



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

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***TOM GROSSMANN  
SHANNON JONES  
DAVID G. YOUNG***

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

**MINUTES: Regular Session – November 6, 2018**

The Board met in regular session pursuant to adjournment of the November 1, 2018, meeting.

Tom Grossmann – present

Shannon Jones – present

David G. Young – present

Tina Osborne, Clerk – present

Minutes of the October 30, 2018 and November 1, 2018 meetings were read and approved.

- 18-1711      A resolution was adopted to hire Brittany Metheny as Emergency Communications Operator within the Warren County Emergency Services Department. Vote: Unanimous
- 18-1712      A resolution was adopted to authorize the posting of the “Office Administrator” position within the Department of Facilities Management, in accordance with Warren County Personnel Policy Manual, Section 2.02 (A). Vote: Unanimous
- 18-1713      A resolution was adopted to authorize transfer of title of a Warren County Children Services Vehicle to Grange Insurance Company. Vote: Unanimous
- 18-1714      A resolution was adopted to set public hearing to consider the adoption of Warren County Rules and regulations for the design of Storm Sewer and Stormwater Management Systems. Vote: Unanimous
- 18-1715      A resolution was adopted to approve renewal of consulting agreement with Horan Associates for period January 1, 2019 through December 31, 2019. Vote: Unanimous

- 18-1716 A resolution was adopted to accept tentative agreement regarding the negotiations between the Warren County Engineer and the Warren County Highway Employee Association/AFSCMA. Vote: Unanimous
- 18-1717 A resolution was adopted to enter into agreement with St. Joseph Farm, LLC for water service to property at 315 West Lower Springboro Road. Vote: Unanimous
- 18-1718 A resolution was adopted to enter into contract with Inland Waters Pollution Control, Inc. for the Waynesville Collection System Improvements, Phase 1 Project. Vote: Unanimous
- 18-1719 A resolution was adopted to approve and enter into Adoption Assistance Agreements with [REDACTED] on behalf of Ohio Department of Job and Family Services Children Services Division. Vote: Unanimous
- 18-1720 A resolution was adopted to approve Amendment #2 of the agreement with Easter Seals Tristate, LLC, as WIOA Youth Service provider for the Area 12 Workforce Development Board. Vote: Unanimous
- 18-1721 A resolution was adopted to enter into an exclusive and permanent highway easement with Brandon W. and Gretchen K. Eyler for the Everett Avenue Bridge Replacement Project. Vote: Unanimous
- 18-1722 A resolution was adopted to approve and authorize the Warren County Juvenile Court to submit a grant application for Victims Assistance Funds.  
Vote: Unanimous
- 18-1723 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous
- 18-1724 A resolution was adopted to acknowledge receipt of October 2018 Financial Statement. Vote: Unanimous
- 18-1725 A resolution was adopted to approve bond release for Fischer Development Company for completion of improvements in Miami Bluffs, Section 13, Sections C & D situated in Hamilton Township. Vote: Unanimous
- 18-1726 A resolution was adopted to approve bond release for Grand Communities, LTD for completion of improvements in Shaker Run, Phase 5B situated in Turtlecreek Township. Vote: Unanimous
- 18-1727 A resolution was adopted to enter into a subdivision public improvement performance and maintenance security agreement with Mt. Pleasant Blacktopping Co., Inc. for installation of certain improvements in the Woodlands at Morrow, Phase 2D situated in the Village of Morrow. Vote: Unanimous
- 18-1728 A resolution was adopted to approve various record plats. Vote: Unanimous

- 18-1729 A resolution was adopted to approve appropriation adjustment and operational transfer from Commissioners Fund #101-1110 into Radio System Bond Fund #368. Vote: Unanimous
- 18-1730 A resolution was adopted to approve supplemental appropriations into Prosecutor's Municipal Victim Witness Fund #255. Vote: Unanimous
- 18-1731 A resolution was adopted to approve appropriation adjustment within Common Pleas Court Capital Case Fund #101-1221. Vote: Unanimous
- 18-1732 A resolution was adopted to approve appropriation adjustment within the Clerk of Courts Computer 2302.201 Fund #282. Vote: Unanimous
- 18-1733 A resolution was adopted to approve appropriation adjustment within Sheriff's Office Fund #292. Vote: Unanimous
- 18-1734 A resolution was adopted to approve appropriation adjustment from Sheriff's Office Fund #101-2210 into #101-2200. Vote: Unanimous
- 18-1735 A resolution was adopted to approve appropriation adjustments within the Water Revenue Funds #510 and #580. Vote: Unanimous
- 18-1736 A resolution was adopted to approve supplemental appropriation increase within Facilities Management Gasoline Rotary Fund #650. Vote: Unanimous
- 18-1737 A resolution was adopted to initiate text amendments to the Warren County Rural Zoning Code. Vote: Unanimous
- 18-1738 A resolution was adopted to cancel regularly scheduled Commissioners Meetings of Thursday, November 8, 2018. Vote: Unanimous
- 18-1739 A resolution was adopted to establish January 4, 2019 at 9:00 A.M. as the date and time for the Annual Organizational Meeting. Vote: Unanimous
- 18-1740 A resolution was adopted to approve an appropriation adjustment within Motor Vehicle Fund #202. Vote: Unanimous

#### DISCUSSIONS

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

Tiffany Miller, Human Resources Specialist, was present to introduce recently hired employees to the Board of Commissioners.

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Jordan Oder, Elevar Design Group, was present for a work session to discuss the Probate-Juvenile Court Expansion/Renovation Project.

Mr. Oder presented the attached PowerPoint presentation showing the new design elements including the site plan, security/circulation, phasing and the court rooms.

Joe Frickers, HGC Construction, reviewed the updated gross maximum price (GMP) based upon the current design element as well as the assumptions, clarifications and recommendations.

There was discussion relative to the recommendations that include both additions and deductions to the GMP as recommended by Trevor Hearn, Facilities Management Director.

There was discussion relative to the inclusion of the CAT tax in the GMP being listed separately vs. within the contractor fees.

Upon discussion of the various recommendations, the new GMP was determined to be \$4,331,410.

Mr. Hearn stated he is confident that this project will meet the needs of the court for the next thirty years.

Mr. Frickers then reviewed the project schedule and introduced both the project manager and the superintendent.

Upon further discussion, on motion, the Board stated their approval of the revised GMP with a not-to-exceed \$99,000 increase from the GMP presented during the August work session.

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Michael Yetter, Zoning Supervisor, was present for a follow-up work session to discuss the proposed text amendments presented to the Board with his request for the Board to initiate the changes to the Warren County Rural Zoning Code.

Mr. Yetter briefly reviewed the proposed changes.

Mr. Young stated he is in favor of considering the proposed amendments with the exception of the Agricultural Use within subdivisions.

There was discussion relative to the concern of allowing certain farm animals within a residential subdivision.

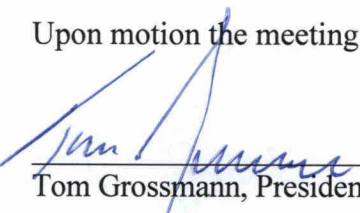
Upon further discussion, the Board resolved (Resolution #18-1737) to initiate text amendments to the Warren County Rural Zoning Code.

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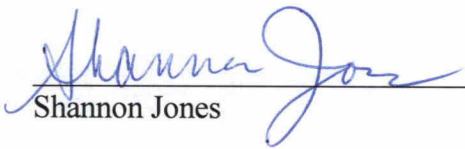
The Board entered into a work session in the Commissioners' Conference Room to discuss the 2019 budget.

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Upon motion the meeting was adjourned.

  
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Tom Grossmann, President

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David G. Young

  
\_\_\_\_\_  
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 November 6, 2018, 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  
COMMON PLEAS COURT

PROBATE  
JUVENILE

PROBATE & JUVENILE COURT EXPANSION / WARREN COUNTY

1 DESIGN - ELEVAR DESIGN GROUP

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2 GMP - HGC CONSTRUCTION

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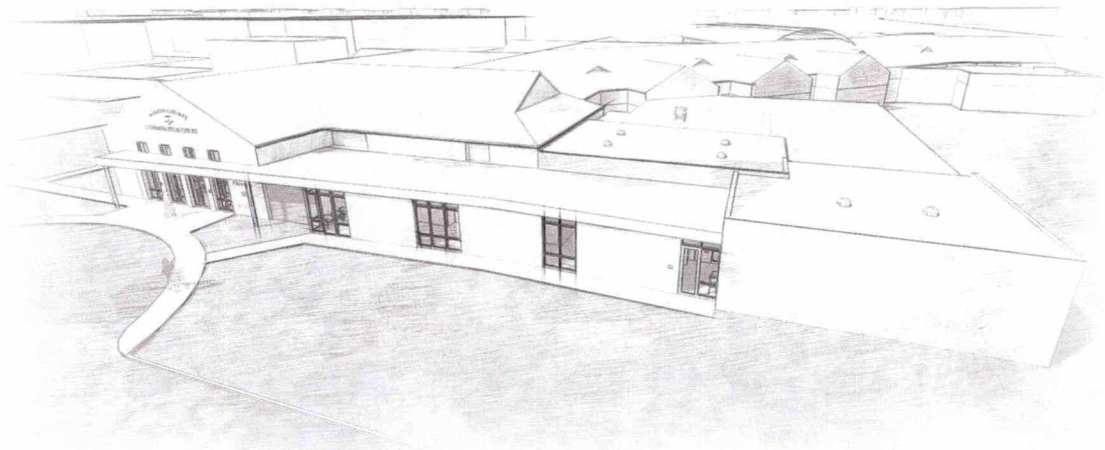
3 SCHEDULE - HGC CONSTRUCTION

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DESIGN - ELEVAR DESIGN GROUP

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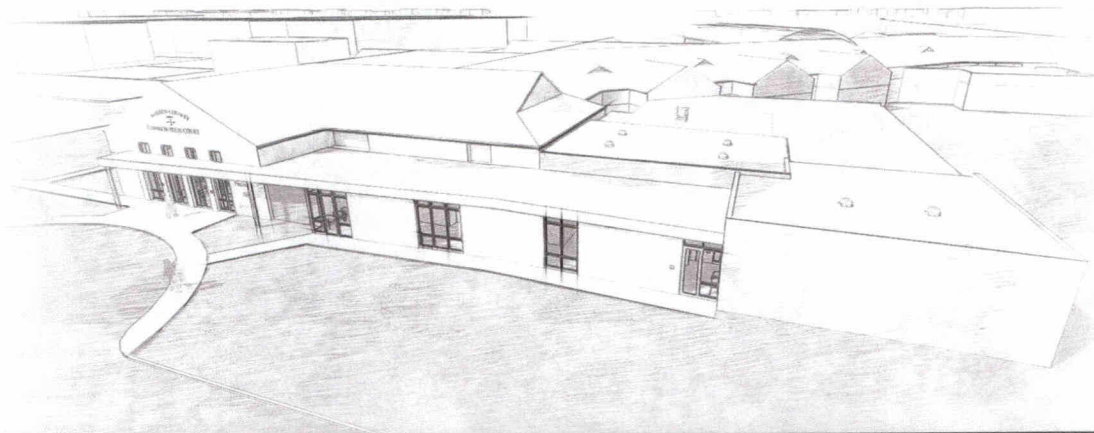


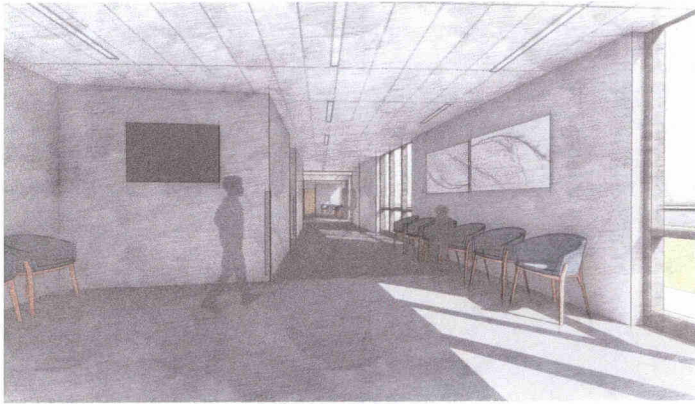
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## New Design

### Spaces that Support:

- 11,600 SF Addition
- A contemporary building addition that complements the existing building
- Addition allows for future courtroom expansion and separation between juvenile and probate courts.





**Driving Force:** Make security & circulation as efficient as possible.

- Limited crossover between residents & staff

**Entry:**

- New & enlarged secure entry area
- New waiting area with connection to outside

**Courtrooms:**

- Placed with minimal travel distance from entry
- (2) new courtrooms with (1) future courtroom

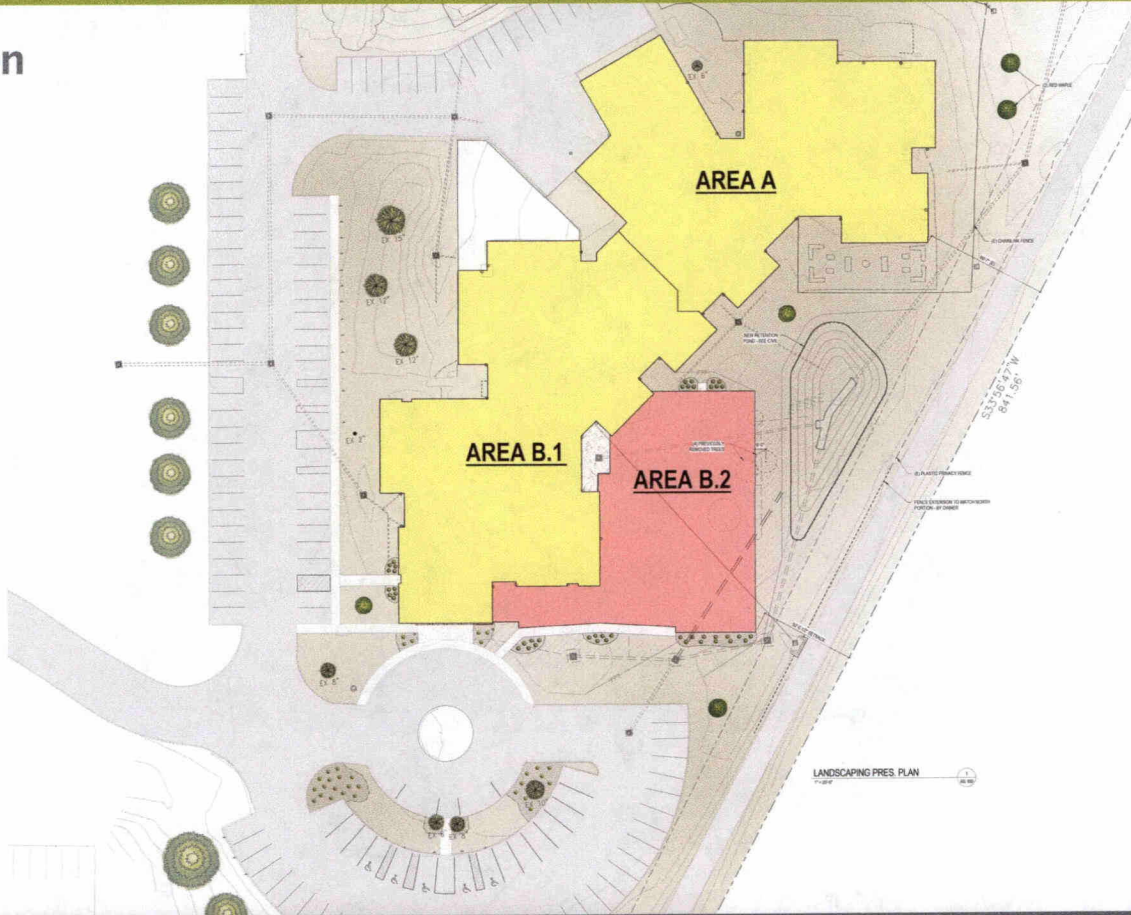
**Clerk Office Renovation:**

- Optimized existing space

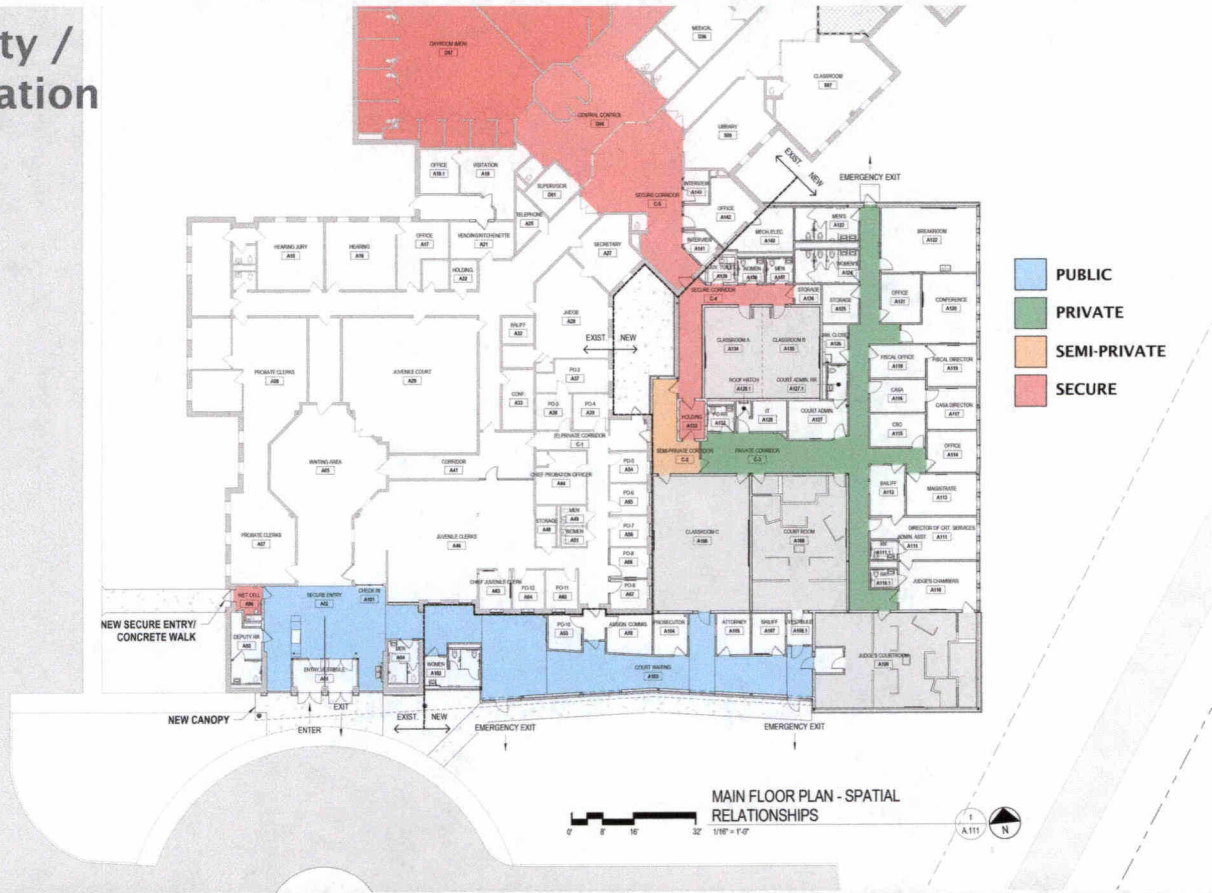
**New Offices:**

- Majority of staff on exterior wall - daylighting
- Judge, magistrate, bailiff in proximity to each other and court rooms.

# Site Plan

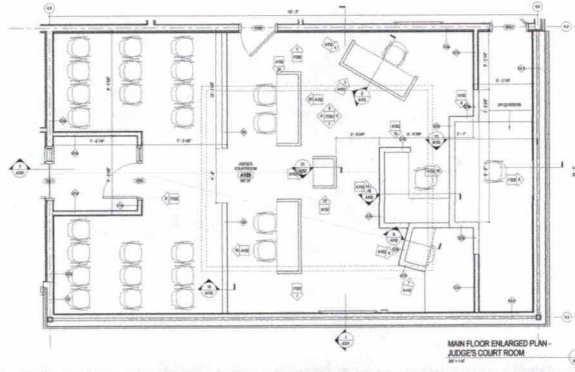
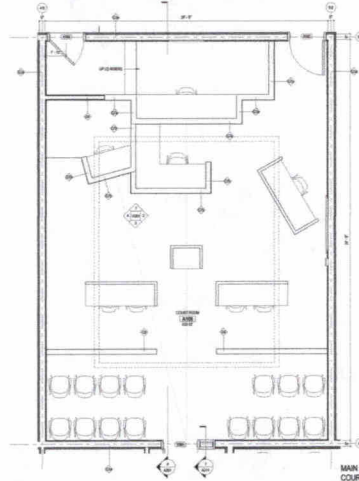
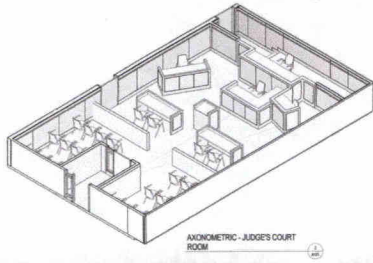
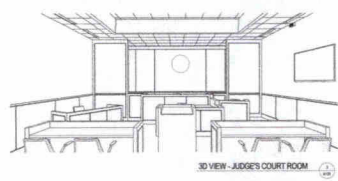
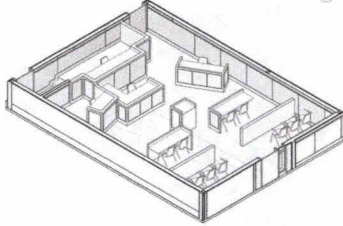
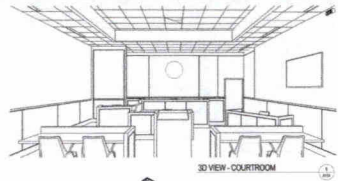


# Security / Circulation





# Courtooms



# 2 GMP - HGC CONSTRUCTION

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**GMP**  
11/02/2018

	Current GMP Bid Amount	Current Bidder	Compare To 8/17/2018 Est.
General Requirements	151,691		170,960
Final Clean	5,800	Innovative	6,000
Demo	76,104	Green City	11,000
Concrete	154,500.00	Scott Ranz	123,577.00
Masonry	80,091	SSRG	85,790
Metals	174,840	Fields Welding	188,389
Rough Carpentry	101,434	HGC	86,038
Finish Carpentry	147,362	Art	124,933
Roofing	185,549.00	Kerkan	107,960.00
Sprayfoam	2,650.00	SprayKraft	9,532.00
Waterproofing	16,110	Jaco Waterproofing	-
Doors, Frames and Hardware	64,500	Kelley	129,450
Aluminum Glass and Glazing	122,500	Timrek	102,445
Metal Wall Panels	120,000	TBD	117,820
Mtl Std Framing and Drywall	450,120	Valcom	314,188
Flooring	113,800	Axis	121,716
Painting	26,500	Tristate	39,347
Toilet Partitions	9,100	SSC	3,500
Toilet Accessories	22,440	SSC	21,320
Signage	11,337	ASI Signage	22,000
Fire Extinguishers	1,025	SSC	3,000
Operable Partition	17,362	Valcom	15,400
Window Blinds	1,274	Barry Farmer	6,940
Fire Protection	39,500	Preferred F.P.	41,555
Plumbing	216,000	Nelson Stark	340,600
HVAC	418,500	Arctic Heating	368,650
Electrical	451,200	B&J Electrical	500,957
Earthwork and Utilities	101,535	Selhorst	69,960
Line Striping	2,000	Zebra Line Striping	-
<b>Sub Total Direct Cost</b>	<b>3,284,824</b>		<b>3,133,026.50</b>
<b>Personel &amp; General Conditions</b>	<b>289,736</b>		<b>287,508</b>
Contingency 4.00%	142,982		166,275
Const. Phase Design Services LS	30,000		30,000
Precon Services LS	350,000		350,000
CAT Tax 0.26%	10,654		10,660
FEE 6.76%	277,714		255,809
Bond			
<b>Sub Total Cost</b>	<b>4,385,910</b>		<b>4,233,279</b>





## WARREN COUNTY GMP Assumptions, Clarifications, and Recommendations

### Items that increased scope & budget since the Design Development stage:

Judge's bench up 2 steps rather than one in both courtrooms. We estimate the cost of this work to be: \$2,500

Independent detention pond to handle 100 year rains. We estimate the cost of this work to be: \$15,000

Building structural accommodations for the concrete encased fiber optic line. We estimate the cost of this work to be: \$2,500

Re-Striping of handicapped parking spaces as required by zoning review. We estimate the cost of this work to be: \$2,000

Additional insulation over courtrooms and multi-purpose classroom (Sound batts on ceiling tiles). We estimate the cost of this work to be: \$4,500

Bullet resistant wall protection in both courtrooms. We estimate the cost of this work to be: \$12,500

Landscaping required by zoning review. We estimate the cost of this work to be: \$5,000

Electric hand dryers added in 10 locations. We estimate the cost of this work to be: \$10,000

Include installation of TV brackets, wall clocks, and CCTV cameras as requested by Warren County. We estimate the cost of this work to be: \$ \_\_\_\_\_

### Clarifications

Remove specification section 273123 Telephone, as Section 016400 Owner Furnished Products states phone system by owner.

GMP includes limited costs to construct during winter months, not previously considered.

Toilet accessories furnished by owner and installed by HGC: paper towel, soap, hand sanitizer, toilet paper. All others furnished and installed by HGC.

Includes Besam automatic door operators in lieu of Dorma.

Base PVC roof has no KEE backing.

Privacy fencing was suggested zoning review, but not a code requirement. We do not have any costs for fencing in the GMP, but drawings showing fence have been re-submitted to the City of Lebanon to satisfy the zoning dept.

### Recommendations

Add the cost to carry the special inspections, as requested by Warren County. We estimate the cost of this work to be: \$6,200 ADD to GMP

Remove the cost to install furniture as requested by Warren County. We estimate the cost of this work to be: \$7,500 DEDUCT from GMP

Remove the cost to remove and re-install existing compact filing system. We estimate the cost of this work to be: \$6,100 DEDUCT from GMP

Adjust electric specification to allow for more devices per circuit. We estimate the cost of this work to be: \$2,000 DEDUCT from GMP

Remove foundation drainage from the project as approved by structural and civil engineer. We estimate the cost of this work to be: \$2,000 DEDUCT from GMP

Change roofing type from PVC to TPO. We estimate the cost of this work to be: \$10,700 DEDUCT from GMP

Use flat panel type light fixture rather than trougher type. We estimate the cost of this work to be: \$6,800 DEDUCT from GMP

Use MC cable instead of EMT conduit for power and lighting branch circuiting. Data and Fire Alarm to remain hard pipe in wall only. We estimate the cost of this work to be: \$22,800 DEDUCT from GMP

Extend flooring in lobby renovation area into octagon waiting area. We estimate the cost of this work to be: \$6,800 ADD to GMP

Utilize different manufacturer for new fire alarm panel/system. We estimate the cost of this work to be: \$1,000 DEDUCT from GMP

Remove the requirement for 4 data drops per outlet to 2 data drops per outlet. Outlet count remains the same. We estimate the cost of this work to be: \$3,000 DEDUCT from GMP

Change conduit size from 2" to 1" to floor boxes in the renovation Clerks area. We estimate the cost of this work to be: \$2,000 DEDUCT from GMP

Utilize Square D standard transformer and surge protection meeting specification requirements. We estimate the cost of this work to be: \$9,000 DEDUCT from GMP

Upgrade the Security light fixtures in holding cells to more secure types. We estimate the cost of this work to be: \$900 ADD from GMP

Use standard size rough-in boxes instead of 5" specialized data boxes. We estimate the cost of this work to be: \$1,300 DEDUCT from GMP

Remove abuse resistant drywall at all areas except secure areas. We estimate the cost of this work to be: \$6,000 DEDUCT from GMP



# 3

## SCHEDULE - HGC CONSTRUCTION

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## SCHEDULE MILESTONES

### Building Addition / New Construction

➤ Approve GMP	11/06/18
➤ Award Sub-Contracts	11/06/18 – 11/19/18
➤ Fiber Optics Relocation By Owner	10/04/18 – 12/03/18
➤ Quick-Ship Shop Drawings	11/06/18 – 11/28/18
➤ Early Phase Utility Extensions	12/21/18 – 01/11/19
➤ Mobilization	12/03/18
➤ Ground Breaking Ceremony	12/04/18
➤ Construction Phase	12/03/19 – 08/12/19
➤ Building Dried-In	05/13/19
➤ Controlled Air	05/17/19
➤ Achieve Substantial Completion	08/12/19
➤ Owner A/V Equipment/ Furniture Move-In	08/19/19 – 08/30/19
➤ Achieve Final Completion	09/30/19

### Existing Building Remodel / Renovation

➤ Mobilization	08/13/19
➤ Construction Phase	08/13/19 – 10/31/19
➤ Closeout Phase	10/14/19 – 11/01/19
➤ Achieve Substantial Completion	11/05/19
➤ Demobilization / Site Cleaning	11/04/19 – 11/08/19
➤ Achieve Final Completion	11/11/19
➤ Warranty Period	11/11/19 – 12/11/20





 **elevator**  
DESIGN GROUP



**HGC**  
CONSTRUCTION



**Warren County  
Zoning Department**

# **Warren County Rural Zoning Code Text Amendments**

Prepared for the  
Warren County Board of Commissioners

Meeting Date: October 30, 2018

# Introduction

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- Numerous amendments to the Warren County Rural Zoning Code have been drafted by planning/zoning staff, based on past experiences.
- Drafted language has been reviewed by the Prosecutor's Office.
- Seeking direction from the Board today on whether to initiate all of the amendments at once, or split them up separately.
- Each amendment topic will now be discussed from a policy standpoint.

## **Amendment Topics**

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- 1) Administrative Procedures
- 2) Mixed Use Zone (MXU) Regulations
- 3) Wedding Facility, Event Center
- 4) Community Facilities & Essential Services
- 5) Caretaker Dwelling
- 6) Residential Principal Buildings
- 7) Agricultural Uses in Subdivisions
- 8) Access Management

# (1) Administrative Procedures

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- These amendments were mainly drafted by the Prosecutor's Office
- Clarify the following:
  - Quasi-judicial deliberations may be held in private
  - Public comments are only considered during hearings, not prior
  - Zoning amendments take effect 30 days from the date of the BOCC's verbal vote (referendum period)



## **(1) Administrative Procedures (Cont.)**

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- All PUDs are subject to the updated process and procedures of the new Code
- Sets an expiration (1 year) for RPC Executive Committee recommendations on PUD Stage 2
- BZA decisions are "motions" not "resolutions," and 30-day appeal window begins when decision is mailed
- Restructure conditional use review criteria
  - Making criteria more objective and definitive

## **(2) Mixed Use Zone (MXU) Regulations**

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- Remove Multiple-Family Dwelling Units from the MXU districts
- Limit multi-unit structures to 4 units per structure
- Limit conventional developments to 1-acre density single-family residential
- Eliminate commercial requirement for small lots and lots not fronting on a major road in the MXU-C district

## **(3) Wedding Facility, Event Center**

- Add and define new land use "Wedding Facility, Event Center"
- Add use-specific standards for "Wedding Facility, Event Center"



## **(4) Community Facilities & Essential Serv.**

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- Distinguish clearly between Community Facilities & Essential Services (current description lumps the two together)
- Restructure the Use Table to reflect new distinction of Community Facilities & Essential Services

## **(5) Caretaker Dwelling**

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- Allow caretaker dwelling as an accessory use for non-residential uses
- Define "Caretaker Dwelling" and "Caretaker"

## **(6) Residential Principal Buildings**

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- Clarify that only one principal building, residential or non-residential, is permitted per lot

## **(7) Agricultural Uses in Subdivisions**

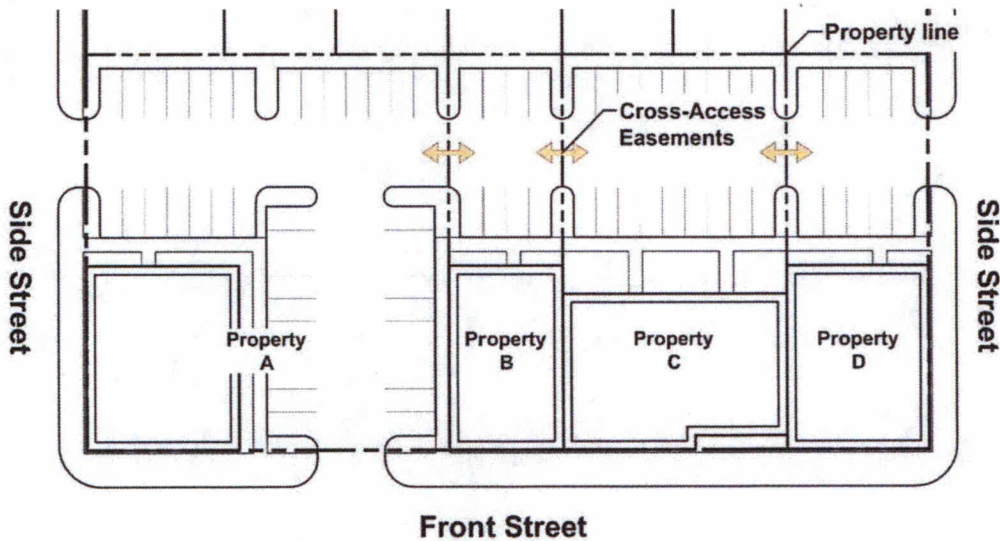
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- Add changes to agricultural regulations at the request of Washington Township
- Allow chickens and other limited agricultural uses on subdivided lots in the RU district

## (8) Access Management

- Require joint and/or cross access between parcels for all non-residential and multi-family uses, unless otherwise determined by the Engineer's Office based on certain factors





## Which Amendments Should Be Initiated?

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- Administrative Procedures
- Mixed Use Zone (MXU) Regulations
- Wedding Facility, Event Center
- Community Facilities & Essential Services
- Caretaker Dwelling
- Residential Principal Buildings
- Agricultural Uses in Subdivisions
- Access Management