



**BYLAWS OF
THE GREATER WARREN COUNTY DRUG TASK FORCE
COUNCIL OF GOVERNMENTS**

WHEREAS, in accordance with Ohio Revised Code § 167.04, the members of The Greater Warren County Drug Task Force Council of Governments consisting of the City of Franklin, the City of Springboro, Clearcreek Township, the City of Lebanon, the City of Mason, the Warren County Board of Commissioners on behalf of the Warren County Sheriff and Warren County Prosecuting Attorney, the City of Wilmington, the Village of Waynesville, the Clinton County Board of Commissioners on behalf of the Clinton County Prosecuting Attorney, and the Village of Maineville (hereinafter collectively referred to as the “COG”), desire to adopt written by-laws; and,

NOW THEREFORE BE IT RESOLVED, by at least a majority vote of the members of the COG do hereby adopt the following by-laws in accordance with Ohio Revised Code § 167.04:

Membership, withdrawals and representation.

In accordance with Ohio Revised Code § 167.02, membership in the COG shall be the counties, municipal corporations, townships, special districts, school districts, and other political subdivisions entering into the agreement establishing the council or admitted to membership subsequently thereto.

Any county, municipal corporation, township, special district, school district, or other political subdivision which has become a member of the COG may withdraw by giving written notice to the COG, or should the member fail to participate as a member of the Policy Board for an extended period of time and the Policy Board by a least a majority vote of the quorum present at a regular meeting elect to give notice to such member that its membership is being revoked for lack of participation.

Governing Board and Power to Act for the Council.

The original COG contract, in Section II, established a Policy Board consisting of the police chiefs of the member Cities and Villages, the Warren County Sheriff and the Warren County Prosecutor. The Policy Board shall also consist of the police chief, sheriff, commander, director or head law enforcement official of any counties, municipal corporations, townships, special districts, school districts, state agencies or other political subdivisions that joined after the inception of the COG, or will join the COG hereafter, so long as each has entered into the COG contract, or any amendment thereto, in accordance with Ohio Revised Code § 167.02.

The Policy Board shall be the governing board of the COG that may act for the COG in accordance with Ohio Revised Code § 167.04.

The Policy Board shall have the power to act for and on behalf of the COG, unless otherwise provided by law, pursuant to the powers explicitly provided in Ohio Revised Code § 167.03.

The Policy Board shall have the power to act for and on behalf of the COG in the transaction of business and in personnel matters pursuant to the powers explicitly provided in Ohio Revised Code § 167.05, to-wit: to employ such staff and contract for the services of such consultants and experts; to purchase or lease or otherwise provide for such supplies, materials, equipment, and facilities as it deems necessary and appropriate in the manner and under procedures established by the Policy Board. Such act or acts of the Policy Board shall be determined by at least a majority of the members of the Policy Board during a regular or special meeting. An affirmative vote to so act shall be recorded in the minutes of the Policy Board meeting, and when appropriate, a separate Resolution shall be prepared to memorialize the act or acts approved by affirmative vote.

The Policy Board shall set policy for the enforcement of criminal drug trafficking laws within the jurisdictions represented by members of the COG, and such enforcement shall be carried out by The Greater Warren County Drug Task Force.

Designation of and Method of Selection of Officers of the Council.

The Commander of The Greater Warren County Drug Task Force shall preside over the meetings of the Policy Board. Should the Policy Board deem it necessary to elect officers, it may elect to do so and designate at that time the respective offices up for election.

Regular Monthly Meetings.

The Policy Board shall conduct regular monthly meetings. The meetings shall be held at The Warren County Sheriff's Office, 550 Justice Drive, Lebanon, Ohio 45036, on the first Thursday of each month at 1:30 p.m.. If the date is a legal holiday or a weekend, then the regular monthly meeting shall be held on the next business day at the same time. The date, place and time may be changed by at least a majority vote of the quorum present at a regular meeting.

Special Meetings.

The members of the Policy Board may conduct special meetings. Special meetings may be called by any member of the Policy Board by giving written notice of the time, place and purpose of such meeting to the other members of the Policy Board.

Notice of Meetings.

These by-laws shall serve as notice of the date, time and place of all regular meetings. If the date, time or place of a regular meeting is changed, written notice shall be required the same as if a special meeting was being called. Written notice of all special meetings must be delivered to the members of the Policy Board by ordinary U.S. mail, or facsimile, or email at least seven

days prior to the meeting. No meeting shall be held sooner than seven days from the date of the notice of the special meeting. The notice of a regular meeting need not state the purpose for the meeting, unless the purpose involves the expenditure of funds or modification of by-laws or policies and procedures. No irregularity of notice of a regular meeting will invalidate the notice or any proceeding of the meeting.

Vote Required for Action.

At least a majority of the Policy Board members must be present at a meeting to constitute a quorum; and, at least a majority of the quorum present at a meeting must vote in the affirmative to authorize an act or acts. A tie vote shall be declared a negative vote or denial.

Designation of Fiscal Officer and Authorization for Disbursements.

In accordance with Ohio Revised Code § 167.04 (B) and Section VI of the original COG contract, the Fiscal Officer is hereby designated to be the Warren County Auditor, 406 Justice Drive, 2nd Floor, Lebanon, Ohio 45036. The Fiscal Officer is authorized to require the submission of purchase orders and vouchers for the disbursement of funds to or on behalf of the COG. The Policy Board shall also comply with all other requirements of the Warren County Procurement Policy relating to any disbursements on behalf of the COG, if applicable.

Fiscal support and activities.

In accordance with Ohio Revised Code § 167.06, the members of the COG may appropriate funds to meet the expenses of the COG. The COG may accept services of personnel, use of equipment, office space and other necessary services from members of the COG as part of their financial support. The members of the COG, the State of Ohio and its departments, agencies and instrumentalities, or political subdivisions, or any governmental unit may give moneys, real property, personal property or services to the COG. The COG may establish schedules of dues to be paid by its members to aid the financing of the operations and programs of the COG, which shall be determined by and require at least a majority vote of the quorum of the members present at a regular meeting of the Policy Board. The COG may permit non-member political subdivisions to participate in any of its activities regardless of whether such political subdivisions have paid dues to the COG.

The COG may accept funds, grants, gifts, and services from the government of the United States or its agencies, from the State of Ohio or its departments, agencies, instrumentalities, or from political subdivisions or from any other governmental unit whether participating in the COG or not, and from private and civic sources.

The COG shall make an annual report of its financial activities to its members.

Membership not a barrier to holding another public office.

In accordance with Ohio Revised Code §167.07, membership in the COG does not constitute the holding of a public office or employment; shall not constitute an interest, either direct or indirect, in a contract or expenditure of money by any municipal corporation, township, special district, school district, county or other political subdivision; and, no member of the COG shall be disqualified from holding any public office or employment, nor forfeit any such office or employment by reason of his or her position as a member or officer of the COG.

Contracts for service to or from political subdivisions.

In accordance with Ohio Revised Code §167.08 the Policy Board may enter into contracts to provide services to or receive services from appropriate officials, authorities, boards, or bodies of counties, municipal corporations, townships, special districts, school districts, or other political subdivisions. Such contracts may also authorize the COG to perform any function or render any service on behalf of such counties, municipal corporations, townships, special districts, school districts, or other political subdivisions, which such counties, municipal corporations, townships, special districts, school districts, or other political subdivisions may perform or render.

Amendments to Bylaws

These bylaws may be amended or repealed by a vote of a majority of the quorum of the Policy Board present at a regular meeting, or at a special meeting called for the purpose of amending these by-laws.

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AMENDMENT # 2
TO THE GREATER WARREN COUNTY DRUG TASK FORCE
COUNCIL OF GOVERNMENTS CONTRACT

WHEREAS, in accordance with Ohio Revised Code §167.01, et seq., the Warren County Drug Task Force Council of Governments (“COG”) was established and the charter members entered into the Warren County Drug Task Force Council of Governments Contract (hereinafter referred to as the “original Contract”), a copy of which is attached hereto and made a part hereof; and,

WHEREAS, the charter members of the COG named in the original contract were the City of Franklin, the City of Springboro, Clearcreek Township, the City of Lebanon, the City of Mason, and the Village of Carlisle on behalf of their respective Police Departments, and the Warren County Board of Commissioners for and on behalf of the Warren County Prosecutor’s Office and the Warren County Sheriff’s Office; and,

WHEREAS, the original contract determined that the name to be used would be the Warren County Drug Task Force and created its Policy Board consisting of the police chiefs of the cities of Franklin, Springboro, Lebanon and Mason, the police chief of the Village of Carlisle, the police chief of Clearcreek Township, the Warren County Sheriff, and the Warren County Prosecutor; and,

WHEREAS, the original contract also determined that a majority of the Policy Board constitutes a quorum for the transaction of business, that Policy Board meetings would be held at such time and place as specified in a notice of meeting, that any member could call a meeting by giving written notice delivered in person or by facsimile of the time, place and purpose of a meeting but no sooner than seven days after the date of the notice of meeting, that the Policy Board shall set policy for criminal drug trafficking enforcement, and that during the scope of investigations involving criminal drug trafficking enforcement the participating personnel shall act under the direction of the Director (aka Commander) of the Warren County Drug Task Force; and,

WHEREAS, in accordance with Ohio Revised Code §167.02, et seq., the charter members of the COG who signed the original contract were City of Franklin, the City of Springboro, Clearcreek Township, and the City of Mason; and, it has been discovered that the original contract was never signed by the Village of Carlisle, the City of Lebanon, or the Warren County Board of Commissioners; and,

WHEREAS, the original Contract was amended (hereinafter referred to “Contract Amendment #1”), a copy of which is attached hereto and made a part hereof; and,

WHEREAS, in accordance with Ohio Revised Code §167.02, et seq., Contract Amendment #1 added members to the COG namely, the City of Wilmington and the Clinton County Sheriff Office; adopted policies and procedures; and, changed the name to be used from

the Warren County Drug Task Force to the Warren-Clinton Drug and Strategic Operations Task Force; and,

WHEREAS, in accordance with Ohio Revised Code §167.02, et seq., the members of the COG who signed the Contract Amendment #1 were the City of Franklin, the City of Springboro, Clearcreek Township, the City of Mason, the City of Wilmington, and the Clinton County Sheriff; and, it has been discovered that the Contract Amendment #1 was never signed by the Village of Carlisle, the City of Lebanon, or the Warren County Board of Commissioners; and,

WHEREAS, subsequent to the effective date of Contract Amendment #1, in accordance with Ohio Revised Code §167.02 (D), the Clinton County Sheriff's Office withdrew from the COG; and,

WHEREAS, at the monthly meeting of the Policy Board on Thursday, February 3, 2005, the Policy Board voted to change the name to be used from the Warren-Clinton Drug and Strategic Operations Task Force to the Greater Warren County Drug Task Force; and,

WHEREAS, at the monthly meeting of the Policy Board on Thursday, February 3, 2005, the Village of Maineville, located in Warren County, Ohio, made a financial donation to and joined the COG; and,

WHEREAS, the Warren County Sheriff and the Warren County Prosecutor have made financial donations to and been active members on the Policy Board, and recommends that the Warren County Board of Commissioners sign this Contract Amendment #2 to comply with Ohio Revised Code § 167.02; and,

WHEREAS, the City of Lebanon has made financial donations to and its Police Chief has been an active member on the Policy Board and recommends that the City of Lebanon sign this Contract Amendment #2 to comply with Ohio Revised Code § 167.02; and,

WHEREAS, the Clinton County Prosecutor has made donations to and has been an active member on the Policy Board, and recommends that the Clinton County Board of Commissioners sign this Contract Amendment #2 to comply with Ohio Revised Code § 167.02; and,

WHEREAS, the Village of Waynesville has made final donations to and joined the COG, and the Waynesville Police Chief has been an active member of the Policy Board and recommends that the Village of Waynesville sign this Contract Amendment #2, on behalf of its Police Department, to comply with Ohio Revised Code § 167.02; and,

WHEREAS, in accordance with Ohio Revised Code § 167.01, et seq. the members of the COG desire to amend the original contract and Contract Amendment #1 to ratify the vote to change the name, to adopt by-laws, to add new members to the COG and to its Policy Board, and to recognize the Village of Carlisle is not a member of the COG and that the chief of police of Carlisle is not a member of the Policy Board; and,

NOW THEREFORE BE IT RESOLVED, by at least a majority vote of its members, the COG does hereby amend the original contract and the Contract Amendment #1 as follows:

- 1) To ratify the vote taken at the Policy Board meeting on Thursday, February 3, 2005, that the COG shall hereafter be named The Greater Warren County Drug Task Force Council of Governments, and further the common usage of such name shall be The Greater Warren County Drug Task Force.
- 2) To adopt the by-laws attached hereto which shall be incorporated by reference herein and made a part hereof.
- 3) To add as members of and/or ratify the membership in the COG, the Village of Maineville, Ohio, on behalf of the Village of Maineville Police Department; the City of Lebanon, on behalf of the Lebanon Police Department; the Village of Waynesville, on behalf of the Village of Waynesville Police Department; the Clinton County Board of Commissioners, on behalf of the Clinton County Prosecuting Attorney; and, the Warren County Board of Commissioners, on behalf of the Warren County Sheriff and the Warren County Prosecuting Attorney.
- 4) To add as members of and/or ratify the membership on the Policy Board, the police chiefs of the City of Lebanon Police Department, the Village of Maineville Police Department and the Village of Waynesville Police Department, the Warren County Sheriff, the Warren County Prosecuting Attorney and the Clinton County Prosecuting Attorney.
- 5) And, to recognize that the Village of Carlisle never signed the original contract or Contract Amendment #1, therefore, the Village of Carlisle is not a member of The Greater Warren County Drug Task Force and that the chief of police of the Village of Carlisle is not a member of the Policy Board.

All other terms of this Amendment #2 shall supersede and be controlling over the original Contract and Contract Amendment #1; otherwise, all other terms of the original Contract and Contract #1 shall continue in full force and effect unless amended by written agreement executed by a majority of the members.

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