



**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: Special Session – December 20, 2024

The Board met in special session pursuant to adjournment of the December 3, 2024 Work Session meeting.

David G. Young – absent

Shannon Jones – present

Tom Grossmann – present

Krystal Powell, Clerk – present

- 24-1674 A resolution was adopted administering disciplinary action against Jade Hollon within Warren County Job and Family Services, Human Services Division. Vote: Unanimous
- 24-1675 A resolution was adopted administering disciplinary action against John Kendrick within the Warren County Water and Sewer Department. Vote: Unanimous
- 24-1676 A resolution was adopted terminating the employment of probationary employee Taylor Gillen, within the Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 24-1677 A resolution was adopted authorizing the County Administrator to sign a memorandum of understanding between the Warren County Board of Commissioners and the Warren County Dispatch Association. Vote: Unanimous
- 24-1678 A resolution was adopted authorizing the posting of the “Protective Services Caseworker III” position, 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
- 24-1679 A resolution was adopted accepting the resignation of Laura Short, Protective Services Caseworker II, within the Warren County Department of Job and Family Services, Children Services Division, effective December 20, 2024. Vote: Unanimous

- 24-1680 A resolution was adopted accepting the resignation of Desiree Dietmeyer, Compliance Caseworker II, within the Warren County Department of Job and Family Services, Children Services Division, effective November 29, 2024. Vote: Unanimous
- 24-1681 A resolution was adopted hiring April Stephenson as Assessment/Investigative Caseworker I, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 24-1682 A resolution was adopted hiring Melissa Shorter as Assessment/Investigative Caseworker I, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 24-1683 A resolution was adopted hiring Kelsy Wright as Protective Services Caseworker I, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 24-1684 A resolution was adopted hiring Landon Copenhaver as Assessment/Investigative Caseworker I, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 24-1685 A resolution was adopted hiring Brandon Fluharty as Infrastructure Systems Technician I within the Telecommunications Department. Vote: Unanimous
- 24-1686 A resolution was adopted hiring Olivia Simon as Protective Services Caseworker I, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 24-1687 A resolution was adopted hiring Virginia Books as Emergency Communications Operator within the Warren County Emergency Services Department. Vote: Unanimous
- 24-1688 A resolution was adopted hiring Andrea Pitman as a Social Service Worker I, within the Warren County Department of Job and Family Services, Human Services Division. Vote: Unanimous
- 24-1689 A resolution was adopted adopting classifications specifications and point factor assignments of Cyber Security Analyst I within the Telecommunications Department. Vote: Unanimous
- 24-1690 A resolution was adopted adopting classification specifications and point factor assignments of Chief Information Security Officer within the Telecommunications Department. Vote: Unanimous
- 24-1691 A resolution was adopted adopting classifications specifications and point factor assignments of Water Maintenance Assistant Superintendent within the Water and Sewer Department. Vote: Unanimous

- 24-1692 A resolution was adopted adopting classifications specifications and point factor assignments of Customer Service Billing Supervisor within the Water and Sewer Department. Vote: Unanimous
- 24-1693 A resolution was adopted adopting classifications specifications and point factor assignments of Accounting Supervisor within the Water and Sewer Department. Vote: Unanimous
- 24-1694 A resolution was adopted adopting classifications specifications and point factor assignments of Litter Control Supervisor within Solid Waste Management District. Vote: Unanimous
- 24-1695 A resolution was adopted amending the pay schedule relative to the Warren County Commissioners' Compensation Plan. Vote: Unanimous
- 24-1696 A resolution was adopted approving salary adjustments for department heads under the Warren County Board of Commissioners. Vote: Unanimous
- 24-1697 A resolution was adopted approving wage adjustments for non-bargaining employees under the Warren County Board of Commissioners. Vote: Unanimous
- 24-1698 A resolution was adopted approving the reclassification of Darren Morsie within the Solid Waste Management District. Vote: Unanimous
- 24-1699 A resolution was adopted approving the reclassification of Janet Lundy within the Water and Sewer Department. Vote: Unanimous
- 24-1700 A resolution was adopted approving reclassification of Jodi Davis within the Water and Sewer Department. Vote: Unanimous
- 24-1701 A resolution was adopted approving the reclassification of Aaron Tate within the Water and Sewer Department. Vote: Unanimous
- 24-1702 A resolution was adopted approving a wage increase for Nathan Baker, Distribution Worker III, within the Water and Sewer Department. Vote: Unanimous
- 24-1703 A resolution was adopted approving the promotion of Kyle Purdy to the position of Distribution Worker III, within the Water and Sewer Department. Vote: Unanimous
- 24-1704 A resolution was adopted approving reclassification of multiple staff members within the Telecommunications Department. Vote: Unanimous
- 24-1705 A resolution was adopted approving the reclassification of Ashley Watts Administrative Support to the position of Deputy Clerk within Warren County Commissioners' Office. Vote: Unanimous

- 24-1706 A resolution was adopted approving the reclassification of Emily Harris from Administrative Support to Administrative Assistant within the Warren County Department of Job and Family Services, Children Services Division.
Vote: Unanimous
- 24-1707 A resolution was adopted approving the promotion of Britne Wilmer to Compliance Supervisor within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 24-1708 A resolution was adopted approving the end of 365-day probationary period and pay increase for Ashlin Benne within the Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 24-1709 A resolution was adopted approving reclassification of Kelly Monk from Compliance Caseworker I to Compliance Caseworker II within the Warren County Department of Job and Family Services, Children Services Division.
Vote: Unanimous
- 24-1710 A resolution was adopted approving a lateral transfer for Crystal Corbett from Protective Services Caseworker II to Screener II within the Warren County Department of Job and Family Services, Children Services Division.
Vote: Unanimous
- 24-1711 A resolution was adopted approving the promotion of McKenna Hammonds to Policy Coordinator within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 24-1712 A resolution was adopted approving a lateral transfer for Lillian Kuhan from Protective Services Caseworker I to Assessment/Investigative Caseworker I within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 24-1713 A resolution was adopted approving reclassification of Caley Saunder and Breanna Brunzman to Lead Caseworkers within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 24-1714 A resolution was adopted approving the reclassification of multiple employees to Custodial Worker II within the Facilities Management Department.
Vote: Unanimous
- 24-1715 A resolution was adopted approving reclassification of multiple employees to Service Worker III position within the Facilities Management Department.
Vote: Unanimous
- 24-1716 A resolution was adopted approving reclassification of Anthony Smith to Service Worker II position within the Facilities Management Department.
Vote: Unanimous

- 24-1717 A resolution was adopted approving reclassification of Bryanna Mize within the Facilities Management Department. Vote: Unanimous
- 24-1718 A resolution was adopted ending a temporary pay supplement for Michelle Tegtmeier, Deputy Director of Facilities Management. Vote: Unanimous
- 24-1719 A resolution was adopted appointing Jesse Madden as Deputy Director of the Emergency Services Department. Vote: Unanimous
- 24-1720 A resolution was adopted appointing Ray Dratt as Director of the Building and Zoning Department. Vote: Unanimous
- 24-1721 A resolution was adopted appointing Michael Gladwell as Chief Building Official/Deputy Director of the Building and Zoning Department. Vote: Unanimous
- 24-1722 A resolution was adopted entering into a renewal service agreement with CHC Wellbeing, Inc and approving statement of work for the provision of comprehensive biometric screenings effective January 1, 2025. Vote: Unanimous
- 24-1723 A resolution was adopted authorizing disclosure between Business Associates OptumRx and Evo First, Inc. relative to the Warren County Prescription Plan. Vote: Unanimous
- 24-1724 A resolution was adopted appointing David G. Young to the Ohio-Kentucky-Indiana Regional Council of Governments Board of Trustees and Martin Russell as alternate. Vote: Unanimous
- 24-1725 A resolution was adopted cancelling the regularly scheduled Commissioners' meetings of Tuesday, January 7, 2025, and Thursday, January 9, 2025. Vote: Unanimous
- 24-1726 A resolution was adopted amending Resolution #24-1582 to establish January 3, 2025, at 9:00 A.M. as the time and date for the Annual Organizational Meeting. Vote: Unanimous
- 24-1727 A resolution was adopted continuing public hearing to consider text amendments to the Warren County Rural Zoning Code initiated by the Warren County Board of County Commissioners. Vote: Unanimous
- 24-1728 A resolution was adopted designating a portion of Mason-Montgomery Road as "Neil F. Tunison Highway" in Deerfield Township between Fields-Ertel Road and Socialville Fosters Road honoring Neil's 38 years of service to Warren County and 28 years as Warren County Engineer. Vote: Unanimous
- 24-1729 A resolution was adopted advertising for the Mason Morrow Milgrove Road Bridge #38-0.37 Replacement Project. Vote: Unanimous

- 24-1730 A resolution was adopted advertising for bids for the Socialville Transmission Main – Contract 1 Project. Vote: Unanimous
- 24-1731 A resolution was adopted approving notice of intent to award bid to W.E. Smith Construction for the Township Line Road Bridge #134-3.76 Replacement Project. Vote: Unanimous
- 24-1732 A resolution was adopted awarding the bid for the 2025 Water Treatment Chemicals Project to Chemicals Inc, USA. And Brenntag Mid-South Inc. Vote: Unanimous
- 24-1733 A resolution was adopted authorizing AECOM Technical Services, Inc. to advertise for Bids for the Richard A. Renneker Water Treatment Plant Ion Exchange Upgrades Project. Vote: Unanimous
- 24-1734 A resolution was adopted approving a memorandum of understanding with Warren County Community Services on behalf of Warren County Children Services. Vote: Unanimous
- 24-1735 A resolution was adopted approving an amendment to the agreement with COBRA Systems, Inc. to provide jury-related software in addition to the case management system on behalf of the Warren County Clerk of Courts. Vote: Unanimous
- 24-1736 A resolution was adopted authorizing the necessary documentation for the payment of American Rescue Plan Act Funds (ARPA) toward the Middletown Multi-Use Entertainment Venue. Vote: Unanimous
- 24-1737 A resolution was adopted authorizing the submission of a Chemical Emergency Planning and Community Right-To-Know Fund Grant Application on behalf of the Warren County Department of Emergency Services. Vote: Unanimous
- 24-1738 A resolution was adopted authorizing the Vice President of the Board to sign a Property Damage Release from Carter Express Incorporated relative to damages occurring on October 9, 2024, to a guardrail on Mason-Morrow-Millgrove Rd/Turtlecreek Road. Vote: Unanimous
- 24-1739 A resolution was adopted authorizing release for Property Damage from Home-Owners Insurance Company relative to the damages occurring on October 23, 2024 to the Warren County Court Building at 880 Memorial Drive. Vote: Unanimous
- 24-1740 A resolution was adopted entering into a contract with Integrity Lift Solutions for elevator maintenance on behalf of Warren County Facilities Management. Vote: Unanimous
- 24-1741 A resolution was adopted entering into a subrecipient agreement with United Way Warren County relative to the American Rescue Plan Act – Coronavirus State and Local Fiscal Recovery Funds. Vote: Unanimous

- 24-1742 A resolution was adopted entering into an Emergency Rental Assistance agreement with Warren County Community Services, Inc. on behalf of Warren County Human Services. Vote: Unanimous
- 24-1743 A resolution was adopted authorizing the Warren County Law Library Resources Board pursuant to R.C. 307.51(F) to enter into contracts with private entities for the provision of any services that the Board considers necessary in the year 2025 and that which is subject to the Warren County Board of County Commissioners' approval. Vote: Unanimous
- 24-1744 A resolution was adopted approving an amendment to the payment services agreement with Keefe Commissary Network, to include the City of South Lebanon's processing services on behalf of the Warren County Clerk of Courts Office. Vote: Unanimous
- 24-1745 A resolution was adopted entering into an agreement with the City of Lebanon, Ohio regarding reimbursement for Public Defender Expenditures for 2025. Vote: Unanimous
- 24-1746 A resolution was adopted entering into an agreement with the City of Mason, Ohio regarding reimbursement for Public Defender Expenditures for 2025. Vote: Unanimous
- 24-1747 A resolution was adopted entering into a contract with the Village of Mainville for Police Protection on behalf of the Warren County Sheriff's Office. Vote: Unanimous
- 24-1748 A resolution was adopted approving addendum to contract for police protection with the City of South Lebanon on behalf of the Warren County Sheriff's Office. Vote: Unanimous
- 24-1749 A resolution was adopted authorizing acceptance of quote from OSI Global It-OSI Hardware on behalf of Warren County Telecommunications. Vote: Unanimous
- 24-1750 A resolution was adopted authorizing acceptance of quote from OSI Global IT-OSI Hardware on behalf of Warren County Telecommunications. Vote: Unanimous
- 24-1751 A resolution was adopted authorizing acceptance of quote from OSI Global IT-OSI Hardware (SYSTAIN) on behalf of Warren County Telecommunications. Vote: Unanimous
- 24-1752 A resolution was adopted authorizing acceptance of quote from Business Communication Specialists on behalf of Warren County Telecommunications. Vote: Unanimous

- 24-1753 A resolution was adopted authorizing acceptance quote from Business Communications Specialists on behalf of Warren County Telecommunications. Vote: Unanimous
- 24-1754 A resolution was adopted authorizing acceptance of quote from Secure Cyber Defense for FortiGate Firewalls Hardware and Software on behalf of Warren County Telecommunications. Vote: Unanimous
- 24-1755 A resolution was adopted authorizing acceptance of quote from Secure Cyber Defense for Hardware fir Wireless Access points on behalf of Warren County Telecommunications. Vote: Unanimous
- 24-1756 A resolution was adopted authorizing the Vice President of the Board to sign the 2025 Urban Transit Program Grant Contract with the Ohio Department of Transportation. Vote: Unanimous
- 24-1757 A resolution was adopted authorizing the filing of an application with the Ohio Department of Transportation by for Grants through the US DOT Federal Transit Administration (FTA) and the State of Ohio, as authorized under Federal Transit Laws and State of Ohio Laws Executing a Contract with the Ohio Department of Transportation Upon Project Approval. Vote: Unanimous
- 24-1758 A resolution was adopted approving amendment No 2 of the agreement with Rumpke of Ohio, Inc. for hauling and disposal of biosolids at the Lower Little Miami Wastewater Treatment Plant. Vote: Unanimous
- 24-1759 A resolution was adopted approving the third amendment to the Biosolids Disposal and Land Application Agreement with Mike Farm Enterprises on behalf of the Warren County Water and Sewer Department. Vote: Unanimous
- 24-1760 A resolution was adopted approving professional service agreement between Elite Computer Inc. and the Workforce Development Board of Ohio's 12th Local Workforce Development Area. Vote: Unanimous
- 24-1761 A resolution was adopted approving the destruction of a copier located at the Warren County Sheriff's Office. Vote: Unanimous
- 24-1762 A resolution was adopted transferring a gun safe no longer being utilized by the Warren County Sheriff's Office to Carlisle Police Department. Vote: Unanimous
- 24-1763 A resolution was adopted acknowledging receipt of November 2024 Financial Statement. Vote: Unanimous
- 24-1764 A resolution was adopted acknowledging approval of financial transactions. Vote: Unanimous
- 24-1765 A resolution was adopted acknowledging payment of bills. Vote: Unanimous

- 24-1766 A resolution was adopted entering into a new street and appurtenances (including sidewalks) security agreement with Hamilton Township Apartments LLC for Hamilton Pointe, Section 1 in Hamilton Township, replacing the current street and appurtenances security agreement #24-010 (P/S) Vote: Unanimous
- 24-1767 A resolution was adopted entering into a new subdivision public improvement performance and maintenance security agreement with Hamilton Township Apartments, LLC for installation of certain improvements in Hamilton Pointe, Phase 1 located in Hamilton Township, replacing the current security agreement 24-0010 (W/S). Vote: Unanimous
- 24-1768 A resolution was adopted approving a street and appurtenances (including sidewalks) bond release for Hamilton Pointe, Section 1 for completion of improvements for Hamilton Pointe, Section 1, situated in Hamilton Township. Vote: Unanimous
- 24-1769 A resolution was adopted approving a subdivision public improvement performance and maintenance security release with Hamilton Pointe Investment LLC for Hamilton Pointe, Phase 1 located in Hamilton Township. Vote: Unanimous
- 24-1770 A resolution was adopted entering into a subdivision public improvement performance and maintenance security agreement with Grand Communities, LLC for installation of certain improvements in the Majors at Shaker Run Subdivision, Section Two, Phase D, Water Easement situated in Turtlecreek Township. Vote: Unanimous
- 24-1771 A resolution was adopted entering into a subdivision public improvement performance and maintenance security agreement with Grandin Road Development, LLC for installation of certain improvements in Arbors at Grandin Pond, Section 1, situated in the City of South Lebanon Township. Vote: Unanimous
- 24-1772 A resolution was adopted approving a street and appurtenances (including sidewalks) bond release for Wilson Farms Development, LLC, for completion of improvements in Wilson Farms, Section Five situated in Franklin Township. Vote: Unanimous
- 24-1773 A resolution was adopted approving Cassidy Drive, Garrett Drive and Spencer Way in Wilson Farms, Section Five for public Maintenance by Franklin Township. Vote: Unanimous
- 24-1774 A resolution was adopted approving various record plats. Vote: Unanimous
- 24-1775 A resolution was adopted approving operational transfer of interest earnings from Commissioners Fund #11011112 into Water Funds #5510 & #5583, and Sewer Funds #5580, & #5575. Vote: Unanimous

- 24-1776 A resolution was adopted approving a supplemental appropriation into County Construction Fund #11011112 and operational transfers into Facilities Management Construction Funds #4467 & #4494, and Telecommunication Infrastructure Fund #4492. Vote: Unanimous
- 24-1777 A resolution was adopted accepting an amended certificate for Funds 2203, 2206, 2238, 2246, 2265, 2267, 2294, 4458, 5575, 5583, 6619, and 6650. Vote: Unanimous
- 24-1778 A resolution was adopted approving a supplemental appropriation into Commissioners Fund #11011110 and an operational transfer from General Fund #11011110 into Health Benefits Fund #6632. Vote: Unanimous
- 24-1779 A resolution was adopted accepting amended certificate and approving a supplemental appropriation into the Health Insurance Fund #6632. Vote: Unanimous
- 24-1780 A resolution was adopted approving requisitions and authorizing the County Administrator to sign documents relative thereto. Vote: Unanimous
- 24-1781 A resolution was adopted reorganizing the Child Advocacy Center of Warren County and accepting responsibility as the Fiscal Agent of the Child Advocacy Center and authorize the County Administrator to execute necessary organization and accreditation application documents. Vote: Unanimous
- 24-1782 A resolution was adopted creating Child Advocacy Center Fund #2214. Vote: Unanimous
- 24-1783 A resolution was adopted hiring Heather Rammel as a Protective Services Caseworker III, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 24-1784 A resolution was adopted hiring Jodi Baker Protective Services Caseworker III, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 24-1785 A resolution was adopted authorizing the County Prosecutor's Office and Co-Counsel appointed by CORSA to execute the Consent Decree and Judgement Entry of Dismissal, authorizing the Vice-President of the Board to execute the settlement agreement and release, and authorizing the County Administrator to process and the Board further approving purchase orders for the monetary consideration provided for in the Settlement Agreement without any further delay. Vote: Unanimous

DISCUSSIONS

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

Barney Wright, Treasurer and James Spaeth, Clerk of Courts were present for a meeting of the Investment Advisory Board.

Mr. Wright stated the County may exceed a 3% return on investments for 2024.

Adam Nice, Assistant Prosecuting Attorney, was present to discuss the Warren County Child Advocacy Center (CAC).

Mr. Nice stated that Children's Hospital of Dayton does not intend to provide services to the CAC as of January 1, 2025. He further stated the County is still in negotiations with Children's Hospital relative to the disbursement of funds and property.

Commissioner Jones stated she still has several questions relative to the funding of the CAC. She further stated she does not want the Board of County Commissioners to hold financial responsibility of the CAC. Mrs. Jones stated she is in favor of supporting the CAC but not funding it from the County General Fund.

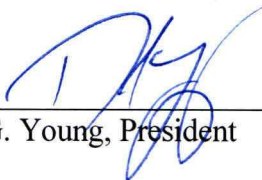
Mr. Nice stated the actions of today would be strictly to bring the CAC under the direction of the Board, to hire two forensic interviewers to avoid interruption of services for the victims, and to create a special fund for the CAC.

Upon further discussion, the Board resolved (Resolution #24-1781) reorganizing the Child Advocacy Center of Warren County and accepting responsibility as the Fiscal Agent of the Child Advocacy Center and authorize the County Administrator to execute necessary organization and accreditation application documents, (Resolution #24-1782) creating Child Advocacy Center Fund #2214, (Resolution #24-1783) hiring Heather Rammel as a Protective Services Caseworker III, within the Warren County Department of Job and Family Services, Children Services Division, and (Resolution #24-1784) hiring Jodi Baker Protective Services Caseworker III, within the Warren County Department of Job and Family Services, Children Services Division.


Mrs. Jones moved to enter into executive session being seconded by Mr. Grossmann and upon unanimous call of the roll, the Board entered into executive session at 1:26 p.m. to discuss pending litigation with legal counsel, Assistant Prosecuting Attorney, Adam Nice present pursuant to Ohio Revised Code Section 121.22(G)(3). Mrs. Jones moved to exit executive session being seconded by Mr. Grossmann and upon unanimous call of the roll, the Board exited executive session at 1:28 p.m. with the following action being taken in open session.

The Board resolved (Resolution #24-1785) authorizing the County Prosecutor's Office and Co-Counsel appointed by CORSA to execute the consent decree and judgement entry of dismissal, authorizing the Vice-President of the Board to execute the settlement agreement and release, and authorizing the County Administrator to process and the Board further approving purchase orders for the monetary consideration provided for in the settlement agreement without any further delay.

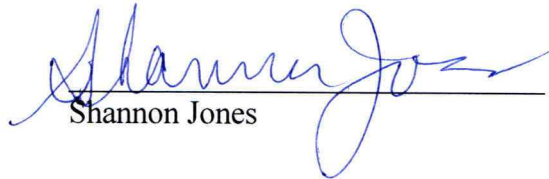
Upon motion the meeting was adjourned.



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 December 20, 2024, in compliance with Section 121.22 O.R.C.



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