

**Warren County Commissioners  
Work Session  
Commissioners Conference Room  
July 11, 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, Dan Glotz, Director of Planning & Zoning, Phil Gilbert, Director of Tax Claim, and Attorney Nathaniel Schmidt

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

**Announcements:**

**Public Hearings:** None

**Public Comment:** None

**New Items of Discussion:**

**Bid results for cleaning of county facilities:** Commissioner Benjamin Kafferlin stated that today we are opening bids for the cleaning of the courthouse, 911 building, Hickory St., and Conservation District. The bids received are the following:

Company	Cleaning/year	Mechanical Scrub of Restrooms/year
Bonded Services	\$88,759.08	\$1,840.00
Barber Institute	\$65, 248.54	\$1,460.00
B& T Bldg. Services	\$125,632.44	\$6,177.28

Commissioner Benjamin Kafferlin stated that these will be reviewed and awarded at a later date.

**Reassessment:** Commissioner Jeff Eggleston reviewed the timeline that he came up with in regards to the steps it will take and the timeline to complete reassessment.

He then stated that he will have a resolution ready for Wednesday's public meeting to pass approving this timeline. Also, there is a couple of stipulations that will be included in the resolution as it pertains to the school district.

He then reviewed the resolution that will be circulated to the municipalities for them to adopt to show their support for county wide reassessment.

Brian Bull, Chief Assessor stated that he is comfortable with the timeline that was presented.

Commissioner Benjamin Kafferlin stated that the resolution should not include the landbank and LERTA as they are separate issues; but fully understands why we need to include them in the resolution for reassessment.

Brian Bull, Chief Assessor stated that another fly over is scheduled from Eagle View, and he will try to get this postponed until 2023. He then asked if the board has considered splitting up the tax bills.

Commissioner Jeff Eggleston stated that he is concerned that this would be too much change, but will think about it. Brian Bull, Chief Assessor, stated this is the perfect time to do it. Commissioner Benjamin Kafferlin also said, let's think on this.

Phil Gilbert, Director of Tax Claim asked, once the reassessment is done, will we be keeping up with this or will it be another thirty years.

Commissioner Benjamin Kafferlin stated that the fly overs will help keep assessment up to date, but most likely reassessment will be done every five years.

**Landbank:** Commissioner Jeff Eggleston stated that he, Pam Matve, and Phil Gilbert have been visiting the municipalities and discussing the landbank project with them and providing them with a draft agreement that we would like them to adopt to become part of the landbank initiative.

On Wednesday, we will be adopting the Ordinance that will create the landbank.

**Recreation/Conservation Authority:** Commissioner Jeff Eggleston stated that he is working on an updated proposal for this Authority.

Commissioner Jeff Eggleston went on to discuss the closure fund from Solid Waste Authority and what it can be used for.

We are waiting on DEP to provide the closure certificate then we can dissolve the Solid Waste Authority, create the recreation/conservation authority. This authority will take over the recycling program; but currently after consulting with our consultant, it was suggested that we stop the current program, as there are only four municipalities participating, and restart the program later on down the road when there is a good solid plan in place.

As for the recreation part of it, the hiring of a Recreation Director is needed. There is a grant available to help off set the cost of the wages for a couple of year, then it would become 100% county cost.

Both Commissioner Tricia Durbin and Commissioner Benjamin Kafferlin are comfortable with this plan.

Commissioner Tricia Durbin then stated that she is hopeful that we can find a way to get recycling out of the county's purview.

**Projects:**

**Policies & Procedures:**

**Upcoming Commissioner Meeting Review:** Commissioner Benjamin Kafferlin reviewed both the Public Hearing and Public Meeting agendas.

**Department/Committee Updates:**

**Commissioner's Schedule**

**General Discussion:** Commissioner Jeff Eggleston asked for an executive session to discuss a personnel matter.

With nothing further, the work session was adjourned at 12:46 p.m.

Respectfully,



Pamela J. Matve  
Chief Clerk

