



**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

May 28, 2024

- #1 *Clerk—General*
- #2 9:05 *Dawna Fogarty, CEO Warren County Community Services,
Proclaim “Community Action Month” in Warren County*
- #3 9:10 *Executive Session— to Discuss Imminent Litigation with Legal Counsel
Present Pursuant to ORC 121.22(G)(3) and to Consider the
Employment, Dismissal, Discipline, Demotion, and/ or the Investigation
Of Complaints Against a Public Employee Pursuant to ORC
121.22(G)(1)*

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	MP DORY CO	ENG.2024 GUARDRAIL REPLACEMENT	\$ 213,298.50	*bid/contract in packet
ENG	AERO MARK COMPANY LLC	ENG. 2024 STRIPING PROJECT	\$ 224,540.09	*bid/contract in packet
BOC	PROFESSIONAL DEVELOPMENT ACADEMY LLC	BOC ENROLLMENT AGRMT FOR PROFE	\$ 1,995.00	*resolution in packet
TEL	WOODHULL LLC	TEL WOODHUL IMC3510 COPIER	\$ 11,667.85	*state contract
ENG	PALMER TRUCKS INC	ENG KENWORTH T 480V TANDEM DUM	\$ 284,533.69	*vehicle/ state contract

PO CHANGE ORDERS

ENG	FORD DEVELOPMENT CORP	MAS MOR MIL BRIDGE PROJ	\$ 95,375.64	*decrease/ ODOT payment
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5/28/24 APPROVED :

Martin Russell, County Administrator

CONSENT AGENDA*

May 28, 2024

Approve the minutes of the May 21, 2024 Commissioners' Meeting.

PERSONNEL

- 1. Approve end of 365- day probationary period and pay increase for Emily Gibson, Cayley Saunders, and Laura Short within Children Services and Michele Branham within Human Services*
- 2. Hire Rachel Stern as Temporary Youth Employment Worksite Supervisor within OhioMeansJobs Warren County and Sara Hull as Emergency Communications Operator within Emergency Services*
- 3. Approve transfer of Leigh Ann Gebele to Emergency Communications Operator within Emergency Services*
- 4. Accept resignation of Cayden Westendorf, Tonia Farley, Amanda Kneece, and Kayelee Carman within Children Services and Alyssa Hardin within Emergency Services*

GENERAL

- 5. Create County Road #182 Bridge Project Fund and Grog Run Road Bridge Project Fund within the Engineer's Office*
- 6. Approve replacement of Bridge WA 22-2.18 on Lower Springboro Road under force account*
- 7. Authorize posting of Notice to Public relative to FY24 Community Development Block Grant Projects*
- 8. Enter into contract with The Aero-Mark Company, LLC for the 2024 Striping Project*
- 9. Enter into contract with M.P. Dory Co. for the 2024 Guardrail Replacement Project*
- 10. Authorize President to sign Simple Cyber Advanced Risk Controls Affidavit with Crum and Forster relative to cyber insurance*
- 11. Approve addenda to agreement with Nu Beginnings II relative to home placement on behalf of Children Services*
- 12. Approve contract with Clark County Board of Commissioners on behalf of Juvenile Court*
- 13. Approve enrollment agreement with Professional Development Academy*
- 14. Enter into agreement with Little Miami School District and Mr. Jeff's Musical Gizmos on behalf of OhioMeansJobs Warren County*
- 15. Approve Amendment #1 to the career services agreement with Area 12- Workforce Development Board*
- 16. Acknowledge payment of bills*

FINANCIALS

- 17. Approve operational transfer of interest earnings from Commissioners' into Water and Sewer*
- 18. Approve supplemental appropriation into Commissioners'*
- 19. Approve appropriation adjustment within Children Services for payout*
- 20. Approve appropriation adjustment within Developmental Disabilities, Children Services, and Transit*

**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 General Session – May 21, 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 14, 2024, meeting.

David G. Young – present

Shannon Jones – present

Tom Grossmann – absent

Krystal Powell, Clerk – present

Minutes of the May 14, 2024 meeting were read and approved.

- 24-0650 A resolution was adopted approving a temporary pay supplement for Michelle Tegtmeier, Director of Building and Zoning. Vote Unanimous
- 24-0651 A resolution was adopted accepting the resignation of Christopher Morgan, Emergency Communications Operator, within the Warren County Department of Emergency Services, effective May 30, 2024. Vote Unanimous
- 24-0652 A resolution was adopted accepting the resignation of Andrew Ward, Infrastructure Systems Analyst, within the Warren County Telecommunications Department, effective May 16, 2024. Vote Unanimous
- 24-0653 A resolution was adopted cancelling the regularly scheduled Commissioners' Meeting of Thursday, May 23, 2024. Vote Unanimous
- 24-0654 A resolution was adopted supporting the Ohio Commission for the United States Semiquincentennial (AMERICA 250-OH) and approval to submit an application to become an AMERICA 250-OH Community and establish a local AMERICA 250- Warren County Committee. Vote Unanimous

- 24-0655 A resolution was adopted approving a Notice of Intent to award contract to Rack and Ballauer Excavating Company, Inc for the State Route 48 – Maineville Watermain Replacement Project. Vote Unanimous
- 24-0656 A resolution was adopted approving addenda to the Subgrant Agreement with Warren County Children Services on behalf of Warren County Human Services. Vote Unanimous
- 24-0657 A resolution was adopted approving addenda to the Subgrant Agreement with Warren County Children Services on behalf of Warren County Human Services. Vote Unanimous
- 24-0658 A resolution was adopted approving agreements and addendums with various providers relative to home placement and related services on behalf of Warren County Children Services. Vote Unanimous
- 24-0659 A resolution was adopted entering into an agreement with COBRA Systems, Inc. to provide software for a case management system on behalf of the Warren County Clerk of Courts. Vote Unanimous
- 24-0660 A resolution was adopted approving a temporary easement agreement with Erin Joy Brodie Morgan for the Township Line Road Bridge #134-3.76 Replacement Project. Vote Unanimous
- 24-0661 A resolution was adopted entering into a temporary entrance and work agreement with Michael H. Alford. Trustee of the Michael H. Alford Revocable Living Trust for the Bridge Replacement Project on Lower Springboro Road. Vote Unanimous
- 24-0662 A resolution was adopted approving Change Order #1 with Ford Development Corporation for the Mason Morrow Millgrove Rd (Pike St) Bridge Rehabilitation Project. Vote Unanimous
- 24-0663 A resolution was adopted approving the submission of SF-424, Assurances and Certifications relative to the Warren County 2024-2028 Consolidated Plan and Fiscal Year 2024 CDBG Annual Action Plan. Vote Unanimous
- 24-0664 A resolution was adopted authorizing the President of the Board to sign a Subgrant Award Agreement on behalf of the Greater Warren County Drug Task Force. Vote Unanimous
- 24-0665 A resolution was adopted authorizing the President of the Board to sign the Fiscal Year 2025 RECLAIM application through the State of Ohio Department of Youth Services on behalf of the Warren County Juvenile Court. Vote Unanimous
- 24-0666 A resolution was adopted entering into a Youth Worksite Agreement on behalf of OhioMeansJobs Warren County. Vote Unanimous

- 24-0667 A resolution was adopted entering into a Youth Worksite Agreement on behalf of OhioMeansJobs Warren County. Vote Unanimous
- 24-0668 A resolution was adopted authorizing acceptance of quote 26209469 from ESRI, Inc. on behalf of Warren County Telecommunications for ArcGIS Desktop Standard Maintenance Renewal. Vote Unanimous
- 24-0669 A resolution was adopted entering into an easement agreement with Erin Joy Brodie Morgan for waterline and appurtenances for the Township Line Road Watermain Relocation Project. Vote Unanimous
- 24-0670 A resolution was adopted acknowledging payment of bills. Vote Unanimous
- 24-0671 A resolution was adopted approving appropriation adjustments from Commissioners General Fund #11011110 into Sheriff's Office Fund #11012210. Vote Unanimous
- 24-0672 A resolution was adopted approving appropriation adjustments within Engineer's Office Fund #11011750. Vote Unanimous
- 24-0673 A resolution was adopted approving appropriation adjustment within the OhioMeansJobs Warren County Fund #2258. Vote Unanimous
- 24-0674 A resolution was adopted approving appropriation adjustment within County Court Fund #2269. Vote Unanimous
- 24-0675 A resolution was adopted approving appropriation adjustments within Children Services Fund #2273. Vote Unanimous
- 24-0676 A resolution was adopted approving requisitions and authorizing County Administrator to sign documents relative thereto. Vote Unanimous

DISCUSSIONS

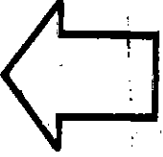
On motion, upon unanimous call of the roll, the Board accepted and approved the consent agenda.

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 May 21, 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: Diane Wiederhold DEPARTMENT: Clerk of Courts - Co Ct Div

*POSITION: Chief Deputy Clerk - Co Ct Div DATE: 4/23/2024

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:
Southwest Ohio Municipal Court Clerks Association (SWOMCCA) Annual Meeting

LOCATION:
812 S. Patterson Blvd, Dayton, OH 45402

DATE(S): May 16, 2024

TYPE OF TRAVEL: (Check one)

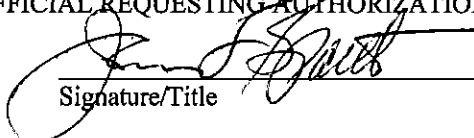
AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: N/A

ESTIMATED COST OF TRIP: \$ 140

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:

 4/23/24
Signature/Title Date

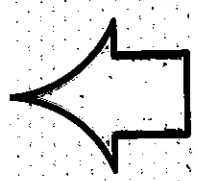
BOARD OF COMMISSIONERS' APPROVAL:

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:
Alisa Ash, Haley Carrel, Jennifer Lucas, Shelley McCandless, Jennifer Siders, Stephanie Smith





**REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING,
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*NAME OF ATTENDEE: Sarah Hull

DEPARTMENT: Solid Waste

*POSITION: Admin Asst

DATE: 5/23/24

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:

Sustainability Behavior Seminar

LOCATION:

Milford, Ohio

DATE(S): June 25, 26, 27

TYPE OF TRAVEL: (Check one)

AIRLINE

STAFF CAR

PRIVATE VEHICLE OTHER

LODGING:

ESTIMATED COST OF TRIP: \$175 for seminar plus \$75 mileage

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:

J. Mas Director
Signature/Title

5-23-24
Date

BOARD OF COMMISSIONERS' APPROVAL:

Commissioner

Date

Commissioner

Date

Commissioner

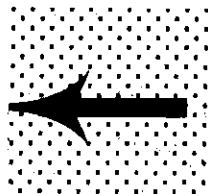
Date

*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.

RECEIVED

2024 MAY 24 AM 9:02



Proclamation

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

PROCLAIM MAY 2024, AS
"COMMUNITY ACTION MONTH"
IN WARREN COUNTY

WHEREAS, Community Action has made essential contributions across this nation for 60 years, inspiring a spirit of hope, creating opportunities for millions of people to be a part of the American Dream, and improving communities; and

WHEREAS, Community Action remains committed to a nation that creates opportunities for all people to thrive; builds strong, resilient communities; and ensures a more equitable society; and

WHEREAS, Warren County Community Services, Inc., Ohio's 48th Community Action Agency remains a local force connecting individuals to life-changing services and creating pathways to prosperity; and

WHEREAS, Community Action strategies and innovative solutions evolve as the needs of individuals, families, and communities in cities, suburbs, and rural areas change; and

WHEREAS, Community Action insists on community participation and involvement, ensuring that all sectors of the community have a voice and will be heard; and

WHEREAS, Warren County Community Services, Inc. is recognizing 58 years of innovation, impact, and providing proven results for Warren County and our residents; and

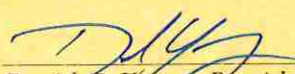
NOW THEREFORE BE IT RESOLVED, by this Board of Warren County Commissioners, that May 2024, be proclaimed as

"COMMUNITY ACTION MONTH"

In recognition of 58 years of dedication and results achieved for thousands of individuals by Warren County Community Services, Inc.

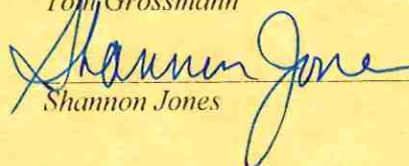
IN WITNESS WHEREOF, we hereunto subscribed our names and caused the seal of Warren County to be affixed at Lebanon this 21st day of May, in the Year of our Lord, Two Thousand Twenty-Four.

BOARD OF COUNTY COMMISSIONERS



David G. Young, President

Tom Grossmann



Shannon Jones

