



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

406 Justice Drive, Lebanon, Ohio 45036

www.co.warren.oh.us

commissioners@co.warren.oh.us

Telephone (513) 695-1250

Facsimile (513) 695-2054

**TOM GROSSMANN
SHANNON JONES
DAVID G. YOUNG**

GENERAL SESSION AGENDA

May 21, 2024

#1

Clerk—General

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

APPROVING REQUISITIONS AND AUTHORIZING COUNTY ADMINISTRATOR TO SIGN DOCUMENTS RELATIVE THERETO

BE IT RESOLVED, to approve requisitions as listed in the attached document and authorize Martin Russell, County Administrator, to sign on behalf of this Board of County Commissioners.

M. moved for adoption of the foregoing resolution being seconded by M. Upon call of the roll, the following vote resulted:

M
M
M

Resolution adopted this day of 2024.

BOARD OF COUNTY COMMISSIONERS

Krystal Powell, Clerk

/kp

cc: Commissioners' file

REQUISITIONS

Department	Vendor Name	Description	Amount	
ENG	ERIN J MORGAN	ENG. TEMPORARY ENTRANCE TWP LI	\$ 450.00	*easement agreement in packet
WAT	ZIMMER TRACTOR INC	SEW KUBOTA RTV-X1100CWL	\$ -	*capital purchase/ no price due to replacement credit
ENG	REQ BLANKET VENDOR	ENG.TEMP ENT/WORK AGREE LOWER	\$ 1.00	*temp. entrance agreement in packet
TEL	ENVIRMNTL SYSTMS RESEAR INST	TEL RENEWAL-ESRI ARC/GIS MAINT	\$ 16,411.00	*contract in packet

PO CHANGE ORDERS

ENG	FORD DEVLOPMENT CORP	ENG. MASN MRRW MILLGRV BRIDGE I	\$ 5,186.14	*increase
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5/21/24 APPROVED:

Martin Russell, County Administrator

CONSENT AGENDA*

May 21, 2024

Approve the minutes of the May 14, 2024 Commissioners' Meeting.

PERSONNEL

- 1. Approve wage increase for Michelle Tegtmeier within B/Z*
- 2. Accept resignation of Chris Morgan within Emergency Services and Andrew Ward within Telecommunications*

GENERAL

- 3. Cancel regularly scheduled Commissioners' Meeting of Thursday, May 23, 2024*
- 4. Support the Ohio Commission for the United States Semiquincentennial and approve submittal of application to become an America 250-OH Community and establish a county committee*
- 5. Approve notice of intent to award contract to Rack and Ballauer Excavating Company, Inc. for the State Route 48 – Maineville Watermain Replacement Project*
- 6. Approve various addendums to TANF subgrant agreements with Human Services and Children Services*
- 7. Approve various agreements and addendums with various providers relative to home placement on behalf of Children Services*
- 8. Enter into agreement with Cobra Systems Inc. on behalf of the Clerk of Courts*
- 9. Accept a temporary easement agreement with Erin Joy Brodie Morgan for the Township Line Road Bridge Replacement Project*
- 10. Enter into a temporary entrance and work agreement with Michael H. Alford for the Lower Springboro Road Bridge Replacement Project*
- 11. Approve Change Order #1 with Ford Development Corp. for the Mason Morrow Millgrove Road Bridge Rehabilitation Project*
- 12. Approve submission of SF-424, assurances, and certifications relative to the 2024-2028 Consolidated Plan and FY 24 CDBG Annual Plan*
- 13. Approve subgrant agreement on behalf of Warren County Drug Task Force*
- 14. Authorize FY2025 Reclaim Grant Application on behalf of Juvenile Court*
- 15. Enter into agreement with Triple A Pro Services and The Hair Connection on behalf of OhioMeansJobs Warren County*
- 16. Accept quote from ESRI, Inc. on behalf of Telecommunications*
- 17. Enter into easement agreement with Erin Joy Brodie Morgan for the Township Line Road Watermain Relocation Project*
- 18. Acknowledge payment of bills*

FINANCIALS

- 19. Approve appropriation adjustments from Commissioners' into Sheriff's for payout*
- 20. Approve appropriation adjustments within Engineer's, OhioMeansJobs, County Court, and Children Services*

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

Proclamation

*From the Office of the Board of County Commissioners
Warren County, Ohio*

**PROCLAIM MAY 2024, AS
"COMMUNITY ACTION MONTH"
IN WARREN COUNTY**

WHEREAS, Community Action has made essential contributions across this nation for 60 years, inspiring a spirit of hope, creating opportunities for millions of people to be a part of the American Dream, and improving communities; and

WHEREAS, Community Action remains committed to a nation that creates opportunities for all people to thrive; builds strong, resilient communities; and ensures a more equitable society; and

WHEREAS, Warren County Community Services, Inc., Ohio's 48th Community Action Agency remains a local force connecting individuals to life-changing services and creating pathways to prosperity; and

WHEREAS, Community Action strategies and innovative solutions evolve as the needs of individuals, families, and communities in cities, suburbs, and rural areas change; and

WHEREAS, Community Action insists on community participation and involvement, ensuring that all sectors of the community have a voice and will be heard; and

WHEREAS, Warren County Community Services, Inc. is recognizing 58 years of innovation, impact, and providing proven results for Warren County and our residents; and

NOW THEREFORE BE IT RESOLVED, by this Board of Warren County Commissioners, that May 2024, be proclaimed as

"COMMUNITY ACTION MONTH"

In recognition of 58 years of dedication and results achieved for thousands of individuals by Warren County Community Services, Inc.

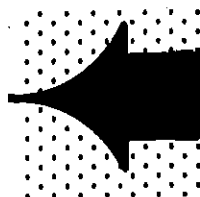
IN WITNESS WHEREOF, we hereunto subscribed our names and caused the seal of Warren County to be affixed at Lebanon this 21st day of May, in the Year of our Lord, Two Thousand Twenty-Four.

BOARD OF COUNTY COMMISSIONERS

David G. Young, President

Tom Grossmann

Shannon Jones



Proclamation

*From the Office of the Board of County Commissioners
Warren County, Ohio*

**HONOR DEPUTY TROY BLACK ON THE
OCCASION OF HIS RETIREMENT AND PROCLAIM MAY 30, 2024 AS
"DEPUTY TROY BLACK DAY"
IN WARREN COUNTY**

WHEREAS, Deputy Troy Black is an outstanding public servant of Warren County who has devoted himself to the safety of the residents of Warren County and his fellow members of the Warren County Sheriff's Office; and

WHEREAS, after graduating from Lemon-Monroe High School, Deputy Black joined the Warren County Emergency Police Volunteer Program in January of 1994; and

WHEREAS, Troy was appointed and sponsored as a Special Deputy for the Warren County Sheriff's Office from July 25, 1994 through July 31, 1995 while attending Great Oaks - Ohio Peace Officers' Training Academy from which he graduated in June of 1995; and

WHEREAS, on July 31, 1995, Deputy Black was hired as a Deputy Sheriff by the Warren County Sheriff's Office; and

WHEREAS, during his career with Warren County Sheriff's Office Troy was assigned to various positions including, County Road Patrol, and Field Training Officer; and

WHEREAS, Troy has received several awards and commendations, recognizing him for his performance at the Warren County Sheriff's Office; and

WHEREAS, Deputy Black is being honored on the occasion of his retirement from the Warren County Sheriff's Office for over 25 years of dedicated and loyal service to the citizens of Warren County, Ohio, and it is the desire of this Board to honor him on this special occasion;

NOW THEREFORE BE IT RESOLVED, to honor Deputy Troy Black and recognize him on this memorable occasion by proclaiming May 30, 2024 as:

"DEPUTY TROY BLACK DAY"

in Warren County and extend our best wishes as he begins this new phase in his life.

IN WITNESS WHEREOF, we have hereunto subscribed our names and caused the seal of Warren County to be affixed at Lebanon, Ohio this 21st day of May in the year of Our Lord, Two Thousand Twenty-Four.

WARREN COUNTY BOARD OF COMMISSIONERS

David G. Young, President

Tom Grossmann

Shannon Jones





**REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING,
CONVENTION OR TRAINING SEMINAR/SESSION**

This form is to be completed by Department Head/Elected Official requesting authorization to attend an Association Meeting or Convention or Training Seminar/Session sponsored by an Association as required by O.R.C. Section 325.20. Additionally, authorization is required for any training seminar/session held more than 250 miles from county campus;

*NAME OF ATTENDEE: SHANNON CONROY DEPARTMENT: COMMON PLEAS CT

*POSITION: EM OFFICER DATE: 5/16/2024

REQUEST FOR AUTHORIZATION FOR THE ABOVE-NAMED EMPLOYEE/ELECTED OFFICIAL TO ATTEND THE FOLLOWING:

ASSOCIATION MEETING CONVENTION ASSOCIATION SPONSORED TRAINING SEMINAR/SESSION
TRAINING MORE THAN 250 MILES

PURPOSE:
2024 LINE OFFICER TRAINING INSTITUTE

LOCATION:
HYATT REGENCY COLUMBUS

DATE(S): 5/30-5/31/24

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: \$122 per night

ESTIMATED COST OF TRIP: \$350 REG; \$112 MEALS; TRANS@CONF \$125; PER \$0

\$ 739 x 3
\$ 2217.00

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS.

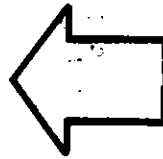
DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:
 5/16/24
Signature/Title Date

BOARD OF COMMISSIONERS' APPROVAL:

Commissioner Date

Commissioner Date

Commissioner Date



*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session please list names and positions here:

GABRIELLE (ABBIE) WEST, JAMIE WILKERSON



**REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING,
CONVENTION OR TRAINING SEMINAR/SESSION**

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*NAME OF ATTENDEE: ROBERT FISCHER DEPARTMENT: COUNTY COURT

*POSITION: Judge DATE: May 16, 2024

REQUEST FOR AUTHORIZATION FOR THE ABOVE-NAMED EMPLOYEE/ELECTED OFFICIAL TO ATTEND THE FOLLOWING:

ASSOCIATION MEETING CONVENTION ASSOCIATION SPONSORED TRAINING SEMINAR/SESSION
TRAINING MORE THAN 250 MILES

PURPOSE: 2024 AMCJO SUMMER CONFERENCE

LOCATION: SAWMILL CREEK RESORT, HURON, OHIO

DATE(S): JULY 15-17, 2024

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: SAWMILL CREEK RESORT, HURON, OHIO \$169/N

ESTIMATED COST OF TRIP: REG\$300, LODGE\$510, MILEAGE \$200=APPRX\$1010 X 2

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS.

DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:

Melissa Markey H. Admin 5/16/24
Signature/Title Date

BOARD OF COMMISSIONERS' APPROVAL:

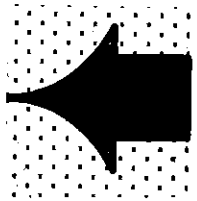
Commissioner Date

Commissioner Date

Commissioner Date

*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session please list names and positions here:

Judge Gary Loxley





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TOM GROSSMANN

SHANNON JONES

DAVID G. YOUNG

BOARD OF COUNTY COMMISSIONERS

WARREN COUNTY, OHIO

MINUTES: Regular General Session – May 14, 2024

This is a summary of actions and discussions of the meeting. You may view this meeting through our YouTube Channel at <https://www.youtube.com/channel/UC1ELh0jGpXd4VV2DTgsuqPA> or by contacting our office.

The Board met in regular session pursuant to adjournment of the May 7, 2024, work session meeting.

David G. Young -- absent

Shannon Jones – present

Tom Grossmann -- present

Krystal Powell, Clerk – present

Minutes of the May 7, 2024 general session meeting and May 7, 2024 work session meeting were read and approved.

24-0624 A resolution was adopted hiring Danielle White as Emergency Communications Operator within the Warren County Emergency Services Department. Vote: Unanimous

24-0625 A resolution was adopted approving the end of 365-day probationary period and a pay increase for Emily Harris within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous

24-0626 A resolution was adopted approving a wage increase for Alexander Lucas within the Warren County Department of Emergency Services. Vote: Unanimous

24-0627 A resolution was adopted accepting the resignation of Kelly Hester, Adoption Caseworker, within the Warren County Department of Job and Family Services, Children Services Division, effective May 14, 2024. Vote: Unanimous

- 24-0628 A resolution was adopted accepting the resignation of Sophia Sidley, Emergency Communications Operator, within the Warren County Department of Emergency Services, effective May 13, 2024. Vote: Unanimous
- 24-0629 A resolution was adopted accepting the resignation of Kayla Conger, Emergency Communications Operator, within the Warren County Department of Emergency Services, effective May 3, 2024. Vote: Unanimous
- 24-0630 A resolution was adopted accepting the resignation of Mckayla Berberich, Customer Advocate I, within OhioMeansJobs Warren County, effective May 22, 2024. Vote: Unanimous
- 24-0631 A resolution was adopted administering disciplinary action against Katherine Mullins within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 24-0632 A resolution was adopted approving appointment of alternate member to the Rural Zoning Commission. Vote: Unanimous
- 24-0633 A resolution was adopted setting an administrative hearing to consider the site plan review application of Justin DeMint / DC Engineering and Consulting, LLC in Harlan Township. Vote: Unanimous
- 24-0634 A resolution was adopted appointing an evaluation committee relative to the Request for Proposals (RFP) for consulting services for the Procurement of Energy Generation Services for Various Warren County Facilities. Vote: Unanimous
- 24-0635 A resolution was adopted approving agreements and addendums with various providers relative to home placement and related services on behalf of Warren County Children Services. Vote: Unanimous
- 24-0636 A resolution was adopted entering into an Engineering Service Contract with Burgess & Niple, Inc. on behalf of the Warren County Engineer's Office. Vote: Unanimous
- 24-0637 A resolution was adopted entering into a TANF Summer Youth Employment Program Worksite Agreement with Mary Haven Youth Center on behalf of OhioMeansJobs Warren County. Vote: Unanimous
- 24-0638 A resolution was adopted entering into an agreement with the Warren County Board of Developmental Disabilities on behalf of the Warren County Transit Service. Vote: Unanimous
- 24-0639 A resolution was adopted approving easement acquisition compensation for Township Line Road Watermain Relocation. Vote: Unanimous

- 24-0640 A resolution was adopted approving Change Order No. 1 to the contract with KT Holden Construction, LLC for the construction of the Corwin Booster Pump Station Improvements Project, Purchase Order No. 23001540. Vote: Unanimous
- 24-0641 A resolution was adopted acknowledging receipt of April 2024 Financial Statement. Vote: Unanimous
- 24-0642 A resolution was adopted acknowledging payment of bills. Vote: Unanimous
- 24-0643 A resolution was adopted approving various record plats. Vote: Unanimous
- 24-0644 A resolution was adopted approving operational transfer from Water 5510 (surplus) into 5583 Water Revenue Projects Fund. Vote: Unanimous
- 24-0645 A resolution was adopted approving supplemental appropriation into the Mason Morrow Millgrove Rd (Pike St) Bridge Rehabilitation Project Fund #4456. Vote: Unanimous
- 24-0646 A resolution was adopted approving a supplemental appropriation into Sheriff's Office Fund #2295. Vote: Unanimous
- 24-0647 A resolution was adopted approving appropriation adjustments from Commissioners General Fund #11011110 into Facilities Management Fund #11011600. Vote: Unanimous
- 24-0648 A resolution was adopted approving appropriation adjustment from Commissioners General Fund #11011110 into Sheriff's Offices Fund #11012210. Vote: Unanimous
- 24-0649 A resolution was adopted approving requisitions and authorizing County Administrator to sign documents relative thereto. Vote: Unanimous

DISCUSSIONS

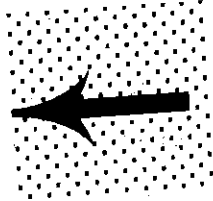
On motion, upon unanimous call of the roll, the Board accepted and approved the consent agenda.

Upon motion the meeting was adjourned.

David G. Young, President

Tom Grossmann

Shannon Jones



I hereby certify that the foregoing is a true and correct copy of the minutes of the meeting of the Board of County Commissioners held on May 14, 2024, in compliance with Section 121.22 O.R.C.

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