



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

406 Justice Drive, Lebanon, Ohio 45036

www.co.warren.oh.us

commissioners@co.warren.oh.us

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 12, 2019

The Board met in regular session pursuant to adjournment of the March 5, 2019, meeting.

Shannon Jones – present

Tom Grossmann – present

David G. Young – present

Tina Osborne, Clerk – present

Minutes of the meeting were read and approved.

- 19-0308 A resolution was adopted to designate family and medical leave of absence to Jeffrey Garland, within the Water and Sewer Department. Vote: Unanimous
- 19-0309 A resolution was adopted to temporarily reclassify Gary Hubbs to the position of Building and Electrical Supervisor within the Department of Building and Zoning. Vote: Unanimous
- 19-0310 A resolution was adopted to promote Rachel Brockhuis to the position of Social Service Worker II within the Warren County Department of Job and Family Services, Human Services Division. Vote: Unanimous
- 19-0311 A resolution was adopted to approve a pay increase for Samuel LeMaster within the Warren County Department of Emergency Services. Vote: Unanimous
- 19-0312 A resolution was adopted to approve a pay increase for Andrew Jackson within the Warren County Department of Emergency Services. Vote: Unanimous
- 19-0313 A resolution was adopted to approve a pay increase for Amberlee Applegate within the Warren County Department of Emergency Services. Vote: Unanimous
- 19-0314 A resolution was adopted to approve end of 365-day probationary period and approve a pay increase for Seth Adams within the Warren County Water and Sewer Department. Vote: Unanimous

- 19-0315 A resolution was adopted to approve end of 365-day probationary period and approve a pay increase for Charlie Walker within the Warren County Water and Sewer Department. Vote: Unanimous
- 19-0316 A resolution was adopted to approve end of 365-day probationary period and approve a pay increase for Arlis Ammons within the Warren County Water and Sewer Department. Vote: Unanimous
- 19-0317 A resolution was adopted to authorize the posting of the “Eligibility Referral Specialist II” position, within the department of Job and Family Services, Human Services Division, in accordance with Warren County Personnel Policy Manual, Section 2.02 (A). Vote: Unanimous
- 19-0318 A resolution was adopted to cancel regularly scheduled Commissioners’ Meetings of Thursday, March 14, 2019 and Tuesday March 26, 2019. Vote: Unanimous
- 19-0319 A resolution was adopted to set public hearing to consider text amendments to the Warren County Rural Zoning Code initiated by John H. Phillips, Attorney for Applicants. Vote: Unanimous
- 19-0320 A resolution was adopted to set administrative hearing to consider Variance and Appeal of Conditions required for an access permit of Kevin Ehling in Hamilton Township. Vote: Unanimous
- 19-0321 A resolution was adopted to authorize President of Board to sign the Memo of Completion with INdigital Telecom on behalf of Warren County Telecommunications. Vote: Unanimous
- 19-0322 A resolution was adopted to approve Notice of Intent to award bid to Rumpke of Ohio, Inc. for Hauling and Disposal of Biosolids Lower Little Miami Wastewater Treatment Plant Rehabilitation Project. Vote: Unanimous
- 19-0323 A resolution was adopted to approve Notice of Intent to award bid to Ford Development Corp. for the Townsley Drive Bridge #1201-0.50 and Everett Avenue Bridge #2032-0.23 Replacement Project. Vote: Unanimous
- 19-0324 A resolution was adopted to enter into a temporary entrance and work agreement with Mallory & Seth Debra for the Cozaddale-Murdoch Road Culvert Replacement Project. Vote: Unanimous
- 19-0325 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous
- 19-0326 A resolution was adopted to approve various record plats. Vote: Unanimous
- 19-0327 A resolution was adopted to approve supplemental appropriation within Common Pleas Court Community Based Corrections Fund #2288. Vote: Unanimous

- 19-0328 A resolution was adopted to approve appropriation adjustment from Board of Elections Fund #1011301 to #1011300. Vote: Unanimous
- 19-0329 A resolution was adopted to approve appropriation adjustment within Coroner's Fund #11012100. Vote: Unanimous
- 19-0330 A resolution was adopted to approve appropriation adjustment within the Building and Zoning Department Fund #11012300. Vote: Unanimous
- 19-0331 A resolution was adopted to approve appropriation adjustment within Motor Vehicle Fund #2202. Vote: Unanimous
- 19-0332 A resolution was adopted to approve appropriation adjustment within Common Pleas Court Computer Fund #2280. Vote: Unanimous
- 19-0333 A resolution was adopted to enter into purchase agreement with David M. Thompson for the Lytle Five Points Road and Bunnell Hill Road Intersection Roundabout Improvement Project. Vote: Unanimous
- 19-0334 A resolution was adopted to approve and authorize the submission of the 2019-2023 Consolidated Plan and the Fiscal Year 2019 Warren County Annual Action Plan and the 2019 Citizen Participation Plan Update. Vote: Unanimous

DISCUSSIONS

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

PUBLIC HEARING #2 DESIGNATE PROJECTS AND ACCEPT 2019 – 2023 DRAFT OF THE CONSOLIDATED PLAN

Greg Orosz, Regional Planning Commission, was present along with Susanne Mason, Program Manager, for the public hearing to consider the designation of projects and to accept the 2019 – 2023 Warren County consolidated Plan associated with the Community Development Block Grant Program.

Mr. Orosz presented the attached PowerPoint presentation reviewing the draft of the Consolidated Plan. He stated that the consolidated plan is about the provision of housing and infrastructure for groups in need more related to income and slightly less about race.

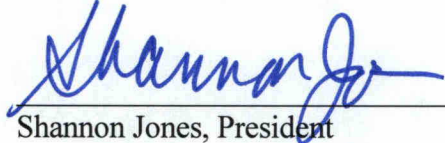
Mrs. Mason reviewed the CY 2018 funding levels and the designated projects for CY 2019.

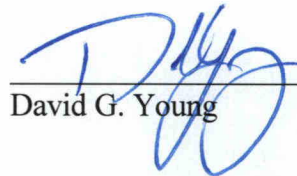
The public hearing was opened for comment with no one present to speak in favor or in opposition to the proposed plan or selected projects.

Upon further discussion, the public hearing was closed and the Board resolved (Resolution #19-0334) to approve and authorize the submission of the 2019-2023 Consolidated Plan and the Fiscal Year 2019 Warren County Annual Action Plan and the 2019 Citizen Participation Plan Update.

On motion, upon unanimous call of the roll, the Board entered into executive session at 9:30 a.m. to discuss pending litigation pursuant to Ohio Revised Code Section 121.22 (G)(3) and exited at 10:38 a.m.


Upon motion the meeting was adjourned.

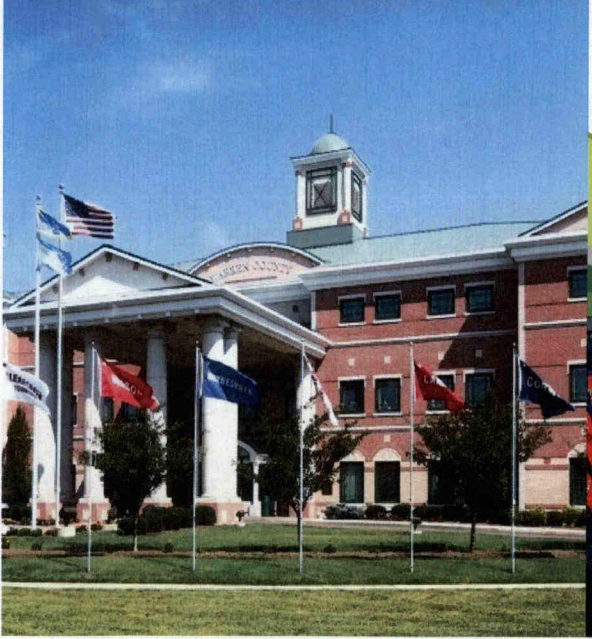
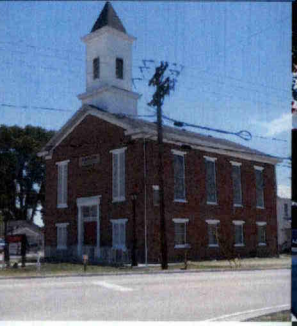
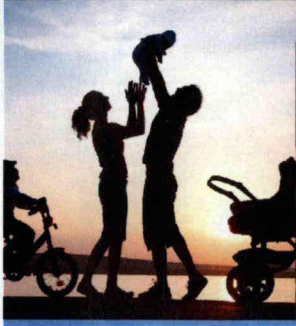
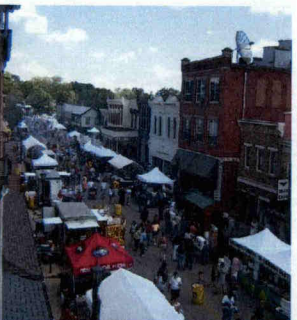

Shannon Jones, President


David G. Young

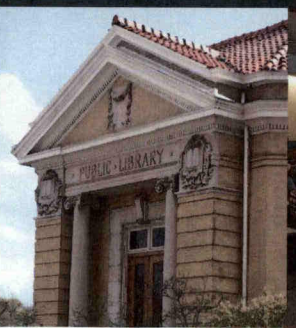
Tom Grossmann

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 12, 2019, in compliance with Section 121.22 O.R.C.


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



The Warren County Consolidated Plan



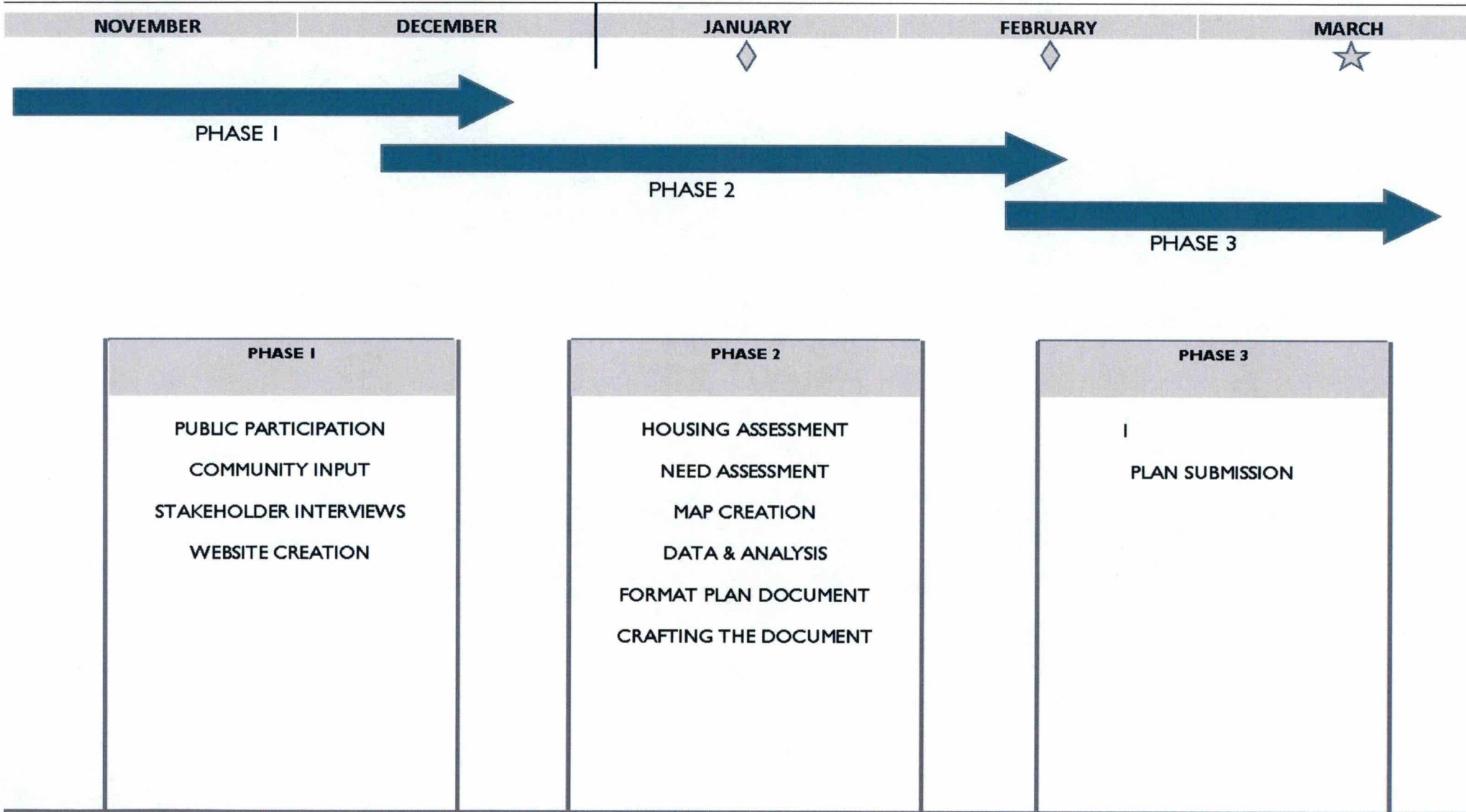


2019 – 2023 Consolidated Plan & 2019 Annual Action Plan

Plans will be submitted to **HUD** for review to qualify for
Community Development Block Grants (**CDBG**)

Review of 2018 CDBG Projects

Citizen Participation Process



Responsible Entity	Role	Geographic Area Served
Warren County Office of Grants Administration	Economic Development Ownership Neighborhood Improvements Public Facilities	County
Warren County Community Services	Rental Public Services	County
Mental Health and Recovery Services of Warren and Clinton Counties	Non-homeless special needs	Warren and Clinton Counties
Warren County Board of Developmental Disabilities	Public Housing Transportation Supportive Living Day Programming	County
Abuse and Rape Crisis Shelter	Homelessness	County

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
New Housing Ohio	Non-profit organizations	Homelessness	Region
Warren Metropolitan Housing Authority	Public Housing Authority	Public Housing	County
Interfaith Hospitality Network	Community/Faith-based organization	Homelessness	Region
Warren County Human Services	Departments and agencies	Public Services	County
Warren County Veterans Service Office	Departments and agencies	Non-homeless special needs	County
Warren County Career Center	Public institution	Neighborhood Improvements Public Services Education	County

2019-2023 Consolidated Plan - Sections

Needs Assessment and Market Analysis

Analysis of community needs in the areas of affordable housing, homelessness, special needs, and community development.

Strategic Plan

Establishment of goals to address the community needs outlined in the Needs Assessment and Market Analysis portions of this document.

Annual Action Plan





Warren County Overview

Action Plan and CDBG primarily focus on the following areas:

-
1. Infrastructure
 2. Public Services
 3. Public Housing
 4. Community Development

Infrastructure

1

Repair of road, water, sanitary sewer, and stormwater maintenance in low and moderate income areas. LMI neighborhoods often have the oldest infrastructure in the greatest need of maintenance or replacement.

Public Services

Public services for low income and special needs populations. Many issues addressed by nonprofit organizations.

2



3

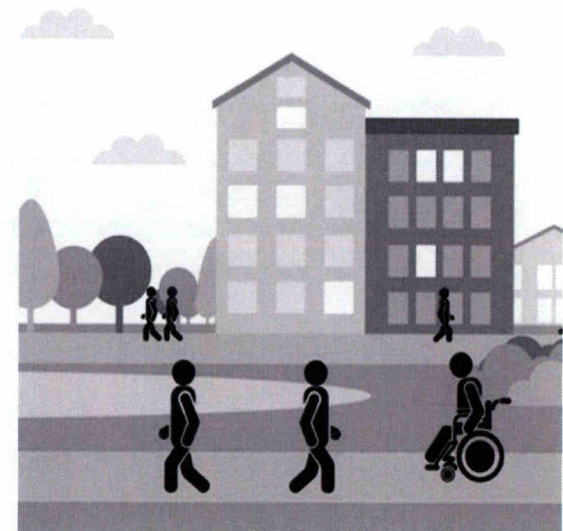
Public Housing

Have well maintained housing units to provide safe, affordable housing to low income households.

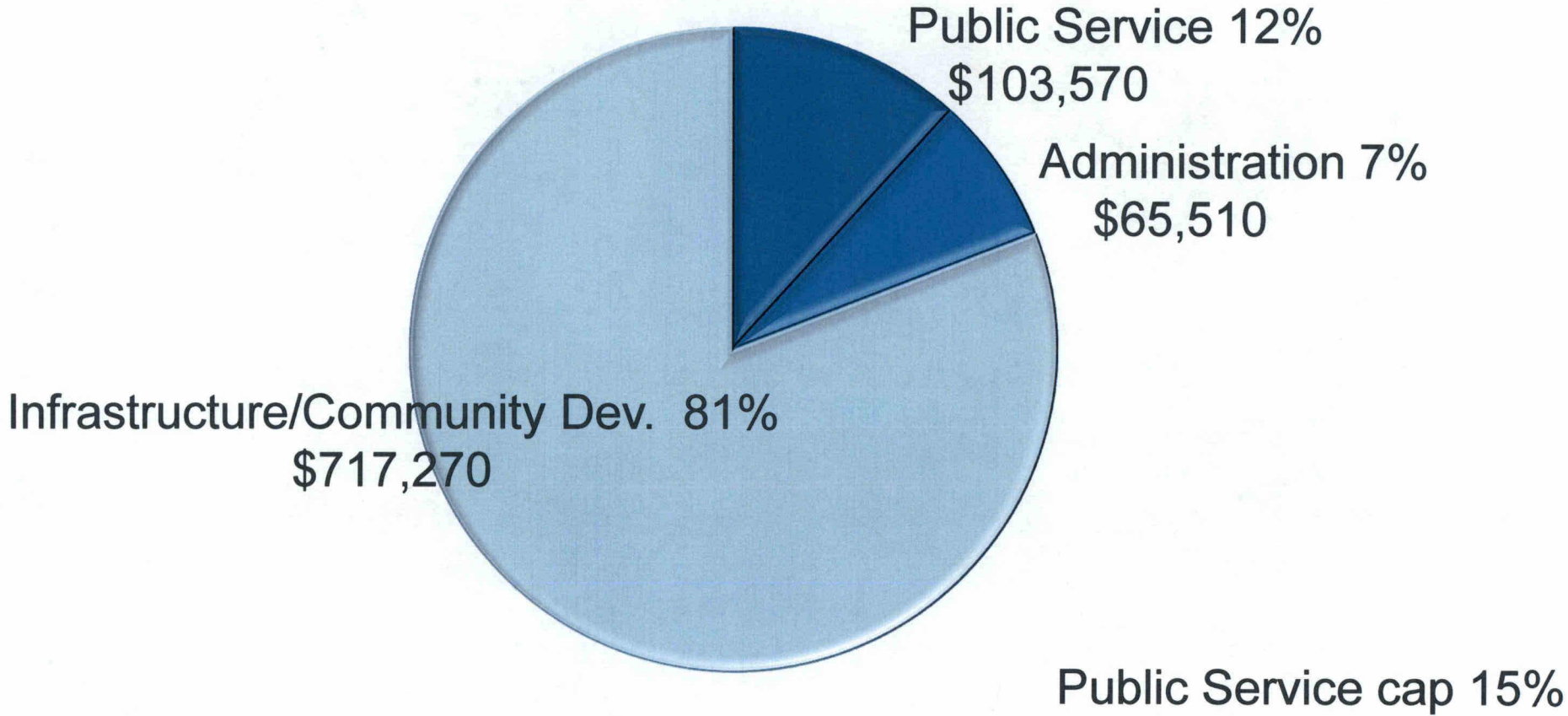
Community Development

Recognized as a need for low and moderate income populations and special needs groups.

4

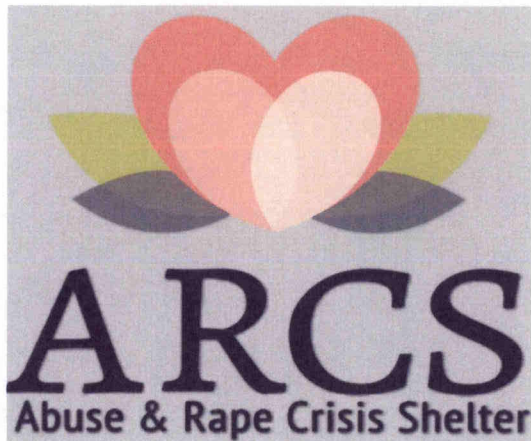


CY 2018 CDBG: \$886,350



Public Service Projects

Interfaith Hospitality Network



Abuse & Rape Crisis Shelter

Public Infrastructure Projects 2018

Franklin Woods Curb

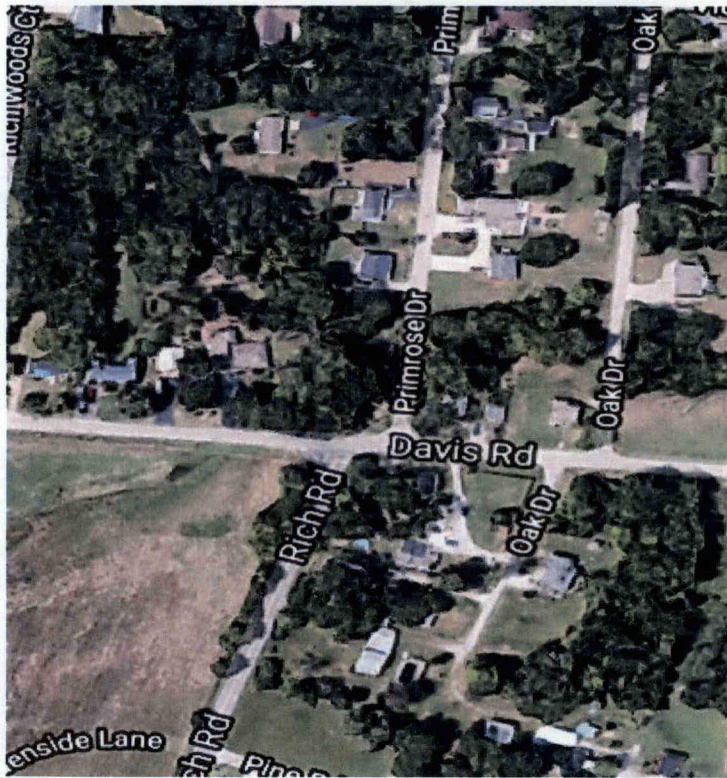


Butlerville Playground

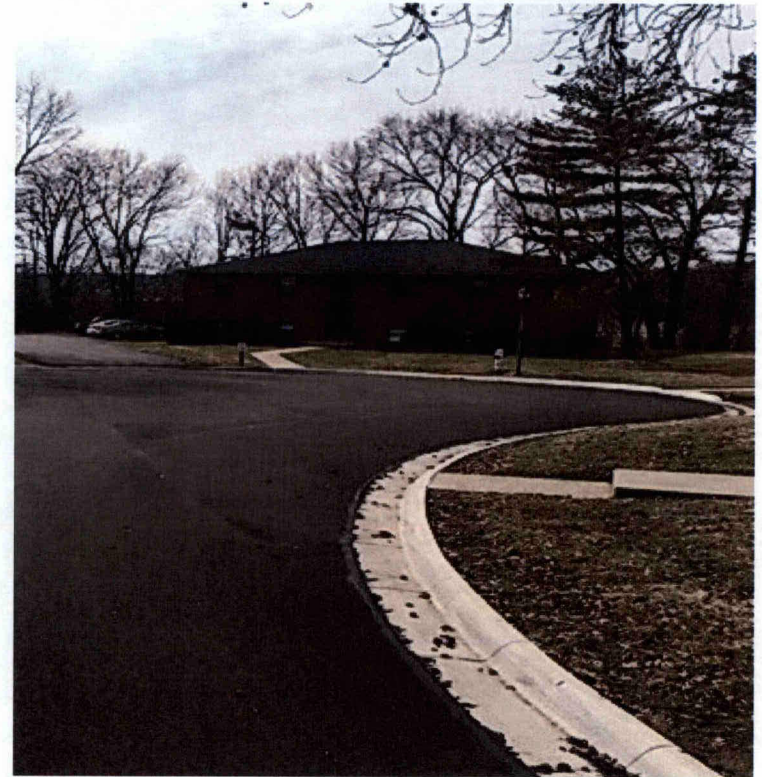


Public Infrastructure Projects 2018

Loveland Park Intersection



City of Lebanon Roads



Morrow Water Treatment Plant



Pleasant Plain Storm Sewer



2019-2023 CDBG

Goal Name	Category	Needs Addressed	Funding	5-Year Goal Outcome
Public Facility Improvements	Non-Housing Community Development	Public Facility Improvements	CDBG: \$1,800,000	Public Infrastructure Projects: 16
Homelessness Prevention, Case Management, Services	Homeless Interfaith Hospitality Network	Facilities for the Homeless Case Management for Persons Experiencing Homelessness	CDBG: \$250,000	Homeless Persons Overnight Shelter: 180 Persons Prevention: 10 Persons Assisted
Supportive Services for Abuse Victims	Special Needs Abuse and Rape Crisis Shelter	Supportive Services Shelter and Protection Counseling	CDBG: \$170,000	Public Service Benefit: 130 Persons
Neighborhood Improvements and Revitalization	Community Development	Public Improvements	CDBG: \$150,000	Public Improvement Projects: 8

Projects for FY 2019:

City of Franklin Storm Sewer	\$	165,000
Franklin Township Road Repair	\$	49,300
Harveysburg Storm Sewer	\$	124,500
Morrow GIS Project	\$	76,950
Wayne Township Storm System	\$	183,700
Abuse & Rape Crises Shelter	\$	33,516
Interfaith Hospitality Network	\$	54,684

Staff Recommendation

Approve and authorize the submission of the 2019-2023 Consolidated Plan and the Fiscal Year 2019 Warren County Annual Action Plan.



CONCLUSION

Website Link: <http://www.wchousing.us/>

Goal Name	Category	Needs Addressed	Funding	5-Year Goal Outcome
Workforce Training	Non-Housing Community Development	Workforce Development Self Sufficiency		Workforce Planning Funding Case Management
Practical Transit	Non-Housing Community Development	Link jobs with workforce Senior Transportation Mental Health Transportation	Warren County Transit	Transit Planning Coordination Funding
Affordable, Accessible Childcare Services	Non-Housing Community Development	Supportive Services Counseling		Workforce Development
Affordable Housing	Housing Community Development	Affordable Owner Affordable Renter Occupied Senior Housing		Community Consensus Housing Planning Strategies
Supportive Senior Services	Non-Housing Community	Day Programming Self Sufficiency		WCCS funding for recreational center operations

	Project	Goals Supported	Geographic Areas	Needs Addressed	Funding
1	<p>FY19 Franklin City Storm Sewer</p> <p>Description</p> <p>Target Date for Completion</p> <p>Estimate the number and type of families that will benefit from the proposed activities</p> <p>Location Description</p> <p>Planned Activities</p>	<p>Install storm sewer and catch basins along Allen Street and Shawn Drive to alleviate flooding in homes.</p> <p>12/31/2020</p> <p>There are 180 households that will benefit from this project. Over 42% of the homes are low-to-moderate income homes, qualifying the project under the exception rule.</p>	<p>Construction will be along the back side of Allen Street and the end of Shawn Drive, both located in Franklin, Ohio.</p>	<p>Replace 1,200 feet of storm sewer pipe, catch basins, top soil and asphalt.</p>	

FY19 Franklin Township Road Repair

Description

Resurface deteriorating the following streets in Franklin Township: Tinch, Pearl, Gibson and Wallace Lanes

Target Date for Completion

12/31/2020

Estimate the number and type of families that will benefit from the proposed activities

There are 17 homes in this neighborhood that will benefit from the project. 52% are low-to-moderate income based on census information.

Location Description

Location includes the following streets: Tinch, pearl, Gibson adn Wallace Lanes in Franklin, Ohio

Planned Activities

Resurface wtih 1 1/2" of asphalt including tact coat and base repair, inlcuidng catch basin reconstruction.

FY19 Harveysburg Storm Sewer Project

Description

Install storm sewers and pavement along Ken Blvd and Loraine Ave in Harveysburg, Ohio.

Target Date for Completion

Estimate the number and type of families that will benefit from the proposed activities

This area qualifies based on census data: 53% of the homes are low-to-moderate income.

Location Description

Homes along Ken Blvd and Loraine Ave in Harveysburg, Ohio will benefit from this project.

Planned Activities

Project includes full depth repair, asphalt overlay, storm sewer conduit, catch basins and manholes.

3

FY19 Morrow GIS Project

Description

GPS collection and GIS mapping for water and storm sewer systems in Morrow.

Target Date for Completion

Estimate the number and type of families that will benefit from the proposed activities

There are 1150 households that will benefit from the project. The homes fall in census trances listing 53% and 60% as LMI.

Location Description

This project will benefit the entire Village of Morrow, as all household within Village limits are on the same water and sewer system.

Planned Activities

Project includes GPS collection and GIS mapping for water and storm water systems.

4

FY19 Wayne Township Storm System project

Description

Install storm system to repair flooding problems in Wayne Meadows Subdivision.

Target Date for Completion

Estimate the number and type of families that will benefit from the proposed activities

There are 35 homes located in Wayne Meadows subdivision. A survey indicated that 72% of the homes are LMI.

Location Description

Project runs along Carter Drive in Wayne Township.

Planned Activities

Project includes regrading ditches, installing new more appropriately sized culverts and finishing with 2" overlay over currently degraded road surface.

FY19 Interfaith Hospitality Network

Description

Assistance to homeless shelter.

Target Date for Completion

Estimate the number and type of families that will benefit from the proposed activities

All families seeking shelter are considered extremely low income.

Location Description

This service is open to anyone in Warren County.

Planned Activities

IHN provides food, shelter and support for homeless families. The goal is to not only provide immediate support, but to counsel and guide to independent lifestyle and reduce homelessness.

FY19 Abuse and Rape Crises Shelter

Description

Assistance to victims of domestic abuse.

Target Date for Completion

Estimate the number and type of families that will benefit from the proposed activities

Each year, ARCS assists about 130 women, children and families impacted by domestic violence as well as 400-500 from their crisis hotline.

Location Description

The service is offered county-wide to anyone in need of assistance.

Planned Activities

Provide shelter, protection, counseling and other services to victims of domestic abuse.

7

IMPLEMENTATION ACTION	STRATEGIES	MEASUREABLE OUTCOME	RESPONSIBILITY	TIME FRAME	MONITORING PLAN
<p>1. Improve Financial Education: Work with local banks and human service providers to expand educational programs to help individuals become more knowledgeable about the borrowing process to minimize anxiety about seeking credit and financial assistance.</p>	<p>Year 1: Determine the human service agencies that would be most impactful in conveying financial education to their clients and solicit their participation in developing an ongoing program.</p> <p>Year 2: In cooperation with a local bank and human service agencies, organize and schedule a financial education workshop.</p>	<p>Conduct biennial financial education workshops.</p>	<p>Initial Responsibility: Warren County Grants Administration</p> <p>Long Term Responsibility: Various Human Service Agencies</p>	<p>Short Term and On-going</p>	<p>Grants Administration will meet with LCNB CRA Officer and human service agencies to determine the scope and details of this project. The financial education workshops should cover budgeting, saving, homeownership, improving credit, and paying debt.</p>
<p>2. Promote Ohio Housing Locator: Encourage service providers to use Ohio Housing Locator to assist their clients.</p>	<p>Year 1: Meet with Warren County Housing Coalition and encourage their member agencies to include links from their website to the Ohio Housing Locator.</p> <p>Year 1: Update the Warren County Fair Housing to include a blurb and a link to the Ohio Housing Locator.</p>	<p>Three (3) updated websites that includes a link to the Ohio Housing Locator.</p>	<p>Initial Responsibility: Warren County RPC</p> <p>Long Term Responsibility: Warren County Housing Coalition</p>	<p>Short Term</p>	<p>Warren County RPC should work with the Housing Coalition to update their website.</p>
<p>3. Provide fair housing training for policy makers: Utilize Housing Opportunities Made Equal (HOME) to provide training for human service agencies, elected officials and department heads.</p>	<p>Year 1: Research and training materials prepared.</p> <p>Year 2 & 4: Hold a training session for interested elected officials, public administrators and officials.</p> <p>Years 1 through 5: Send literature to each municipality and key agencies.</p>	<p>Representatives from eight different municipalities and one elected official would complete training.</p> <p>Increase literature distribution by 10% each year.</p>	<p>Grants Administration</p>	<p>Short Term</p>	<p>Grants Administration Department should schedule training workshops with HOME.</p>

IMPLEMENTATION ACTION	STRATEGIES	MEASUREABLE OUTCOME	RESPONSIBILITY	TIME FRAME	MONITORING PLAN
<p>4. Update zoning codes: Work with municipalities to inform them about the impacts of their zoning code standards on housing and recommend possible changes.</p>	<p>Year 1: Review the comprehensive plan for municipalities in western Warren County that could accommodate accessory dwelling units or a mix of housing types.</p> <p>Year 2: In corporation with the Dayton and Cincinnati home builders, prepare a white paper and model standards that would assist municipalities in understanding the value of accessory dwelling units and allowing a wide range of housing types.</p> <p>Year 3 through 5: Work with individual municipalities to update their zoning code.</p>	<p>Three (3) updated zoning codes that allows accessory dwelling units; or incentives for a range of housing types; or includes reasonable accommodation provisions.</p>	<p>Warren County RPC</p>	<p>On-going</p>	<p>Address accessory dwelling units; mix of housing types; and reasonable accommodations.</p>
<p>5. Extend the Lebanon Loop: Analyze the current fixed route for possible expansion to South Lebanon and Franklin.</p>	<p>Year 1: Working closely with human service providers, review the Lebanon Loop and how it may be extended to deliver commercial and health service access for their clients, particularly in South Lebanon.</p> <p>Year 2: Implement the expanded route.</p> <p>Year 4: Working closely with human service providers and major employers, review the Lebanon Loop and how it may be extended to deliver responsive job access services to residents of the City of Lebanon and Franklin Township.</p>	<p>2% percent increase in residents within a mile of fixed route transit.</p>	<p>Initial Responsibility: Warren County Grants Administration</p> <p>Warren County Transit</p> <p>Warren County Commissioners</p>	<p>Long Term</p>	<p>The Warren County Transit should consider a deviated-fixed route service that operates a vehicle along a fixed route and keeps to a timetable, but may deviate from the route to go to a specific location, such as a house, child care center or employment site. Once the pick-up or drop-off is made, the vehicle goes back to the place along the route that it left.</p> <p>These routes could be designed to target to specific human service providers or employer.</p>

IMPLEMENTATION ACTION	STRATEGIES	MEASUREABLE OUTCOME	RESPONSIBILITY	TIME FRAME	MONITORING PLAN
<p>6. Promote accessible housing for aging and people with disabilities: Consider incentives within the zoning codes; building codes; fee structure and development review process to encourage accessible units.</p>	<p>Year 1: Create an inventory of accessible housing; establish the ratio of disabled residents to accessible homes; and document the issue in Warren County.</p> <p>Year 2: Identify and discuss possible incentives with the building department, county administration and home builders.</p> <p>Year 3: Revise zoning codes, development review procedures and fee structure.</p>	<p>An increase in accessible homes that is equivalent to the growth in disabled residents.</p>	<p>Warren County RPC Grants Administration</p>	<p>On-going</p>	<p>Work with Warren County jurisdictions to create incentives and revise zoning codes.</p> <p>Identify developers that are receptive to providing accessible housing.</p>
<p>7. Encourage the construction of accessible housing for the aging and disabled: Work with Community Housing Assistance Program (CHAP) to increase their number of units.</p>	<p>Year 2: Discuss with the CHAP Board their long term plan for housing needs.</p> <p>Year 2: Discuss possible strategies, funding sources and incentives to assist CHAP to develop new accessible housing or update existing housing stock.</p> <p>Year 3: Identify and acquire appropriate sites/houses for CHAP's managed housing.</p>	<p>Two (2) housing sites acquired.</p>	<p>Initial Responsibility: Warren County Grants Administration CHAP - Warren County Board of Developmental Disabilities</p>	<p>Medium Term</p>	<p>Track construction and remodeling projects that incorporate accessibility into their developments.</p> <p>Assess land banked sites to determine if they are appropriate for CHAP.</p>
<p>8. Support the Low Income Housing Tax Credit (LIHTC) Program: Provide political support and assistance to developers utilizing the LIHTC program.</p>	<p>Year 1: Promotional/educational materials prepared.</p> <p>Year 1: Identify developers to be involved with this program and communities that are receptive to the LIHTC program.</p> <p>Year 2 through 4: Hold an informational session for developers and communities.</p>	<p>Initiation of a LIHTC project</p>	<p>Warren County Board of Commissioners Grants Administration Warren County RPC</p>	<p>Medium Term On-going</p>	<p>Track construction and remodeling projects that incorporate LIHTC into their developments.</p> <p>Release a Request for Development for an appropriate land banked site.</p>

IMPLEMENTATION ACTION	STRATEGIES	MEASUREABLE OUTCOME	RESPONSIBILITY	TIME FRAME	MONITORING PLAN
<p>9. Establish a Housing Advisory Board and Housing Trust Fund: Create a housing trust fund and establish a Housing Advisory Board to administer housing trust funds.</p>	<p>Year 1: Research other communities who have established housing trust funds. Use information to create the necessary framework for Warren County. Introduce the process to BOCC.</p> <p>Year 2: Create a housing trust fund based on BOCC input and establish a Housing Advisory Board to administer housing trust funds.</p> <p>Year 3 through 5: Work with individual municipalities to create a viable work plan for the Housing Advisory Board.</p>	<p>The establishment of a Housing Advisory Board and Housing Trust Fund.</p> <p>An adopted work plan.</p>	<p>Warren County Board of Commissioners</p> <p>Warren County Economic Development Office</p> <p>Warren County RPC</p>	<p>Long Term</p>	<p>Task force to develop a 5-year work plan that addresses workforce housing needs and solutions.</p>
<p>10. Establish a Housing Land Bank: Establish a County Land Reutilization Corporation organized under Chapter 1724 of the ORC and acquire property to be used for workforce housing.</p>	<p>Year 2: Establish a task force to report on the need; funding mechanisms; responsibilities and authority for establishing a County Land Reutilization Corporation.</p> <p>Year 3: Establish County Land Reutilization Corporation based on task force report.</p>	<p>File initial Articles of Incorporation to enable the formation of the Warren County Land Reutilization Corporation.</p>	<p>Warren County Board of Commissioners</p> <p>Grants Administration</p> <p>Warren County Port Authority</p> <p>Warren County RPC</p>	<p>Long Term</p>	<p>Consult with the Warren County Prosecutor's Office to ensure compliance with the ORC.</p>