



**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 21, 2023*

- #1                      *Clerk — General*
- #2      9:15              *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](#)**

APPROVE REQUISITIONS AND AUTHORIZE COUNTY ADMINISTRATOR TO SIGN DOCUMENTS RELATIVE THERETO

BE IT RESOLVED, to approve requisitions as listed in the attached document and authorize Tiffany Zindel, 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    2023.

BOARD OF COUNTY COMMISSIONERS

---

Tina Osborne, Clerk

/tao

cc: Commissioners' file

**REQUISITIONS**

<b>Department</b>	<b>Vendor Name</b>	<b>Description</b>	<b>Amount</b>
TEL	CDW LLC	TEL CDW RACKMOUNTS AND SWITCHB	\$ 10,595.37
TEL	CDW LLC	TEL CDW CISCO CATALYST NEWTWOR	\$ 11,535.00
TEL	CDW LLC	TEL CDW-NUTANIX HARDWARE FOR C	\$ 265,727.20
TEL	CDW LLC	TEL CDW- CISCO NEXUS SWITCH HA	\$ 49,050.00
TEL	FILTRONIC WIRELESS INC	TEL SPARE TOWER TOP AMP FOR FI	\$ 10,963.06
TEL	CDW LLC	TEL CDW REPLACEMENT MONITORS F	\$ 4,426.75
ENG	PAUL A JASPER	ENG.PERM/TEMP EASE TWP LINE RD	\$ 5,382.00

**PO CHANGE ORDER**

<b>Department</b>	<b>Vendor Name</b>	<b>Description</b>	<b>Amount</b>
ENG	OXBLUE LLC	ENG PROJECT CAMERA	\$ 2,245.00 INCREASE
ENG	EAGLE BRIDGE CO	ENG KING AVE BRIDGE IMPR PROJ	\$ 346,662.28 DECREASE

11/21/2023 APPROVED

---

Tiffany Zindel, County Administrator

**CONSENT AGENDA\***

*November 21, 2023*

*Approve the minutes of the November 14, 2023, Commissioners' Meeting.*

**PERSONNEL**

- 1. Approve wage increase for Michael Gladwell within Building and Zoning*
- 2. Hire Ashlin Benne as Assessment Investigative Caseworker I within Children Services*
- 3. Approve reclassification of Annaliese Poweleit to Protective Services Caseworker II within Children Services and Joshua Moyer to Public Safety Systems Manager within Telecommunications*
- 4. Approve leave donation for Alex Mokrycki within Telecommunications and Rebecca Bradley within Human Services*

**GENERAL**

- 5. Appoint David G. Young to OKI Regional Council of Governments*
- 6. Appoint Josh Hisle to Warren County Transit Advisory Committee and Warren County Metropolitan Housing Authority*
- 7. Set public hearing for rezoning application of Francis W. Logan to rezone 3.63 acres from "RU" Rural Residential to "B2" Community Commercial Business in Harlan Township*
- 8. Set public hearing to consider the road name change of a portion of North Wood Creek Drive to Winding Creek Boulevard in Clearcreek Township*
- 9. Approve notice of intent to award bid to Ford Development Corporation for the Mason Morrow Millgrove Road Bridge Rehabilitation Project for the Engineer's Office*
- 10. Approve notice of intent to award bid to KT Holden Construction LLC for the Socialville Transmission Water Main- Contract 3 Project for the W/S Department*
- 11. Enter into various home placement agreements on behalf of Children Services*
- 12. Enter into exclusive permanent easement and temporary easements with Paul A. Jasper for the Township Line Bridge Replacement Project*
- 13. Enter into cooperation agreement with Family Promise of Warren County relative to the FY2023 CDBG Entitlement Program*
- 14. Accept quote from Filtronic Wireless, Inc. on behalf of Telecommunications*
- 15. Approve Amendment No. 1 to the contract with Maintstar Inc. relative to Asset and Work Order Software System on behalf of W/S*
- 16. Acknowledge approval of financial transactions*
- 17. Acknowledge payment of bills*
- 18. Approve performance bond release within the Majors at Shaker Run in Turtlecreek Township*
- 19. Approve final plats*

**FINANCIAL**

- 20. Accept amended certificates and supplemental appropriations for Board of Elections 2209 and Workforce Investment 2238*
- 21. Approve operational transfer from Motor Vehicle Fund 2202 into King Avenue Bridge 4437 and approve repayment of cash advance from 4437 into 2202*
- 22. Approve operational transfer from Motor Vehicle Fund 2202 into Fields Ertel Road Project 4454 and approve repayment of cash advance from 4454 into 2202*
- 23. Approve supplemental appropriation into Treasurer's 2248 and Health Insurance 6632*
- 24. Approve appropriation adjustments from Commissioners' into Common Pleas 11011223 and Sheriff 11012210 and within Children Services 2273 for payouts*
- 25. Approve appropriation adjustment within Commissioners', Prosecutor, Common Pleas, County Court, Board of Elections, Juvenile Probate Court, OhioMeansJobs, Clerk of Courts, Health Insurance, and Workers Compensation*

*\*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: Neil Tunison DEPARTMENT: County Engineer

\*POSITION: County Engineer DATE: 11/14/2023

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:  
CCAO/CEAO Winter Conference

LOCATION:  
Columbus Convention Center/Columbus Hilton

DATE(S): December 6 - 8, 2023

TYPE OF TRAVEL: (Check one)

AIRLINE  STAFF CAR  PRIVATE VEHICLE  OTHER

LODGING: Columbus Hilton

ESTIMATED COST OF TRIP: \$595 Conf fee, \$200 hotel room, \$50 parking; \$25 meals = \$1,070

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 11/14/2023  
Signature/Title Date

BOARD OF COMMISSIONERS' APPROVAL:

\_\_\_\_\_  
Commissioner Date

\_\_\_\_\_  
Commissioner Date

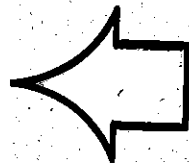
\_\_\_\_\_  
Commissioner Date

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

Kurt Weber, David Mick, Dominic Brigano, Ronald Hessler = \$4,280

RECEIVED

2023 NOV 15 PM 1:55





**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: Joshua Moyer DEPARTMENT: Telecommunications

\*POSITION: Application Analyst II DATE: 11/7/2023

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)

LOCATION:

Marriott Virginia Beach Oceanfront Resort Virginia Beach, Virginia

DATE(S): April 21st through April 25th

TYPE OF TRAVEL: (Check one)

AIRLINE ✓      STAFF CAR      PRIVATE VEHICLE      OTHER

LODGING: Marriott Virginia Beach Oceanfront Resort

ESTIMATED COST OF TRIP: 2,303.24 (See attached 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:

*[Signature]*      2023.11.08  
Signature/Title      Date

BOARD OF COMMISSIONERS' APPROVAL:

Commissioner      Date

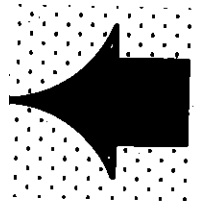
Commissioner      Date

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]

04:11:11 PM  
11/7/2023  
STATE OF MARYLAND





# BOARD OF COUNTY COMMISSIONERS

## WARREN COUNTY, OHIO

406 Justice Drive, Lebanon, Ohio 45036

[www.co.warren.oh.us](http://www.co.warren.oh.us)

[commissioners@co.warren.oh.us](mailto: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: Regular Session – November 14, 2023

*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 November 9, 2023, meeting.

Shannon Jones – absent

Tom Grossmann – present

David G. Young – present

Krystal Powell, Deputy Clerk – present

Minutes of the November 7, 2023 meeting were read and approved.

- 23-1526 A resolution was adopted to administer disciplinary action against Kelly Fiebig, Emergency Communications Operator within the Warren County Emergency Services Department. Vote: Unanimous
- 23-1527 A resolution was adopted to approve reclassification of Jena Short from Customer Advocate I to Customer Advocate II within the Warren County OhioMeansJobs. Vote: Unanimous
- 23-1528 A resolution was adopted to approve resignation, due to retirement, of Paul Bernard, Public Safety Systems Manager, within the Telecommunications Department effective December 29, 2023. Vote: Unanimous
- 23-1529 A resolution was adopted to approve lateral transfer of Brendan Czinege from the position of Water Distribution Worker III to Water Distribution III/Customer Services Worker within the Water and Sewer Department. Vote: Unanimous
- 23-1530 A resolution was adopted to approve lateral transfer of James Brewer from the position of Water Distribution Worker III to Water Distribution III/Customer Service Worker within the Water and Sewer Department. Vote: Unanimous
- 23-1531 A resolution was adopted to approver lateral transfer of Bo Harner from the position of Water Distribution Worker I to Water Distribution I/Locator within the Water and Sewer Department. Vote: Unanimous



- 23-1532 A resolution was adopted to authorize the Vice President of this Board to sign a Satisfaction of Mortgage for Earlene Lyons. Vote: Unanimous
- 23-1533 A resolution was adopted to authorize the Water and Sewer Department to participate in the Warren County Transportation District State Route 63 and State Route 741 Improvements Project War-SR-63-0.83 and provide reimbursement for Water and Sewer improvements. Vote: Unanimous
- 23-1534 A resolution was adopted to declare various items from the Board of Development Disabilities, Facilities Management, and Prosecutor's Office as surplus and authorize the disposal of said items through internet auction. Vote: Unanimous
- 23-1535 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous
- 23-1336 A resolution was adopted to approve operational transfer from Commissioners Fund #11011112 Into Child Support Enforcement Agency Fund #2263. Vote: Unanimous
- 23-1337 A resolution was adopted to approve supplemental appropriation into Local Fiscal Recovery Fund #2211. Vote: Unanimous
- 23-1538 A resolution was adopted to approve appropriation adjustment from Commissioners General Fund #11011110 into Emergency Services Fund #11012850. Vote: Unanimous
- 23-1539 A resolution was adopted to approve appropriation adjustment from Commissioners General Fund #11011110 into Sheriff's Office – Corrections Fund #11012210. Vote: Unanimous
- 23-1540 A resolution was adopted to approve appropriation adjustment within Grants Administration Fund #2265. Vote: Unanimous
- 23-1541 A resolution was adopted to approve appropriation adjustment within the Water Revenue Fund #5510. Vote: Unanimous
- 23-1542 A resolution was adopted to appoint James Ryan as the Deputy Director of the Warren County Department of Job and Family Services, Human Services Division. Vote: Unanimous
- 23-1543 A resolution was adopted to adopt classification specification for Director of Development and reorganize the Warren County OhioMeansJobs Department, amend the title and job duties of the current Director of Economic Development to Director of Development, and approve wage increase for Matthew Schnipke. Vote: Unanimous
- 23-1544 A resolution was adopted to appoint Joshua Hisle as the Deputy Director of Warren County OhioMeansJobs. Vote: Unanimous



DISCUSSIONS

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

---

The Board recognized and honored Jane Conn for her retirement from SAFE on Main.

---

On motion, upon unanimous call of the roll, the Board entered into executive session at 9:11 a.m. to discuss details relative to the security arrangements and emergency response protocols for a public body or public office pursuant to Ohio Revised Code Section 121.22 (G) (6) and to discuss pending litigation with legal counsel present pursuant to Ohio Revised Code Section 121.22 (G) (3) and exited at 10:57 a.m.

Upon motion the meeting was adjourned.

---

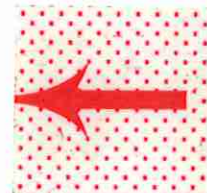
Shannon Jones, President

---

David G. Young

---

Tom Grossmann



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 November 14, 2023, in compliance with Section 121.22 O.R.C.

---

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