



**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***

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

MINUTES: Regular Session – March 20, 2018

The Board met in regular session pursuant to adjournment of the March 13, 2018, meeting.

Tom Grossmann – present

Shannon Jones – present

David G. Young – present

Tina Osborne, Clerk – present

- 18-0385 A resolution was adopted to hire Jennifer Francis as a Unit Support Worker II, within the Warren County Department of Job and Family Services, Human Services Division. Vote: Unanimous
- 18-0386 A resolution was adopted to accept resignation of Kayla Lalor, Protective Services Caseworker II, within the Warren County Department of Job and Family Services, Children Services Division, effective March 28, 2018. Vote: Unanimous
- 18-0387 A resolution was adopted to authorize the posting of the “Protective Services Caseworker I or II” positions within the Department of Job and Family Services, Children Services Division, in accordance with the Warren County Personnel Policy Manual, Section 2.02(a). Vote: Unanimous
- 18-0388 A resolution was adopted to approve reclassification of Kiana Hawk, Administrative Support, to the position of Administrative Assistant within Warren County Commissioners’ Office. Vote: Unanimous
- 18-0389 A resolution was adopted to approve pay increase for Tiffany Miller, Human Resources Specialist, within the Office of Management and Budget. Vote: Unanimous

- 18-0390 A resolution was adopted to approve pay increase for Tammy Whitaker, Benefits and Risk Manager, within the Office of Management and Budget. Vote: Unanimous
- 18-0391 A resolution was adopted to approve pay increase for Susan Spencer, Human Resources Manager within the Office of Management and Budget. Vote: Unanimous
- 18-0392 A resolution was adopted to approve pay increase for Tina Osborne, Clerk of Commissioners, within the Commissioners' Office. Vote: Unanimous
- 18-0393 A resolution was adopted to cancel regularly schedule Commissioners' Meetings of Thursday, March 22, 2018 and Tuesday March 27, 2018 and establish Thursday, March 29, 2018 as a traveling meeting to be held in the Union Township Administrative Building. Vote: Unanimous
- 18-0394 A resolution was adopted to authorize the President of the Board to enter into Equipment Agreement and Scope of Services Agreement with Woodhull, LLC for the purchase of a Ricoh MP C3004ex copier on behalf of Warren County Data Processing. Vote: Unanimous
- 18-0395 A resolution was adopted to approve agreement and addendum with Department of Mental Health-Eastway Corporation as a child placement and related service provider for the Warren County Board of County Commissioners on behalf of Warren County Children Services. Vote: Unanimous
- 18-0396 A resolution was adopted to approve Change Order #1 to the contract with Choice One Engineering for the FY17 Deerfield Township Rich/Davis/Primrose Intersection Engineering Community Development Block Grant Project. Vote: Unanimous
- 18-0397 A resolution was adopted to enter into consulting services and project inspection contract with HDR Construction Control Corporation on behalf of the Warren County Engineer. Vote: Unanimous
- 18-0398 A resolution was adopted to enter into contract with R.B. Jergens Contractors, Inc. for the Tylersville Road Improvement Project. Vote: Unanimous
- 18-0399 A resolution was adopted to approve emergency repair to the generator at the Lower Little Miami Wastewater Treatment Plant. Vote: Unanimous
- 18-0400 A resolution was adopted to approve County Motor Vehicle Tax (CVT-361) for the Village of Carlisle in the amount of \$30,000.00. Vote: Unanimous
- 18-0401 A resolution was adopted to approve County Motor Vehicle Tax (CVT-362) for the Village of Waynesville in the amount of \$8,250.00. Vote: Unanimous

- 18-0402 A resolution was adopted to waive permit fees associated with the Butterfly Walk for Cancerfree Kids event in Deerfield Township. Vote: Unanimous
- 18-0403 A resolution was adopted to accept Tax Incentive Review Council recommendations for the 2017 Enterprise Zone Program. Vote: Unanimous
- 18-0404 A resolution was adopted to affirm “Then and Now” requests pursuant to Ohio Revised Code 5705.41(D) (1). Vote: Unanimous
- 18-0405 A resolution was adopted to approve various refunds. Vote: Unanimous
- 18-0406 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous
- 18-0407 A resolution was adopted to approve appropriation decreases within various funds. Vote: Unanimous
- 18-0408 A resolution was adopted to accept Amended Certificate decrease for Warren County Sheriff’s Office Fund 293. Vote: Unanimous
- 18-0409 A resolution was adopted to approve a supplemental appropriation within Engineer’s Office Fund #453 (Old 122 and Township Line Road Roundabout Project). Vote: Unanimous
- 18-0410 A resolution was adopted to approve supplemental appropriation adjustment into Juvenile Detention Addition & Renovation Fund #496. Vote: Unanimous
- 18-0411 A resolution was adopted to approve appropriation adjustments form Commissioners General Fund #101-1110 into Detention- Sheriff’s Fund #101-2210. Vote: Unanimous
- 18-0412 A resolution was adopted to approve appropriation adjustment within Sheriff’s Office Fund #101-2210. Vote: Unanimous
- 18-0413 A resolution was adopted to authorize payment of bills. Vote: Unanimous
- 18-0414 A resolution was adopted to approve and authorize the President of the Board to grant a Temporary Right of Entry and Hold Harmless Agreement with Fecon, on behalf of the Water and Sewer Department. Vote: Unanimous
- 18-0415 A resolution was adopted to make findings and determinations as permitted in Section 3735.65 to 3735.70 of the Ohio Revised Code, establishing and describing the boundaries of a “Community Reinvestment Area” and designating a housing officer to administer the program. Vote: Unanimous

18-0416 A resolution was adopted to approve amendments to the Warren County Building and Zoning Department Fee Schedule. Vote: Unanimous

18-0417 A resolution was adopted to approve reimbursement of damage caused by a watermain break on Tuesday, February 1, 2018. Vote: Unanimous

DISCUSSIONS

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

Matt Schnipke, Warren County Economic Development Deputy Director, was present along with representatives from Hamilton Township for a work session to discuss the establishment of a Community Reinvestment Area within Hamilton Township.

Mr. Schnipke explained that the Hamilton Township Trustees and Little Miami Schools are in agreement with the need to offer tax exemptions in order to attract industry to the area. He stated that the township desires to establish a Community Reinvestment Area on 178+ acres along Grandin Road in Hamilton Township that includes the vacated Sumco property. He then informed the Board that a developer has shown some interest in razing the Sumco building and developing an industrial park.

There was discussion relative to the length of time and percentage of abatements as well as the requirement of the schools for anything abated over 50%.

Michelle Tegtmeier, Hamilton Township Community Development Director, discussed the annexation concerns as it relates to balanced growth within the township and the need to have the ability to negotiate with businesses in order to retain the necessary tax base for the township.

Martin Russell, Deputy County Administrator, explained that the creation of a Community Reinvestment Area provides the ability for township to become more involved in economic development.

Commissioner Young stated that this Board also desires to be involved with negotiations as it relates to economic development.

Upon further discussion, the Board resolved (Resolution #18-0415) to make findings and determinations as permitted in Section 3735.65 to 3735.70 of the Ohio Revised Code, establishing and describing the boundaries of a "Community Reinvestment Area" and designating a housing officer to administer the program.

PUBLIC HEARING

CONSIDER AMENDMENTS TO THE WARREN COUNTY BUILDING AND ZONING FEE
SCHEDULE

This Board met this 20th day of March 2018, in the Commissioners' Meeting Room, to consider amendments to the Warren County Building and Zoning Fee Schedule.

Michael Yetter, Zoning Supervisor, explained that there is a discrepancy in the way fees are calculated that requires clarification as it relates to multi-family housing. He then stated that no fees are being changed with this modification.

Upon discussion, the public hearing was closed and the Board resolved (Resolution #18-0416) to approved the amendments to the Warren County Building and Zoning Fee Schedule.

There was discussion relative to the standard practice of not issuing a building permit until confirmation has been received from the Water and Sewer Department, Warren County Combined Health District and/or the Zoning entity.

It was discussed that a confirmation will not be issued without all fees being paid.

Upon discussion, it was determined that the current practice is to remain and if someone desires to deviate from that procedure, this Board will be the entity that will make that exception.

Chris Brausch, Sanitary Engineer, was present for a work session and discussed the following matters:

1. Collection System Maintenance Facility—Mr. Brausch stated the need for the construction of a new maintenance facility at the Lower Little Miami Wastewater Treatment Plant for the Sewer Collection and Maintenance Operation. He stated that the facility was designed as part of the upgrade in 2009 but was removed from the project due to budget constraints. He stated that the finances are in place for construction and

requested the Board's approval to proceed utilizing the design-build process. He then stated the proposed budget would be \$3 million.

Upon discussion, the Board stated their approval to proceed and determined to delegate the selection process to a committee for Board's final approval.

2. Sycamore Trails Wastewater Treatment Plant Upgrades—Mr. Brausch discussed the need for an estimated \$5 million improvement to the treatment plant designed and constructed in 1979, stating that the current facility is reaching its end of useful life.

The Board discussed the ability for the City of Springboro or Montgomery County to provide the service in lieu of a \$5 million upgrade. It was determined that there are no other options available as the adjacent entities are not an economical option.

Upon discussion, the Board authorized Mr. Brausch to proceed with the Request for Qualifications for the design of the improvements.

3. Morrow-Roachester-Eastern Hamilton Township Sanitary Sewer Study—Mr. Brausch stated his desire to issue a Request for Qualifications for a study to be completed that provides options to resolve hydraulic issues in the Morrow-Roachester-Hamilton Township Sewer Service Area.

The Board stated their approval to proceed with the study and stated their desire to determine what process will be utilized for selection once the estimated cost of the project is determined.

4. Red Lion-Clearcreek Township—Mr. Brausch stated that Clearcreek Township is requesting the Hunter Sanitary Sewer Service Area be expanded to include areas of Red Lion.

Jeff Palmer, Clearcreek Township, stated the township is working to get economic development to the area in order to attract a commercial base along with some apartment/residential uses.

Commissioner Jones stated that this Board agreed to the preliminary work and has also approved the Land Use Plan Update for this area. She then questioned whether the Township is willing to pay any required consultant.

Mr. Palmer stated that the township is willing and will explore the options with the guidance of the Warren County Water and Sewer Department.

Mr. Brausch stated that a study will determine the financial feasibility and prior to proceeding will require a change in the sewer boundary area.

Bruce McGary, Assistant Prosecutor, reminded the Board of the unintended consequences relative to the OEPA requirement for connection of any properties within certain proximity of a sanitary sewer.

Upon discussion, the Board determined to proceed with the project, stating the need for balanced growth.

Mr. Brausch questioned if the Board is willing to take over a pump station if it is necessary for commercial development.

The Board stated they will make that determination at a later date.

5. Shooters Restaurant in Hamilton Township—Mr. Brausch stated that the new Shooters being constructed is requesting fees to be reduced due to the existing facilities having a lower water usage rate than the OEPA usages that the Board utilizes in determining connection fees. He stated that the developer is requesting fees be based upon 9 equivalent residential units (ERU) rather than 12 ERU (the amount per OEPA standards).

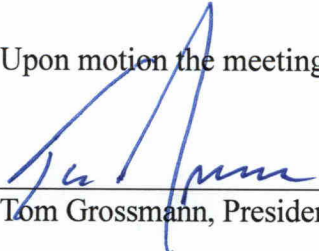
Bruce McGary, Assistance Prosecutor, stated that this would be a substantial, precedent setting deviation.

Upon discussion, the Board stated their desire to follow standard procedure relative to fee calculations.

6. Reimbursement Request for Watermain Break Damage—A residence in Franklin Township was flooded due to a watermain break and they sustained damage to their furnace and other items which their homeowner's insurance will not cover. The customer is seeking reimbursement from the Water and Sewer Department.

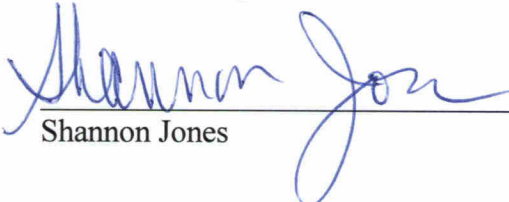
Upon discussion, the Board resolved (Resolution #18-0417) to authorize reimbursement of damages.

Upon motion the meeting was adjourned.



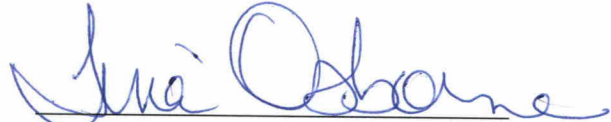
Tom Grossmann, President

David G. Young



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 March 20, 2018, in compliance with Section 121.22 O.R.C.



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