

**Warren County Commissioners  
Work Session  
Commissioners Conference Room  
January 24, 2022, 12:00 p.m.**

Commissioner Benjamin Kafferlin called the Work Session of the Warren County Commissioners to order with Commissioner Tricia Durbin and Commissioner Jeff Eggleston present.

Staff Present: Pamela Matve, Chief Clerk, Lisa Hagberg, Finance Director, Phil Gilbert, Director of Tax Claim, and Attorney Nathaniel Schmidt

Citizens Present: Josh Cotton (WTO), and Andy Close (Titusville Herald)

**Announcements:**

Commissioner Benjamin Kafferlin started the meeting by stating that the meeting will be recorded.

**Public Hearings:** None

**Public Comment:** None

**New Items of Discussion:**

**Open Bids for Public Safety:** Commissioner Benjamin Kafferlin stated that today we are opening bids for two projects for public safety. First is the review and updating of the 911 policies and procedures and the second is for the Hazmat policies and procedures.

One bid was opened from Mission Critical Partners for the 911 policies and procedures for \$29, 327.00.

(Later when the mail was checked there was a bid from MCM Consulting for the hazmat policies and procedures at a cost of \$39,818.00)

Commissioner Benjamin Kafferlin stated that the 911 RFP if accepted will be covered by 911 funds.

**County Engineer:** Commissioner Jeff Eggleston stated that a year ago he had pitched the idea of going out for RFP for a county engineer and architect. This was put on hold, and with Attorney Nathaniel Schmidt help, he is asking again to go out for RFP's.

Commissioner Jeff Eggleston stated that Planning & Zoning would benefit for having an engineer on contract with the county for when Bike Hike Trail projects arise, or CDBG projects.

Commissioner Tricia Durbin asked, so this is not project specific. Commissioner Jeff Eggleston stated, no, they could be used for any project that may arise. This would save time and the cost of advertising each time an engineer is needed.

Attorney Nathaniel Schmidt stated that the county code does provide for sixth class counties to hire an engineer.

Commissioner Benjamin Kafferlin stated, go ahead and put it out there.

**Old Items of Discussion: None**

**Projects:**

**Broadband:** Commissioner Tricia Durbin stated that she is working on broadband tasks. There are other parties now showing interest on how they can support the project by expanding in areas to which they are already supporting.

**GMS:** Commissioner Benjamin Kafferlin stated that he is working on various policies and procedures.

**Upcoming Commissioner Meeting Review:**

Discussions took place on the agenda for Wednesday's meeting and the fact that there is nothing on the agenda.

Commissioner Tricia Durbin stated that given her schedule this week, she would be in favor of canceling the

meeting. Everyone was in agreement.

Commissioner Benjamin Kafferlin said consider the public meeting for Wednesday canceled.

**Department/Committee Updates:** None

**Finance:** Lisa Hagberg, Finance Director stated that she had attended training on the changes in the ARPA funding. The county can elect to allow for 10 million for lost revenue to be into play on the first report in April.

This helps in that pretty much anything would be an eligible expense except for pensions, debt or fees on debt.

**Commissioner's Schedule**

**General Discussion:**

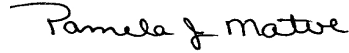
**County Class Change:** Attorney Nathaniel Schmidt stated that Commissioner Benjamin Kafferlin had asked him to look into the counties class change due to the census. We need to decide by the end of February if we will stay a sixth-class county or change to another class.

Commissioner Benjamin Kafferlin asked Pamela Matve, Chief Clerk to place this on the agenda for the February 9, 2022 public meeting.

Commissioner Benjamin Kafferlin stated that at this time we will adjourn into an executive session to discuss bargaining agreements and personnel.

With nothing further, the work session was adjourned at 12:50 p.m.

Respectfully,



Pamela J. Matve  
Chief Clerk

