



**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

July 2, 2024

- #1 *Clerk—General*
- #2 9:05 *Executive Session—Emergency Services Union Negotiations Pursuant to ORC 121.22(G)(4)*
- #3 9:20 *Executive Session—Pending Litigation with Legal Counsel Present Pursuant to ORC 121.22(G)(3)*

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

APPROVING REQUISITIONS AND AUTHORIZING THE 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
TEL	MARKETING SALES SOLUTIONS INC	TEL BCS REHOST TELEPHONE SERVICE	\$ 3,380.00 *resolution in packet

PO CHANGE ORDERS

ENG	FORD DEVELOPMT CORP	ENG ROACH COZ RD BRDG PROJ	\$ 158,214.90 *decrease/ payment by ODOT
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7/2/24 APPROVED :

Martin Russell, County Administrator

CONSENT AGENDA*

July 2, 2024

Approve the minutes of the June 25, 2024 Commissioners' Meeting.

PERSONNEL

1. Hire Nathan Saracino as Residential Building Official within B/Z and Isabelle Boyer as Eligibility Referral Specialist II within Human Services
2. Approve promotion of Candace Miller to Deputy Director within the Development Department
3. Approve reclassification of Zachary Zindel and multiple custodial staff within Facilities Management
4. Accept resignation of Kimberly Back within Facilities Management
5. Remove probationary employee within Emergency Services

GENERAL

6. Cancel regularly scheduled Commissioners' Meeting of Tuesday, July 23, 2024
7. Request Director of Transportation to determine and declare a reasonable and safe prima-facie speed limit on Middleboro Road
8. Approve emergency procurement of sodium hydroxide 25% for water treatment at RAR Water Treatment Plant
9. Approve agreement with Ohio-Kentucky-Indiana Regional Council of Governments
10. Approve various agreements and addendum with various providers relative to home placement on behalf of Children Services
11. Approve contract with Focus on Youth relative to the Emergency Foster Care Program on behalf of Juvenile Court
12. Approve contract with Central Clinical Behavioral Health for mentor services on behalf of Juvenile Court
13. Approve contract with The Children's Home of Cincinnati for supervised parenting visitation on behalf of Juvenile Court
14. Enter into agreement with Sophia's Learning Center and Camp Chautauqua on behalf of OhioMeansJobs Warren County
15. Accept quote from ESRI, Inc. on behalf of Telecommunications
16. Entering into agreement with Choice One Engineering and Bayer Becker, Inc. for the RFQ for Waterline and Sanitary Sewer Design Services for 2024-2026
17. Approve Amendment #1 to one stop operator services agreement on behalf of the Workforce Investment Board
18. Approve data sharing agreements on behalf of the Workforce Investment Board
19. Acknowledge approval of financial transactions
20. Acknowledge payment of bills
21. Approve various performance agreements, bond releases, and street acceptances
22. Approve various final plats

FINANCIALS

23. Approve a supplemental appropriation, declare surplus of funds in Clerk of Courts Title Administration and approve an operational transfer into Commissioners'
24. Approve supplemental appropriation within Property Insurance and Common Pleas
25. Approve appropriation adjustment from Commissioners' into Facilities Management for payout
26. Approve appropriation adjustment within Prosecutor, Common Pleas, Board of Elections, and Clerk of Courts

*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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SHANNON JONES
DAVID G. YOUNG**

BOARD OF COUNTY COMMISSIONERS
WARREN COUNTY, OHIO

MINUTES: Regular Session – June 25, 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 18, 2024, meeting.

David G. Young – present

Shannon Jones – present

Tom Grossmann – present

Krystal Powell, Clerk – present

Minutes of the June 18, 2024 meeting were read and approved.

- 24-0797 A resolution was adopted hiring Taylor English as ongoing Caseworker II, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 24-0798 A resolution was adopted approving the promotion of Jared Perkins to the position of Water Distribution Worker III within the Water and Sewer Department. Vote: Unanimous
- 24-0799 A resolution was adopted authorizing the President of the Board to sign Internal Revenue Service (IRS) Form 720 relative to Patient Centered Outcomes Research Institute (PCORI). Vote: Unanimous
- 24-0800 A resolution was adopted cancelling the regularly scheduled Commissioners' Meeting of Thursday, June 27, 2024. Vote: Unanimous
- 24-0801 A resolution was adopted issuing a Request for Qualifications (RFQ) for design services for the Warren County Criminal Suppression HQ Project. Vote: Unanimous

- 24-0802 A resolution was adopted advertising for bids for the FY24 City of Franklin – Bryant Avenue & Judy Drive Paving and Storm Sewer CDBG Project. Vote: Unanimous
- 24-0803 A resolution was adopted entering into a Master Service Agreement with Arcadis Engineering Services USA, Inc. for Waterline and Sanitary Sewer Design Services for 2024-2026. Vote: Unanimous
- 24-0804 A resolution was adopted entering into contract with the Warren County Board of Developmental Disabilities, Mental Health Recovery Board Serving Warren and Clinton Counties, Warren County Juvenile Court, and the Warren County Educational Service Center for the purpose of pooling funds to provide clinical committee services to multi-need children in Warren County on behalf of Warren County Children Services. Vote: Unanimous
- 24-0805 A resolution was adopted entering into a TANF PRC Sub-Grant agreement with the Warren County Educational Service Center on behalf of the Warren County Department of Human Services. Vote: Unanimous
- 24-0806 A resolution was adopted entering into a TANF PRC Sub-Grant agreement with SAFE on Main, Inc. on behalf of the Warren County Department of Human Services. Vote: Unanimous
- 24-0807 A resolution was adopted entering into a contract for interpreting services with Propio LS, LLC. on behalf of the Warren County Department of Human Services. Vote: Unanimous
- 24-0808 A resolution was adopted entering into a TANF PRC Sub-Grant agreement with Family Promise of Warren County. on behalf of the Warren County Department of Human Services. Vote: Unanimous
- 24-0809 A resolution was adopted approving the contract with Clermont County Commissioners on behalf of Clermont County Juvenile Court Division on behalf of the Warren County Juvenile Court Mary Haven Youth Center Division. Vote: Unanimous
- 24-0810 A resolution was adopted authorizing acceptance quote 519698 from ESRI, Inc on behalf of Warren County Telecommunications. Vote: Unanimous
- 24-0811 A resolution was adopted acknowledging payment of bills. Vote: Unanimous
- 24-0812 A resolution was adopted approving various record plats. Vote: Unanimous
- 24-0813 A resolution was adopted approving a supplemental appropriation into Common Pleas Community Corrections Mental Health Fund #2228. Vote: Unanimous
- 24-0814 A resolution was adopted approving an appropriation adjustment within County Court Fund #11011283. Vote: Unanimous

- 24-0815 A resolution was adopted approving appropriation adjustments within Prosecutor's Office Fund #2271. Vote: Unanimous
- 24-0816 A resolution was adopted approving appropriation adjustment within Health Insurance Fund #6632. Vote: Unanimous
- 24-0817 A resolution was adopted approving requisitions and authorizing the County Administrator to sign documents relative thereto. Vote: Unanimous
- 24-0818 A resolution was adopted waiving permit fees associated with the St. Margaret of York Annual Festival. Vote: Unanimous
- 24-0819 A resolution was adopted establishing non-participant charges for the Hopkinsville Area Waterline. Vote: Unanimous

DISCUSSIONS

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

On motion, upon unanimous call of the roll, the Board entered into executive session at 9:08 a.m. to discuss pending litigation with legal counsel present pursuant to Ohio Revised Code Section 121.22(G)(3) and exited at 9:26 a.m.

Upon motion the meeting was adjourned.

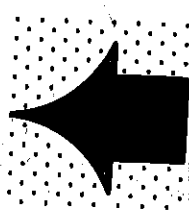
David G. Young, President

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 25, 2024, in compliance with Section 121.22 O.R.C.

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





**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: KRISTY TAYLOR DEPARTMENT: COMMON PLEAS CRT

*POSITION: QUALITY ASSURANCE MNGR DATE: 6/24/2024

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:

ICJA 2024 ANNUAL RESEARCH CONFERENCE

LOCATION:

GALT HOUSE
LOUISVILLE, OH

DATE(S): 9/14-9/18/24

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR ✓ PRIVATE VEHICLE OTHER

LODGING: \$234.15 PER NIGHT X 3 = \$702.45

ESTIMATED COST OF TRIP: REG\$495;MEALS\$224;PARK\$100;UBER/LYFT\$200

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] 6/25/24
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: DONALD E ODA II DEPARTMENT: COMMON PLEAS CT

*POSITION: JUDGE DATE: 6/24/2024

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:

DC FLY-IN

LOCATION:

INTERCONTINENTAL THE WILLARD WASHINGTON, DC

DATE(S):

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

Total \$2,007.50

LODGING: \$693.96 (SPLITTING WITH RECORDER'S OFFICE) TOTAL \$1387.92

ESTIMATED COST OF TRIP: AIR\$343.34, REG\$300, PRK\$50; TRX IN DC \$300; TRX TO DAY \$39.70 meals \$276.50

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:

Donald E Oda II 6/25/24
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:

Empty box for listing additional attendees.



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*NAME OF ATTENDEE: Melissa Bour DEPARTMENT: Emergency Services

*POSITION: Director DATE: 5/6/2024

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:
Annual Chamber Alliance DC Fly-In

LOCATION:
Washingtn, DC

DATE(S): 9/9/24-9/11/24

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: 925.28 per person Total \$1,850.56 Est.

ESTIMATED COST OF TRIP: 300 pp Reg. = \$600, Flight \$474.96 pp = \$949.92 meals \$200

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS. Total cost \$3,600.

DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:

Melissa Bour / Director 6/25/25
Signature/Title Date

BOARD OF COMMISSIONERS' APPROVAL:

Commissioner Date

Commissioner Date

Commissioner Date

RECEIVED COMMISSIONERS

JUN 26 24 RCVD

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

Jesse Madden, Deputy Director



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

*POSITION: Prosecuting Attorney DATE: 6/26/2024

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 OPAA Trial Advocacy Bootcamp

LOCATION:

Ada, Ohio

DATE(S): August 6-9, 2024

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: Hotel (3 nights) \$370.33, Meal Per Diem \$206.50,

ESTIMATED COST OF TRIP: Mileage \$115.90 = \$692.73

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] 6/27/24
Signature/Title Date

BOARD OF COMMISSIONERS' APPROVAL:

Commissioner Date

Commissioner Date

Commissioner Date

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*NAME OF ATTENDEE: Alexis Hogya DEPARTMENT: Prosecutor's Office

*POSITION: Assistant Prosecutor DATE: 6/26/2024

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 OPAA Trial Advocacy Bootcamp

LOCATION:

Ada, Ohio

DATE(S): August 6-9, 2024

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: Reg \$350, Hotel (3 nights) \$370.33, Meal Per Diem \$206.50,

ESTIMATED COST OF TRIP: Mileage \$115.90 = \$1,042.73

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:

APPA 6/27/24
Signature/Title Date

BOARD OF COMMISSIONERS' APPROVAL:

Commissioner Date

Commissioner Date

Commissioner Date

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[Empty box for listing additional attendees]



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*NAME OF ATTENDEE: Gary Estes DEPARTMENT: Telecom

*POSITION: Deputy Director DATE: 06/25/24

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:
2024 Chamber Alliance D.C. Fly-In

LOCATION:
Washington, DC

DATE(S): September 9-11th, 2024

TYPE OF TRAVEL: (Check one)

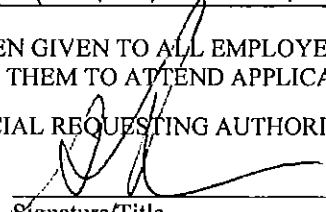
AIRLINE STAFF CAR PRIVATE VEHICLE OTHER Rental

LODGING: Intercontinental Hotel & Resort

ESTIMATED COST OF TRIP: \$2,200.00 (Fee \$300, Rental car \$500, Hotel \$1,400)

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/Title Date 2024.06.28

BOARD OF COMMISSIONERS' APPROVAL:

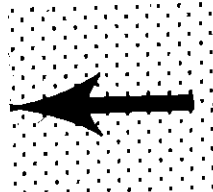
Commissioner Date

Commissioner Date

Commissioner Date

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Empty box for listing additional attendees.



RECEIVED JUN 26 PM 2:00