

**RESOLUTION NO. 20-00400**

In the matter of approval of prior meeting ) County Commissioners’ Office,  
minutes from the regular session held on ) Wood County, Ohio  
March 31, 2020. ) April 7, 2020

*WHEREAS*, in accordance with §121.22 (“Sunshine Law”), and §305.11, Revised Code of Ohio, “immediately upon the opening of each day’s session of the board of county commissioners, the records of the proceedings of the session of the previous day shall be read by the clerk of the board, or provided to each commissioner in written form, and, if correct, approved and signed by the commissioners”; and

*WHEREAS*, the Board of County Commissioners met via teleconference in regular session on the 31<sup>st</sup> day of March 2020 with the following members present: THEODORE H. BOWLUS, CRAIG LAHOTE and DORIS I. HERRINGSHAW; and

*WHEREAS*, the Commissioners’ Agenda for March 31, 2020 was as follows:

*I. 9:20 a.m. -- Reading of minutes from preceding meeting*

Commissioner Herringshaw called the meeting to order and requested the reading of the prior meeting minutes. Administrator Andrew Kalmar, Assistant Administrator Carri Stanley, Clerk Sandy Long and Wood County resident Bruce Jeffers were also present.

*II. -- Consider Approval of Resolutions immediately following item I  
See Resolution Listing*

There were no travel requests submitted. The personnel actions submitted were from Child Support Enforcement Agency to recommend new hire full-time Case Manager Erin Clark and request personal leave without pay for Case Manager Supervisor Jessica Clements; from Job and Family Services to amend resolution 20-00340 to change start date for new Income Maintenance Worker Katy Roberts; from Wood Haven to recommend new hire full-time LPN Sandra Cordes, amend resolution 20-00374 to change start date for STNA Sarah Steibel, request medical leave without pay for STNA Ashley Tyree, recommend to rehire retired RN-Shift Supervisor Deborah Klasen in an intermittent status, amend resolution 20-00374 to extend administrative leave for STNA Vincent Reynold, resignation of STNA Vincent Reynold effective March 31, 2020.

Commissioner LaHote moved to approve the resolutions on the attached listing with the exception of resolutions 20-00390 (requests for travel), 20-00398 (adjustment to appropriations) and 20-00399 (supplemental appropriations) which will be voided and noting that Administrator Kalmar has the authority to sign all documents on the Board’s behalf. Commissioner Bowlus seconded the motion. All voted aye and the motion carried.

*III. -- Staff Reports*

Mr. Kalmar stated that general fund revenue is good, however, investment income, sales tax and casino tax revenue will all decline due to COVID-19. While all expenditure will be reduced, there are some that will need to proceed based on urgency. They will be reviewed when received to evaluate whether to proceed. One project which will likely need to proceed is the chiller replacement in the atrium and will be paid for with permanent improvement funds. This equipment has been nursed along for the past few years and waiting another year may not be possible.

Mrs. Stanley stated there is \$2 million more in the general fund than last year at this time. Mr. Kalmar mentioned funding for indigent defense was increased by the legislature, but believes if the state looks at funds to cut it likely could be here. Fortunately, Wood County did not adjust the revenue side from what was in the budget for 2019.

Mrs. Stanley stated the Sheriff, through action of the courts, is reducing the number of inmates in the jail, including those likely from other counties. This will reduce the income brought into the jail. Mrs. Stanley will look at the month end report to get a better analysis from the first quarter.

Mr. Kalmar mentioned more discussion will be held with the Human Resources staff regarding new changes to FMLA. He noted that health care workers and emergency responders are exempt. Commissioner LaHote asked Mrs. Stanley to look at larger expenditures to see what can be removed over the next few months. Mr. Kalmar stated that some personnel are working from home, but the office is short on laptops. IT Director Ben Hendricks stated he can secure four laptops at \$800 each. The fiscal staff as well as Mr. Kalmar and Mrs. Stanley need accessibility. The Commissioners agreed to move forward with this purchase. Mr. Hendricks informed Mr. Kalmar the laptops can be rotated into the inventory and available for other offices and departments for next year.

*IV. -- Open Forum Citizens Comments/Concerns*

No one from the public was present. Commissioner LaHote moved to adjourn and Commissioner Bowlus seconded the motion. All voted aye and the motion carried at 9:42 a.m.

*V. 10:00 a.m. -- Conference Call with Villages and Townships re: Update on the Coronavirus from Health Commissioner Ben Batey and Emergency Management Agency (EMA) Director Jeff Klein*

Each mayor of all Wood County municipalities as well as trustees of each township were contacted and invited to participate in the conference call for an update on the Coronavirus. The Wood County Commissioners, State Senator Theresa Gavarone, State Representative Haraz Ghanbari, Mr. Batey and Mr. Klein participated via teleconference. Mr. Kalmar, Mrs. Stanley, Ms. Long, Mr. Jeffers, IT Director Ben Hendricks, Sheriff Mark Wasylshyn, EMA Deputy Director Erin Konecki, EMA Administrative Assistant Suzette Hall, Road Project Manager Jason Sisco and Sentinel-Tribune Editor Debbie Rogers were also present for the update.

Mr. Batey stated that unfortunately the virus is just getting started. Wood County has received some supplies from the state and a small shipment of supplies will be arriving on Friday. Also, a lab in Columbus has been approved by the FDA to sanitize masks. Hospitals can send these to the facility and once sanitized they will be returned. Mr. Batey stated that he fully believes what Wood County is doing is working and we will fare better than most because of the precautions taken.

Senator Gavarone stated that HB197 has passed. The bill covers many items associated with the current emergency. This will prohibit the shut-off of any water supply which will end once the crisis is over or December 1<sup>st</sup>, extend driver license renewals, allow teleconference or video conference to be acceptable for open meetings, extend state income tax filing to July 15<sup>th</sup>, and change primary voting to absentee only by April 28<sup>th</sup> – no in-person voting. This also mandates if searchable documents (i.e. property titles) are not available online, the office must remain open to the public.

Commissioner Bowlus stated that there is misinformation regarding the virus and unfortunately there are some unknowns such as how long droplets remain in the air and on surfaces. He noted the duration on surfaces depends on climate. He stated there is transmission if touching infected surfaces and then touching your mouth. He noted that if you experience shortness of breath you should go to the hospital where your oxygen level can be evaluated. Commissioner Bowlus stated

there are four key points for everyone to follow: wash your hands regularly with warm soapy water for at least 25 seconds, do not touch your face, you do not need medical grade masks at home – you may even use homemade masks there, and do not get lax in being diligent for all these things including keeping distance from others.

Representative Ghanbari noted that Governor DeWine is making some decisions only moments before his daily press conference so legislators are hearing some of these at the same time as the general public.

Mr. Klein agreed with Mr. Batey that Wood County is likely doing better than most. He reminded everyone that the EMA is taking donations for personal protection equipment (PPE). He asked that all donations go through the EMA so they can ensure supplies are distributed evenly. There is an increased need for isolation gowns, thermometers and air purifying masks. Mr. Klein reminded everyone to check Deputy Director Konecki’s daily situation report.

Mrs. Konecki stated that if you cannot get in contact with someone in EMA regarding donations, you can leave them with the courthouse complex security personnel inside the main entrance of the courthouse and they will make sure to get them to EMA personnel.

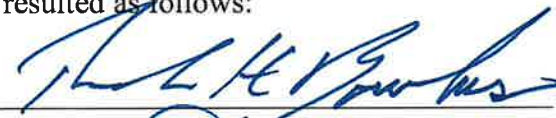
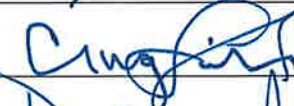

Another update will be provided next Tuesday at 10:00 a.m.

*The Board of County Commissioners will attempt to provide reasonable accommodations for any disabled person. Requests for special accommodations shall be made to the Office of the County Commissioners twenty-four (24) hours prior to the time such accommodations are required; now therefore, be it*


**RESOLVED**, by the Board of County Commissioners of Wood County, Ohio, that the foregoing minutes be and are hereby approved; and be it further

**RESOLVED**, that these proceedings shall be kept on file in the office of the County Commissioners and open at all time to public inspection.

Commissioner Lattste moved and Commissioner Bowlus seconded the motion and the roll being called on its adoption, the vote resulted as follows:

DR. THEODORE H. BOWLUS	<u>yes</u>	<u></u>
CRAIG LAHOTE	<u>ya</u>	<u></u>
DORIS I. HERRINGSHAW, Ed.D.	<u>yes</u>	<u></u>

Board of County Commissioners,  
Wood County, Ohio

Attest:   
Clerk of said Board

**RESOLUTION INDEX**

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**BG - BLDGS & GROUNDS EFF. 6/1/13**

20-00396 03/31/2020 AUTHORIZE AGREEMENT WITH THE OSCAR W. LARSON COMPANY TO REPLACE & INSTALL NEW OVERFILL VALVE ON WEST UNDERGROUND STORAGE TANK & VERIFY MEASUREMENTS AT THE FUEL FACILITY AND PERFORM DPLEAK VACUUM TEST ON THE EXISTING SPILL BUCKET AND REMOVE OVERFILL VALVE ON EMERGENCY GENERATOR DIESEL UNDERGROUND STORAGE TANK & VERIFY MEASUREMENTS AT THE JUSTICE CENTER.

**BUD - BUDGET/APPROPRIATIONS -ALL**

20-00394 03/31/2020 PAYMENT FOR SERVICES - JUVENILE RESIDENTIAL SERVICES NATURAL GAS FOR THE PERIOD OF 2/14/20 - 3/16/20 AND MAINTENANCE STAFF FOR MARCH, 2020.

20-00398 03/31/2020 ADJUSTMENT TO APPROPRIATIONS - VARIOUS FUNDS.

20-00399 03/31/2020 SUPPLEMENTAL APPROPRIATION - VARIOUS FUNDS

**COMM - COMMISSIONERS**

20-00388 03/31/2020 APPROVAL OF PRIOR MEETING MINUTES FROM THE REGULAR SESSION HELD ON 3/24/2020

20-00389 03/31/2020 AUTHORIZE PAYMENT OF VOUCHERS

20-00390 03/31/2020 APPROVE REQUESTS FOR TRAVEL AND REIMBURSEMENT FOR WOOD COUNTY EMPLOYEES

20-00391 03/31/2020 AUTHORIZE VARIOUS PERSONNEL ACTIONS

20-00392 03/31/2020 AUTHORIZE THE EMERGENCY FAMILY MEDICAL LEAVE EXPANSION ACT AND EMERGENCY PAID SICK LEAVE ACT EFFECTIVE APRIL 1, 2020 THROUGH DECEMBER 31, 2020.

20-00393 03/31/2020 AUTHORIZING RESOLUTION TO DECLARE A STATE OF EMERGENCY DUE TO THE CORONAVIRUS DISEASE 2019 (COVID-19).

**LAND - LANDFILL**

20-00395 03/31/2020 RECEIVE BIDS AND AWARD CONTRACT FOR THE 2020 FINAL COVER CONSTRUCTION PROJECT AT THE WOOD COUNTY LANDFILL.

**PJC - PROBATE/JUVENILE COURTS - ALL**

20-00397 03/31/2020 AUTHORIZE AMENDMENT TO THE 1992 MEMORANDUM AGREEMENT BETWEEN THE JUVENILE DIVISIONS OF THE COURT OF COMMON PLEAS THROUGH THEIR RESPECTIVE JUDGES AND THE FOLLOWING COUNTIES: WOOD (HEREINAFTER REFERRED TO AS THE LEAD COUNTY), DEFIANCE, FULTON, HANCOCK, HENRY, OTTAWA, PAULDING, PUTNAM, VAN WERT, AND WILLIAMS COUNTIES.