



# **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 – September 22, 2015**

The Board met in regular session pursuant to adjournment of the September 15, 2015, meeting.

David G. Young – present

Pat Arnold South – present

Tom Grossmann – present

Tina Osborne, Clerk – present

Minutes of the September 15, 2015 meetings were read and approved.

- 15-1435A      A resolution was adopted to Rescind Resolution #15-1329 which authorized the hiring of Natasha Coldiron as Eligibility Referral Specialist within Warren County Job and Family Services, Human Services Division. Vote: Unanimous
- 15-1436      A resolution was adopted to accept Resignation of Maggie Rentsch, alternative Response Caseworker II, within the Warren County Job and Family Services Children Services Division, effective October 2, 2015. Vote: Unanimous
- 15-1437      A resolution was adopted to authorize the posting of the “Alternative Response Caseworker I or II” 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
- 15-1438      A resolution was adopted to accept Resignation of Dan Fread, Electrician I, within the Warren County Facilities Department effective October 2, 2015. Vote: Unanimous
- 15-1439      A resolution was adopted to authorize the posting of the “Electrician I” position within the Facilities Management Department, in accordance with Warren County Personnel Policy Manual, Section 2.02(A). Vote: Unanimous

- 15-1440 A resolution was adopted to hire Rebecca E. Parry as Lab Tech I, within the Water and Sewer Department. Vote: Unanimous
- 15-1441 A resolution was adopted to Amend Sections 4.10: Expense Reimbursement and 5.04: Health Insurance of the Personnel Policy Manual. Vote: Unanimous
- 15-1442 A resolution was adopted to Promote Anderson Dewine to the position of Emergency Communications Operator within the Warren County Emergency Services Department. Vote: Unanimous
- 15-1443 A resolution was adopted to approve Pay Supplemental for Matt Schnipke, Economic Development Specialist and Angela Steffen, Administrative Assistant within the Warren County Economic Development Department. Vote: Unanimous
- 15-1444 A resolution was adopted to approve Agreement between Warren County Commissioners, on behalf of the Warren County Juvenile Court Mary Haven Youth Center Division, and Preble County Board of Commissioners, on behalf the Preble County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 15-1445 A resolution was adopted to approve and enter into Contract with Schindler Elevator Corporation for an Extended Elevator Warranty Agreement on behalf of Warren County Facilities Management. Vote: Unanimous
- 15-1446 A resolution was adopted to approve Agreement with the Twelve of Ohio, Inc. as a Child Placement and related service provider for the Warren County Board of County Commissioners on behalf of Warren County Children Services. Vote: Unanimous
- 15-1447 A resolution was adopted to approve Amendment No. 1 to Food Service Agreement with ARAMARK Correctional Services, LLC. Vote: Unanimous
- 15-1448 A resolution was adopted to acknowledge Pat South signing , as a Collaborative Partner, the City of Lebanon's silver and Broadway Redevelopment Project Grant Application to the State of Ohio relative to Redevelopment Funds made available due to relocation of the Harness Racing from the Warren County Fairgrounds. Vote: Unanimous
- 15-1449 A resolution was adopted to approve Change Order #1 with Aero Mark, Inc. for the 2015 Striping Project. Vote: Unanimous
- 15-1450 A resolution was adopted to approve Change Order #1 with W. E. Smith Construction for the Concrete Repair Project for Warren County Bridges. Vote: Unanimous

- 15-1451 A resolution was adopted to approve Addendum #3 (HG206 Homeguard Digital Cell Addendum) relative to the Monitoring service Agreement with BI Incorporated on behalf of Warren County Common Pleas Court, Community Corrections Division. Vote: Unanimous
- 15-1452 A resolution was adopted to approve Engineering Agreement with Stantec Consulting Services Inc. for the Columbia Road and Western Row Water and Sewer Relocation. Vote: Unanimous
- 15-1453 A resolution was adopted to authorize the President and/or Vice President of this Board to sign a Satisfaction of Mortgage for Rachel Swafford, unmarried. Vote: Unanimous
- 15-1454 A resolution was adopted to authorize Public Advertisement of a Request for Proposals for Medical Services Associated with the Warren County Employee and CDL Holder Drug Testing Programs and other Medical Services associated with employment. Vote: Unanimous
- 15-1455 A resolution was adopted to approve Memorandum of Understanding between the City of Lebanon and Warren County Board of Commissioners on behalf of Warren County Telecommunications. Vote: Unanimous
- 15-1456 A resolution was adopted to approve a Memorandum of Understanding between the city of Franklin and Warren County Board of Commissioners on behalf of Warren County Telecommunications. Vote: Unanimous
- 15-1457 A resolution was adopted to enter into Agreement with Indigital Telecom on behalf of Warren County Telecommunications. Vote: Unanimous
- 15-1458 A resolution was adopted to acknowledge payment of Bills. Vote: Unanimous
- 15-1459 A resolution was adopted to approve various Refunds. Vote: Unanimous
- 15-1460 A resolution was adopted to approve Repayment of Cash Advances from Fund #265 into General Fund #101. Vote: Unanimous
- 15-1461 A resolution was adopted to accept an Amended Certificate Decrease within Engineer's Office Fund #456 - Butler Warren Bridge #2-9.16. Vote: Unanimous
- 15-1462 A resolution was adopted to accept an Amended Certificate Decrease within Engineer's Office Fund #432 - Middletown Road Project. Vote: Unanimous

- 15-1463 A resolution was adopted to approve an Operational Transfer from the Motor Vehicle Fund #202 into Middletown Road Project Fund #432 and approve Repayment of a Cash Advance from the Middletown Road Project Fund #432 into the Motor Vehicle Fund #202. Vote: Unanimous
- 15-1464 A resolution was adopted to approve Supplemental Appropriation into Commissioners Fund #101-1110. Vote: Unanimous
- 15-1465 A resolution was adopted to approve Appropriation Adjustments from Commissioners General Fund #101-1110 into Sheriff's Fund #101-220. Vote: Unanimous
- 15-1466 A resolution was adopted to approve Appropriation Adjustment from Commissioners General Fund #101-1110 into Detention - Sheriff's Fund #101-2210. Vote: Unanimous
- 15-1467 A resolution was adopted to approve Appropriation Adjustments from Commissioners General Fund #101-1110 into Communications Center - Dispatch Fund #101-2850. Vote: Unanimous
- 15-1468 A resolution was adopted to approve Appropriation Adjustments from Commissioners' General Fund #101-1110 into Clerk of Court of Common Pleas Fund #101-1260. Vote: Unanimous
- 15-1469 A resolution was adopted to approve Appropriation Adjustments within Common Pleas Court Fund #101-1220. Vote: Unanimous
- 15-1470 A resolution was adopted to approve Appropriation Adjustments within Emergency Services / Communications Center Fund #101-2850, Emergency Services / Wireless 911 Fund #219, and Emergency Services / EMA Fund #264. Vote: Unanimous
- 15-1472 A resolution was adopted to approve Appropriation Adjustment within Children Services Fund #273. Vote: Unanimous
- 15-1473 A resolution was adopted to approve Appropriation Adjustment within Telecommunications Department Fund #492. Vote: Unanimous
- 15-1474 A resolution was adopted to approve Appropriation Adjustment within Water Revenue Fund #510. Vote: Unanimous
- 15-1475 A resolution was adopted to approve appropriation Adjustments within the Water and Sewer Revenue Fund #510 and Fund #580. Vote: Unanimous

- 15-1476 A resolution was adopted to approve Appropriation Adjustment within Sheriff's Office Fund #630. Vote: Unanimous
- 15-1477 A resolution was adopted to approve Appropriation Adjustment within Building and Zoning Department Fund #101-2300. Vote: Unanimous
- 15-1478 A resolution was adopted to authorize payment of Bills. Vote: Unanimous
- 15-1479 A resolution was adopted to approve and authorize Submission of an Application for Department of youth Services Capital Improvement Funding on behalf of the Warren County Juvenile Detention Center and Mary Haven Youth Treatment Facility. Vote: Unanimous

#### DISCUSSIONS

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

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William Duning and Victoria Van Harlingen, Warren County Historical Society, were present along with other Board members for a work session to discuss funding for the Society.

Mr. Duning stated that this year marks the 75<sup>th</sup> year of service by the Historical Society and they are planning to offer free admission to every resident of Warren County. He then stated the request for the Board to consider a contribution of \$.50 per Warren County resident to help fill the funding gap.

Ms. Van Harlingen presented the attached PowerPoint presentation reviewing the contributions that the Warren County Historical Society provides to Warren County. She then reviewed how the contribution would be utilized and the benefits to the residents of Warren County if the Board chooses to approve their funding request.

Ms. Van Harlingen stated the critical needs for the Society including the non-existent cash flow. She reviewed the strategic initiatives that are in place for 2015 and the current financials showing a \$93,459 shortfall in funding for 2015. She then discussed the economic impact their organization provides to the community including the number of out of state visitors that require an overnight stay.

There was discussion relative to the \$28,500 contribution that is typically provided to the organization versus the current request of \$106,000+ along with the various forms of income for the organization.

Ms. Van Harlingen stated that without the support of this Board, they will have to reduce staffing and back track on programs and services they provide to the community.

Commissioner Grossmann requested information on how other counties are funding their organizations. He then stated his desire for staff to compile the requested information and return for additional discussion. He then stated the request may need a levy to be voted on by the taxpayers.

Denny Means, Historical Society Board member, reminded the Board of the "gem" they have in the museum and other buildings and all of the awards that have been received. He then thanked the Board for the management and operations of the county which have placed them in a financial situation to be able to support their museum. He then reminded the Board that museums are as important as sports facilities and parks.

Commissioner Young stated he is not interested in what other counties do. He stated that Warren County is unique and doesn't follow the lead of other counties. He then suggested that the Historical Society may need to have discussion with the Warren County Convention and Visitors Bureau regarding the number of beds they are filling in overnight stays for additional funding.

Mr. Means stated that a county in Washington State funnels 2% above a certain threshold to their historical society.

Commissioner Young stated he is leery of funding with general funds dollars.

Commissioner South questioned how much revenue they are generating from the banquet center that the Board funded capital improvements.

Ms. Van Harlingen stated they are able to hold approximately 150 people for events. She stated that the first two years were extremely successful but as a result of an improved economy, they have reduced use due to the size they can accommodate. She then stated that in 2014, they received approximately \$12,000 in revenue from banquet rentals.

Commissioner South stated that this society is one of Warren County's best kept secrets and she is very proud of the organizations and what they offer. She stated her concern relative to why they should change their philosophy on funding. She stated her dislike of the idea of the organization being dependent on general fund dollars to operate but would rather continue to help fund capital improvements that will allow them to have additional revenue streams. She then stated the desire for additional information and would consider an increase in the yearly allocation.

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Steve Hunt, attorney representing W.O. Brisben Development Company, was present for a work session to discuss the expired reimbursement provision relative to Village on the Green sewer improvements that were completed in 2000.

Mr. Hunt presented a one page review (attached) providing background information relative to the reimbursement provision resolution that was approved by the Board in January 2000, extended in October 2001, extended again in August 2006 and again in August 2013 with the final expiration of October 12, 2013.

Mr. Hunt reviewed the issues relative to the reimbursement being paid on a per unit basis versus a per acre basis as established in the legislation as well as when the reimbursement should be paid (at platting vs. at time an individual lot is tapping into the sewer system). He informed the Board that Hamilton County does it that way and Warren County should consider the same.

Mr. Hunt then requested the Board to consider extending the reimbursement period an additional ten years. He stated they would release any claims against the County in connection with prior reimbursement procedures. He also stated that the developer will execute a deed to the County for a transfer of the sewer facility. He stated this is a matter of fairness as the County required his client to oversize the pump station to accommodate other developments but he will not be reimbursed for the cost due to the expiration of the agreement.

There was discussion relative to the number of acres (820) that was available to develop and how the process of reimbursement works.

There was discussion relative to \$92,000 of the reimbursement was provided to acquire the property the pump station sits on, however, he did not acquire the property, only an easement.

There was additional discussion relative to the amount Warren County believes is left for reimbursement vs. the number the developer believes should be available.

Commissioner Grossmann questioned why we would not extend this reimbursement for an additional 10 years to allow them the ability to obtain reimbursement for the remaining \$170,000 (Warren County's number).

There was discussion relative to the precedent that would be set if approved as well as the administrative burden the reimbursement process requires.

Commissioner Grossmann stated his agreement with extending the reimbursement provision for an additional 10 years.

Mr. Hunt stated that his client is willing to agree to the per tap-in reimbursement process staff currently follows for the reimbursement as well as transfer the pump station to Warren County if the extension is approved.

Upon discussion, the Board directed Mr. Hunt to work with staff on the details of the extension and Commissioner South stated as long as this matter is settled prior to December 31, 2015, she will consider it.

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Susanne Mason, Warren County Transit, was present to discuss the Request for Proposals (RFP) that were received and reviewed relative to the operations of the Warren County Transit System.

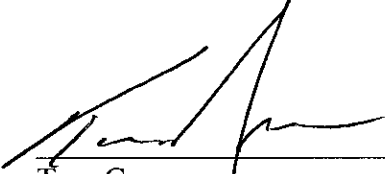
Mrs. Mason stated that two proposals were received from the RFP and a review committee was established that evaluated and ranked them. She then stated that the committee has chosen Universal Transportation System (UTS) as the chosen vendor.

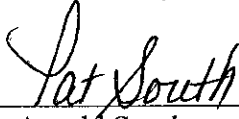
Upon discussion, the Board directed Mrs. Mason to begin negotiations with UTS for a contract to operate the Warren County Transit System for 2016.

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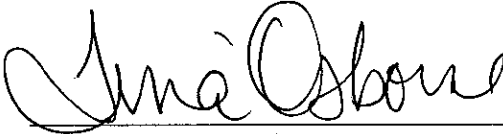
Upon motion the meeting was adjourned.

  
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David G. Young, President

  
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Tom Grossmann

  
\_\_\_\_\_  
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 September 22, 2015, in compliance with Section 121.22 O.R.C.

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





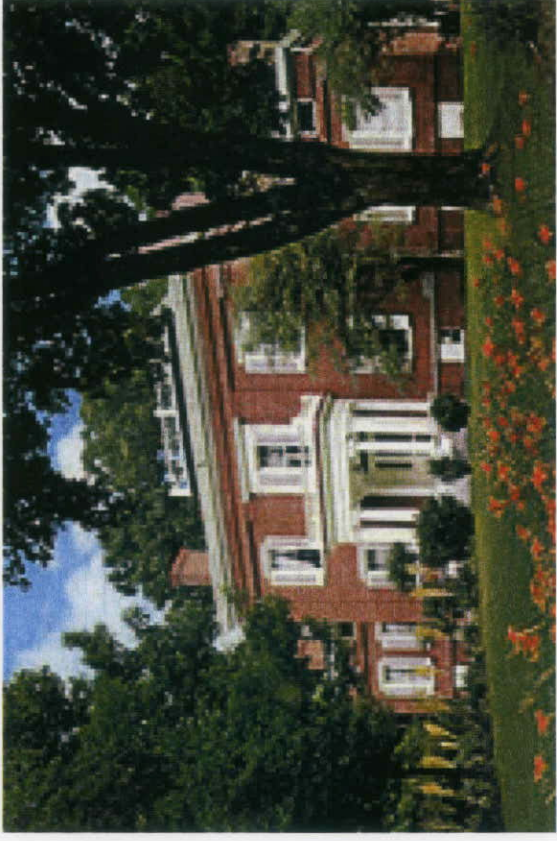
**Warren County Historical Society's  
2015**

**Request for Support from the Warren County Commissioners**

# Serving Warren County for

## 75 Years

- Three Historic Properties Open to the Public.
- Visitor's Cultural Experience includes art, archaeology, architecture, decorative arts, historic artifacts, historical research and genealogy library.
- Award Winning educational programs, exhibits and tours.
- Nationally recognized collections – Shaker, Russel Wright, Genealogy and Historical Archive.
- Professional staff, 70 plus volunteers, open year round.
- Tourist ready with web site, mobile site, blog and Facebook.
- Founded Heritage Advisory Council and Supports 14 Warren County history museums and libraries through that organization.



## **Support Needed from Warren County for Warren County Citizens**

Increase WCHS's yearly stipend to \$.50 per Warren County resident giving every resident free access to the Warren County History Center & Research Library

Announce free access for Warren County citizens in joint press releases, social media, county mailings and emails.

# How WCHS Will Use the Funds

- Executive Director's Salary \$42,000
- Education Director's Salary \$15,000
- Advertising \$20,000
- Fundraising \$ 5,000
- Repairs and Maintenance \$20,000\*

- For 2016: Post Office repair roof leaks, Harmon Hall repair roof leaks, Glendower repair east wing water damage and insulate attic.

# Benefits to Warren County Residents

- WCHS keeps and tells Warren County's stories, developing community identification and culture.
- Provides cultural education for K-12 children not available in local schools.
- Increases value of real estate and businesses.
- Brings in tourist dollars to Warren County.
- Brings in regional dollars from programs, exhibits and special events.
- Supports local trades such as food service, printing, advertising, construction and more.

# WCHS Threats and Challenges

- Fundraising Competition
- Facilities Need Major Work – roofs, structural issues, parking lot.
- Cash Flow uneven or non-existent.
- Building accessibility – need access for fire trucks, school buses, tour buses, the very young, the very old and handicapped parking.

# Strategic Initiatives

In place in 2015

- Improve Endowment and Financial Performance.
- Develop Foundation and Corporate Sponsorships, Memberships and Grants.
- Collaborate with Other Non-profit Organizations, both cultural non-profits and Warren County Charities.
- Market to All Age Groups.
- Invite Every Warren County Resident to Visit our Museums.

# Financials

- 2015 Operating Income – \$181,278
- 2015 Operating Expense - \$274,737
- Shortfall for 2015 - \$93,459\*

• \*made up from Endowment proceeds

15k  
7k



# Economic Impact

- Operation Expenses Paid Locally      \$275,000
- 3000 Overnight Visitors\*      \$375,000
- 12000 Day trippers\*\*      \$552,000
- **Total Economic Impact**      **\$1,202,000**

\* average economic impact \$125 per person, American Museums Association

\*\* average economic impact \$46 per person, Arts in America

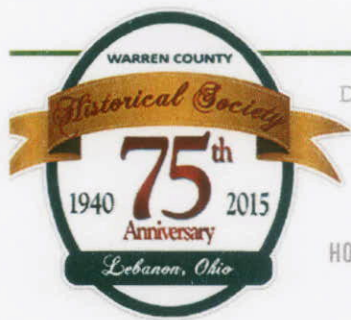


## WCHS Board of Trustees Request

The Board of Trusteee of the Warren County Historical Society respectfully request an increase in their yearly stipend from Warren County to \$.50 per Warren County resident giving every resident free access to the Warren County History Center & Research Library.

“A child educated only at school is an uneducated child”.

[George Santayana](#)

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## PLAN YOUR VISIT

Warren County  
History Center

Glendower  
Historic Mansion

Group Tours &  
Packages

Gift Shop

Heritage Advisory  
Council

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MEMBERS](#)



Click on the gallery above to see some of HAC's historic landmarks.

### About The Heritage Advisory Council (HAC)

The Heritage Advisory Committee (HAC) is an organization of historical societies, museums and libraries in Warren and Clinton counties. The members meet monthly from September through May to foster communications and to plan joint marketing and fundraising projects for the benefit of the group.

***We take our mission of preserving this area's heritage very seriously and would love to share our efforts with you.***

***You'll be amazed at the historical secrets to be found in Southwest Ohio!***



HAC

### 2014 Grants Awarded

One of the uses of the funds raised by HAC is small \$250 grants to its members. This year's grant recipients were: Carlisle Area Historical Society (Lois Jestice), Quaker Heritage Center (Ruth Brindle), and Morrow Area Historical Society (Joey Hansted).



2014 HAC Grant Award Winners

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## **VILLAGE ON THE GREEN SEWER REIMBURSEMENT**

### **I. BACKGROUND**

- W. O. Brisben Companies was the developer of Village on the Green Subdivision located in Hamilton Township.
- In connection with the development of the Subdivision, the County required the developer to oversize the pump station and force main for the Subdivision in order to make available for development approximately 1,000 additional acres in the County.
- The cost to the developer of the sewer oversizing was approximately \$336,000.00.
- The County has previously passed resolutions in January, 2000, October, 2001, August, 2006 and August, 2013 regarding the reimbursement procedure for such oversizing.
- The resolutions currently provide:
  - Reimbursement to the developer at the rate of \$386.16 per acre.
  - Although the County has previously extended the reimbursement period, the reimbursement period expired on October 12, 2013.
- To date, the developer has been paid \$36,000.00 in reimbursement charges and is still owed approximately \$300,000.00.

### **II. ISSUES**

- Should reimbursement been paid on a per acre versus a per unit basis.
- Is the reimbursement payment due at the time of the connection of additional property to the sewer system, or at the time of a tap permit.
- Based on a recent audit by the County, the County owes the developer approximately \$20,000.00 for prior reimbursement charges.

### **III. REQUEST**

- Extend the reimbursement period for an additional ten (10) years.
- Reimbursement can be paid on a per unit basis as opposed to a per acre basis.
- The developer will release any claims against the County in connection with prior reimbursement procedures.
- Developer will execute a deed to the County for transfer of sewer facilities.