



**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 – October 1, 2019

The Board met in regular session pursuant to adjournment of the September 26, 2019, meeting.

Shannon Jones – present

Tom Grossmann – present

David G. Young – present

Tina Osborne, Clerk – present

Minutes of the September 26, 2019 meeting were read and approved.

- 19-1259 A resolution was adopted to adopt classification specifications and point factor assignments of Fiscal Assistant within the Warren County Water and Sewer Department. Vote: Unanimous
- 19-1260 A resolution was adopted to approve job title change and wage increase for Amy Hensley from Administrative Assistant to the position of Fiscal Assistant. Vote: Unanimous
- 19-1261 A resolution was adopted to approve job title change and wage increase for Amy Fox from Administrative Assistant to the position of Fiscal Assistant. Vote: Unanimous
- 19-1262 A resolution was adopted to adopt classification specifications and point factor assignments of Water and Sewer Utility Clerk I, II, and III within the Warren County Water and Sewer Department. Vote: Unanimous
- 19-1263 A resolution was adopted to amend job titles for various employees within Warren County Water and Sewer Department. Vote: Unanimous
- 19-1264 A resolution was adopted to approve job title change and wage increase for Janet Lundy from Customer Representative to the position of Water Sewer Utility Clerk II. Vote: Unanimous

- 19-1265 A resolution was adopted to adopt classification specifications and point factor assignments of Backflow & Cross Connections Control Coordinator within the Warren County Water and Sewer Department. Vote: Unanimous
- 19-1266 A resolution was adopted to approve reclassification of Tom Barnes from Staff Technician to the position of Backflow & Connection Control Coordinator. Vote: Unanimous
- 19-1267 A resolution was adopted to approve promotion of Randi Phillips from the Case Aide position to Alternative Response Caseworker I position within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 19-1268 A resolution was adopted to hire Hunter Langdon as Water Distribution Worker I within the Warren County Water and Sewer Department. Vote: Unanimous
- 19-1269 A resolution was adopted to hire Bradley Kreusch as Protective Services Caseworker I, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 19-1270 A resolution was adopted to amend Resolution #17-1359 relative to road improvements to State Route 741 along the frontage of the Estates of Keever Creek Subdivision in Turtlecreek Township. Vote: Unanimous
- 19-1271 A resolution was adopted to authorize Amendment No. 1 to the Engineering Agreement with Burgess & Niple, Inc., increasing Purchase Order No. 19000945 for the Lower Little Miami WWTP Improvements Project. Vote: Unanimous
- 19-1272 A resolution was adopted to approve and enter into Lease Agreement with Pitney Bows. Vote: Unanimous
- 19-1273 A resolution was adopted to accept quote from Business Communication Specialists for ShoreTel Telephone Training on behalf of Warren County Telecommunications. Vote: Unanimous
- 19-1274 A resolution was adopted to accept quote and enter into a Master Service Agreement with Century Link for the replacement of the Adtran CSU/DSU devices with Cisco 1921 Router Maintenance and Support on behalf of Warren County Telecommunications. Vote: Unanimous
- 19-1275 A resolution was adopted to approve and authorize the President of the Board to sign the Area 12 Workforce Development System Memorandum of Understanding. Vote: Unanimous
- 19-1276 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous

- 19-1277 A resolution was adopted to approve bond release for Atlantic Homes, Inc. for completion of improvements in 21 Oaks situated in Hamilton Township. Vote: Unanimous
- 19-1278 A resolution was adopted to enter into a subdivision public improvement performance and maintenance security agreement with M/I Homes of Cincinnati, LLC for installation of certain improvements in Kerrisdale Subdivision, Section 2, situated in Deerfield Township. Vote: Unanimous
- 19-1279 A resolution was adopted to enter into Street and Appurtenances (including sidewalks) Security Agreement with M/I Homes of Cincinnati, LLC, for installation of certain improvements in Kerrisdale Subdivision, Section 2, situated in Deerfield Township. Vote: Unanimous
- 19-1280 A resolution was adopted to enter into a subdivision public improvement performance and maintenance security agreement with M/I Homes of Cincinnati, LLC for installation of certain improvements in Rivercrest Section Four, Phase B situated in Hamilton Township. Vote: Unanimous
- 19-1281 A resolution was adopted to enter into Street and Appurtenances (including sidewalks) Security Agreement with M/I Homes of Cincinnati, LLC for installation of certain improvements in Rivercrest, Section 4 Phase B situated in Hamilton Township. Vote: Unanimous
- 19-1282 A resolution was adopted to approve record plats. Vote: Unanimous
- 19-1283 A resolution was adopted to approve supplemental appropriation into Coroner Fund #11012100. Vote: Unanimous
- 19-1284 A resolution was adopted to approve supplemental appropriation into Airport Fund #4479. Vote: Unanimous
- 19-1285 A resolution was adopted to approve appropriation adjustment from Commissioners General Fund #11011110 into Juvenile Detention Fund #11012600. Vote: Unanimous
- 19-1286 A resolution was adopted to approve appropriation adjustment within Court of Common Pleas General Fund #11011220. Vote: Unanimous
- 19-1287 A resolution was adopted to approve appropriation adjustment within Information Technology Department Fund #11011400. Vote: Unanimous
- 19-1288 A resolution was adopted to approve appropriation adjustment within Information Technology Department Fund #11011400. Vote: Unanimous
- 19-1289 A resolution was adopted to approve appropriation adjustments within Facilities Management #11011600. Vote: Unanimous

- 19-1290 A resolution was adopted to approve appropriation adjustment within Warren County Garage Fund #11011620. Vote: Unanimous
- 19-1291 A resolution was adopted to approve appropriation adjustment within the Building and Zoning Department Fund #11012300. Vote: Unanimous
- 19-1292 A resolution was adopted to approve appropriation adjustment from Veterans Fund 11015220 into 11015210. Vote: Unanimous
- 19-1293 A resolution was adopted to approve appropriation adjustment within Engineer's Office Fund #5590. Vote: Unanimous
- 19-1294 A resolution was adopted to authorize the posting of a "Case Aide" 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

DISCUSSIONS

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

Representatives from Warren County Area Progress Council were present for the Board to proclaim October 1, 2019, as "Warren County Area Progress Council Day" in Warren County in recognition of their 50th Anniversary.

Ben Yoder, Warren County Area Progress Council Board President, was present along with representatives from Area Progress Council, to thank the Board for honoring them and provided a brief list of the various projects and services that their council provides throughout the year.

Mr. Yoder also provided an update on the partnership with the private sector, local government, various local school districts and the Warren County Port Authority, working to help recruit students in the various trades that are needed in order to fill the demands of local business.

Martin Russell, Deputy County Administrator, discussed the request of American Tower to consider amending the lease for the towers located at the Lower Little Miami Wastewater Treatment Plant.

Mr. Russell presented a spreadsheet relative to the options available to the Board should they consider amending the current lease which expires in 2031.

Commissioner Young stated his concern relative to \$1500 per month not being the market rate.

There was discussion relative to the financial position that other governmental entities find themselves in relative to the need for immediate cash.

Upon further discussion, the Board determined that they are not interested in renegotiating the lease at this time but will consider the matter further towards the terminate date of the existing lease.

Commissioner Grossmann requested Mr. Russell to determine the average monthly payment for cellular tower leases in our area for future consideration.

Matt Nolan, Warren County Auditor, was present along with Ben Clift, IT Director, Brian Sleeth and Shari Huff, Warren County Board of Elections, and Jeff Monroe, Chairman of the Warren County Board of Elections.

Mr. Nolan provided an update on the Request for Proposals (RFP) that was issued relative to the directive for IT Security for the Board of Elections from the Ohio Secretary of State.

Mr. Nolan stated that due to time constraints, there were no proposals received and the Warren County IT Department will be providing the services "in house". He explained that he has requested the IT Director to compose a response to the RFP as if his department was an outside vendor and presented that response to the Secretary of State for critiquing.

Mr. Nolan stated that the proposal digitally separates the county IT system from the Board of Elections. He then reviewed the funding for the proposal as it requires three "pots" of money:

1. \$50,000 from the Secretary of State
2. BOE Technology Fund
3. General Fund

Mr. Nolan then stated their desire for the Board of Elections to have "buy in" to their service as it will have ongoing costs due to the personnel required to manage the new system.

Jeff Monroe, Chairman of the Board of Elections, stated that the Board has not taken official action but will be meeting to do so directly following their meeting in order to "sign off" on the proposal.

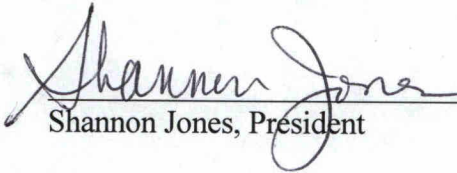
There was discussion relative to a service contract/memorandum of understanding between the Board of Elections and IT Department as it relative to the funding of the equipment and support of personnel.

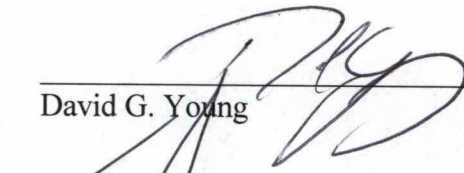
Mr. Nolan requested the Board to grant approval of the concept.


Commissioner Jones stated her desire to wait on a final decision until such time as the Board of Elections has taken formal action to approve.

Upon further discussion, the Board requested Tina Osborne, Clerk of Commissioners, to schedule this matter for further discussion upon approval by the Board of Elections.


Upon motion the meeting was adjourned.


Shannon Jones, President


David G. Young


Tom Grossmann

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 October 1, 2019, in compliance with Section 121.22 O.R.C.


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