



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

*406 Justice Drive, Lebanon, Ohio 45036*

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*commissioners@warrencountyohio.gov*



*Telephone (513) 695-1250*

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

**GENERAL SESSION AGENDA**

*March 25, 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
ENG	VILLAGE OF WAYNESVILLE	CVT 388 WAYNESVILLE TRAFFIC LGHT	\$ 91,388.45 *cvt/previously approved resolution
WAT	CINCYAUTOS INC	WAT 2025 FORD F150 XL	\$ 44,055.00 *vehicle/ lower than state contract
WAT	CINCYAUTOS INC	2025 FORD SUPER DUTY F600	\$ 69,502.00 *vehicle/ lower than state contract
WAT	KARL ERICH ROSE	SEW INSTALL CRANE BODY ON TRK	\$ 7,700.00 *vehicle/ obtained 3 quotes
ENG	CITY OF LEBANON	ENG CVT 389 LEBANON ROAD REPAIR	\$ 99,074.25 *cvt/ resolution in packet
ENG	STRAND ASSOCIATES INC	SR 122 & ROBINSON-VAIL RD INTERSCT	\$ 201,000.00 *capital purchase/ previously approved resolution
ENG	MCGILL SMITH PUNSHON INC	ENG ZOAR & MOUNTS RD INTERSECT	\$ 253,600.00 *capital purchase/ previously approved resolution
ENG	TRANSPORTATION IMPROVEMNT DISTRICT	ENG FRANKLIN-TRENTON RD BRIDGE	\$ 514,150.00 *capital purchase/ previously approved resolution
EMS	POWERDMS INC BY NEOGOV	EMS POWER READY SUBSCRIPTION	\$ 4,938.02 *software/ contract in packet

Approve 3/25/25 by:

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Martin Russell, County Administrator

**CONSENT AGENDA\***

**March 25, 2025**

***Approve the minutes of the March 18, 2025 Commissioners' General Session Meeting and the March 18, 2025 Work Session Meeting.***

**PERSONNEL**

1. ***Hire Amanda Burger within the Child Advocacy Center, Ashley Massie within Children Services, Lisa Burdick within OhioMeansJobs Warren County, and Anthony Mehaffey within Telecommunications***
2. ***Approve promotion of Kyle Creech to Water Distribution Worker III within W/S***
3. ***Approve end of 365- day probationary period and pay increase for Craig Myers within W/S***

**GENERAL**

4. ***Approve appointment of John Favaron as Warren County Apiary Inspector***
5. ***Accept withdrawal of rezoning application of Immobiltec USA in Franklin Township***
6. ***Cancel regularly scheduled Commissioners' Meeting of Thursday, March 27, 2025***
7. ***Reject bids for the 2025 Precast Reinforced Box Culverts for Bridge Replacement Projects***
8. ***Advertise for electronic sealed bids for the Purchase of 28,200 Tons of Bulk Ice Control Salt***
9. ***Approve Notice of Intent to award bid to York Electric, Inc. for the FY24 Village of Morrow Bridge Lighting CDBG Project***
10. ***Approve County Motor Vehicle Tax for the City of Lebanon***
11. ***Authorize County Administrator or Deputy County Administrator to sign documents relative to Victim Assistance Funds on behalf of the Child Advocacy Center***
12. ***Authorize President of the Board to sign agreement with NEOGOV on behalf of Emergency Services***
13. ***Approve Amendment No. 9 to agreement with Warren County TID to designate additional projects and change in funding amounts for projects***
14. ***Enter into agreement with Benevate, LLC on behalf of Human Services***
15. ***Authorize County Administrator to sign memorandum of understanding between the Sheriff and Warren County Sheriff's Benevolent Association***
16. ***Grant an easement to Duke Energy Ohio, Inc.***
17. ***Acknowledge payment of bills***
18. ***Enter into performance bond agreements for Losh Landing North, Section 4 in Deerfield Township***
19. ***Approve various final plats***

**FINANCIALS**

20. ***Approve an operational transfer from Sewer into Sewer Revenue***
21. ***Approve appropriation adjustment into Juvenile, Mary Haven, Sewer Revenue, and Health Insurance***  
***\*Please contact the Commissioners' Office at (513) 695-1250 for additional information or questions on any of the items listed on the Consent Agenda***



## 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: David Fornshell

DEPARTMENT: Prosecutor's Office

\*POSITION: Prosecuting Attorney

DATE: 3/20/2025

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:**

April 2025 OPAA Legislative and Executive Meetings (4/16/2025) and 2025 OPAA Spring Training Seminar (4/17/2025 and 4/18/2025)

**LOCATION:**

Hilton Columbus/Polaris, 8700 Lyra Drive, Columbus, OH 43240

DATE(S): April 16-18, 2025

TYPE OF TRAVEL: (Check one)


AIRLINE , STAFF CAR ☒ PRIVATE VEHICLE ☒ OTHER

LODGING: Registration \$300; Hotel (2 nights) \$424.25; Parking \$60;

ESTIMATED COST OF TRIP: Mileage \$94.10; Meal Per Diem \$170.00 = \$1,048.35

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 3-20-2025

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: