

UNION COUNTY COMMISSIONERS JOURNAL 2025

June 4, 2025

The Union County Commissioners met in regular session this 4th day of June 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 8:31 a.m.

* * *

*Thayne Gray, Assistant Prosecuting Attorney; Kara Brown, Union County Board of DD/Superintendent; Cayla Warnock, Union County Board of DD/Director of Operations/Business Manager; Mike Williamson, Marysville Journal Tribune; and Joe Case, Marysville Matters were in attendance.

* * *

Board of DD Update – Kara Brown and Cayla Warnock:

- Ms. Brown stated she is coming in to formally ask the Board to put the Board of DD's 3.8 mil renewal levy on the ballot in November. This levy was originally passed in 2002. It will continue to collect at the current rate, and this levy is not asking for new money. The levy will also still have homestead and owner occupancy credit rollbacks from the state.
- As of August 15, all school staff will be transitioned to Marysville Schools.
- Commissioner Robinson asked how many staff members there are, and Ms. Warnock stated there are 34. However, two decided not to transition to Marysville Schools.
- Ms. Brown stated their plan is moving forward with cutting costs without cutting jobs. They are in the process of getting the Harold Lewis school rented out, but that lease will have to be approved by the Commissioners.

* * *

UNION COUNTY COMMISSIONERS JOURNAL 2025

June 4, 2025

RESOLUTION NO. 25-242:**A Resolution Declaring the Necessity to Renew an Existing Tax Outside the Ten-Mill Limitation for Developmental Disability Programs in Union County Ohio, and Requesting the County Auditor to Certify Current Valuation and Revenues – UCBDD**

The Board of County Commissioners hereby approves A Resolution Declaring the Necessity to Renew an Existing Tax Outside the Ten-Mill Limitation for Developmental Disability Programs in Union County Ohio, and Requesting the County Auditor to Certify Current Valuation and Revenues.

**UNION COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
UNION COUNTY, OHIO**

Resolution

05-2025-06 THE UNION COUNTY BOARD OF DEVELOPMENTAL DISABILITIES HEREBY REQUESTS THE BOARD OF COUNTY COMMISSIONERS OF UNION COUNTY, OHIO TO SUBMIT TO THE ELECTORS OF THE COUNTY THE QUESTION OF A RENEWAL TAX LEVY FOR THE UNION COUNTY BOARD OF DD

(R.C. Sections 5705.03, 5705.222)
(R.C. Chapter 5126)
DD Levy

WHEREAS, the DD Board currently has in existence a tax for the purpose of the operation of developmental disabilities programs and services and for the acquisition, construction, renovation, financing, maintenance and operation of developmental disabilities facilities, at the rate of 3.80 mills for a period of five years, approved by the voters of Union County (the "County") on November 3, 2020, and first placed on the tax list and duplicate in 2020 for collection in years 2021 through 2026 (the "Existing Levy"); and

WHEREAS, the amount of taxes which may be raised within the ten-mill limitation will be insufficient to provide an adequate amount for the present and future requirements of the DD Board, a board subject to the jurisdiction of the County; and

NOW, THEREFORE, BE IT RESOLVED by the Union County Board of Developmental Disabilities, Ohio that:

Section 1. It is hereby found, determined and declared that this DD Board wishes to initiate proceedings for the submission to the electors of the County the question of renewing all of the Existing Levy for the DD Board.

Section 2. It is hereby found, determined and declared that the amount of taxes that may be raised within the ten-mill limitation by levies on the current tax list and duplicate will be insufficient to provide an adequate amount for the necessary requirements of the DD Board, and it is necessary to renew the Existing Levy, which is in excess of such limitation for the DD Board, for the purpose of the operation of developmental disabilities programs and services and for the acquisition, construction, renovation, financing, maintenance and operation of developmental disabilities facilities.

Section 3. This DD Board hereby requests the Board of County Commissioners of the County to pass a resolution under R.C. Section 5705.222 and other applicable provisions of law to submit to the electors of the County at an election to be held therein on November 4, 2025 the question of such tax levy for the DD Board.

Section 4. Such tax levy shall be at a rate not exceeding 3.80 mills for each one dollar of valuation, which amounts to thirty-eight cents (\$0.38) for each one hundred dollars of valuation, for five years.

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Section 5. Such tax levy shall be placed upon the tax list and duplicate for the 2025 tax year, commencing in 2025, first due in calendar year 2026, if a majority of the electors voting thereon vote in favor thereof.

Section 6. The Clerk of this DD Board is hereby authorized and directed to deliver a certified copy of this resolution to the Board of County Commissioners of the County.

Section 7. It is hereby found and determined that all formal actions of this DD Board concerning and relating to the passage of this Resolution were taken in an open meeting of this DD Board, and that all deliberations of this DD Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Board Action Motion by: Jacob Vanscoy
 Second by: Nieca Nowels

Roll Call:

Steve Streng	<u>Yes</u>
Scott Anspach	<u>Absent</u>
Brian Ravencraft	<u>Excused</u>
Nieca Nowels	<u>Yes</u>
Vacant	<u> </u>
Jacob Vanscoy	<u>Yes</u>
Alayna Haynam	<u>Yes</u>

Passed: May 19, 2025

UNION COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES,
OHIO

Attest: Nieca L. Nowels
Board Secretary

Alayna Haynam
Board President

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RESOLUTION No. 25-242

A RESOLUTION DECLARING THE NECESSITY TO RENEW AN EXISTING TAX OUTSIDE THE TEN-MILL LIMITATION FOR DEVELOPMENTAL DISABILITY PROGRAMS IN UNION COUNTY OHIO, AND REQUESTING THE COUNTY AUDITOR TO CERTIFY CURRENT VALUATION AND REVENUES

WHEREAS, the Union County Board of Developmental Disabilities has passed its resolution 05-2025-06 requesting the Board of County Commissioners, Union County, Ohio to submit to the Electors of Union County the question of a renewal of the existing 3.8 mill tax levy for Developmental Disability Programs in Union County under R.C. §5705.222 and § 5705.03; and

WHEREAS, the Board of County Commissioners agrees that the taxes which may be raised within the ten-mill limitation will not provide adequate funding for the necessary, ongoing requirements for Developmental Disability programs in Union County, as provided in R.C. §5705.222; and

WHEREAS, a resolution declaring the necessity of levying a tax outside the ten-mill limitation must be passed and certified to the County Auditor of Union County to permit the Board of County Commissioner to consider the levy of such a tax and must request that the County Auditor certify information regarding the proposed levy to the Board of County Commissioners as required by R.C. §5705.03(B)(2);

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, UNION COUNTY, OHIO, NOT LESS THAN TWO-THIRDS OF ITS ELECTED MEMBERS CONCURRING, THAT:

Section 1. It is necessary to levy tax in excess of the ten-mill limitation to benefit Union County, Ohio. at the rate of 3.8 mills for each one dollar of taxable value; be it further

Section 2. The purpose of the levy is the operation of community developmental disabilities programs and services authorized by county boards of developmental disabilities and for the acquisition, construction, renovation, financing, maintenance, and operation of developmental disabilities facilities

Section 3. The tax is a renewal of an existing levy.

Section 4. The tax is authorized by R.C. 5705.222.

Section 5. The tax shall be levied for a term of five (5) years.

Section 6. The tax is to be levied upon the entire territory of Union County, Ohio.

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Section 7. The question shall appear on the ballot at the General election on November 4, 2025.

Section 8. The ballot measure shall be submitted to the entire territory of Union County, Ohio.

Section 9. The levy be placed upon the tax lists beginning in 2026, first due in calendar year 2027 in compliance with Ohio Revised Code section 5705.34, if a majority of the electors voting thereon vote in favor of the renewal.

Section 10. That all of the territory of Union County is in Union County, Ohio.

Section 11. That the Clerk is directed to certify a copy of this resolution to the County Auditor, Union County, Ohio. The Board County Commissioners requests that the County Auditor certify to this Board

- a. the total current tax valuation of Union County, Ohio;
- b. the estimated effective rate, as determined under R.C. §5705.03(B)(2), expressed in dollars, rounded to the nearest dollar for each one hundred thousand dollars of the county auditor's appraised value; and
- c. An estimate of the levy's annual collections rounded to the nearest one thousand dollars, calculated assuming that the amount of the tax list of Union County, Ohio remains throughout the life of the levy the same as the amount of the tax list for the current year.

Section 12. The Board finds and determines that all of its formal actions concerning and relating to adopting this Resolution occurred in an open meeting of this Board, and that all deliberations of this Board that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Revised Code §121.22.

Steve Robinson introduced this resolution and moved its passage;
David A. Lawrence seconded the motion; and after discussion, the chair called a roll call vote, and the results were:

Steve Robinson ☒ Yes No

Thomas A. McCarthy ☒ Yes No

David A. Lawrence ☒ Yes No

Passed: June 4, 2025

BOARD OF COUNTY COMMISSIONERS, UNION COUNTY, OHIO

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ATTEST: 
Mallory Lehman, Clerk


Steve Robinson


Thomas A. McCarthy


David A. Lawrence

Approved as to Form:


Thayne D. Gray
Assistant Prosecuting Attorney *Jun 16, 2025*

A motion was made by Steve Robinson and seconded by David A. Lawrence to approve this resolution and was carried by the following vote:

Steve Robinson, Yea
Tom McCarthy, Yea
David A. Lawrence, Yea

* * *

Kara Brown and Cayla Warnock left the meeting at this time.

* * *

UNION COUNTY COMMISSIONERS JOURNAL 2025

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RESOLUTION NO. 25-243:**Disposal Form – 2015 Ford Explorer – Sheriff**

The County Commissioners do hereby approve the Disposal Form – 2015 Ford Explorer.

County Property Disposal Form

Department Submitting: Sheriff's Office

*Equipment Designation Options: (1) Destroy/Recycle, (2) Public Auction, (3) Sale, (4) Trade, (5) *Transferred to other County Dept.*

**If the item is being transferred, please complete the "New Location" column with the name of the Department that is receiving the item.*

Tag #	Short Description of Equipment	Disposition #	New Location	Date	Est. Value
	2015 Ford Explorer VIN:1FM5K8AR2FGA09712	5	Prosecutors Office	04/29/25	


 (Signature of Submitter)

C.J. 2025
 25-243
 Date 6/4/2025

A motion was made by David A. Lawrence and seconded by Steve Robinson that this resolution be adopted and carried by the following vote:

Steve Robinson, Yea
 Tom McCarthy, Yea
 David A. Lawrence

* * *

UNION COUNTY COMMISSIONERS JOURNAL 2025

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RESOLUTION NO. 25-244:**Disposal Form – 2018 Ford Taurus – Sheriff**

The County Commissioners do hereby approve the Disposal Form – 2018 Ford Taurus.

County Property Disposal Form

Department Submitting: Sheriff's Office

*Equipment Designation Options: (1) Destroy/Recycle, (2) Public Auction, (3) Sale, (4) Trade, (5) *Transferred to other County Dept.*

**If the item is being transferred, please complete the "New Location" column with the name of the Department that is receiving the item.*

Tag #	Short Description of Equipment	Disposition #	New Location	Date	Est. Value
	2018 Ford Taurus VIN: 1FM5K8AR5JGB46488	4		05/02/25	\$3,000

Mike J. ...
 (Signature of Submitter)

C.J. 2025
 Date 05-20-25
01/4/2025

A motion was made by David A. Lawrence and seconded by Tom McCarthy that this resolution be adopted and carried by the following vote:

Steve Robinson, Yea
 Tom McCarthy, Yea
 David A. Lawrence

* * *

Steve Robinson, Yea
 David A. Lawrence, Yea
 Tom McCarthy, Yea

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RESOLUTION NO. 25-245:**Disposal Form – 2015 Ford Taurus – Sheriff**

The County Commissioners do hereby approve the Disposal Form – 2015 Ford Taurus.

County Property Disposal Form

Department Submitting: Sheriff's Office

Equipment Designation Options: (1) Destroy/Recycle, (2) Public Auction, (3) Sale, (4) Trade, (5) *Transferred to other County Dept.

*If the item is being transferred, please complete the "New Location" column with the name of the Department that is receiving the item.

Tag #	Short Description of Equipment	Disposition #	New Location	Date	Est. Value
	2015 Ford Taurus VIN: 1FAHP2MK4FG102364	4		05/02/25	\$2,000

Mehe Justin, UKSO SHERIFF
(Signature of Submitter)

C.J. 2025
Res. 25-245
Date 6/4/2025

A motion was made by David A. Lawrence and seconded by Steve Robinson that this resolution be adopted and carried by the following vote:

Steve Robinson, Yea
Tom McCarthy, Yea
David A. Lawrence

* * *

UNION COUNTY COMMISSIONERS JOURNAL 2025

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RESOLUTION NO. 25-246:**Approve Jerome Village – Village Neighborhood Section 8 – Performance Bond Program – Engineer**

The Board of County Commissioners hereby approves the Jerome Village – Village Neighborhood Section 8 – Performance Bond Program.



**County Engineer
Environmental Engineer
Building Department**
233 W. Sixth Street
Marysville, Ohio 43040
P 937. 645. 3018
F 937. 645. 3161
www.co.union.oh.us/engineer

Marysville Operations Facility
16400 County Home Road
Marysville, Ohio 43040
P 937. 645. 3017
F 937. 645. 3111

Richwood Outpost
190 Beatty Avenue
Richwood, Ohio 43344

Public Service with integrity

May 29, 2025

To: Union County Commissioners

From: Luke Sutton, Union County Engineer's Office

Re: Jerome Village – Village Neighborhood Section 8 - Performance Bond

In accordance with Section 326 of the Union County Subdivision Regulations, the County Prosecutor's Office has had the opportunity to review the attached Performance Bond Number: 7901266084 from Nationwide Mutual Insurance Company, dated May 28, 2025.

This bond is hereby submitted for your approval, as guarantee for the installation of the remainder of construction improvements for the referenced portion of this subdivision.

Attest
Union County Prosecuting Attorney

Thayne D. Gray

Digitally signed by Thayne D. Gray
DN: cn=Thayne D. Gray, o=bu=Assistant
Prosecuting Attorney,
email=tgray@unioncountyohio.gov, c=US
Date: 2025.05.29 16:59:27 -04'00'

Signature

Thayne D. Gray, Assistant Prosecuting Attorney

Date May 29, 2025

C.J. 2025
Date 6/4/2025

Jeff Stauch, PE/PS
County Engineer | Environmental Engineer

Bill Narducci, PE
Assistant County Engineer

Fred Slota, CBO
Chief Building Official

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Bond Department
Nationwide Mutual Insurance Company
AMCO Insurance Company
1100 Locust Street, Department 2006
Des Moines, IA 50391-2006

Subdivision Bond

Bond No. Bd 7901266084

KNOW ALL MEN BY THESE PRESENTS, that we Jerome Village Company, LLC, as principal, and Nationwide Mutual Insurance Company, as Surety, are held and firmly bound unto the Union County Commissioners in the penal sum of One Million Seven Hundred and One Dollars and 96/100 (\$1,000,701.96) Dollars lawful money of the United States, to the payment of which well and truly to be made we hereby bind ourselves and our heirs, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, it is proposed to make certain improvements in the plat known as Eversole Run Neighborhood, Section 8 Phase 2 as follows, complete the following improvements Street, Storm and Sanitary Sewer Improvements and further stipulates that all such improvements shall be completed.

WHEREAS, the Union County Commissioners has approved said plat and has instructed Jerome Village Company, LLC to accept the said plat for filing upon the execution and delivery of this bond.

NOW, THEREFORE, the condition of the obligation is such that, if the above bounded Principal shall construct the improvements shown above to the satisfaction of the Engineering Department Union County Commissioners within the time specified, in accordance with the present standard specifications of Union County Commissioners then this obligation shall be void, otherwise to remain in full force and effect.

Signed, sealed and dated this 28th day of May, 2025.



Jerome Village Company, LLC

By: 

Nationwide Mutual Insurance Company

By: 

Jeff Cose, Attorney-in-Fact

Bda 68 (11-00)

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Power of Attorney

Bond Number: 7901266084

KNOW ALL MEN BY THESE PRESENTS THAT:

Nationwide Mutual Insurance Company, an Ohio corporation

hereinafter referred to severally as the "Company" and collectively as "the Companies" does hereby make, constitute and appoint:

Jeff Cose

each in their individual capacity, its true and lawful attorney-in-fact, with full power and authority to sign, seal, and execute on its behalf any and all bonds and undertakings, and other obligatory instruments of similar nature, in penalties not exceeding the sum of

UNLIMITED

and to bind the Company thereby, as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Company; and all acts of said Attorney pursuant to the authority given are hereby ratified and confirmed.

This power of attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the board of directors of the Company:

"RESOLVED, that the president, or any vice president be, and each hereby is, authorized and empowered to appoint attorneys-in-fact of the Company, and to authorize them to execute and deliver on behalf of the Company any and all bonds, forms, applications, memorandums, undertakings, recognizances, transfers, contracts of indemnity, policies, contracts guaranteeing the fidelity of persons holding positions of public or private trust, and other writings obligatory in nature that the business of the Company may require; and to modify or revoke, with or without cause, any such appointment or authority; provided, however, that the authority granted hereby shall in no way limit the authority of other duly authorized agents to sign and countersign any of said documents on behalf of the Company."

"RESOLVED FURTHER, that such attorneys-in-fact shall have full power and authority to execute and deliver any and all such documents and to bind the Company subject to the terms and limitations of the power of attorney issued to them, and to affix the seal of the Company thereto; provided, however, that said seal shall not be necessary for the validity of any such documents."

This power of attorney is signed and sealed under and by the following bylaws duly adopted by the board of directors of the Company.

Execution of Instruments. Any vice president, any assistant secretary or any assistant treasurer shall have the power and authority to sign or attest all approved documents, instruments, contracts, or other papers in connection with the operation of the business of the company in addition to the chairman of the board, the chief executive officer, president, treasurer or secretary; provided, however, the signature of any of them may be printed, engraved, or stamped on any approved document, contract, instrument, or other papers of the Company.

IN WITNESS WHEREOF, the Company has caused this instrument to be sealed and duly attested by the signature of its officer the 1st day of April, 2024.



Antonio C. Albanese, Vice President of Nationwide Mutual Insurance Company

ACKNOWLEDGMENT

STATE OF NEW YORK COUNTY OF KINGS: ss

On this 1st day of April, 2024, before me came the above-named officer for the Company aforesaid, to me personally known to be the officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, deposes and says, that he is the officer of the Company aforesaid, that the seal affixed hereto is the corporate seal of said Company, and the said corporate seal and his signature were duly affixed and subscribed to said instrument by the authority and direction of said Company.



Sharon Labuda
Notary Public, State of New York
No. 01LA6427657
Qualified in Kings County
Commission Expires January 3, 2026

Notary Public
My Commission Expires
January 3, 2026

CERTIFICATE

I, Lezlie F. Chimenti, Assistant Secretary of the Company, do hereby certify that the foregoing is a full, true and correct copy of the original power of attorney issued by the Company; that the resolution included therein is a true and correct transcript from the minutes of the meetings of the boards of directors and the same has not been revoked or amended in any manner; that said Antonio C. Albanese was on the date of the execution of the foregoing power of attorney the duly elected officer of the Company, and the corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority of said board of directors; and the foregoing power of attorney is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name as Assistant Secretary, and affixed the corporate seal of said Company this 28th day of May, 2025.



Assistant Secretary

BDJ 1(04-24)00

A motion was made by David A. Lawrence and seconded by Tom McCarthy to approve this Resolution and was carried by the following vote:

Steve Robinson, Yea
Tom McCarthy, Yea
David A. Lawrence, Yea

* * *

UNION COUNTY COMMISSIONERS JOURNAL 2025

June 4, 2025

RESOLUTION NO. 25-247:

Approve the Request to Advertise the Bid Opening of 2025 – Hot Mix Resurfacing Program – Engineer

The Board of County Commissioners hereby approves the Request to Advertise the Bid Opening of 2025 – Hot Mix Resurfacing Program.



County Engineer
Environmental Engineer
233 W. Sixth Street
Marysville, Ohio 43040
P 937.645.3021
F 937.645.3161

www.unioncountyohio.gov/engineer

Building Department
233 W. Sixth Street
Marysville, Ohio 43040
P 937.645.3018

Marysville Operations Facility
16400 County Home Road
Marysville, Ohio 43040
P 937.645.3017
F 937.645.3111

Richwood Outpost
190 Beatty Avenue
Richwood, Ohio 43344

Public Service with integrity

Department: Engineer's Department

Date: May 29, 2025

RESOLUTION RE: Request to advertise the bid opening of 2025 Hot Mix Resurfacing Program

A motion was made by David A. Lawrence and seconded by Steve Robinson to authorize the Union County Engineer to prepare the necessary contract documents and to advertise for bids for the 2025 Hot Mix Resurfacing Program. Bids shall be accepted until 9:30 am and shall be opened and read aloud immediately thereafter on Wednesday, June 25, 2025.

The cost estimate is **\$1,634,000.00**

A roll call vote resulted as follows:

Dave Lawrence,

Tom McCarthy,

Steve Robinson,

(Construction Contract)

C.J. 2025
25-247
Date 6/4/2025

Jeff Stauch, PE/PS
County Engineer | Environmental Engineer

Sam Cronk, CBO
Chief Building Official

A motion was made by David A. Lawrence and seconded by Steve Robinson to approve this resolution and was carried by the following vote:

Steve Robinson, Yea
Tom McCarthy, Yea
David A. Lawrence, Yea

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RESOLUTION NO. 25-248:

Amend Fix Asset Accounting and Policies Manual – Auditor

The Board of County Commissioners hereby Amends Fix Asset Accounting and Policies Manual.

Fixed Asset Accounting And Policies Manual
Union County, Ohio

Union County Auditor
Andrea L. Weaver

Board of Commissioners
Steve Robinson
Dave Burke
Christiane Schmenk

Revised June 4, 2025

Effective June 5, 2025

C.J. 2025
25-248
Date 6/4/2025

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Fixed Asset Policy

Effective December 1, 2011

Introduction

These policies represent guidelines to be utilized in the maintenance of the county's fixed asset system. The intent of these policies is to provide structure in the processing of transactions and to assure a reasonable level of assurance that the information generated by the fixed asset maintenance system will be complete and accurate. In some circumstances, these procedures may not be strictly applicable.

Also, these policies take into consideration the limited time and resources for the County Auditor, and represent the minimum requirements to prepare audited financial statements in accordance with the generally accepted accounting principles (GAAP).

Definition of Fixed Asset

A fixed asset is tangible property obtained or controlled as a result of past transactions, events or circumstances, which is to be used in a productive capacity by the County and have a useful life of more than one year.

To qualify for inclusion in the County's fixed asset system; the following criteria must be observed:

1. The asset must have a cost or dollar value of **\$5,000** or more.
2. The asset must have a useful life of one year or more.
3. The asset must be of tangible nature (possess physical substance).

The County has determined that assets having a value under **\$5,000**, regardless of their useful life, will not be capitalized and will not be used for financial reporting purposes. *However, assets having a value of at least **\$2,000**, but less than **\$5,000** may be entered in the fixed asset inventory system for control purposes only.*

Classification of Fixed Assets

Union County conforms to GASB guidelines in classifying fixed assets in either the General Fixed Asset Account Group (Governmental Activities) or within individual Enterprise Funds (Business Type Activities). Fixed assets purchased from or acquired to benefit general, special revenue or capital project funds are accounted for in the General Fixed Asset Account Group. The General Fixed Asset Account Group is *only* an accounting entity, not a fiscal entity or a fund. It records no current assets and no liabilities of any kind. Further, it is concerned only with the source and applications of funds used for capital acquisitions. Conversely, fixed assets purchased from Enterprise funds are considered fund assets and are accounted for in these individual Enterprise funds.

Group Purchased Assets

The County will capitalize group purchased items bought together within a calendar year when the total cost exceeds \$100,000, even if the individual acquisition costs are below the threshold for individual asset capitalization. A group purchased asset is defined as a collection of related items acquired together (or within the same calendar year) that, when combined, meet the \$100,000 capitalization threshold but individually would not meet the County's individual threshold of \$5,000. Examples of such asset types include computers, equipment, and furniture. These may not meet the capitalization policy individually, but their collective value is significant. For instance, if the aggregate amount of \$100,000 (e.g., 100 computers costing \$1,000 each) is deemed significant, the County will capitalize the computers. The group purchased assets will be tangible in

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Fixed Asset Policy

Effective December 1, 2011

nature, have a useful life of more than one year and collective value will be above \$100,000. For the County to dispose of a group purchased asset, Commissioner's approval is required to determine that the majority of the asset is no longer necessary to fulfill its original purpose. If only one item or a few items from the group are retired or non-operational, the asset will remain on the capital asset listing.

Property Accounting Principles/ Types of Assets to be Included**Land:**

This includes land currently in public use, being held for public use or available for sale.

Land is real property that generally includes both surface and content of the land. Land costs include the original contract price, along with liens assumed, legal and title fees, surveying, filling, grading, drainage and other costs of preparation for the use intended. Salvage receipts on demolition of an old building reduce the cost of the land. Acquisition of land through forfeiture is capitalized at the total amount of all tax liens and other claims surrendered. These include, but are not limited to the costs of acquiring ownership and perfecting title. Acquisition by donation is valued at the appraisal itself and should not be capitalized however. Special assessments incurred by the county are properly charged to the land account.

Land records should include the parcel number, lot or tract number, as well as the use and location.

Building:

Buildings consist of structure erected above or below the ground for the purpose of sheltering persons or property. Buildings are designed with a foundation, roof and may or may not have full enclosure. The costs for buildings include construction and purchase costs, cost of all fixtures permanently attached and made a part of the building. For constructed buildings, costs include contractor payments, in-house labor costs, attorney fees, insurance during construction and the like.

Building Improvements:

Building improvements consist of additions, improvements and replacements made to existing buildings. Building improvements increase the service potential of a building. They expand area, increase safety, improve climate control of the building or improve mobility within the building. Examples are the addition of a building wing, installation of a sprinkler system, central air conditioning or replacement of an elevator. A building improvement must have significant impact and be a material amount in order to be capitalized. For this reason, carpeting, partitions, installation of and/or renovations of an office all structure will generally be expensed. Building improvements are capitalized and depreciated separately from buildings.

Improvements Other Than Buildings:

This grouping includes all improvements outside a building or to a parcel of land.

Improvements to the land would consist of private driveways, walks, fences, parking lots and the like. These are recorded separately from land so they can be depreciated over their useful lives (if they are related to Proprietary funds).

Other examples in this category would include park development, yard, playground and picnic equipment, marinas, miscellaneous structures such as sheds, bleachers, etc, drinking fountains, irrigation systems, etc.

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Fixed Asset Policy

Effective December 1, 2011

Sanitary Sewer System:

Sewer treatment plants should include above and below ground facilities. Basins and pits should be included as separate structures. Concrete tanks, treatment structures, digesters, etc, should be broken down by component for lifting purposes where practical. The sanitary sewer would also include underground piping, valves and lift stations. Pumps, etc. should be handled as equipment if they are not attached and remain moveable.

Furniture, Fixtures and Equipment:

This category is defined as personal property that is not attached to land, buildings or improvements and remains moveable. Items included in this category, but not limited to typewriters, computers, all vehicles, tables, chairs and the like. Costs associated with the direct purchase include tax and shipping costs, and related site preparation and installation charges unless these are nominal. Fixed asset records should include the department or location code and any identifying descriptions. For instance these identifying descriptions would be model and serial numbers, etc. **Use basic descriptions whenever possible.**

Equipment Under Capital Lease:

This should be considered separately or as a special component of furniture, fixtures and equipment.

In accordance with FASB 13, any non-cancelable lease agreement, which meets one or more of the following criteria, should be capitalized.

1. The lease transfers ownership of the property to the county at the end of the lease term.
2. The lease contains a bargain purchase option.
3. The lease term is equal to 75% or more of the estimated economic life of the leased asset.
4. The present value of minimum lease payments equals or exceeds 90% of the fair value of the leased asset.

Construction in Progress:

Construction in progress is used to account for expenditures accumulated to the balance sheet date relative to the construction of fixed assets. Expenditures include construction costs, contractor payments, interest costs incurred applicable to the period of construction, and other costs required to finish the project. For Governmental Fund construction projects, these amounts are not capitalized in the funds during the construction. The amounts are included in the Construction in Progress account of the General Fixed Asset Account Group. For Proprietary Fund construction projects, Construction in Progress should be recorded directly onto the balance sheet of the applicable, individual Proprietary Fund.

Asset Types to be Excluded:

Public domain infrastructure assets including roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, lighting systems and similar assets. (Note the Proprietary Funds, generally oriented towards income determination, report all fixed assets acquired for use in their operations, including "infrastructure" assets).

Inventories of supplies to be consumed in the normal course of the county's operations. These items if material in amount are included on the county's balance sheet but are not intended to be accounted for on the fixed asset system.

Property Units:

Assets should be treated individually whenever feasible. If a situation arises that assets need to

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be grouped, consideration will be given based on professional judgement if the asset cost or value individually does not meet capitalization criteria, but does so if grouped or in cases where the assets are only capable of being used together or not intended to be used individually.

To maintain consistency standard uniform descriptions should be used wherever possible.

Depreciation:

Depreciation is required only for the County's Enterprise and any future Internal Service Fund assets. Depreciation for the Proprietary Fund fixed asset should be calculated through the fixed asset system and reported in the accounts of that fund. In the future the county may want to calculate depreciation on all fixed assets except for assets in land and construction in process. The ability to calculate depreciation for general fixed assets exists in the fixed asset system. Data elements required are cost, estimated life and acquisition date. These items are available whether or not the calculation for depreciation is made, and if so desired to calculate depreciation minimum effort is needed.

Pro Rate Convention:

Fixed assets are acquired throughout an accounting period and likewise are disposed of throughout an accounting period. The decision as to when depreciation begins or ends can be established many ways (for Proprietary assets and general fixed assets).

Options are available relating to depreciation issues and as to which one to use should be based on the ease of maintaining the fixed asset system, as well as its intended use. Union County depreciates assets based on the actual month of acquisition or disposal.

Depreciation Method:

Unless, otherwise stated all depreciation is calculated using the straight-line method, which is the method, used by most governmental units.

Useful Lives

Useful lives relate to the life expectancy of the fixed asset as used by the specific governmental unit. Listed below please find the useful lives the County has established for its fixed assets:

Description	Governmental Activities	Business-Type Activities
	Estimated Lives	Estimated Lives
Land improvements	20 years	20 - 24 years
Buildings and improvements	6 - 40 years	6 - 50 years
Sewer Lines	N/A	50 years
Sewer Treatment Plant	N/A	50 years
Equipment	5 - 10 years	5 - 10 years
Furniture and fixtures	10 years	10 years
Vehicles	5 - 8 years	5 - 8 years
Property under capital lease	N/A	5 - 15 years

Useful lives are assigned to each asset unit or determined based on the average of the group. They are based on actual experience when possible or engineering evidence or practice if the County has no actual experience. The useful lives are expressed in terms of the probable total

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years of service to the specific government unit.

Coding System:

The coding systems for fixed asset records define the required data elements to establish and maintain the fixed asset information. Depending on the information available and the category of the asset, key data elements will include all or part of the following:

- Item description
- Funding source/source of money used for acquisition
- Asset category used
- Department code
- Acquisition method (purchase, donated, lease...)
- Voucher document or resolution
- Historical cost
- Asset identification or tag number
- Asset serial number
- Estimated useful life
- Estimated salvage value, if any
- Replacement cost
- Whether or not a maintenance agreement exists

Fixed Asset Valuation:

Fixed assets are generally valued at historical cost.

Sources of historical cost data can include: invoices, purchase orders, canceled checks, vouchers, contracts, board minutes, real estate closing documents, tax assessment records, price lists, etc.

Sources of replacement cost data can include: manufacturer's price lists, catalogs, trade journals, cost estimate manuals, cost engineering, consulting and appraiser's libraries.

Examples of the costs to be included in the capitalized amounts of the following assets, assuming direct purchase are:

Land:

Include purchase price, legal and title fees, appraisal fees, damage payments, site preparation and demolition.

Buildings, Building Improvements and Improvements other than Buildings:

Include purchase price, contract price, fees, claims, interest and related costs during construction.

Furniture, Fixtures and Equipment:

Include purchase or assembled cost, freight and installation.

If a fixed asset is acquired under a capital lease arrangement, the capitalized asset must be so identified. The capital lease agreement must be analyzed and its liability determined at the inception of the lease agreement, based on the computed present value of the future minimum lease payments. The fixed asset should be capitalized, based on the same determination, as of the date originally placed in service. If no interest rate is stated in the lease, the discount rate

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applied should be the incremental borrowing rate for the County. If the asset acquired is a general fixed asset, the present value of the amounts owed by the county for future lease payments will be accounted for in the General Long Term Obligations Account Group. If the asset acquired is a Proprietary Fund asset, both the capitalized asset, along with the remaining capital lease liability, will be reported directly on the Proprietary Fund's balance sheet.

Donations of assets can occur in a government setting, with assets being acquired as gifts from individuals or organizations. Valuation should be based on the fair market value on the date of the gift.

Special care must be given when determining if an outlay qualifies for capitalization as an improvement. Expenditures relating to fixed assets are made throughout the useful life of the assets. Whether these costs should be capitalized or charged to the current period as incurred is difficult to determine. Generally, significant expenditures that result in additional asset service, more valuable asset service or extensions of the useful economic life of an asset should be capitalized. Expenditures to repair assets or simply maintain assets in good operating condition should not be capitalized, but charged to the current period as an operating cost.

Construction in progress is an accounting valuation of assets (typically buildings or utility plant in-service) currently being built or assembled, in terms of the cumulative costs incurred up to the balance sheet date. The construction accounts are typically supported by capital projects or construction funds and should be used to accumulate and record construction-related transactions and costs until such time as the asset is complete and placed into service. It is at this point that the construction accounts would be closed to the appropriate fixed asset accounts and the fixed asset(s) obtained recorded on the fixed asset accounting system.

Transfers of property between Governmental Funds are merely a change in location, department responsibility, etc., of general fixed asset. A transfer of property from a Governmental Fund to a Proprietary Fund, with no monetary consideration involved, is a capital contribution that should be valued, in the Proprietary fund, at the fair market value of the transferred asset on the date of the transfer. Likewise, a transfer of the property from a Proprietary fund to a Government fund, with no monetary consideration involved, should be considered as a donated asset in the General Fixed Asset Account Group for its fair market value on the date of the transfer.

Exchanges or trade-ins of fixed assets sometimes take place in the course of asset acquisitions. When this occurs, the fixed asset property records are updated to reflect the fixed assets exchanged or traded in for new assets. The valuation procedure depends on whether the asset is part of the General Fixed Asset Account Group or a Proprietary Fund. The former does not record a gain or a loss. The value of the new asset is calculated as the trade-in or exchange value allowed for the old asset, plus any cash paid. The capitalized cost of the new asset is not to exceed its fair market value.

Gains and losses are recognized on the exchange or trade-in of fixed assets in Proprietary Funds. When dissimilar assets are exchanged, the asset received is valued at its fair market value. The gain or loss is the difference between the fair market value of the new asset and the book value of the old asset, plus any cash paid.

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All relevant information regarding exchanges or trade-in must be noted on the related purchase order and communicated to the fixed asset manager at the time the acquisition or disposal is reported.

Fixed Asset System Maintenance

As required by the ORC section 305.18, each county officer or department shall make an annual inventory on the second Monday in January of all the materials, machinery, tools and supplies of the county. One copy is to be filed with the County Auditor and the second copy with the Board of Commissioners.

The ongoing maintenance for the County's fixed asset records is the responsibility of the County Auditor, but more specifically the person designated as the fixed asset system manager. This individual has the responsibility for establishing and maintaining all fixed asset records for the County. Fixed asset maintenance includes periodic updating of fixed assets records to reflect acquisitions, disposals, transfers, adjustments, etc.

At a minimum, the following general fixed asset schedules should be prepared for inclusion in the County's Comprehensive Annual Financial Report (CAFR), if one is prepared:

- Schedule of general fixed assets by source at yearend.
- Schedule of general fixed assets by function and activity at yearend.
- Schedule of changes in general fixed assets by function and activity at yearend

It is also the responsibility of the fixed asset manager to ensure the amounts reported on the fixed asset system reports reconcile with one another, and are verifiable and traceable to source documents and departmental records.

Physical Inventory:

Establishing the fixed asset system, along with identifying, tagging and building the initial fixed asset records, necessitates a complete physical inventory. A periodic physical inventory is necessary for accountability and control.

The fixed asset manager initiates the inventory taking process. Union County conducts their physical inventory toward the end of each year.

Advance notice of the inventory process should be provided to appropriate county personnel in all locations.

When items are listed on the inventory forms, abbreviations should be avoided and generic names used whenever possible. Proper headings should be indicated on all inventory sheets (including the name of the inventory taker, the date of inventory, the location, etc.). If the fixed asset manager is not personally conducting the inventory, the manager must still maintain contact with those taking the inventory and is responsible for reconciling inventory collection data to existing fixed asset records, reviewing any discrepancies and coordinating any adjustments.

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Tagging:

The county has determined that by tagging fixed assets as a means of identification, inventories are made easier and quicker. Tags should be placed on the assets so they are not easily removed or destroyed by asset use, but in clear view for ease in the physical inventory process.

The tags will be assigned to assets in consecutive order, without regard for the type of asset or the location. The use of consecutive numbering allows each asset to carry the assigned number throughout its entire life, regardless of its location. Once disposition has occurred, the number should be retired.

Tag numbers are to be assigned by the county's fixed asset manager in the County Auditor's department. For new acquisitions, the staff of the particular department may do the actual attachment of the tag to the fixed asset.

Assets with a value of \$500 or more will have a tag number issued.

Acquisitions:

When new fixed assets are acquired, the county's fixed asset manager issues a purple copy of the purchase order to the purchasing department. This purple copy requests the department to fill in the serial and model numbers and any other pertinent information. The tag for the newly acquired item is attached to the purple copy of the purchase order. Once the purple sheet is returned to the fixed asset manager, the completed information is entered into the fixed asset system. If a purple form is not issued, the department is to notify the fixed asset manager of the acquisition by completing the new inventory form, see Appendix 1.

The fixed asset manager should also be on the alert for fixed assets that appear to have been purchased out of inappropriate expenditure codes. Departments should be notified if they are using incorrect codes and action taken to correct the error.

Donated or constructed fixed assets may entail somewhat longer of a delay in being reported to the fixed asset manager.

Disposals:

County fixed assets are disposed of by several means, including sale, destroyed, etc. All disposals by any means must be reported to the fixed asset manager using the prescribed asset disposal form, see Appendix 2.

An asset to be disposed of by sale, which has a current value in excess of a prescribed amount, may have to be sold at auction (based on state statute and/or local ordinances). The fixed asset manager shall be informed of such auctions and shall be provided with a full report of all assets to be sold. This report should include a description of the item, along with the tag number, which has been assigned to the fixed asset throughout its life.

The manner of removing assets from the fixed asset subsystem records differs for those assets appearing in the General Fixed Asset Account Group as compared to those within the Proprietary Fund Types. This section recaps and defines the general guidelines for each.

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General Fixed Asset Account Group (Governmental Activities):

Gains and losses are not recognized for retirements within the General Fixed Asset Account Group. If an asset is sold, the appropriate record is removed from the account group, along with the applicable "investment in general fixed asset" record (on the general ledger). The cash received is posted to the appropriate Governmental Fund in the current period as another financing source—"proceeds from the sale of fixed assets." For assets exchanged for replacements, refer to section on exchanges or trade-ins in this documentation.

Proprietary Fund Types:

Retirement of assets within Proprietary Fund Types incorporates gains and losses due to the income determination nature of these funds. If an asset is sold, the gain or loss basis is book value. The asset record and its related accumulated depreciation are removed from the individual proprietary fund general ledger to retire the fixed asset.

For assets exchanged for replacements, refer to section on exchanges or trade-ins in the documentation.

Transfer:

Generally, transfers only involve updating specific information associated with a fixed asset record (location code, department code, etc.) and do not involve any changes to an assets' useful life, cost, etc. Since transfers constitute changes in fixed asset records, all changes must be reported to the fixed asset system manager using the appropriate forms, see Appendix 1 or 2.

Policy Maintenance

The fixed asset system manager is responsible for the ongoing maintenance and revisions of these policies. These policies for Union County are intended to outline and explain the County's handling of fixed assets. Periodic reviews may need to be scheduled to review the most important aspects of these policies to determine if they are achieving their intended purposes.

A motion was made by David A. Lawrence and seconded by Steve Robinson to approve this Resolution and was carried by the following vote:

Steve Robinson, Yea
Tom McCarthy, Yea
David A. Lawrence, Yea

* * *

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RESOLUTION NO. 25-249:**Lighting Request – Union County Suicide Prevention Coalition – Union County Suicide Prevention Walk – September 18, 2025 – September 22, 2025 – Colors Purple & Teal – Commissioners/Facilities**

The Board of County Commissioners hereby approves the Lighting Request – Union County Suicide Prevention Coalition – Union County Suicide Prevention Walk – September 18, 2025 – September 22, 2025 – Colors Purple & Teal.

Exhibit A**Lighting Request Form**

Occasion Being Honored:

Union County Suicide Prevention WalkOrganization Name: Union County Suicide Prevention CoalitionAddress: 648 Clymer Rd. Suite 120 Marysville, OH 43040Contact Name and Title: Taylor Tharp, Coalition MemberEmail: TTharp@unioncountyohio.govTelephone: 937-645-3033Organization Website: N/AOrganization Social Media: Facebook - Union County Suicide Prevention Coalition

Requests for specific colors/tones may not be able to be achieved due to limitations associated with lighting capabilities.

NOTE: You may request up to six colors (enter color name or hex value below)

Color 1: PurpleColor 2: Teal

Color 3: _____

Color 4: _____

Color 5: _____

Color 6: _____

C.J. 2025
Date 6/4/2025

NOTE: Requested duration cannot be for more than 5 consecutive days. The duration for each approved request is entirely at the discretion of the Union County Commissioners.

Start/End Date (or range) Requested: 9/18/25 - 9/22/25

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Please describe your organization's request and how the lighting will be used to benefit the occasion/event: TO prevent suicide by educating community,
raising awareness + providing support

Have you previously submitted a request to change the lights?

Yes ☒ No ☐

Have you approached others with a lighting request for this occasion?

Yes ☐ No ☒

Are other events associated with this request?

Yes ☐ No ☒

If lighting is approved, how will you promote the lighting?
(please circle those that apply)

Advertisement

Brochures / Flyers

Email and Eblasts

Newsletter

News Media

Organization Brochure

Social Media and Website ...

A motion was made by David A. Lawrence and seconded by Steve Robinson to approve this resolution and was carried by the following vote:

Steve Robinson, Yea
Tom McCarthy, Yea
David A. Lawrence, Yea

* * *

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ADMINISTRATOR ACTION NO. 25-069A:**Payment of Bills**

County Administrator William Narducci approved the payment of regular purchase order bills and the “then and now” bills submitted for the week of June 2, 2025.

Vendor	Name	CHECK RUN	Invoice	PO	Invoice Amt	Status	Dept
8963	FRANKLIN ELECTRIC CO	06042025	572582132	20251089	15.00	Pending approval	420
2245	RICHWOOD BANKING VIS	060425	xxx5234 Zoom-May	20247006	15.99	Pending approval	426
6354	KRAMER ENTERPRISES,	060425	125196	20250497	20.74	Pending approval	422
6354	KRAMER ENTERPRISES,	060425	123829	20250497	20.74	Pending approval	422
4356	KONICA MINOLTA BUSIN	060425	90104464446	20250186	24.04	Pending approval	404
8753	VERMILLION, SHILO A	06042025	5/2025 parking	20253723	26.00	Pending approval	420
7311	TAYLOR, JOHN K.	060425	14097	20253709	26.55	Pending approval	422
52	DAYTON POWER & LIGHT	060425	200001166608	20250807	27.59	Pending approval	418
52	DAYTON POWER & LIGHT	060425	May_AES	20250855	28.52	Pending approval	470
1522	CENTURYLINK	06042025	5.9-6.8 Toll Free	20253731	28.69	Pending approval	420
374	UNION COUNTY CHAMBER	060425	000115	20253741	29.96	Pending approval	412
4068	AGILE NETWORKS	060425	676719	20250401	31.00	Pending approval	438
4068	AGILE NETWORKS	060425	676720	20250401	31.00	Pending approval	438
2119	GORDON FLESCH COMPAN	06042025	15158314	20247142	43.86	Pending approval	436
1127	QUILL CORPORATION	06042025	44167766	20250190	44.86	Pending approval	410
2119	GORDON FLESCH COMPAN	60425	15152900	20250962	48.00	Pending approval	414
1127	QUILL CORPORATION	060425	44227576	20250891	51.48	Pending approval	412
2108	QUENCH USA, INC.	060425	INV08784126-1	20250898	51.98	Pending approval	470
9016	PITNEY BOWES BANK	06042025	80009090116483470525	20253720	53.50	Pending approval	410
39	COLUMBIA GAS OHIO IN	060425	17069	20250300	53.89	Pending approval	410
35	BOB CHAPMAN FORD INC	060425	608471B	20250225	60.36	Pending approval	438
6354	KRAMER ENTERPRISES,	060425	125197	20250479	62.44	Pending approval	422
6354	KRAMER ENTERPRISES,	060425	123830	20250479	62.44	Pending approval	422
2659	GOLDEN, SHAWN	060425	214707	20250238	63.24	Pending approval	438
2191	AMAZON	052825	17pp1rpyrmv3	20253645	63.58	Pending approval	434
35	BOB CHAPMAN FORD INC	060425	608471	20247985	64.99	Pending approval	438
552	TREASURER STATE OH (060425	5591030	20253739	68.25	Pending approval	412
552	TREASURER STATE OH (060425	5591029	20253739	68.25	Pending approval	412
552	TREASURER STATE OH (060425	5591028	20253739	68.25	Pending approval	412
6168	SBA STRUCTURES, INC.	060425	IN5892136	20250914	70.96	Pending approval	470
2119	GORDON FLESCH COMPAN	060425	01021857	20247068	73.33	Pending approval	440
1039	REPUBLIC WASTE SERVI	060425	0046-006297095	20251390	74.15	Pending approval	422
35	BOB CHAPMAN FORD INC	060425	608417	20250225	74.99	Pending approval	438
35	BOB CHAPMAN FORD INC	060425	608300	20250225	74.99	Pending approval	438
2191	AMAZON	060425	1VNT-7FFW-3V7N	20251118	75.05	Pending approval	470
978	AEP OHIO	060425	4826	20250301	75.43	Pending approval	410
1724	SHI	060425	819785531	20253428	76.54	Pending approval	404
8151	K & M TIRE INC	060425	100117952	20253708	78.00	Pending approval	422
39	COLUMBIA GAS OHIO IN	060425	April/May25	20250483	78.82	Pending approval	422
39	COLUMBIA GAS OHIO IN	060425	17071	20250300	86.19	Pending approval	410
1039	REPUBLIC WASTE SERVI	060425	0046-006295212	20251390	88.49	Pending approval	422
4356	KONICA MINOLTA BUSIN	060425	9010444985	20250186	89.47	Pending approval	404
7313	AG-PRO OHIO, LLC	060425	May25	20250510	90.62	Pending approval	422
1127	QUILL CORPORATION	6/4/25	44129599	20253725	97.21	Pending approval	434
1338	GRAPHIC STITCH INC	60425	47245	20253656	100.00	Pending approval	414
1179	PERRY PROTECH	06042025	1115394	20250246	106.85	Pending approval	410
10075	BATTERIES OF CENTRAL	060425	P82316280	20253705	109.44	Pending approval	422
516	SILCO FIRE PROTECTIO	060425	2699881	20250921	155.00	Pending approval	470
1039	REPUBLIC WASTE SERVI	060425	0046-006294932	20250478	155.21	Pending approval	422
978	AEP OHIO	060425	9243	20250301	170.00	Pending approval	410
1127	QUILL CORPORATION	06042025	44170304	20250190	175.62	Pending approval	410
10079	FOURTH COAST SUPPLY	060425	561256	20253707	181.58	Pending approval	422
3960	SOUTHERN COMPUTER WA	06042025	00840213	20253232	194.29	Pending approval	436

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Vendor	Name	CHECK RUN	Invoice	PO	Invoice Amt	Status	Dept
4837	WATCH SYSTEMS	060425	64390	20250206	202.94	Pending approval	438
23	TIME WARNER COMMUNIC	06042025	5/2025 BB	20253724	208.90	Pending approval	420
1039	REPUBLIC WASTE SERVI	060425	0046-006294863	20250478	211.60	Pending approval	422
5612	CHARM-TEX, INC.	060425	0403361-IN	20251024	215.96	Pending approval	418
2204	WALMART COMMUNITY BR	06042025	1662753945	20253730	226.75	Pending approval	420
516	SILCO FIRE PROTECTIO	060425	2590016	20250921	230.00	Pending approval	470
5750	KONICA MINOLTA PREMI	06042025	555980564	20250239	235.96	Pending approval	410
1451	TISCH, TERRI L. BLOO	060425	822	20253626	237.75	Pending approval	412
5114	OSBURN ASSOCIATES IN	060425	INV11760	20252230	245.00	Pending approval	438
1039	REPUBLIC WASTE SERVI	060425	0046-006294921	20250333	279.01	Pending approval	438
122	MARYSVILLE PRINTING	060425	56407	20253700	280.14	Pending approval	422
1127	QUILL CORPORATION	60425	44241853	20250948	283.98	Pending approval	414
7406	AMAZON CAPITAL	060425	1K4Y-6VRF-6CH7	20253704	286.19	Pending approval	422
1762	WINGS ENRICHMENT CEN	06042025	3024894	20253729	288.75	Pending approval	420
2657	GLOCK PROFESSIONAL I	60425	100213962	20253657	300.00	Pending approval	414
6696	ARC DOCUMENT	060425	510HI9343310	20253693	312.60	Pending approval	422
8630	FOX SUPPLY, LLC	060425	152485	20253482	316.52	Pending approval	418
6354	KRAMER ENTERPRISES,	060425	123828	20250479	318.89	Pending approval	422
1274	KLEIBER, TAMMY	060425	25-014	20253624	332.75	Pending approval	412
8329	MCMMASTER-CARR SUPPLY	060425	46085385	20253691	335.93	Pending approval	422
2119	GORDON FLESCH COMPAN	06042025	IN15165966	20251238	339.45	Pending approval	420
978	AEP OHIO	060425	21957	20250301	381.27	Pending approval	410
1724	SHI	060425	819780548	20253428	397.59	Pending approval	404
833	VERIZON WIRELESS GRE	6/4/25	6113840256	20253719	410.92	Pending approval	434
6354	KRAMER ENTERPRISES,	060425	125195	20250479	412.23	Pending approval	422
8335	BREEZELINE	060425	050825060725	20253717	460.49	Pending approval	404
8151	K & M TIRE INC	060425	150015857	20253637	463.05	Pending approval	422
6614	LIBERTY TIRE RECYCLI	060425	2979668	20253726	467.40	Pending approval	422
2204	WALMART COMMUNITY BR	060425	EngApril25	20253736	555.76	Pending approval	422
985	BUTCHER, BRIAN	06042025	1071	20253738	585.00	Pending approval	420
2943	MARATHON FLEET SERVI	060425	104695595	20250257	623.74	Pending approval	472
937	STATE CHEMICAL MANUF	060425	903793328	20250490	647.69	Pending approval	422
18	VANCE'S SHOOTERS SUP	060425	1245470-IN	20247872	651.03	Pending approval	438
2245	RICHWOOD BANKING VIS	60425	214633	20250953	664.49	Pending approval	414
35	BOB CHAPMAN FORD INC	060425	608395	20250225	665.39	Pending approval	438
2234	WALMART	060425	3215 5/25/25	20251031	688.17	Pending approval	418
18	VANCE'S SHOOTERS SUP	060425	1210461-IN	20246378	691.16	Pending approval	438
7392	ASE FEED AND SUPPLY	060425	221100	20253689	708.00	Pending approval	422
7406	AMAZON CAPITAL	060425	1CRK-1419-VT9K	20251023	717.30	Pending approval	418
126	MCWHERTER PETROLEUM	060425	139879	20253692	742.50	Pending approval	422
4068	AGILE NETWORKS	060425	676718	20250401	760.00	Pending approval	438
9831	LANGHALS, MATTHEW	60425	6771	20253658	780.00	Pending approval	414
2245	RICHWOOD BANKING VIS	060425	xxx0862 5-2025	20247008	794.94	Pending approval	426
52	DAYTON POWER & LIGHT	060425	M Ops April/May25	20250480	819.14	Pending approval	422
3917	AT&T MOBILITY	060425	287304695737X052525	20250326	860.05	Pending approval	438
5469	LENOVO INC.	052825	6472737627	20253445	866.94	Pending approval	434
733	MCAULIFFE'S ACE	060425	417289, 417092	20251022	972.92	Pending approval	418
9931	BAXTER, BOROWICZ & B	060425	case 2020PG015	20253733	1,072.50	Pending approval	426
3229	KROGER	060425	54813 5/27/25	20251026	1,207.59	Pending approval	418
1039	REPUBLIC WASTE SERVI	060425	0046-006299616	20251039	1,209.10	Pending approval	418
9187	MILLER, NATHAN A	060425	Karen_Riffle	20252697	1,277.10	Pending approval	412
8206	LEGENDS LIFT &	06042025	UCSS042025	20253727	1,300.88	Pending approval	420
10271	VISTAVIEW COMMERCE I	060425	WS90393	20253605	1,528.00	Pending approval	438

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June 4, 2025

Vendor	Name	CHECK RUN	Invoice	PO	Invoice Amt	Status	Dept
1724	SHI	061125	B19806015	20253160	1,554.22	Pending approval	410
3010	COLUMBUS STATE COMMU	06042025	Summer 2025 SR	20253721	1,651.40	Pending approval	420
1080	B & C	060425	CTRCT-INV001388	20252669	1,815.00	Pending approval	438
2938	GOVERNMENT FORMS	060425	0354565	20251364	1,827.24	Pending approval	410
5702	HANDEL INFORMATION T	060425	19291	20251034	1,853.00	Pending approval	418
1956	UNITED ROTARY BRUSH	060425	CI326789	20253635	1,878.36	Pending approval	422
557	SHELLY MATERIALS INC	060425	2771226	20253714	1,884.80	Pending approval	422
1293	DELL MARKETING LP	06042025	10813929042	20253161	1,999.84	Pending approval	410
1414	TREASURER STATE OH	060425	25201753	20253562	2,089.41	Pending approval	404
1277	CHEROKEE RUN LANDFIL	060425	4054-000027999	20253706	2,194.78	Pending approval	422
10279	MEDCERTIFY.COM, LLC	06042025	8147	20253722	2,250.00	Pending approval	420
1293	DELL MARKETING LP	06042025	10813929034	20253162	2,471.98	Pending approval	410
18	VANCE'S SHOOTERS SUP	060425	1210463-IN	20246378	2,489.66	Pending approval	438
10128	DIAMOND DRUGS, INC.	060425	IN001504043	20250341	2,563.08	Pending approval	438
1451	TISCH, TERRI L. BLOO	060425	823	20253625	2,622.75	Pending approval	412
52	DAYTON POWER & LIGHT	060425	AES_2820.68	20250855	2,820.68	Pending approval	470
18	VANCE'S SHOOTERS SUP	060425	1210462-IN	20246378	3,198.65	Pending approval	438
3821	TAFT STETTINIUS & IIO	060425	6660407	20252084	3,500.00	Pending approval	404
52	DAYTON POWER & LIGHT	060425	200001628608	20250806	3,592.87	Pending approval	418
10278	ADVANTAGE SOFTWARE I	60425	018450	20253560	4,049.10	Pending approval	414
557	SHELLY MATERIALS INC	060425	2771486	20253715	4,500.58	Pending approval	422
2245	RICHWOOD BANKING VIS	060425	May_2025	20253117	5,008.81	Pending approval	412
38	CITY OF MARYSVILLE	060425	250401	20250492	5,100.00	Pending approval	422
1762	WINGS ENRICHMENT CEN	06042025	3024902	20251258	5,244.52	Pending approval	420
2245	RICHWOOD BANKING VIS	60425	214634	20250951	7,082.71	Pending approval	414
5275	REPUCI, MARK G.	060425	586437	20250366	8,400.00	Pending approval	470
783	APPRAISAL RESEARCH C	060425	117660	20253472	10,439.33	Pending approval	404
1039	REPUBLIC WASTE SERVI	060425	0046-006294872	20250913	12,432.10	Pending approval	470
8609	LAW AND ORDER TECHNO	060425	161566753	20252511	18,667.04	Pending approval	438
557	SHELLY MATERIALS INC	060425	2770305	20253712	19,247.99	Pending approval	422
557	SHELLY MATERIALS INC	060425	2771315	20253713	30,535.12	Pending approval	422
8206	LEGENDS LIFT &	06042025	UC042025	20253732	32,160.60	Pending approval	420


 Administrator 6-4-25
 6/4/2025

C.J. 2025
 Date 6/4/2025

* * *

UNION COUNTY COMMISSIONERS JOURNAL 2025

June 4, 2025

ADMINISTRATOR ACTION NO. 25-070A:

Transfer of Appropriations and/or Funds

County Administrator William Narducci approved the following transfers of appropriations and/or funds:

TRANSFER FORM6/4 Wednesday (Due to Auditor by noon Thursday)UCATSDate: 5/29/2025

RESOLUTION RE: TRANSFER OF FUNDS

A motion was made by _____ and seconded by _____
to approve the following transfer (s):

From:	<u>UCATS</u>	<u>36044508</u>	<u>Vehicle Maintenance</u>	<u>A</u>	<u>530160</u>	
	Fund Name	Org Number	Object Name		Object Number	Project Number
To:	<u>M & G Fund</u>	<u>25042200</u>	<u>Office Reimbursement</u>	<u>R</u>	<u>480136</u>	
	Fund Name	Org Number	Object Name		Object Number	Project Number
		Amount: \$	\$	2,618.37		

From:				<u>Exp</u>		
	Fund Name	Org Number	Object Name		Object Number	Project Number
To:				<u>Rev</u>		
	Fund Name	Org Number	Object Name		Object Number	Project Number
		Amount: \$				

From:				<u>Exp</u>		
	Fund Name	Org Number	Object Name		Object Number	Project Number
To:				<u>Rev</u>		
	Fund Name	Org Number	Object Name		Object Number	Project Number
		Amount: \$				

Reason for Request:

Mechanic service work March 2025	Invoice: 000726	\$	1,046.33
	Invoice: 000730	\$	57.50
	Invoice: 000732	\$	1,240.84
	Invoice: 000735	\$	273.70
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-

Transfer total:

\$	2,618.37
----	----------

Approved by Administrator WAV

Roll call vote resulted as follows:

cc: Auditor

Steve Robinson _____
 Thomas A. McCarthy _____
 Dave Lawrence _____

C.J.: _____
Date: _____

REQUESTER ACKNOWLEDGEMENT: I have reviewed the above-referenced accounts and have verified that appropriations are available, and free of prior encumbrances (including blanket purchase orders).

Auditor's Office Approval

C.J. 2025
 Date 5/30/25
6/4/2025

5/30/25

UNION COUNTY COMMISSIONERS JOURNAL 2025

June 4, 2025

TRANSFER FORM6/4 Wednesday (Due to Auditor by noon Thursday)Human ServicesDate: 5/29/2025**RESOLUTION RE: TRANSFER OF FUNDS**A motion was made by _____ and seconded by _____
to approve the following transfer (s):

From:	Public Assistance	35001508	Travel & Expense	A	550100	
	Fund Name	Org Number	Object Name		Object Number	Project Number
To:	M & G Fund	25042200	Office Reimbursement	R	480136	
	Fund Name	Org Number	Object Name		Object Number	Project Number
		Amount: \$	\$	276.66		

From:	Senior Services Sales Tax	36906708	Travel & Expense	Exp	550100	
	Fund Name	Org Number	Object Name		Object Number	Project Number
To:	M & G Fund	25042200	Office Reimbursement	R	480136	
	Fund Name	Org Number	Object Name		Object Number	Project Number
		Amount: \$	\$	82.64		

From:				Exp		
	Fund Name	Org Number	Object Name		Object Number	Project Number
To:				Rev		
	Fund Name	Org Number	Object Name		Object Number	Project Number
		Amount: \$				

Agency Vehicle Allocation for 2025 is 77% DJFS & 23% Senior Services

Reason for Request: Repair

Invoice	Amount
000728	\$ 112.02
000729	\$ 189.78
000735	\$ 57.50
	\$ -
	\$ -
	\$ -

Transfer total:

\$ 359.30

DJFS 77%	\$ 276.66
Sr. Services 23%	\$ 82.64

\$ 359.30

Approved by Administrator

WAN

Roll call vote resulted as follows:

Steve Robinson _____
 Thomas A. McCarthy _____
 Dave Lawrence _____

cc: Auditor

C.J.: _____

Date: _____

REQUESTER ACKNOWLEDGEMENT: I have reviewed the above-referenced accounts and have verified that appropriations are available, and free of prior encumbrances (including blanket purchase orders):

Auditor's Office Approval

* * *

UNION COUNTY COMMISSIONERS JOURNAL 2025

June 4, 2025

ADMINISTRATOR ACTION NO. 25-071A:**Approval of Capital Equipment Requests – Common Pleas Court**

County Administrator William Narducci approved the following Capital Equipment Requisitions:

Requisition	Entry Date	Description	Amount	Status	Vendor Name	Department
25003688	05/15/2025	Stenograph machine	5,854.00	Released	STENOGRAPH LLC	414 COMMON PLEAS

Additional Description: Stenograph machine for Courtroom - Common Pleas


Administrator

6-4-25
6/4/2025

C.J. 2025
25-071A
Date 6/4/2025

* * *

* County Administrator William Narducci provided the following updates:

- He is working closely with Wade Branstiter and the hired consultants to continue to navigate the cyber incident. He will provide an update when there is one.
- He has several meetings this week. Later today he will be attending the 33 Innovation Corridor COG meeting. There have been requests from large employers for fiber access.
- He had a call yesterday with the Union County partners with Madison County development. There will be an in person meeting next Friday, June 13.

* * *

Chad Boyles arrived at the meeting at this time.

* * *

*Assistant County Prosecutor Thayne Gray provided the following updates:

- Commissioner McCarthy asked if Mr. Gray has made any progress on the Engineer'd Office requiring bonds for utility installation in the right of way. Mr. Gray stated he has looked into it, but needs to do more research on the topic.

* * *

*Clerk to the Board of Commissioners Mallory Lehman provided the following updates:

- No report.

* * *

UNION COUNTY COMMISSIONERS JOURNAL 2025

June 4, 2025

*Commissioner David A. Lawrence provided the following updates:

- He attended the Leesburg Township meeting. Township Trustee Jeff Robinson asked if he knew about the fiber being installed on State Route 4.
- Commissioner Robinson stated it is Spectrum internet, and they are installing it on poles.

* * *

*Commissioner Tom McCarthy provided the following updates:

- No report.

* * *

*Commissioner Steve Robinson provided the following updates:

- No report.

* * *

RESOLUTION NO. 25-250:**Executive Session – Pursuant to O.R.C(G)(1) – Consider Appointment to the Jerome Village Community Authority Board of Trustees – Commissioners**

The County Commissioners do hereby approve entering into executive session at 8:56 a.m. for the purpose of considering an Appointment to the Jerome Village Community Authority Board of Trustees. In attendance were: William Narducci, County Administrator; Thayne Gray, Assistant County Prosecutor; Chad Boyles, resident; and Sara Early, Clerk to the Board. The session ended at 9:04 a.m.

Resolution to follow.

A motion was made by Steve Robinson and seconded by David A. Lawrence that this resolution be adopted and carried by the following vote:

Steve Robinson, Yea
Tom McCarthy, Yea
David A. Lawrence, Yea

* * *

UNION COUNTY COMMISSIONERS JOURNAL 2025

June 4, 2025

RESOLUTION NO. 25-251:**Appointment of Chad Boyles to the Jerome Village Community Authority Board of Trustees – Commissioners**

The Board of County Commissioners appoints Chad Boyles to the Jerome Village Community Authority Board of Trustees.

Term: June 4, 2025 – June 3, 2027


A motion was made by Steve Robinson and seconded by David A. Lawrence that this resolution be adopted and carried by the following vote:

Steve Robinson, Yea
Tom McCarthy, Yea
David A. Lawrence, Yea


* * *

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

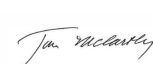
The preceding Minutes were read and approved June 25, 2025.


Digitally signed by Steve Robinson
DN: cn=Steve Robinson, o=Commissioners,
ou=Commissioners, email=mlehman@unioncountyohio.gov,
c=US
Date: 2025.06.25 13:09:19 -04'00'
Adobe Acrobat version: 2020.005.30774


Steve Robinson
Commissioner


Digitally signed by David A. Lawrence
DN: cn=David A. Lawrence,
o=Commissioners, ou=Commissioner,
email=mlehman@unioncountyohio.gov, c=US
Date: 2025.06.25 13:10:15 -04'00'
Adobe Acrobat version:
2020.005.30774

David A. Lawrence
Commissioner


Digitally signed by
Tom McCarthy
Date: 2025.06.25
13:10:49 -04'00'

Tom McCarthy
Commissioner


Digitally signed by Mallory Lehman
DN: cn=Mallory Lehman,
o=Commissioners, ou=Assistant Clerk to
the Board,
email=mlehman@unioncountyohio.gov,
c=US
Date: 2025.06.25 13:11:32 -04'00'
Adobe Acrobat version: 2020.005.30774

Mallory Lehman, Clerk to the Board