



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

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

MINUTES: Regular Session – December 19, 2017

The Board met in regular session pursuant to adjournment of the December 14, 2017, meeting.

Tom Grossmann – present

Shannon Jones – present

David G. Young – present

Tina Osborne, Clerk – present

Minutes of the December 14, 2017 meeting were read and approved.

- 17-2009      A resolution was adopted to approve salary adjustments for department heads under the Warren County Board of Commissioners. Vote: Unanimous
- 17-2010      A resolution was adopted to approve salary increases relative to Commissioners' employees. Vote: Unanimous
- 17-2011      A resolution was adopted to approve salary increases relative to Emergency Communications Operators and Call Takers within the Emergency Services Department. Vote: Unanimous
- 17-2012      A resolution was adopted to remove probationary employee Chelsea Kurtz, Unit Support Worker II, within the Warren County Job and Family Services, Human Services Division. Vote: Unanimous
- 17-2013      A resolution was adopted to approve reclassification of Dana Gerstner from the position of Lead Caseworker III to Foster Care Adoption Supervisor within the Warren County Job and Family Services, Children Services Division. Vote: Unanimous

- 17-2014 A resolution was adopted to approve reclassification of Molly Alexander from Investigative Caseworker II to Investigative Caseworker III within the Warren County Job and Family Services, Children Services Division. Vote: Unanimous
- 17-2015 A resolution was adopted to approve reclassification of Lisa Dabbelt from Protective Services Caseworker II to Protective Services Caseworker III within the Warren County Job and Family Services, Children Services Division. Vote: Unanimous
- 17-2016 A resolution was adopted to approve reclassification of Michaela Beckett from Protective Services Caseworker I to Protective Services Caseworker II within the Warren County Job and Family Services, Children Services Division. Vote: Unanimous
- 17-2017 A resolution was adopted to approve reclassification of Jennifer Stacy from Screener II to Screener III within the Warren County Job and Family Services, Children Services Division. Vote: Unanimous
- 17-2018 A resolution was adopted to approve reclassification of Misty Treadway from Compliance Case Aid to Compliance Caseworker I within the Warren County Job and Family Services, Children Services Division. Vote: Unanimous
- 17-2019 A resolution was adopted to authorize the posting of the "Foster Care/Adoption Caseworker I" position, within the Department of Job and Family Services, Children Services Division, in accordance with Warren County Personnel Policy Manual, Section 2.02(A). Vote: Unanimous
- 17-2020 A resolution was adopted to approve reclassification of Cathy Oeder from the position of Eligibility Referral Specialist I to Eligibility Referral Specialist III within the Warren County Job and Family Services, Human Services Division. Vote: Unanimous
- 17-2021 A resolution was adopted to approve promotion for Ryan Powell, Meter Reader I to the position of Meter Reader II within the Water and Sewer Department. Vote: Unanimous
- 17-2022 A resolution was adopted to approve promotion of Seth Antrican to the position of Water Distribution Worker III within the Water and Sewer Department. Vote: Unanimous
- 17-2023 A resolution was adopted to approve reclassification of Jeff Cepin to the Data Systems Supervisor position within the Warren County Telecommunications Department. Vote: Unanimous

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- 17-2024 A resolution was adopted to approve reclassification of Corey Burton to Radio Installer Technician II position within the Warren County Telecommunications Department. Vote: Unanimous
- 17-2025 A resolution was adopted to approve reclassification of Jimmy Hollin to the Telephone Technician III position within the Warren County Telecommunications Department. Vote: Unanimous
- 17-2026 A resolution was adopted to amend classification specification of Building and Electrical Inspector II within the Building and Zoning Department. Vote: Unanimous
- 17-2027 A resolution was adopted to amend classification specification of Building and Electrical Inspector III within the Building and Zoning Department. Vote: Unanimous
- 17-2028 A resolution was adopted to adopt classification specifications and point factor assignments of Building Inspector IV within the Warren County Building and Zoning Department. Vote: Unanimous
- 17-2029 A resolution was adopted to rename job titles for several employees within the Building and Zoning Department. Vote: Unanimous
- 17-2030 A resolution was adopted to terminate negotiations for Professional Design Services with KZF Design and authorize negotiation with the firm ranked next most qualified. Vote: Unanimous
- 17-2031 A resolution was adopted to approve Amendment #1 to the contract with Rose Excavating and Development, Inc. and authorize the President and/or Vice President of this Board to sign documents relative thereto. Vote: Unanimous
- 17-2032 A resolution was adopted to approve and authorize President of the Board to enter into Lease Agreement with Inmet Associates relative to the lease of property located at 773-775 Reading Road, Mason, Ohio on behalf of the Warren County Clerk of Courts. Vote: Unanimous
- 17-2033 A resolution was adopted to approve and enter into contract with Fire & Security LLC. on behalf of Facilities Management. Vote: Unanimous
- 17-2034 A resolution was adopted to approve various refunds. Vote: Unanimous
- 17-2035 A resolution was adopted to affirm "Then and Now" requests pursuant to Ohio Revised Code 5705.41 (D) (1). Vote: Unanimous

- 17-2036 A resolution was adopted to enter into Street and Appurtenances (including sidewalks) Security Agreement with The Drees Company for installation of certain improvements in Legacy at Elliott Farm, Section 2, Block "B" situated in Deerfield Township. Vote: Unanimous
- 17-2037 A resolution was adopted to enter into a Subdivision Public Improvement Performance and Maintenance Security Agreement with The Drees Company for installation of certain improvements in Legacy at Elliott Farm, Section 2, Block "B" situated in Deerfield Township. Vote: Unanimous
- 17-2038 A resolution was adopted to approve various record plats. Vote: Unanimous
- 17-2039 A resolution was adopted to approve appropriation decreases within various funds. Vote: Unanimous
- 17-2040 A resolution was adopted to accept appropriation decreases for Engineer's Office Funds 435, 450, 453, 463, and 484. Vote: Unanimous
- 17-2041 A resolution was adopted to approve supplemental appropriation into County Court Fund #253. Vote: Unanimous
- 17-2042 A resolution was adopted to approve supplemental appropriation into #101 and operating transfers into Telecommunication Construction Fund #492, Facilities Management Construction Fund #467, Probate Juvenile Court Expansion Fund #499, Jail Expansion Fund #497, Children Services Fund #273 and Drug Task Force Fund #977. Vote: Unanimous
- 17-2043 A resolution was adopted to accept Amended Certificate for Funds 245, 258, 260, 265, 292, 293, 327, 435, 450, 484, 575, 619, 630, and 650. Vote: Unanimous
- 17-2044 A resolution was adopted to approve appropriation adjustment from Commissioners General Fund #101-1110 into Communications Center- Dispatch Fund #101-2850. Vote: Unanimous
- 17-2045 A resolution was adopted to approve appropriation adjustment from Commissioners General Fund #101-1110 into Communications Center- Dispatch Fund #101-2850. Vote: Unanimous
- 17-2046 A resolution was adopted to approve appropriation adjustment within Telecommunications Department Fund #101-2810. Vote: Unanimous
- 17-2047 A resolution was adopted to approve appropriation adjustment within County Court Fund #253. Vote: Unanimous
- 17-2048 A resolution was adopted to approve appropriation adjustment within Children Services Fund #273. Vote: Unanimous

- 17-2049 A resolution was adopted to authorize payment of bills. Vote: Unanimous
- 17-2050 A resolution was adopted to begin Thursday, December 28, 2017 Commissioners' Meeting at 9:00 A.M. Vote: Unanimous
- 17-2051 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous
- 17-2052 A resolution was adopted to approve 2018 Annual Appropriations. Vote: Unanimous
- 17-2053 A resolution was adopted to determine the necessity of and authorizing the issuance and sale of not to exceed \$16,000,000 of Healthcare Facilities Revenue Bonds, Series 2017 (Otterbein Homes Obligated Group); authorizing the execution and delivery of agreements of lease and subleases in connection therewith; authorizing the execution and delivery of an indenture of trust (Bond Indenture) to secure such Series 2017 Bonds; authorizing the execution of a Bond Purchase Agreement or similar agreement with respect to said Series 2017 Bonds; and authorizing a Tax Exemption Certificate and Agreement and other documents in connection with the issuance of the Series 2017 Bonds. Vote: Unanimous
- 17-2054 A resolution was adopted to appoint Melissa Bour as the Director of Warren County Emergency Services. Vote: Unanimous
- 17-2055 A resolution was adopted to approve an appropriation adjustment within Commissioners Fund #101-1110. Vote: Unanimous
- 17-2056 A resolution was adopted to approve appropriation adjustments from Commissioners General Fund #101-1110 into Sheriff's Fund #101-2200. Vote: Unanimous
- 17-2057 A resolution was adopted to approve an appropriation adjustment within the Water Revenue Fund No. 510. Vote: Unanimous

#### DISCUSSIONS

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

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On motion, bids were closed at 9:00 a.m. this 19<sup>th</sup> day of December and the following bids were received, opened and read aloud for the Strout Road Bridge Rehabilitation Project for the Warren County Engineer's Office:

Prus Construction Cincinnati, Ohio	\$903,003.10
Complete General Construction Co. Columbus, Ohio	\$915,349.47
Ford Development Cincinnati, Ohio	\$817,007.00
John R. Jurgenson Co. Cincinnati, Ohio	\$977,299.90
Eagle Bridge Sidney, Ohio	\$818,320.78
DDK Construction Cincinnati, Ohio	\$840,258.85

Neil Tunison, Warren County Engineer will review bids for a recommendation at a later date.

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Linda Oda, Warren County Recorder, was present along with Beth Anne Schorr and Bobbie Vires, Warren County Child Support, and Eugene Rose, Warren County Community Services, to present Warren County Children Services with the collection of pajamas and other donated items for children in foster care.

Mrs. Oda stated that in lieu of gift giving within the office, the Recorder's Office decided to take up a collection for foster care children. She stated that other departments such as Warren County Juvenile Court, Warren County Child Support and Warren County Community Services also joined in on the effort along with other various departments and employees within Warren County.

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Tiffany Zindel, Warren County Administrator, presented the 2018 annual budget for adoption by the Board and presented the following information:

1. 2018 General fund annual appropriation is \$73,739,145.17 which is a 1.02% increase over the 2017 approved budget
2. The general fund appropriation is divided as follows:
  - a. Criminal Justice 54.29%
  - b. General Operating 38.09%
  - c. Social Services 5.1%
  - d. Miscellaneous 1.29%
  - e. Debt Service 1.23%

Mrs. Zindel informed the Board of the potential concerns relative to Treasurer and Prosecutor collections. She stated that there are not enough delinquent collections to fund DTAC and therefore, expenses will be transferred to general fund. She then stated that the Treasurer's Office desire to increase hours from 35 per week to 40 beginning in 2018 which will be an increase of approximately \$53,000.

There was discussion relative to the ability to pay off the debt associated with the radio system early.

Mrs. Zindel stated she would review the issue to see if there is an early call provision.

Upon further discussion, the Board resolved (Resolution #17-2052) to approve the 2018 annual appropriations.

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Abbot Thayer, Dinsmore and Shohl, was present for the public hearing relative to the issuance of not to exceed \$16,000,000 in Healthcare Revenue Bonds for Otterbein Lebanon.

Mr. Thayer stated that this issuance does not obligate Warren County to any debt as they are simply the facilitator of the issuance.

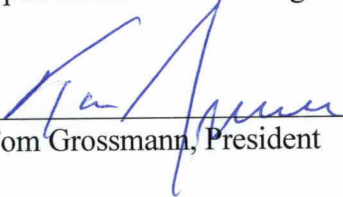
There being no one present in opposition to the issuance, the Board resolved (Resolutoion#17-2053) to determine the necessity of and authorizing the issuance and sale of not to exceed \$16,000,000 of Healthcare Facilities Revenue Bonds, Series 2017 (Otterbein Homes Obligated Group); authorizing the execution and delivery of agreements of lease and subleases in connection therewith; authorizing the execution and delivery of an indenture of trust (Bond Indenture) to secure such Series 2017 Bonds; authorizing the execution of a Bond Purchase Agreement or similar agreement with respect to said Series 2017 Bonds; and authorizing a Tax Exemption Certificate and Agreement and other documents in connection with the issuance of the Series 2017 Bonds.

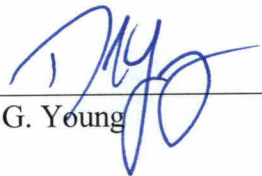
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On motion, upon unanimous call of the roll, the Board entered into executive session at 9:36 a.m. to discuss personnel relative to hiring within the Warren County Emergency Services Department pursuant to Ohio Revised Code Section 121.22 (G)(1) and exited at 9:43 a.m.

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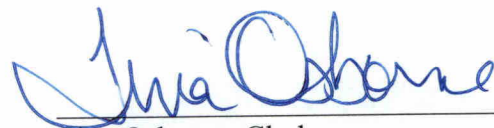
Upon motion the meeting was adjourned.

  
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Tom Grossmann, President

  
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David G. Young

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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 December 19, 2017, in compliance with Section 121.22 O.R.C.

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