



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

April 18, 2023

#1 9:00 a.m. Clerk — General

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

APPROVE REQUISITIONS AND AUTHORIZE COUNTY ADMINISTRATOR TO SIGN DOCUMENTS RELATIVE THERETO

BE IT RESOLVED, to approve requisitions as listed in the attached document and authorize Tiffany Zindel, 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 18th day of April 2023.

BOARD OF COUNTY COMMISSIONERS

Tina Osborne, Clerk

/tao

cc:

Commissioners' file

REQUISITIONS

Department	Vendor Name	Description	Amount
ENG	JOHN R JURGENSEN COMPANY	2023 WARREN COUNTY RESURFACING PROJECT	\$ 2,645,717.30
AUD	QUADIENT INC	NEOPOST DS64i LETTER FOLDER/INSERT	\$ 10,622.50
ENG	CARGILL INC	2023/2024 BULK ICE CONTROL ROCK SALT	\$ 705,322.50

4/18/2023 APPROVED

Tiffany Zindel, County Administrator

CONSENT AGENDA*

April 18, 2023

Approve the minutes of the April 11, 2023, Commissioners' Meeting.

PERSONNEL

- 1. Designate FMLA to Ryanne Sorrell within Human Services, Jason Sorell and Chris Brausch within W/S Department, and David Gross within Facilities Management***
- 2. Hire Daysi Cusick, Nathan Eve, Andrew Wagenknecht and Sarah Moore as Emergency Communications Operators within Emergency Services***
- 3. Hire Francis Ficke as LEPC/Grants Coordinator within Emergency Services***
- 4. Hire Taylor Blair as Case Aide within Children Services***
- 5. Hire Dalton Woodson as Control Systems Technician II within W/S Department***
- 6. Amend Resolution 23-0268 to correct wage for Alex Hobbs, Control Systems Technician II within W/S Department***

GENERAL

- 7. Approve appointment and reappointments to Warren County Emergency Communications Board as recommended by Warren County Police and Fire Associations***
- 8. Award bid to Cargill, Inc. for the purchase of 30,100 tons of bulk ice control salt***
- 9. Enter into contract with John R. Jurgensen Co. for the 2023 Resurfacing Project***
- 10. Advertise for re-bid of 2023 Chip Seal Project for the County Engineer***
- 11. Authorize President of the Board to sign liquor permit application for event at the Warren County Fairgrounds***
- 12. Enter into classroom training agreements on behalf of OMJ Warren County***
- 13. Enter into agreement with Clinton County for placement services within Warren County Juvenile Court***
- 14. Enter into various home placement agreements on behalf of Children Services***
- 15. Declare various items as surplus and authorize disposal through internet auction***
- 16. Authorize publication of notice to public of proposal to construct in a floodplain relative to FY 2023 South Lebanon CDBG Project***
- 17. Approve ODJFS Local Area 12 subgrant agreement on behalf of Workforce Investment Board***
- 18. Acknowledge payment of bills***
- 19. Approve final plat***

FINANCIAL

- 20. Approve operational transfer from Commissioner into Mary Haven 2270***
- 21. Approve operational transfer from Commissioners into W/S funds relative to interest income***
- 22. Approve supplemental appropriations and operational transfer for Property Casualty Insurance 6637***
- 23. Approve supplemental appropriation into Emergency Rental Assistant 2204 and Common Pleas 2224***
- 24. Approve appropriation adjustments within Commissioners 1101110, Board of Elections 11011300 and Clerk of Courts Computer 2275***

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



**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: Charlotte Fields DEPARTMENT: WCSO

*POSITION: Administrative Services DATE: 04/13/2023

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:
Public Records 103 and 104

LOCATION:
Online

DATE(S): May 18, 2023

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: N/A

ESTIMATED COST OF TRIP: Each Course is \$235-Total cost is \$470

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:

[Signature] 4-13-2023
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:

Angel Massey=\$470
Alicia Oliver=\$470

RECEIVED 4/13/23

APR 14 2023 ROWN



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*NAME OF ATTENDEE: Tony Miller DEPARTMENT: JDC

*POSITION: Superintendent DATE: 04/06/2023

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:
Training and vendor conference

LOCATION:
Embassy Suites, Columbus Airport
2886 Airport Drive, Columbus, OH

DATE(S): May 10-12

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: Yes, Embassy Suites

ESTIMATED COST OF TRIP: \$350.00 per person (8 attendees) \$2600.00 total

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:

[Signature] 4/6/23
Signature/Title Date
Court Administrator

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:

Rick Brewster, Steptember Preston, Steve Johnson, Audry Swearingen, Marvin Estep, Heidi Constable, Bob Guthman (registration already paid; ck #1297141)



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*NAME OF ATTENDEE: Carolyn Duvelius DEPARTMENT: Juvenile/Probate

*POSITION: Magistrate DATE: April 6, 2023

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:

Continuing Legal Education - Ohio Association of Magistrates

LOCATION:

Sharonville, OH

DATE(S): April 19 - 21, 2023

TYPE OF TRAVEL: (Check one)

- AIRLINE
- STAFF CAR
- PRIVATE VEHICLE
- OTHER

LODGING:

None

ESTIMATED COST OF TRIP:

\$305.00 + mileage (32 miles RT x 3 = 96)

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:

[Signature] 4/10/23
Signature/Title Court Administrator 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:

Jenna Seitz



**REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING,
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*NAME OF ATTENDEE: Sydney Renner DEPARTMENT: Emergency Services

*POSITION: EMA Operations Manager DATE: 4/14/23

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:

Requesting to attend the International Association of Emergency Managers (IAEM) Spring Conference.

LOCATION:

Virtual - Spring. In-perosn - Fall (second request to attend submitted). See below for more details.

DATE(S): April 20 -21, 2023

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: N/A

ESTIMATED COST OF TRIP: \$919 (Registration for both Spring and Fall Conference)

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 Bay, Director 4/14/23
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:

The conference fee (listed above) covers both the virtual spring conference and in-person fall conference at a discounted rate. Additional request to attend fall conference submitted.



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*NAME OF ATTENDEE: Sydney Renner DEPARTMENT: Emergency Services

*POSITION: EMA Operations Manager DATE: 4/14/23

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:

Requesting to attend the International Association of Emergency Managers (IAEM) Fall Conference

LOCATION:

Long Beach Convention Center (300 East Ocean Boulevard, Long Beach CA 90802)

DATE(S): November 3 - 9, 2023

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: Hyatt Centric (285 Bay St, Long Beach CA 90802)

ESTIMATED COST OF TRIP: \$3,479.00 (See attached estimated cost breakdown)

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:

Melina Bay, Director 4/14/23
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:

Empty box for listing additional attendees.



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*NAME OF ATTENDEE: Rick Spencer DEPARTMENT: Veterans

*POSITION: Service Officer DATE: 4/11/23

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:
National Association Of County Veterans Service Officers Training

LOCATION:
Monona Terrace Community & Convention Center
1 John Nolen Dr, Madison Wisconsin 53703

DATE(S): June 3 through June 9 2023

TYPE OF TRAVEL: (Check one)

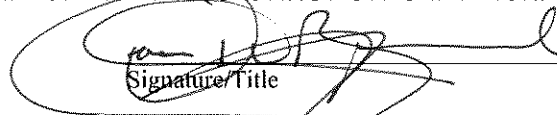
AIRLINE ✓ STAFF CAR PRIVATE VEHICLE OTHER

LODGING: \$4,575 (Food \$2,500) (Flights \$2,800^{or mileage}) (Registration \$ 1,400) (Airport Parking \$180)

ESTIMATED COST OF TRIP: Total \$11,605. (Transportation to/from Hotel \$150)

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:

 4-12-23
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:

Justin Smith, Charles Martin, Bryan Young



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*NAME OF ATTENDEE: Brandi Carter DEPARTMENT: Sheriff's Office

*POSITION: Detective DATE: 4/10/23

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:
Attend training related to her job duties.

LOCATION:
Dallas, TX

DATE(S): 8/6/23-8/11/23

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: Sheraton Dallas

ESTIMATED COST OF TRIP: \$2300

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:

[Signature] Sheriff 4-12-2023
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:

APR 13 '23

RECEIVED OMB0000



Equipment Allocation Request



for approval from the Board of County Commissioners to allocate Telecommunications equipment to our partners.

Department Lebanon Police

Date 4/12/2023

Requested by Jeffrey Mitchell Chief of Police
Name Title

Phone 513-695-5641

Received by Corey Burton Communication Systems Manager
Name Title

Phone 513-695-3251

Description of Request

Lebanon Police is adding a new patrol vehicle to their fleet and is requesting an additional mobile radio. They are also hiring one additional full-time officer and requesting a portable radio.

Requested Equipment	QTY	Unit Price	Total Price
XTL2500 Mobile Radio	1	\$ 250.00	\$ 250.00
APX6000 Portable Radio	1	\$ -	\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Estimated Total:			\$ 250.00

Agency Meets Distribution Policy


Radio Usage Report Checked

Department's Request Letter is Attached

Waiting for Approval from Board of County Commissioners

Telecommunications Department

Approved Denied



Reviewed/Signed by Telecom Director

2023.04.13

Date

Board of County Commissioners

	YEA	NAY
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>

Reviewed/Signed by Clerk or Administrator

Date



Equipment Allocation Request



for approval from the Board of County Commissioners to allocate Telecommunications equipment to our partners.

Department Deerfield Twp Fire Rescue Date 4/12/2023

Requested by Douglas Wehmeyer Deputy Fire Chief Phone 513-695-5557
Name Title

Received by Corey Burton Communication Systems Manager Phone 513-695-3251
Name Title

Description of Request: Deerfield Twp Fire Rescue has created a new Chief position, Chief 59, and reassigned Chief 56 for his use. They have purchased an additional command vehicle to be assigned to Chief 56 and are requesting a mobile radio.

Requested Equipment	QTY	Unit Price	Total Price
XTL2500 Mobile Radio	1	\$ 250.00	\$ 250.00
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Estimated Total:			\$ 250.00

Agency Meets Distribution Policy
 Radio Usage Report Checked
 Department's Request Letter is Attached
 Waiting for Approval from Board of County Commissioners

Telecommunications Department
 Approved Denied

 Reviewed/Signed by Telecom Director
2023.04.13
 Date

Board of County Commissioners

	YEA	NAY
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>

Reviewed/Signed by Clerk or Administrator _____ Date _____