



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

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***TOM GROSSMANN***

***PAT ARNOLD SOUTH***

***DAVID G. YOUNG***

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

**MINUTES: Regular Session – June 07, 2016**

The Board met in regular session pursuant to adjournment of the May 31, 2016, meeting.

David G. Young – present

Pat Arnold South – present

Tom Grossmann – present

Tina Osborne, Clerk – present

Minutes of the May 31, 2016 meeting were read and approved.

- 16-0798      A resolution was adopted to designate Family and Medical Leave of Absence to Samantha Hall, Emergency Communications Operator, within the Department of Emergency Services. Vote: Unanimous
- 16-0799      A resolution was adopted to hire Jonathan Bright as Emergency Communications Supervisor, within the Warren County Emergency Services Department. Vote: Unanimous
- 16-0800      A resolution was adopted to approve end of 365-day probationary period and approve a pay increase for Anderson Dewine within the Warren County Department of Emergency Services. Vote: Unanimous
- 16-0801      A resolution was adopted to accept resignation of Cynthia Snyder, Emergency Communications Operator, within the Warren County Emergency Services Department, effective June 2, 2016. Vote: Unanimous
- 16-0802      A resolution was adopted to accept resignation, due to retirement, of Jan Thomas, Emergency Communications Operator, within the Warren County Emergency Services Department, effective August 31, 2016. Vote: Unanimous

- 16-0803 A resolution was adopted to accept resignation, due to retirement of Rebecca Morton, Administrative Assistant within the Warren County Telecommunications Department, effective October 31, 2016. Vote: Unanimous
- 16-0804 A resolution was adopted to adopt Classification Specifications and Point Factor Assignments of Lead Foreman within the Department of Facilities Management. Vote: Unanimous
- 16-0805 A resolution was adopted to promote Stacie Biggs from Unit Support Worker II to the position of Eligibility Referral Specialist II within the Warren County Department of Human Services. Vote: Unanimous
- 16-0806 A resolution was adopted to promote Cathy Oeder from Unit Support Worker II to the position of Eligibility Referral Specialist I within the Warren County Department of Human Services. Vote: Unanimous
- 16-0807 A resolution was adopted to promote Kayli Strickland from Unit Support Worker II to the position of Eligibility Referral Specialist II within the Warren County Department of Human Services. Vote: Unanimous
- 16-0808 A resolution was adopted to authorize the posting of the "Unit Support Worker II" position within the Warren County Job and Family Services Department, Human Services Division, in accordance with Warren County Personnel Policy Manual, Section 2.02(A). Vote: Unanimous
- 16-0809 A resolution was adopted to approve notice of intent to award bid to Rack & Ballauer Excavating Co. Inc. for the Bethany Road Bridge #59-2.47 Replacement and Utility Relocation Project. Vote: Unanimous
- 16-0810 A resolution was adopted to approve notice of intent to award bid to Inliner LLC for Simpson Trace Sewer Improvement Project. Vote: Unanimous
- 16-0811 A resolution was adopted to purchase a temporary easement from Toni L. Surrette, Grantor, and unmarried woman for the Mason Road Improvement Project. Vote: Unanimous
- 16-0812 A resolution was adopted to purchase a temporary easement from Ronald D. and Karen G. Willard, Grantors, husband and wife for the Mason Road Improvement Project. Vote: Unanimous
- 16-0813 A resolution was adopted to enter into a temporary entrance and work agreement with RMC Enterprises, Ltd for the Stubbs Mill Road Culvert Replacement Project. Vote: Unanimous



- 16-0814 A resolution was adopted to authorize Warren County Sanitary Engineer to prepare and submit a pre-application to participate in the Ohio Public Works Commission State Capital Improvement program and to execute contracts, as required, for the Kings Mills Waterline Replacement Phase 1 Project (Program Year 2018). Vote: Unanimous
- 16-0815 A resolution was adopted to authorize Warren County Sanitary Engineer to prepare and submit a pre-application to participate in the Ohio Public Works Commission State Capital Improvement program and to execute contracts, as required, for the Waynesville Sewer Collection System Improvements Project (Program Year 2018). Vote: Unanimous
- 16-0816 A resolution was adopted to approve and enter into contract with Association for Psychotherapy, Inc. to provide psychological services, on behalf of the Warren County Sheriff's Office. Vote: Unanimous
- 16-0817 A resolution was adopted to amend the contract with Specialized Alternatives for Families and Youth of Ohio, Inc. (SAFY) on behalf of Warren County Children Services. Vote: Unanimous
- 16-0818 A resolution was adopted to amend the contract with Tristate Youth Authority on behalf of Warren County Children Services. Vote: Unanimous
- 16-0819 A resolution was adopted to amend the contract with Adolescent Oasis on behalf of Warren County Children Services. Vote: Unanimous
- 16-0820 A resolution was adopted to amend the contract with Buckeye Ranch on behalf of Warren County Children Services. Vote: Unanimous
- 16-0821 A resolution was adopted to amend the contract with Child Focus, Inc. on behalf of Warren County Children Services. Vote: Unanimous
- 16-0822 A resolution was adopted to amend the contract with Choices, Inc. on behalf of Warren County Children Services. Vote: Unanimous
- 16-0823 A resolution was adopted to amend the contract with St. Vincent Family Center on behalf of Warren County Children Services. Vote: Unanimous
- 16-0824 A resolution was adopted to approve agreement with the Youth Advocate Services as a child placement and related service provider for the Warren County Commissioners on behalf of Warren County Children Services. Vote: Unanimous
- 16-0825 A resolution was adopted to approve agreement with the Mended Reeds, Inc. as a child placement and related service provider for the Warren County Commissioners on behalf of Warren County Children Services. Vote: Unanimous

- 16-0826 A resolution was adopted to approve and enter into a contract with Warren County Transit on behalf of the Warren County Department of Human Services. Vote: Unanimous
- 16-0827 A resolution was adopted to approve and authorize the President of the Board to enter into on-the-job-training agreements on behalf of OhioMeansJobs Warren County. Vote: Unanimous
- 16-0828 A resolution was adopted to approve and authorize the President of the Board to enter into classroom training agreements on behalf of OhioMeansJobs Warren County. Vote: Unanimous
- 16-0829 A resolution was adopted to waive permit fees associated with the St. Margaret of York annual festival. Vote: Unanimous
- 16-0830 A resolution was adopted to acknowledge receipt of May 2016 financial statement. Vote: Unanimous
- 16-0831 A resolution was adopted to affirm "Then and Now" requests pursuant to Ohio Revised Code 5705.41(D)(1). Vote: Unanimous
- 16-0832 A resolution was adopted to approve various refunds. Vote: Unanimous
- 16-0833 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous
- 16-0834 A resolution was adopted to approve bond release for VWC Holdings, Ltd for completion of improvements in Villages of Winding Creek the Boulevards Section 4 situated in Clearcreek Township. Vote: Unanimous
- 16-0835 A resolution was adopted to approve appropriation decreases within various funds. Vote: Unanimous
- 16-0836 A resolution was adopted to approve an operational transfer from Commissioners fund #101 into Human Services fund #203. Vote: Unanimous
- 16-0837 A resolution was adopted to approve operational transfer from Commissioners fund #101-1112 into Child Support Enforcement Agency fund #263. Vote: Unanimous
- 16-0838 A resolution was adopted to approve supplemental appropriation into Sheriff's Office fund #285. Vote: Unanimous
- 16-0839 A resolution was adopted to approve appropriation adjustment from Commissioners' General fund #101-1110 into Clerk of Court of Common Pleas fund #101-1260. Vote: Unanimous



- 16-0840 A resolution was adopted to approve appropriation adjustment from Commissioners' General fund #101-1110 into Coroner fund #101-2100. Vote: Unanimous
- 16-0841 A resolution was adopted to approve appropriation adjustment into Community Corrections fund #289. Vote: Unanimous
- 16-0842 A resolution was adopted to approve appropriation adjustments within Children Services fund #273. Vote: Unanimous
- 16-0843 A resolution was adopted to approve appropriation adjustment within Facilities Management fund #101-1600. Vote: Unanimous
- 16-0844 A resolution was adopted to approve appropriation adjustment within Sheriff's Office fund #101-2210. Vote: Unanimous
- 16-0845 A resolution was adopted to approve appropriation adjustments within Building and Zoning fund #101-2300 and Treasurer fund #249. Vote: Unanimous
- 16-0846 A resolution was adopted to authorize payment of bills. Vote: Unanimous
- 16-0847 A resolution was adopted to approve and authorize Director of Emergency Services to sign Continuity of Operations Memorandum of Understanding with Warren County Career Center. Vote: Unanimous
- 16-0848 A resolution was adopted to temporarily reclassify Jennifer Carman to the position of Business Manager within the Warren County Job and Family Services Department, Children Services Division. Vote: Unanimous
- 16-0849 A resolution was adopted to accept resignation of Tim Kidd, Fraud Investigator, within the Department of Job and Family Services, Human Services Division, effective June 17, 2016. Vote: Unanimous
- 16-0850 A resolution was adopted to authorize the posting and advertising of the "Fraud Investigator" position, within the Warren County Job and Family Services Department, Human Services Division, in accordance with Warren County Personnel Policy Manual, Section 2.02(A). Vote: Unanimous

#### DISCUSSIONS

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

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Susan Spencer, HR Manager, was present to introduce the newly hired employees to the Board.

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Paul Kindell, Telecommunications Director, was present to discuss the 9-1-1 outage on June 2<sup>nd</sup>.

Mr. Kindell stated that they had to re-route the 9-1-1 calls due to a failure in one of the boards on the telephone system. He stated that the failure of the board was not due to lightning or storms but rather the aging system. He then stated that they were able to put the system in backup mode until the board was replaced and put back online.

Mr. Kindell iterated that we are currently in process of installing the new system due to the aging system. He then stated the positive that the system failed during regular working hours which allowed a faster repair rather than in the middle of the night when staff would require travel time.

Mr. Kindell reviewed the specifications of the new system and informed the Board that it is proposed to go live on July 7, 2016.

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Susanne Mason, Warren County Transit, was present for a work session along with Daniel Geroni, Regional Planning Commission, to discuss the Board's consideration of the implementation of a Lebanon Loop route.

Mrs. Mason provided background information on Warren County Transit and explained the flex route concept, similar to what is being utilized in Greene County.

Mr. Geroni presented the attached PowerPoint presentation that reviewed ridership and volume locations and presented the proposed flex route they are proposing for the Lebanon area, should the Board determine to proceed.

Commissioner Grossmann discussed the cost and justification for the transit system. He stated he does not like taxpayers' dollars subsidizing transportation for people that can otherwise afford to pay for their own.



Commissioner South suggested to Commissioner Grossmann that he consider being the Warren County appointment to the SORTA Board in order to address his concerns relative to transportation.

Commissioner Young provided background information relative to the agreement Warren County has with SORTA relative to funding of the Warren County Transit System. He then stated the following:

1. He is interested in the flex route
2. He is interested in increasing the regular fare
3. Is Warren County being as efficient as possible and should we consider "outsourcing" our transportation to Cincinnati Metro and RTA?

The Board requested Mrs. Mason and Mr. Geroni to identify what the market rate should be for a regular fare. They then stated they are in favor of implementing the flex route via the Lebanon Loop and if successful, consider the expansion into the Mason and Franklin area in the future.

Upon discussion, Mrs. Mason stated they will plan to implement the Lebanon Loop in early fall.

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Mark Glassmeyer, representative of Kevin Hildebrandt, property owner adjacent to Warren County property along Striker Road in Hamilton Township was present along with Neil Tunison, County Engineer, representatives from the Warren County Water and Sewer Department and Bruce McGary, Assistant Prosecutor, to discuss his desire to utilize Warren County's private property as access to develop Mr. Hildebrandt's property.

Mr. Glassmeyer presented an update on the information he had obtained from the US Army and representative from Diversified Products relative to needed roadway improvements.

Mr. Tunison reviewed the estimate to bring the pavement up to private road standards stating it would cost approximately \$120,000 and to bring the pavement to dedicated roadway standards and cost approximately \$250,000.

Mr. Glassmeyer informed the Board that Dupont is currently using the private roadway for remediation and will have some financial responsibility in the repairs.

There was discussion relative to who would maintain the roadway if not dedicated as the Hamilton Township Trustees have stated that they will not.

Commissioner Grossmann stated he does not want the County or Township burdened with any maintenance or upkeep unless the roadway is dedicated.

Mr. McGary stated the following:

1. He has concern that the County is considering allowing a county owned property to be used for a private development
2. The developer already has an easement of record for the parcel
3. Why would Hamilton Township allow this parcel to be developed through zoning if they don't require dedicated road right of way for access.

There was discussion relative to the Building Department not issuing a building permit without access being addressed.

Mr. McGary stated that the only thing the Building Department would require relative to access would be a zoning certificate from the Township.

Upon discussion, it was determined that if Mr. Glassmeyer could provide a zoning certificate to the Building Department, the Board of Commissioners are not needed to be involved in this matter.

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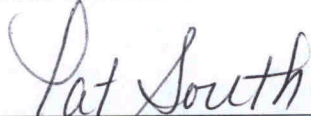
On motion, upon unanimous call of the roll, the Board entered into executive session at 10:50 a.m. to discuss specific salaries within Water and Sewer and Human Services pursuant to Ohio Revised Code Section 121.22 (G)(1) and exited at 11:50 a.m.

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Upon motion the meeting was adjourned.

  
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David G. Young, President

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Tom Grossmann

  
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Pat Arnold South




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 June 07, 2016, in compliance with Section 121.22 O.R.C.



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




# Warren County Transit Lebanon Loop

June 7, 2016

**Presentation to:  
Board of County Commissioners**





# **Trip Data**

- Data is based on all trips taken from two weeks selected at random in 2014:**
  - March 24-28**
  - August 25-29**

# **Rationale**

- Intent: to uncover ridership trends in WCTS that could justify a flex route**
- Potential pilot route covers most concentrated area of current ridership**

# All Trips





# AM Trips



# PM Trips





# Trips in a Single Jurisdiction





# Lebanon Kroger



# Wal Mart





# Production Services Unlimited (PSU)





# YMCA (Lebanon)



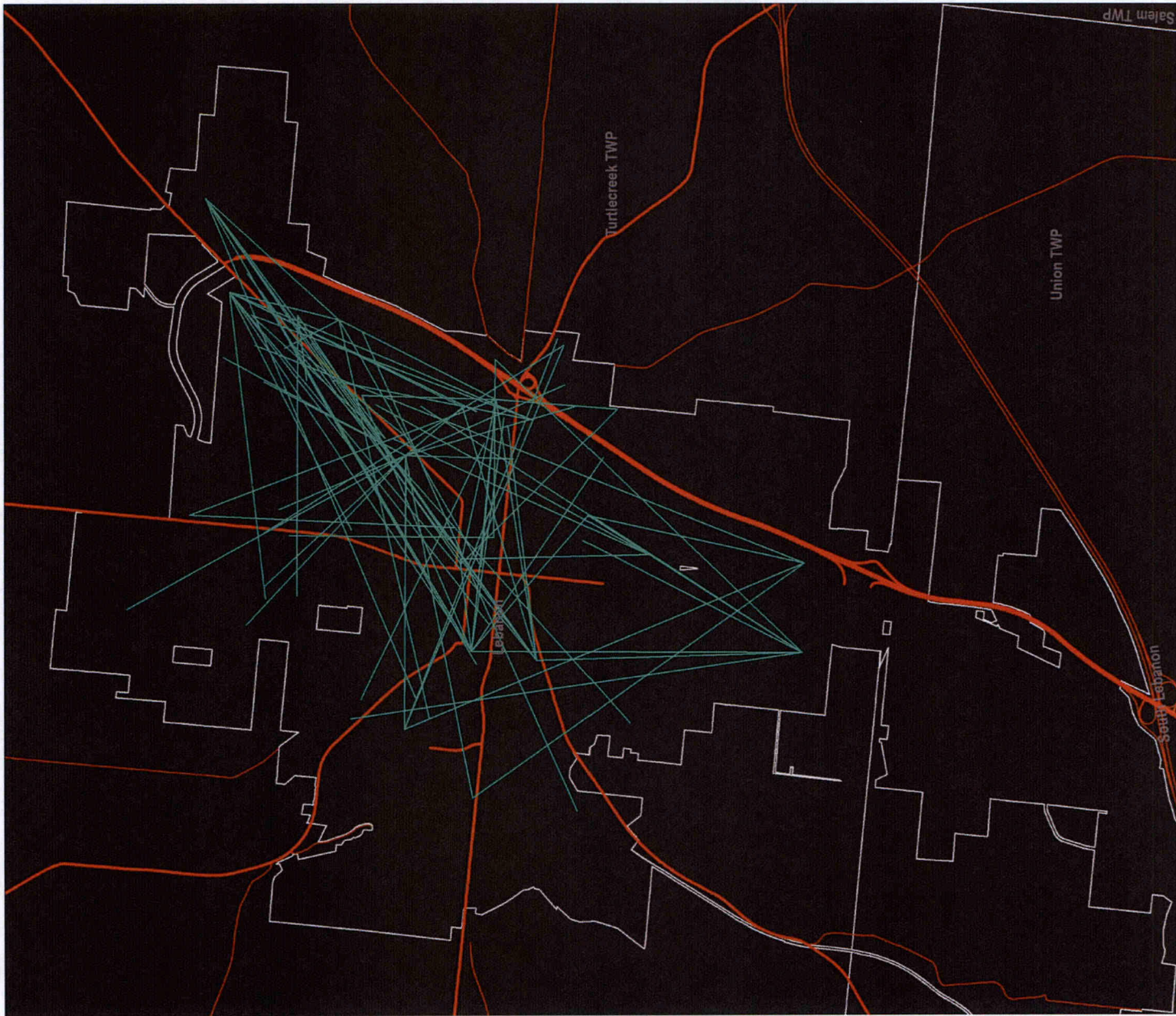


# All Other Trips





# Lebanon Trips Only





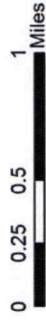
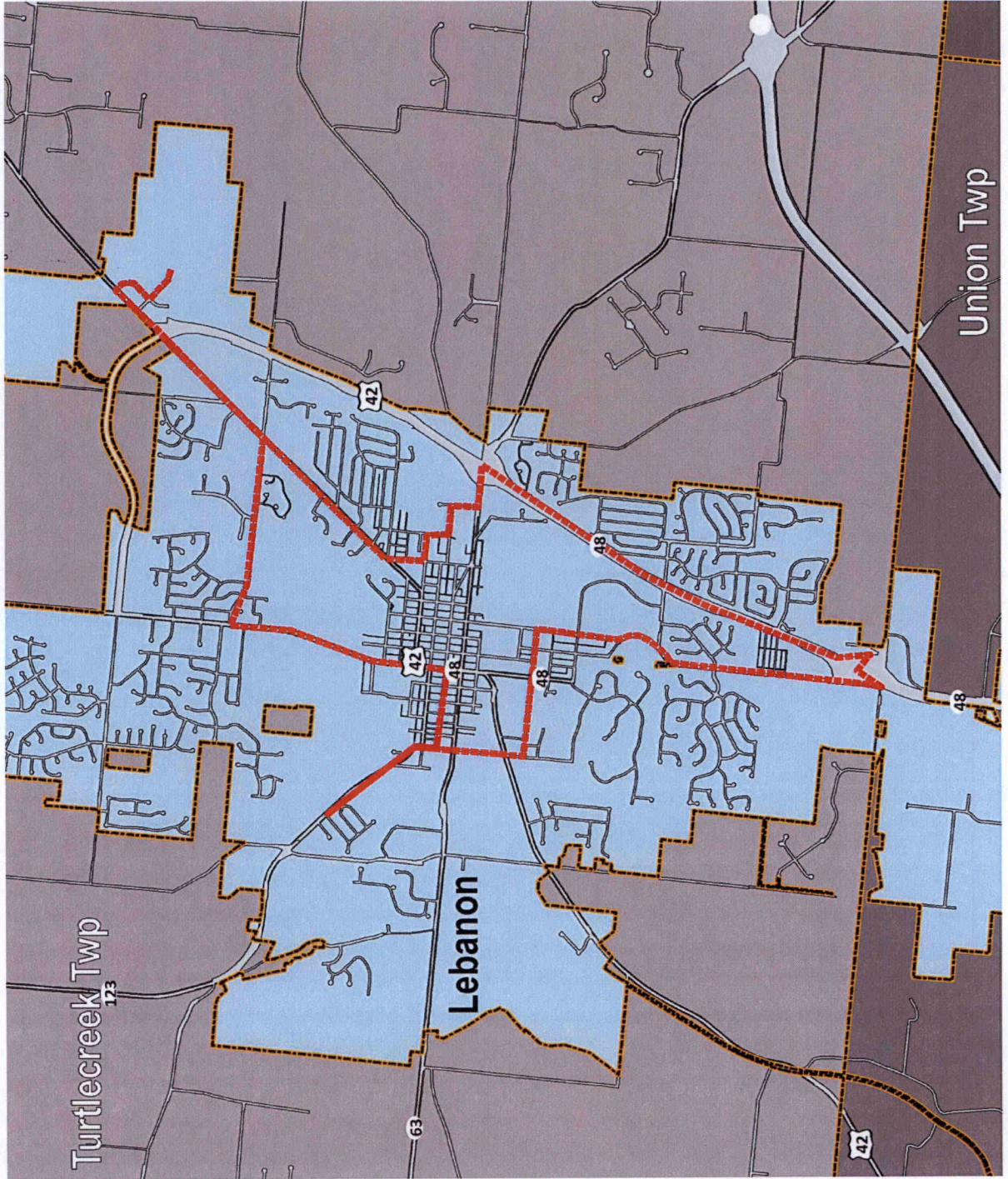
# **Lebanon Share of Ridership**

**385 trips out of 977 started in Lebanon  
(40% of all trip starts)**

# Proposed Route

## Lebanon Pilot Loop

----- Lebanon Loop



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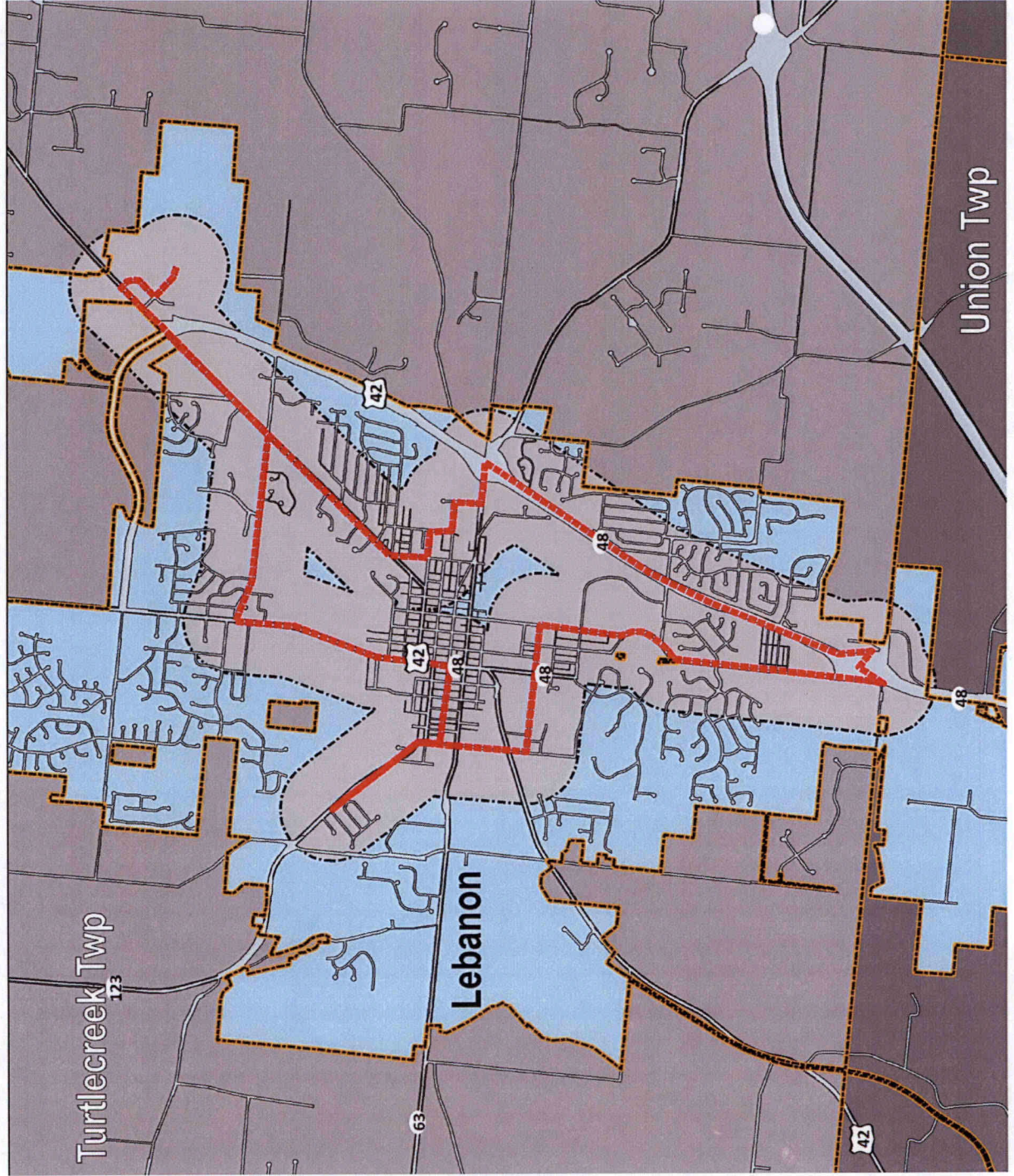
June 6, 2016



# **Travel Time**

- Route takes 53 minutes.**
- Route schedule assumes drive times + 1 minute per stop.**
- Staff drove the route to test accuracy of travel time estimates.**

# 1/4 Mile Buffer: 9,846 Residents



## Lebanon Pilot Loop

- Lebanon Loop
- 1/4 Mile Buffer

0 0.25 0.5 1 Miles

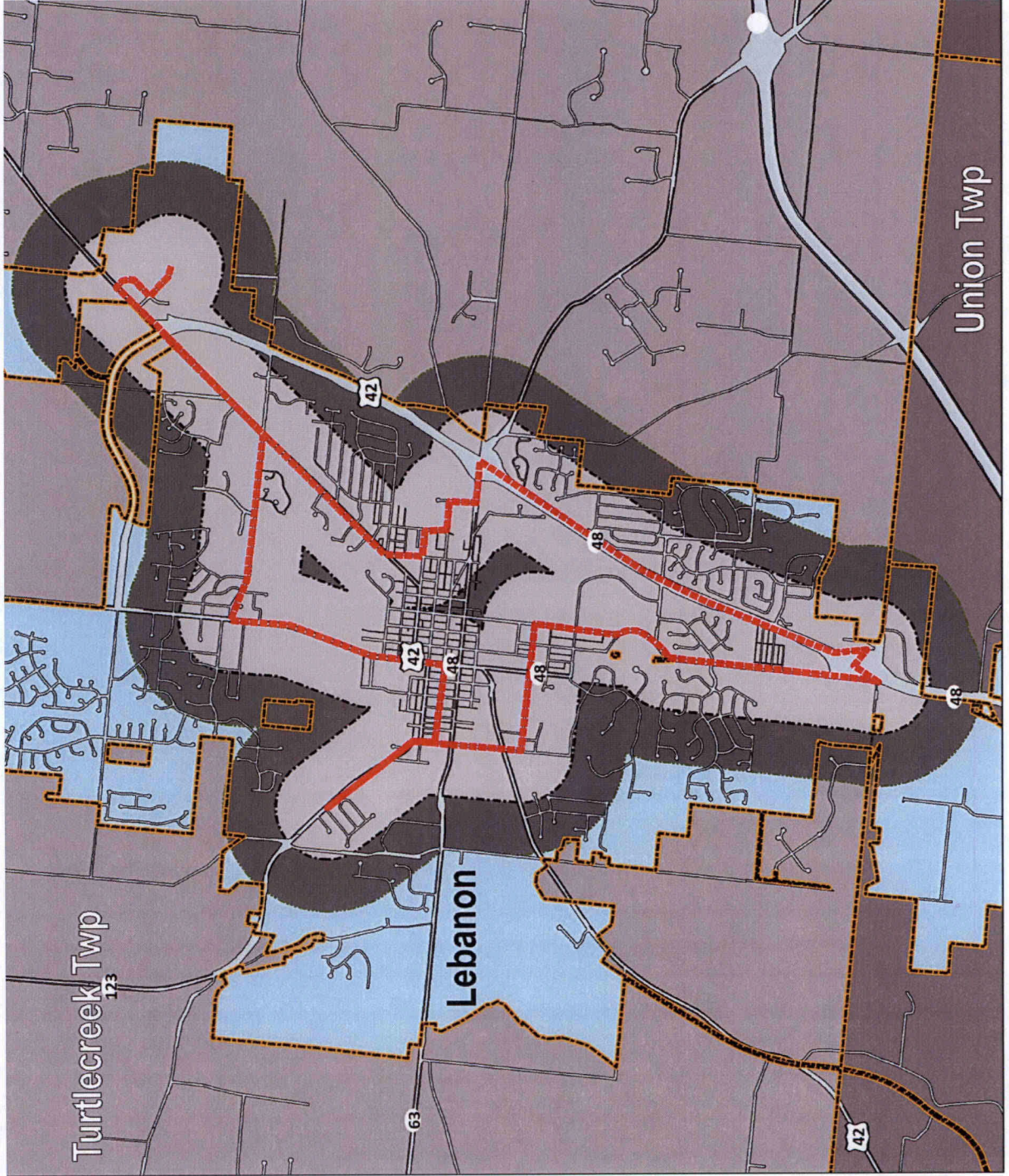


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June 6, 2016



# 1/2 Mile Buffer: 16,654 Residents



## Lebanon Pilot Loop

- Lebanon Loop
- 1/4 Mile Buffer
- 1/2 Mile Buffer



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June 6, 2016



# Demographics in 1/4 and 1/2 Mile Buffers

	Population in 1/4 Mile	Population in 1/2 Mile
Total Population	9,846	16,654
Less than a 12th Grade or Equivalent Education	673	944
HH Income < \$25,000	857	1,333
Age 65 +	997	1,686



# WARREN COUNTY TRANSIT

## LEBANON LOOP

### Potential Route Schedule

Location	Time Points	Flag Stops	Time
	Warren County Gov't Campus	X	
Mental Health & Recovery on Justice Dr		X	0:02
Deerfield Rd & Navaho Dr		X	0:04
Countryside Community Church		X	0:04
YMCA	X		0:05
Rural King		X	0:06
Goodwill	X		0:11

Location	Time Points	Flag Stops	Time
	Colony Square Plaza	X	
Add'l Colony Square Plaza Stop		X	0:17
Mound St Stop		X	0:18
Columbus & Mound		X	0:19
Add'l Columbus Av Stop		X	0:22
Kroger Market Place	X		0:25
Wal Mart	X		0:28
Columbus & Monroe		X	0:33
Broadway & Monroe		X	0:36
Add'l Stop on Broadway		X	0:38

Location	Time Points	Flag Stops	Time
	Broadway & Mulberry	X	
West Street Apartments		X	0:43
Franklin Rd & Yale	X		0:45
Concord Square Apartments		X	0:49
Orchard St Flag Stop		X	0:51
Warren County Gov't Campus	X		0:53