper informant management, controlled/direct buys, controlled deliveries/reversals, electronic & physical surveillance, search warrants, analysis of intelligence information and trend data, highway and other interdiction efforts, and other investigative means. We will also continue our commitment to providing drug education to our community and youth through our ongoing collaboration with the Warren County Educational Support Center.

**POPULATION SERVED:** We serve a diverse community encompassing a rural and urban population made up of all of Warren County and the City of Wilmington in Clinton County, Ohio. Our overall population remains at approximately 225,000, representing a 34% increase in population since 2000 with a continued gradual change from rural to suburban residents. Our jurisdiction is located in southwest Ohio and is sandwiched between Dayton and Cincinnati. We are flanked by two major interstates (I-75 and I-71), allowing the easy flow of illicit drugs into our communities. This allows easy access for major drug traffickers in Dayton and Cincinnati that prey on our addicted population. Our population is comprised of 90% white, 3.5% African American, 4% Asian and 2.5% Latino.

**PROJECT IMPORTANCE:** We are the only enforcement agency involved in the investigation and pursuit of major drug offenders within our jurisdiction. Without our drug task force, specialized drug investigations would not exist as other law enforcement agencies continue to be strapped for manpower and would be unable to replace our drug enforcement efforts. This would have a devastating impact on our community and result in an immediate increase in the availability of heroin and other drugs causing further devastation and loss of life within our addicted community.

### **PROBLEM STATEMENT**

Our ongoing problem is drug trafficking and drug related crimes with a specific emphasis on the heroin epidemic. Overall drug trafficking and related crimes continue to present a significant problem within our jurisdiction. The devastation and collateral damage of all drug trafficking activities continue to negatively impact people's lives and affect overall crime throughout our communities. Our ongoing focus related to heroin trafficking and abuse continue to uncover the desperate measures taken to feed these horrible addictions. The numbers of accidental overdose deaths related to the abuse of heroin continue to rise. In 2014, the overdose deaths of our combined jurisdictions were reported at 39. In 2015, the overdose deaths in Warren County alone were 62. Warren County overdose deaths in 2016 increased to 72 with the City of Wilmington experiencing 13 deaths for a combined total of 85 lives lost. Our task force seized approximately 12 ounces of heroin (and/or fentanyl mix) in 2015. In 2016, drug task force investigations & interdiction operations resulted in the seizure of approximately 65 ounces of heroin (and/or fentanyl/carfentanil mix) establishing a

**Executive Summary**

441% increase from 2015 to 2016. In 2015, our unit investigated 356 criminal cases resulting in 187 felony drug arrests. Data to date in 2016 indicate 441 criminal cases and 198 felony drug arrests for this calendar year.

**PROJECT DESCRIPTION**

This continued project will utilize a variety of specialized investigative techniques to address the ongoing issues mentioned in our application. Our supervisory staff, funded by this project, will participate in and monitor all daily operations of our task force as previously mentioned. Aggressive enforcement efforts are essential to accomplishing our mission and reducing the overall availability of heroin and other drugs within our jurisdiction. The proper supervision of our task force is necessary to maintain the ongoing integrity and public trust expected of a professional law enforcement unit in 2016-2017. Educating our community and youth are a priority and an essential part of this project. Enforcement alone cannot adequately address the drug problems of today. Our ongoing message to our schools and community through a collaboration with the Warren County Educational Service Center will continue as we work to stop addiction before it starts. Our project model is one of consistent and aggressive enforcement combined with community education that has been proven effective for many years. This project model has been in existence at the Warren County Drug Task Force for 17+ years and has a lengthy history of producing positive results regardless of the changing drug threats over the years. The diversity of our task force allows us to simultaneously address various drug trafficking and related offenses resulting in the maximum impact on the communities we serve.

**PARTICIPATING AGENCIES / COLLABORATION**

The Warren County Drug Task Force reports to a very active and involved advisory board. We are also an initiative of the Ohio HIDTA (High Intensity Drug Trafficking Area). The agencies listed below are members of our advisory board and/or working partners. The ongoing collaboration and support we receive from our partners below directly contribute to many successful criminal investigations conducted by our unit.

Warren County Sheriff's Office  
 Warren County Prosecutor's Office  
 Clinton County Prosecutor's Office  
 FBI (Cincinnati)  
 DEA (Dayton)  
 Ohio Bureau of Criminal Investigation (BCI)  
 Ohio State Highway Patrol (Criminal Patrol Unit)  
 Lebanon Police Department  
 Franklin Police Department  
 Clearcreek Township Police Department  
 Maineville Police Department  
 Hamilton Township Police Department  
 Springboro Police Department  
 Mason Police Department  
 Monroe Police Department  
 Waynesville Police Department  
 Wilmington Police Department  
 Loveland Police Department  
 Ohio Pharmacy Board  
 Ohio Medical Board  
 Ohio Nursing Board  
 U.S. Marshal's Office  
 U.S. Attorney's Office  
 Ohio National Guard Counter Drug Unit  
 Ohio HIDTA



**Budget Request By Resource**

	<b>Amount</b>	<b>Percentage %</b>
OCJS Funds Requested:	\$38,852.65	75.00%
Cash Match:	\$8.51	0.02%
In-Kind Match:	\$12,942.37	24.98%
<b>Total Project Budget:</b>	<b>\$51,803.53</b>	<b>100.00%</b>

Identify the Source of Match:                      Source of match will be from local contributions.

**Personnel Costs**

**Salaries and Personnel:**

<b>Name/ Vacant</b>	<b>Title</b>	<b>No. Hrs.</b>	<b>Hrly Rate</b>	<b>Total</b>
Overtime Hours	Detective	557	\$58.45	\$32,556.65
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
			<b>Salary Subtotal:</b>	<b>\$32,556.65</b>

**Employer's Share of Fringe Benefits:**

<b>Fringe Benefits</b>	<b>Rate (%)</b>	<b>Total Yearly Wages</b>	<b>Total Cost</b>
PERS (government agencies)	18.1%	\$32,204.58	\$5,829.03
FICA (private agencies)	%		\$0
Retirement (private agencies)	%		\$0
Worker's Compensation	%		\$0
Unemployment Comp. (max 2.00% on first \$9,000)	%		\$0
Medicare	1.45%	\$32,204.58	\$466.97
Health Insurance			\$0
		<i>Fill in the formula: \$ 0 (Monthly Rate) x 0 (# Months) x (FTE)</i>	\$0
		<b>Fringe Subtotal:</b>	<b>\$6,296.00</b>
		<b>Personnel Total:</b>	<b>\$38,852.65</b>

Provide justification for each position; list job duties.

This supplemental funding will support essential personnel through overtime assistance for the below listed positions:  
**Field Commander (Lieutenant):** The Lieutenant is a position with dual responsibilities involving field operations and administrative support for the drug task force. The number of full time personnel assigned to the drug task force requires the Lieutenant to assist with the supervision of field operations to include all covert operations, search warrants, arrest warrants, surveillance operations, trash pulls, GPS installations, etc.. Additional responsibilities include administrative functions such as case approval, overall informant management, scheduling, payroll, training, etc..

**Assistant Field Commander (Sergeant):** The Sergeant is assigned primarily to field operations including the supervision of covert operations, search warrants, arrest warrants, surveillance operations, trash pulls, GPS installations, etc.. Both the Lieutenant and Sergeant are oftentimes responsible for overseeing multiple independent operations at the same time. The diversity of specialized drug investigations and the number of full time personnel have made it mandatory that these supervisors are utilized to their maximum to ensure officer safety and overall effectiveness of the Warren County Drug Task Force.

**Detectives x2:** These detectives are responsible for conducting specialized drug investigations throughout our area of operation on a daily basis. They will conduct covert operations, manage informants, conduct surveillance, interview suspects and citizens, prepare and execute search and arrest warrants and develop appropriate strategies to combat those involved in drug trafficking activities in our communities.

Consultants/Contracts

<b>Name</b>	<b>Hourly Fee</b>	<b>Hours</b>	<b>Total</b>
Detective Chad Caudill	\$29.89	433	\$12,942.37
			\$0
			\$0
			\$0
<b>Consultants/Contracts Total:</b>			<b>\$12,942.37</b>

Provide justification, method of procurement and basis of selection.

Detective Caudill is employed by the Monroe Police Department and is assigned full time to our Drug Task Force. All salary, overtime and benefits for this position are paid for by the Monroe Police Department. A portion of this salary/position is being utilized as the in-kind match required for this grant.

**Supplies**

If this page is not applicable, check this box and click **SAVE**.

<b>List of Items to be Purchased</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Total</b>
Misc. Offices Supplies	1	\$8.51	\$8.51
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
		<b>Supplies Total:</b>	<b>\$8.51</b>

Provide justification for the supplies; provide allocation method.

Required match = \$12,950.88. In-kind match listed under Consultants/Contracts of 433 hours x \$29.89 = \$12,942.37. Additional \$8.51 from in-kind match listed as office supplies per direction of OCJS.  
Office supplies to be purchased with general fund dollars will be ink pens.

**Budget Request By Resource & Cost Category**

If this page is not applicable, check this box and click **Save**.

	<b>1. Matching Funds</b>		<b>2. OCJS Funds</b>	<b>3. Total</b>
	<b>Cash</b>	<b>Inkind</b>		
1. Personnel			\$38,852.65	\$38,852.65
2. Consultant/Contracts		\$12,942.37		\$12,942.37
3. Travel				\$0
4. Equipment				\$0
5. Supplies	\$8.51			\$8.51
6. Other Costs				\$0
7. Confidential Funds				\$0
8. Indirect Cost				\$0
9. Total Project Budget	\$8.51	\$12,942.37	\$38,852.65	\$51,803.53
OCJS decision				

Federal, State and Local Funding Sources-please provide information on funding that is received by your Agency that is relevant to this project applied for.

Include the source, amount received, and year funds were awarded.

Federal, State and Local Funding Sources-please provide information on funding that is received by your Agency that is relevant to this project applied for. Include the source, amount received, and year funds were awarded.

In addition to any Federal and State forfeiture funds, the Warren County Drug Task Force receives funding from the following sources:

Warren County Commissioners (Annual donation of \$142,000) - Past 14 years

Warren County Governmental entities (Annual donation of approx. \$120,000) - Past 14 years

Byrne/JAG Grant (Aprox. \$40,000) - Annual/varying grant awards for past 17 years

HIDTA (Aprox. \$152,000) - Annual/varying award used for a portion of covert facility rent

Do you have other funding resources not identified above?

Yes  No

# Resolution

Number 17-1875

Adopted Date November 28, 2017

AUTHORIZE PRESIDENT OF BOARD TO SIGN THE TASK COMPLETION REPORTS 48 AND 49 WITH TRITECH SOFTWARE SYSTEMS ON BEHALF OF WARREN COUNTY TELECOMMUNICATIONS

WHEREAS, Paul Kindell, Director of Telecommunications, has reviewed, verified and recommended that the Board of County Commissioners sign the TriTech Software Systems Task Completion Reports 48 and 49; and

NOW THEREFORE BE IT RESOLVED, to authorize President of the Board to sign the TriTech Software Systems Task Completion Reports #48 and #49 in reference to CAD/Mobile/RMS/Jail Implementation Project for the Warren County-Sales Order 6395, as attached hereto and made a part hereof.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea  
Mr. Young – yea  
Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS

  
Tina Osborne, Clerk

cc: c/a – TriTech Software Systems  
Telecom (file)



# Warren County Sales Order 6395 Task Completion Report 48

**Effective Date: 10/26/2017**

The purpose of the Task Completion Report (this "Document") is to document the mutual agreement between TriTech and the Client on the items listed in this report, in reference to **CAD/Mobile/RMS/Jail Implementation Project for the Warren County – Sales Order 6395**.

**Acknowledgement: Receipt of Standard JMS FAT Tests two weeks prior to event**

**Document Referenced:** TriTech Software Systems Standard Functional Acceptance Test Inform Jail Warren County S.O. (S0 # 6395) V1

Document emailed to Gary Estes on October 26, 2017 @ 1657 MST

## **7.8.4 Inform Jail Functional Acceptance Testing (FAT)**

### **7.8.4.1 Task Description**

The Inform Jail Functional Acceptance Testing follows a standard approach and format. An Inform Jail Business Analyst performs the acceptance testing with the Client, prior to the start of End User Training. This process will be based on the standard TriTech FAT documents. The FAT documents have a standard content and format. The standard TriTech FAT documents will be sent to the Client for review prior to conducting the tests. The FAT results are documented in a TCR for verification and approval by the Client. Upon completion of FAT, the Client and TriTech will review the list of FAT failures (if any), and perform an assessment of the errors and determine the timeline for remedying the issues (pre versus post Go Live).

TriTech will repeat any specific failed FAT tests following the correction of any issues which has caused the test to fail. This process will not include a repeat of the entire tests.

### **7.8.4.2 Prerequisites**

- 1) Completion of all necessary code file building and setup required to complete the testing
- 2) TCR Signoff on the receipt and approval of the Standard FAT for the Inform Jail application

### **7.8.4.3 TriTech Responsibilities**

- a) Deliver TriTech's standard FAT documents to the Client no later than two weeks prior to conducting the FAT.
- b) Provide a TCR to the Client to approve the receipt of the FAT documents.
- c) Assist the Client in conducting the FAT in accordance with FAT documents.

- d) Identify and document any issues discovered during the FAT.
- e) Upon completion of FAT prepare and submit a TCR to the Client, including a list of any exceptions to FAT.

**Approval of this Task Completion Report does not generate an invoice related to this Project.**

The Client is responsible to approve this Task Completion Report within 10 business days, or provide a written notification to TriTech detailing the reason that this document cannot be approved. Lack of approval by the Client within this timeframe will not result in default or automatic approval of the document. However, any delays in approval process may have a cascading impact on project timelines.

Please sign, scan and return this document to TriTech via e-mail PDF attachment to Jameson Gartner (jameson.gartner@tritech.com)

Approvals			
<b>Client Project Manager</b>	<b>Print Name:</b>	<i>Tom Grossmann</i>	
	<b>Signature:</b>	<i>[Signature]</i>	<b>Date:</b> <i>11/28/17</i>
<b>TriTech Project Manager</b>	<b>Print Name: Jameson Gartner</b>		
	<b>Signature:</b>	<i>[Signature]</i>	<b>Date:</b> 10/26/2017





# Warren County Sales Order 6395 Task Completion Report 49

**Effective Date: 11/02/2017**

The purpose of the Task Completion Report (this "Document") is to document the mutual agreement between TriTech and the Client on the items listed in this report, in reference to **CAD/Mobile/RMS/Jail Implementation Project for the Warren County – Sales Order 6395**.

**Acknowledgement: RMS Workshop 4.14**

**Document Referenced: 4.14 Workshop Agenda dated September 27, 2017**

**Resource: Karie Weldon**

**Project Manager: Jameson Gartner**

**SOW: WarrenCo\_CADMobile\_RMSFBR\_Jail\_SOW v4**

## 7.6.4.1 Task Description

After the RMS DOLF has been completed, the TriTech project team will conduct an Inform RMS workshop session at the Client site. This session is intended to supplement the RMS DOLF for more complex implementations and multi-jurisdictional agencies as specified in the contract. The RMS workshop is 3 days in duration, and will be delivered per the quantities listed in the Purchase Agreement.

### Training Topics:

#### Property and Evidence

- Review Property and Evidence Permissions
- Review new fields for Property and Evidence
- Review Property Intake
- Review Print Evidence Labels
- Review Evidence Queue
- Review Evidence Tracker
- Review Property and Evidence Configuration
- Review Form Letter Designer and Permissions

#### Searching

- Review of Search Feature
  - Quick Search
  - Global Filters
  - Field Search

#### Data Entry

- Review of Existing Address Fields

#### Queues

- Review of Template Field/Column

#### Impound Vehicle Module

- Review of Impound Vehicle Module

#### Data Entry Designer/Templates

- Review Copy/Export/Import/Share Templates
- Review Add Multiple Sections
- Review Creating Menu Selection Custom Fields
- Review Deleting Templates and Custom Fields
- Review Allow Supplements
- Review Generate Reporting Views

#### Reporting

- Review the Reporting Module
- Review Reporting Module Permissions

#### Case Management

- Review of Case Note Permissions
- Review of Case Notes

#### Case Number Validation

- Review of Case Number Validation
- Review of Case Number Validation Permissions

#### Generate Next Supplement Number

- Review Generate Next Supplement Number
- Review Generate Next Supplement Number Permission

*Please sign the attached agenda to confirm the BA covered topics*

#### **Topics Covered by BA in addition to the agenda:**

- Review of Templates and Workflow
- Code Table review

**Approval of this Task Completion Report does not generate an invoice related to this Project.**

The Client is responsible to approve this Task Completion Report within 10 business days, or provide a written notification to TriTech detailing the reason that this document cannot be approved. Lack of approval by the Client within this timeframe will not result in default or automatic approval of the document. However, any delays in approval process may have a cascading impact on project timelines.

Please sign, scan and return this document to TriTech via e-mail PDF attachment to Jameson Gartner (jameson.gartner@tritech.com)

Approvals		
Client Project Manager	Print Name: <u>Tom Grossman</u>	
	Signature: <u>[Signature]</u>	Date: <u>11/28/17</u>
TriTech Project Manager	Print Name: <u>Jameson Gartner</u>	
	Signature: <u>[Signature]</u>	Date: <u>11/02/2017</u>

---

**COURSE:** 4.14 Workshop

**INSTRUCTIONAL UNIT:** Inform RMS 4.14 Workshop

**BUSINESS ANALYST:** Karie Weldon  
Business Analyst  
763-203-3007  
Karie.weldon@tritech.com

**DURATION:** 24 hours

### **DESCRIPTION AND GOAL**

---

The Inform RMS 4.14 and P&E Workshop allows for the discovery of key points that will be used in the configuration of the clients Inform RMS Web.

Users will be trained on the new features released in Inform RMS Web 4.14.

### **TARGET AUDIENCE**

---

Workshop should be attended by same group that attended System Orientation and DOLF.

This team should include:

- Central Administrators (*if applicable*)
- Local RMS Administrators
- Individuals who attended System Orientation
- Project Manager

### **CLASSROOM AND COURSE MATERIALS**

---

Onsite Requirements:

Projector:	One projector is required for the presentation.
Workstations:	One workstation per student installed with Inform RMS Web is required.
Whiteboard:	Whiteboard access for note taking and visual aids.
Internet Access:	Internet access is required.
Server:	Access to the production server is

Layout: required.  
 Recommended setup would be classroom style.

Lunch: 1 hour will be allocated each day for lunch. Attendees will be responsible for providing their own lunch.

Breaks: Short Morning and Afternoon breaks as needed.

## **RECOMMENDED CLASS SIZE**

The recommended class size for this training course is 10 users.

## **LEARNING OBJECTIVES**

Upon completion of this section of training, the participant will be able to:

- Setup/Configure the features in 4.14 Inform RMS Web
- Apply the features in 4.14 Inform RMS Web to their workflow needs

## **INTRODUCTION**

TriTech recommends based on the key discovery points during this session, that the attendees include individuals who can properly address these key points and make configuration decisions.

## **TRAINING TOPICS**

<b>Workshop Agenda</b>	
<b>Time</b>	<b>Topic</b>
<b>Day 1</b>	<b>Property and Evidence</b> <ul style="list-style-type: none"> <li>• Review Property and Evidence Permissions</li> <li>• Review new fields for Property and Evidence</li> <li>• Review Property Intake</li> <li>• Review Print Evidence Labels</li> <li>• Review Evidence Queue</li> <li>• Review Evidence Tracker</li> <li>• Review Property and Evidence Configuration</li> <li>• Review Form Letter Designer and Permissions</li> </ul>

<p>Day 2</p>	<p><b>Searching</b></p> <ul style="list-style-type: none"> <li>• Review of Search Feature             <ul style="list-style-type: none"> <li>○ Quick Search</li> <li>○ Global Filters</li> <li>○ Field Search</li> </ul> </li> </ul> <p><b>Data Entry</b></p> <ul style="list-style-type: none"> <li>• Review of Existing Address Fields</li> </ul> <p><b>Queues</b></p> <ul style="list-style-type: none"> <li>• Review of Template Field/Column</li> </ul> <p><b>Impound Vehicle Module</b></p> <ul style="list-style-type: none"> <li>• Review of Impound Vehicle Module</li> </ul> <p><b>Data Entry Designer/Templates</b></p> <ul style="list-style-type: none"> <li>• Review Copy/Export/Import/Share Templates</li> <li>• Review Add Multiple Sections</li> <li>• Review Creating Menu Selection Custom Fields</li> <li>• Review Deleting Templates and Custom Fields</li> <li>• Review Allow Supplements</li> <li>• Review Generate Reporting Views</li> </ul>
<p>Day 3</p>	<p><b>Reporting</b></p> <ul style="list-style-type: none"> <li>• Review the Reporting Module</li> <li>• Review Reporting Module Permissions</li> </ul> <p><b>Case Management</b></p> <ul style="list-style-type: none"> <li>• Review of Case Note Permissions</li> <li>• Review of Case Notes</li> </ul> <p><b>Case Number Validation</b></p> <ul style="list-style-type: none"> <li>• Review of Case Number Validation</li> <li>• Review of Case Number Validation Permissions</li> </ul> <p><b>Generate Next Supplement Number</b></p> <ul style="list-style-type: none"> <li>• Review Generate Next Supplement Number</li> <li>• Review Generate Next Supplement Number Permission</li> </ul>
<p>Day 1</p>	
<p>Time</p>	<p>Topic</p>
<p>08:00– 11:30</p>	<p><b>Property and Evidence Overview</b></p> <ul style="list-style-type: none"> <li>• Review Property Intake</li> <li>• Review Print Evidence Labels</li> <li>• Review Evidence Queue</li> <li>• Review Evidence Tracker</li> </ul>

11:30 – 12:30	Lunch
12:30 – 15:30	<ul style="list-style-type: none"> <li>• Review New Fields for Property and Evidence</li> <li>• Review Property and Evidence Permissions</li> <li>• Review Property and Evidence Configuration             <ul style="list-style-type: none"> <li>○ Evidence Configuration</li> <li>○ Item Barcode Label Configuration</li> <li>○ Location Configuration</li> <li>○ Number Control</li> <li>○ Preprinted Evidence Labels</li> <li>○ Seal Status Configuration</li> <li>○ Status Configuration</li> </ul> </li> <li>• Review Form Letter Designer and Permissions</li> </ul>
15:30 – 16:00	<b>Day 1 Overview</b> <ul style="list-style-type: none"> <li>• Question and Answer Session</li> </ul>

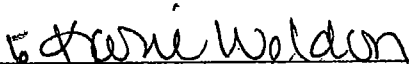
Day 2	
Time	Topic
08:00 – 08:30	Recap of Day 1
08:30 – 11:30	<b>Searching</b> <ul style="list-style-type: none"> <li>• Review of Search Feature             <ul style="list-style-type: none"> <li>○ Quick Search</li> <li>○ Global Filters</li> <li>○ Field Search</li> </ul> </li> </ul> <b>Data Entry</b> <ul style="list-style-type: none"> <li>• Review of Existing Address Fields</li> </ul> <b>Queues</b> <ul style="list-style-type: none"> <li>• Review of Template Field/Column</li> </ul> <b>Impound Vehicle Module</b> <ul style="list-style-type: none"> <li>• Review of Impound Vehicle Module</li> </ul>
11:30 – 12:30	Lunch
12:30 – 15:30	<b>Data Entry Designer/Templates</b> <ul style="list-style-type: none"> <li>• Review Copy/Export/Import/Share Templates</li> <li>• Review Add Multiple Sections</li> <li>• Review Creating Menu Selection Custom Fields</li> <li>• Review Deleting Templates and Custom Fields</li> <li>• Review Allow Supplements</li> <li>• Review Generate Reporting Views</li> </ul>
15:30 – 16:00	<b>Day 2 Overview</b> <ul style="list-style-type: none"> <li>• Question and Answer Session</li> </ul>
Day 3	

Time	Topic
08:00 – 08:30	Recap of Day 2
08:30 – 11:30	<b>Reporting</b> <ul style="list-style-type: none"> <li>Review the Reporting Module</li> <li>Review Reporting Module Permissions</li> </ul>
11:30 – 12:30	Lunch
12:30 – 15:30	<b>Case Management</b> <ul style="list-style-type: none"> <li>Review of Case Note Permissions</li> <li>Review of Case Notes</li> </ul> <b>Case Number Validation</b> <ul style="list-style-type: none"> <li>Review of Case Number Validation</li> <li>Review of Case Number Validation Permissions</li> </ul> <b>Generate Next Supplement Number</b> <ul style="list-style-type: none"> <li>Review Generate Next Supplement Number</li> <li>Review Generate Next Supplement Number Permission</li> </ul>
15:30 – 16:00	<b>Day 3 Overview</b> <ul style="list-style-type: none"> <li>Question and Answer Session</li> </ul>

**Inform RMS Training Acknowledgement**

By signing below, I am acknowledging that the above listed training items were explained by TriTech and understood by the participants.

\_\_\_\_\_ Date \_\_\_\_\_

  
 TriTech Business Analyst Signature

<https://www.surveymonkey.com/r/TTRMSDOLF>



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

# Resolution

Number 17-1876

Adopted Date November 28, 2017

APPROVE CHANGE ORDER NO. 1 TO THE CONTRACT WITH NATIONAL WATER SERVICES, LLC FOR THE REHABILITATION OF FIVE WATER PRODUCTION WELLS UNDER THE 2017 WELL REDEVELOPMENT PROJECT, PURCHASE ORDER NO. 21902

WHEREAS, this Board on August 1, 2017 entered into a Contract with National Water Services, LLC for the rehabilitation of five drinking water production wells located at three different well fields in Warren County; and

WHEREAS, upon removal, disassembly, and inspection of East Wellfield Pump No. 10 it was discovered that significant repairs to the pump and motor are required due to age, long run times, and deterioration of the pump; and

WHEREAS, the chemical and mechanical redevelopment of East Well No. 10 proved successful and the subsequent step drawdown and 24-hour pump testing has identified this well as being capable of future upgrading from the existing capacity of 900 gpm to 1,600 gpm, and that a proposed upgrade would required the well to be plumbness and alignment tested to confirm that a larger pump would fit within the existing well casing, and

WHEREAS, the Warren County Water and Sewer Department has requested the National Water Services, LLC to perform additional work items not contained within the Contract; and

WHEREAS, a Change Order and Purchase Order increase are necessary in order to accommodate said change; and

NOW THEREFORE IT IS RESOLVED:

1. Approve Change Order No. 1 to the Contract with the National Water Services LLC, increasing Purchase Order No. 21902 by \$18,662.00 and creating a new Contract and Purchase Order price in the amount of \$ 235,897.000
2. By said Change Order, attached thereof and made part thereof, all costs and work associated with the change shall be added to the Contract.
3. That the President of this Board is hereby directed to execute and sign Change Order No. 1 of the Contract with the National Water Services, LLC for the 2017 Well Redevelopment Project.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea  
Mr. Young – yea  
Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS

  
Tina Osborne, Clerk

cc: Auditor DA  
C/A – National Water Services, LLC  
Water/Sewer (file)  
Project File



**Warren County  
Water & Sewer Dept.**

406 Justice Drive  
Lebanon, Ohio 45036  
Phone: (513) 695-1377  
FAX (513) 695-2995

**CHANGE ORDER**

DATE: November 6, 2017

Change Order Number 1  
Project Name: 2017 Well Rehabilitation Project

ITEM	DESCRIPTION	ADDITIONS	DELETIONS	CONTRACT TIME IMPACT
1	<p><b>East Wellfield Pump No. 10 Repairs</b> Provide all necessary labor, material, and equipment to repair, replace, or rehabilitation the following:</p> <ul style="list-style-type: none"> <li>• Replace 10-foot of column piping due to excessive pitting</li> <li>• Machine existing wear rings to manufacture's tolerances</li> <li>• Replace the badly pitted carbon steel shafts with new 1.5-inch diameter 316 stainless steel shafts</li> <li>• Rebuild existing submersible motor including new bearings</li> <li>• Replace bowl bushings</li> <li>• Sandblast and epoxy paint the column piping, pump, and motor</li> </ul>	\$13,489.00		None
2	<p><b>East Well No. 10 Plumbness &amp; Alignment Test</b> Provide all necessary labor, material, and equipment to test the well casing and screen for plumbness and alignment in accordance with Appendix D of standard "AWWA A100-97, Water Wells".</p>	\$4232.00		None
3	<p><b>Flow Meter Flanges</b> Provide 300 lb rated flanges for the three flow meters instead of the 150 lb rated flanges that were specified in the bidding documents.</p>	\$941.00		None

Sums of the ADDITIONS and DELETIONS

\$18,662.00

\$0.00

TOTALS FOR THIS CHANGE ORDER

**\$18,662.00**

**Attachments:** Attachment A – East Wellfield Pump No. 10 Repairs – (September 13, 2017 Report from NWS)  
Attachment B – East Well No. 10 Plumbness & Alignment Test – NWS Change Order Form  
Attachment C – Flow Meter Flanges – NWS Change Order Form

Original contract price \$217,235.00  
Current contract price adjusted by previous change orders \$ 217,235.00  
The Contract price due to this change order will be increased/decreased.  
The New contract price including this change order will be \$ 235,897.00.  
The contract time will be increased by 0 calendar days.  
The date for completion of work will be January 31, 2018.

Acceptance of this Change Order by the contractor constitutes final settlement of all matters relating to the change in Work that is the subject of the Change Order, including but not limited to, all direct, indirect and cumulative costs and schedule impacts associated with such change and any and all adjustments to the Contract Sum or Price and the extension of the Contract completion time.

Juan P. Lynch 11-15-2017  
National Water Services, LLC Date

Chry Brumb 11/17/17  
Warren County Sanitary Engineer Date

[Signature] 11/28/17  
Warren County Commissioner Date

[Signature] 11/28/17  
Warren County Commissioner Date

[Signature] 11/28/17  
Warren County Commissioner Date

# ATTACHMENT A



September 13, 2017

Mr. Chris Brausch  
 Warren County Water and Sewer District  
 406 Justice Drive  
 Lebanon, OHIO 45036

RE: **Well 10 Pump Inspection(Revised)**

Dear Mr. Brausch,

Pursuant to our discussions and at your request, National Water Services, LLC is pleased to submit findings for **Well 10 Pump Inspection**. As follows:

**Removal of Motor/Pumping Equipment**

The pumping unit was removed and mobilized to the Paoli, In. shop for disassembly. The following report documents the existing conditions:

Qty	Description	Size	Condition
1	Discharge Head	8"x8"	OK - Needs paint
1	Stuffing Box	1-1/2"	OK-Needs Bushing
1	5' Column Pipe	8"	OK-Needs Sandblasted and Painted
3	10' Column Pipe	8"	2 OK-Needs Sandblasted and Painted 1 Needs Replaced
4	Drop in Spiders	8"x1-11/16"	OK
4	Rubber Bearings - NS	1-11/16"	OK
1	Drive Shaft - SS TPI - 10	1-1/2"	BAD-Pitted
1	Top Shaft - CS TPI - 10	1-1/2"	BAD-Pitted
1	5' Line shafts - CS TPI - 10	1-11/16"	BAD-Pitted
3	10' Line shafts - CS CS TPI - 10	1-11/16"	BAD-Pitted
4	Shaft Couplings - SS TPI - 10	1-11/16"	OK

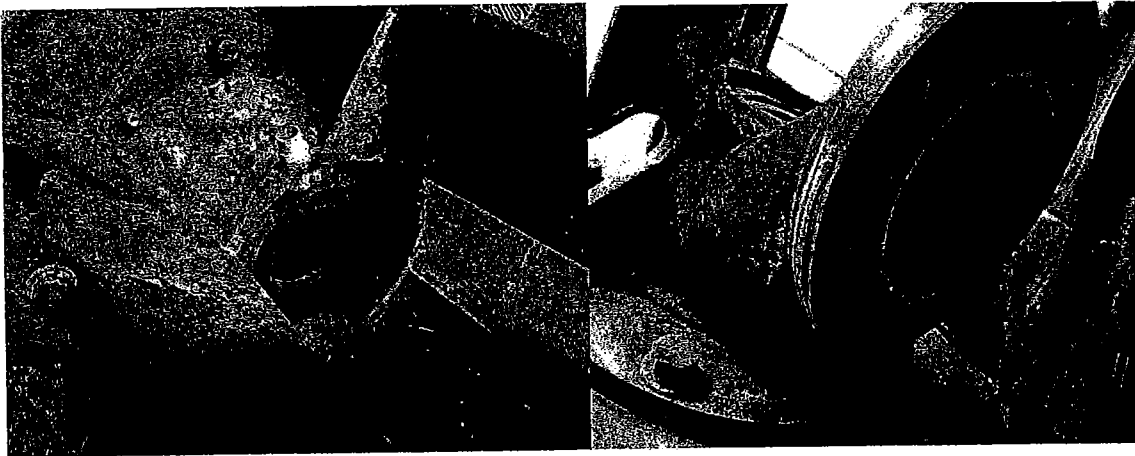
Qty	Description	Size	Condition
6	Bowl Assembly & Casting	12LC76	OK - Needs painting
6	Wear Rings		BAD-Need replaced
6	Bowl Bushing		BAD-Need replaced
6	Impeller & Collects		OK
1	Bowl Shaft		Bad-Needs Replaced
1	Motor		Needs Rebuilt

Customer: Warren Co. Job#: 4573 Pump #: 10 Date: 9/13/17

Inspected By: Millard (Lew) Lewis

**Pics of the Pump Setting**

**Head & Column Assembly**



## Column Assembly

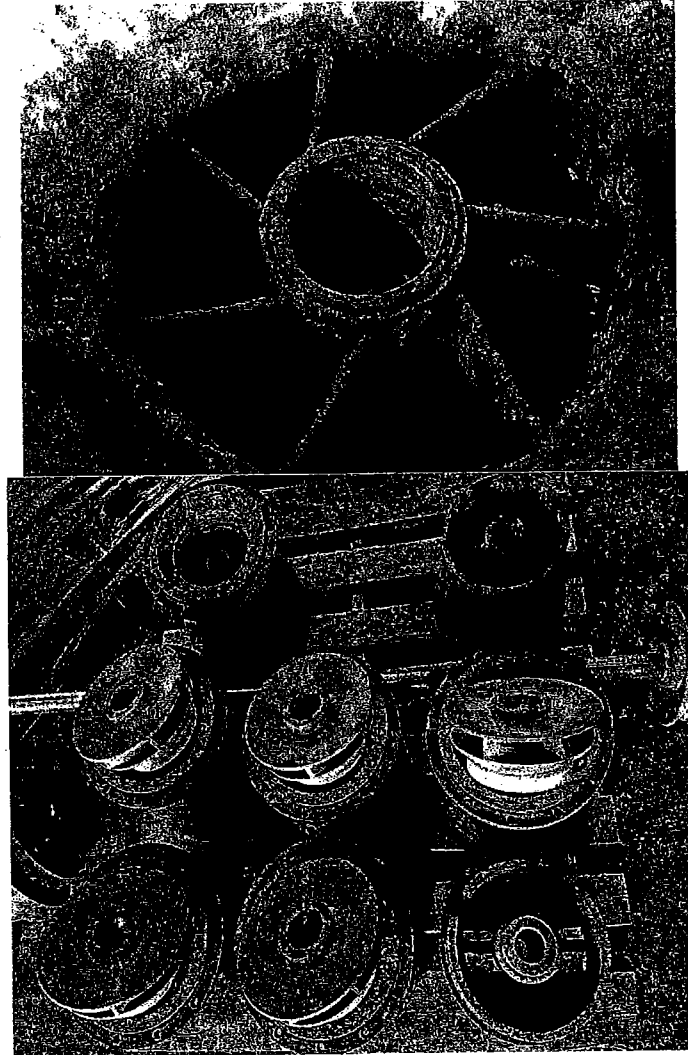




One 10' section of column pipe is being recommended for replacement due to pitting and the face of the pipe is washed out. The rest of the pipe is OK and will be sandblasted and painted with 2 part epoxy paint in accordance with the specifications.

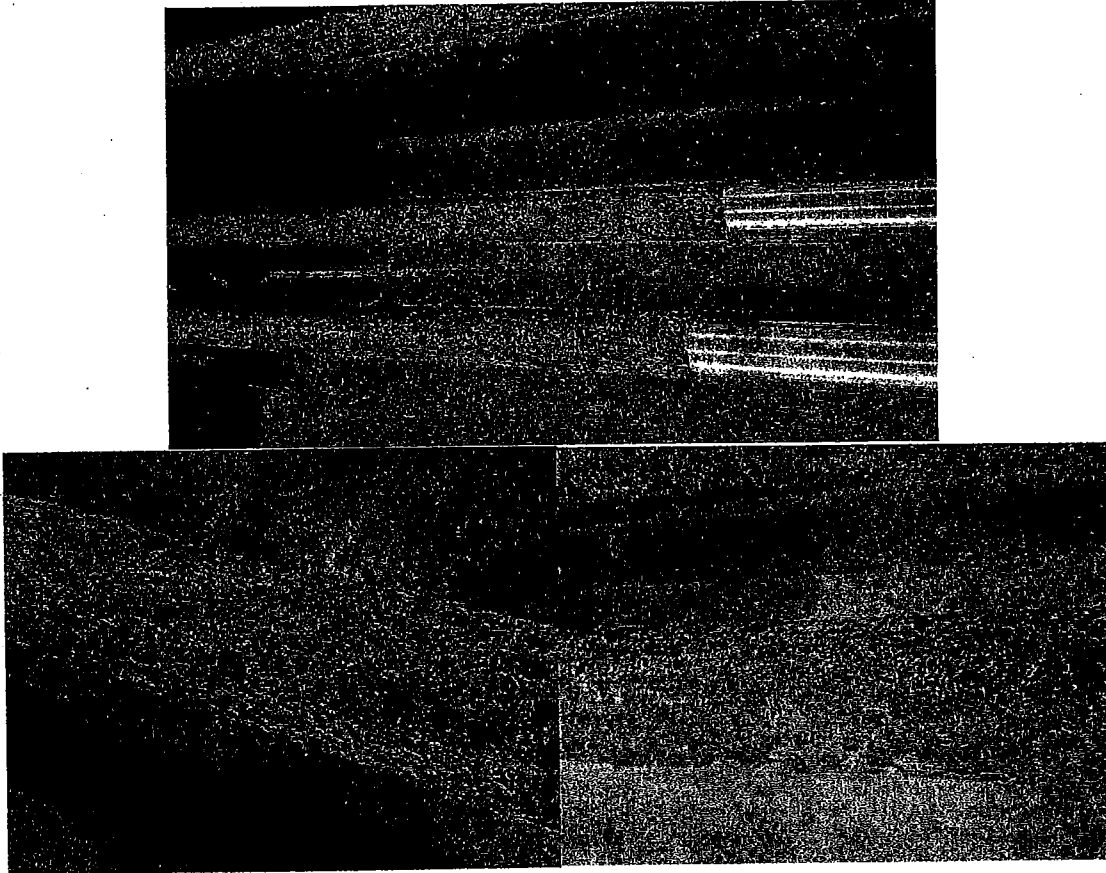


## Pump and Impellers



The pump bowls and impellers are in good shape with the exception of the wear rings. The wear rings will be machined to manufacturer's tolerances and installed in the pump bowls. The bowls will be coated with 2 part epoxy paint in accordance with the specifications.

## Shafting



The line shafts are made of 1045 Carbon Steel and are severely pitted to the point that they could not be straightened accurately. We recommend the 1-11/16" shafts be replaced using 1-1/2" 316 Stainless Steel Shafts. The recommendation for 1-1/2" is due to the fact the Top Shaft and Motor Shaft are 1-1/2" utilizing a "Jump Coupling" to 1-11/16".

## Motor

Test ran motor. It pulled 26 AMPS and was test balanced at 460V. It's approximately 2 MILS out of balance and motor is covered in oil. We recommend knocking down motor, clean and bake, replace bearings and sight glass, assemble, test and paint.

National Water Services, LLC is pleased to offer a proposal for these repairs to the East Well Field #10 Pump and Motor.

<b>Cost for pump materials.....</b>	<b>\$6,296.00</b>
<b>Cost for Shop Labor (58 hours).....</b>	<b>\$5,209.00</b>
<b>Cost for motor repair.....</b>	<b>\$1,984.02</b>
<b>Total Cost for repairs.....</b>	<b>\$13,489.00</b>

If you have any questions or would like to discuss this proposal in more detail, please don't hesitate to contact us.

Respectfully Submitted:  
**Jason (Jay) Lynch**  
Vice President of Northern Sales  
**National Water Services, LLC**  
(812) 653-3394  
[www.national-water.com](http://www.national-water.com)

# ATTACHMENT B

## Contract Change Order Form



Date: 10/6/2017

Owner: Warren County Water & Sewer Department

Contractor: National Water Services, LLC

Project Name: 2017 Well Redevelopment Project

Change Order: 2

Original Contract Date: 2/1/2018

### Change in Work

It has been requested per Mr. Chris Brausch that Well # 10 in the East Well Field is checked for Plumbness and Alignment. In reference to the specifications Section 02737-Page 16 Step 6. Only SOD 1 and SOD 2 are mentioned.

Total amount of this Change Order: \$4,232.00

The original contract sum was: \$217,235.00

Net amount of previous Change Orders: \$941.00

Total Original Contract amount plus or minus net change orders: \$218,176.00

The new contract amount including this change order will be: \$222,408.00

The contract time will be change by the following days: 1

The date of completion as of the date of this change order is: 2/2/2018

### Contractor:

National Water Services, LLC

Company Name

PO Box 230

Address

Paoli, Indiana 47454

City, State, Zip

Date

Signature

### Owner:

Warren County Water & Sewer Department

Name

406 Justice Drive

Address

Lebanon, Ohio 45036

City, State, Zip

Date

Signature

# ATTACHMENT C



## Contract Change Order Form

Date: 9/29/2017

Owner: Warren County Water & Sewer Dept.

Contractor: National Water Services, LLC

Project Name: 2017 Well Redevelopment Project

Change Order Number: 1

Original Contract Date: 2/1/2018

Change in Work	
<p>Per the Engineering submittal review and response date 8/25/2017 in regards to 10" magnetic flow meters that NWS supplied cut sheets on: The cut sheets were based on the contract specifications and used in the bidding process specified 150lbs flanges. It was requested that the 10" magnetic flow meters utilize 300lbs. flanges. The up charge to make this change is below.</p>	
<p><b>Total amount of this Change Order: \$941.00</b></p>	

The original contract sum was: \$217,235.00

Net amount of previous Change Orders: \$0.00

Total Original Contract amount plus or minus net change orders: \$217,235.00

The new contract amount including this change order will be: \$218,176.00

The contract time will be change by the following days: 0

The date of completion as of the date of this change order is: 2/1/2018

### Contractor:

National Water Services, LLC

Company Name

PO Box 230

Address

Paoli, Indiana 47454

City, State, Zip

10/02/2017

Date

Signature

### Owner:

Warren County Water & Sewer Department

Name

406 Justice Drive

Address

Lebanon, Ohio 45036

City, State, Zip

10/02/2017

Date

Signature

**METERS & CONTROLS COMPANY**

800 Compton Road, Unit 8  
Cincinnati, Ohio 45231  
513-931-5555 Fax 513-931-5558

**REVISED RE-SUBMITTAL CERTIFICATIONS**

**9/25/2017**

TO: National Water Services LLC  
524 N.E. Third St.  
Paoli, IN 47454  
ATTN: Jay Lynch  
812-723-2108 812-653-3394 jlynch@national-water.com

REFERENCE: Warren County  
Wells 1,2,3

Enclosed are Submittal Certifications For Approval

Specification Section 02737 Item 2.5 Flow Meters OR EQUAL  
SPARLING INSTRUMENTS, LLC  
10" TigerMag Flow Meters

**Model:**

FM656-10A-138-1 with AC615-10-1 and AC602  
300# AWWA CL F flanged connections  
300 PSIG max pressure  
NSF61 Polyurethane liner, 316 SS electrodes,  
Flow Range: 236-7800 GPM  
Remote permanent submergence proof with 60 ft. cable,  
NEMA 4X enclosure  
Output: 4-20mA and totalizer pulse  
12-60 VDC power  
Stainless steel grounding rings and SS grounding straps.

QTY	SIZE	Tag	20mA =
1	10"	SFW1	3000 GPM
1	10"	SFW2	2000 GPM
1	10"	SFW3	2000 GPM

Remarks:

Accuracy: 0.4% of flow rate  
Between 1-33 ft/sec

Approved By:

Date:





# TIGERMAG<sup>EP</sup>

## Model 656 Magnetic Flowmeter Product Specification Sheet

Customer \_\_\_\_\_ Quantity \_\_\_\_\_ Sheet # \_\_\_\_\_ of \_\_\_\_\_  
 Due Date \_\_\_\_\_ W/O \_\_\_\_\_ City/State \_\_\_\_\_  
 Tag \_\_\_\_\_  
 Factory Use Only \_\_\_\_\_  
 S.O. Number \_\_\_\_\_ Serial Number \_\_\_\_\_

### TABLE 1 - Base Model Number

FM656 TigerMagEP, Magnetic Flowmeter

### TABLE 2 - Size

- |                                    |  |                                   |                                   |
|------------------------------------|--|-----------------------------------|-----------------------------------|
| <input type="checkbox"/> OD - 0.5" | <input type="checkbox"/> 06 - 8"             | <input type="checkbox"/> 18 - 18" | <input type="checkbox"/> 48 - 48" |
| <input type="checkbox"/> OF - 1"   | <input type="checkbox"/> 08 - 8"             | <input type="checkbox"/> 20 - 20" | <input type="checkbox"/> 54 - 54" |
| <input type="checkbox"/> OG - 1.5" | <input checked="" type="checkbox"/> 10 - 10" | <input type="checkbox"/> 24 - 24" | <input type="checkbox"/> 60 - 60" |
| <input type="checkbox"/> 02 - 2"   | <input type="checkbox"/> 12 - 12"            | <input type="checkbox"/> 30 - 30" | <input type="checkbox"/> 66 - 66" |
| <input type="checkbox"/> 03 - 3"   | <input type="checkbox"/> 14 - 14"            | <input type="checkbox"/> 36 - 36" | <input type="checkbox"/> 72 - 72" |
| <input type="checkbox"/> 04 - 4"   | <input type="checkbox"/> 16 - 16"            | <input type="checkbox"/> 42 - 42" |                                   |

### TABLE 3 - Liner Material

- |  |  |
|--|--|
| <input type="checkbox"/> 1 - Hard Rubber (8-72")             | <input type="checkbox"/> 6 - Ceramic / fused plat (0.5-2") |
| <input checked="" type="checkbox"/> 2A - NSF 61 Polyurethane | <input type="checkbox"/> 9 - Neoprene (8-72")              |
| <input type="checkbox"/> 5 - Polyurethane (2-48")            | <input checked="" type="checkbox"/> 8 - FEP (0.35" - 12")  |
|  | PTFE (14" - 54")   |

### TABLE 4 - Electrode Material

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> 1 - 316 Stainless Steel | <input type="checkbox"/> 6 - Fused Platinum (ceramic) |
| <input type="checkbox"/> 3 - 316 SS Bullet Nosed            | <input type="checkbox"/> 7 - Platinum                 |
| <input type="checkbox"/> 2 - Hastelloy C                    | <input type="checkbox"/> 8 - Zirconium                |
| <input type="checkbox"/> 4 - Titanium                       | <input type="checkbox"/> 9 - Monel                    |
| <input type="checkbox"/> 5 - Tantalum                       |   |

### TABLE 5 - Flange Rating

- |   |  |                                      |
|---|--|--------------------------------------|
| <input type="checkbox"/> 1 - 150 lb.            | <input type="checkbox"/> 4 - PN 10 DIN | <input type="checkbox"/> 6 - JIS 10K |
| <input checked="" type="checkbox"/> 3 - 300 lb. | <input type="checkbox"/> 5 - PN 16 DIN | <input type="checkbox"/> 7 - JIS 20K |

### TABLE 6 - Transmitter Mounting

- 0 - Integral NEMA-4X/NEMA-7 enclosure (new)  
 2 - Remote NEMA-4X/NEMA-7 encl., 15' cable, perm. sub.  
 1 - Remote NEMA-4X/NEMA-7 enclosure, 15' cable  
 3 - Remote NEMA-4X/NEMA-7 encl., 15' cable, acc. sub.  
 5 - Remote NEMA-4X enclosure, 15' cable  
 6 - Remote NEMA-4X encl., 15' cable, acc. sub. proof  
 7 - Remote NEMA-4X encl., 15' cable, direct burial  
 8 - Remote NEMA-4X encl., 15' cable, perm sub proof  
 4 - Remote NEMA-4X/NEMA-7, 15' cable, direct burial  
 (Remote units have 15' cable std. Charge for cable over 15')  
 Total Cable Length: \_\_\_\_\_ ft. cable (not to exceed 100 ft)

### TABLE 7 - Power Supply

- 0 - 77-265 VAC Power  
 1 - 12-60 VDC Power

### ACCESSORIES

- Grounding Rings  Straps (Pair)  
 OD - 0.5"  06 - 8"  18 - 18"  48 - 48"  
 OF - 1"  08 - 8"  20 - 20"  54 - 54"  
 OG - 1.5"  10 - 10"  24 - 24"  60 - 60"  
 02 - 2"  12 - 12"  30 - 30"  66 - 66"  
 03 - 3"  14 - 14"  36 - 36"  72 - 72"  
 04 - 4"  16 - 16"  42 - 42"  
 Material  
 1 - Stainless Steel  5 - Tantalum  
 2 - Hastelloy C  8 - Zirconium

- Hart Communicator  
 Microvolt Calibrator

### APPLICATION INFORMATION

Liquid: Well Water  
 Minimum Conductivity: \_\_\_\_\_ microhmhos (>5)  
 Temperature: Min. 35 °F Max. 120 °F (rate 180°F)  
 Pressure: Min. 10 PSI Max. 100 PSI

### Adjacent Flange Specifications:

- Domestic (US) - specify: 300# AWWA CL F  
 International - specify: \_\_\_\_\_

### CALIBRATION INFORMATION

- 1) Full Scale Flow Rate @ 20 mA:  
 \_\_\_\_\_ GPM / M<sup>3</sup>H / MGD / F<sup>3</sup>H (circle one)  
3,000 GPM \$ 2,000 GPM  
 \_\_\_\_\_  
 2) Volume/Pulse 1,000 gallons

### SPECIAL CONSTRUCTION NOTES

- HART Protocol  
 RS485 Communications Port  
 Hot-Tap Removable Electrodes (6" and above only)  
 Removable Electrodes (6" and above only)  
 Pipe Mounting Kit for NEMA-4X Enclosure  
 Alarm Relays (std. remote only)

The above "Application Information" is correct as noted

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print name: \_\_\_\_\_

Application approved: \_\_\_\_\_ Date: \_\_\_\_\_  
 Inspected by: \_\_\_\_\_

### SPECIAL INSTRUCTIONS

- \*\*** 60 FT. CABLE  
AWWA CLASS F FLANGES  
FOR 300# WITH BOLT  
PATTERN TO MATCH  
ANSI B16.5 CLASS 300  
• 4-20 mA @ 0-3,000 GPM  
0-2,000 GPM

**FLOW RATES & DIMENSIONS**

Table 1 • Flow & Dimensions

Meter & mating flange size (Inches)	Dimensions								Flowrates - GPM - Full Scale		
	A		B		C		D		1 fps.	3 fps.	33 fps.
	150 lb.	300 lb.	150 lb.	300 lb.	150 lb.	300 lb.	150 lb.	300 lb.			
0.5	4.00	4.00	3.50	3.75	9.50	9.62	9.26	9.3	0.6	1.7	18
1	4.00	4.00	4.25	4.88	10.19	10.50	9.94	10.25	2	6	68
1.6	4.00	4.00	5.00	5.12	10.88	11.44	10.63	11.19	5	15	174
2	4.00	4.00	6.00	6.50	11.89	11.89	11.44	11.64	9	27	303
3	6.00	6.00	7.50	8.25	13.00	13.40	12.75	13.15	20	60	684
4	6.00	6.00	8.00	10.00	14.38	14.88	14.13	14.63	35	107	1182
6	13.38	14.88	11.00	12.60	17.00	17.76	18.75	17.50	85	254	2800
8	13.38	15.40	13.50	14.25	19.40	19.78	19.16	19.53	145	436	4800
10	18.16	20.55	16.00	17.50	22.58	23.31	22.31	23.06	236	709	7800
12	19.40	21.78	19.00	20.50	25.00	25.75	24.75	25.50	333	1000	11000
14	21.38	23.76	21.00	23.00	28.67	27.67	28.42	27.42	409	1227	13500
16	23.38	25.88	23.50	25.50	28.97	29.97	28.72	29.72	545	1636	18000
18	27.25	29.88	25.00	28.00	31.14	32.64	30.89	32.39	667	2000	22000
20	27.63	30.40	27.50	30.50	33.39	34.89	33.14	34.64	879	2638	28000
24	32.76	35.76	32.00	36.00	37.44	39.44	37.19	39.19	1273	3818	42000
30	43.50	46.63	38.75	43.00	43.72	46.85	43.47	45.80	1909	5727	63000
36	47.75	50.85	48.00	50.00	50.20	52.20	49.95	51.85	2828	8775	96525
42	51.75	55.12	53.00	57.00	58.90	59.90	58.65	58.65	4040	12120	133320
48	61.75	65.38	59.50	65.00	63.06	65.80	62.80	65.55	5322	15866	175628
54	63.50	*	66.25	*	69.88	*	69.63	*	7144	21433	235800
60	65.50	*	73.00	*	76.75	*	78.50	*	8500	25500	280500
66	65.50	*	80.00	*	83.75	*	83.50	*	10300	31000	341000
72	72.75	*	85.50	*	90.00	*	89.75	*	12700	38100	418100

Dimensions for flanges Allow 1/8" to 1/4" for lining thickness/ Dimensions C & D ± 0.125"

**HOW TO ORDER A TIGERMAG EP MODEL 656**

Base Model Number  
Tigermag EP

Size  
OD = 0.50" OF = 1" OG = 1.5" O2 = 2" O3 = 3" O4 = 4" O6 = 6" O8 = 8" etc. **10"**

Table 3 - Lining Material  
 1 Hard Rubber (1" - 72")  
 5 Polyurethane (1" - 48")  
 6 Ceramic liner (0.1" - 4")  
 8 FEP/PTFE (NSF61 Approved) (0.25" - 48")  
 A NSF61 Approved Polyurethane (1" - 48")

Table 4 - Electrode Material  
 1 316SS  
 2 Hastalloy C  
 3 316SS Bullet Nosed  
 4 Titanium  
 5 Tantalum  
 6 Fused Platinum  
 7 Platinum  
 8 Zirconium  
 9 Monel  
 0 Tungsten Carbide

Table 5 - Flange Rating<sup>2</sup>  
 1 150 lb flanges A B16.5 Cl 150 C B16.5 Cl 400  
 3 300 lb flanges B B16.5 Cl 300 D B16.5 Cl 800

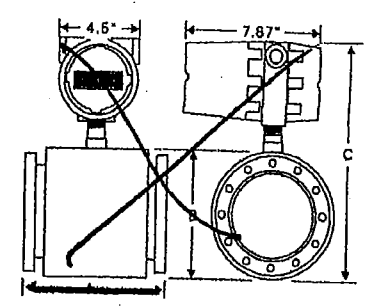
Table 6 - Transmitter and Mounting  
 0 Integral NEMA-4X/NEMA-7 enclosure  
 1 Remote NEMA-4X/NEMA-7 enc. 15' cable  
 2 Remote NEMA-4X/NEMA-7 enc. 15' cable, perm submergence proof to 30 ft  
 3 Remote NEMA-4X/NEMA-7 enc. 15' cable, accidental submergence - 48 hrs/30 ft  
 4 Remote NEMA-4X/NEMA-7 enc. 15' cable, direct burial  
 5 Remote NEMA-4X enclosure, 15' cable  
 6 Remote NEMA-4X enc. 15' cable accidental submergence proof - 48 hrs/30 ft  
 7 Remote NEMA-4X enc. 15' cable direct burial  
 B Remote NEMA-4X enc. 15' cable permanent submergence proof to 30 ft

Table 7 - Power Supply<sup>3</sup>  
 0 77-265 VAC Power  
 1 12-60 VDC Power

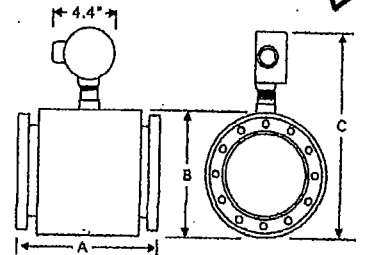
Options:  
 • HART, Modbus  
 • RS-485 Communications port  
 • High temperature coils - required for temperatures over 266 °F  
 - Requires remote mount option from Table 6  
 - Ceramic max temp 420 °F / TEF max temp 300 °F @ 100 psi  
 • Hot Tap removable electrode design (8" & above only)  
 • Removable electrode design (6" - 72")  
 • Special cable length (over 15 feet - Max 100 ft) **60 FT.**  
 • Alarm with relay contacts

<sup>2</sup>JIS & DIN flanges upon request      <sup>3</sup>FM approval is up to 120 volts

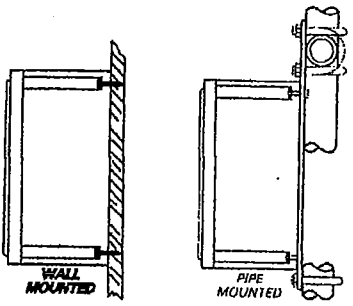
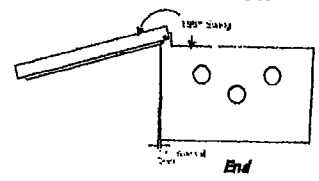
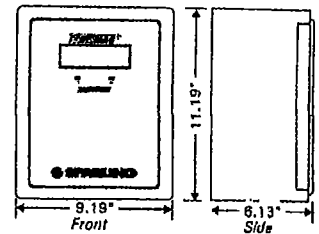
**Integral Mount Transmitter**



**Remote Mount Transmitter**



▲ Sensor  
 ▼ Transmitter Enclosure (NEMA-4X) FM-656 -



# Resolution

Number 17-1877

Adopted Date November 28, 2017

APPROVE AN EMERGENCY REPAIR OF THE HVAC SYSTEM IN THE MAINTENANCE BUILDING AT THE RICHARD A RENNEKER WATER TREATMENT PLANT

WHEREAS, on 11/16/17 personnel discovered the HVAC system was not working properly at RAR Water Treatment Plant Maintenance Building; and

WHEREAS, Future Air Inc. was called to repair the HVAC System; and

WHEREAS, said HVAC System must be operational in order to maintain the proper temperatures in the Maintenance Building; and

NOW THEREFORE BE IT RESOLVED to declare an emergency and approve Purchase Order #22654 to Future Air Inc. in the amount of \$1200.00 for the estimated costs associated with repairing the HVAC unit.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:


Mr. Grossmann – yea

Mr. Young – yea

Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Auditor DH  
Water/Sewer (File)  
OMB

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

# Resolution

Number 17-1878

Adopted Date November 28, 2017

## APPROVE VARIOUS REFUNDS

BE IT RESOLVED, to approve various refunds, as attached hereto and made a part hereof.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea  
Mr. Young – yea  
Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS

  
Tina Osborne, Clerk

cc: Auditor ~~DA~~  
Refunds file

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

# Resolution

Number 17-1879

Adopted Date November 28, 2017

AFFIRM "THEN AND NOW" REQUESTS PURSUANT TO OHIO REVISED CODE  
5705.41(D) (1)

BE IT RESOLVED, to affirm the following "Then and Now" requests pursuant to Ohio Revised  
Code 5705.41(D) (1), as attached hereto and made a part hereof:

Veterans	\$	91.66
Veterans	\$	945.44
Veterans	\$	143.30

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon  
call of the roll, the following vote resulted:

Mr. Grossmann – yea  
Mr. Young – yea  
Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Auditor DA  
Veterans (file)  
OMB

# THEN & NOW REQUEST

To: Matt Nolan, Warren County Auditor

Date: 11/20/17

From: WC Veterans

Please complete a Then & Now Certification for the attached purchase.

A purchase order was not completed for this procurement because: total amount of all orders  
unknown before the month

FUND	SUB FUND	FUNCTION	OBJECT	AMOUNT
101		5210	210	\$ 91.66

VENDOR NAME Amazon

DESCRIPTION OF SERVICES Supplies

DATE OF OBLIGATION 10/1/17

# THEN & NOW CERTIFICATION

## CERTIFICATE OF FISCAL OFFICER IN LIEU OF PURCHASE ORDER

Pursuant to Sec. 5705.41 (D)(1) O.R.C.

*The Warren County Auditor hereby certifies that even though there was not a Purchase Order executed prior to this obligation being incurred, there was at the time of the obligation, and there is now, sufficient appropriation for the purpose of such obligation and sufficient funds in the treasury to the credit of such fund free from any previous encumbrances to honor this payment.*

UNENCUMBERED ACCOUNT BALANCE - THEN \$ 19,996.97 DATE 10/1/17

UNENCUMBERED ACCOUNT BALANCE - NOW \$ 11,694.89 DATE 11/22/17

FUND BALANCE NOW \$ 38,705,614.90

CERTIFIED BY: \_\_\_\_\_

Matt Nolan

MATT NOLAN, WARREN COUNTY AUDITOR

# THEN & NOW REQUEST

To: Matt Nolan, Warren County Auditor

Date: 11/20/17

From: WC Veterans

Please complete a Then & Now Certification for the attached purchase.

A purchase order was not completed for this procurement because: total amount of all orders  
unknown before the month

FUND	SUB FUND	FUNCTION	OBJECT	AMOUNT
101		5210	317	\$ 945.44

VENDOR NAME Amazon

DESCRIPTION OF SERVICES Supplies

DATE OF OBLIGATION 10/1/17

# THEN & NOW CERTIFICATION

## CERTIFICATE OF FISCAL OFFICER IN LIEU OF PURCHASE ORDER

Pursuant to Sec. 5705.41 (D)(1) O.R.C.

*The Warren County Auditor hereby certifies that even though there was not a Purchase Order executed prior to this obligation being incurred, there was at the time of the obligation, and there is now, sufficient appropriation for the purpose of such obligation and sufficient funds in the treasury to the credit of such fund free from any previous encumbrances to honor this payment.*

UNENCUMBERED ACCOUNT BALANCE - THEN \$ 5,594.96 DATE 10/1/17

UNENCUMBERED ACCOUNT BALANCE - NOW \$ 15,323.16 DATE 11/22/17

FUND BALANCE NOW \$ 38,705,614.90

CERTIFIED BY: \_\_\_\_\_

Matt Nolan  
MATT NOLAN, WARREN COUNTY AUDITOR

RECEIVED  
NOV 20 PM 2:38

RECEIVED

# THEN & NOW REQUEST

To: Matt Nolan, Warren County Auditor

Date: 11/20/17

From: WC Veterans

Please complete a Then & Now Certification for the attached purchase.

A purchase order was not completed for this procurement because: total amount of all orders  
unknown before the month

FUND	SUB FUND	FUNCTION	OBJECT	AMOUNT
<u>101</u>		<u>5210</u>	<u>910</u>	<u>\$ 143.30</u>

VENDOR NAME Amazon

DESCRIPTION OF SERVICES Supplies

DATE OF OBLIGATION 10/1/17

# THEN & NOW CERTIFICATION

## CERTIFICATE OF FISCAL OFFICER IN LIEU OF PURCHASE ORDER

Pursuant to Sec. 5705.41 (D)(1) O.R.C.

*The Warren County Auditor hereby certifies that even though there was not a Purchase Order executed prior to this obligation being incurred, there was at the time of the obligation, and there is now, sufficient appropriation for the purpose of such obligation and sufficient funds in the treasury to the credit of such fund free from any previous encumbrances to honor this payment.*

UNENCUMBERED ACCOUNT BALANCE - THEN \$ 16,310.34 DATE 10/1/17

UNENCUMBERED ACCOUNT BALANCE - NOW \$ 14,551.29 DATE 11/22/17

FUND BALANCE NOW \$ 38,708,614.90

CERTIFIED BY: Matt Nolan

**MATT NOLAN, WARREN COUNTY AUDITOR**



# Resolution

Number 17-1880

Adopted Date November 28, 2017

## APPROVE APPROPRIATION DECREASES WITHIN VARIOUS FUNDS

WHEREAS, various Departments have cancelled purchase orders that were encumbered and carried over from previous years; and

WHEREAS, the Auditor's Office has advised this Board that any time prior year purchase orders are cancelled an appropriation decrease is necessary; and

NOW THEREFORE BE IT RESOLVED, to approve the following appropriation decreases within various Department Funds:

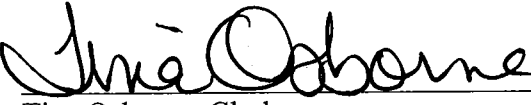
\$ 4,000.00 from #218-5401-400 (BDD – Purchased Services)  
\$ 39,920.00 from #218-5401-447 (BDD – Child Placement Specialized)

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea  
Mr. Young – yea  
Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS

  
Tina Osborne, Clerk

cc: Auditor ~~DI~~  
Appropriation Decrease file  
Board of Developmental Disabilities (file)  
OMB

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

# Resolution

Number 17-1881

Adopted Date November 28, 2017

APPROVE A CASH ADVANCE FROM THE COUNTY MOTOR VEHICLE FUND #202 INTO THE ESTATES OF KEEVER CREEK ROAD PROJECT FUND #450

WHEREAS, Neil Tunison, Warren County Engineer and appointing authority for the Estates of Keever Creek Road Project has requested a cash advance until monies are received from the property assessments; and

WHEREAS, said cash advance will be repaid upon receipt of said funds from the property assessments; and

NOW THEREFORE BE IT RESOLVED, to approve the following cash advance.

\$15,000.00	from	#202-5555-666	(Advances of Cash Out)
	into	#450-5555-555	(Cash Advance In)

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea  
Mr. Young – yea  
Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Auditor ~~DA~~  
Cash Advance File  
Engineer (file)  
OMB

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

# Resolution

Number 17-1882

Adopted Date November 28, 2017

APPROVE SUPPLEMENTAL APPROPRIATION INTO MASON MUNICIPAL COURT  
FUND #101-1273

BE IT RESOLVED, to approve the following supplemental appropriation:

\$1,771.42 into #101-1273-130 (Mason Municipal Court – Referee, Court)

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea

Mr. Young – yea

Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS

  
Tina Osborne, Clerk

cc: Auditor ~~DH~~  
Supplemental App. file  
Mason Municipal Court (file)  
OMB

# Resolution

Number 17-1883

Adopted Date November 28, 2017

APPROVE SUPPLEMENTAL APPROPRIATIONS INTO COUNTY WIDE FINANCIAL SOFTWARE FUND 401

BE IT RESOLVED, to approve the following supplemental appropriations:

\$4,710.00 into #401-1120-102 (Regular Salaries)

\$ 660.00 into #401-1120-811 (PERS)

\$ 70.00 into #401-1120-871 (Medicare)

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

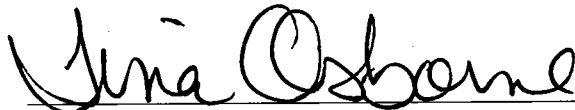
Mr. Grossmann – yea

Mr. Young – yea

Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Auditor (file) DU  
Supplemental App. file  
OMB

# Resolution

Number 17-1884

Adopted Date November 28, 2017

APPROVE SUPPLEMENTAL APPROPRIATION INTO PROPERTY AND CASUALTY  
INSURANCE FUND #632

BE IT RESOLVED, to approve the following supplemental appropriation:

\$1,100,000.00      into      #632-0100-932      (Benefits – Medical/Rx Claims)

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

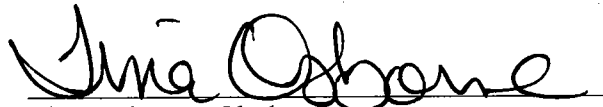
Mr. Grossmann – yea

Mr. Young – yea

Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS

  
Tina Osborne, Clerk

cc: Auditor ~~DA~~  
Supplemental Appropriation file  
OMB (file)

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

# Resolution

Number 17-1885

Adopted Date November 28, 2017

APPROVE APPROPRIATION ADJUSTMENTS FROM BOARD OF ELECTIONS FUND  
#101-1301 INTO #101-1300

BE IT RESOLVED, to approve the following appropriation adjustments:

\$42,500.00	from	#101-1301-151	(Poll Workers)
	into	#101-1300-102	(Salaries)
\$ 5,500.00	from	#101-1301-151	(Poll Workers)
	into	#101-1300-111	(Part Time Salaries)
\$ 5,500.00	from	#101-1301-151	(Poll Workers)
	into	#101-1300-820	(Health Insurance)

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea  
Mr. Young – yea  
Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS

  
Tina Osborne, Clerk

cc: Auditor ~~DA~~  
Appropriation Adj. file  
Board of Elections (file)  
OMB

# Resolution

Number 17-1886

Adopted Date November 28, 2017

APPROVE APPROPRIATION ADJUSTMENT WITHIN JUVENILE PROBATION FUND  
#101-2500

BE IT RESOLVED, to approve the following appropriation adjustment:

\$400.00	from	#101-2500-210	(Office Supplies General)
	into	#101-2500-220	(Operating Supplies General)

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea  
Mr. Young – yea  
Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS

  
Tina Osborne, Clerk

cc: Auditor ~~DA~~  
Appropriation Adj. file  
Juvenile (file)  
OMB

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

# Resolution

Number 17-1887

Adopted Date November 28, 2017

APPROVE APPROPRIATION ADJUSTMENTS WITHIN THE CLERK OF COURT OF COMMON PLEAS GENERAL FUND #101-1260 AND THE CERTIFICATE OF TITLE ADMINISTRATION FUND #250-1260

BE IT RESOLVED, to approve the following appropriation adjustments:


\$ 8,593.50	from #101-1260-220	(Operating Supplies, General)
	into #101-1260-210	(Office Supplies, General)
\$ 3,759.38	from #101-1260-421	(Rent or Lease)
	into #101-1260-400	(Purchased Services)
\$ 136.30	from #101-1260-940	(Travel, General)
	into #101-1260-910	(Other Expense)
\$ 4,224.95	from #250-1260-220	(Operating Supplies, General)
	into #250-1260-210	(Office Supplies, General)
\$ 1,496.60	from #250-1260-421	(Rent or Lease)
	into #250-1260-400	(Purchased Services)
\$ 2,560.30	from #250-1260-940	(Travel, General)
	into #250-1260-910	(Other Expense)

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea  
Mr. Young – yea  
Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS

  
Tina Osborne, Clerk

cc: Auditor ~~DT~~  
Appropriation Adj. file  
Clerk of Courts (file)  
OMB



# Resolution

Number 17-1888

Adopted Date November 28, 2017

APPROVE APPROPRIATION ADJUSTMENTS WITHIN DOG AND KENNEL FUND #206

BE IT RESOLVED, to approve the following appropriation adjustments within the Dog & Kennel Fund #206:

\$1000.00      from    #206-2700-114      (Overtime)  
                 into    #206-2700-220      (Operating Supplies)

\$1000.00      from    #206-2700-783      (Humane Society)  
                 into    #206-2700-220      (Operating Supplies)

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:


Mr. Grossmann – yea

Mr. Young – yea

Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS

  
Tina Osborne, Clerk

cc: Auditor ~~DH~~  
Appropriation Adj. File  
Dog & Kennel (file)  
OMB

# Resolution

Number 17-1889

Adopted Date November 28, 2017

## APPROVE APPROPRIATION ADJUSTMENTS WITHIN CHILDREN SERVICES FUND #273

BE IT RESOLVED, to approve the following appropriation adjustments:

\$150,000.00	from #273-5100-102	(Regular Salaries)
	into #273-5100-447	(Child Placement Specialized)
\$50,000.00	from #273-5100-400	(Operating Supplies/General)
	into #273-5100-447	(Child Placement Specialized)
\$10,000.00	from #273-5100-496	(Daycare)
	into #273-5100-447	(Child Placement Specialized)
\$20,000.00	from #273-5100-811	(PERS)
	into #273-5100-447	(Child Placement Specialized)
\$40,000.00	from #273-5100-820	(Health Insurance)
	into #273-5100-447	(Child Placement Specialized)
\$19,393.78	from #273-5100-830	(Worker's Compensation)
	into #273-5100-447	(Child Placement Specialized)
\$0.02	from #273-5100-855	(Clothing-Personal)
	into #273-5100-447	(Child Placement Specialized)
\$500.00	from #273-5100-860	(Life Insurance)
	into #273-5100-447	(Child Placement Specialized)
\$1,500.00	from #273-5100-871	(Medicare)
	into #273-5100-447	(Child Placement Specialized)
\$10,000.00	from #273-5100-910	(Other Expenses)
	into #273-5100-447	(Child Placement Specialized)
\$13,000.00	from #273-5100-940	(Travel, General)
	into #273-5100-447	(Child Placement Specialized)
\$5,000.00	from #273-5100-620	(Subsidized Adoption)
	into #273-5100-220	(Operating Supplies/General)

RESOLUTION #17-1889  
NOVEMBER 28, 2017  
PAGE2

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea  
Mr. Young – yea  
Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS

  
Tina Osborne, Clerk

jc/

cc: Auditor ~~DA~~  
Appropriation Adj. file  
Children Services (file)  
OMB

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

# Resolution

Number 17-1890

Adopted Date November 28, 2017

APPROVE APPROPRIATION ADJUSTMENT WITHIN SEWER REVENUE FUND NO. 580

WHEREAS, the Water and Sewer Department incurs costs for reimbursement to the Water Fund for various projects; and

WHEREAS, an appropriation adjustment is necessary to accommodate said costs; and

NOW THEREFORE BE IT RESOLVED, to approve the following appropriation adjustment:

\$50,000.00 from #580-3300-3300-317 (Capital Purchases under \$10,000)  
into #580-3300-3300-320 (Capital Purchases, \$10,000 & over)

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea

Mr. Young – yea

Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

las

cc: Auditor ~~DH~~  
Appropriation Adj. file  
Water/Sewer (file)  
OMB

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

# Resolution

Number 17-1891

Adopted Date November 28, 2017

APPROVE APPROPRIATION ADJUSTMENTS WITHIN RECORDS CENTER FUND #101-1500, ENGINEER'S OFFICE FUND #202, AND CHILD SUPPORT ENFORCEMENT AGENCY FUND #263

BE IT RESOLVED, to approve the following appropriation adjustments:

RECORDS CENTER FUND #101-1500

\$1,919.00 from #101-1500-220 (Operation Supplies)  
into #101-1500-210 (Office Supplies)

\$2,073.70 from #101-1500-421 (Rent or Lease)  
into #101-1500-400 (Purchased Services)

ENGINEER'S OFFICE FUND #202

\$326,837.97 from #202-3120-220 (Road – Oper. Supplies)  
into #202-3120-210 (Road – General Supplies)

CHILD SUPPORT ENFORCEMENT AGENCY FUND #263

\$500.00 from #263-5500-830 (Workers Comp)  
into #263-5500-850 (Training)

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea

Mr. Young – yea

Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Auditor ~~DA~~  
Appropriation Adj. file  
Records Center (file)

Engineer (file)  
CSEA (file)  
OMB

# Resolution

Number 17-1892

Adopted Date November 28, 2017

## AUTHORIZE PAYMENT OF BILLS

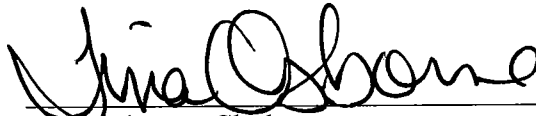
BE IT RESOLVED, to authorize payment of bills as submitted on Batches #11/28/2017 001, #11/28/2017 002, #11/28/2017 003, #11/28/2017 004, #11/28/2017 005, #11/28/2017 006, #11/28/2017 007, #11/28/2017 008, #11/28/2017 009, and #11/28/2017 010; said batches attached hereto and made a part hereof.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea  
Mr. Young – yea  
Mrs. Jones – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS

  
\_\_\_\_\_  
Tina Osborne, Clerk

cc: Auditor ~~W~~

# Resolution

Number 17-1893

Adopted Date November 28, 2017

SET SPECIAL MEETING FOR TUESDAY, DECEMBER 12, 2017

WHEREAS, the Board desires to schedule a special meeting on Tuesday, December 12, 2017, at 9:00 a.m. for the purpose of conducting general business as well as an executive session relative to specific personnel within the Emergency Services Department; and


NOW THEREFORE BE IT RESOLVED, to set a special meeting for Tuesday, December 12, 2017, at 9:00 a.m. for the purpose of conducting general business and an executive session to discuss personnel matters.

Mr. Young moved for adoption of the foregoing resolution, being seconded by Mrs. Jones. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea  
Mrs. Jones – yea  
Mr. Young – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

tao/ ~~DA~~

cc: All Departments  
Press  
Commissioners file

# Resolution

Number 17-1894

Adopted Date November 28, 2017

GRANTING ANNEXATION OF 222.745 ACRES TO THE VILLAGE OF SOUTH LEBANON, J. WILLIAM DUNING, AGENT, PURSUANT TO OHIO REVISED CODE SECTION 709.023 [A.K.A. EXPEDITED TYPE 2 ANNEXATION]

WHEREAS, this Board is in receipt of an annexation petition from J. William Duning, Agent to annex 222.745 acres from Hamilton Township, Warren County, Ohio to the Village of South Lebanon, Warren County, Ohio, filed on the 1<sup>st</sup> day of November 2017; and

WHEREAS, said petition for annexation was filed pursuant to and specifically requests that the Board follow ORC §709.023 [a.k.a. Expedited Type 2 Annexation]; and,

WHEREAS, said petition complies with ORC § 709.023, paragraphs (A) through (C), including without limitation, that said Agent filed with this Board proof of service of the notification to each appropriate government officer as required by law; and,

WHEREAS, pursuant to ORC §709.023 (D) within twenty-five days after the date that the petition is filed, the legislative authority of the municipal corporation to which annexation is proposed and each township any portion of which is included within the territory proposed for annexation may adopt and file with the board of county commissioners an ordinance or resolution consenting or objecting to the proposed annexation. An objection to the proposed annexation shall be based solely upon the petition's failure to meet the conditions specified in division (E) of this section.

If the municipal corporation and each of those townships timely files an ordinance or resolution consenting to the proposed annexation, the board at its next regular session shall enter upon its journal a resolution granting the proposed annexation. If, instead, the municipal corporation or any of those townships files an ordinance or resolution that objects to the proposed annexation, the board of county commissioners shall proceed as provided in division (E) of this section. Failure of the municipal corporation or any of those townships to timely file an ordinance or resolution consenting or objecting to the proposed annexation shall be deemed to constitute consent by that municipal corporation or township to the proposed annexation; and

WHEREAS, no ordinance or resolution objecting to the proposed annexation was filed with this Board, and in accordance with ORC §709.023 (D), the failure of the Village of South Lebanon or Hamilton Township to timely file an objection by November 26, 2017, is deemed to constitute consent to the proposed annexation and resulting in this Board at its next regular session which occurring this 28<sup>th</sup> day of November, 2017 being required to adopt this Resolution granting the proposed annexation.

NOW THEREFORE BE IT RESOLVED, that the annexation petition is hereby approved, and the Clerk shall cause to be entered upon the Board's journal this Resolution granting the proposed annexation.



Mrs. Jones moved for adoption of the foregoing resolution, being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann - yea  
Mr. Young - nay  
Mrs. Jones - yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: J. William Duning, Agent  
Thomas Tepe, Jr. (certified)  
Map Room  
Auditor \_\_\_\_\_  
Village of South Lebanon  
RPC  
Hamilton Township  
Annexation file

# Resolution

Number 17-1895

Adopted Date November 28, 2017

APPROVE APPROPRIATION ADJUSTMENT WITHIN RECORDER'S FUND #101-1160

BE IT RESOLVED, to approve the following appropriation adjustment:

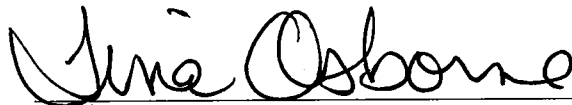
\$8,070.00    from    #101-1160-820        (Health Insurance)  
                 into    #101-1160-811        (PERS)

Mr. Young moved for adoption of the foregoing resolution being seconded by Mrs. Jones. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea  
Mrs. Jones – yea  
Mr. Young – yea

Resolution adopted this 28<sup>th</sup> day of November 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Auditor ~~SA~~  
Appropriation Adjustment file  
Recorder (file)  
OMB