



**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 – March 24, 2020

The Board met via teleconference in regular session pursuant to adjournment of the March 17, 2020 meeting.

David G. Young – present

Shannon Jones – present

Tom Grossmann – present

Tina Osborne, Clerk – present

- 20-0467 A resolution was adopted to approve the promotion of Nicholas Zimmerman to the position of Chief Water Operator within the Warren County Water and Sewer Department. Vote: Unanimous
- 20-0468 A resolution was adopted to accept resignation of Bradley Kreuzsch, Alternative Response Caseworker I, within the Warren County Department of Job and Family Services, Children Services Division, effective March 27, 2020. Vote: Unanimous
- 20-0469 A resolution was adopted to accept resignation of Amy Pond, Operations Administrator, within the Workforce Investment Board, Butler/Clermont/Warren Counties, effective March 27, 2020. Vote: Unanimous
- 20-0470 A resolution was adopted to approve a pay increase for Emmaline Ritchie within the Warren County Department of Emergency Services. Vote: Unanimous
- 20-0471 A resolution was adopted to approve end of 365-day probationary period and approve a pay increase for Brian Bomer within the Warren County Telecommunications Department. Vote: Unanimous
- 20-0472 A resolution was adopted to remove probationary employee Dominique Powell Saidykhan, Eligibility Referral Specialist II, within the Warren County Department of Job and Family Services, Human Services Division. Vote: Unanimous

- 20-0473 A resolution was adopted to amend Resolution #20-0461 and set to advertise Public Hearing #2 to designate projects Warren County intends to fund for the FY2020 Community Development Block Grant (CDBG) Urban Entitlement Program. Vote: Unanimous
- 20-0474 A resolution was adopted to temporarily suspend water disconnections for non-payment and penalty charges for customers in the Warren County Water and Sewer District. Vote: Unanimous
- 20-0475 A resolution was adopted to request speed reduction study for Greentree Road (from Union Road to State Route 741). Vote: Unanimous
- 20-0476 A resolution was adopted to approve and authorize the County Administrator to sign a Subgrant award agreement on behalf of the Greater Warren County Drug Task Force. Vote: Unanimous
- 20-0477 A resolution was adopted to advertise for bids for the Overbrook Avenue Bridge #2080-0.02 Replacement Project. Vote: Unanimous
- 20-0478 A resolution was adopted to enter into contract with TMAC Communications LLC for engagement and marketing services on behalf of the Area 12 Workforce Investment Board of Butler Clermont Warren Counties. Vote: Unanimous
- 20-0479 A resolution was adopted to approve emergency replacement grit pump to the Waynesville Waste Water Treatment Plant. Vote: Unanimous
- 20-0480 A resolution was adopted to enter into a temporary entrance and work agreement with Scott E. Hayes for the bridge replacement project on Morrow Cozaddale Road. Vote: Unanimous
- 20-0481 A resolution was adopted to enter into an engineering agreement with Carpenter Marty Transportation, Inc. Vote: Unanimous
- 20-0482 A resolution was adopted to approve and enter into a memorandum of understanding between the Department of Warren County Children Services (Agency) and Mental Health America of Northern Kentucky and Southwest Ohio. Vote: Unanimous
- 20-0483 A resolution was adopted to approve agreement and addendum with Ohio Mentor, Inc. as a child placement and related services provider for the Warren County Board of Commissioners on behalf of Warren County Children Services. Vote: Unanimous
- 20-0484 A resolution was adopted to approve agreement and addendum with National Youth Advocate Program as a child placement and related services provider for the Warren County Board of Commissioners on behalf of Warren County Children Services. Vote: Unanimous

- 20-0485 A resolution was adopted to approve agreement and addendum with One Way Services for Youth, Inc. as a child placement and related services provider for the Warren County Board of Commissioners on behalf of Warren County Children Services. Vote: Unanimous
- 20-0486 A resolution was adopted to approve agreement and addendum with Lighthouse Youth Services, Inc. as a child placement and related services provider for the Warren County Board of Commissioners on behalf of Warren County Children Services. Vote: Unanimous
- 20-0487 A resolution was adopted to approve agreement and addendum with Focus on Youth, Inc. as a child placement and related services provider for the Warren County Board of Commissioners on behalf of Warren County Children Services. Vote: Unanimous
- 20-0488 A resolution was adopted to approve agreement and addendum with My Brother's Keeper as a child placement and related services provider for the Warren County Board of Commissioners on behalf of Warren County Children Services. Vote: Unanimous
- 20-0489 A resolution was adopted to approve agreement and addendum with Department of Mental Health-Eastway Corporation as a child placement and related services provider for the Warren County Board of Commissioners on behalf of Warren County Children Services. Vote: Unanimous
- 20-0490 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous
- 20-0491 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 Shaker Run, Section Six, Phase A, Situated in Turtlecreek Township. Vote: Unanimous
- 20-0492 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 Shaker Run, Section Six, Phase A, Situated in Turtlecreek Township. Vote: Unanimous
- 20-0493 A resolution was adopted to approve various record plats. Vote: Unanimous
- 20-0494 A resolution was adopted to approve appropriation adjustments from Commissioners General fund #11011110 into Emergency Services fund #11012850. Vote: Unanimous
- 20-0495 A resolution was adopted to approve appropriation adjustment within Economic Development fund #1101-1116. Vote: Unanimous
- 20-0496 A resolution was adopted to approve appropriation adjustment within WCSO funds 11012220. Vote: Unanimous

- 20-0497 A resolution was adopted to approve appropriation adjustment within Health Insurance fund #6632. Vote: Unanimous
- 20-0498 A resolution was adopted to acknowledge approval of financial transactions. Vote: Unanimous
- 20-0499 A resolution was adopted to cancel regularly scheduled Commissioners' meeting of Thursday, March 26, 2020. Vote: Unanimous
- 20-0500 A resolution was adopted to ratify activation of Essential Personnel Emergency Operation Plans for those departments under the Board of Commissioners authority and administrative leave pay for those non-essential personnel who are unable to work remotely relative to the COVID-19 pandemic. Vote: Unanimous
- 20-0501 A resolution was adopted to approve requisitions and authorize County Administrator to sign documents relative thereto. Vote: Unanimous
- 20-0502 A resolution was adopted to authorize Warren County Emergency Management Agency Director to apply for and/or assist other Warren County agencies and/or political subdivision with requesting any and all State and Federal assistance necessary to assist with the COVID-19 pandemic. Vote: Unanimous
- 20-0503 A resolution was adopted to amend Resolution Number 20-0462, in part, by prohibiting any gathering of more than ten (10) people in the Warren County Administration Building or any other County owned or operated buildings and facilities unless excepted herein or otherwise exempted by the Ohio Department of Health's Stay at Home Order. Vote: Unanimous
- 20-0504 A resolution was adopted finding a real and present emergency exists during the COVID-19 pandemic and amending Resolutions #10-0948 and 16-1936, in part, for the purpose of authorizing the County Administrator to perform, in the Board's absence, specific functions conferred or incumbent upon the Board. Vote: Unanimous

DISCUSSIONS

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

The Board discussed various draft resolutions that were presented for discussion relative to Covid-19 pandemic:

1. Ratify Essential Personnel Plan ---The Board approved.

2. Authorize County Administrator, during disaster, to approve purchases up to \$100,000, sign final plats, provide letters to jail contractor to declare jail as essential infrastructure project.

Bruce McGary, Assistant Prosecutor, explained the requirement under O.R.C. 307.81 for the Board to declare a clear and present emergency in order to authorize expenditure without competitive bidding under \$100,000. He stated that under the declaration of the Governor's Order, this resolution would follow those requirements and authorize the County Administrator or Deputy County Administrator, in her absence, to approve contracts, etc. and in addition, to sign final plats as requested by the Homebuilder's Association, as well as issue a letter as requested by Grainger Construction.

Mrs. Zindel discussed the capital purchase requisitions that the Board typically approves by signature.

There was discussion relative to the process the Board desires: approve the County Administrator to approve the requisitions they typically sign or approve by resolution on the consent agenda

Commissioner Young stated his desire for the individual items to be read aloud each week for the Board's approval and County Administrator's signature.

Upon further discussion, the Board resolved (Resolution #20-0501) to approve the capital purchase requisitions and authorize County Administrator to sign documents relative thereto.

3. Authorize Warren County Emergency Management Agency Director to apply for and/or assist other Warren County agencies and/or political subdivisions with requesting any and all State and Federal assistance necessary to assist with the COVID-19 pandemic.

Mrs. Zindel stated that this resolution is in follow-up to the declaration of emergency resolution that was discussed at the last meeting. This proposed resolution was drafted by the Prosecutor's Office and amended by Commissioner Grossmann.

There was discussion with the Assistant Prosecutor relative to the necessity of this resolution but this resolution was circulated and created by the County Commissioners' Association of Ohio providing clarification of the authority of Emergency Management to apply and/or assist other jurisdictions in Warren County.

Upon further discussion, the Board resolved (Resolution #20-0502) to authorize Warren County Emergency Management Agency Director to apply for and/or assist other Warren County agencies and/or political subdivisions with requesting any and all State and Federal assistance necessary to assist with the COVID-19 pandemic.

Commissioner Young discussed the diligent work of staff during this time of emergency and requested the County Administrator to provide an update.

County Administrator Tiffany Zindel stated that the county is purchasing personal protective equipment (PPE) at every opportunity that is being presented. She then stated that some vendors do not allow the purchase order option and require a credit card for purchase. She stated that the county credit card limit is in process of being increased and personally thanked Commissioner Young for the use of his personal credit card as well our community partners and Emergency Services personnel for their tireless efforts to protect our community.

Mrs. Zindel then stated that they are working on the creation of a formula to distribute the PPE's to local jurisdictions as they are acquired.

Bruce McGary, Assistant Prosecutor, discussed the recently amended Ohio Department of Health's order reducing the mass gathering limit from 50 people to ten. He then presented a resolution for consideration which amends the previously adopted prohibition of mass gatherings in County buildings from 50 to 10 in compliance with the amended order.

There was discussion relative to the courts as it relates to the Judge's Orders relative to essential court function along with the court order that the Common Pleas Court provided relative to the limitations they are implementing relative to hearings.

There was discussion relative to the County Court process as it related to the current situation as the parking lot was full this morning.

Upon discussion, the Board requested that County Administrator Zindel follow-up with County Court on how they are currently conducting hearings as it relates to the Covid-19 pandemic.

Upon further discussion, the Board adopted Resolution #20-0503 to amend Resolution #20-0462, in part, by prohibiting any gathering of more than ten (10) people in the Warren County Administration Building or any other County owned or operated buildings and facilities unless excepted herein or otherwise exempted by the Ohio Department of Health's Stay at Home Order.


There was further discussion relative to the resolution discussed earlier relative to authorizing the County Administrator, during disaster, to approve purchases up to \$100,000 including approving contracts, signing of final plats, and providing a letter to the jail contractor to declare the jail construction as an essential infrastructure project.

Tina Osborne, Clerk of Commissions, stated she did not hear a vote relative to that resolution but rather, the Board approved a resolution authorizing the County Administrator to approve the listed capital purchase requisitions.

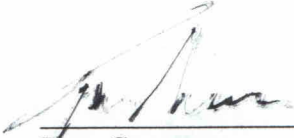
Upon discussion, the Board approved (Resolution #20-0504) finding a real and present emergency exists during the COVID-19 pandemic and amending Resolutions #10-0948 and #16-

1936, in part, for the purpose of authorizing the County Administrator to perform, in the Board's absence, specific functions conferred or incumbent upon the Board.

Upon motion the meeting was adjourned.



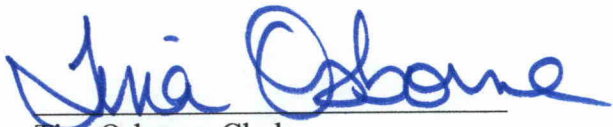
David G. Young, President



Tom Grossmann

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 March 24, 2020, in compliance with Section 121.22 O.R.C.



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