



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

406 Justice Drive, Lebanon, Ohio 45036

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***TOM GROSSMANN
PAT ARNOLD SOUTH
DAVID G. YOUNG***

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

MINUTES: Regular Session – November 15, 2016

The Board met in regular session pursuant to adjournment of the November 10, 2016, meeting.

David G. Young – present

Pat Arnold South – absent

Tom Grossmann – present

Tina Osborne, Clerk – present

- 16-1786 A resolution was adopted to designate Family and Medical Leave of Absence to Tiffany Unika Miller, HR Specialist within the Office of Management of Budget Department. Vote: Unanimous
- 16-1787 A resolution was adopted to advertise for bids for the Warren County Fairgrounds Post Frame Barn H Project. Vote: Unanimous
- 16-1788 A resolution was adopted to advertise for bids for the Warren County Fairgrounds Post Frame Barn I Project. Vote: Unanimous
- 16-1789 A resolution was adopted to advertise for request for proposals for Accounting and Payroll/HR Software. Vote: Unanimous
- 16-1790 A resolution was adopted to approve addendum to lease agreement with U.S Bank Equipment Finance on behalf of the Warren County Juvenile Court. Vote: Unanimous
- 16-1791 A resolution was adopted to enter into a cooperative agreement with the Board of County Commissioners of Butler County, Ohio for the Butler Warren Road/ Roberts Park Drive/Trails Boulevard Turn Lane Improvement Project, on behalf of the Warren County Engineer's Office. Vote: Unanimous

- 16-1792 A resolution was adopted to approve and authorize the President of the Board of County Commissioners to enter into an agreement by and between Southwest Ohio Regional Transit Authority (SORTA) and the Board of Warren County Commissioners relative to Warren County Transit Service. Vote: Unanimous
- 16-1793 A resolution was adopted to approve change order #1 with Miller-Mason Paving Company for the 2016 Chip Seal Project. Vote: Unanimous
- 16-1794 A resolution was adopted to declare an Emergency and Waive Competitive Bidding for immediate cleaning of the heating oil tank at Common Pleas Court Building. Vote: Unanimous
- 16-1795 A resolution was adopted to affirm “Then and Now” requests pursuant to Ohio Revised Code 5705.41 (D) (1). Vote: Unanimous
- 16-1796 A resolution was adopted to approve the following record plats. Vote: Unanimous
- 16-1797 A resolution was adopted to approve supplemental appropriations into Economic Development Fund #101-1116. Vote: Unanimous
- 16-1798 A resolution was adopted to approve supplemental appropriations into Community Corrections PIIG Grant Fund #289 and Common Pleas Smart Grant Fund #289. Vote: Unanimous
- 16-1799 A resolution was adopted to approve supplemental appropriation into #101, and approve payment of County contribution from #101 into Armco Park Fund #944 and approve repayment of cash advance from Park Board (Armco Park) Fund #944 into General Fund #101. Vote: Unanimous
- 16-1800 A resolution was adopted to approve repayment of cash advance from the Domestic Workforce Investment Board Fund #238 into the General Fund #101. Vote: Unanimous
- 16-1801 A resolution was adopted to approve appropriation adjustments within Pretrial Services #101-1222, Adult Probation #101-1223 and Community Corrections #101-1224. Vote: Unanimous
- 16-1802 A resolution was adopted to approve an appropriation adjustment within Prosecutor Fund #101-1150. Vote: Unanimous
- 16-1803 A resolution was adopted to approve appropriation adjustment within Juvenile Detention Fund #101-2600. Vote: Unanimous
- 16-1804 A resolution was adopted to approve appropriation adjustments within Board of Elections Fund #101-1300. Vote: Unanimous

- 16-1805 A resolution was adopted to authorize payment of bills. Vote: Unanimous
- 16-1806 A resolution was adopted to approve emergency repair and installation of asphalt pavement on State Route 22/3 & State Route 48 and approve Purchase Order No. 19536. Vote: Unanimous
- 16-1807 A resolution was adopted to approve the vacation of a portion of Oak Drive in Deerfield Township. Vote: Unanimous
- 16-1808 A resolution was adopted to approve the vacation of Maple Avenue in Deerfield Township. Vote: Unanimous
- 16-1809 A resolution was adopted to approve appropriation adjustment within Health Insurance Fund #632. Vote: Unanimous

DISCUSSIONS

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

Chris Brausch, Sanitary Engineer, was present along with Jacque Brody, Business Manager, for a work session to discuss water and sanitary sewer rates for 2017, 2018 and 2019.

Mrs. Brody presented the attached PowerPoint presentation reviewing past rates, expense trends, revenue trends and the rates staff is proposing for 2017, 2018 and 2019.

Commissioner Grossmann questioned the potential transfer into surplus for year end 2016 versus the amount collected.

Mr. Brausch stated that staff is looking for direction on what their desire is relative to fees.

Commissioner Young reviewed the overwhelming support for water softening from the customers participating in the online survey.

There was discussion relative to the proposal to eliminate the \$2.50 flat fee for sanitary sewer capital improvement and replace it with a \$7.50 capital improvement fee to pay for the upgrades required associated with providing softened water.

There was discussion relative to the Oakwood Rate Survey which indicates that Warren County would still be one of the lowest rates in the area after a proposed increase.

Commissioner Grossmann stated his concern relative to charging a flat fee for an improvement before the customers are able to benefit from it.

Commissioner Young explained the philosophy of Warren County relative to how improvements are financed in Warren County and the ability finance \$20 million less of the improvements if this fee is collected in advance.

Upon discussion, Commissioner Grossmann stated his desire for additional time to consider the matter and the desire for Commissioner South to participate in this discussion.

Victoria VanHarlingen, Warren County Historical Society, was present along with Bill Duning, Board of Directors member, for a work session to discuss their current handicap accessibility project.

Mr. Duning presented the attached rendering showing the new ADA entrance addition along with the proposed site plan showing the shared parking proposed through the Library Parking Lot Development.

Mr. Duning stated that the State of Ohio is providing a capital fund grant for the project in the amount of \$190,000 with the possibility of an additional \$190,000 grant. He stated that the proposed project cost is \$655,000.

Ms. Van Harlingen stated that 17 years ago the Board provided a grant to the Historical Society that allowed for the creation of their conference center. She then reviewed the proposed addition concept and requested the Board provide a grant in the amount of \$210,000 towards the project.

Commissioner Young questioned the utilization of the facility and acknowledged that the Historical Society is following the direction of the Board relative to asking for financial contribution for specific projects versus the request for a significant contribution based upon population.

Commissioner Young explained to the Historical Society the Board's primary focus of public safety. He then explained the current situation with jail overcrowding and the need to construct a jail improvement estimated between \$30 and \$40 million.

Upon further discussion, the Board stated they would take the request under advisement.

PUBLIC HEARING

VACATION OF A PORTION OF OAK DRIVE IN DEERFIELD TOWNSHIP

The Board met this 15th day of November 2016, to consider the vacation of a portion of Oak Drive in Deerfield Township.

Neil Tunison, County Engineer, stated that he has reviewed the request for the right of way vacation and discussed the issue of a shed being constructed in the middle of the right of way.

Bruce McGary, Assistant Prosecutor, stated that this is a planned subdivision and an unimproved roadway. He stated that there is no fee simple interest and Warren County does not accept the roadway for public maintenance until such time as it has been constructed to standards. He stated that the shed is an issue that the private property owners need to resolve and should not be a matter for government. He stated that the Board must make a determination that this vacation is for the public convenience and welfare. He then discussed a new procedure for roadway vacation where the Township Trustees initiate the vacation.

Upon further discussion, the Board resolved (Resolution #16-1807) to approve the vacation of a portion of Oak Drive in Deerfield Township reserving the right to construct, maintain, or remove any utilities within the road right-of-way as formerly dedicated to the public use.

PUBLIC HEARING

VACATION OF MAPLE AVENUE IN DEERFIELD TOWNSHIP

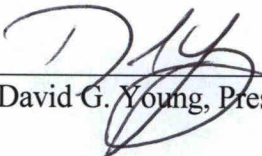
The Board met this 15th day of November 2016, to consider the request for the vacation of Maple Avenue in Deerfield Township.

Neil Tunison, County Engineer, stated that he does not have a problem with the approval of the vacation request.


Upon further discussion, the Board resolved (Resolution #16-1808) to approve the vacation of Maple Avenue in Deerfield Township reserving the right to construct, maintain, or remove any utilities within the road right-of-way as formerly dedicated to the public use.

The Board adjourned into the conference room with Tiffany Zindel, County Administrator, and Tina Osborne, Clerk of Commissioners, for a work session to discuss the 2017 annual appropriations.

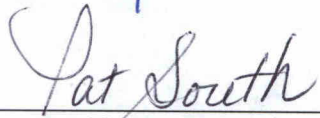
Upon motion the meeting was adjourned.



David G. Young, President

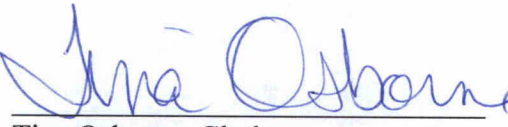


Tom Grossmann



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 November 15, 2016, in compliance with Section 121.22 O.R.C.



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



Water and Sewer Proposed User Rates for 2017-2019

Agenda

1. Past Rates
2. Expense Trends
3. Revenue Trends
4. Proposed Rate Increases



Water & Sewer Department

Strong financial management has allowed the County to adopt low user rates.

	2010	2011	2012	2013	2014	2015	2016
Water Rate	3.35	3.45	3.45	3.45	3.55	3.69	3.84
	1%	3.0%	0%	0%	3.0%	4.0%	4.0%

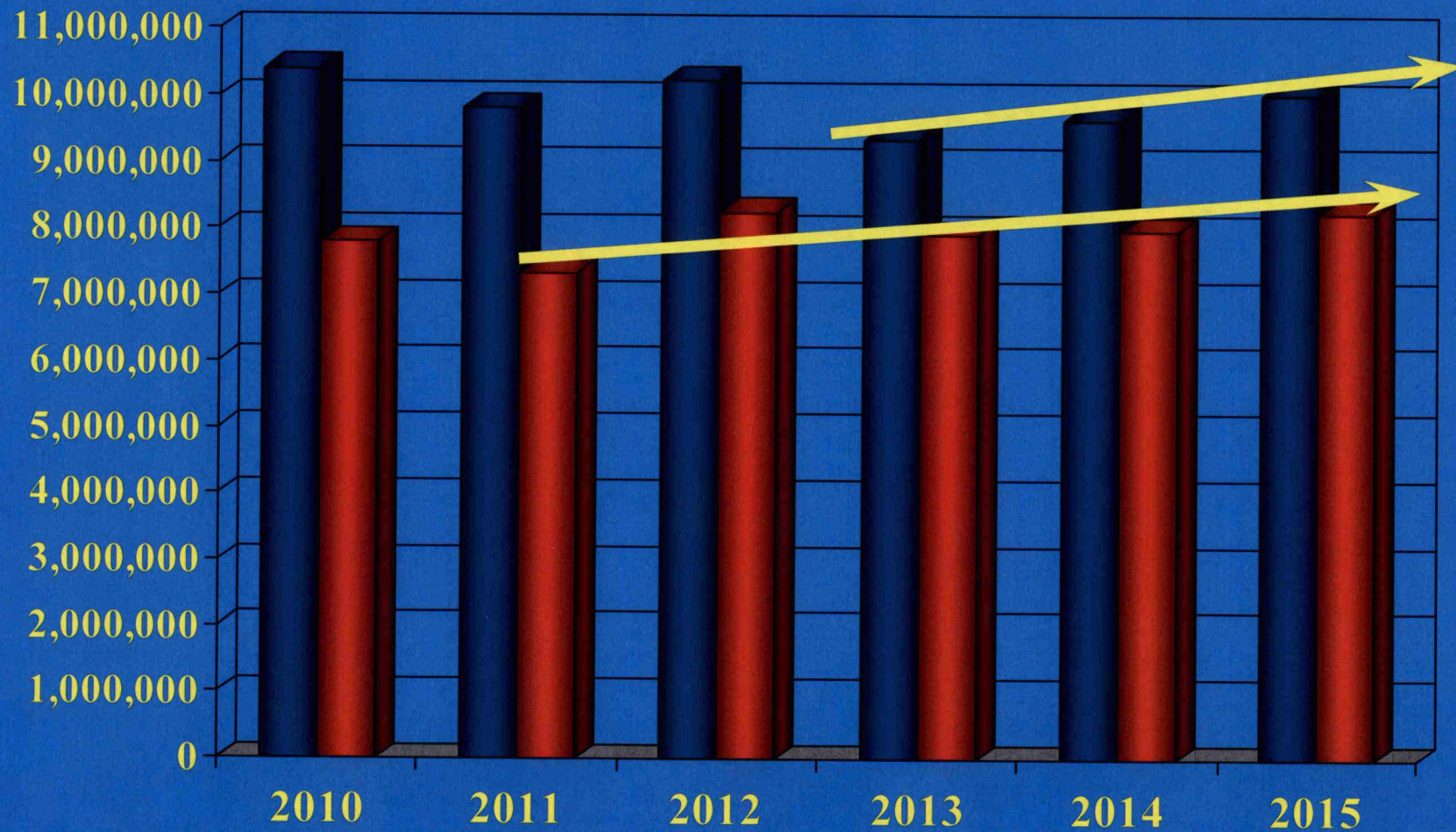
Average increase of 2 percent per year



Water & Sewer Department



Water revenues have exceeded expenses allowing additional savings for capital projects.



■ Total Water User Revenue ■ Total Water Oper & Maint Expense

Sewer rate increases and the flat fee have enabled us to be financially strong.

	2010	2011	2012	2013	2014	2015	2016
Flat Fee Per Bill	0.00	0.00	2.50	2.50	2.50	2.50	2.50
Sewer Rate	3.84	4.03	4.15	4.27	4.40	4.53	4.67
	5%	5%	3%	3%	3%	3%	3%

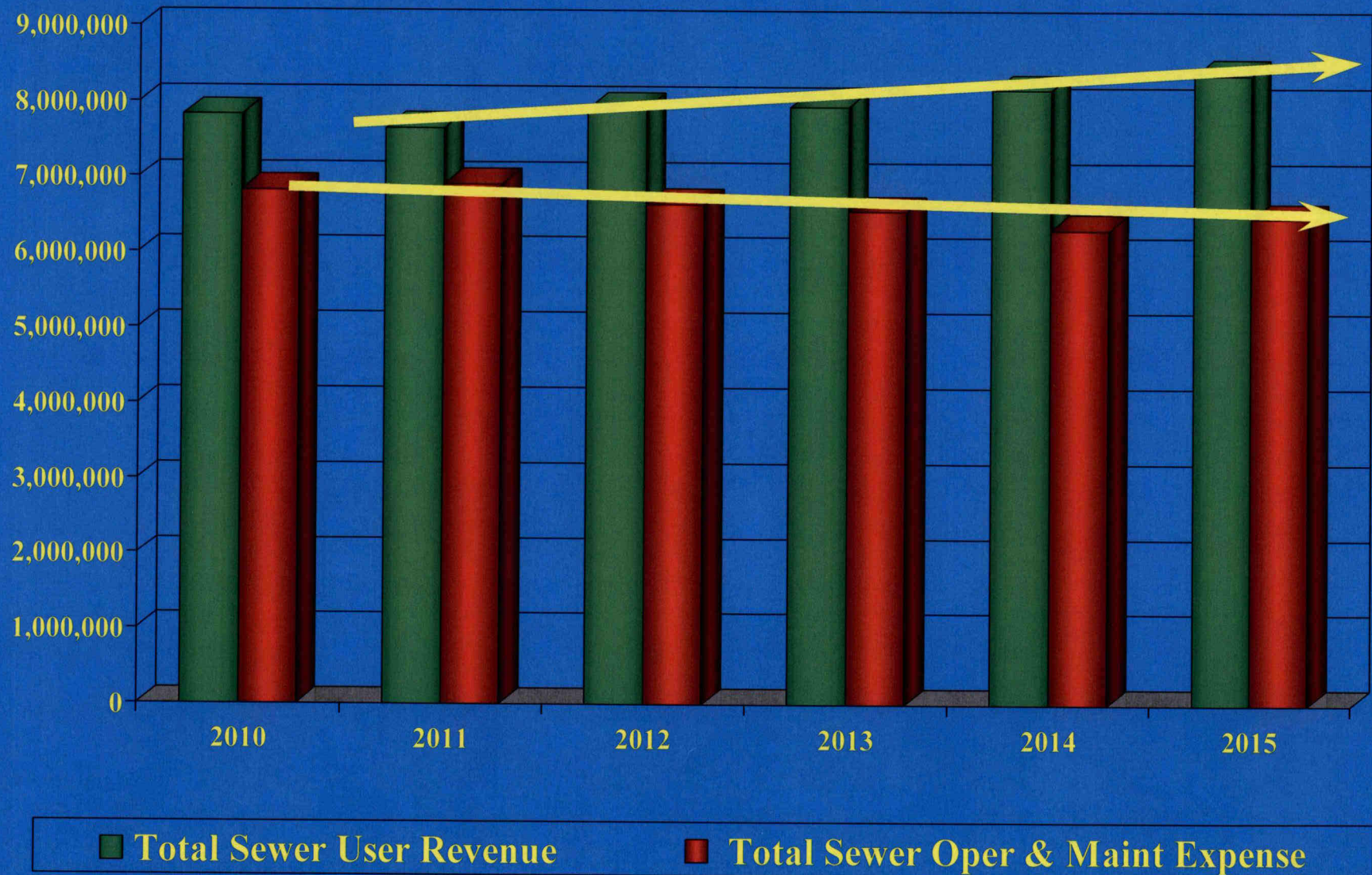
3.3 percent per year average increase



Water & Sewer Department



Sewer revenues are increasing while expenses have steadily declined due to lower utility service costs.



2016 Water Fund Balances

Operating Fund (510-3200)	\$ 7,200,000
Replacement Fund (510-3209)	\$ 934,000
Surplus Fund (510-3219)	\$ 7,280,000

2016 Sewer Fund Balances

Operating Fund (580-3300)	\$ 5,700,000
Replacement Fund (580-3309)	\$ 1,200,000
Surplus Fund (580-3319)	\$ 14,600,000

Recommended Water Increases

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Flat Fee	0.0	0.0	0.0	0.0	0.0	0.0	0.0	7.50	7.50	7.50
Water Rate	3.35	3.45	3.45	3.45	3.55	3.69	3.84	3.95	4.06	4.18
	1%	3%	0%	0%	3%	4%	4%	3%	3%	3%

Flat Fee will generate \$1.2 Million/year for capital improvements.



Water & Sewer Department



Recommended Sewer Increases

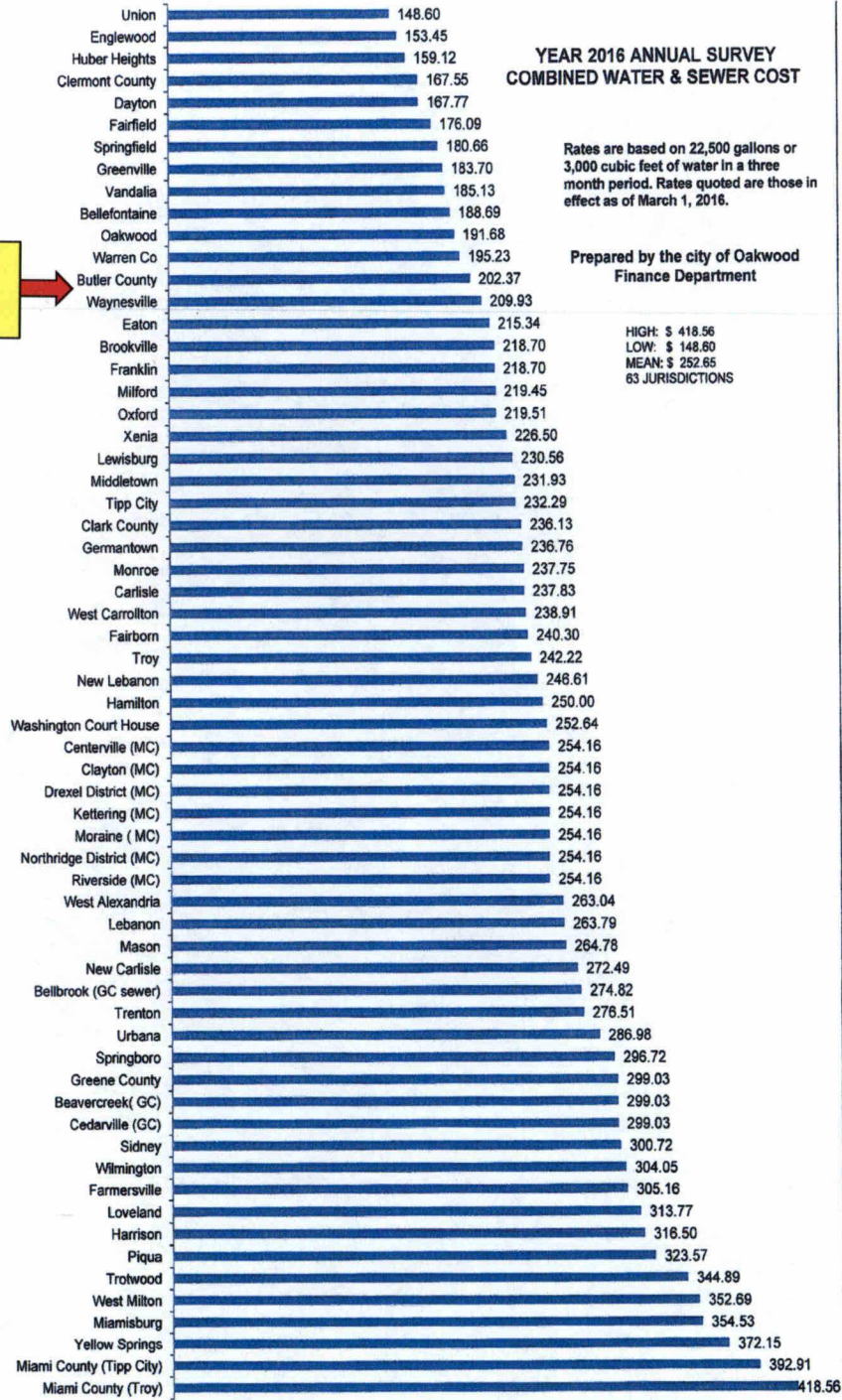
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Flat Fee	0.00	0.00	2.50	2.50	2.50	2.50	2.50	0.0	0.0	0.0
Sewer Rate	3.84	4.03	4.15	4.27	4.40	4.53	4.67	4.72	4.77	4.81
	5%	5%	3%	3%	3%	3%	3%	1%	1%	1%



Water & Sewer Department



2017 Combined Rate = \$206.33



Warren County's ranking does not significantly change with the proposed rate increases.

Warren County Historical Society
105 S. BROADWAY
LEBANON, OHIO 45036-1707
Telephone (513) 932-1817 Fax (513) 932-8560

November 15, 2016

Warren County Board of Commissioners
Administration Building
406 Justice Drive
Lebanon, OH 45036

Dear Warren County Commissioners:

Last fall several members of the Board of Trustees of the Warren County Historical Society visited with you and talked briefly about our plans to develop ADA accessible entrances for both the Warren County History Center Museum and the Lebanon Conference & Banquet Center. The Lebanon Public Library was in the process of getting permission to raze six houses surrounding the History Center and Banquet Center, creating a new entrance for the Library and over 70 parking spaces, which they would share with the Warren County Historical Society. We think you would agree we would be doing our community a disservice if we did not take advantage of the new parking facilities to provide ADA accessible entrances to both our museum and conference facilities. Consequently the Warren County Historical Society applied to the State of Ohio for capital funds for an ADA accessibility project and received a \$190,000 grant. In addition, Representative Maag is working to secure an additional \$191,000, a total of \$381,000. The total cost of the project is \$655,000.

Why is this project important? Both the Warren County History Center and the Lebanon Conference & Banquet Center have proved their worth to the community time and again. How do we do that?

- As the owners of two museums and a nationally lauded historical research archive, our mission is to preserve and celebrate the heritage of Warren County and make our facilities accessible to school groups for the education of its children.
- We connect our citizens to their community and inspire civic pride in its accomplishments..
- As a heritage tourism organization we draw visitors from around the country who eat in our restaurants, stay in our hotels and motels, shop our specialty shops and generally spend money in Warren County. If we closed our doors tomorrow, Warren County would poorer by \$1.5 million per year.

Sincerely,


Vicky Van Harlingen

SEE WEBSITE
FOR HOLIDAY
HOURS

Upcoming Events



Reserve Online at WCHSMUSEUM.ORG or call
the office at 513-932-1817

October 21 or 22 **The Hungry Ghost: Dinner & Haunted History Tour**
6 PM, Reserve in advance - almost sold out!

November 5 **Black Bag Bingo**
Play bingo to win designer handbags while enjoying snacks, wine, and other refreshments. Split-the-pot raffle and many other prizes!
7 PM. Reserve in advance.

November 12 **Girls' Night Out**
The Rocking Horse Gift Shop at the Warren County History Center and other downtown shops are open late with specials, prizes, and refreshments. 4 PM-9 PM.

Now through November 22 **Gingerbread House Contest**
For all ages. Deadline for entries is November 22. Judging is November 25.

November 16 **Lunch & Learn: Golden Lamb Memorabilia**
11:30-1:00 PM. Reserve in Advance by November 12.

November 25 through January 6 **Gingerbread House Display**
Free during special hours November 25-26. After that, included with regular museum admission during regular museum hours.

November 26 & 27 **Old Lebanon Holiday Walk**
Visit four holiday locations and enjoy refreshments, live music, hayride, and crafts. Family friendly. Tickets required in advance.

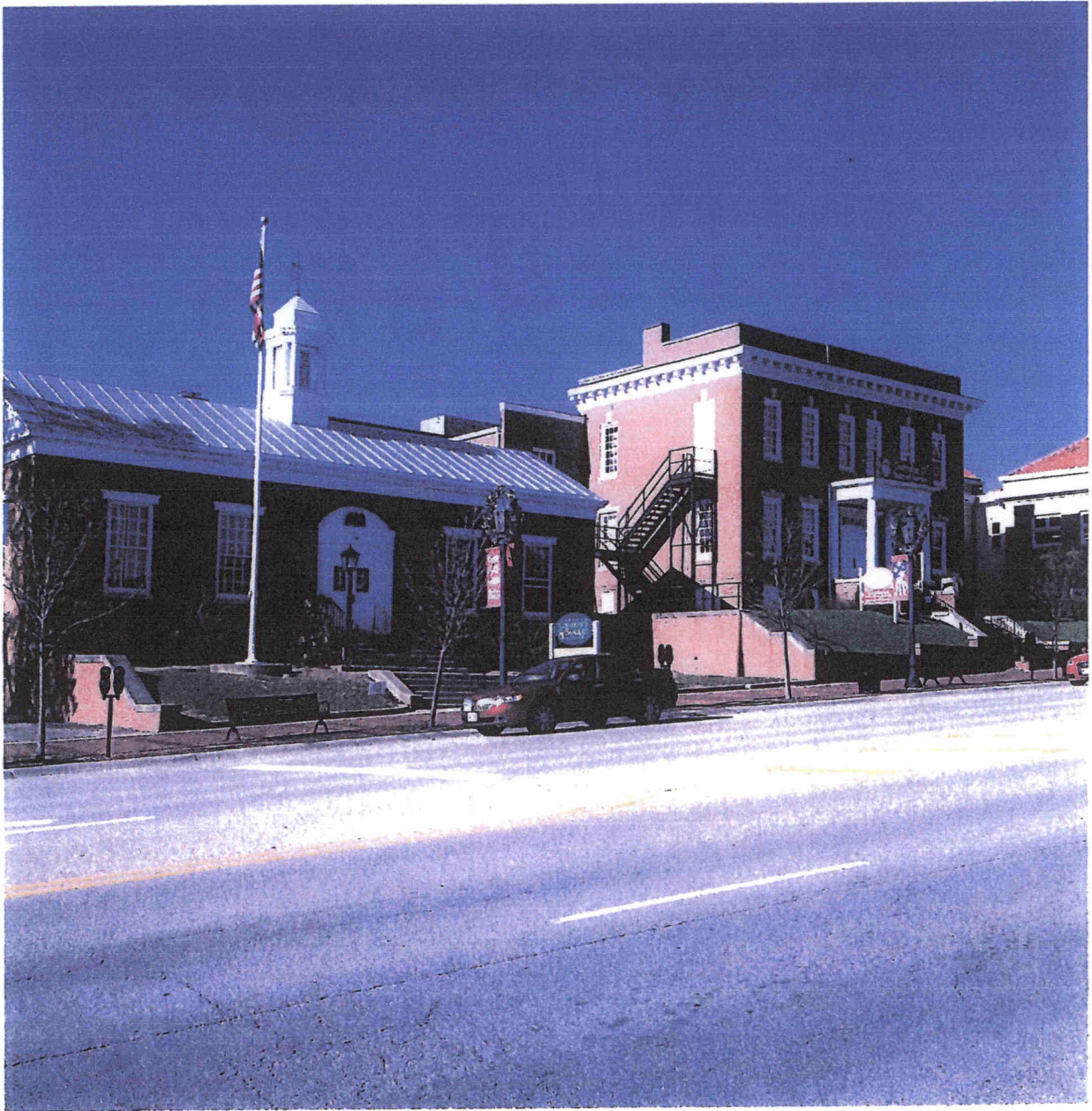
December 2 through December 31 **Christmas at Glendower**
1 PM to 5 PM, Fridays, Saturdays, and Sundays in December.
Tickets online or cash at the door.

December 3 **Zachariah Johnson 1898 Christmas Storyteller**
For all ages. Free Admission 11:30 AM, 2:30 PM, 3:30 PM, 4:30 PM.

December 14 **Lunch & Learn: Fezziwig's Ball**
11:30 AM to 1:00 PM. Reserve well in advance - this will sell out!

January 14 & 15 **69th Annual Lebanon Antique Show & Sale**
Saturday 10 AM TO 5 PM. Sunday 11 AM TO 4 PM. Discounted tickets online or cash full-price at the door. Free to WCHS members.

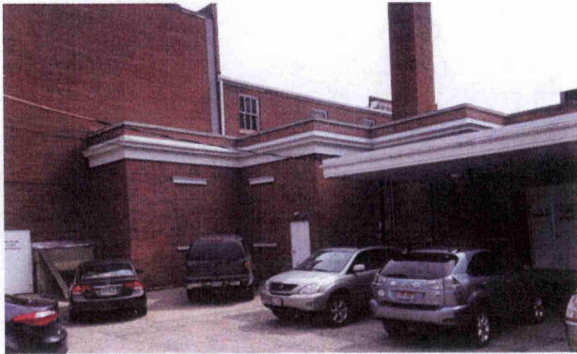
WARREN COUNTY HISTORICAL SOCIETY



Conference Center -
the "Old Post Office"

Warren County Museum -
History Center

Existing View



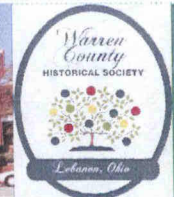
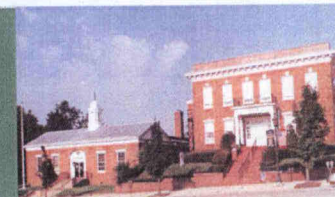
Existing View

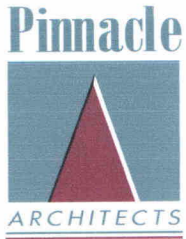


3d View of the New ADA Entrance Addition



Warren County Historical Society
New ADA Entrance Additions & Renovations Design Concepts
November 11, 2016





Warren County Historical Society

ADA Renovations & Additions

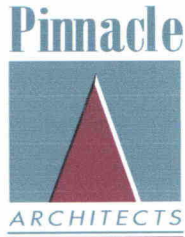
105 S. Broadway, Lebanon, Ohio

Owner's Potential Budget Items

Project Construction Cost		\$556,602
Design Fees 8.5%		\$47,311
Surveying & Civil Eng. Fees		\$9,000
Furniture	\$11,700	Incl in bldg price
Data & Equip.		By Owner
Security System		By Owner
Signage		Incl in bldg price
Artwork		By Owner
Telephone wiring/equip.		By Owner
Cable TV		By Owner
Total Project Cost		\$612,914
Project Contingency @ 7%		\$42,904
OVERALL PROJECT TOTAL		\$655,818

Prepared By: Mike Taylor

24-Oct-16



Warren County Historical Society

ADA Renovations & Additions

105 S. Broadway, Lebanon, Ohio

Schematic Design Cost Estimate

DIVISION	ITEM	ITEM TOTAL	% OF CONST. COST
01000	General Conditions	\$42,125	9%
02200	Demolition	\$12,500	3%
02700	Site	\$83,805	18%
03100	Concrete	\$30,431	6%
04000	Masonry/ Building Skin	\$49,752	10%
05000	Building struc, stairs, canopies	\$56,430	12%
06000	Wood & Plastics	\$13,283	3%
07000	Roofs, Thermal, Moisture Prot.	\$11,484	2%
08000	Doors and Windows	\$41,980	9%
09000	Finishes	\$53,584	11%
10000	Specialties	\$8,590	2%
11000	Equipment	\$0	0%
12000	Furnishings	\$11,700	2%
13000	Special Construction	\$0	0%
14000	Elevators	\$0	0%
Architectural Sub Total		\$415,663	87%
15000	Sprinkler	\$6,516	1%
15000	Plumbing	\$9,774	2%
15000	H.V.A.C.	\$22,806	5%
16000	Electrical	\$22,806	5%
Mechanical Sub Total		\$61,902	13%
Construction Total		\$477,565	100%
Contingency 5%		\$23,878	

Sub-Total \$501,444

Prevailing Wage Rate Factor **\$556,602**

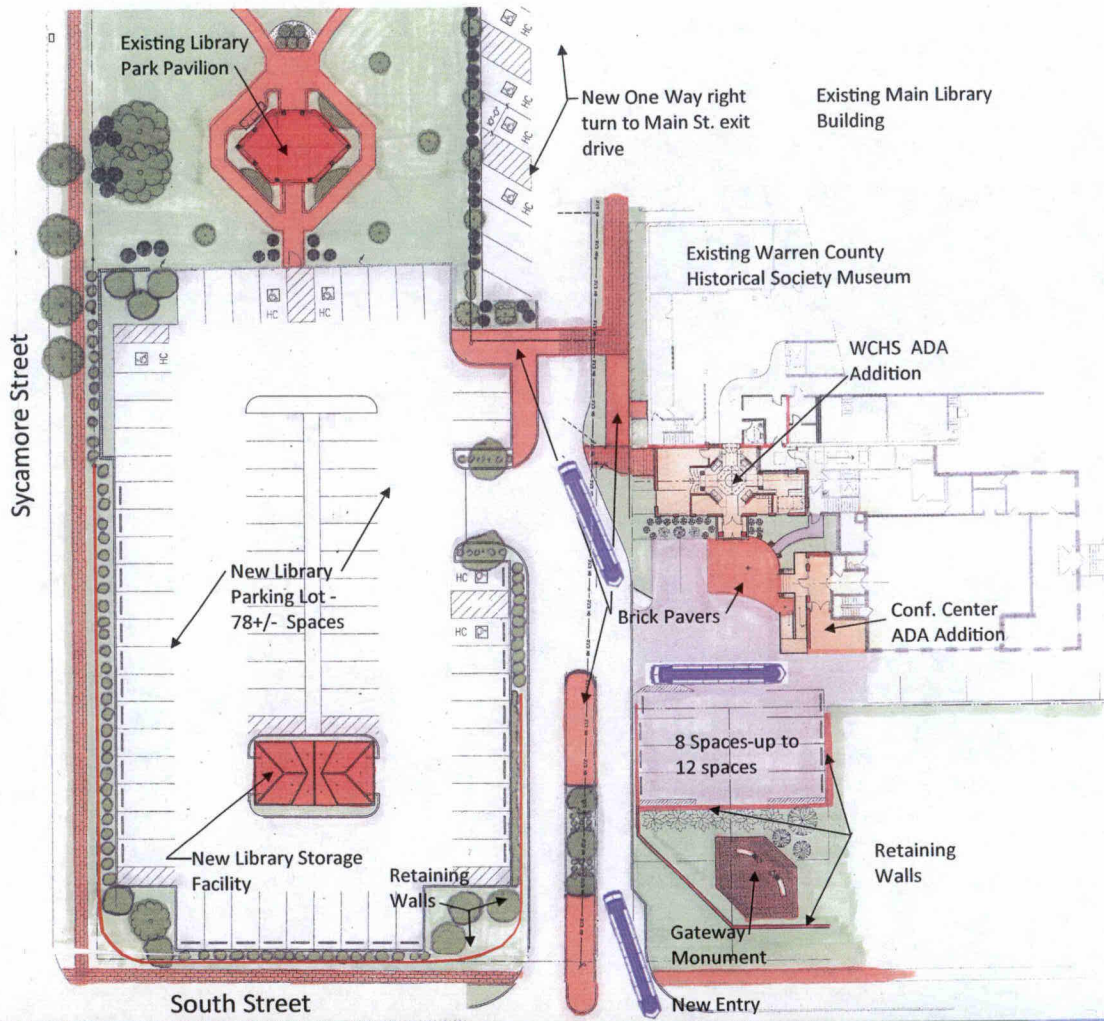
TOTAL SQUARE FOOTAGE =

Building Cost Per Sq. Ft. **\$227**

Project Cost Per Sq. Ft. **\$308**

Prepared By: Mike Taylor

24-Oct-16



Site Plan of the new ADA Entries and Library Parking Lot Development



Warren County Historical Society
 New ADA Entrance Additions & Renovations Design Concepts
 November 15, 2016

