



**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

November 19, 2024

- #1 *Clerk—General*
- #2 9:00 *Investment Advisory Board Meeting*
- #3 9:05 *Public Hearing—Rezoning Application of Immobiltec USA to Rezone Approximately 10.0059 Acres from Community Commercial Business Zone “B2” to Light Industrial Manufacturing Zone “I1 in Franklin Township*
- #4 9:30 *Executive Session—Pending Litigation with Legal Counsel Present Pursuant to ORC 121.22(G)(3)*
- #5 10:30 *Work Session—2025 Budget*

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 |
|------------|---------------------------|---------------------------------|---|
| PRO | PREMIER NETWORK SOLUTIONS | AV EQUIP FOR GJ AND MULTI ROOMS | \$ 27,006.00 *capital purchase/contract in packet |

APPROVED 11/19/24 BY:

Martin Russell, County Administrator

CONSENT AGENDA*

November 19, 2024

Approve the minutes of the November 12, 2024 Commissioners' Meeting.

PERSONNEL

- 1. Approve a wage increase for Tanya Sellers within Children Services*
- 2. Assign Ashley Stutzman and Kelly Carpenter as Lead Supervisors and approve wage increases within Children Services*
- 3. Approve pay increase for Tyler Johnson within B/Z*

GENERAL

- 4. Approve "BRIC" grant agreement with the Ohio EMA on behalf of Emergency Services*
- 5. Enter into agreement with Premier Network Solutions on behalf of the Prosecutor's Office*
- 6. Acknowledge approval of financial transactions*
- 7. Acknowledge payment of bills*
- 8. Approve various performance bond reductions and releases*
- 9. Approve final plats*

FINANCIALS

- 10. Approve cash advance into Fields Ertel Road Improvement Fund*
- 11. Approve operational transfer from Commissioners' into Child Support Enforcement Agency*
- 12. Approve supplemental appropriations into County Motor Vehicle, Criminal Suppression Headquarters Project, and Sheriff's*
- 13. Approve appropriation adjustments from Commissioners' into Facilities and Juvenile for payouts*
- 14. Approve appropriation adjustments within County Court, Sheriff's, Telecommunications, Building and Zoning, Human Services, OhioMeansJobs, Children Services, and Water Revenue*

**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: Samantha Hall

DEPARTMENT: Emergency Services

*POSITION: Training Coordinator

DATE: 8/14/2024

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 the International Public Safety Consortium (International CAD Consortium). See attached.

LOCATION:

El Conquistador Tucson, A Hilton Resort 10000 North Oracle Rd Tucson, AZ 85704

DATE(S): May 4-8, 2025

TYPE OF TRAVEL: (Check one)

AIRLINE

STAFF CAR

PRIVATE VEHICLE

OTHER

LODGING:

El Conquistador Tucson, A Hilton Resort

ESTIMATED COST OF TRIP: See attached

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 Ponce, Director
Signature/Title

11/12/24
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.



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*NAME OF ATTENDEE: Jesse Madden DEPARTMENT: Emergency Services

*POSITION: Operations Manager DATE: 10/29/2024

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:
See attached.

LOCATION:
Gaylord Palms 6000 West Osceola Parkway Kissimmee Fl 34746

DATE(S): April 27-30, 2025

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: Gaylord Palms Kissimmee, FL \$1000 per room

ESTIMATED COST OF TRIP: Approx \$3100 per person. See attached 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 May, Director 11/12/24
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:

Samantha Hall - Training Coordinator



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*NAME OF ATTENDEE: Josh Hisle DEPARTMENT: OMJ

*POSITION: Deputy Director DATE: 11/13/2024

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:

NACo steering committee meeting in DC, as a part of the NACo legislative conference.

LOCATION:

Washington DC

DATE(S):

TYPE OF TRAVEL: (Check one)

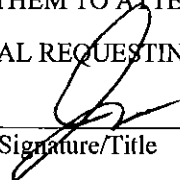
AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: Hilton DC

ESTIMATED COST OF TRIP: \$2,000.00

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:

 11.13.24
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: David Fornshell DEPARTMENT: Prosecutor's Office

*POSITION: Prosecuting Attorney DATE: 11/12/2024

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:
NDAA 2024 Fall Board Committee Meetings (11/15/2024) and Board Meeting (11/16/2024)

LOCATION:
The Westgate Hotel, 1055 Second Ave, San Diego, CA 92101

DATE(S): November 14-17, 2024

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: Meal per diem \$259.00; All other costs (airfare, rental car, hotel,
ESTIMATED COST OF TRIP: 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 11-13-24
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: Tori Otten DEPARTMENT: Records Center

*POSITION: Assistant Archivist DATE: 11/15/2024

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 Meeting - NAHA National Museum of the USAF, Dayton, OH

LOCATION:

Wright Patterson - USAF Museum, Dayton, Ohio

DATE(S): 11/14/2024

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: NONE

ESTIMATED COST OF TRIP: \$50 for gas/travel

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]
Signature/Title

11/15/2024, Director
Date

BOARD OF COMMISSIONERS' APPROVAL:

Commissioner Date

Commissioner Date

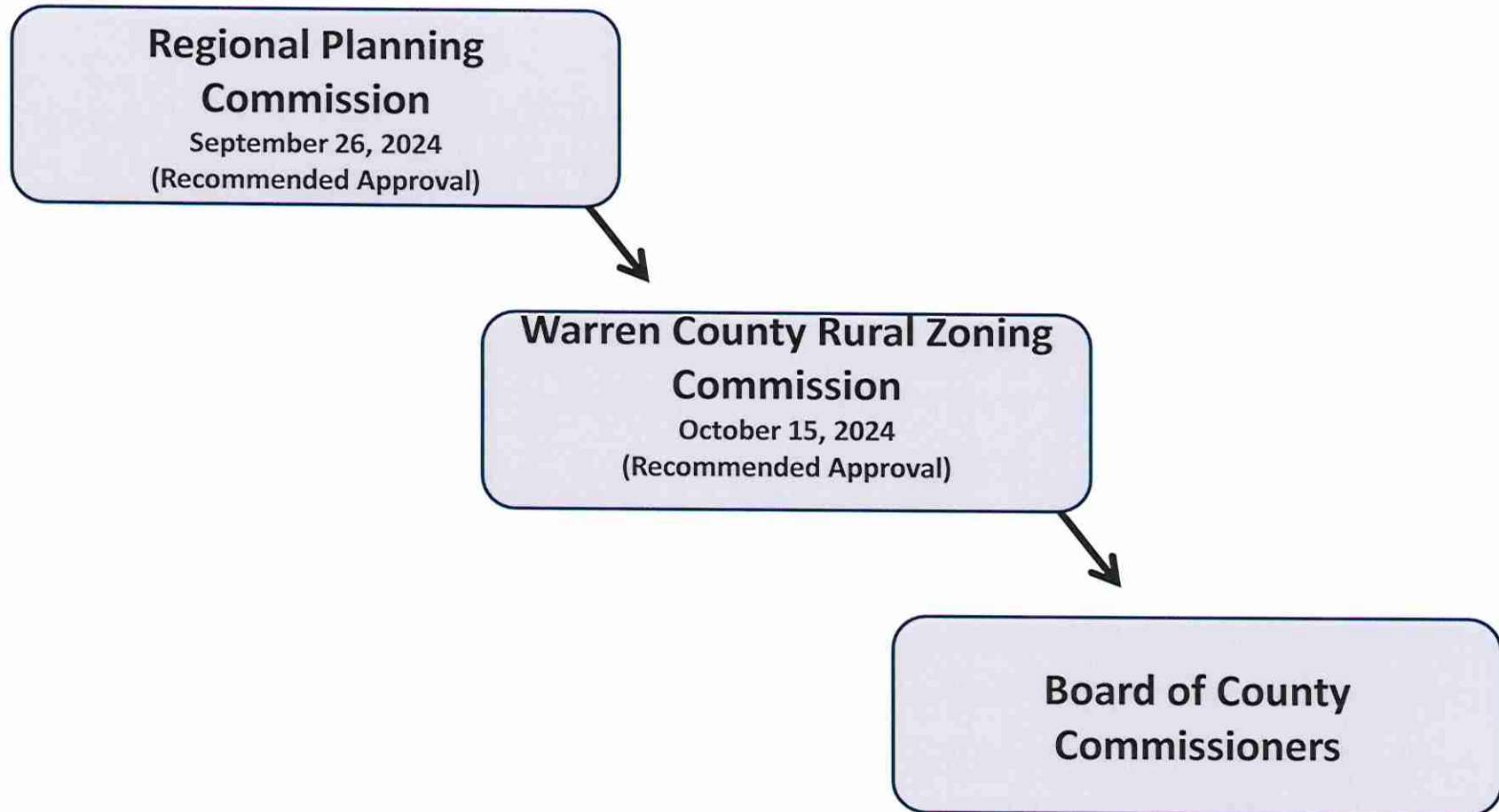
Commissioner Date

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

RECEIVED
NOV 15 PM 9:13
STATE OF OHIO

| | | |
|---|--|---|
| PP EXHIBIT #1 | | |
| CASE # | 2024-04 | |
| APPLICANT/OWNER/AGENT | Immobiltec USA, Inc. | |
| TOWNSHIP | Franklin | |
| PROPERTY LOCATION | ADDRESS | 3489 Pennyroyal Rd. Franklin, Ohio 45005 |
| | PIN | 04-21-400-048 |
| PROPERTY SIZE | 10.0059 Acres Approx: 393 ft of road frontage | |
| CURRENT ZONING DISTRICT | B2 Community Commercial Businesses Zone | |
| FUTURE LAND USE MAP (FLUM) DESIGNATION | Single Family Residential | |
| EXISTING LAND USE | RESIDENTIAL | |
| ZONING REQUESTED | "I1" Light Industrial Manufacturing Zone | |
| ISSUE FOR CONSIDERATION | To rezone the property from an "B2 Community Commercial Businesses Zone to "I1" Light Industrial Manufacturing Zone, to have access to their business on the back piece of property. | |

Rezoning Process



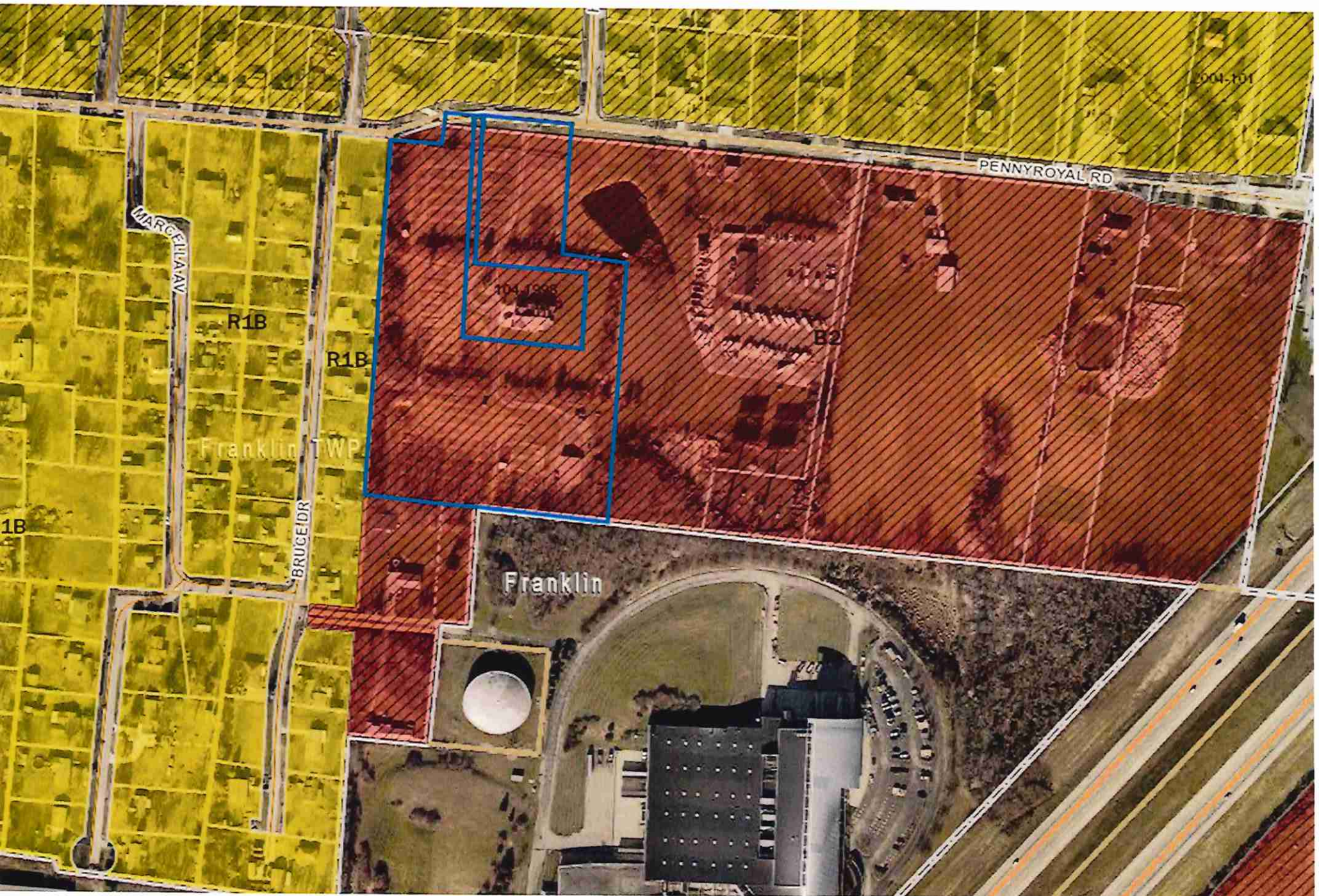
Aerial

2024-04



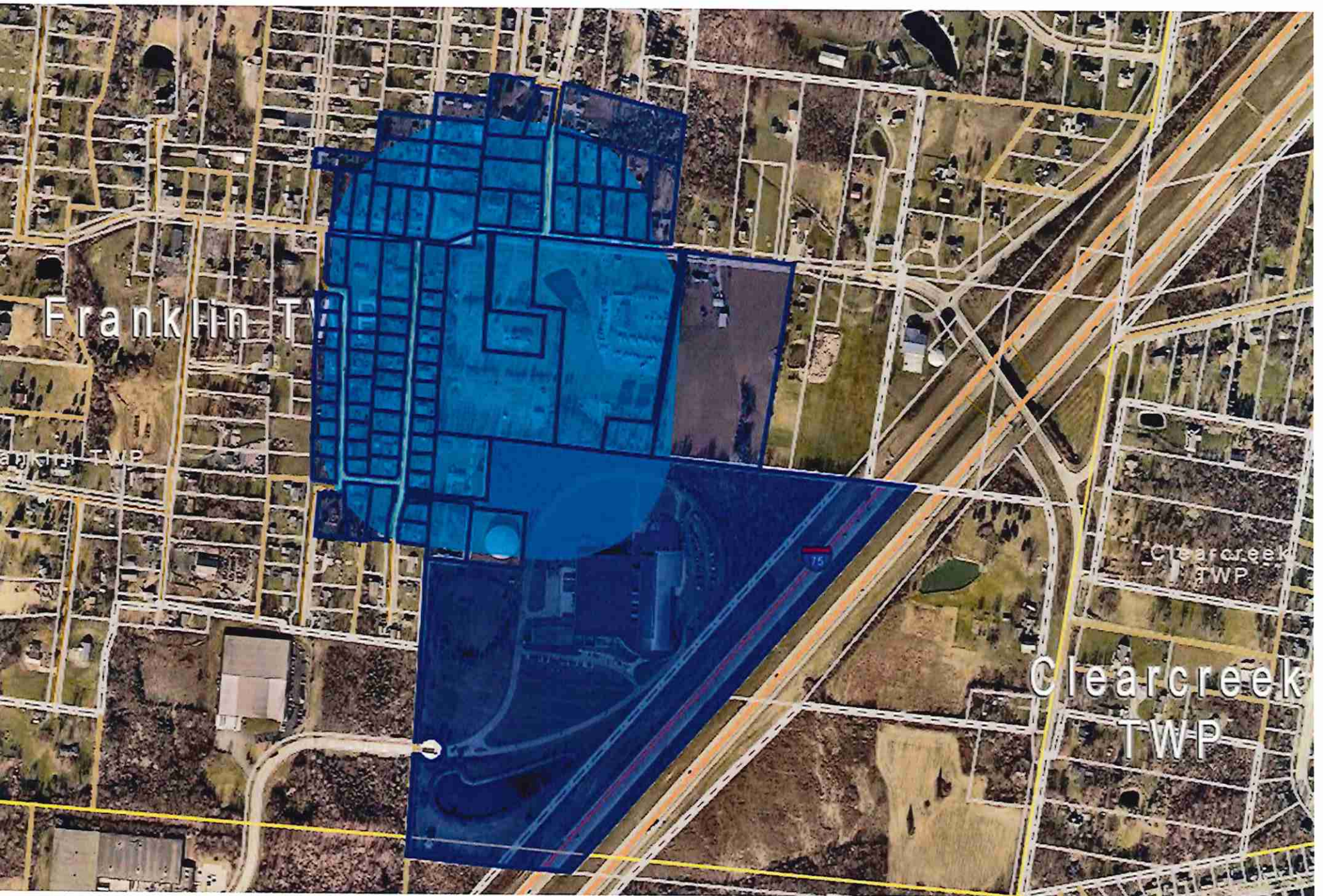
FLOOD AND ZONING MAP

2024-04



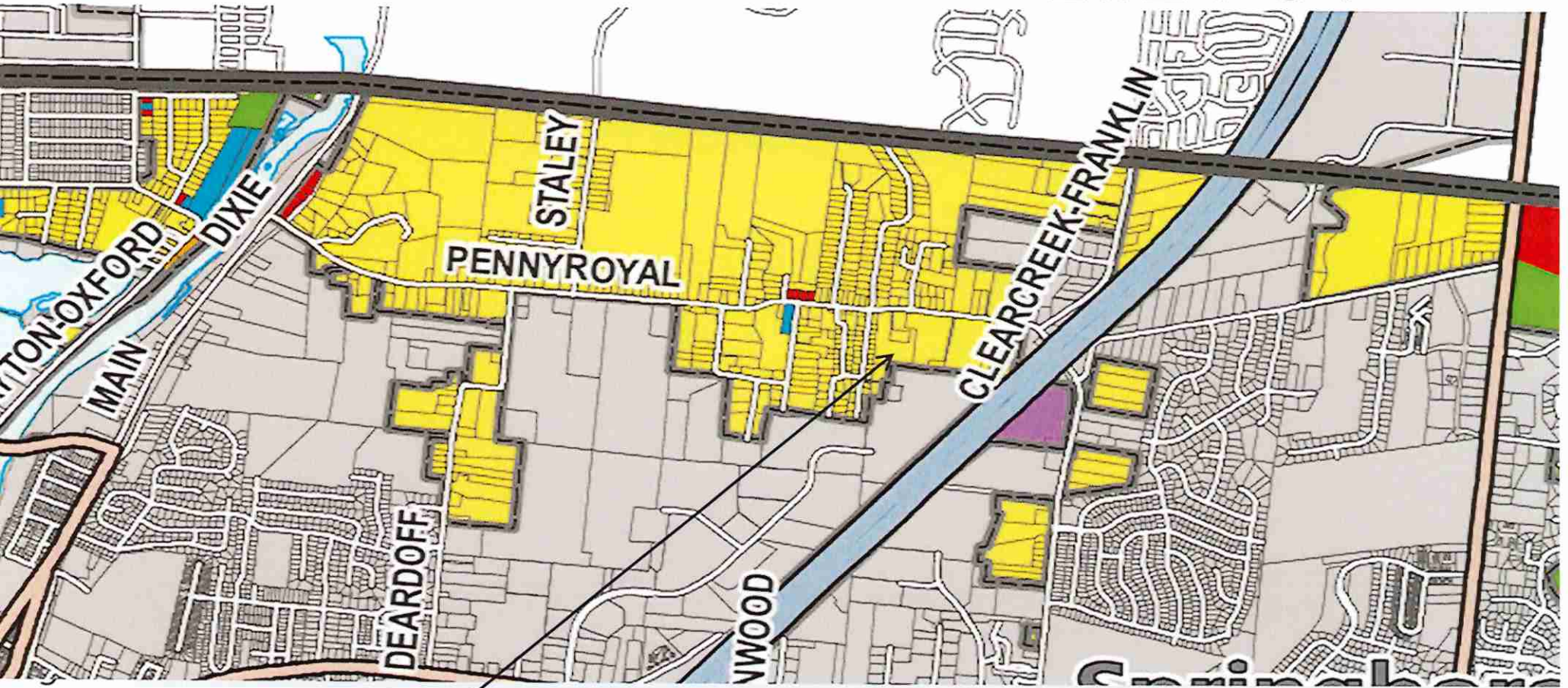
Notification Map

2024-04



FLUM

2024-04



Future Land Uses

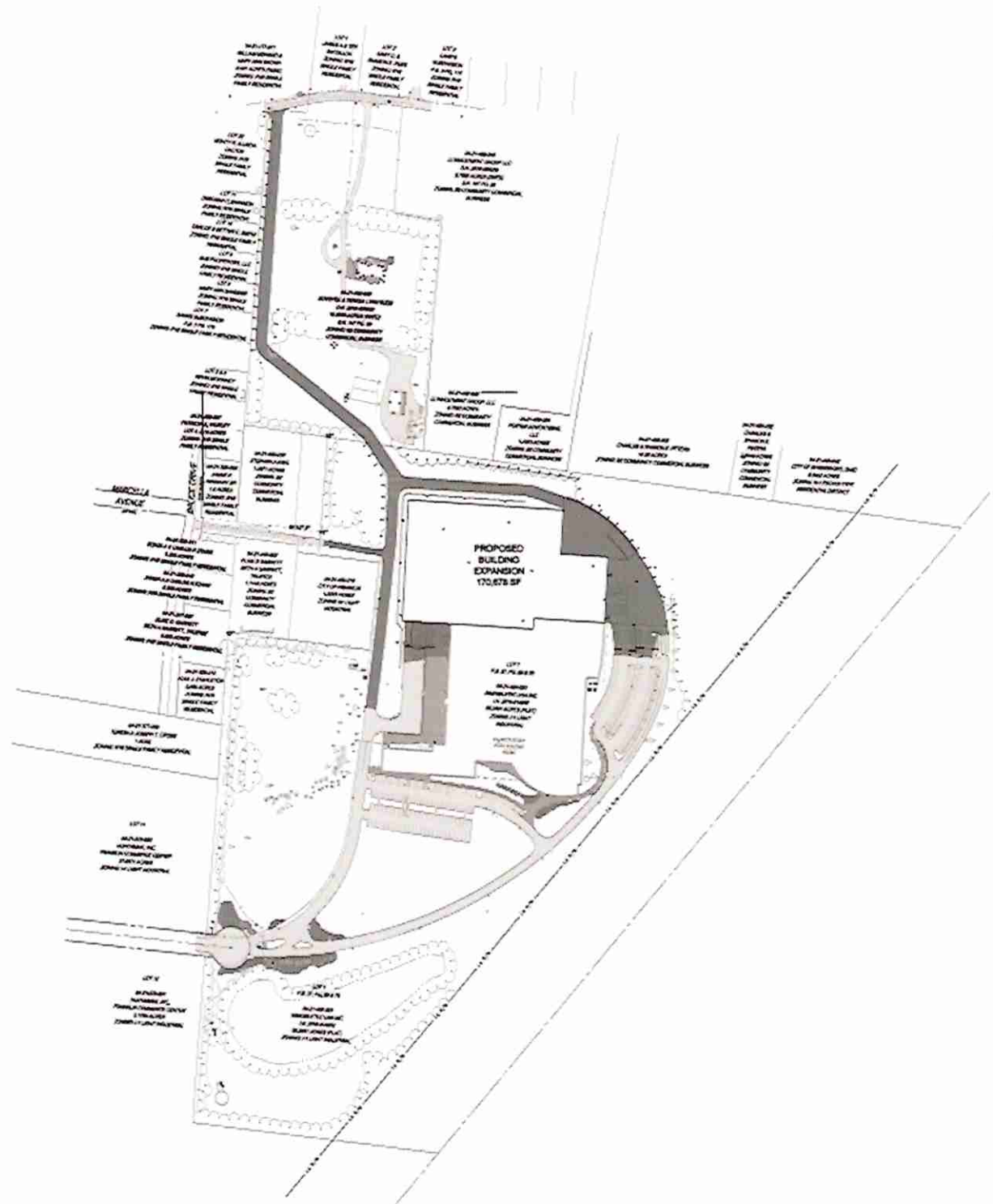
- Agricultural-Rural Residential
- Commercial
- Industrial
- Mixed-Use Neighborhood
- Multi-Family Residential
- Office
- Protection Area
- Public-Semi-Public

- ### Deerfield Township Character Areas
- Parks and Recreational-Open Space
 - Single Family Residential
 - Low Density Rural Neighborhoods
 - Med Density Rural Neighborhoods
 - Neighborhood MU
 - Neighborhoods
 - Office Park
 - Regional Highway Commercial

- ### Township Additional Uses
- Town Center MU
 - Township Residential
 - Rural Residential
 - Mixed Use
 - Mixed Use Light Ind/Office

- ### Union Township Additional Uses
- Low Density Residential
- ### Wayne Township Additional Uses
- Mixed Use Commercial/Industrial
 - Mixed Use Residential

Provided Site Plan 2024-04



Access Permit Approval

Office of Warren County Engineer FRA

105 Markey Road
Lebanon, Ohio 45036
http://www.wceo.us

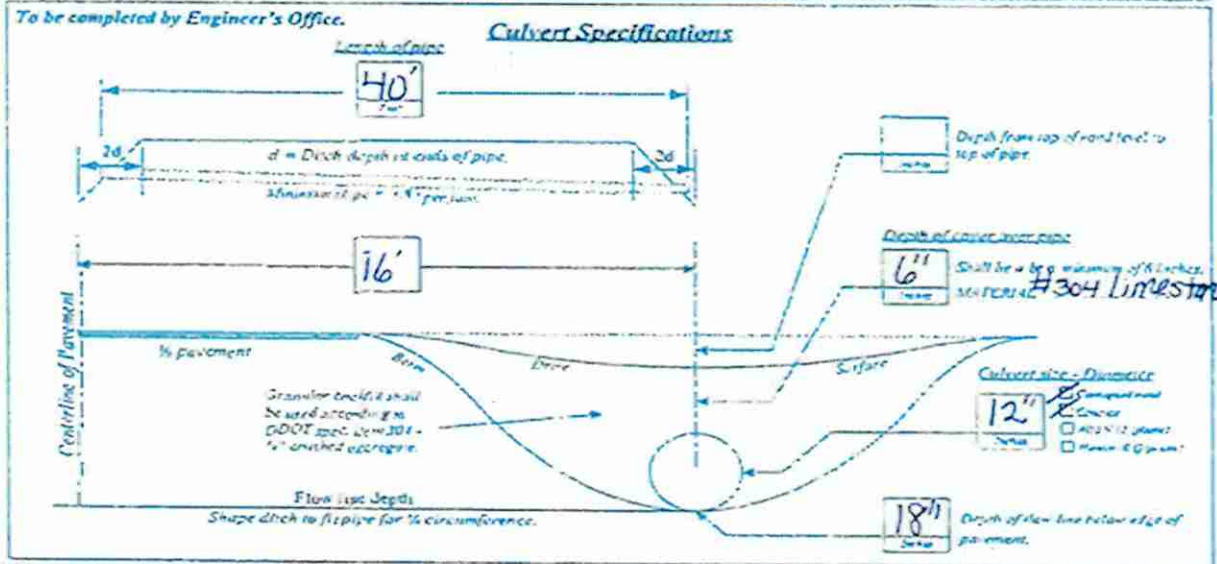
NEIL F. TUNISON, P.E., P.S.
WARREN COUNTY ENGINEER

Permit No. 7692
Phone: (513) 695-3301
Fax: (513) 695-3323
Email: W.Fisher@co.warren.oh.us

Driveway Culvert Permit Application

Applicant to complete block below, and return to address above.

| Current address | |
|---|--|
| Name: <u>Immobilitec USA Inc.</u> | Date: <u>9-12-2024</u> |
| Address: <u>5000 Commerce Center Drive</u> | Phone: <u>937-365-7860</u> (Home) _____ (Cell) |
| City & Zip: <u>Franklin, Ohio 45005</u> | Email: _____ |
| Proposed driveway information | |
| Read Name: <u>Pennyroyal Road</u> | Subdivision: _____ |
| Building Permit No.: _____ | Side/Well No.: _____ Lot No.: _____ |
| Address shall not be assigned without Side/Well No. | |
| Driveway use: <input type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Second drive <input type="checkbox"/> Field access <input type="checkbox"/> Replacement | |



To be completed by Engineer's Office.

| | |
|---|---|
| House number assigned in this location: _____ | Warren County Engineer - Neil F. Tunison, P.E., P.S. |
| Specifications to applicant: <u>9-13-2024</u> | Permits Coordinator - Jason Fisher |
| Final approval date: _____ | Additional comment: <u>See Access permit for other instructions</u> |

Re-grade the ditch across frontage for the proper depth below the edge of pavement See Reverse Side.

RPC Staff Recommendation

RPC staff recommends **approval** of the **Immobiltee USA Inc. Rezoning** from B2 to I1 to the Warren County Rural Zoning Commission (RZC).

Sincerely,

A handwritten signature in black ink that reads "Stanley C. Williams". The signature is written in a cursive style with a large initial "S".

Stanley C. Williams, AICP

Executive Director

Warren County Rural Zoning Commission

Mr. Campbell made a motion to recommend approval with conditions to the BOCC, Warren County Commissioners, for the map amendment of case # 2024-04 Immobiltec USA, Inc. parcel # 04-21-400-048 from I1 (Light Industrial Manufacturing Zone) to RU (Rural Residential 5-acre density), the following conditions:

- 1. Require a 6 ft. privacy fence with the buffer type D**
- 2. Have O.D.O.T. complete a traffic study**

For clarification, Mr. Campbell stated his based her decision on item(s) “A & D” of the Review Criteria Section 1.304.5.

ANY
QUESTIONS?



1.304.5 Decision-Making Determination Considerations: The approving authority shall review the proposed Zoning Amendment in the interest of public health and safety, as well as the public convenience, comfort, prosperity, or general welfare, as applicable, by considering the following factors:

- (A) Is the proposed amendment consistent with the purposes and intent of this Zoning Code?
- (B) Does the proposed amendment deviate from the suggestions of the Warren County Comprehensive Plan?
- (C) Is the proposed amendment justified because of changed or changing conditions of the surrounding area since the time the current zoning designation for the property was established, and has assumptions on, capital investments, road locations, population trends, land committed to development, density, use, or other elements changed to justify the amendment?
- (D) Is the proposed zoning compatible with the present zoning, nearby uses, and the character of the surrounding area?
- (E) Is the site suitable for the uses to which it has been restricted, or does the current zoning deprive the site of all economically viable uses?
- (F) How long has the property remained vacant as zoned and is it zoned different from an adjacent properties?
- (G) Are there available sites elsewhere in the County that are already zoned for the proposed use?
- (H) Are public central sanitary sewer, stormwater facilities, roads and other public facilities available and do they have adequate capacity to serve allowable uses?
- (I) Will approval of this amendment result in existing land uses, parcels, or structures becoming non-conforming or somehow result in conflict with any provision, restriction, or requirement of this code?