

**UNION COUNTY COMMISSIONERS JOURNAL 2025**  
**January 7, 2025**

---

The Union County Commissioners met in regular session this 7<sup>th</sup> day of January, 2025, with the following members present:

Steve Robinson, President  
David A. Lawrence, Vice President  
Tom McCarthy, Commissioner  
William Narducci, County Administrator  
Mallory Lehman, Clerk to the Board

\* \* \*

\*Commissioner Robinson called the meeting to order at 8:30 a.m.

\* \* \*

\*Mike Williamson, Marysville Journal Tribune was in attendance.

\* \* \*

**Elected Officials/Department Head Meeting**

The Commissioners held their monthly staff meeting this date with the following elected officials and department heads in attendance: Andrew Smarra, Treasurer; Ginger Yonak, Director/Human Resources; Brad Gilbert, Director/EMA; Michelle Forrider, Deputy Director/Board of Elections; Lance Emberling, Lead Investigator/Coroner's Office; Sue Ware, Director/Human Services; Wade Branstiter, IT/GIS Supervisor/Auditor's Office; Sheriff Mike Justice; Brad Bodenmiller, Director/LUC Regional Planning Commission; Wendy Golden, Court Administrator/Common Pleas Court; Tammy Kleiber, Court Administrator/Common Pleas Court; Judge Don Fraser/Common Pleas Court; Judge Rick Rodger/Probate and Juvenile Court; Christy Leeds, OSU Extension; Eric Phillips, Director/Economic and Development; Kara Brown, Superintendent/Union County Board of DD; Karen Riffle, Recorder; Jason Orcena, Health Commissioner/Union County Health Department; Adam Negley, Executive Director/Mental Health and Recovery Board; David Phillips, Prosecutor; and Thayne Gray, Assistant Prosecuting Attorney.

\* \* \*

**Elected Officials/Department Head Updates:**

- Judge Rodger stated everything is going well, and they have received the Dual Status Youth Technical Assistance Grant from the Supreme Court. The court is partnering with Children Services with the grant to ensure local multisystem youth are provided services in the most efficient manner.
- Judge Fraser stated that after 31 years, Tammy Kleiber will be retiring at the end of January. He is going to miss working with her, and Wendy Golden will be taking over for Tammy once she leaves.
- Lance Emberling stated there has been new legislation passed in Ohio that chiropractors cannot be coroners, and starting in April, the Coroner's Office can charge for the transportation of bodies to other counties.
- Michelle Forrider stated the open campaign finance annual report is due by January 31, 2025, and the deadline for the May 6<sup>th</sup> Election is February 5<sup>th</sup>.

**UNION COUNTY COMMISSIONERS JOURNAL 2025**  
**January 7, 2025**

---

- Sheriff Justice stated Chad Lee has been promoted to Administrative Lieutenant from Sergeant, and his role will start in the next month or two. They will be backfilling his position on the road. On January 17<sup>th</sup> at 4:00 pm, Shawn Dyer and Shawn Golden are both being promoted to Sergeant. There are currently five deputy applicants that are laterals that have applied, and two open dispatch positions. One of them will potentially be filled with a previous employee. On Halloween, there was an incident in Milford Center and the Commissioners received a complaint regarding this. The case has been investigated, and there will be a letter sent to the individual. There was an issue with the tornado siren. He has notified Brad Gilbert of the issue, and they are working to resolve it. There will now be two tornado siren tests in February. The Sheriff's Office has updated their Vision, Mission and Core Values. Barb Sattler is going to be reaching out to Ginger Yonak for assistance in getting interviews set up for the HR position at the Sheriff's Office.
- Jason Orcena asked Sheriff Justice who is filling the role of Chief Deputy.
- Sheriff Justice stated there were promotions of Bob Roberts, Chad Lee and Josh Kent to split up the responsibilities of the Chief Deputy role. Once Chad Lee's promotion is finalized, he will be the emergency response contact.
- Karen Riffle stated the Recorder's Office ended 2024 busy, and they are still busy now.
- Wade Branstiter stated the Auditor's Office budgetary and real estate staff are working on year-end processes. There will be an email letting everyone know when Munis will be open and ready to use again. Real estate taxes for tax year 2024 have been calculated and are on the Auditor's website. Work on the real estate reevaluation for 2026 is continuing. Information and instructions regarding BOR are online, and that deadline is March 31, 2025. Dog tag sales will end on January 31, 2025.
- Ginger Yonak stated new insurance ID cards available for employees. If an employee does not want to carry around an ID card, they are available on the Sydney Health App. The new wellness program has started, and it will end in June 2025. If there are any questions regarding benefits, please reach out to HR. She stated there are job openings in the county, and any potential applicants should be encouraged to apply.
- Jason Orcena stated operations permits for residents with private septic systems have been mailed in November and December. Residents can pay and renew their operations permits online. Last year, assistance was needed in collecting the money, so online payments have helped with that. The deadline to pay this bill is March 31, 2025, or the charge will be assessed to real estate tax bills. The Health Department has taken on the Plumbing Program for Champaign and Clark counties. There is currently a lot of disease out there, and we have hit the peak of Covid, flu, and RSV.
- Kara Brown stated the Board of Developmental Disabilities received a grant at the end of 2025 for two adult universal changing tables. One of the changing tables has been installed at the YMCA, and the other will be on the universal changing trailer. The goal is to have this trailer at community events like FestiFair and the Richwood Fair. They partnered with the Delaware County Board of Developmental Disabilities to get these grant funds.
- Adam Negley stated he reached out to Brad Gilbert and Kathy Brown at EMA for help applying for funding for Mental Health Disaster Preparedness. They will be partnering with EMA to use that funding in the future. There is a program in the works to incentivize landlords to lease to individuals with a history of mental health issues and a criminal record. These are issues that usually cause individuals to not find housing. There will be a \$2000 security deposit at the

**UNION COUNTY COMMISSIONERS JOURNAL 2025**  
**January 7, 2025**

---

beginning of a lease term to any eligible landlord. He asked to get the word out to landlords to get this program going.

- David Phillips asked the criteria for landlords, and what happens if the landlord does not live up to the expectations of this program.
- Mr. Negley stated the property would be inspected and will have to be up to HUD standards, and it will be up to the landlord to live up to the lease agreement after that. The \$2000 is a supplemental security deposit built into the lease agreement. This program is from the Ohio Department of Health and Addiction Services, and they are trying to remove as many landlord barriers as possible.
- Sue Ware asked if a client from Job and Family qualified for this, how would they get in touch with someone to apply.
- Mr. Negley stated the case manager handling the housing for the client would reach out to Mental Health and Recovery and get details. The goal is to eventually have a list of landlords who are part of this program.
- Christy Leeds stated training for existing 4H advisors and onboarding for new 4H advisors will start next week, and registration for the Cloverbuds group is currently open. Cloverbuds is for youth ages 5 to 8 that runs from January to August with monthly meetings and day camps.
- David Phillips stated the Prosecutor's Office is in the process of implementing an electronic search warrant system. It has been a longer process than expected. This system will allow law enforcement to prepare a search warrant electronically, it will then be sent to the Prosecutor's Office for approval and sent to the court for the judge to swear the officer in to serve the warrant. Wendy Golden has left the Prosecutor's Office, and they have hired a new employee. Today is her second day. He stated Tammy has been a great employee and he wishes her well in retirement.
- Sue Ware stated there have been struggles hiring individuals at Children Services, but she is optimistic for 2025. There is a new employee that started today, and there are more interviews next week.
- Eric Phillips stated they are still working on the new incentive policy. There will be a review of the new plan on January 29<sup>th</sup>. The Chamber has a Business Impact Breakfast on January 23<sup>rd</sup> at the AMIC. Chip Hubbs will be doing an update on Memorial Health. The Economic Outlook will be on February 27<sup>th</sup>.
- Andy Smarra stated tax bills will be going out and residents are never happy to receive them. Next year is a reevaluation year, and the new values will be for 2025 real estate taxes payable in 2026. The Board of Revision (BOR) hears cases from residents regarding the value of their properties. Any person who owns property in the county can file BOR paperwork.
- Brad Bodenmiller stated there was new fiscal officer training. There were many new fiscal officers across the three counties. The Comprehensive Plan Open House is on January 21<sup>st</sup> from 6:00 p.m. – 8:00 p.m. at the London Avenue building. If there is inclement weather, the snow date is February 5<sup>th</sup> at the location and time.
- Brad Gilbert stated last week the EMA Office sent out their annual report. It was an extremely busy year. There was an F0 tornado on Payne Road on December 29<sup>th</sup>. There was a total of 74 tornados in the state of Ohio in 2024. The calendar year 2025 started out with two level one snow emergencies. He thanked the Engineer's Office, ODOT, and the City of Marysville for their work on the roads. On the first Wednesday in February there will be two tornado siren tests. They will

UNION COUNTY COMMISSIONERS JOURNAL 2025  
January 7, 2025


be back-to-back. Sheriff Justice touched on this issue earlier, and there will be an effort to notify the public about this happening.

- Bill Narducci stated on January 16<sup>th</sup>, there will be a vote on Richwood Solar Project. The public can attend virtually, and the meetings seem to be very short.
- Commissioner Dave Lawrence had no report.
- Commissioner Tom McCarthy had no report.
- Commissioner Robinson stated he is an ad hoc voting member on the Ohio Power Siting Board, so he will be at the vote on January 16<sup>th</sup>. He anticipates a quick vote.

\* \* \*


\*Commissioner Robinson adjourned the meeting at 9:05 a.m.

The preceding minutes were read and approved January 15, 2025.




Digitally signed by Steve Robinson  
DN: cn=Steve Robinson,  
o=Commissioners, ou=Commissioner,  
email=mlshman@unioncountyohio.gov,  
c=US  
Date: 2025.01.15 11:38:15 -05'00'  
Adobe Acrobat version: 2020.005.30748

Steve Robinson  
Commissioner




Digitally signed by David A. Lawrence  
DN: cn=David A. Lawrence,  
o=Commissioners, ou=Commissioner,  
email=mlshman@unioncountyohio.gov,  
c=US  
Date: 2025.01.15 11:38:38 -05'00'  
Adobe Acrobat version: 2020.005.30748

David A. Lawrence  
Commissioner



Digitally signed  
by Tom McCarthy  
Date: 2025.01.15  
11:38:57 -05'00'

Tom McCarthy  
Commissioner



Digitally signed by Mallory Lehman  
DN: cn=Mallory Lehman, o=Commissioners,  
ou=Assistant Clerk to the Board,  
email=mlshman@unioncountyohio.gov,  
c=US  
Date: 2025.01.15 11:39:13 -05'00'  
Adobe Acrobat version: 2020.005.30748

Mallory Lehman, Clerk to the Board