



**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 – August 28, 2018

The Board met in regular session pursuant to adjournment of the August 21, 2018, meeting.

Tom Grossmann – present

Shannon Jones – present

David G. Young – absent

Tina Osborne, Clerk – present

Minutes of the August 21, 2018, meeting were read and approved.

- 18-1322 A resolution was adopted to hire Andrew Napier as Water Distribution Worker I within the Warren County Water and Sewer Department. Vote: Unanimous
- 18-1323 A resolution was adopted to hire Tamara Thomas as Case Aide, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 18-1324 A resolution was adopted to hire Olivia Elter as Protective Services Caseworker I, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 18-1325 A resolution was adopted to accept resignation of Joseph Archuleta, Protective Services Caseworker I, within the Warren County Department of Job and Family Services, Children Services Division effective October 1, 2018. Vote: Unanimous
- 18-1326 A resolution was adopted to authorize the posting of the “Protective Services Caseworker I or II” positions, 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
- 18-1327 A resolution was adopted to approve end of 365-day probationary period and approve a pay increase for Jacqueline Hankins, Administrative Support, within the Building and Zoning Department. Vote: Unanimous

- 18-1328 A resolution was adopted to approve end of 365-day probationary period and approve a pay increase for Kathryn Gilbert, Staff Engineer, within the Water and Sewer Department. Vote: Unanimous
- 18-1329 A resolution was adopted to designate Family and Medical Leave of Absence to Frank Osborn, Control Systems Technician II, within the Water and Sewer Department. Vote: Unanimous
- 18-1330 A resolution was adopted to designate Family and Medical Leave of Absence to James Ryan, MIS Specialist II, within the Department of Job and Family Services, Human Services Division. Vote: Unanimous
- 18-1331 A resolution was adopted to designate Family and Medical Leave of Absence to Dewayne Gordon, Custodial Worker II, within Facilities Management. Vote: Unanimous
- 18-1332 A resolution was adopted to designate Family and Medical Leave of Absence to Samuel Roberts, Associate Architect, within Facilities Management. Vote: Unanimous
- 18-1333 A resolution was adopted to approve reappointments to the Rural Zoning Board of Appeals. Vote: Unanimous
- 18-1334 A resolution was adopted to approve certification of delinquent Water and/or Sewer accounts – Warren County Water and Sewer Department. Vote: Unanimous
- 18-1335 A resolution was adopted to declare various items within Auditor, Board of Developmental Disabilities, Building and Zoning, County Court, Domestic Relations, Drug Task Force, Facilities Management, Juvenile, Recorder's Office, Sheriff's Office, and Telecom, as surplus and authorize the disposal of said items. Vote: Unanimous
- 18-1336 A resolution was adopted to approve emergency repair to the valve on Clarifier #4 at Lower Little Miami Wastewater Treatment Facility. Vote: Unanimous
- 18-1337 A resolution was adopted to advertise for bids for the Waynesville Collection System Improvements Project, Phase 1. Vote: Unanimous
- 18-1338 A resolution was adopted to approve Notice of Intent to award bid to Wm. Kramer & Son Inc. for Lower Little Miami WWTP Roof Replacements Project. Vote: Unanimous
- 18-1339 A resolution was adopted to enter into contract with Diamond Coring Company, Inc. for the Warren County Airport Runway Pavement Grooving Project. Vote: Unanimous

- 18-1340 A resolution was adopted to enter into contract with RA Miller Construction for the FY18 City of Franklin – Franklin Woods Curb and Gutter CDBG Project. Vote: Unanimous
- 18-1341 A resolution was adopted to approve and enter into a lease agreement with the Warren County Combined Health District. Vote: Unanimous
- 18-1342 A resolution was adopted to approve and authorize the President of the Board to enter into a Host Agency Training agreement on behalf of OhioMeansJobs Warren County. Vote: Unanimous
- 18-1343 A resolution was adopted to enter into an engineering services contract with Carpenter Marty Transportation, Inc. on behalf of the Warren County Engineer’s Office. Vote: Unanimous
- 18-1344 A resolution was adopted to approve continuation of planned maintenance agreement with Buckeye Power Sales Co., Inc. on behalf of Warren County Facilities Management. Vote: Unanimous
- 18-1345 A resolution was adopted to approve and authorize the President and/or Vice-President of this Board to execute an agreement with James M. O’Connell, LPC for competency evaluations on behalf of the Warren County Juvenile Court. Vote: Unanimous
- 18-1346 A resolution was adopted to approve an authorize the President of this Board to execute an annual system support agreement with Business Information Systems, Inc (BIS) on behalf of the Warren County Juvenile Court. Vote: Unanimous
- 18-1347 A resolution was adopted to authorize the President of the Board to sign a maintenance agreement with Buckeye Power Sales on behalf of Warren County Telecommunications. Vote: Unanimous
- 18-1348 A resolution was adopted to approve various refunds. Vote: Unanimous
- 18-1349 A resolution was adopted to affirm “Then and Now” requests pursuant to Ohio Revised Code 5704.41 (D) (1). Vote: Unanimous
- 18-1350 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous
- 18-1351 A resolution was adopted to enter into street and appurtenances (including sidewalks) security agreement with Wilson Farms Development, LLC for installation of certain improvements in Wilson Farms, Section Five situated in Franklin Township. Vote: Unanimous
- 18-1352 A resolution was adopted to enter into a subdivision public improvement performance and maintenance security agreement with Wilson Farms Development, LLC for installation of certain improvements in Wilson Farms Section Five situated in Franklin Township. Vote: Unanimous

- 18-1353 A resolution was adopted to approve various record plats. Vote: Unanimous
- 18-1354 A resolution was adopted to approve supplemental appropriation adjustment within Sheriff's Office Fund #293. Vote: Unanimous
- 18-1355 A resolution was adopted to approve appropriation adjustments from Commissioners General Fund #101-1110 into Emergency Services #101-2850. Vote: Unanimous
- 18-1356 A resolution was adopted to approve appropriation adjustment within Dog and Kennel Fund #206. Vote: Unanimous
- 18-1357 A resolution was adopted to approve appropriation adjustments from Common Pleas Court Probation Fund #101-1223 into #101-1222, #101-1223, and #101-1224. Vote: Unanimous
- 18-1358 A resolution was adopted to approve appropriation adjustments within Sheriff's Office fund #101-2200. Vote: Unanimous
- 18-1359 A resolution was adopted to approve appropriation adjustment within Telecommunications Department Fund #101-2810. Vote: Unanimous
- 18-1360 A resolution was adopted to approve appropriation adjustment within Emergency Services/Communications Center Fund #101-2850. Vote: Unanimous
- 18-1361 A resolution was adopted to approve appropriation adjustments within the Water Revenue Fund #501. Vote: Unanimous
- 18-1362 A resolution was adopted to approve appropriation adjustment within Garage Fund #619. Vote: Unanimous
- 18-1363 A resolution was adopted to approve appropriation adjustment within Treasurer's Office Fund #101-1130. Vote: Unanimous
- 18-1364 A resolution was adopted to approve appropriation adjustment within Children Services Fund #273. Vote: Unanimous
- 18-1365 A resolution was adopted to approve supplemental appropriation into Fairgrounds Construction Project Fund #498. Vote: Unanimous
- 18-1366 A resolution was adopted to authorize the Warren County Prosecutor's Office to initiate contract negotiations for a Web-Based Record and Case Management System. Vote: Unanimous
- 18-1367 A resolution was adopted to advertise for public hearing for the Assessment of Fair Housing and Analysis of Impediments to Fair Housing. Vote: Unanimous

DISCUSSIONS

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

David Fornshell, Warren County Prosecutor, was present for a work session to discuss the Request for Proposals for the Web Based Record and Case Management System for the Prosecutor's Office.

Mr. Fornshell stated the committee has reviewed and scored the submitted proposals and has selected Matrix Pointe Software, LLC as highest ranked firm and requested the Board consider authorizing him to begin contract negotiations.

Mr. Fornshell reviewed the increase in caseload from the time he began as Prosecutor eight years ago and now. He discussed the efficiency the new system will provide by allowing law enforcement to input the information directly into the system for Prosecutor staff to review and revise for presentation to Grand Jury. He then stated he did not replace a legal assistant upon retirement in anticipation of the new system coming on line.

There was discussion relative to funding for the project relative to the Board's desire to fund a majority of the project upfront with a lower maintenance cost or pay less upfront with a higher maintenance cost over the next 36 months.

The Board determined the decision on funding should be made based upon a cash flow analysis along with the best option for taxpayers and requested the County Administrator and Mr. Fornshell to review.

Upon further discussion, the Board resolved (Resolution #18-1366) to authorize the Warren County Prosecutor's Office to initiate contract negotiations with Matrix Pointe Software, LLC for a Web-Based Record and Case Management System.

Susanne Mason, Program Manager, was present along with Greg Orosz, Regional Planning Commission, to present the attached PowerPoint presentation reviewing the Warren County Analysis of Impediments to Fair Housing Choice.

Mrs. Mason explained the requirement from HUD for the Analysis of Impediments in order to identify and overcome the effects in order to receive grant funding. She then stated that the Warren County Regional Planning Commission was contracted to conduct and complete the Analysis.

Mr. Orosz reviewed the PowerPoint presentation showing the process necessary in order to approve and incorporate the Analysis into the Warren County Consolidated Plan, the project timeline, the purpose, public participation utilized in the Analysis, the major impediments that were discovered, and the things currently being done to help overcome the impediments recommendations for improvement.

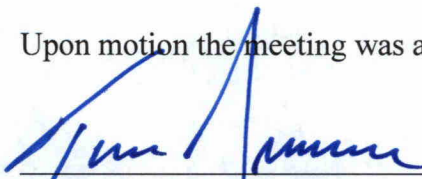
There was discussion relative to who has the responsibility to work on the goals that have been identified within the analysis and what is planned to connect the available resources to those in need.

There was discussion relative to the public hearing requirements and the Board's desire to not approve and adopt the Analysis until after such time as the public has had the ability to review and comment.

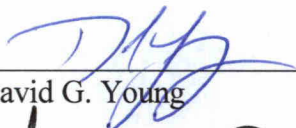
Upon further discussion, the Board resolved (Resolution #18-1367) to set and advertise for public hearing on September 20, 2018, at 6:00 p.m. as the time and date for consideration of the Assessment of Fair Housing and Analysis of Impediments to Fair Housing Plan.

On motion, upon unanimous call of the roll, the Board entered into executive session at 10:02 a.m. to discuss pending litigation (Warren County v. Village of Waynesville) pursuant to Ohio Revised Code Section 121.22 (G)(3) and exited at 10:33 a.m.

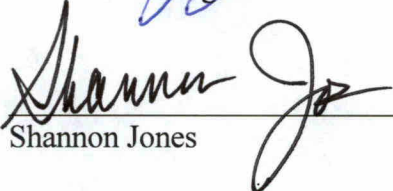
Upon motion the meeting was adjourned.



Tom Grossmann, President

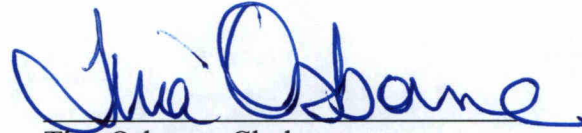


David G. Young

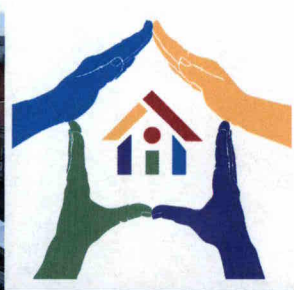
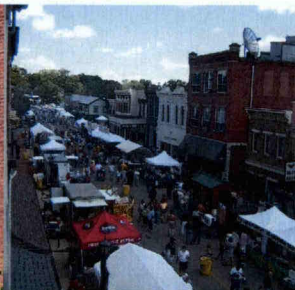


Shannon Jones

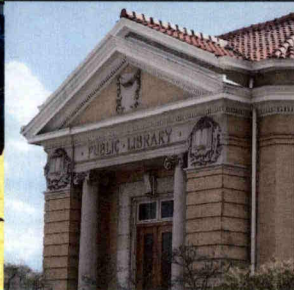
I hereby certify that the foregoing is a true and correct copy of the minutes of the meeting of the Board of County Commissioners held on August 28, 2018, in compliance with Section 121.22 O.R.C.



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



The Warren County Analysis of Impediments to Fair Housing Choice



Process

STEP 1 | BOCC Resolution

STEP 2 | Public Hearing
September 20th

STEP 3 | Include AI in Consolidated
Plan



PROJECT TIMELINE



Civil Rights Act of 1968

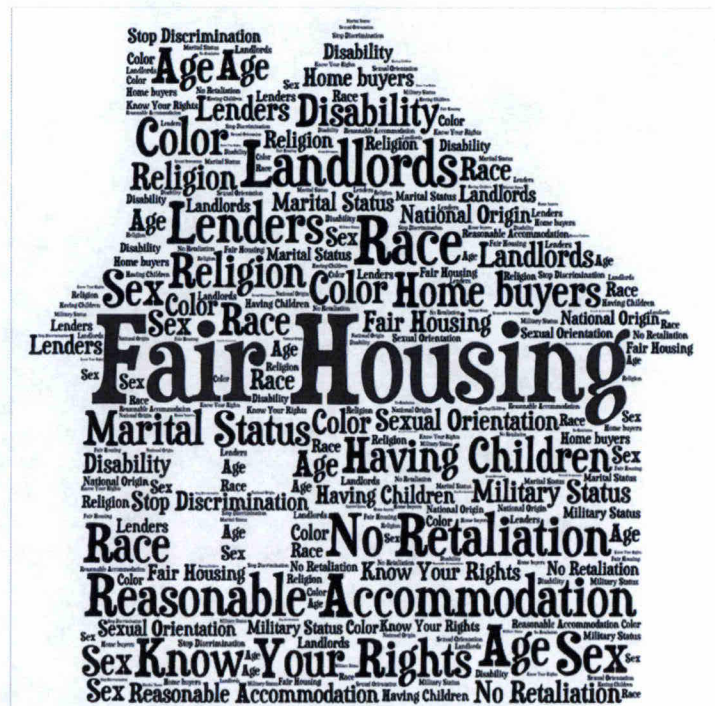
Fair Housing Act

Prohibits discrimination in housing-related activities on the basis of race, color, religion, sex, national origin, familial status, and disability.



AI REQUIREMENTS

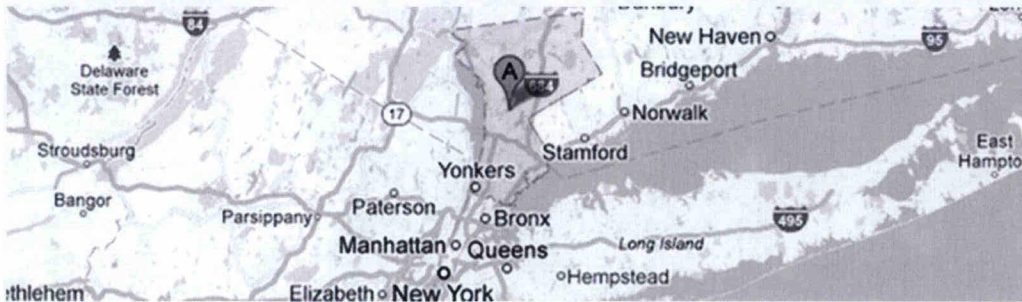
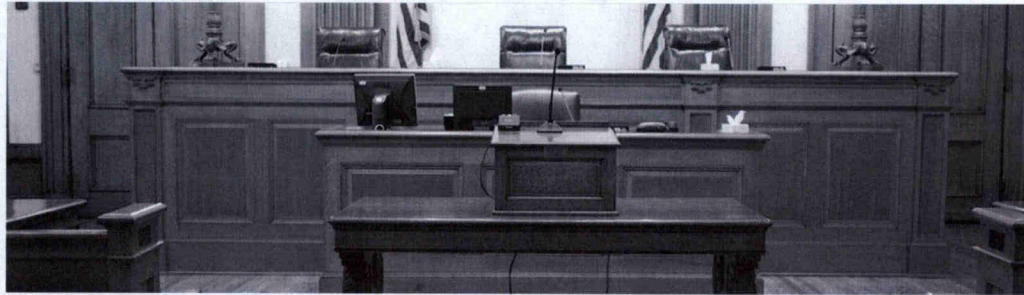
- Conduct an analysis of impediments to fair housing choice.
- Take appropriate actions to overcome the effects of any impediments identified.
- Maintain records reflecting the analysis and actions.



County is prohibited from using CDBG funds for any local government that does not AFFH within its jurisdiction or impedes the County's action to comply with its fair housing certifications.

UNITED STATES DISTRICT COURT SOUTHERN DISTRICT OF NEW YORK

ANTI-DISTRIMINATION CENTER OF
METRO NEW YORK
VS
WESTCHESTER COUNTY, NEW YORK



SUIT CLAIM
WESTCHESTER VIOLATED
THE FALSE CLAIMS ACT

Failed to analyze the impediments to fair housing choice
within the County in terms of race.

Public Participation

STEP 1

Community Groups

Housing Coalition/Residents
Metropolitan Housing Authority
Developmental Disabilities

STEP 2

Government Officials

Grants Administration
City & Township Zoning
Health Department

STEP 3

Developers and Builders

Realtors
Banking

Impediments to Fair Housing Choice

Large Lot Size
Large Homes

Need for
Neighborhood
Revitalization

Public meetings identified
barriers that limit housing
choice.

Employment and
Transportation Link

Limited Multi-family
Options

Limited Public
Transportation

Impediments to Fair Housing Choice



Utility Cost

Land Cost

Building Codes

Visitability

Limited Vouchers

Each **impediment** contributes to **higher cost** and makes affordable housing and housing choice more **challenging**.



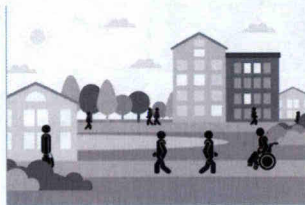
Assessment of Past Goals and Actions

01

Current Public and Private Fair Housing Programs and Activities in the Jurisdiction

- ✓ Distribution of Housing Literature
- ✓ Monitor & Address Housing Complaints

02



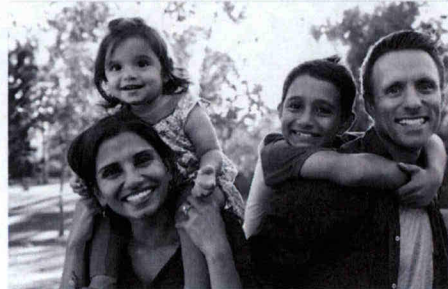
Neighborhood Planning & Revitalization

- ✓ Lebanon
- ✓ South Lebanon
- ✓ Franklin Township

Wider Variety of Housing Types in Zoning Codes

- ✓ Patio homes
- ✓ Zero lot line housing
- ✓ Accessory dwelling units

03



04

Delivery of Affordable Housing

- ✓ Warren County Balanced Housing & Career Center

06

Better Housing and Transportation Linkage

- ✓ Transportation Needs Committee
- ✓ Lebanon Loop

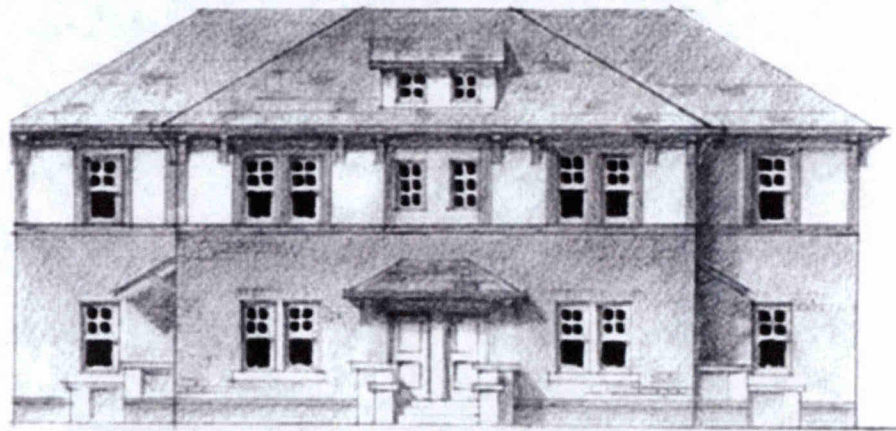
05



Accessible Housing for the Aging and People with Disabilities

- ✓ Community Housing Assistance Program
- ✓ Visitability Guidelines

Recommendations



Housing

Potential next steps



Improve Financial Education

- ✓ Work with financial institutions to assist them with their federally mandated programs intended to promote lending and provide loans in minority neighborhoods.
- ✓ Work with Career Center and others on home financing classes.

Promote Ohio Rental Housing Locator

- ✓ Fair Housing Office
- ✓ Housing Opportunities Made Equal (HOME)
- ✓ Searchable directory of affordable, accessible rental housing



Provide Training for Policy Makers

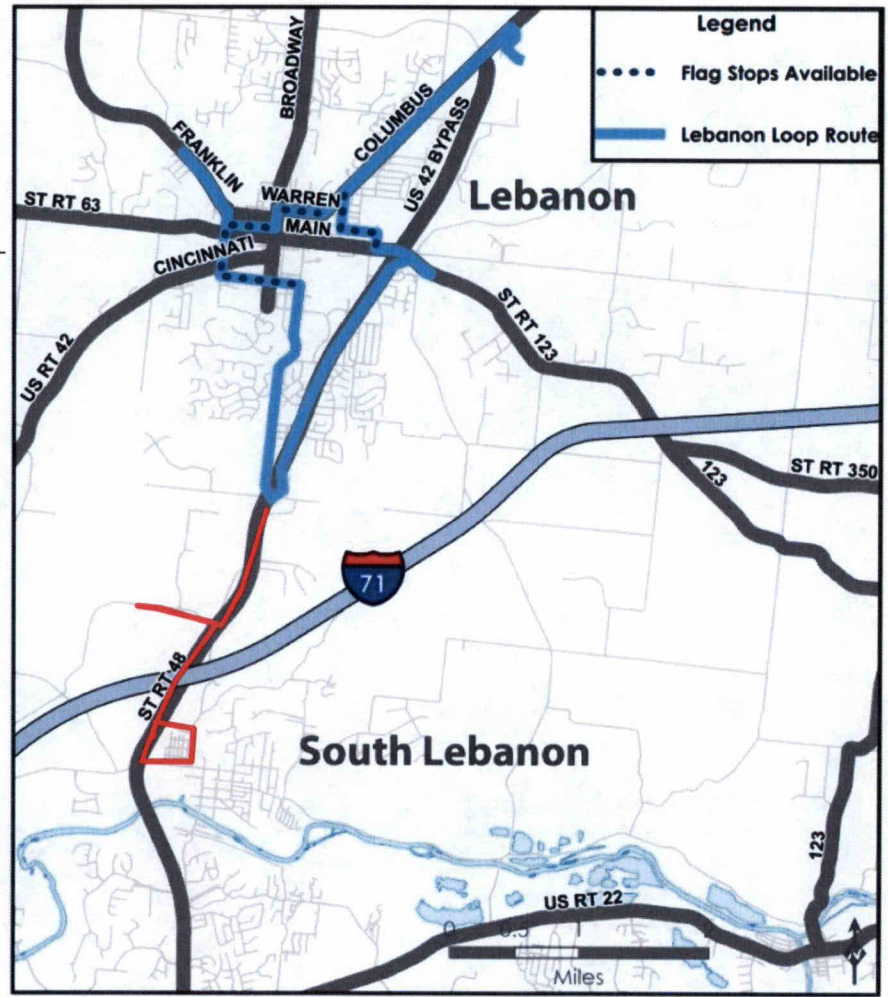
- ✓ Assistance from HOME

Improve Lending Policies and Practice

- ✓ Marketing of responsible loan products

Zoning Code Review

- ✓ Mixed-use
- ✓ Cluster Developments
- ✓ Range of Housing Types
- ✓ Group and Recovery Homes



— Expanded Loop to the South

Improve Employment & Transportation Link

Recommendations



Provide Accessible Housing for the Aging and People with Disabilities

- ✓ Work with Board of Development Disabilities and private organizations to provide housing for disabled persons through Community Housing Assistance Program.

Long Term

LOW-INCOME HOUSING TAX CREDITS

ECONOMIC IMPACTS

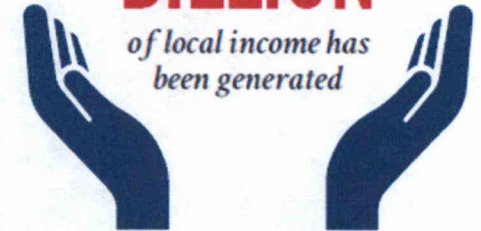
over
3 MILLION
affordable rental homes have
been developed or preserved



7 MILLION
low-income households have been served



**\$323
BILLION**
of local income has
been generated



about
\$127 BILLION
in tax revenue
generated



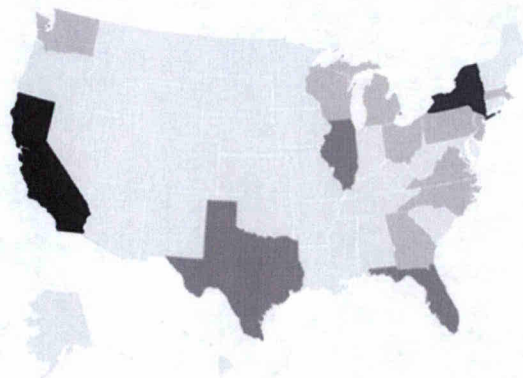
about
3.4 MILLION
jobs have been created

Long Term

Housing Advisory Board Housing Trust Funds

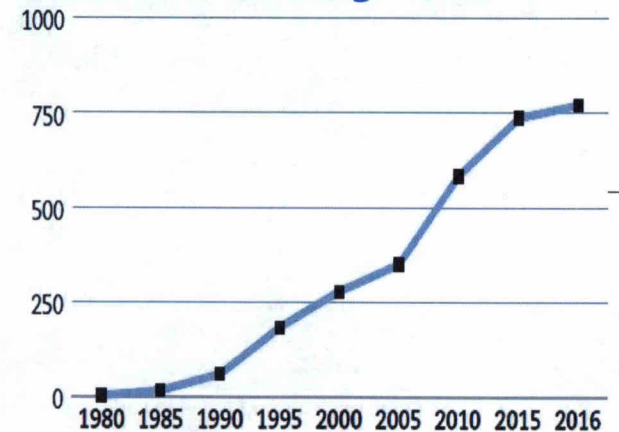
Housing Trust Fund Update:
State-Level HTF Allocations
2016 State Allocations

\$3 million ————— \$10.1 million



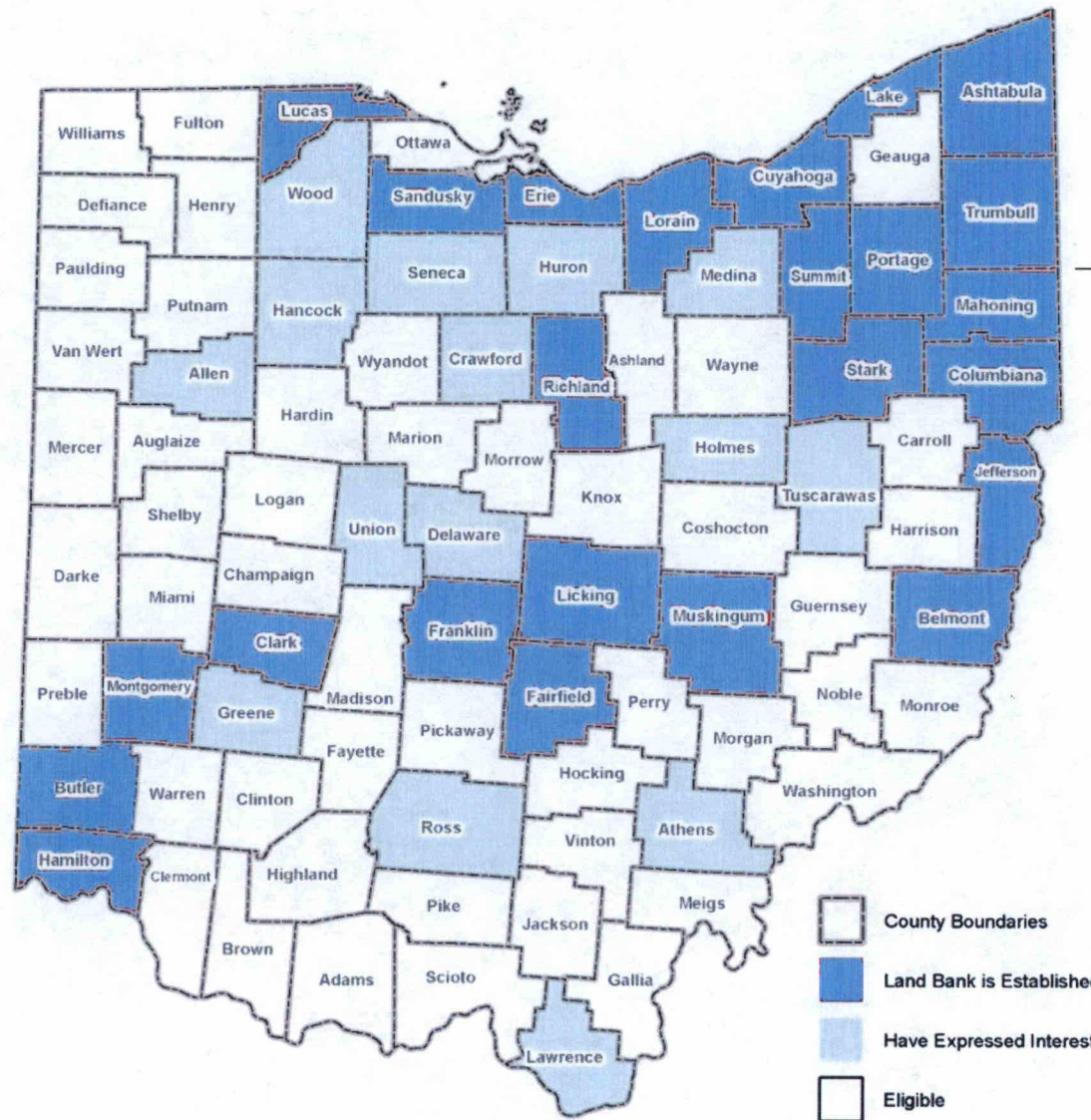
Provide Fair Housing
options and financing

Growth of Housing Trust Funds



Long Term

Land Bank



CONCLUSION

