



**BOARD OF COUNTY COMMISSIONERS  
WARREN COUNTY, OHIO**

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***TOM GROSSMANN  
PAT ARNOLD SOUTH  
DAVID G. YOUNG***

**BOARD OF COUNTY COMMISSIONERS  
WARREN COUNTY, OHIO**

**MINUTES: Regular Session – February 9, 2016**

The Board met in regular session pursuant to adjournment of the February 2, 2016, meeting.

David G. Young – present

Pat Arnold South – present

Tom Grossmann – present

Tina Osborne, Clerk – present

16-0167      A resolution was adopted to approve leave donation for James Arrington, Custodial Worker I within the Warren County Facilities Management Department.  
Vote: Unanimous

16-0168      A resolution was adopted to approve leave donation for Stefan Talley, Client Customer Advocate within OhioMeansJobs Warren County. Vote: Unanimous

16-0169      A resolution was adopted to authorize the posting of the “Emergency Communications Operator” position within the Emergency Services Department in accordance with Warren County Personnel Policy Manual, section 2.02(a).  
Vote: Unanimous

16-0170      A resolution was adopted to authorize the posting of the “Emergency Communications Call Taker” position within the Emergency Services Department, in accordance with Warren County Personnel Policy Manual, section 2.02(a). Vote: Unanimous

16-0171      A resolution was adopted to accept resignation of Jayne Lamar, Cashier Receptionist, within the Warren County Water and Sewer Department, effective February 16, 2016. Vote: Unanimous

- 16-0172 A resolution was adopted to authorize the posting of the “Cashier/Receptionist” position within the Water and Sewer Department, in accordance with Warren County Personnel Policy Manual, Section 2.02 (a). Vote: Unanimous
- 16-0173 A resolution was adopted to designate Family and Medical Leave of Absence to Lucy Gambrel, Cashier Receptionist, within the Warren County Building and Zoning Department. Vote: Unanimous
- 16-0174 A resolution was adopted to approve promotion of Richard Short to the position of Data Systems Analyst I within the Warren County Telecommunications Department. Vote: Unanimous
- 16-0175 A resolution was adopted to authorize the posting of the “Data Technician” position, within the Telecommunications Department, in accordance with Warren County Personnel Policy Manual, Section 2.02(a). Vote: Unanimous
- 16-0176 A resolution was adopted to accept resignation of Matt Stapleton Telephone Technician II, within the Warren County Telecommunications Department, effective February 17, 2016. Vote: Unanimous
- 16-0177 A resolution was adopted to authorize the posting of the “Telephone Technician I or II” positions, within the Telecommunications Department, in accordance with Warren County Personnel Policy Manual, section 2.02(a). Vote: Unanimous
- 16-0178 A resolution was adopted to promote Andrea Williams from Unit Support Worker II to the position of Eligibility Referral Specialist II within the Warren County Department of Human Services. Vote: Unanimous
- 16-0179 A resolution was adopted to hire RYANNE Sorrell as an Eligibility Referral Specialist II, within the Warren County Department of Job and Family Services, Human Services Division. Vote: Unanimous
- 16-0180 A resolution was adopted to hire Kayli Strickland as Unit Support Worker II, within the Warren County Department of Job and Family Services, Human Services Division. Vote: Unanimous
- 16-0181 A resolution was adopted to hire Stacie Biggs as a Unit Support Worker II, within the Warren County Department of Job and Family Services, Human Services Division. Vote: Unanimous
- 16-0182 A resolution was adopted to amend FLSA status from Non-Exempt to Exempt for Melissa Bour, Communications Operations Manager, within the Emergency Services Department. Vote: Unanimous
- 16-0183 A resolution was adopted to approve various appointments and reappointments. Vote: Unanimous

- 16-0184 A resolution was adopted to declare various items Building and Zoning, Board of Elections, County Court, Coroner's Office, CSEA, Domestic Relations, Drug Task Force, Emergency Services, Engineer's Office, Facilities Management, Garage, Mary Haven, Park District, Sheriff's Office and Telecom as surplus and authorize the disposal of said items. Vote: Unanimous
- 16-0185 A resolution was adopted to approve and enter into a cooperative agreement with the Warren County Port Authority relative to the pass through funds for the Abuse Rape Crisis Shelter. Vote: Unanimous
- 16-0186 A resolution was adopted to approve and enter into a cooperative agreement with the Warren County Port Authority relative to the pass through funds for Sinclair Community College. Vote: Unanimous
- 16-0187 A resolution was adopted to approve service agreement with Hobart Service for various jail kitchen equipment. Vote: Unanimous
- 16-0188 A resolution was adopted to approve and enter into a contract between the Warren County Commissioners and the Butler County Educational Service Center on behalf of the Warren County Department of Human Services. Vote: Unanimous
- 16-0189 A resolution was adopted to authorize Dave Gully, County Administrator to sign a Memorandum of Understanding between the Warren County Sheriff and the Warren County Sheriff's Office Benevolent Association. Vote: Unanimous
- 16-0190 A resolution was adopted to enter into contract with UCL, Inc. for the Otterbein and Zoar Elevated Storage Tanks Painting Project. Vote: Unanimous
- 16-0191 A resolution was adopted to authorize the Board to approve the Memorandum of Understanding with Montgomery County on Behalf of Warren County Telecommunications. Vote: Unanimous
- 16-0192 A resolution was adopted to enter into a temporary entrance and work agreement with David R. & Michaela D. Segó for the Ireland Road Culvert Replacement Project. Vote: Unanimous
- 16-0193 A resolution was adopted to enter into a temporary entrance and work agreement with Nathan Huff for the Ireland Road Culvert Replacement Project. Vote: Unanimous
- 16-0194 A resolution was adopted to approve an amendment to the engineering services contract with IBI Group, Inc. Vote: Unanimous

MINUTES  
FEBRUARY 09, 2016  
PAGE 4

- 16-0195 A resolution was adopted to affirm "Then and Now" requests pursuant to Ohio Revised Code 5705.41(D) (1). Vote: Unanimous
- 16-0196 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous
- 16-0197 A resolution was adopted to acknowledge receipt of January 2016 financial statement. Vote: Unanimous
- 16-0198 A resolution was adopted to approve various refunds. Vote: Unanimous
- 16-0199 A resolution was adopted to approve a street and appurtenances bond release for Classicway Development Company, LLC for completion of improvements in Villages of Classicway, Section 2 situated in Hamilton Township.  
Vote: Unanimous
- 16-0200 A resolution was adopted to approve a sidewalk bond release for Classicway Development Company, LLC. for completion of improvements in The Villages of Classicway, Section 2, situated in Hamilton Township. Vote: Unanimous
- 16-0201 A resolution was adopted to approve Venetian Way, Man-O-War Drive, and Affirmed Drive in The Villages of Classicway, Section 2 for public maintenance by Hamilton Township. Vote: Unanimous
- 16-0202 A resolution was adopted to approve a street and appurtenances bond release for Classicway Development Company, LLC for completion of improvements in Villages of Classicway, Section 3 situated in Hamilton Township.  
Vote: Unanimous
- 16-0203 A resolution was adopted to approve a sidewalk bond release for Classicway Development Company, LLC. for completion of improvements in The Villages of Classicway, Section 3, situated in Hamilton Township. Vote: Unanimous
- 16-0204 A resolution was adopted to approve Affirmed Drive, Fritz Drive and Blackgold Court in The Villages of Classicway, Section 3 for public maintenance by Hamilton Township. Vote: Unanimous
- 16-0205 A resolution was adopted to approve appropriation decreases within various funds. Vote: Unanimous
- 16-0206 A resolution was adopted to declare a surplus of funds in the Clerk of Courts' Certificate of Title Administration Fund #250, approve a supplemental appropriation and operational transfer from fund #250 into the General Fund.  
Vote: Unanimous
- 16-0207 A resolution was adopted to approve supplemental appropriation within Commissioners fund #101-1111. Vote: Unanimous

- 16-0208 A resolution was adopted to approve supplemental appropriation into Warren County Garage Parts fund #619. Vote: Unanimous
- 16-0209 A resolution was adopted to approve supplemental appropriations into Common Pleas Court fund #289. Vote: Unanimous
- 16-0210 A resolution was adopted to approve appropriation adjustment within Commissioners funds #101-1111 and #101-1112. Vote: Unanimous
- 16-0211 A resolution was adopted to approve appropriation adjustment within Economic Development fund #101-1116. Vote: Unanimous
- 16-0212 A resolution was adopted to approve supplemental appropriations into Pretrial Services fund # 101-1222, Adult Probation fund #101-1223 and Common Pleas Court fund #289. Vote: Unanimous
- 16-0213 A resolution was adopted to approve appropriation adjustments within Human Services fund #203. Vote: Unanimous
- 16-0214 A resolution was adopted to authorize payment of bills. Vote: Unanimous
- 16-0215 A resolution was adopted to approve a cash advance and operational transfer from General Fund #101 into fund #479 Airport Construction and supplemental appropriation into fund #479 Airport Construction. Vote: Unanimous
- 16-0216 A resolution was adopted approving and authorizing the President of the Board to execute an Avigation Easement Agreement relating to 4.272 acres owned by John R. Westheimer, Trustee and Debra Dawn Westheimer, Trustee. Vote: Unanimous
- 16-0217 A resolution was adopted to approve modification of a portion of the Text Amendments to the Warren County Rural Zoning Code to amend Article 3, Chapter 3 Parking and Loading, Article 3, Chapter 4 Landscaping and Article 4 Definitions. Vote: Unanimous
- 16-0218 A resolution was adopted to reduce the Septic Tank Disposal Fee for process water associated with the DuPont Peters Cartridge Remediation Project. Vote: Unanimous
- 16-0219 A resolution was adopted to authorize Amendment No. 1 to the Water Services Agreement with Otterbein Homes. Vote: Unanimous
- 16-0220 A resolution was adopted determining necessity for certain improvement projects for public use. Vote: Unanimous

- 16-0221 A resolution was adopted to issue Request for Qualifications for Professional Consulting Service relative to Waynesville Wastewater Treatment Plant Improvements. Vote: Unanimous
- 16-0222 A resolution was adopted to issue Request for Proposals for a Utility Billing Program for the Water and Sewer Department. Vote: Unanimous
- 16-0223 A resolution was adopted to cancel regularly scheduled Commissioners' Meeting of Thursday, February 11, 2016. Vote: Unanimous
- 16-0224 A resolution was adopted to administer disciplinary action against Bonnie Halmi-Evans, Investigative Caseworker II, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 16-0225 A resolution was adopted to administer disciplinary action against Lynn Price, Eligibility Referral Specialist II within Warren County Department of Job and Family Services, Human Services Division. Vote: Unanimous
- 16-0226 A resolution was adopted to approve supplemental appropriation in the Auditors Real Estate fund 237 to allow for a vacation payout. Vote: Unanimous

#### DISCUSSIONS

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

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Chris Brausch, Sanitary Engineer, was present along with Mike Williams, Highland Development Partners, to discuss sanitary sewer services to the subdivision on SR 42 and Columbia Road in Union Township.

Mr. Williams stated that the City of Lebanon has agreed to provide sanitary sewers to his residential development. He stated that the City of Lebanon's sewer line is at the property line within the Lebanon Commercial Park. He then stated that 20 of the 28 lots within Phase 1 of the development have been sold.

Mr. Brausch stated that he received a call on Friday asking if Warren County would be willing to relinquish their rights to provide water services to the property to the City of Lebanon as well.

He stated that he has not had time to evaluate the request in order to provide a recommendation to the Board.

Commissioner Young stated his desire to request an amendment to 208 Plan from Ohio Kentucky Indiana Regional Council of Governments (OKI).

Commissioner Grossmann clarified that the City of Lebanon has sewer lines adjacent to this development and the City of Mason does not. He then requested Mr. Brausch to inform Mason of the request from the developer and requested a letter of support for Lebanon to provide the sanitary sewer services. He also stated his desire for a letter of support from the Union Township Trustees.

Upon further discussion, it was determined that once the support letters were received, the Board would proceed with the requested amendment to the 208 Plan from OKI.

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Chris Watkins, Assistant Prosecutor, was present for a work session along with Vicky Perry, Office of Grants Administration, relative to the First Time Homebuyer Assistance Program.

Mr. Watkins explained that grant recipient was foreclosed upon by for non-payment of their first mortgage by their bank. He then explained that the title examiner failed to list Warren County as a lien holder against the property and therefore the attorney for the bank failed to list Warren County as a debtor in the foreclosure process. He stated that the property was purchased through Sheriff's Sale by an entity other than the bank without a title search.

Mr. Watkins stated that the property is now owned by someone other than the original grantee or the bank with the first mortgage with Warren County's \$5,150 lien still in place.

Mr. Watkins explained the various options that are available to the Board and there was discussion relative to said options.

Bruce McGary, Assistant Prosecutor, reviewed the options that the new homeowner has and the fact that it is in the best interest of the attorney who represented the bank to pay the lien, if required.

The Board reaffirmed that Warren County still has a lien on the property and requested Mr. Watkins to work with the attorney for the bank to get the lien released in the best interest of the taxpayers of Warren County.

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PUBLIC HEARING  
CONSIDER TEXT AMENDMENTS TO THE WARREN COUNTY RURAL ZONING CODE  
TO AMEND ARTICLE 3, CHAPTER 3 – PARKING AND LOADING, ARTICLE 3,  
CHAPTER 4 – LANDSCAPING AND ARTICLE 4 – DEFINITIONS

The public hearing to consider a text amendment to the Warren County Rural Zoning Code was convened this 9<sup>th</sup> day of February 2016, in the Commissioners' Meeting Room.

Mike Yetter, Zoning Supervisor, explained that this proposed text amendment is the result of a presentation staff received relative to the run off benefits from changing landscaping designs for parking areas.

Mr. Yetter reviewed the proposed changes and also discussed additional staff amendments to the definition portion of the code relative to invasive species.

Mr. Yetter stated the Rural Zoning Commission's decision to approve the proposed text amendments.

Matt Obringer, Regional Planning Commission, presented the attached PowerPoint presentation showing the purpose of the text amendments and summarizing the proposed changes. He then stated the definition for invasive species will be determined by Ohio Department of Natural Resources classifications.

Stan Williams, Regional Planning Commission, clarified that this proposed change will only be required for parking areas that contain 50 or more spaces.

Mr. Obringer stated that within this text amendment, there is a process for an applicant to follow if they wish to request a waiver consideration from the regulations.

Upon further discussion, the Board resolved (Resolution #16-0217) to approve a modification to the text amendment to the Warren County Rural Zoning Code to amend Article 3, Chapter 3 – Parking and Loading, Article 3, Chapter 4 – Landscaping and Article 4 – Definitions.

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Chris Brausch, Sanitary Engineer, was present for a work session to discuss the following matters:

1. Parson's Process Water Disposal Fee—the company doing the remediation along Grandin Road is being charged \$.10 for every 1000 gallons of water being disposed of at the Lower Little Miami Wastewater Treatment Plant. They are a high user due to the



- nature of their project and are requesting a fee reduction of \$.05 per 1000 gallons. Mr. Brausch recommended approval and upon discussion, the Board approved the request.
2. Otterbein & Zoar Tower Logos—The Board requested the water tower agreement with Otterbein be amended to reflect the logo to be painted upon the shared water tower. Mr. Brausch presented the revised “Union Village, Warren County, Ohio” logo and upon discussion, the Board approved an amendment to the agreement with Otterbein Homes.
  3. Interconnection Projects—Along SR 73 there is an existing waterline that goes under Caesar Creek Lake. Mr. Brausch stated his desire to construct a waterline that would interconnect with The Western Water Company for emergency water service in order to avoid an emergency “fix” if and when something happens to the waterline under Caesar Creek Lake. Mr. Brausch stated that the connection would cost approximately \$100,000 and the funds are available within the budget. Upon discussion, the Board stated their approval of the request.
  4. Corwin Road Aerial Waterline Replacement—Mr. Brausch stated his desire to install a 100’ of 8” buried waterline to replace the leaking aerial line that currently exists. He stated that the project would cost approximately \$100,000 and the funds are available within the budget. Upon discussion, the Board stated their approval of the request.
  5. Pennyroyal Road Connection—Mr. Brausch stated his desire to provide an interconnection with Montgomery County for emergency water purchases. Upon discussion, the Board agreed to the request.
  6. Glenmore Subdivision—Mr. Brausch stated that a developer is requesting a proposed subdivision along Brewer road to be provided sanitary sewers. He stated that the sewers within this area of Deerfield Township are treated by Butler County but this area is not included in the current service area. He then stated that the lift station can handle the flow but the lines cannot. He then questioned if the Board desires to discuss service with Butler County stating that they could use this discussion to renegotiate a new rate.

Commissioner Young stated he liked the idea of negotiating a new contract and also discuss the possibility of having Mason provide the treatment.

Commissioner Grossmann stated he does not have a problem with this but questioned if Mason has the ability to provide service to the property.

Bruce McGary, Assistant Prosecutor, stated his opinion that the Board needs additional information before they can make a decision on whether they desire to open up a new area with sanitary sewer service.

Commissioner Grossmann stated his opinion that it is the government’s responsibility to provide infrastructure to accommodate zoning.

7. Request for Proposals/Qualifications—Mr. Brausch stated he is looking to update the billing software program and also desires to solicit for qualified engineering firms to provide services relative to the Waynesville Wastewater Treatment Plant.
8. Water Master Plan Update—Mr. Brausch stated he will schedule a separate work session to update the Board on the findings.

9. Flint, Michigan Water Contamination—The Board discussed the issue with water contamination in Michigan and Mr. Brausch explained why Warren County does not have concerns with lead issues. He stated that Warren County's water system is a young compared to the one in Flint, MI and different pipes were used to construct Warren County's system.

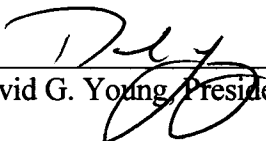
The Board discussed their desire for staff to check lead on a regular basis even though EPA does not require it. There was also discussion relative to Warren County providing testing services to homes within the Warren County Water District at whatever the cost of the test is (no profit). The Board stated their desire to provide that service.

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On motion, upon unanimous call of the roll, the Board entered into executive session at 11:20 a.m. to discuss personnel matters relative to new hires within Facilities Management and disciplinary matters within Children Services and Human Services pursuant to Ohio Revised Code Section 121.22 (G)(1) and exited at 11:35 a.m.

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Upon motion the meeting was adjourned.

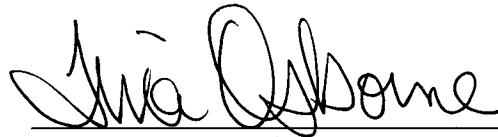
  
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David G. Young, President

  
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Tom Grossmann

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Pat Arnold South

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 February 09, 2016, in compliance with Section 121.22 O.R.C.

  
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Tina Osborne, Clerk  
Board of County Commissioners  
Warren County, Ohio

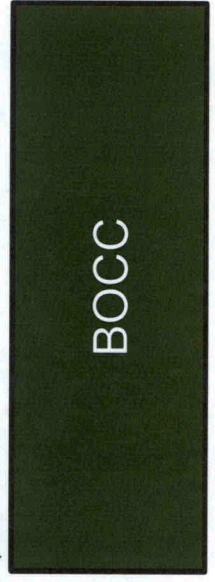
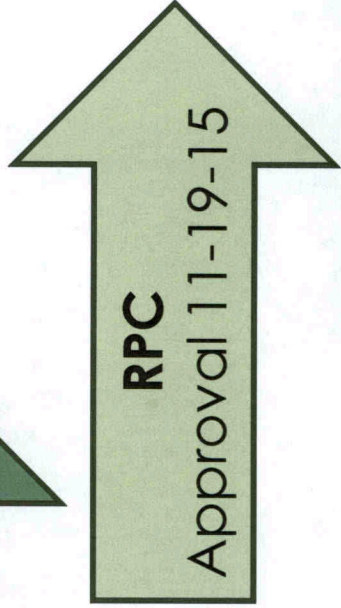


# WARREN COUNTY ZONING CODE AMENDMENT

Warren County Board of County Commissioners

Public Hearing: Feb. 9, 2016

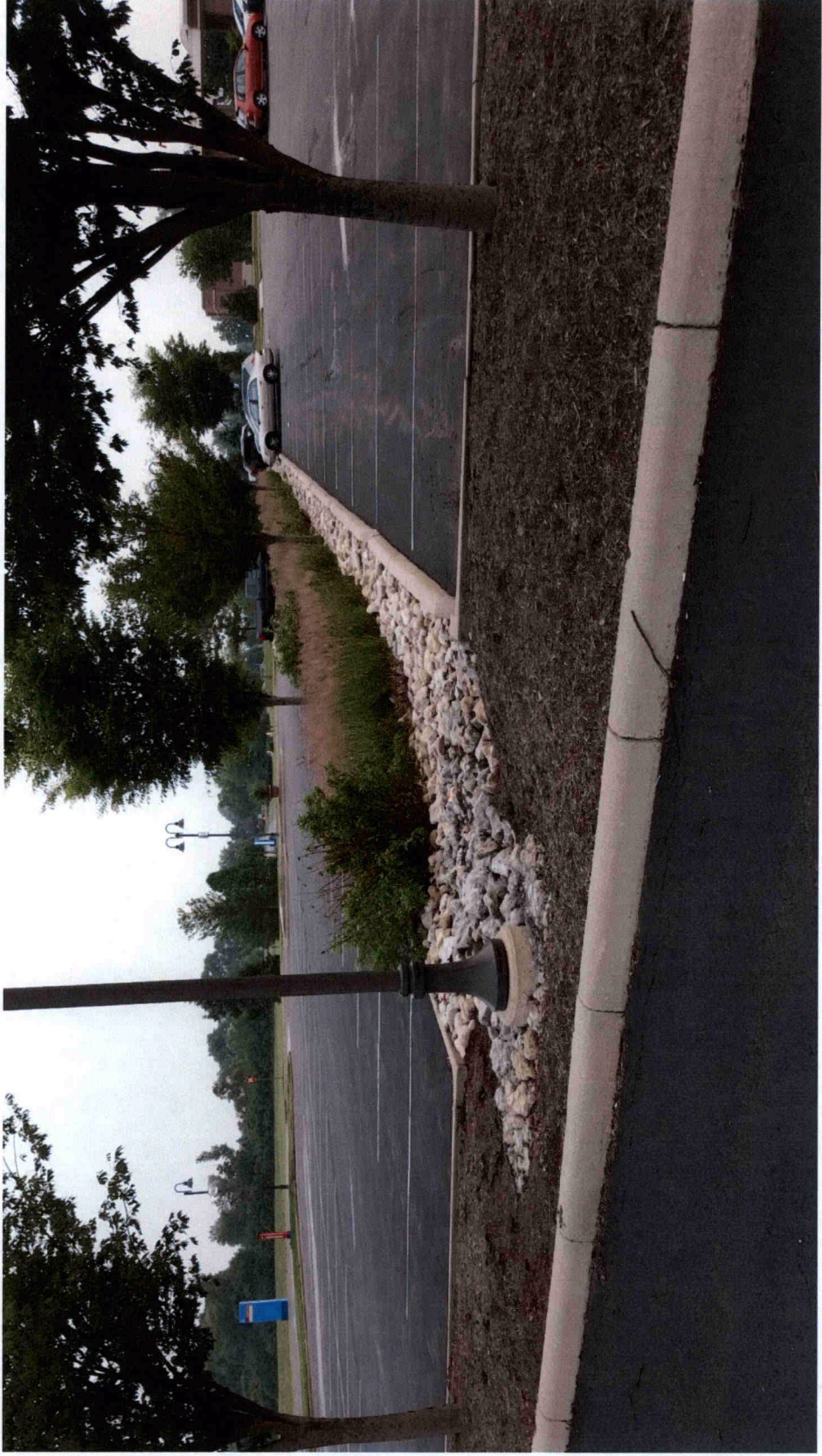
# PROCESS



# PURPOSE



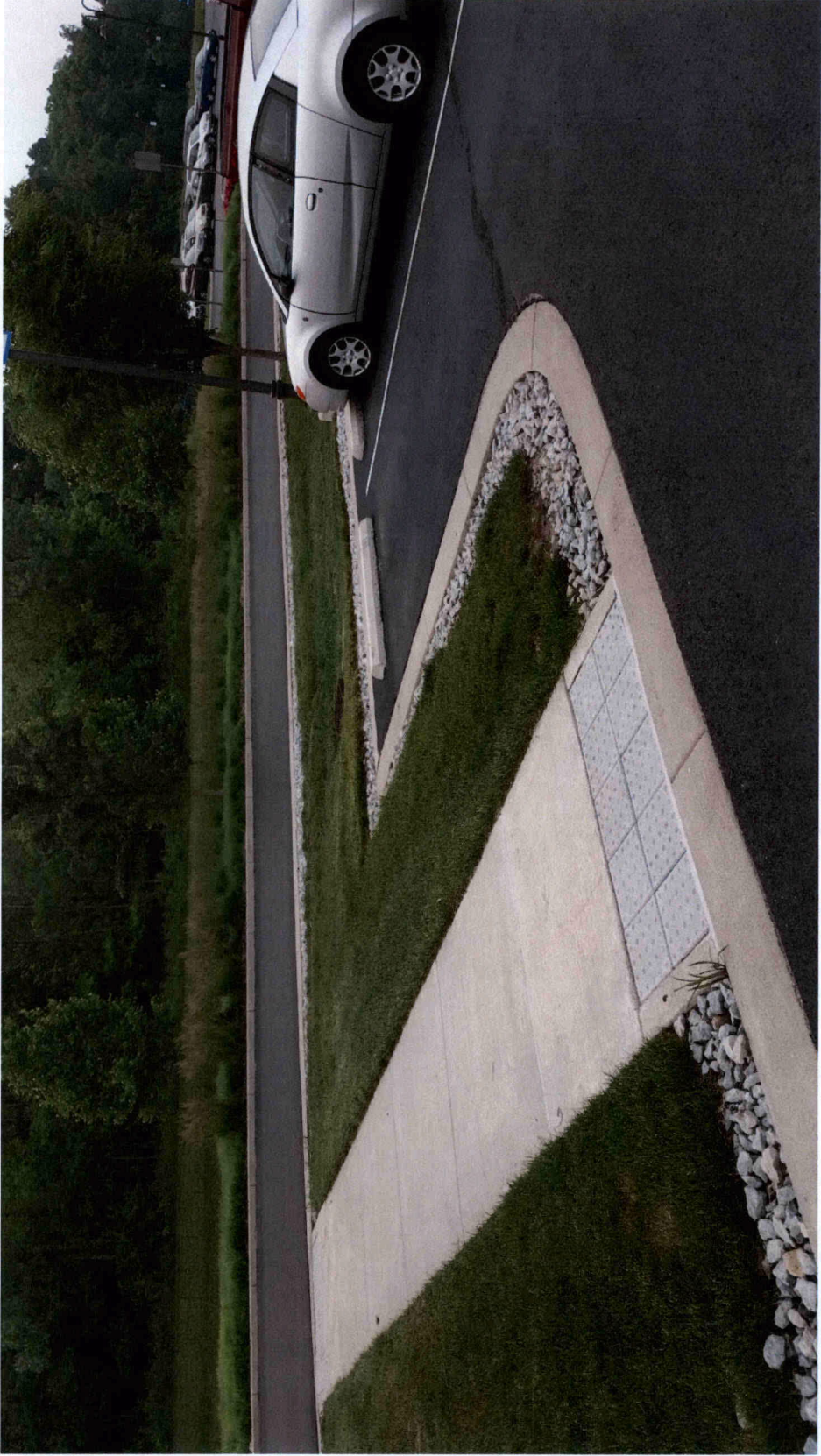
# PURPOSE



# PURPOSE



# PURPOSE





# SUMMARY

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## Parking Amendments (Art. 3, Ch 3)

- Continuous and/or interrupted curbs are required, except if waived by the approval authority.
- Permeable pavement is allowed.

# SUMMARY

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## Landscaping Amendments (Art. 3, Ch 4)

- Plant species shall be non-invasive
- Min. area of 10% for interior landscaping within parking lots
- Landscape islands shall be installed below the level of parking lot surface.

# LANDSCAPE DISTRIBUTION

