



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

406 Justice Drive, Lebanon, Ohio 45036

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**TOM GROSSMANN  
SHANNON JONES  
DAVID G. YOUNG**

**GENERAL SESSION AGENDA**

**March 11, 2025**

**#1**

**Clerk—General**

**The Board of Commissioners' public meetings can now be streamed live  
at [Warren County Board of Commissioners - YouTube](#)**

APPROVING REQUISITIONS AND AUTHORIZING THE COUNTY ADMINISTRATOR  
TO SIGN DOCUMENTS RELATIVE THERETO

BE IT RESOLVED, to approve requisitions as listed in the attached document and authorize  
Martin Russell, County Administrator, to sign on behalf of this Board of County Commissioners.

M. moved for adoption of the foregoing resolution being seconded by M. Upon call of the roll, the  
following vote resulted:

M  
M  
M

Resolution adopted this    day of    2025.

BOARD OF COUNTY COMMISSIONERS

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Krystal Powell, Clerk

/kp

cc:            Commissioners' file

## REQUISITIONS

Department	Vendor Name	Description	Amount
TEL	NETWORK CRAZE TECHNOLOGIES, INC	TEL NETWORK CRAZE - CISCO OT N	\$ 149,900.00 *capital purchase/ priced under state contract
DOG	CINCYAUTOS INC	2025 Ford F-150 SC	\$ 88,110.00 *vehicle/ priced under state contract
PRO	RICOH USA INC	PRO REPLACEMENT (3) PRINT/COPY	\$ 17,970.22 *capital purchase/ contract approved last week
GRA	NEYRA CONSTRUCTION INC	GRA-FY24 S LEB - KING AVE CDBG	\$ 83,622.10 *bid project/ contract in packet

Approved 3/18/25 by:

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Martin Russell, County Administrator

**CONSENT AGENDA\***

**March 18, 2025**

***Approve the minutes of the March 11, 2025 Commissioners' Meeting.***

**PERSONNEL**

- 1. Hire Cindy Dixon within Facilities Management***
- 2. Approve end of probationary period and pay increase for Lydia Shannon and Hunter Wiseman within Emergency Services***
- 3. Accept resignation of Stacy Ryan within Emergency Services***
- 4. Terminate probationary employee within Emergency Services***

**GENERAL**

- 5. Accept application, policy, and endorsements from HCC Life Insurance Company for Stop Loss Coverage relative to the Warren County Health Care Plan***
- 6. Set public hearing to consider amendment to the Warren County Comprehensive Plan to include the 2025 Franklin Township Comprehensive Plan***
- 7. Set public hearings to consider adoption of Flood Damage Reduction Regulations***
- 8. Enter into contracts with Neyra Paving for the FY24 South Lebanon King Avenue Street Improvements CDBG Project***
- 9. Approve Change Order No. 1 to the contract with Neyra Paving for the FY24 Harveysburg South Street Paving CDBG Project***
- 10. Enter into agreement with the Village of Maineville relative to the Sycamore and Mulberry Street Improvements Project***
- 11. Accept Tax Incentive Review Council Recommendations for the 2024 Enterprise Zone, Tax Increment Finance, and Community Reinvestment Area Programs***
- 12. Approve replacement of various culverts under force account***
- 13. Approve various agreements and addendum with various providers for home placement on behalf of Children Services***
- 14. Authorize the County Administrator to sign grant agreement with Ohio EMA on behalf of Emergency Services***
- 15. Authorize the County Engineer to prepare and submit an application to participate in the OPWC Funds program relative to the Franklin- Trenton Road Bridge Emergency Replacement Project***
- 16. Authorize the County Engineer to execute agreement with ODOT for the load rating of various bridges within the county***
- 17. Enter into an Engineering Services agreement with McGill, Smith, Pushon Inc. and Strand Associates Inc. on behalf of the Engineer's Office***
- 18. Enter into office space agreement with OhioMeansJobs Warren County***
- 19. Transfer ownership of retiring Sheriff's K-9 to handler***
- 20. Acknowledge payment of bills***
- 21. Enter into performance bond agreement for Aberlin Springs Phase Five in Union Township***
- 22. Approve various final plats***

**FINANCIALS**

- 23. Create the fund, accept and amended certificate, approve a supplemental appropriation, and a cash advance for the Franklin-Trenton Road Bridge Replacement Project***
- 24. Accept an amended certificate and approve a supplemental appropriation into Tourism and Economic Development Support***
- 25. Approve an operational transfer from Commissioners into Water and Sewer***
- 26. Approve supplemental appropriation into Commissioners and operational transfer into Tourism and Economic Development Support***
- 27. Approve appropriation adjustment into Sheriff's, Building and Zoning, Prosecutor's, Water Revenue, and Rotary***

***\*Please contact the Commissioners' Office at (513) 695-1250 for additional information or questions on any of the items listed on the Consent Agenda***

## **FOR CONSIDERATION NOT ON CONSENT AGENDA**

1. Approving change of Township boundaries of Franklin Township to make them, in part, identical to those of the City of Springboro

APPROVING CHANGE OF TOWNSHIP BOUNDARIES OF FRANKLIN TOWNSHIP TO  
MAKE THEM, IN PART, IDENTICAL TO THOSE OF THE CITY OF SPRINGBORO

WHEREAS, this Board of County Commissioners is in receipt of petitions by the City of Springboro, Ohio to change the boundaries of Franklin Township to make them identical, in part, with the boundaries of the City of Springboro; and

WHEREAS, pursuant to Ohio Revised Code Section 503.07, the Board of County Commissioners, upon presentation of such petition, with the proceedings of the legislative authority authenticated, shall upon petition of a City change the boundaries of the township when the limits of such corporation include territory lying in more than one township; and

NOW THEREFORE BE IT RESOLVED, that the prayer of the City of Springboro be granted for such changes in and extensions of the boundary lines of Franklin Township as may be necessary so that it may include therein, those portions Clearcreek Township, Warren County, Ohio, which has, by order of the Warren County Board of Commissioners, been annexed to the City of Springboro, said territory having been accepted by the City pursuant to ordinance number R-25-9 (copy attached hereto and made a part hereof) to make the boundary lines of Franklin Township co-extensive with the corporate limits of the City of Springboro.

M       moved for adoption of the foregoing resolution, being seconded by M       . Upon call of the roll, the following vote resulted:

M  
M  
M

Resolution adopted this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

BOARD OF COUNTY COMMISSIONERS

\_\_\_\_\_  
Krystal Powell, Clerk

/kp

cc:    City of Springboro  
      Map Room  
      GIS  
      Change of Boundaries file  
      Board of Elections

Franklin Township  
Auditor  
RPC (file)  
Dispatch

TO THE BOARD OF COUNTY COMMISSIONERS, WARREN COUNTY

RECEIVED

2025 MAR 12 AM 11:16

WARREN COUNTY  
COMMISSIONERS

A PETITION UNDER OHIO REVISED  
CODE 503.07 AND 503.14 TO ADJUST THE  
BOUNDARY LINES OF FRANKLIN TOWNSHIP  
SO AS TO EXCLUDE CERTAIN TERRITORY  
FROM FRANKLIN TOWNSHIP  
AND CONFORM THE CORPORATE  
BOUNDARIES OF THE CITY OF SPRINGBORO  
AND CLEARCREEK TOWNSHIP

Now comes Chris Pozzuto, City Manager for the City of Springboro Ohio, who petitions this honorable board as follows:

WHEREAS, at the request of the property owner, and pursuant to an agreement with Franklin Township, Warren County Ohio, ("Franklin Township"), the City of Springboro, Clearcreek Township, Warren County Ohio, (the "City") proposed to annex a territory consisting of 6.9697 acres, located within Franklin Township more fully described in Exhibit A, attached, (the "Territory") which annexation followed the special procedure of Ohio Revised Code §709.022 for annexing land with the consent of all parties (Type 1 Annexation); and

WHEREAS, on January 14, 2025, the Warren County Commissioners approved the annexation of the Territory through its Resolution 25-0060; and

WHEREAS, in conjunction with the Type 1 Annexation, an Annexation Agreement as authorized under Ohio Revised Code §709.192 was entered into by and between the City and Franklin Township on September 27, 2024 (the "Annexation Agreement"); and

WHEREAS, pursuant to section 5 of the Annexation Agreement the City and Franklin Township agreed among other things that "[a]fter annexation, the Territory shall be incorporated into the City/Clearcreek Township. The City shall detach the annexed territory from the Township after final approval of the annexation petition, pursuant to Ohio Revised Code Chapter 503"; and

WHEREAS, Ohio Revised Code §503.07 authorizes the City Council of Springboro to petition the Warren County Board of Commissioners to adjust the township boundaries to conform to boundaries within the municipal corporation; and

WHEREAS, Ohio Revised Code §503.14 provides when the change of boundaries of townships is required by reason of the extension of the limits of a municipal corporation, such change shall be made by annexation to the township in which the municipal corporation or the greater part of it was previously situated, of such parts of other townships as are covered by such extension; and

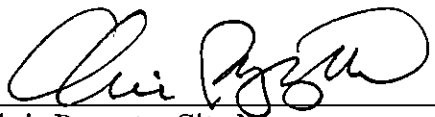
WHEREAS, at least ten days before the Springboro City Council voted on the change of township lines, the legislative authority provided notice to Franklin Township and Clearcreek Township of the boundary change sought under this section and thereafter passed Resolution R-25-9 on February 20, 2025 authorizing the boundary change pursuant to the Annexation Agreement;

NOW THEREFORE, in accord with the provisions of Ohio Revised Code Chapter §503 the City of Springboro, hereby petitions the Board of County Commissioners of Warren County to remove and exclude the Territory as described in Exhibit A from Franklin Township Warren County Ohio pursuant to Ohio Revised Code section §503.07 and §503.14 and for a change of township lines in order to make such Territory part of the City of Springboro and Clearcreek Township.

Attached to this Petition and incorporate herein by this reference are:

- Exhibit A: Legal Description of Territory.
- Exhibit B: City of Springboro transcript of 503.07/503.14 petition proceedings.
- Exhibit C: City of Springboro Certified Resolution R-25-9 authorizing this petition.
- Exhibit D: February 6, 2025 notices to Clearcreek and Franklin Township.
- Exhibit E: Annexation Agreement
- Exhibit F: Warren County Board of County Commissioners Resolution 25-0060 approving annexation

THE CITY OF SPRINGBORO

  
Chris Pozzuto, City Manager  
City of Springboro, Ohio

3/7/25  
Date



# **EXHIBIT A**

Situated in Section 21, Town 2, Range 5, between the Miami Rivers, Franklin Township, Warren County, Ohio, being a part of a 6.8442 acre tract of land conveyed to the City of Springboro as described in O.R. 1823, Page 561 and 0.557 acre tract of land conveyed to the City of Springboro as described in O.R. 1823, Page 556, of the Warren County Recorder's Office, and being more particularly described as follows:

Beginning at the northerly line of Lot 1 of the Dayton Daily News as recorded in Plat Book 37, Pages 69 and 70, and the westerly right-of-way of Interstate 75;

Thence along said northerly line of said Lot 1, N85°29'34"W, a distance of 259.61 feet to the southeast corner of a 6.449 acre tract conveyed to Charles & Sharon Peters as described in D.N. 2015-02581'.

Thence along the east line of said 2.6449 acre tract, N08°30'00"E, a distance of 872.33 feet to the point;

Thence through the grantor's property on the following two (2) courses and distances;

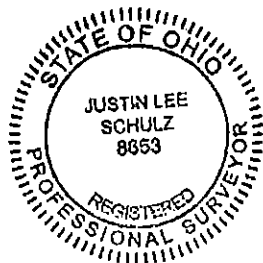
- 1) S83°24'07"E, a distance of 321.64 feet to the point;
- 2) Along a curve to the right having a radius of 299.10 feet, an arc length of 24.20 feet, a delta angle of 04°38'06", a chord bearing of S82°52'45"E, and a chord distance of 24.19 feet to a point in the westerly line of a 8.238 acre tract conveyed to the City of Springboro as described in O.R. 594, Pg. 773.

Thence along said westerly line of said 8.238 acre tract, S07°50'19"W, a distance of 858.83 feet to a point in the northerly line of said Lot 1.

Thence along the northerly line of said Lot 1, N 85°29'34"W, 96.82 feet to the point of beginning.

Containing 6.9696 acres more or less (0.1694 acres being in the right of way of Interstate 75)

The above description is based on information (deeds and surveys) of record, No Field survey was performed. by Apex Engineering & Surveying, Inc., Justin Lee Schulz, Ohio Professional Surveyor No. 8653. Bearings and Distances are based on O.R. 1823, Page 561 of the Warren County Recorder's Office



*Justin Lee Schulz*  
12/11/2024

## **EXHIBIT B**

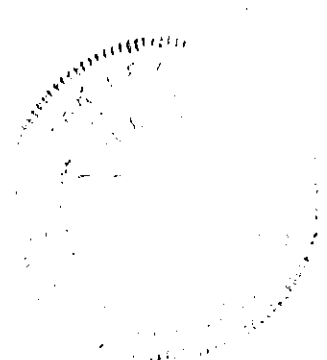


CERTIFICATION OF MINUTES

I, Lori A. Martin, Clerk of the City Council of Springboro, Ohio, hereby certify the following to be a true and correct copy of the City Of Springboro, Ohio City Council Meeting Minutes of February 20, 2025 approved by City Council on March 6, 2025 and filed as a record accordingly.

Date: March 7, 2025

Clerk of Council:



CITY OF SPRINGBORO  
320 W. CENTRAL AVENUE, SPRINGBORO, OH

**CITY COUNCIL REGULAR MEETING**

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THURSDAY, FEBRUARY 20, 2025

7:00 PM

**CITY COUNCIL**

John Agenbroad, Mayor  
Jim Chmiel, Deputy Mayor/Ward 4  
Stephen Harding, At Large  
Becky Iverson, At Large  
Janie Ridd, Ward 1  
Dale Brunner, Ward 2  
Jack Hanson, Ward 3

**CITY STAFF**

Chris Pozzuto, City Manager  
Greg Shackelford, Assistant City Manager  
Gerald McDonald, Law Director  
Lori Martin, Clerk of Council

**ITEM 1. CALL TO ORDER.** Mayor Agenbroad called the Springboro, Ohio City Council Regular Meeting of Thursday, February 20, 2025 to order at 7:00 PM in Council Chambers at the Springboro Municipal Building, 320 W. Central Avenue, Springboro, Ohio.

**ITEM 2. PLEDGE OF ALLEGIANCE.** Mayor Agenbroad led the Pledge of Allegiance.

Invocation by Pastor Casey Cramer, King's Cross Community Church.

**ITEM 3. ROLL CALL.** Agenbroad, Present; Brunner, Present; Chmiel, Absent; Hanson, Present; Harding, Present; Iverson, Present; Ridd, Present. Staff: Mr. Pozzuto, Mr. Shackelford, and Ms. Martin were present. Mr. McDonald was absent. Attorney Mike Sandner served as Acting Law Director. Community Relations Director Maureen Russell Hodgson and IT Director Matt Lang were also present.

Mayor Agenbroad called for a motion to excuse Council Member Jim Chmiel from tonight's meetings.

Ms. Iverson motioned. Mr. Hanson seconded the motion.

No discussion.

**VOTE:** Harding, Yes; Brunner, Yes; Ridd, Yes; Iverson, Yes; Agenbroad, Yes; Hanson, Yes. [6-0]

**ITEM 4. APPROVAL OF MINUTES:** THE MINUTES OF THE CITY COUNCIL WORK SESSION AND REGULAR MEETING OF FEBRUARY 6, 2025.

Mayor Agenbroad presented the minutes for additions/corrections. No additions/corrections.

Mr. Harding motioned. Ms. Ridd seconded the motion.

No discussion.

**VOTE:** Iverson, Yes; Agenbroad, Yes; Hanson, Yes; Harding, Yes; Brunner, Yes; Ridd, Yes. [6-0]

**ITEM 5. PRESENTATIONS: STATE OF THE CITY ADDRESS – MAYOR JOHN AGENBROAD.**

Mayor Agenbroad presented the 2025 State of the City Address in video format. Content generally as follows:

**STATE OF THE CITY ADDRESS  
MAYOR JOHN AGENBROAD  
FEBRUARY 20, 2025**

*AS MAYOR OF SPRINGBORO, it is my pleasure to present the State of the City Address. I am passionate about Springboro and excited to share a few of the City's recent accomplishments and what's next on the agenda. First, I would like to congratulate Jim Chmiel on his appointment as Deputy Mayor for 2025 and thank Council Members Dale Brunner, Jack Hanson, Stephen Harding, Becky Iverson and Janie Ridd for their continued service and support. As Springboro's community leaders, we are fortunate to have an excellent team of staff members led by our City Manager Chris Pozzuto, who continues to provide quality, resident-centered services, amenities and programs for our community.*

***LIFE IN SPRINGBORO** Consistently rated a top community in Ohio and offering an exceptional quality of life, Springboro is home to great neighborhoods, excellent schools, and robust city services. A prime location to live, work and play, Springboro residents enjoy a vibrant mix of outdoor concerts, bike trails, theater, holiday parades, festivals and fireworks. Our beautifully preserved historic downtown is a lively business district offering a charming collection of shops, and food and drink establishments while our Performing Arts Center brings live performances, art exhibits, and enriching programs to our residents year-round. With more than 400 acres of recreational space including nine parks, a splash pad, one-of-a-kind playground, pickleball courts, bike pump tracks and one of Ohio's premier public golf clubs, Springboro offers plenty of opportunities for relaxation and outdoor fun.*

***BUSINESS IN SPRINGBORO** Strong community ratings keep us a leader in business and job growth with more than 500 businesses driving our economy. Employers benefit by attracting a quality workforce thanks to Springboro's family-friendly lifestyle, affordable living, high safety ratings and many great amenities that now include citywide fiber-optic connectivity providing the option of three high-speed internet services to homes and businesses. Having three high-speed internet providers places Springboro in the top .3% of all communities in the entire country!*

*As part of our integrated approach to promoting economic growth in our community, Springboro participates in organizations focused on local business retention and expansion and regional prosperity including the nationally recognized BusinessFirst! Program, the Warren County Chamber Alliance, the Small Business Development Center and our very own Springboro Chamber of Commerce. These area partners spur new business opportunities, provide resources to help our businesses succeed, and advocate for local priorities in Columbus and Washington.*

*Springboro's business parks along I-75 and the areas of N. Main Street and W. Central Avenue as well as our downtown business district are seeing new businesses, business expansion and revitalization. In 2024, approximately 180,000 sq. ft. of new plans were approved for development and at least 22 new businesses opened, as we welcomed a variety of new retail shops and services to Springboro. We look forward to at least a dozen more businesses opening this year. Construction of the latest building at Wright Station housing The Breakfast Club also moved forward last year. The new breakfast restaurant perfectly complements the other establishments at this central hub and is among several locally based companies who grew their business at Wright Station.*

*The Midway Plaza shopping center on W. Central has been reenergized with an Aldi and Planet Fitness moving into the center along with a newly constructed Seven Brew Coffee drive-through on the plaza's frontage. Other businesses like Buckeye Fabricating on S. Pioneer and Caesar Creek Software at The Ascent are expanding their operations with new building spaces and jobs while brand new companies have entered the market including the Mayfield Brain & Spine medical center. As businesses of all types and sizes open in Springboro, this promising growth will provide steady employment, economic security, and community viability. We thank all of our businesses for choosing Springboro!*

***CITIZEN SATISFACTION** Every three years, the City conducts a survey to measure citizen attitudes and opinions toward services, amenities, and more. In 2024, Miami University's Center for Public Management and Regional Affairs completed Springboro's sixth citizen satisfaction survey. Key findings reveal that satisfaction levels with respect to living in Springboro are above 95% with certain findings equal to or better than data and comments received in 2020. More than half of the survey respondents think Springboro has become a better place to live in the past five years with satisfaction levels improving in the areas of street maintenance and conditions, police services and park facilities. Specifically, satisfaction with North Park increased by 75% with the new Dayton Children's all-accessible playground being a significant factor. Overall, 95.5% of the citizens surveyed feel Springboro is an excellent or good place to live, and satisfaction levels with Springboro as a place to live, raise a family and retire keep moving in a positive direction.*

According to Miami University, Springboro has the highest satisfaction rates of any community they survey. Receiving such positive feedback from our residents validates our efforts to provide the best service and amenities possible for our community, and we are committed to maintaining these high levels of satisfaction moving forward.

**FINANCIAL FORECAST & CAPITAL INVESTMENTS** Springboro remains on firm financial footing in 2025. Our budget incorporates estimated expenditures and supporting revenues while keeping operating reserves at the most effective levels presenting an overall conservative picture for 2025. Budgeted expenditures total \$55.7M with a projected total ending fund balance of \$29.9M. Projected total expenditures decreased by approximately \$1.17M over 2024 due to reductions in staff and outstanding debt, including the balance paid on the municipal building.

Total expenditures in the General Fund, the City's principal operating budget, are estimated at \$20.4M this year and projected revenues at \$20.5M with a reserve balance of \$11.8M mirroring 2024. Income tax accounts for around 80% of our operating revenue and is estimated at \$17 million this year. Income tax receipts are projected on the conservative side with an increase of approximately 1%; however, we closed 2024 approximately 2% over the previous year's projection. The ½ percent income tax renewal went into effect in 2024 helping to stabilize City finances and continue supporting capital improvements and operations that provide residents with a clean supply of water, safe, drivable streets, and well-maintained parks and neighborhoods. All other fund revenues combined are estimated at \$3.5 million, which includes property tax. Property tax receipts will increase approximately 20% this year based on the most recent county valuations. However, even with this increase, Springboro continues to have the lowest municipal property taxes in Warren County and the third lowest in the state.

Areas of focus in this year's budget include IT security and public safety with additional resources and personnel to support these functions. Securing the City's digital infrastructure and data is vital to protecting many of our operations and services, and police service levels will increase to help patrol newly developing residential and commercial areas. Budget considerations also included a renewed investment in infrastructure maintenance involving street and facility repair and replacement projects to keep our core assets maintained.

Springboro's 5-Year CIP (Capital Improvement Program) proposes an outlay of \$39M in expenditures, an increase of approximately \$2.1M from the previous year. This increase reflects expenses associated with vital components of the water and wastewater treatment plants and additional funding for street maintenance.

Capital expenses for 2025 are just over \$11M with approximately \$7.3M in the Street Improvement Fund making streets our largest expense. The City will resurface 17 streets this year during our annual paving program and two major transportation projects will be designed. The East Central Resurfacing Project will consist of repaving the roadway to the eastern corp limit through the Urban Paving Program with an estimated \$800,000 of the \$1.6M project federally funded. Also, improvements to the intersection of SR741/Lytte-Five Points will be constructed in two phases with the initial phase to include widening SR741 to add a right turn lane onto Lytte-Five Points for northbound traffic. This project was awarded \$850,000 in federal funding through the Direct Congressional Spending program with special thanks to Congressman Greg Landsman, who chose this project out of 50 submitted.

Other key projects include a wastewater treatment plant generator, to ensure services are delivered during power outages, and traffic signal upgrades to an artificial intelligence (AI) monitoring system. The AI system would learn traffic patterns and respond by making timing adjustments to improve traffic flow. In addition, the Community Park Multi-Use Trail, a continuation of the City's Central Greenway, will be constructed with 80% of the \$332,000 project funded by state monies. Supporting vital infrastructure and providing services essential to our daily lives along with quality public amenities will continue to be our focus and funds are allocated to maximize these goals. Our capital plan is reviewed annually to ensure investments consider the changing needs of our community, currently available resources and the prevailing economy.

Projects completed in 2024 included major upgrades at North Park, aesthetic improvements at the I-75 interchange gateway, the Fiber to Home project, providing Springboro homes access to multiple internet service providers and free public Wi-Fi at City parks, and two new multi-use trails connecting Clearcreek Park to Hazel Woods Park as part of Springboro's trail system connection from E. Milo Beck Park westward to Franklin.

Springboro's financial report card includes a "clean" annual financial audit earning the Auditor of State Award with Distinction, the Certificate of Achievement for Excellence in Financial Reporting, the highest form of recognition in governmental accounting and reporting, and the state's highest rating for best practices in open and transparent government. Springboro's "Aa1" bond rating is the second highest investment grade assigned by Moody's Investors Service and two grades higher than the average for cities nationwide. Simply put, Springboro is judged to be financially secure and highly creditworthy providing access to lower interest rates. The City was recently rated SP-1+ by S&P Global, which is the highest rating that can be achieved. Achieving these exceptional performance standards demonstrates our commitment to fiscal integrity and accountability on behalf of our community.

**OUTDOOR RECREATION** Springboro is a leader in providing parks, trails, and connectivity, understanding their benefits in terms of the health and wellbeing of our community, property values, and much more. Our investment in new parkland and recreational amenities has provided quality parks and natural spaces close to home. Covering well over 400 acres, Springboro has the second highest number of park acreage among communities in Warren County with nine unique parks and ranks among the highest in total parkland per capita in the region.

Over the last eight years, we have opened new parks and added a number of exciting park features that include a 30,000 sq. ft. all-accessible playground area, pickleball courts, bike pump tracks, a splash pad, dog park and multiple trails. Residents continue to enjoy free events like our crowd-pleasing summer concert series, Touch-A-Truck, Bike the Boro and BoroFest. Last year, more than 20,000 music fans enjoyed 17 live concerts and around 4,000 people experienced the total solar eclipse with us at North Park. Our park programming has grown tremendously since our first outdoor concert in the early 1990s thanks to the amazing efforts of our Park Board and staff members who are dedicated to creating fun park spaces and programming that encourage our residents to enjoy the outdoors in Springboro.

We look forward to the opening of a new restroom and upgrades to the entranceway and plaza at North Park to better accommodate our busiest park. The new restroom building is funded in part by \$300,000 in state funding thanks to the support of former Ohio Representative Scott Lipps and State Senator Steve Wilson.

Gardner Park, home to our beautiful veterans memorial built in 2017, will be the site of another memorial commemorating the service and sacrifice of our Vietnam Veterans. Presently under development, the Vietnam Veterans Remembrance Memorial will be funded entirely by private donations.

Heatherwoode Golf Club provides an outstanding facility for tournaments, company outings, leisure golf, and event services. Heatherwoode continues to up its game with multiple indoor simulators, single-seat golf carts, and upgrades to the driving range are in the works to provide an even better golf experience.

In addition to 35,000 rounds of golf and 45 golf outings in 2024, Heatherwoode was the host site for the Ohio Women's Open. Through an agreement with the Southern Ohio PGA, Heatherwoode will host the open through 2028. Heatherwoode also offers professional lessons and club fitting, and a Junior Elite Academy that produced 13 tournament winners. Thank you to our entire golf course staff for taking the golfer's experience to the next level at Heatherwoode.

**COMMUNITY LEADERSHIP & SERVICE** The City provides opportunities for citizens to serve the community through a variety of boards and commissions that focus on specific areas of community development.

One example is the City's Architectural Review Board (ARB), which plays an important role in the preservation of our six-block, federally designated historic district on South Main Street. Last year marked the 25th anniversary of the board's Historic Preservation Awards Program. The board presented the Jonathan Wright Award for Historic Preservation to South Dayton Church of Christ, at 300 South Main, for the preservation and restoration of the church's bell tower to its original condition in 1905. The project received a grant as part of the 2023 Historic Preservation Grant Program as well as support through a public fundraising campaign. The board has awarded grants to 13 projects since 2023 leveraging an overall investment of approximately \$260,000 in this historic neighborhood. The board also approved 24 permits over the past year in support of improvements initiated by historic property owners. Two of our dedicated ARB members retired from service last year, Matt Leedy, who served nine years and Stephanie Berger-Lauson, who served eight years on the board. Thank you to Matt and Stephanie for their long-standing service to the City and valued contributions as community leaders.

To further efforts to increase awareness of Springboro's rich history and cultural heritage, the ARB also works with the Springboro Area Historical Society, and I would like to recognize the society's past president for six years, Mike Thompson. A longtime resident of Springboro, Mike has worked in many ways to promote our community through his involvement in a variety of events and initiatives and we appreciate his valuable leadership.

Thank you to all of our volunteer leaders for contributing to the betterment of our community by sponsoring engaging programs, supporting important projects, preserving our town's heritage, and guiding the growth and development of our community.

**PUBLIC SAFETY** Springboro Police Department operations center around community-oriented safety services provided by a highly trained and experienced police force of 31 officers in command, supervisory, investigative and patrol positions. In 2024, the department's communications center received 19,569 calls for service. Service levels will increase this year with an additional two officers being hired and assigned to patrol duties, improving our ability to safeguard our community.

Working together with our citizens is integral to the department's approach to policing and community safety. Our Community Resource Officer, School Resource Officers and D.A.R.E. program promote safety through outreach and education to build positive connections within our community and foster health and safety in our schools. Outreach also includes our Police Comfort Dog, Blue, who during the past 5 years has brought comfort and joy to many members of our community, and the Operation Santa Program. Through at least \$7,500 in donations last year, Operation Santa provided special gifts and brightened the holidays for seven Springboro families with a total of 22 children. We would like to express our gratitude to everyone who supports this wonderful program.

Notable awards in 2024 include The Carnegie Medal, the Kala Grant Badge of Bravery and Sacrifice Award, a Life-Saving Commendation, a Letter of Commendation, and professional growth achievements that include a 2024 graduate of the Police Executive Leadership College. Congratulations to our officers for earning these distinctions in the line of duty.

We proudly recognize our police officers' continued efforts to improve public safety, provide exceptional policing, promote community engagement and well-being, and demonstrate bravery as they work to protect us every day.

**IN CLOSING**, on behalf of City Council, I would like to recognize our staff and volunteers who share our commitment to public service and dedicate themselves to serving our community. **THANK YOU** to the entire community for continuing to support our endeavors to make Springboro a place where people love to live, work, play, learn and grow. It is an honor to serve you!

— Mayor John Agenbroad  
#StayConnectedSpringboro

Following the video presentation of the State of the City Address, Mayor Agenbroad extended a special thanks to Clerk of Council Lori Martin, Community Relations Director Maureen Russell-Hodgson, and MVCC Government Producers Liberty Lord and Richard Diaz for making this presentation possible; they did an outstanding job. The State of the City Address showcases our City; it is a great place to be!



- ITEM 6. LEGISLATION:** City Council held a Work Session at 6:00 PM tonight for approximately 10 minutes to discuss the following legislative items as well as other City business.

At this time, Mayor Agenbroad called for a motion to amend the Legislative Agenda to add Item 7, a Resolution.

**Ms. Iverson motioned. Mr. Hanson seconded the motion.**

No discussion.

**VOTE:** Harding, Yes; Brunner, Yes; Ridd, Yes; Iverson, Yes; Agenbroad, Yes; Hanson, Yes. [6-0]

- 1) **EMERGENCY ORDINANCE: SECOND READING.** AN ORDINANCE REPEALING CHAPTER 1448, FLOOD DAMAGE REDUCTION AND APPROVING NEW CHAPTER 1448, FLOOD DAMAGE REDUCTION, AND DECLARING AN EMERGENCY, was read by the Clerk of Council. Mr. Pozzuto's comments are summarized as follows:

This is the second reading of an ordinance repealing Chapter 1448, Flood Damage Reduction and approved new Chapter 1448, Flood Damage Reduction. FEMA has re-evaluated the flood hazard areas in the City of Springboro, and new flood insurance rate maps and flood insurance study have been completed. In order for the City to remain a participant in the National Flood Insurance Program, adoption of compliant floodplain management measures are required. The approval of the new Chapter 1448, Flood Damage Reduction, will meet this requirement. *(The new flood insurance rate maps and study will become effective on April 23, 2025, which is the deadline for the approval of the new floodplain regulations. FEMA has reviewed Chapter 1448, Flood Damage Reduction and provided the necessary updates for the new ordinance.)*

Mayor Agenbroad presented the item for questions/comments of Council. No questions/comments of Council.

No action required at this time.

- 2) **ORDINANCE O-25-6: FIRST READING.** AN ORDINANCE AUTHORIZING THE SUPPLEMENTAL APPROPRIATION OF MONIES; THEREBY AMENDING ANNUAL APPROPRIATION ORDINANCE NO. O-25-01 OF THE CITY OF SPRINGBORO, OHIO PASSED BY THE CITY COUNCIL ON DECEMBER 19, 2024 FOR THE YEAR 2025, AND DECLARING AN EMERGENCY, was read by the Clerk of Council. Mr. Pozzuto's comments are summarized as follows:

This is the first reading of an ordinance authorizing the supplemental appropriation of monies increasing the total 2025 appropriations \$7,782,000 with approximately \$7.1M being appropriated for land acquisition (approx. 60 acres of the Easton Farm property at 605 N. Main Street).

Mayor Agenbroad presented the items for questions/comments of Council. No questions/comments.

*(See action regarding Legislation Item 2 following Legislative Item 3.)*

- 3) **ORDINANCE O-25-7: FIRST READING.** AN ORDINANCE AMENDING PART FOURTEEN, BUILDING AND HOUSING CODE, TITLE FOUR, MISCELLANEOUS BUILDING REGULATIONS, CHAPTER 1464 PERMITS, INSPECTIONS AND FEES, SECTIONS 1464.04 PERMIT FEES AND APPENDIX A, OF THE CODIFIED ORDINANCES OF THE CITY OF SPRINGBORO, AND DECLARING AN EMERGENCY, was read by the Clerk of Council. Mr. Pozzuto's comments are summarized as follows:

This is the first reading of an ordinance amending Chapter 1464, Permits, Inspections and Fees of the City's Building and Housing Code. Chapter 1464 sets forth the regulations for issuance of permits and inspections as well as the City's general fee schedule, which is being updated via this ordinance and will be in effect for 2025 upon adoption. This code amendment adjusts the fee schedule regarding trash collection fees and certain water main and meter costs.

Mayor Agenbroad presented the items for questions/comments of Council. No questions/comments.

**As discussed at tonight's Work Session, Mayor Agenbroad called for a motion to suspend the rules and waive the second and third readings of Legislative Items 2 and 3, Emergency Ordinances.**

**Mr. Harding motioned. Ms. Ridd seconded the motion.**

No discussion.

**VOTE: Iverson, Yes; Agenbroad, Yes; Hanson, Yes; Harding, Yes; Brunner, Yes; Ridd, Yes. [6-0]**

**Mayor Agenbroad called for a motion to adopt Ordinance O-25-6.**

**Ms. Ridd motioned. Ms. Iverson seconded the motion.**

No discussion.

**VOTE: Agenbroad, Yes; Hanson, Yes; Harding, Yes; Brunner, Yes; Ridd, Yes; Iverson, Yes. [6-0]**

**Mayor Agenbroad called for a motion to adopt Ordinance O-25-7.**

**Ms. Ridd motioned. Mr. Hanson seconded the motion.**

No discussion.

**VOTE: Harding, Yes; Brunner, Yes; Ridd, Yes; Iverson, Yes; Agenbroad, Yes; Hanson, Yes. [6-0]**

- 4) RESOLUTION R-25-9: A RESOLUTION AUTHORIZING A PETITION UNDER OHIO REVISED CODE 503.07 AND 503.14 TO ADJUST THE CITY'S BOUNDARIES AND BOUNDARY LINES OF FRANKLIN TOWNSHIP SO AS TO EXCLUDE CERTAIN TERRITORY FROM THE TOWNSHIP AND CONFORM THE CORPORATE BOUNDARIES OF THE CITY OF SPRINGBORO AND CLEARCREEK TOWNSHIP, was read by the Clerk of Council. Mr. Pozzuto's comments are summarized as follows:**

This resolution authorizes a petition under Ohio Revised Code 503.07 and 503.14 to adjust the City's boundaries and boundary lines of Franklin Township as to exclude certain territory from the township and conform the corporate boundaries of the City of Springboro and Clearcreek Township. This resolution would formally accept the annexation of the "water plant property" from Franklin Township and authorize an application to Warren County to have the boundaries of the City changed to include this land in the City and in Clearcreek Township as required under the co-terminus agreement. The purpose of this resolution is to formally annex the property (approx. 6.9 acres) that the City already owns adjacent to the water treatment plant. The City has maintained ownership of this property for future expansion of the water plant operations and wishes to bring that property into the City at this time.

Mayor Agenbroad presented the items for questions/comments of Council. No other questions/comments.

**Mayor Agenbroad called for a motion to adopt Resolution R-25-9.**

**Mr. Harding motioned. Ms. Ridd seconded the motion.**

No discussion.

**VOTE: Iverson, Yes; Agenbroad, Yes; Hanson, Yes; Harding, Yes; Brunner, Yes; Ridd, Yes. [6-0]**

- 5) **RESOLUTION R-25-10: A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH RELIABLE ELECTRIC FOR THE "WELL #7 GENERATOR REPLACEMENT" PROJECT**, was read by the Clerk of Council. Mr. Pozzuto's comments are summarized as follows:

This resolution authorizes a contract with Reliable Electric for the "Well #7 Generator Replacement" Project. This project will consist of replacing the backup generator that is used for Well #7. The existing generator is approximately 20 years old and needs replacement. This back up generator is critical for the City's water system in the case of a power outage at the wellfield in Carlisle, and will allow the City to keep water flowing to residents and businesses. The City received three bids for this project with the lowest bid from Reliable Electric at \$137,356.00.

Mayor Agenbroad presented the items for questions/comments of Council. No other questions/comments.

**Mayor Agenbroad called for a motion to adopt Resolution R-25-10.**

**Mr. Brunner motioned. Ms. Ridd seconded the motion.**

No discussion.

**VOTE: Iverson, Yes; Agenbroad, Yes; Hanson, Yes; Harding, Yes; Brunner, Yes; Ridd, Yes. [6-0]**

- 6) **RESOLUTION R-25-11: A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PREVIOUSLY NEGOTIATED LEASE AGREEMENT FOR A PERIOD OF SIXTY (60) MONTHS FOR 77 CLUB CAR ELECTRIC GOLF CARTS WITH HUNTINGTON NATIONAL BANK**, was read by the Clerk of Council. Mr. Pozzuto's comments are summarized as follows:

This resolution authorizes a previously negotiated lease agreement for a period of sixty (60) months for 77 club car electric golf carts with Huntington National Bank. Every five years, the City renews the golf cart lease for Heatherwoode Golf Course to continue to provide golf carts for golfers playing at Heatherwoode.

Mayor Agenbroad presented the items for questions/comments of Council. No other questions/comments.

**Mayor Agenbroad called for a motion to adopt Resolution R-25-11.**

**Ms. Iverson motioned. Ms. Ridd seconded the motion.**

No discussion.

**VOTE:** Iverson, Yes; Agenbroad, Yes; Hanson, Yes; Harding, Yes; Brunner, Yes; Ridd, Yes. [6-0]

**AMENDMENT:**

- 7) **RESOLUTION R-25-12:** A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT TO AMEND THE EASTON FARM COURT ORDER AND TAKE ACTION REGARDING THE PURCHASE OF APPROXIMATELY 59.8 ACRES OF THE EASTON FARM PROPERTY BY THE CITY, was read by the Clerk of Council. Mr. Pozzuto's comments are summarized as follows:

This resolution authorizes an agreement to amend the Easton Farm Court Order and take action regarding the purchase of approximately 59.8 acres of the Easton Farm property by the City. As part of the City's purchase of the approximately 60 acres at the Easton Farm, this action will simply take the City's property, once owned by the City, out of the Court Consent Decree. All of the rest of the order from the Consent Decree will remain exactly the same on the remainder of the property. To be absolutely clear, the City is only taking the City's portion of the property out; all of the design standards, etc., that were in the Court Order will remain in effect on the remainder of the developable property.

Mayor Agenbroad presented the items for questions/comments of Council. No other questions/comments.

**Mayor Agenbroad called for a motion to adopt Resolution R-25-12.**

**Mr. Harding motioned. Ms. Ridd seconded the motion.**

No discussion.

**VOTE:** Iverson, Yes; Agenbroad, Yes; Hanson, Yes; Harding, Yes; Brunner, Yes; Ridd, Yes. [6-0]

- ITEM 7. REPORTS: Mayor's Report** – The next City Council Work Session will be held on Thursday, February 6 at 6:00 PM followed by the Regular Meeting at 7:00 PM in Council Chambers.

**City Manager's Report** – No reports.

**Committee Reports** –

**Mr. Brunner** – No reports.

**Ms. Ridd** – No reports.

**Ms. Iverson** – No reports.

**Mr. Harding – MVCC** – The Miami Valley Communications Council met last night to review the following items: MVCC Executive Director Jay Weiskircher's contract expires in June; however, Mr. Weiskircher agreed to extend his contract to December 2025 to help implement the new strategic plan. In addition, retiring Government Production Supervisor Carl Suchomel was recognized for his 31 years of service with the MVCC and was presented with an award and honored by a resolution.

Mayor Agenbroad thanked Mr. Harding for his report and all of the hours he spends as Council's delegate to the MVCC.

Mr. Harding commented that he is currently serving a two-year term as Chair of the Miami Valley Communications Council Board of Directors.

**Mr. Hanson** – No reports.

**ITEM 8. OTHER BUSINESS.** As discussed at the Work Session, Mayor Agenbroad called for the following motions:

**Mayor Agenbroad presented a notice of an application for a Liquor Permit as follows:**

The City of Springboro is in receipt of a notification of an application for a new liquor permit bearing the number 01007784040 for Aldi Inc Ohio DBA Aldi 99, 827 W. Central Ave., Springboro, OH 45066. The request is for Permits C1 and C2 – Beer only in original sealed container for carry out only. Wine and mixed beverages in sealed containers for carry out.

The Springboro Police Division has completed a records check on the applicant/application and based on its investigation makes the following recommendation:

The Springboro Police Department can find no cause for objection to this application and recommends Council and the City of Springboro not express any objections and not request a hearing from the Ohio Division of Liquor Control concerning this application.

Mayor Agenbroad presented the item for questions/comments of Council. No questions/comments.

**A MOTION THAT THE CITY COUNCIL AND THE CITY OF SPRINGBORO NOT EXPRESS ANY OBJECTIONS AND NOT REQUEST A HEARING FROM THE OHIO DIVISION OF LIQUOR CONTROL REGARDING THIS LIQUOR PERMIT APPLICATION.**

**Ms. Ridd motioned. Mr. Harding seconded the motion.**

No discussion.

**VOTE: Brunner, Yes; Ridd, Yes; Iverson, Yes; Agenbroad, Yes; Hanson, Yes; Harding, Yes. [6-0]**

**ITEM 9. FINAL COUNCIL AND MANAGER COMMENTS.** On behalf of City Council, Mayor Agenbroad commended the service department staff for the great job they do keeping Springboro's streets safe, drivable and clear during winter weather events. Mayor Agenbroad asked Mr. Pozzuto to pass on Council's commendations to the passionate and competent members of the service department work force for a great job. Mayor Agenbroad regularly travels outside the City, and he is amazed at how bad the road conditions are in other communities compared to Springboro. Thank you, thank you, thank you!

Mr. Pozzuto thanked Mayor Agenbroad for his comments, which he will pass on to the service department staff.

**ITEM 10. GUEST COMMENTS.** No Guest Comments.

**ITEM 11. EXECUTIVE SESSION.** No Executive Session.

Mayor Agenbroad thanked the MVCC for tonight's telecast and scheduled rebroadcasts of this Springboro City Council Meeting.

The CITY of SPRINGBORO Ohio CITY COUNCIL MINUTES · FEBRUARY 20, 2025

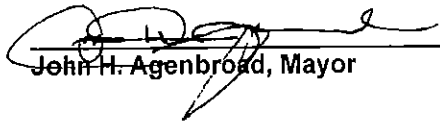
ITEM 12. **ADJOURNMENT.** With no further business, Mayor Agenbroad called for a motion to adjourn the Thursday, February 20, 2025 Springboro City Council Regular Meeting at approximately 7:35 PM.

Mr. Harding motioned. Mr. Hanson seconded the motion.

No discussion.

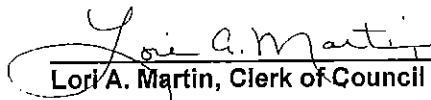
VOTE: Harding, Yes; Brunner, Yes; Ridd; Yes; Iverson, Yes; Agenbroad, Yes; Hanson, Yes. [6-0]

—MEETING ADJOURNED—

  
\_\_\_\_\_  
John H. Agenbroad, Mayor

John H. Agenbroad

\_\_\_\_\_  
Presiding Officer

  
\_\_\_\_\_  
Lori A. Martin, Clerk of Council

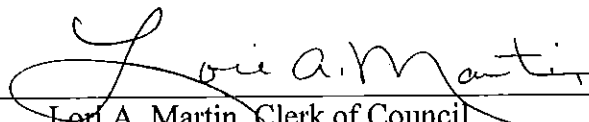
## **EXHIBIT C**

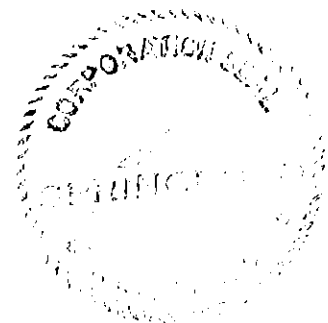


CITY OF SPRINGBORO, OHIO  
CERTIFICATION OF ORDINANCE/RESOLUTION

I, Lori A. Martin, Clerk of the City Council of Springboro, Ohio, hereby certify the foregoing to be a true and correct copy of Resolution R-25-9, AUTHORIZING A PETITION UNDER OHIO REVISED CODE 503.07 AND 503.14 TO ADJUST THE CITY'S BOUNDARIES AND BOUNDARY LINES OF FRANKLIN TOWNSHIP SO AS TO EXCLUDE CERTAIN TERRITORY FROM THE TOWNSHIP AND CONFORM THE CORPORATE BOUNDARIES OF THE CITY OF SPRINGBORO AND CLEARCREEK TOWNSHIP, duly adopted by the City Council on Thursday, February 20, 2025.

Date: February 20, 2025

  
Lori A. Martin, Clerk of Council  
City of Springboro, Ohio





**CITY OF SPRINGBORO, OHIO**  
**RESOLUTION NO. R-25-9**

***A RESOLUTION AUTHORIZING A PETITION UNDER OHIO REVISED CODE 503.07 AND 503.14 TO ADJUST THE CITY'S BOUNDARIES AND BOUNDARY LINES OF FRANKLIN TOWNSHIP SO AS TO EXCLUDE CERTAIN TERRITORY FROM THE TOWNSHIP AND CONFORM THE CORPORATE BOUNDARIES OF THE CITY OF SPRINGBORO AND CLEARCREEK TOWNSHIP.***

WHEREAS, at the request of the property owner, (the City of Springboro) and pursuant to an agreement with Franklin Township, the City of Springboro, has annexed 6.9697 acres, located within Franklin Township (the "Territory") which annexation followed the special procedure of Ohio Revised Code §709.022 for annexing land with the consent of all parties (Type 1 Annexation); and

WHEREAS, on January 14, 2025, the Warren County Commissioners approved the annexation of the Territory through its Resolution 25-0060; and

WHEREAS, the annexation agreement with Franklin Township provides: "[a]fter annexation, the Territory shall be incorporated into the City/Clearcreek Township. The City shall detach the annexed territory from the Township after final approval of the annexation petition, pursuant to Ohio Revised Code Chapter 503"; and

WHEREAS, Ohio Revised Code §503.07 authorizes the City Council of Springboro to petition the Warren County Board of Commissioners to adjust the township boundaries to conform to boundaries within the municipal corporation; and

WHEREAS, Ohio Revised Code §503.14 provides when the change of boundaries of townships is required by reason of the extension of the limits of a municipal corporation, such change shall be made by annexation to the township in which the municipal corporation or the greater part of it was previously situated, of such parts of other townships as are covered by such extension; and

WHEREAS, pursuant to law, at least ten (10) days before the passage of this Resolution the City provided notice to Franklin Township and Clearcreek Township of the boundary change sought;

NOW THEREFORE, THE MUNICIPALITY OF SPRINGBORO HEREBY RESOLVES:

**SECTION 1:**

Pursuant to Ohio Revised Code section 709.04 the annexation of the Territory is accepted and pursuant to Chapter 503, the City Manager is authorized to execute a petition to the Board of County Commissioners of Warren County, substantially in the form attached hereto as Exhibit A, to remove and exclude the Territory as described in such petition, from Franklin Township Warren County Ohio and for a change of township lines in order to make such Territory part of the City of Springboro and Clearcreek Township.

## SECTION 2

Upon granting of the Chapter 503 petition by the County, the Clerk of Council shall make three copies containing the annexation petition, the map or plat accompanying the petition, a transcript of the proceedings of the board of county commissioners, and resolutions and ordinances in relation to the annexation, with a certificate to each copy that it is correct and deliver one such copy to the county auditor and one such copy to the county recorder, who shall record it in the official records and one copy to the auditor or clerk to the secretary of state.

## SECTION 3

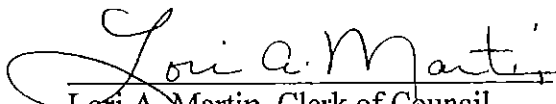
It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

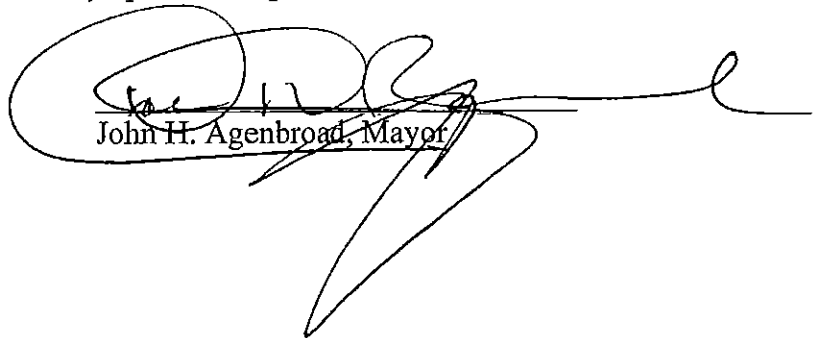
## SECTION 4

This Resolution shall take effect immediately upon its adoption.

Adopted: February 20, 2025.

ATTEST:

  
Lori A. Martin, Clerk of Council

  
John H. Agenbroad, Mayor

This Ordinance was prepared by Law Director Gerald McDonald.

EXHIBIT A

**TO THE BOARD OF COUNTY COMMISSIONERS, WARREN COUNTY**

**A PETITION UNDER OHIO REVISED  
CODE 503.07 AND 503.14 TO ADJUST THE  
BOUNDARY LINES OF FRANKLIN TOWNSHIP  
SO AS TO EXCLUDE CERTAIN TERRITORY  
FROM FRANKLIN TOWNSHIP  
AND CONFORM THE CORPORATE  
BOUNDARIES OF THE CITY OF SPRINGBORO  
AND CLEARCREEK TOWNSHIP**

Now comes Chris Pozzuto, City Manager for the City of Springboro Ohio, who petitions this honorable board as follows:

WHEREAS, at the request of the property owner, and pursuant to an agreement with Franklin Township, Warren County Ohio, ("Franklin Township"), the City of Springboro, Clearcreek Township, Warren County Ohio, (the "City") proposed to annex a territory consisting of 6.9697 acres, located within Franklin Township more fully described in Exhibit A, attached, (the "Territory") which annexation followed the special procedure of Ohio Revised Code §709.022 for annexing land with the consent of all parties (Type 1 Annexation); and

WHEREAS, on January 14, 2025, the Warren County Commissioners approved the annexation of the Territory through its Resolution 25-0060; and

WHEREAS, in conjunction with the Type 1 Annexation, an Annexation Agreement as authorized under Ohio Revised Code §709.192 was entered into by and between the City and Franklin Township on September 27, 2024 (the "Annexation Agreement"); and

WHEREAS, pursuant to section 5 of the Annexation Agreement the City and Franklin Township agreed among other things that "[a]fter annexation, the Territory shall be incorporated into the City/Clearcreek Township. The City shall detach the annexed territory from the Township after final approval of the annexation petition, pursuant to Ohio Revised Code Chapter 503"; and

WHEREAS, Ohio Revised Code §503.07 authorizes the City Council of Springboro to petition the Warren County Board of Commissioners to adjust the township boundaries to conform to boundaries within the municipal corporation; and

WHEREAS, Ohio Revised Code §503.14 provides when the change of boundaries of townships is required by reason of the extension of the limits of a municipal corporation, such change shall be made by annexation to the township in which the municipal corporation or the greater part of it was previously situated, of such parts of other townships as are covered by such extension; and

City of Springboro  
503.07/503.14 Petition

## EXHIBIT A

Page Two

WHEREAS, at least ten days before the Springboro City Council voted on the change of township lines, the legislative authority provided notice to Franklin Township and Clearcreek Township of the boundary change sought under this section and thereafter passed Resolution R-25-9 on February 20, 2025 authorizing the boundary change pursuant to the Annexation Agreement;

NOW THEREFORE, in accord with the provisions of Ohio Revised Code Chapter §503 the City of Springboro, hereby petitions the Board of County Commissioners of Warren County to remove and exclude the Territory as described in Exhibit A from Franklin Township Warren County Ohio pursuant to Ohio Revised Code section §503.07 and §503.14 and for a change of township lines in order to make such Territory part of the City of Springboro and Clearcreek Township.

Attached to this Petition and incorporate herein by this reference are:

Exhibit A: Legal Description of Territory.

Exhibit B: City of Springboro transcript of 503.07/503.14 petition proceedings.

Exhibit C: City of Springboro Certified Resolution R-25-9 authorizing this petition.

Exhibit D: February 6, 2025 notices to Clearcreek and Franklin Township.

Exhibit E: Annexation Agreement

Exhibit F: Warren County Board of County Commissioners Resolution 25-0060 approving annexation

THE CITY OF SPRINGBORO

\_\_\_\_\_  
Chris Pozzuto, City Manager  
City of Springboro, Ohio

\_\_\_\_\_  
Date

## **EXHIBIT D**



February 6, 2025

Clearcreek Township Board of Trustees  
7593 Bunnell Hill Road  
Springboro, OH 45066

Dear Trustees:

In accordance with Ohio Revised Code Section 503.07(B), please see attached notice below:

RE: NOTICE OF INTENT TO CHANGE TOWNSHIP LINES BY INCORPORATING  
TERRITORY ANNEXED FROM FRANKLIN TOWNSHIP TO CITY OF  
SPRINGBORO/CLEARCREEK TOWNSHIP

Pursuant to the agreement between Franklin Township and the City of Springboro regarding the land adjacent to the Springboro Water Treatment Plant, the City of Springboro has annexed 6.9697 acres, located within Franklin Township (the "Territory") which annexation followed the special procedure of Ohio Revised Code §709.022 for annexing land with the consent of all parties (Type 1 Annexation).

On January 14, 2025, the Warren County Commissioners approved the annexation of the Territory through its Resolution 25-0060 and pursuant to the agreement between Springboro and Franklin Township, the Territory is to be incorporated into the City of Springboro/Clearcreek Township.

Ohio Revised Code §503.07 authorizes the City Council of Springboro to petition the Warren County Board of Commissioners to adjust the township boundaries to conform to boundaries within the municipal corporation, and §503.14 provides when the change of boundaries of townships is required by reason of the extension of the limits of a municipal corporation, such change shall be made by annexation to the township in which the municipal corporation or the greater part of it was previously situated.

This letter is to provide you notice under Ohio Revised Code §503.07(B), that the City of Springboro will vote on a change of township lines as described above at its February 20, 2025. A copy of the proposed Resolution is enclosed.

On behalf of Springboro City Council,

Sincerely,

Lori A. Martin  
Clerk of Council

City of Springboro  
320 West Central Avenue  
Springboro, Ohio 45066  
Phone 937 748 4343  
Fax 937 748 0815  
[www.ci.springboro.oh.us](http://www.ci.springboro.oh.us)

**CITY OF SPRINGBORO, OHIO**  
**RESOLUTION NO. \_\_\_\_\_**

***A RESOLUTION AUTHORIZING A PETITION UNDER OHIO REVISED CODE 503.07 AND 503.14 TO ADJUST THE CITY'S BOUNDARIES AND BOUNDARY LINES OF FRANKLIN TOWNSHIP SO AS TO EXCLUDE CERTAIN TERRITORY FROM THE TOWNSHIP AND CONFORM THE CORPORATE BOUNDARIES OF THE CITY OF SPRINGBORO AND CLEARCREEK TOWNSHIP.***

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WHEREAS, on January 14, 2025, the Warren County Commissioners approved the annexation of the Territory through its Resolution 25-0060; and

WHEREAS, the annexation agreement with Franklin Township provides: "[a]fter annexation, the Territory shall be incorporated into the City/Clearcreek Township. The City shall detach the annexed territory from the Township after final approval of the annexation petition, pursuant to Ohio Revised Code Chapter 503"; and

WHEREAS, Ohio Revised Code §503.07 authorizes the City Council of Springboro to petition the Warren County Board of Commissioners to adjust the township boundaries to conform to boundaries within the municipal corporation; and

WHEREAS, Ohio Revised Code §503.14 provides when the change of boundaries of townships is required by reason of the extension of the limits of a municipal corporation, such change shall be made by annexation to the township in which the municipal corporation or the greater part of it was previously situated, of such parts of other townships as are covered by such extension; and

WHEREAS, pursuant to law, at least ten (10) days before the passage of this Resolution the City provided notice to Franklin Township and Clearcreek Township of the boundary change sought;

NOW THEREFORE, THE MUNICIPALITY OF SPRINGBORO HEREBY RESOLVES:

**SECTION 1**

Pursuant to Ohio Revised Code section 709.04 the annexation of the Territory is accepted and pursuant to Chapter 503, the City Manager is authorized to execute a petition to the Board of County Commissioners of Warren County, substantially in the form attached hereto as Exhibit A, to remove and exclude the Territory as described in such petition, from Franklin Township Warren County Ohio and for a change of township lines in order to make such Territory part of the City of Springboro and Clearcreek Township.

## SECTION 2

Upon granting of the Chapter 503 petition by the County, the Clerk of Council shall make three copies containing the annexation petition, the map or plat accompanying the petition, a transcript of the proceedings of the board of county commissioners, and resolutions and ordinances in relation to the annexation, with a certificate to each copy that it is correct and deliver one such copy to the county auditor and one such copy to the county recorder, who shall record it in the official records and one copy to the auditor or clerk to the secretary of state.

## SECTION 3

It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

## SECTION 4

This Resolution shall take effect immediately upon its adoption.

Adopted: \_\_\_\_\_.

\_\_\_\_\_  
John H. Agenbroad, Mayor

ATTEST:

\_\_\_\_\_  
Lori A. Martin, Clerk of Council

This Ordinance was prepared by Law Director Gerald McDonald.



EXHIBIT A

TO THE BOARD OF COUNTY COMMISSIONERS, WARREN COUNTY

**A PETITION UNDER OHIO REVISED  
CODE 503.07 AND 503.14 TO ADJUST THE  
BOUNDARY LINES OF FRANKLIN TOWNSHIP  
SO AS TO EXCLUDE CERTAIN TERRITORY  
FROM FRANKLIN TOWNSHIP  
AND CONFORM THE CORPORATE  
BOUNDARIES OF THE CITY OF SPRINGBORO  
AND CLEARCREEK TOWNSHIP**

Now comes Chris Pozzuto, City Manager for the City of Springboro Ohio, who petitions this honorable board as follows:

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WHEREAS, on January 14, 2025, the Warren County Commissioners approved the annexation of the Territory through its Resolution 25-0060; and

WHEREAS, in conjunction with the Type 1 Annexation, an Annexation Agreement as authorized under Ohio Revised Code §709.192 was entered into by and between the City and Franklin Township on September 27, 2024 (the "Annexation Agreement"); and

WHEREAS, pursuant to section 5 of the Annexation Agreement the City and Franklin Township agreed among other things that "[a]fter annexation, the Territory shall be incorporated into the City/Clearcreek Township. The City shall detach the annexed territory from the Township after final approval of the annexation petition, pursuant to Ohio Revised Code Chapter 503"; and

WHEREAS, Ohio Revised Code §503.07 authorizes the City Council of Springboro to petition the Warren County Board of Commissioners to adjust the township boundaries to conform to boundaries within the municipal corporation; and

WHEREAS, Ohio Revised Code §503.14 provides when the change of boundaries of townships is required by reason of the extension of the limits of a municipal corporation, such change shall be made by annexation to the township in which the municipal corporation or the greater part of it was previously situated, of such parts of other townships as are covered by such extension; and

City of Springboro  
503.07/503.14 Petition

## EXHIBIT A

Page Two

WHEREAS, at least ten days before the Springboro City Council voted on the change of township lines, the legislative authority provided notice to Franklin Township and Clearcreek Township of the boundary change sought under this section and thereafter passed Resolution R-\_\_\_\_\_ on \_\_\_\_\_ 2025 authorizing the boundary change pursuant to the Annexation Agreement;

NOW THEREFORE, in accord with the provisions of Ohio Revised Code Chapter §503 the City of Springboro, hereby petitions the Board of County Commissioners of Warren County to remove and exclude the Territory as described in Exhibit A from Franklin Township Warren County Ohio pursuant to Ohio Revised Code section §503.07 and §503.14 and for a change of township lines in order to make such Territory part of the City of Springboro and Clearcreek Township.

Attached to this Petition and incorporate herein by this reference are:

Exhibit A: Legal Description of Territory.

Exhibit B: City of Springboro transcript of 503.07/503.14 petition proceedings.

Exhibit C: City of Springboro Certified Resolution \_\_\_\_\_ authorizing this petition.

Exhibit D: \_\_\_\_\_, 2025 notices to Clearcreek and Franklin Township.

Exhibit E: Annexation Agreement

Exhibit F: Warren County Board of County Commissioners Resolution 25-0060 approving annexation

THE CITY OF SPRINGBORO

\_\_\_\_\_  
Chris Pozzuto, City Manager  
City of Springboro, Ohio

\_\_\_\_\_  
Date



February 6, 2025

Franklin Township Board of Trustees  
418 Fairview Drive  
Franklin, OH 45005

Dear Trustees:

In accordance with Ohio Revised Code Section 503.07(B), please see attached notice below:

RE: NOTICE OF INTENT TO CHANGE TOWNSHIP LINES BY INCORPORATING  
TERRITORY ANNEXED FROM FRANKLIN TOWNSHIP TO CITY OF  
SPRINGBORO/CLEARCREEK TOWNSHIP

Pursuant to the agreement between Franklin Township and the City of Springboro regarding the land adjacent to the Springboro Water Treatment Plant, the City of Springboro has annexed 6.9697 acres, located within Franklin Township (the "Territory") which annexation followed the special procedure of Ohio Revised Code §709.022 for annexing land with the consent of all parties (Type 1 Annexation).

On January 14, 2025, the Warren County Commissioners approved the annexation of the Territory through its Resolution 25-0060 and pursuant to the agreement between Springboro and Franklin Township, the Territory is to be incorporated into the City of Springboro/Clearcreek Township.

Ohio Revised Code §503.07 authorizes the City Council of Springboro to petition the Warren County Board of Commissioners to adjust the township boundaries to conform to boundaries within the municipal corporation, and §503.14 provides when the change of boundaries of townships is required by reason of the extension of the limits of a municipal corporation, such change shall be made by annexation to the township in which the municipal corporation or the greater part of it was previously situated.

This letter is to provide you notice under Ohio Revised Code §503.07(B), that the City of Springboro will vote on a change of township lines as described above at its February 20, 2025. A copy of the proposed Resolution is enclosed.

On behalf of Springboro City Council,

Sincerely,

Lori A. Martin  
Clerk of Council

City of Springboro  
320 West Central Avenue  
Springboro, Ohio 45066  
Phone 937 748 4343  
Fax 937 748 0815  
[www.ci.springboro.oh.us](http://www.ci.springboro.oh.us)

**CITY OF SPRINGBORO, OHIO**  
**RESOLUTION NO. \_\_\_\_\_**

***A RESOLUTION AUTHORIZING A PETITION UNDER OHIO REVISED CODE 503.07 AND 503.14 TO ADJUST THE CITY'S BOUNDARIES AND BOUNDARY LINES OF FRANKLIN TOWNSHIP SO AS TO EXCLUDE CERTAIN TERRITORY FROM THE TOWNSHIP AND CONFORM THE CORPORATE BOUNDARIES OF THE CITY OF SPRINGBORO AND CLEARCREEK TOWNSHIP.***

WHEREAS, at the request of the property owner, (the City of Springboro) and pursuant to an agreement with Franklin Township, the City of Springboro, has annexed 6.9697 acres, located within Franklin Township (the "Territory") which annexation followed the special procedure of Ohio Revised Code §709.022 for annexing land with the consent of all parties (Type 1 Annexation); and

WHEREAS, on January 14, 2025, the Warren County Commissioners approved the annexation of the Territory through its Resolution 25-0060; and

WHEREAS, the annexation agreement with Franklin Township provides: "[a]fter annexation, the Territory shall be incorporated into the City/Clearcreek Township. The City shall detach the annexed territory from the Township after final approval of the annexation petition, pursuant to Ohio Revised Code Chapter 503"; and

WHEREAS, Ohio Revised Code §503.07 authorizes the City Council of Springboro to petition the Warren County Board of Commissioners to adjust the township boundaries to conform to boundaries within the municipal corporation; and

WHEREAS, Ohio Revised Code §503.14 provides when the change of boundaries of townships is required by reason of the extension of the limits of a municipal corporation, such change shall be made by annexation to the township in which the municipal corporation or the greater part of it was previously situated, of such parts of other townships as are covered by such extension; and

WHEREAS, pursuant to law, at least ten (10) days before the passage of this Resolution the City provided notice to Franklin Township and Clearcreek Township of the boundary change sought;

NOW THEREFORE, THE MUNICIPALITY OF SPRINGBORO HEREBY RESOLVES:

**SECTION 1**

Pursuant to Ohio Revised Code section 709.04 the annexation of the Territory is accepted and pursuant to Chapter 503, the City Manager is authorized to execute a petition to the Board of County Commissioners of Warren County, substantially in the form attached hereto as Exhibit A, to remove and exclude the Territory as described in such petition, from Franklin Township Warren County Ohio and for a change of township lines in order to make such Territory part of the City of Springboro and Clearcreek Township.

## SECTION 2

Upon granting of the Chapter 503 petition by the County, the Clerk of Council shall make three copies containing the annexation petition, the map or plat accompanying the petition, a transcript of the proceedings of the board of county commissioners, and resolutions and ordinances in relation to the annexation, with a certificate to each copy that it is correct and deliver one such copy to the county auditor and one such copy to the county recorder, who shall record it in the official records and one copy to the auditor or clerk to the secretary of state.

## SECTION 3

It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

## SECTION 4

This Resolution shall take effect immediately upon its adoption.

Adopted: \_\_\_\_\_.

\_\_\_\_\_  
John H. Agenbroad, Mayor

ATTEST:

\_\_\_\_\_  
Lori A. Martin, Clerk of Council

This Ordinance was prepared by Law Director Gerald McDonald.

EXHIBIT A

**TO THE BOARD OF COUNTY COMMISSIONERS, WARREN COUNTY**

**A PETITION UNDER OHIO REVISED  
CODE 503.07 AND 503.14 TO ADJUST THE  
BOUNDARY LINES OF FRANKLIN TOWNSHIP  
SO AS TO EXCLUDE CERTAIN TERRITORY  
FROM FRANKLIN TOWNSHIP  
AND CONFORM THE CORPORATE  
BOUNDARIES OF THE CITY OF SPRINGBORO  
AND CLEARCREEK TOWNSHIP**

Now comes Chris Pozzuto, City Manager for the City of Springboro Ohio, who petitions this honorable board as follows:

WHEREAS, at the request of the property owner, and pursuant to an agreement with Franklin Township, Warren County Ohio, ("Franklin Township"), the City of Springboro, Clearcreek Township, Warren County Ohio, (the "City") proposed to annex a territory consisting of 6.9697 acres, located within Franklin Township more fully described in Exhibit A, attached, (the "Territory") which annexation followed the special procedure of Ohio Revised Code §709.022 for annexing land with the consent of all parties (Type 1 Annexation); and

WHEREAS, on January 14, 2025, the Warren County Commissioners approved the annexation of the Territory through its Resolution 25-0060; and

WHEREAS, in conjunction with the Type 1 Annexation, an Annexation Agreement as authorized under Ohio Revised Code §709.192 was entered into by and between the City and Franklin Township on September 27, 2024 (the "Annexation Agreement"); and

WHEREAS, pursuant to section 5 of the Annexation Agreement the City and Franklin Township agreed among other things that "[a]fter annexation, the Territory shall be incorporated into the City/Clearcreek Township. The City shall detach the annexed territory from the Township after final approval of the annexation petition, pursuant to Ohio Revised Code Chapter 503"; and

WHEREAS, Ohio Revised Code §503.07 authorizes the City Council of Springboro to petition the Warren County Board of Commissioners to adjust the township boundaries to conform to boundaries within the municipal corporation; and

WHEREAS, Ohio Revised Code §503.14 provides when the change of boundaries of townships is required by reason of the extension of the limits of a municipal corporation, such change shall be made by annexation to the township in which the municipal corporation or the greater part of it was previously situated, of such parts of other townships as are covered by such extension; and

City of Springboro  
503.07/503.14 Petition

## EXHIBIT A

Page Two

WHEREAS, at least ten days before the Springboro City Council voted on the change of township lines, the legislative authority provided notice to Franklin Township and Clearcreek Township of the boundary change sought under this section and thereafter passed Resolution R-\_\_\_\_\_ on \_\_\_\_\_2025 authorizing the boundary change pursuant to the Annexation Agreement;

NOW THEREFORE, in accord with the provisions of Ohio Revised Code Chapter §503 the City of Springboro, hereby petitions the Board of County Commissioners of Warren County to remove and exclude the Territory as described in Exhibit A from Franklin Township Warren County Ohio pursuant to Ohio Revised Code section §503.07 and §503.14 and for a change of township lines in order to make such Territory part of the City of Springboro and Clearcreek Township.

Attached to this Petition and incorporate herein by this reference are:

Exhibit A: Legal Description of Territory.

Exhibit B: City of Springboro transcript of 503.07/503.14 petition proceedings.

Exhibit C: City of Springboro Certified Resolution \_\_\_\_\_ authorizing this petition.

Exhibit D: \_\_\_\_\_, 2025 notices to Clearcreek and Franklin Township.

Exhibit E: Annexation Agreement

Exhibit F: Warren County Board of County Commissioners Resolution 25-0060 approving annexation

THE CITY OF SPRINGBORO

\_\_\_\_\_  
Chris Pozzuto, City Manager  
City of Springboro, Ohio

\_\_\_\_\_  
Date

# **EXHIBIT E**



### ANNEXATION AGREEMENT

This Annexation Agreement is entered into by and between the CITY OF SPRINGBORO, Warren County Ohio, ("City"), and the TOWNSHIP OF FRANKLIN Warren County Ohio, ("Township") this 29<sup>th</sup> day of September, 2024.

WHEREAS, the City desires to annex the territory used for its municipal water plant on Pennyroyal Road, more fully described in Exhibit A, attached, (the "Territory") which annexation will follow the special procedure of Ohio Revised Code §709.022 for annexing land with the consent of all parties (Type 1 Annexation); and

WHEREAS, the Ohio Revised Code §709.192 provides for the entering into of an Annexation Agreement by and between the legislative authority of a municipal corporation and the board of township trustees of a township regarding Type 1 Annexations; and

WHEREAS, the Township and City agree to the annexation of the Territory, subject to the terms and conditions of this Annexation Agreement;


NOW THEREFORE, in accord with §709.192 of the Ohio Revised Code, the City and Township agree as follows:

1. The City and the Township agree that the Territory to be annexed is more fully set forth in Exhibit A, attached hereto and incorporated herein.
2. The City and the Township hereto agree that the annexation process for the Territory shall proceed in accordance with §709.022 of the Ohio Revised Code.
3. The City Council of Springboro has authorized the execution of this Annexation Agreement at their regular meeting on September 19, 2024 through Resolution R-24-25; and Franklin Township has authorized the execution of this agreement at its regular meeting on August 28, 2024 through Resolution No. 01-08282024, which authorize the respective parties to enter into this Agreement, all in accordance with Ohio Revised Code, §709.192.
4. The City and Township agree to cooperate fully and in good faith with each other to achieve the successful annexation to the City of the Territory and subsequent removal of the Territory from Franklin Township into City of Springboro/Clearcreek Township.
5. After annexation, the Territory shall be incorporated into the City/Clearcreek Township. The City shall detach the annexed territory from the Township after final approval of the annexation petition, pursuant to Ohio Revised Code Chapter 503.

6. With respect to the Territory which becomes annexed to the City, the City shall provide municipal services including but not limited to police protection, fire, and EMT.
7. With respect to the Territory which becomes annexed to the City, the Township will not be required to provide any services.
8. As the property is and has been tax exempt property used for municipal purposes and will continue as such use, the City and Township agree that the City shall not pay any reparations under Ohio Revised Code of §709.19.
9. No portion of any street or highway will be divided or segmented by this annexation. Any and all street or highway obligations of either party shall not be affected by this annexation.

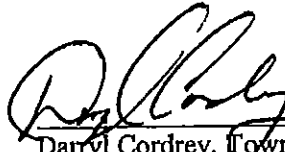
The City and the Township have caused this Agreement to be duly signed in their respective names by their duly authorized officers as of the date first above written.

THE CITY OF SPRINGBORO



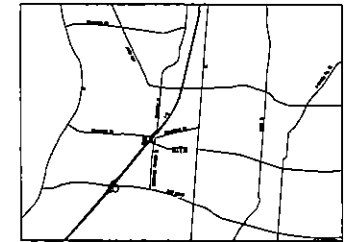
Chris Pozzuto, City Manager  
City of Springboro, Ohio

FRANKLIN TOWNSHIP



Darryl Cordrey, Township Administrator,  
Franklin Township, Warren County, Ohio

PENNYROYAL ROAD/I-75 AREA ANNEXATION  
 MAP OF AREA CONTAINING 6.9697 ACRES  
 MORE OR LESS TO BE ANNEXED TO  
 TO THE CITY OF SPRINGBORO  
 SITUATED IN  
 SECTION 21, TOWN 2, RANGE 5  
 FRANKLIN TOWNSHIP  
 WARREN COUNTY, OHIO



VICINITY MAP  
 NOT TO SCALE

ANNEXATION ACREAGE BREAKDOWN

TOTAL ACREAGE OF RECORD PRELIMINARY ACREAGE 6.9697 ACRES  
 TOTAL ACREAGE OF RECORD OF THIS ANNEXATION 6.9697 ACRES  
 TOTAL ACREAGE OF PRELIMINARY ANNEXATION (INCLUDES AREA IN R/W) 6.9697 ACRES  
 LENGTH OF ROADWAY 0.000 ACRES

PERMITS OF ANNEXATION TERRITORY 2.433 FEET  
 CONTIGUOUS BOUNDARY WITH THE CITY OF SPRINGBORO 4.535 FEET  
 CONTIGUITY WITH THE CITY OF SPRINGBORO 33.3%

WARREN COUNTY COMMISSIONERS

BE, THE BOARD OF COUNTY COMMISSIONERS OF WARREN COUNTY, OHIO DO HEREBY  
 APPROVE THIS PLAN ON THIS

DAY OF \_\_\_\_\_, 20\_\_

COMMISSIONER \_\_\_\_\_ DATE \_\_\_\_\_

COMMISSIONER \_\_\_\_\_ DATE \_\_\_\_\_

COMMISSIONER \_\_\_\_\_ DATE \_\_\_\_\_

WARREN COUNTY AUDITOR

ENDORSED FOR TRANSFER THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_

BY: \_\_\_\_\_ AUDITOR, WARREN COUNTY, OHIO

WARREN COUNTY RECORDER

RECEIVED ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_ AT \_\_\_\_\_

RECORDED ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_ AT \_\_\_\_\_

RECORDED IN PLAT BOOK NO. \_\_\_\_\_, PAGE \_\_\_\_\_, FEET & \_\_\_\_\_

BY: \_\_\_\_\_ RECORDER, WARREN COUNTY, OHIO

CITY OF SPRINGBORO

CLERK OF COUNCIL \_\_\_\_\_ DATE \_\_\_\_\_

CURVE TABLE									
STATION	ANGLE	CHORD	CHORD	CHORD	CHORD	CHORD	CHORD	CHORD	CHORD
10	90.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
15	135.00	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50
20	180.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00

LEGEND

PROPOSED CORPORATION LINE

EXISTING CORPORATION LINE

AREA TO BE ANNEXED

NOTE

ALL BOUNDARY INFORMATION FROM RECORDS  
 AND FIELD SURVEY HAS BEEN PERFORMED

A CURRENT TITLE EXAMINATION/REPORT IS NECESSARY TO DETERMINE ANY  
 ADDITIONAL EASEMENTS, RESTRICTIONS, COVENANTS, CONDITIONS OR  
 ENCUMBRANCES WHICH MAY AFFECT THE LANDS HEREIN.

SURVEYOR NOTES

- 1) SOURCE DOCUMENTS AS NOTED.
- 2) DEARINGS BASED ON WARREN COUNTY  
 RECORDS/DEPT. OF REVENUE RECORDS



REVIEW  
 JUSTIN L. SCHULZ  
 OHIO PROFESSIONAL SURVEYOR NO. 8863  
 DATE \_\_\_\_\_

Exhibit A

## **EXHIBIT F**

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

# Resolution

Number 25-0060

Adopted Date January 14, 2025

APPROVING THE ANNEXATION OF 6.9697 ACRES TO THE CITY OF SPRINGBORO, GERALD L. MCDONALD, AGENT, PURSUANT TO OHIO REVISED CODE SECTION 709.022 [A.K.A. EXPEDITED TYPE 1 ANNEXATION]

WHEREAS, this Board is in receipt of an annexation petition from Gerald L. McDonald, Agent, to annex 6.9697 acres to the City of Springboro filed on the 18<sup>th</sup> day of December 2024; and

WHEREAS, said petition for annexation was filed pursuant to and specifically requests that the Board follow ORC §709.022 [a.k.a. Expedited Type 1 Annexation]; and

WHEREAS, said petition has been determined to contain the following matters required by law:

- Signatures of all of the property owners in the territory proposed to be annexed.
- Accurate legal description of the perimeter of the territory proposed to be annexed.
- Accurate map and plat of the territory
- Name of person or persons to act as the agent for the petitioners.

NOW THEREFORE BE IT RESOLVED, that the prayer of said petition be approved.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Young. Upon call of the roll, the following vote resulted:

Mr. Grossmann – yea

Mr. Young – yea

Mrs. Jones – yea

Resolution adopted this 14<sup>th</sup> day of January 2025.

BOARD OF COUNTY COMMISSIONERS

  
Krystal Powell, Clerk

/kp

cc: Gerald McDonald, Agent  
RZC  
Auditor \_\_\_\_\_  
City of Springboro  
GIS

RPC  
Map Room  
Annexation file  
Franklin Township  
Board of Elections



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

**406 Justice Drive, Lebanon, Ohio 45036**

**[www.warrencountyohio.gov](http://www.warrencountyohio.gov)**

**[commissioners@warrencountyohio.gov](mailto:commissioners@warrencountyohio.gov)**



*Telephone (513) 695-1250*

*Facsimile (513) 695-2054*

**TOM GROSSMANN  
SHANNON JONES  
DAVID G. YOUNG**

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

**MINUTES: Regular Session – March 11, 2025**

*This is a summary of actions and discussions of the meeting. You may view this meeting through our YouTube Channel at <https://www.youtube.com/channel/UC1ELh0jGpXd4VV2DTgsuqPA> or by contacting our office.*

The Board met in regular session pursuant to adjournment of the March 04, 2025 Work Session meeting.

Tom Grossmann – present

David G. Young – present

Shannon Jones – present

Ashley Watts, Deputy Clerk – present

Minutes of the February 25, 2025 General Session, March 4, 2025 General Session, and March 4, 2025 Work Session meetings were read and approved.

- 25-0309      A resolution was adopted hiring John Reid as Communications Systems Analyst I within the Telecommunications Department. Vote: Unanimous
- 25-0310      A resolution was adopted hiring Daniel R. Knecht as Staff Engineer, within the Warren County Water and Sewer Department. Vote: Unanimous
- 25-0311      A resolution was adopted accepting the resignation of Clayton Harper, Emergency Communications Operator, within the Warren County Emergency Services Department, effective March 19, 2025. Vote: Unanimous
- 25-0312      A resolution was adopted accepting the resignation of Jade Hollon, Eligibility Referral Specialist II, within the Warren County Department of Job and Family Services, Human Services Division, effective March 7, 2025. Vote: Unanimous
- 25-0313      A resolution was adopted authorizing the posting for “Administrative Support” position, within OhioMeansJobs Warren County, in accordance within Warren County Personnel Policy Manual, Section 2.02(A). Vote: Unanimous

- 25-0314 A resolution was adopted approving reappointments to the Board of Trustees of the Community Authority of Union Village. Vote: Unanimous
- 25-0315 A resolution was adopted cancelling the regularly scheduled Commissioners' meeting of Thursday, March 13, 2025. Vote: Unanimous
- 25-0316 A resolution was adopted advertising for bids for the 2025 Resurfacing Project. Vote: Unanimous
- 25-0317 A resolution was adopted advertising for bids for the 2025 Chip Seal Project. Vote: Unanimous
- 25-0318 A resolution was adopted advertising for bids for the Sycamore and Mulberry Street Improvements Project for the Warren County Water and Sewer Department. Vote: Unanimous
- 25-0319 A resolution was adopted approving County Motor Vehicle Tax (CVT-388) for the Village of Waynesville in the amount of \$91,388.45. Vote: Unanimous
- 25-0320 A resolution was adopted approving emergency services to clean and inspect sewer lateral on Chapman St. in Waynesville. Vote: Unanimous
- 25-0321 A resolution was adopted terminating GoodRx Health Reimbursement Arrangement (HRA) Plans 2 & 3 with Chard Snyder effective January 1, 2025. Vote: Unanimous
- 25-0322 A resolution was adopted entering into a professional service contract with the City of Wilmington relative to building inspection services. Vote: Unanimous
- 25-0323 A resolution was adopted entering into a professional service contract with the Village of Butlerville relative to building inspection services. Vote: Unanimous
- 25-0324 A resolution was adopted approving agreement and addendum with Focus on Youth, Inc. relative to home placement and related services on behalf of Warren County Children Services. Vote: Unanimous
- 25-0325 A resolution was adopted authorizing the President of the Board to sign agreement for Psychological Services with Birkley Consulting on behalf of Warren County Department of Emergency Services. Vote: Unanimous
- 25-0326 A resolution was adopted entering into an agreement with Ricoh USA, Inc. for purchase of printer-copier-fax machines on behalf of Warren County Prosecutor's Office. Vote: Unanimous
- 25-0327 A resolution was adopted authorizing the President of the Board to sign Key Release and Terms of Use agreement with the State of Ohio, Department of Administrative Services on behalf of Warren County Telecommunications relative to the MARCS Mobile Voice Delivery System Advanced System Key. Vote: Unanimous

- 25-0328 A resolution was adopted entering into contract with Howell Contractors Inc for the Socialville Transmission Main – Contract 1 project. Vote: Unanimous
- 25-0329 A resolution was adopted entering into contract with Shook Construction for the Richard A. Renneker Water Treatment Plant Ion Exchange Improvements project. Vote: Unanimous
- 25-0330 A resolution was adopted acknowledging receipt of February 2025 financial statement. Vote: Unanimous
- 25-0331 A resolution was adopted acknowledging payment of bills. Vote: Unanimous
- 25-0332 A resolution was adopted approving a supplemental appropriation into Common Pleas Community Corrections #2227. Vote: Unanimous
- 25-0333 A resolution was adopted approving an appropriation adjustment from Commissioners General fund #11011110 into Facilities Management fund #11011600. Vote: Unanimous
- 25-0334 A resolution was adopted approving appropriation adjustments from Commissioners General fund #11011110 into Sheriff's Office fund #11012200. Vote: Unanimous
- 25-0335 A resolution was adopted approving an appropriation adjustment from Juvenile Court Detention Center fund #11012600 into Juvenile Court Detention Center fund #11012600 and Juvenile Probation fund #11012500. Vote: Unanimous
- 25-0336 A resolution was adopted approving an appropriation adjustment within the OhioMeansJobs Warren County fund #2254. Vote: Unanimous
- 25-0337 A resolution was adopted approving an appropriation adjustment within the OhioMeansJobs Warren County fund #2258. Vote: Unanimous
- 25-0338 A resolution was adopted approving an appropriation adjustment within Children Services fund #2273. Vote: Unanimous
- 25-0339 A resolution was adopted approving requisitions and authorizing the County Administrator to sign documents relative thereto. Vote: Unanimous
- 25-0340 A resolution was adopted modifying Section 9.11 (1 & 2) of the Rules and Regulations of the Warren County Water and Sewer Department. Vote: Unanimous
- 25-0341 A resolution was adopted authorizing the County Administrator to sign IRS Form 8283 [Noncash Charitable Contributions] and acknowledging a contribution (donation) to the County in the form of granting a perpetual easement and waiving a part of the just compensation for such easement for the use and benefit of the Socialville Transmission Main – Phase I Project. Vote: Unanimous



DISCUSSIONS

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

---

Mrs. Jones moved to enter into executive session seconded by Mr. Young and upon unanimous call of the roll, the Board entered into executive session at 9:20 a.m. to discuss pending or imminent litigation with legal counsel, Assistant Prosecuting Attorney, Bruce McGary present pursuant to Ohio Revised Code 121.22(G)(3) and acquisition of property to consider the purchase for public purpose to prevent premature disclosure information giving an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public pursuant to Ohio Revised Code 121.22(G)(2). The Board exited executive session at 9:38 a.m. with no action being taken.

---

Upon motion the meeting was adjourned.

---

Tom Grossmann, President

---

Shannon Jones

---

David G. Young

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 11, 2025, in compliance with Section 121.22 O.R.C.

---

Ashley Watts, Deputy Clerk  
Board of County Commissioners  
Warren County, Ohio



## REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING, CONVENTION OR TRAINING SEMINAR/SESSION

This form is to be completed by Department Head/Elected Official requesting authorization to attend an Association Meeting or Convention or Training Seminar/Session sponsored by an Association as required by O.R.C. Section 325.20. Additionally, authorization is required for any training seminar/session held more than 250 miles from county campus;

\*NAME OF ATTENDEE: Thomas Howard

DEPARTMENT: CSEA

\*POSITION: Director

DATE: 03/13/2025

REQUEST FOR AUTHORIZATION FOR THE ABOVE-NAMED EMPLOYEE/ELECTED OFFICIAL TO ATTEND THE FOLLOWING:

ASSOCIATION MEETING ☒

CONVENTION

ASSOCIATION SPONSORED TRAINING  
SEMINAR/SESSION

TRAINING MORE THAN 250 MILES

PURPOSE:

United Way of Warren County Luncheon

LOCATION:

7440 S. Mason-Montgomery Road, Mason, Ohio 45040

DATE(S):

TYPE OF TRAVEL: (Check one)

AIRLINE

STAFF CAR

PRIVATE VEHICLE ☒ OTHER

LODGING:

N/A

ESTIMATED COST OF TRIP: \$25.00

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS.

DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:

 3.13.25  
 Signature/Title Date

BOARD OF COMMISSIONERS' APPROVAL:

\_\_\_\_\_  
Commissioner Date

\_\_\_\_\_  
Commissioner Date

\_\_\_\_\_  
Commissioner Date

\*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session please list names and positions here:

RECEIVED  
 APR 13 PM 12:33  
 WARREN COUNTY COMMISSIONERS



## REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING, CONVENTION OR TRAINING SEMINAR/SESSION

This form is to be completed by Department Head/Elected Official requesting authorization to attend an Association Meeting or Convention or Training Seminar/Session sponsored by an Association as required by O.R.C. Section 325.20. Additionally, authorization is required for any training seminar/session held more than 250 miles from county campus;

\*NAME OF ATTENDEE: Sydney Renner

DEPARTMENT: Emergency Services

\*POSITION: EMA Operations Manager

DATE: 3/11/2025

REQUEST FOR AUTHORIZATION FOR THE ABOVE-NAMED EMPLOYEE/ELECTED OFFICIAL TO ATTEND THE FOLLOWING:

ASSOCIATION MEETING ☒

CONVENTION ☒

ASSOCIATION SPONSORED TRAINING  
SEMINAR/SESSION ☒

TRAINING MORE THAN 250 MILES

**PURPOSE:**

Requesting to attend the International Association of Emergency Managers (IAEM) Annual Fall Conference.

**LOCATION:**

Louisville, Kentucky

**DATE(S):**

TYPE OF TRAVEL: (Check one)

AIRLINE

STAFF CAR ☒

PRIVATE VEHICLE

OTHER

LODGING:

Conference Hotel: Hyatt or Marriott

ESTIMATED COST OF TRIP: \$8,900 (See attached estimated cost breakdown)

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS.

DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:

*Melissa Bour's* 3/11/2025  
Signature/Title Date

BOARD OF COMMISSIONERS' APPROVAL:

Commissioner

Date

RECEIVED 03/11/2025

Commissioner

Date

Commissioner

Date

RECEIVED 03/11/2025

\*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session please list names and positions here:

Melissa Bour's (Director) and Frances Ficke's (LEPC/Grants Coordinator) costs are included in the estimate above.



## REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING, CONVENTION OR TRAINING SEMINAR/SESSION

This form is to be completed by Department Head/Elected Official requesting authorization to attend an Association Meeting or Convention or Training Seminar/Session sponsored by an Association as required by O.R.C. Section 325.20. Additionally, authorization is required for any training seminar/session held more than 250 miles from county campus;

\*NAME OF ATTENDEE: Dominic Brigano DEPARTMENT: Warren Co. Engineer's Office

\*POSITION: Bridge Engineer DATE: 3/11/2025

REQUEST FOR AUTHORIZATION FOR THE ABOVE-NAMED EMPLOYEE/ELECTED OFFICIAL TO ATTEND THE FOLLOWING:

ASSOCIATION MEETING ☒ CONVENTION ASSOCIATION SPONSORED TRAINING  
SEMINAR/SESSION  
TRAINING MORE THAN 250 MILES

**PURPOSE:**

2025 CEO Bridge Workers, Supervisors, & Engineers Conference

**LOCATION:**

Cherry Valley Hotel  
2299 Cherry Valley Rd SE, Newark, OH

DATE(S): April 29-30, 2025

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR ☒ PRIVATE VEHICLE OTHER

LODGING: \$132.00 +Tax =139.92

ESTIMATED COST OF TRIP: \$249 (registration) + 139.92 = 388.92

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS.

DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:

[Signature] 3/13/2025  
Signature/Title Date

BOARD OF COMMISSIONERS' APPROVAL:

\_\_\_\_\_  
Commissioner Date

\_\_\_\_\_  
Commissioner Date

\_\_\_\_\_  
Commissioner Date

\*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session please list names and positions here:

RECEIVED  
APR 19 9:53 AM  
WARREN COUNTY COMMISSIONERS



## REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING, CONVENTION OR TRAINING SEMINAR/SESSION

This form is to be completed by Department Head/Elected Official requesting authorization to attend an Association Meeting or Convention or Training Seminar/Session sponsored by an Association as required by O.R.C. Section 325.20. Additionally, authorization is required for any training seminar/session held more than 250 miles from county campus;

\*NAME OF ATTENDEE: Kiley Dane

DEPARTMENT: Human Services

\*POSITION: Supervisor

DATE: 2/18/2025

REQUEST FOR AUTHORIZATION FOR THE ABOVE-NAMED EMPLOYEE/ELECTED OFFICIAL TO ATTEND THE FOLLOWING:

ASSOCIATION MEETING

CONVENTION

ASSOCIATION SPONSORED TRAINING  
SEMINAR/SESSION ☒

TRAINING MORE THAN 250 MILES

**PURPOSE:**

Ohio Council on Welfare Fraud Annual Training conference

**LOCATION:**

Cherry Valley Hotel 2299 Cherry Valley Rd. SE Newark, Ohio 43055

DATE(S): March 27, and 28th.

TYPE OF TRAVEL: (Check one)

AIRLINE

STAFF CAR

PRIVATE VEHICLE ☒ OTHER

LODGING: 250.00

ESTIMATED COST OF TRIP: 350.00

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS.

DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:

*Arlene B. S. Director* 2/18/25  
Signature/Title Date

BOARD OF COMMISSIONERS' APPROVAL:

\_\_\_\_\_  
Commissioner Date

\_\_\_\_\_  
Commissioner Date

\_\_\_\_\_  
Commissioner Date

\*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session, please list names and positions here:

WARREN COUNTY COMMISSIONERS  
MAR 12 11:08 AM



## REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING, CONVENTION OR TRAINING SEMINAR/SESSION

This form is to be completed by Department Head/Elected Official requesting authorization to attend an Association Meeting or Convention or Training Seminar/Session sponsored by an Association as required by O.R.C. Section 325.20. Additionally, authorization is required for any training seminar/session held more than 250 miles from county campus;

\*NAME OF ATTENDEE: Arlene Byrd

DEPARTMENT: Human Services

\*POSITION: Director

DATE: 3/12/2025

REQUEST FOR AUTHORIZATION FOR THE ABOVE-NAMED EMPLOYEE/ELECTED OFFICIAL TO ATTEND THE FOLLOWING:

ASSOCIATION MEETING

CONVENTION ☒

ASSOCIATION SPONSORED TRAINING  
SEMINAR/SESSION

TRAINING MORE THAN 250 MILES

PURPOSE:

JFS conference

LOCATION:

Hyatt Regency Columbus 350 N. High St. Columbus, OH

DATE(S): 5/7/25-5/9/2025

TYPE OF TRAVEL: (Check one)

AIRLINE

STAFF CAR ☒

PRIVATE VEHICLE ☒

OTHER

LODGING:

Hyatt

ESTIMATED COST OF TRIP: 4200.00

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS.

DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:

Arlene Byrd, Director  
Signature/Title

3/12/2025  
Date

BOARD OF COMMISSIONERS' APPROVAL:

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Date

\*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session please list names and positions here:

James Ryan, Lana Lytvynuk, Kiley Dane, Lisa Walton, Courtney Wilson, Nakita Sanders,  
Kim Frick, Gail Everett, Andrea Pittman

MAR 12 2025  
 11:08 AM  
 FRANKLIN COUNTY  
 COMMISSIONERS



## REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING, CONVENTION OR TRAINING SEMINAR/SESSION

This form is to be completed by Department Head/Elected Official requesting authorization to attend an Association Meeting or Convention or Training Seminar/Session sponsored by an Association as required by O.R.C. Section 325.20. Additionally, authorization is required for any training seminar/session held more than 250 miles from county campus;

\*NAME OF ATTENDEE: Keegan Kiley

DEPARTMENT: Records Center

\*POSITION: Records Center Support

DATE: 3/28/2025

REQUEST FOR AUTHORIZATION FOR THE ABOVE-NAMED EMPLOYEE/ELECTED OFFICIAL TO ATTEND THE FOLLOWING:

ASSOCIATION MEETING

CONVENTION

ASSOCIATION SPONSORED TRAINING  
SEMINAR/SESSION ☒

TRAINING MORE THAN 250 MILES

PURPOSE:

2025 NAGARA Spring Forum - Risk Management in Records Management

LOCATION:

Virtual

DATE(S): 3/28/2025

TYPE OF TRAVEL: (Check one)

AIRLINE

STAFF CAR

PRIVATE VEHICLE

OTHER

LODGING:

NA

ESTIMATED COST OF TRIP: \$49.99 for webinar

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS.

DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:

*[Signature]*  
Signature/Title

*3/28/2025*  
Date

BOARD OF COMMISSIONERS' APPROVAL:

Commissioner

Date

Commissioner

Date

Commissioner

Date

\*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session please list names and positions here:

*[Empty box for additional attendees]*



## REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING, CONVENTION OR TRAINING SEMINAR/SESSION

This form is to be completed by Department Head/Elected Official requesting authorization to attend an Association Meeting or Convention or Training Seminar/Session sponsored by an Association as required by O.R.C. Section 325.20. Additionally, authorization is required for any training seminar/session held more than 250 miles from county campus;

\*NAME OF ATTENDEE: William Cornett DEPARTMENT: Telecom

\*POSITION: Chief Information Security officer DATE: 3/11/2025

REQUEST FOR AUTHORIZATION FOR THE ABOVE-NAMED EMPLOYEE/ELECTED OFFICIAL TO ATTEND THE FOLLOWING:

ASSOCIATION MEETING      CONVENTION ☒      ASSOCIATION SPONSORED TRAINING  
SEMINAR/SESSION  
TRAINING MORE THAN 250 MILES

**PURPOSE:**

Attend Cybersecurity conference and tour Israeli Cyber Defense Centers.

**LOCATION:**

Tel Aviv, Israel

DATE(S): 20 march 2025 to 28 march 2025

TYPE OF TRAVEL: (Check one)

AIRLINE ☒ STAFF CAR PRIVATE VEHICLE OTHER

LODGING: \$0.00 *AT* FUNDED BY EMPLOYEE & SPONSOR.

ESTIMATED COST OF TRIP: \$0.00 *2*

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS.

DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:

*[Signature]*  
Signature/Title

*2025.03.11*  
Date

BOARD OF COMMISSIONERS' APPROVAL:

*FUNDING COMBINED BY  
EMPLOYEE & SPONSOR.*

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Date

\*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session please list names and positions here:





## REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING, CONVENTION OR TRAINING SEMINAR/SESSION

This form is to be completed by Department Head/Elected Official requesting authorization to attend an Association Meeting or Convention or Training Seminar/Session sponsored by an Association as required by O.R.C. Section 325.20. Additionally, authorization is required for any training seminar/session held more than 250 miles from county campus;

\*NAME OF ATTENDEE: Lorri Buckler

DEPARTMENT: Water/Sewer

\*POSITION: Lab Tech

DATE: 3/11/25

REQUEST FOR AUTHORIZATION FOR THE ABOVE-NAMED EMPLOYEE/ELECTED OFFICIAL TO ATTEND THE FOLLOWING:

ASSOCIATION MEETING ☒

CONVENTION

ASSOCIATION SPONSORED TRAINING  
SEMINAR/SESSION

TRAINING MORE THAN 250 MILES

PURPOSE:

Contact hours

LOCATION:

Hillsboro City Bulding

DATE(S): 4/15-16/25

TYPE OF TRAVEL: (Check one)

AIRLINE

STAFF CAR

PRIVATE VEHICLE ☒ OTHER

LODGING:

N/A

ESTIMATED COST OF TRIP:

780.00

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS.

DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:

Signature/Title

Date

BOARD OF COMMISSIONERS' APPROVAL:

Commissioner

Date

Commissioner

Date

Commissioner

Date

\*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session please list names and positions here:

Jon Collins-Lab Supervisor

RECEIVED  
 2025 MAR 12 PM 1:00  
 WARREN COUNTY  
 COMMISSIONERS