



**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 – November 9, 2021

The Board met in regular session pursuant to adjournment of the November 2, 2021, meeting.

David G. Young – present

Shannon Jones – present

Tom Grossmann – absent

Tina Osborne, Clerk – present

- 21-1528 A resolution was adopted to approve permanent reclassification of Josh Hisle to the position of Supervisor within Warren County OhioMeansJobs.
Vote: Unanimous
- 21-1529 A resolution was adopted to authorize the posting of the “Water Distribution Worker I or II” position, within the Water and Sewer Department, in accordance with Warren County Personnel Policy Manual, Section 2.02 (A).
Vote: Unanimous
- 21-1530 A resolution was adopted to accept resignation of Rebekah Brigano, Administrative Assistant, within the Warren County Office of Economic Development, effective December 30, 2021. Vote: Unanimous
- 21-1531 A resolution was adopted to authorize the posting of “Administrative Assistant” position, within the Department of Economic Development, in accordance with Warren County Personnel Policy Manual, Section 2.02 (A). Vote: Unanimous
- 21-1532 A resolution was adopted to cancel regularly scheduled meeting of Thursday, November 11, 2021. Vote: Unanimous
- 21-1533 A resolution was adopted to acknowledge and accept the CHC Wellbeing Statement of Work relative to the on-site biometrics and health assessment program for plan year 2022. Vote: Unanimous
- 21-1534 A resolution was adopted to accept renewal verification by United Healthcare for plan year effective January 1, 2022. Vote: Unanimous

- 21-1535 A resolution was adopted to approve request for 1.5 mill reduction in the levy collected for the Warren County Board of Developmental Disabilities. Vote: Unanimous
- 21-1536 A resolution was adopted to approve agreement regarding contact with LEADS/NCIC criminal justice information with the Warren County Sheriff's Office on behalf of the Warren County Department of Facilities Management. Vote: Unanimous
- 21-1537 A resolution was adopted to approve addendum to the contract for police protection with the Board of Township Trustees of Deerfield Township, on behalf of the Warren County Sheriff's Office. Vote: Unanimous
- 21-1538 A resolution was adopted to approve and authorize County Administrator to sign certificate of substantial completion relative to the Warren County Jail and Sheriff's Administration Office Project. Vote: Unanimous
- 21-1539 A resolution was adopted to enter into an engineering services contract with Fishbeck on behalf of the Warren County Engineer's Office. Vote: Unanimous
- 21-1540 A resolution was adopted to enter into a temporary right of entry and work agreement with Steven J. and Renate A. Kelly for the East Lower Springboro Road Channel Maintenance Project. Vote: Unanimous
- 21-1541 A resolution was adopted to approve agreement and addendum with Hope Haven for Girls relative to home placement and related services on behalf of Warren County Children Services. Vote: Unanimous
- 21-1542 A resolution was adopted to advertise for bids for the Socialville Transmission Water Main – Contract 2 Project. Vote: Unanimous
- 21-1543 A resolution was adopted to enter into a fire protection services agreement with Cintas Fire Protection on behalf of the Warren County Water and Sewer Department. Vote: Unanimous
- 21-1544 A resolution was adopted to approve and authorize the County Recorder to enter into an agreement with Fidlar Technologies on behalf of the Warren County Recorder. Vote: Unanimous
- 21-1545 A resolution was adopted to authorize the President of this Board to sign a satisfaction of mortgage for Leah M. Frazier. Vote: Unanimous
- 21-1546 A resolution was adopted to authorize the President of the Board to enter into a professional service agreement with Resource Recycling Systems, Inc. DBA RRS relative to the Warren County Solid Waste Management District Five Year Plan Update. Vote: Unanimous
- 21-1547 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous

- 21-1548 A resolution was adopted to acknowledge receipt of October 2021 Financial Statement. Vote: Unanimous
- 21-1549 A resolution was adopted to approve a subdivision public improvement performance and maintenance security release with Grand Communities, LLC for Providence, Section Eight, Block A situated in Hamilton Township. Vote: Unanimous
- 21-1550 A resolution was adopted to approve a subdivision public improvement performance and maintenance security release with Fischer Development Company for Providence Subdivision, Section Five situated in Hamilton Township. Vote: Unanimous
- 21-1551 A resolution was adopted to approve a sidewalk bond release for M/I Homes of Cincinnati, LLC for completion of improvements of sidewalk along Stillwater Drive between the pathway and US 22/3 in Rivercrest, Section One situated in Hamilton Township. Vote: Unanimous
- 21-1552 A resolution was adopted to accept an amended certificate decrease and approve an appropriation decrease fund #4434 and approve an operational transfer from the Motor Vehicle Fund #2202 into the Butler Warren/ Liberty Way and Mason Road Funds #4434 and approve repayment of a cash advance from the Butler Warren / Liberty Way and Mason Roads #4434 into the Motor Vehicle Fund #2202 to finalize the Liberty Way/ Mason Rd Turn Lane Project. Vote: Unanimous
- 21-1553 A resolution was adopted to approve supplemental appropriation into General Fund #11011111. Vote: Unanimous
- 21-1554 A resolution was adopted to approve supplemental appropriation within Sheriff's Office Fund #6630. Vote: Unanimous
- 21-1555 A resolution was adopted to approve appropriation adjustment from Commissioners General Fund #11011110 into Information Technology Fund #11011400. Vote: Unanimous
- 21-1556 A resolution was adopted to approve appropriation adjustment from Commissioners General Fund #11011110 into Sheriff's Office – Corrections Fund #11012210. Vote: Unanimous
- 21-1557 A resolution was adopted to approve appropriation adjustment within Common Pleas Court Services Fund #11011223. Vote: Unanimous
- 21-1558 A resolution was adopted to approve appropriation adjustment from Common Pleas Court Fund #11011223 into #11011220. Vote: Unanimous
- 21-1559 A resolution was adopted to approve appropriation adjustments within Facilities Management #11011600. Vote: Unanimous

- 21-1560 A resolution was adopted to approve an appropriation adjustment within Prosecutor Fund #11011150. Vote: Unanimous
- 21-1561 A resolution was adopted to approve appropriation adjustment within Juvenile Court Fund #1011240. Vote: Unanimous
- 21-1562 A resolution was adopted to approve appropriation adjustment from Juvenile Court Fund #10111250. Vote: Unanimous
- 21-1563 A resolution was adopted to approve appropriation adjustment from Juvenile Detention Fund #111012600 to Juvenile Probation Fund #110112500. Vote: Unanimous
- 21-1564 A resolution was adopted to approve appropriation adjustment within Mary Haven Fund #2270. Vote: Unanimous
- 21-1565 A resolution was adopted to approve appropriation adjustment within Grants Fund #2265. Vote: Unanimous
- 21-1566 A resolution was adopted to approve appropriation adjustment within the Water Revenue Fund No. 5510. Vote: Unanimous
- 21-1567 A resolution was adopted to approve appropriation adjustments within Sheriff's Office Fund #6630. Vote: Unanimous
- 21-1568 A resolution was adopted to approve appropriation adjustment within Health Insurance Fund #6632. Vote: Unanimous
- 21-1569 A resolution was adopted to approve requisitions and authorize County Administrator to sign documents relative thereto. Vote: Unanimous
- 21-1570 A resolution was adopted to approve appointment to the Warren County Port Authority. Vote: Unanimous
- 21-1571 A resolution was adopted to authorize County Administrator or Deputy County Administrator to sign settlement document relative to the National Opioid Settlement and J & J Jansen consistent with the terms of prior agreement. Vote: Unanimous

DISCUSSIONS

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

Warren County Treasurer Barney Wright was present along with Warren County Auditor Matt Nolan, IT Director Ben Clift, and Sanitary Engineer Chris Brausch for a work session discuss ACH as a payment option for Warren County residents when paying various Warren County departments.

Mr. Wright discussed the various payment processors utilized throughout and informed the Board that the kiosk company he utilizes can offer ACH services while protecting our security.

Mr. Young discussed his desire for residents to have the ability to pay through the internet and not have to physically come to the administration building to utilize a kiosk.

Mr. Clift discussed the various contracts that departments have with vendors. He stated that the Building and Zoning Department accepts electronic checks. He then stated that the Water and Sewer Department previously accepted electronic checks but there were too many bounced checks that required an enormous amount of staff time to remedy the situation.

There was much discussion relative to how other entities process these funds.

Commissioner Young stated that this is standard operating procedure of business, and he desires for Warren County to offer this service in a secure manner without “getting into the banking business”.

Mr. Brausch informed the Board that their credit card vendor, First Billing, can provide those services but would require 60 – 90 days in order to upgrade the software. He stated that the service is paid for through a convenience fee of \$2.99 that is charged to the customer utilizing their service. He then stated that the fee is based upon volume so that if the entire county utilized the same vendor, the fee would be reduced.

Commissioner Jones questioned the ability to provide this service to the consumer without charging a fee but also stated she does not want to retain any credit card or banking information of the customers.

Commissioner Young requested staff to contact other counties and municipalities who provide these services to “shop around” for the best service. He then stated there is no reason to rush this process.


Matt Nolan, Warren County Auditor, presented information through an Excel spreadsheet, reviewing actual scenarios for various taxing districts relative to the 2022 tax holiday.

Commissioner Young stated that it is a pleasure to work with the smart people in Warren County such as our Treasurer and Auditor.

The Board convened into the Commissioners' Conference Room for a work session to discuss the 2022 budget.

On motion, upon unanimous call of the roll, the Board entered into executive session at 10:15 a.m. to discuss personnel matters relative to salary adjustments for specific personnel within various departments pursuant to Ohio Revised Code Section 121.22 (G)(1) and exited at 11:08 a.m.

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 November 9, 2021, in compliance with Section 121.22 O.R.C.



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