

The Board of Clark County Commissioners met in regular session pursuant to adjournment in accordance with Section 121.22 O.R.C. (Sunshine Law) in the Commission Chambers, 3130 East Main Street, Springfield, Ohio.

**Call to Order, Commission President Rittenhouse**

**Resolution 2025-0258**

The following members and guests were present at the formal meeting: Commissioner Sasha L. Rittenhouse; Commissioner Charles A. Patterson; Commissioner Melanie F. Wilt; Jennifer Hutchinson, County Administrator; Michelle Noble, Assistant County Administrator/HR Director; Angela Wheeler, Clerk; Theresa Cox, Administrative Assistant; Madison Smith, Commission Intern; Beau Thompson.

Commissioner Wilt moved to approve the minutes of the April 2, 2025 meetings and dispense with reading of the same. Commissioner Patterson seconded the motion. The roll being called for passage resulted as follows:

Commissioner Wilt, Abstain; Commissioner Patterson, Yes; Commissioner Rittenhouse, Yes

The motion carried.

Commissioner Patterson moved to approve the agenda, removing resolution 2025-0271. Commissioner Wilt seconded the motion. The roll being called for passage resulted as follows:

Commissioner Wilt, Yes; Commissioner Patterson, Yes; Commissioner Rittenhouse, Yes

The motion carried.

Commissioner Patterson moved to approve resolution 2025-0271. Commissioner Wilt seconded the motion. The roll being called for passage resulted as follows:

Commissioner Wilt, No; Commissioner Patterson, No; Commissioner Rittenhouse, No

**Resolution 2025-0259**

**ARPA file**

**Authorize Contract with  
Springfield Foundation**

Commissioner Patterson moved, per the request of the County Administrator, to authorize a contract with:

<b>Organization Name:</b>	Springfield Foundation
<b>Organization Address:</b>	333 North Limestone Street, Suite 201, Springfield, Ohio 45503
<b>In the amount of:</b>	\$50,000.00
<b>Funding Source(s):</b>	ARPA Interest Income
<b>Purpose:</b>	To facilitate the Future iQ – 2025 Springfield Action Plan
<b>Effective Dates:</b>	April 9, 2025 through April 8, 2026

Further, move to authorize the County Administrator to execute the contract and related documents, including the purchase order.

Commissioner Wilt seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner Wilt, Yes; Commissioner Patterson, Yes; Commissioner Rittenhouse, Yes

**Resolution 2025-0260  
COMC file**

**Authorize Contract Amendment #1 with  
Bowser Morner**

Commissioner Patterson moved, per the request of the County Administrator, to authorize contract amendment #1 with:

<b>Organization Name:</b>	Bowser Morner
<b>Organization Address:</b>	4518 Taylorsville Road, Dayton, Ohio 45401
<b>Original Contract Amount:</b>	\$18,356.81
<b>Previous Amendments:</b>	\$ 0.00
<b>Amendment Amount:</b>	\$14,832.89
<b>New Contract Amount:</b>	\$33,189.70
<b>Funding Source(s):</b>	Permanent Improvement
<b>Purpose of Contract:</b>	Soil and materials testing for Courthouse Renovation Project
<b>Purpose of Amendment:</b>	Additional construction phase testing and inspections
<b>Original Effective Dates:</b>	March 6, 2024 through July 5, 2024
<b>Amendment Effective Dates:</b>	April 9, 2025 through September 17, 2025

Further, move to authorize the County Administrator to execute the contract amendment and related documents, including the purchase order.

Commissioner Wilt seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner Wilt, Yes; Commissioner Patterson, Yes; Commissioner Rittenhouse, Yes

**Resolution 2025-0261  
COMC file**

**Authorize Change Order #41 with Elford, Inc.  
for the Clark County Courthouse Renovation Project**

Commissioner Patterson moved, per the request of the County Administrator, to authorize change order #41 with:

<b>Organization Name:</b>	Elford, Inc.
<b>Organization Address:</b>	1220 Dublin Road, Columbus, Ohio 43215
<b>Original Contract Amount:</b>	\$13,400,000.00
<b>Previous Changes:</b>	\$ 465,121.09
<b>This Change:</b>	\$ 5,702.09
<b>New Contract Total:</b>	\$13,870,823.18
<b>Funding Source(s):</b>	Permanent Improvement
<b>Purpose of Contract:</b>	Clark County Courthouse Renovations project
<b>Purpose of Change Order:</b>	East side exterior electrical pathway to light sconce
<b>Original Effective Dates:</b>	February 14, 2024 through June 20, 2025
<b>Change Order Effective Dates:</b>	April 9, 2025 through September 17, 2025

Further, move to authorize the County Administrator to execute the change order and related documents, including the purchase order.

Commissioner Wilt seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner Wilt, Yes; Commissioner Patterson, Yes; Commissioner Rittenhouse, Yes

**Resolution 2025-0262  
JUVG file**

**Accept Grant Amendment #1 with  
Ohio Department of Youth Services**

Commissioner Patterson moved, per the request of the Juvenile Court, to authorize grant amendment #1 with Ohio Department of Youth Services:

<b>Grantor:</b>	Ohio Department of Youth Services
<b>Grant:</b>	RECLAIM
<b>Original Grant Amount:</b>	\$743,745.88
<b>Previous Grant Amendments:</b>	\$ 0.00
<b>Amendment Amount:</b>	\$ 78,015.90
<b>New Grant Amount:</b>	\$821,761.78
<b>Purpose of Grant:</b>	To support developing or purchasing community-based services to meet the needs of juvenile offenders or youth at risk of offending.
<b>Purpose of Amendment:</b>	Add new programming and realignment of funds
<b>Original Effective Dates:</b>	July 1, 2024 to June 30, 2025
<b>Amendment Effective Dates:</b>	July 1, 2024 to June 30, 2025

Further, move to authorize the County Administrator to execute the grant amendment and related documents.

Commissioner Wilt seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner Wilt, Yes; Commissioner Patterson, Yes; Commissioner Rittenhouse, Yes

**Resolution 2025-0263  
BJFP file**

**Approve Payment #5 to  
Kapp Construction Inc**

Commissioner Patterson moved to approve the following payment #5:

<b>Payment to:</b>	Kapp Construction Inc
<b>Address:</b>	329 Mount Vernon Avenue, Springfield, Ohio 45503
<b>Services:</b>	Payment #5 General Contract
<b>Project:</b>	Clark County Family Services Training Building Repairs
<b>Funding Source(s):</b>	Permanent Improvement
<b>Amount:</b>	\$135,043.19
<b>Retainage Held By:</b>	Park National Bank
<b>Retainage:</b>	\$ 10,073.33 (Retainage withheld to date \$69,630.69)

Commissioner Wilt seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner Wilt, Yes; Commissioner Patterson, Yes; Commissioner Rittenhouse, Yes

**Resolution 2025-0264  
FINF file**

**Authorize Intra-Fund Transfer(s)**

Commissioner Patterson moved, upon the recommendation of the County Administrator, to authorize the following Intra-Fund Transfer(s):

<b>From</b>		<b>Amount</b>	<b>To</b>		<b>Amount</b>
<b>Department</b>	<b>Expense Acct.</b>		<b>Department</b>	<b>Expense Acct.</b>	
Fund: Permanent Improvement					
Commission	Capital Assets	\$6,328.92	Commission	Transfers Out	\$6,328.92

Reason: Transfer needed to correct invoices paid from the wrong purchase order.

Commissioner Wilt seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner Wilt, Yes; Commissioner Patterson, Yes; Commissioner Rittenhouse, Yes

**Resolution 2025-0265**  
**FINI file**

**Authorize Inter-Fund Transfer(s)**

Commissioner Patterson moved, upon the recommendation of the County Administrator, to authorize the following Inter-Fund Transfer(s):

<b>Transfer From</b>	<b>Amount</b>	<b>Transfer To</b>	<b>Amount</b>
Commission – Perm. Improv.		Misc., Ins. & Pension – Transfers Out	
4010-010-850001	\$6,328.92	001-710-544010	\$6,328.92

Reason: To correct invoices paid from the wrong purchase order.

Commissioner Wilt seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner Wilt, Yes; Commissioner Patterson, Yes; Commissioner Rittenhouse, Yes

**Resolution 2025-0266**  
**FINI file**

**Authorize Inter-fund Advance(s)**

Commissioner Patterson moved, upon the recommendation of the County Administrator, to authorize the following Inter-Fund Advance(s):

<b>Transfer From</b>	<b>Amount</b>	<b>Transfer To</b>	<b>Amount</b>
Reentry Grant Fund – Reentry		Misc., Insurance & Pension – General	
1279-012-830001	\$12,500.00	0001-710-5211279	\$12,500.00

Reason: Return of working funds from ODRCML (Master Leasing Grant) to General Fund.

Commissioner Wilt seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner Wilt, Yes; Commissioner Patterson, Yes; Commissioner Rittenhouse, Yes

**Resolution 2025-0267**  
**FINS file**

**Approve Supplemental Appropriation(s)**

Commissioner Patterson moved, upon the recommendation of the County Administrator, to authorize the following supplemental appropriation(s) from unappropriated funds:

<b>Fund:</b>	<b>Department:</b>	<b>Account:</b>	<b>Amount:</b>
Sheriff's Trust	Sheriff	Operating Exp.	\$6,000.00
Reason: Funds for promotional materials			

Commissioner Wilt seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner Wilt, Yes; Commissioner Patterson, Yes; Commissioner Rittenhouse, Yes

**Resolution 2025-0268**  
**FINT file**

**Approve Issuance of Warrants for Then and Now(s)**

Commissioner Patterson moved, upon the recommendation of the County Administrator, to approve the issuance of warrants for then and now(s) are as follows:

<b>P.O. Number</b>	<b>Fund</b>	<b>Vendor</b>	<b>Date</b>	<b>Purchase Amount</b>
250034271	PA Fund (JFS)	Clark County Sheriff	3/13/25	\$10,667.22
Reason: Services began at JFS prior to contract being completed.				
250034271	PA Fund (JFS)	Clark County Sherrif	2/3/25	\$13,051.11
Reason: Services began at JFS prior to contract being completed.				

Commissioner Wilt seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner Wilt, Yes; Commissioner Patterson, Yes; Commissioner Rittenhouse, Yes

**Resolution 2025-0269**  
**SHRR file**

**Acknowledge Sheriff's Jail Expenditure Report(s)**

Commissioner Patterson moved to acknowledge receipt of the Sheriff's Jail Expenditure Report(s) for March 2025.

Commissioner Wilt seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner Wilt, Yes; Commissioner Patterson, Yes; Commissioner Rittenhouse, Yes

March 2025 Jail Expenditures

A-1 Able Pest	\$630.00
Bob Barker	\$717.20
CertaSite (Copp Systems)	\$649.75
Cook's Correctional	\$1,723.86
Diamond Drugs	\$37,650.67
Diamond Drugs Credit	\$2,544.26
Diamond Medical	\$518.47
Dish Network	\$159.44
DOT Systems	\$736.00
Janeco	\$2,011.48
Mustafa Islam	\$616.00
Premier Health Care	\$13,859.26
Sanitech	\$2,028.00
Staples	\$111.23
Stericycle	\$341.75
Trinity Food Service	\$23,049.27
Uline	\$441.15
US Bank Equipment Finance	\$87.00
<b>Total</b>	<b>\$82,776.27</b>
Kettering Network Radiologists	\$202.76
Mercy Memorial Hospital	\$128.41
Mobilex USA	\$295.00
Radiology Associates	\$348.00
Soim Medical	\$58.97
Spfld Ortho & Sports	\$143.74
Spfld Regional Medical	\$74,937.29
Trillium Pathology	\$1,160.48
<b>Total</b>	<b>\$77,274.65</b>
<b>TOTAL March 2025 Expenditures</b>	<b>\$160,050.92</b>

**Resolution 2025-0270  
TRAV file**

**Approve Travel and Expense Allowance(s)**

Commissioner Patterson moved, per the request of the following Department Director(s) or Elected Official(s), to approve the following not to exceed travel allowances:

<b>Dept.</b>	<b>Name</b>	<b>Purpose</b>	<b>Place</b>	<b>Date</b>	<b>Cost</b>
BOCC	M. Smith	Just the Basics Record Retention Trng.	Virtual	4/9/25	\$ 20.00
Includes: Registration					
BOCC	3 Staff	Electronic Records Training	Virtual	4/9/25	\$ 60.00
Includes: Registration					
JFS	B. VanGorden, Chamber Luncheon K. Lawson		Springfield, OH	4/9/25	\$ 105.00
Includes: Registration and mileage					
Juv. Ct.*	B. Jenks	CMP Training	Columbus, OH	4/9-11/25	\$ 434.82
Includes: Hotel and registration					
Tax Map	R. Hankison	OSPS Digital Signatures Seals and Datasets	Virtual	4/23/25	\$ 39.00
Includes: Registration					
Treasurer	3 Staff	County Treasurers Association of OH	Columbus, OH	5/14-16/25	\$1,155.60
Includes: Registration and mileage					

\* Resolution 2025-0192 originally requested \$436.48 for registration, mileage and parking; Modifying request to \$434.82 to cover registration and hotel expenses.

Further, move reimbursements shall comply with all requirements of the Travel Policy as adopted in the Personnel Manual and/or Office Policy.

Commissioner Wilt seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner Wilt, Yes; Commissioner Patterson, Yes; Commissioner Rittenhouse, Yes

**Resolution 2025-0271**  
**TRAV file**

### **Approve Travel and Expense Allowance(s)**

Commissioner Patterson moved, per the request of the following Department Director(s) or Elected Official(s), to approve the following not to exceed travel allowances:

<b>Dept.</b>	<b>Name</b>	<b>Purpose</b>	<b>Place</b>	<b>Date</b>	<b>Cost</b>
Juv. Ct.*	R. Payton W. White	HEAT Program	Birmingham, AL	3/18-21/25	\$ 4,904.03

Includes: Lodging, transportation, parking, mileage, per diem, and airfare

\*Resolution 2025-0111 originally requested \$3,265.63. Additional \$1,638.40 requested to be added for increased costs of airfare, lodging, 7-passenger minivan, and parking expenses.

Further, move reimbursements shall comply with all requirements of the Juvenile Courts Travel Policy as adopted in the Personnel Manual and/or Office Policy.

Commissioner Wilt seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner Wilt, No; Commissioner Patterson, No; Commissioner Rittenhouse, No

**Resolution 2025-0272**  
**UTLO file**

### **Authorize Placement on Tax Duplicate for Uncollected Water and Sewer Use Charges**

Commissioner Patterson moved, per the request of the Director of Utilities, to certify to the Auditor, as required by Sections 6117.02 and 6103.02 O.R.C. for placement on the 2025 real property tax list and duplicate against the following property:

Property Owner: Benjamin Sutton Jones  
Address: 227 West Main Street, Medway, Ohio 45341  
0100500025411024  
Bethel Township  
Amount: \$1,188.26  
Comments: Uncollected Water and Sewer Charges. Place on Tax Duplicate

Property Owner: Beckstrasse A LLC  
Address: 531 Neosha Avenue, Springfield, Ohio 45505  
3000700032214011

Amount: Springfield Township  
 \$702.04  
 Comments: Uncollected Water and Sewer Charges. Place on Tax Duplicate

Commissioner Wilt seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner Wilt, Yes; Commissioner Patterson, Yes; Commissioner Rittenhouse, Yes

**Resolution 2025-0273**  
**CDDO file**

**Set Date and Time for Public Hearing #1 & #2 for  
 Consideration and Adoption of the Clark County Special Purpose Flood Damage Reduction Regulations  
 to permit participation in the National Flood Insurance Program**

Commissioner Patterson moved, to set Public Hearing #1 for Wednesday, April 30, 2025 at 10:00 am and  
 Public Hearing #2 for May 21, 2025 at 10:00am in the Commissioners Chambers, Room 151 at the Springview  
 Government Center, 3130 East Main Street, Springfield, Ohio as the date and time for public hearings.

Commissioner Wilt seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner Wilt, Yes; Commissioner Patterson, Yes; Commissioner Rittenhouse, Yes

**Motion to Adjourn**

**Resolution 2025-0274**

Commissioner Patterson moved to adjourn the meeting. Commissioner Wilt seconded the motion. The roll being  
 called for passage resulted as follows:

Commissioner Wilt, Yes; Commissioner Patterson, Yes; Commissioner Rittenhouse, Yes

BOARD OF CLARK COUNTY COMMISSIONERS

By: \_\_\_\_\_  
 Sasha L. Rittenhouse, President

By: \_\_\_\_\_  
 Charles A. Patterson

I certify that the record is true and accurate:

\_\_\_\_\_  
 Commission Clerk

By: \_\_\_\_\_  
 Melanie F. Wilt