



**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

WORK SESSION AGENDA

June 11, 2024

- #1** ***Clerk—General***
- #2** ***9:00*** ***Work Session—Molly Conley, Director of Soil and Water, to Discuss 2024 Warren County Leadership Float and Pollinator Pathway Project***

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	DLT SOLUTIONS LLC	ENG 2 SUB RENEWALS 1 PURCHASE	\$ 24,732.67	*capital Purchase/ 3 quotes
TEL	SECURE CYBER DEFENSE LLC	TEL SECURE CYBER DEFENSE MANAG	\$ 1,139,076.00	*contract in packet
TEL	CDW LLC	TEL RENEWAL OF SERVER BLADE SY	\$ 6,135.97	*contract in packet

PO CHANGE ORDERS

WAT	MOODY'S OF DAYTON	WAT 2024 WELL REDVELOPMENT	\$ 82,911.00	*increase/contract in packet
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6/11/24 APPROVED :

Martin Russell, County Administrator

CONSENT AGENDA*

June 11, 2024

Approve the minutes of the June 4, 2024 Commissioners' General Session Meeting and June 4, 2024 Commissioners' Work Session Meeting.

PERSONNEL

- 1. Approve permanent employment and a pay increase for Caitlyn Russell, Eligibility Referral Specialist II, within Human Services***
- 2. Hire Janae Haroun as Eligibility Referral Specialist II, within Human Services***
- 3. Accept resignation of Sierra Flippo within Children Services, Tammy May within Facilities Management, and Elizabeth Loesch within Human Services***
- 4. Authorize posting of "Case Aide" position within Children Services***

GENERAL

- 5. Authorize President of the Board to sign County Risk Sharing Authority application for surety bond relative to underground storage tanks***
- 6. Cancel regularly scheduled Commissioners' Meeting of Thursday, June 13, 2024***
- 7. Set public hearing for rezoning application of Lauri Moore and Eddie Reynolds within Franklin Township***
- 8. Enter into negotiations with Bill Strange and Sons relative to the FY21 Village of Morrow – Train Depot Renovations CDBG Project***
- 9. Advertise for bids for the purchase of 2 Chrysler handicap upfit vans and 2 Chrysler standard vans on behalf of Veterans***
- 10. Authorize President of the Board to sign a 90-day F-12 Beer and Wine Permit Application for various events being held at the Warren County Fairgrounds on behalf of the Warren County Agricultural Society***
- 11. Authorize President of the Board to sign proposals with RJE Business Interiors on behalf of Emergency Services***
- 12. Enter into agreement with Butler Tech, Napier Truck Driving, Little Miami Drive School, and Family Promise on behalf of OhioMeansJobs Warren County***
- 13. Accept quotes from Secure Cyber Defense and CDW on behalf of Telecommunications***
- 14. Approve Change Order #1 with Moody's of Dayton relative to the 2024 Well Redevelopment Project***
- 15. Acknowledge receipt of May 2024 Financial Statement***
- 16. Acknowledge payment of bills***

FINANCIALS

- 17. Approve supplemental appropriation into Health Insurance***
- 18. Approve appropriation adjustments within Common Pleas, County Court, and Health Insurance***

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



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

BOARD OF COUNTY COMMISSIONERS
WARREN COUNTY, OHIO

MINUTES: Regular Work Session – June 4, 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 June 4, 2024, General Session meeting.

David G. Young – present

Shannon Jones – present

Tom Grossmann – present

Krystal Powell, Clerk – present

24-0732 A resolution was adopted to continue the administrative hearing to consider the site plan review application of Justin DeMint/ DC Engineering and Consulting, LLC in Harlan Township. Vote: Unanimous

DISCUSSIONS

ADMINISTRATIVE HEARING
TO CONSIDER SITE PLAN REVIEW APPLICATION OF JUSTIN DEMINT/ DC
ENGINEERING AND CONSULTING, LLC IN HARLAN TOWNSHIP

The Board met on this 4th day of June 2024 in the Commissioners' Meeting Room for the administrative hearing to consider the site plan review application filed by Justin DeMint/ DC Engineering and Consulting, LLC on behalf of Eric White, owner of record for the construction of additional self-storage units (Parcel 18314000190) in Harlan Township.

Commissioner Young opened the hearing and requested Krystal Powell, Clerk of Commissioners, identify for the record when the site was posted with signage stating the site would be subject to a public process, how and when the written notice of this hearing was sent to the Applicant and all owners of property within 500 feet from the parcel lines of the site subject, and how and when the administrative hearing was advertised.

Michelle Tegtmeier, Building and Zoning Director, stated that the signage was not posted properly stating the site would be subject to a public process and requested a continuance of the administrative hearing in order to properly post the required signage for a reasonable period of time.

Upon further discussion, the Board resolved (Resolution #24-0732) continuing the administrative hearing to June 18, 2024 at 9:30 a.m.

Prosecutor David Fornshell and Sheriff Larry Sims were present to discuss the operation of the Warren County Child Advocacy Center (CAC).

Mr. Fornshell provided a brief historical overview of the CAC. He stated during the beginning phases of developing the Warren County CAC, the county enlisted the assistance of Dayton Children's Hospital. He further stated Dayton Children's was never intended to be permanent managing entity of the CAC.

Mr. Fornshell stated the purpose of this session was for the Board to consider bringing the CAC under the control of the Board of County Commissioners. He explained the current dispute with Dayton Children's relative to the operational control of the center.

There was discussion relative to employees, committees, and funding of the CAC should the agency come under the direction of the Board of County Commissioners.

Commissioner Jones stated she had spoken with the CEO of Dayton Children's and that the hospital has no issue with the CAC falling under the control of the Board. She stated she would like to look at further financial records, financial obligations, and various operating options for the restructuring of the agency.

Commissioner Young stated he feels the CAC is very important in Warren County and the Board should be in control.

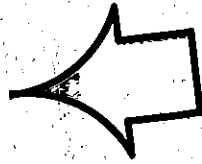
Upon further discussion, the Board recommended Mr. Fornshell move forward in drafting transition documents to bring the CAC under the control of the Board.

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 June 4, 2024, in compliance with Section 121.22 O.R.C.

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



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BOARD OF COUNTY COMMISSIONERS

WARREN COUNTY, OHIO

MINUTES: Regular General Session – June 4, 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 28, 2024, meeting.

David G. Young – present

Shannon Jones – present

Tom Grossmann – present

Krystal Powell, Clerk – present

Minutes of the May 28, 2024 meeting were read and approved.

24-0710 A resolution was adopted advertising and setting the public hearing to consider the County's Year 2025 Tax Budget. Vote Unanimous

24-0711 A resolution was adopted entering into a contract with Rack and Ballauer Excavating Company, Inc for the State Route 48 – Mainville Watermain Replacement Project. Vote Unanimous

24-0712 A resolution was adopted prequalifying twenty-three engineering firms for Waterline and Sanitary Sewer Professional Design Services for 2024-2026 and authorizing Master Service Agreements with seven top-ranked pre-qualified firms. Vote Unanimous

24-0713 A resolution was adopted authorizing the Water and Sewer Department to enter into negotiations with Titan Energy for Consulting Services relative to the Procurement of Energy Generation for various Warren County Facilities. Vote Unanimous

24-0714 A resolution was adopted authorizing the President of the Board to sign Request for Release of Funds and Certification, form 7015.15 relative to environmental reviews for FY2023 Community Development Block Grant (CDBG) Projects. Vote Unanimous

- 24-0715 A resolution was adopted entering into Classroom Training Agreement on behalf of OhioMeansJobs Warren County. Vote Unanimous
- 24-0716 A resolution was adopted acknowledging payment of bills. Vote Unanimous
- 24-0717 A resolution was adopted entering into Subdivision Public Improvement Performance and Maintenance Security Agreement with Red Hawk Land, LLC for installation of certain improvements in the Woodlands at Morrow, Phase 5A situated in the Village of Morrow. Vote Unanimous
- 24-0718 A resolution was adopted approving a subdivision Public Improvement Performance and Maintenance Security Release with Grand Communities, LLC, for Wynstead – Section 6 situated in South Lebanon. Vote Unanimous
- 24-0719 A resolution was adopted creating Butler Warren Rd Bridge Project Fund #4465 within the Engineer’s Office. Vote Unanimous
- 24-0720 A resolution was adopted approving supplemental appropriations into Common Pleas Community Corrections Fund #2262. Vote Unanimous
- 24-0721 A resolution was adopted approving an appropriation adjustment from Commissioners General Fund #11011110 into Common Pleas Court Fund #11011223. Vote Unanimous
- 24-0722 A resolution was adopted approving an appropriation adjustment from Commissioners General Fund #11011110 into Emergency Services Fund #11012850. Vote Unanimous
- 24-0723 A resolution was adopted approving an appropriation adjustment from Commissioners General Fund #1101110 into Facilities Management Fund #11011600. Vote Unanimous
- 24-0724 A resolution was adopted approving an appropriation adjustment within Engineer’s Office Fund #2202. Vote Unanimous
- 24-0725 A resolution was adopted approving an appropriation adjustment within Human Services Fund #2203. Vote Unanimous
- 24-0726 A resolution was adopted approving an appropriation adjustment within Juvenile Court Rehab & Maintenance Fund #4496. Vote Unanimous
- 24-0727 A resolution was adopted approving appropriation adjustments within Sheriff’s Office Fund #6630. Vote Unanimous
- 24-0728 A resolution was adopted approving an appropriation adjustment within Common Pleas Court Fund #11011220. Vote Unanimous

- 24-0729 A resolution was adopted waiving fees associated with the installation of a tent during a Donor Appreciation Event on behalf of Back2Back Ministries. Vote Unanimous
- 24-0730 A resolution was adopted terminating the FY21 Village of Morrow – Train Depot Renovations Community Block Grant Project Mechanical / HVAC Improvements Contract with Arrowhead Heating & Cooling. Vote Unanimous
- 24-0731 A resolution was adopted approving requisitions and authorizing Deputy County Administrator to sign documents relative thereto. Vote Unanimous

DISCUSSIONS

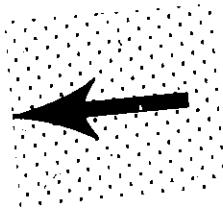
On motion, upon unanimous call of the roll, the Board accepted and approved the consent agenda.

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 June 4, 2024, in compliance with Section 121.22 O.R.C.

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

Proclamation

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

**HONOR CATHY WADE ON THE
OCCASION OF HER RETIREMENT AND PROCLAIM JUNE 28, 2024, AS
“CATHY WADE DAY”
IN WARREN COUNTY**

WHEREAS, Cathy Wade is an outstanding citizen of Warren County who has devoted herself to the service of the citizens of Warren County; and

WHEREAS, Cathy began her service with Warren County Child Support Enforcement Agency on May 28, 2002, and has worked many positions within the Agency, such as an Enforcement Investigator and as a Call Center Representative; and

WHEREAS, Mrs. Wade has spent the last seven years of her career as an Audit Investigator for the Agency; and

WHEREAS, on June 28, 2024, Cathy Wade is retiring from the Warren County Child Support Enforcement Agency after 22 years of loyal and dedicated service to the citizens of Warren County; and

WHEREAS, it is the desire of this Board to make the retirement of Cathy Wade a memorable occasion; and

NOW THEREFORE BE IT RESOLVED, to honor Cathy Wade on her retirement from the Warren County Child Support Enforcement Agency; and

BE IT FURTHER RESOLVED, in honor of this special occasion, that this Board of Warren County Commissioners does hereby proclaim June 28, 2024, as

“CATHY WADE DAY”

in Warren County and encourage others to honor her for her dedication to Warren County.

IN WITNESS WHEREOF, we have hereunto subscribed our names and caused the seal of Warren County to be affixed at Lebanon, Ohio this 11th day of June 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: Neil Tunison DEPARTMENT: County Engineer

*POSITION: County Engineer DATE: 6/4/2024

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

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

PURPOSE:

CEAO Annual Bridge Conference

LOCATION:

Columbus Polaris - Hilton Hotel

DATE(S): August 6-7, 2024

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: Polaris Hilton Hotel

ESTIMATED COST OF TRIP: \$319 Conf fee, \$175 Hotel Room, \$50 meals = \$544

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:

Neil F. Tunison 6/4/2024
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:

Kurt Weber - Chief Deputy Engineer, Roy Henson - Bridge Engineer, Dominic Brigano - Assistant Bridge Engineer



**REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING,
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*NAME OF ATTENDEE: Shawna Jones DEPARTMENT: Children Services

*POSITION: Director DATE: 6/5/24

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: PCSAO Executive Meeting

LOCATION: Columbus, OH

DATE(S): 6/20/24, 12/5-12/6/24

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: \$150

ESTIMATED COST OF TRIP: _____

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:

Shawna Jones, Director 6-5-24
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:



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

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*NAME OF ATTENDEE: Kelsey Sams DEPARTMENT: Children's Services

*POSITION: Navigator DATE: 5/29/24

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:

Kinnect to Family / OhioKAN presentation

LOCATION:

7309 E Livingston Ave, Reynoldsburg OH 43068

DATE(S): 7/4/24

TYPE OF TRAVEL: (Check one)

AIRLINE

STAFF CAR

PRIVATE VEHICLE

OTHER

LODGING:

N/A

ESTIMATED COST OF TRIP:

N/A just miteage - 178.2 x \$0.50 = \$89.10

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:

Sharon Jones, Director 5-31-24
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:



**REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING,
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*NAME OF ATTENDEE: Nick Marconi DEPARTMENT: WCSO

*POSITION: Lieutenant DATE: 5/31/24

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 his job duties.

LOCATION:

Forth Worth, TX

DATE(S): 8/11/24-8/16/24

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: Sheraton

ESTIMATED COST OF TRIP: \$3500

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:

Sherry... 06/03/2024
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:

Andrew Grossenbaugh



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*NAME OF ATTENDEE: David Fornshell DEPARTMENT: Prosecutor's Office

*POSITION: Prosecuting Attorney DATE: 5/31/2024

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 NDAA (National District Attorneys Association) Summer Summit

LOCATION:
The Riverside Hotel, 2900 Chinden Boulevard, Boise, Idaho 83714

DATE(S): July 15-16, 2024

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: Meal per diem \$259.00 x 2 = \$518.00

ESTIMATED COST OF TRIP: All other costs (registration, airfare, rental car, hotel, parking, baggage fees, etc) to be paid from forfeiture funds

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:

David Fornshell
Signature/Title Date
6-3-24

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:

Erika Bourelle, Director of Victim Witness Services



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*NAME OF ATTENDEE: Chris Brausch DEPARTMENT: Water

*POSITION: Director DATE: 6/4/2024

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:

Attend CSEAO Annual Summer Conference to obtain continuing education credits for Professional Engineering Licensure.

LOCATION:

Columbus, Ohio

DATE(S): June 13-14, 2024

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: N/A

ESTIMATED COST OF TRIP: \$225 Registration Fee

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:

Chris Brausch [Signature] 6/4/2024
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:

90:11:11
4-2024
DEPT



Warren County Leadership Float

Canoe/kayak the Little Miami River through beautiful Warren County and learn about the river along the way! After the float, join us for informational presentations and conversation along with lunch kindly provided by Warren Co Soil and Water Conservation District.

FRIDAY, JULY 12, 2024

8:30 AM - 1:30PM

Float from Clint Fultz Park to Caesar Creek Access

Luncheon at Clint Fultz Park

Transportation, kayak, PFD kindly provided by Rivers Edge Outfitters.

Visit www.warrenswcd.com/Warren-Co-Float.html
for RSVP and more information!