

**RESOLUTION NO. 21-01309**

In the matter of approval of prior meeting ) County Commissioners' Office,  
minutes from the regular session held on ) Wood County, Ohio  
October 28, 2021. ) November 2, 2021

*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, or provided to each commissioner in written form, by the clerk of the board and, if correct, approved and signed by the commissioners”; and

*WHEREAS*, the Board of County Commissioners met in regular session on the 28<sup>th</sup> day of October 2021 with the following members present: THEODORE H. BOWLUS, CRAIG LAHOTE and DORIS I. HERRINGSHAW; and

*WHEREAS*, the Commissioners’ Agenda for October 28, 2021 was as follows:

*I. 9:23 a.m. -- Reading of minutes from preceding meeting*

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

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

No out of state travel requests were submitted. There was one personnel action submitted from the Dog Shelter to amend resolution 21-01143 to reflect correct ending balances for former employee Andrew Snyder.

Commissioner LaHote moved to approve the resolutions on the attached listing with the exception of resolutions 21-01292 (transfer of funds), 21-01306 (part-time security OPERS payment) and 21-01307 (third party administration) which will be tabled. Resolution 21-01307 will be back on the resolution listing for consideration on November 2, 2021. Commissioner Bowlus seconded the motion. All voted aye and the motion carried.

*III. -- Staff Reports*

Buildings and Grounds Monthly Update (9:29 a.m.) – Facilities Director Steve Blausey shared the attached information which was referenced throughout the discussion. The meeting concluded at 9:44 a.m. Mr. Blausey exited at this time.

Insurance Update (9:45 a.m.) – Human Resources/Benefits Manager Pam Boyer was joined by Benefits Coordinator Cheryl Albrecht, Benefits Clerks Shelby Williams and Josh Schroeder, as well as Jason Beaver of Mercer Consulting, for the update. Mr. Kalmar stated that 2 weeks ago a team of six county employees met to consider the six proposals received for a third-party administrator for the health benefits plan. The team reviewed and scored the proposals. Following this meeting the two top scoring vendors were contacted and requested to provide their best and final offer. Mr. Kalmar stated the information will be brought to the Commissioners on Tuesday for a decision to be made at that time.

Mr. Beaver and Ms. Boyer stated there has been little change in costs for the health benefits and recommended no rate change to medical, prescription or dental coverage for 2022. Ms. Boyer noted there has been a shift in membership over the last year as some of the workforce has been retiring and new employees have been hired. Mr. Kalmar stated that Wood County has kept co-pays and deductibles low to encourage people to seek care sooner. Their first thought should be about the care they need rather than how to pay a large out-of-pocket cost.

Ms. Stanley asked if there was any new information regarding the vaccine mandate. Mr. Beaver stated that President Biden made a statement in September requiring OSHA to draft proposals regarding the mandate. Since then, there have been over 80 meetings with numerous industries including numerous trucking companies. The feedback has been that due to the labor market and supply chain the mandate would crush these industries. Currently federal legislators are working on the spending package so this may have been pushed back some for now. Mr. Kalmar noted that the county is not governed by OSHA. The meeting concluded at 10:15 a.m. Ms. Boyer, Ms. Albrecht, Ms. Williams, Mr. Schroeder and Mr. Beaver exited at this time.

Commissioners' Office 2022 Appropriation Review (10:16 a.m.) – Ms. Stanley shared the Commissioners' Office 2022 appropriation and strategic budget requests. Fiscal Manager Dee Stewart was also present. The meeting concluded at 10:20 a.m.

Ms. Stewart reviewed potential distribution of funding to domestic violence shelters that serve Wood County residents. The Commissioners distribute funding to domestic violence shelters annually per Ohio Revised Code §3113. First Step, located in the City of Fostoria, served 363 adults and children of which 46 (8%) were Wood County residents. The Cocoon Shelter, located in the City of Bowling Green, served 747 adults and children of which 547 (92%) were Wood County residents. The Commissioners agreed to give the Cocoon Shelter 90% and First Step 10% of the allotted funding amount of \$26,000. It was noted that First Step should also receive funding from Seneca and Hancock Counties as well.

Solid Waste Management District (SWMD) and Landfill 2022 Appropriation Review (10:30 a.m.) – Ms. Stanley shared the 2022 SWMD and Landfill appropriation and strategic budget requests. SWMD Office Manager Patti Bowsher was also present. Ms. Stanley stated that financing for the \$3 million landfill expansion project still needs to be considered. The meeting concluded at 10:42 a.m.

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

No one from the public was present. Commissioner Herringshaw moved to adjourn and Commissioner Bowlus seconded the motion. All voted aye and the motion carried at 10:43 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 Lattote moved and Commissioner Bowlus seconded the approval of the resolution, and the roll being called on its adoption, the vote resulted as follows:


DR. THEODORE H. BOWLUS

yes



CRAIG LAHOTE

yes



DORIS I. HERRINGSHAW, Ed.D.

yes



Board of County Commissioners,  
Wood County, Ohio

Attest:

  
Clerk of said Board

Resolution	Date	Description	PO	Cost
21-01288	10/28/2021	APPROVAL OF PRIOR MEETING MINUTES FROM THE REGULAR SESSION HELD ON 10/26/2021		
21-01289	10/28/2021	AUTHORIZE PAYMENT OF VOUCHERS		
21-01290	10/28/2021	AUTHORIZE VARIOUS PERSONNEL ACTIONS		
21-01291	10/28/2021	AUTHORIZE AMENDMENT 1 TO JANITORIAL SERVICES AGREEMENT WITH JB JANITORIAL FOR WOOD COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES.		
21-01292	10/28/2021	TRANSFER OF FUNDS - AUTO TITLE TO GENERAL FUND, PURSUANT TO SECTION 325.33 OF THE OHIO REVISED CODE		
21-01293	10/28/2021	ADJUSTMENT TO APPROPRIATIONS - VARIOUS FUNDS		
21-01294	10/28/2021	CDW-G GOVERNMENT INC - AUTHORIZING THE PURCHASE OF A HP LAPTOP, AND ACCESSORIES FOR JOB AND FAMILY SERVICES INDEPENDENT LIVING YOUTH.	463317	\$910.11
21-01295	10/28/2021	PAYMENT FOR SERVICES - JUVENILE RESIDENTIAL CENTER NATURAL GAS FOR THE PERIOD OF 9/13/21-10/12/21 AND MAINTENANCE STAFF FOR OCTOBER, 2021.		
21-01296	10/28/2021	APPROVE REQUESTS FOR TRAVEL AND REIMBURSEMENT FOR WOOD COUNTY EMPLOYEES.		
21-01297	10/28/2021	FIXING DATE FOR DESIGNATION OF PUBLIC DEPOSITORIES FOR PUBLIC FUNDS OF WOOD COUNTY FOR THE FOUR YEAR PERIOD COMMENCING JANUARY 1, 2022 TO AUGUST 23, 2025		
21-01298	10/28/2021	ACQUIRING A PERPETUAL EASEMENT AND RIGHT-OF-WAY (PARCEL L45-412-3100-00-005.500) FOR PUBLIC HIGHWAY, ROAD AND DRAINAGE PURPOSES FROM RUTH E. PIERCE AND STEVEN L. PIERCE FOR EMERSON ROAD RECONSTRUCTION, JERRY CITY TO STATE ROUTE 281, MONTGOMERY TOWNSHIP, WOOD COUNTY, OHIO.		
21-01299	10/28/2021	ACQUIRING A PERPETUAL EASEMENT AND RIGHT-OF-WAY (PARCEL S64-411-2500-00-037.000) FOR PUBLIC HIGHWAY, ROAD AND DRAINAGE PURPOSES FROM RUTH E. PIERCE AND TRICIA A. BLASIUS, FKA TRICIA A. LEWALLEN FOR EMERSON ROAD RECONSTRUCTION, JERRY CITY TO STATE ROUTE 281, PORTAGE TOWNSHIP, WOOD COUNTY, OHIO.		
21-01300	10/28/2021	ACQUIRING A PERPETUAL EASEMENT AND RIGHT-OF-WAY (PARCEL L45-412-3100-00-005.502) FOR PUBLIC HIGHWAY, ROAD AND DRAINAGE PURPOSES FROM TRICIA A. BLASIUS, FKNA TRICIA A. LEWALLEN FOR EMERSON ROAD RECONSTRUCTION, JERRY CITY TO STATE ROUTE 281, MONTGOMERY TOWNSHIP, WOOD COUNTY, OHIO.		
21-01301	10/28/2021	ACQUIRING A PERPETUAL EASEMENT AND RIGHT-OF-WAY (PARCEL L45-412-3000-00-013.000) FOR PUBLIC HIGHWAY, ROAD AND DRAINAGE PURPOSES FROM TRENT K. SNOWDEN AND KIMBERLY B. SNOWDEN AND SUSAN G. SNOWDEN FOR EMERSON ROAD RECONSTRUCTION, JERRY CITY TO STATE ROUTE 281, MONTGOMERY TOWNSHIP, WOOD COUNTY, OHIO.		
21-01302	10/28/2021	ACQUIRING A PERPETUAL EASEMENT AND RIGHT-OF-WAY (PARCEL S64-411-2500-00-039.000) FOR PUBLIC HIGHWAY, ROAD AND DRAINAGE PURPOSES FROM TRENT K. SNOWDEN AND KIMBERLY B. SNOWDEN AND SUSAN G. SNOWDEN FOR EMERSON ROAD RECONSTRUCTION, JERRY CITY TO STATE ROUTE 281, PORTAGE TOWNSHIP, WOOD COUNTY, OHIO.		
21-01303	10/28/2021	ACQUIRING A PERPETUAL EASEMENT AND RIGHT-OF-WAY (PARCEL S64-411-2500-00-040.000) FOR PUBLIC HIGHWAY, ROAD AND DRAINAGE PURPOSES FROM CYNTHIA DOW FOR EMERSON ROAD RECONSTRUCTION, JERRY CITY TO STATE ROUTE 281, PORTAGE TOWNSHIP, WOOD COUNTY, OHIO.		

Resolution	Date	Description	PO	Cost
21-01304	10/28/2021	ACQUIRING A PERPETUAL EASEMENT AND RIGHT-OF-WAY (PARCEL L45-412-3000-00-014.000) FOR PUBLIC HIGHWAY, ROAD AND DRAINAGE PURPOSES FROM GARY R. REYNOLDS AND MARLENE K. REYNOLDS FOR EMERSON ROAD RECONSTRUCTION, JERRY CITY TO STATE ROUTE 281, MONTGOMERY TOWNSHIP, WOOD COUNTY, OHIO.		
21-01305	10/28/2021	ACQUIRING A PERPETUAL EASEMENT AND RIGHT-OF-WAY (PARCEL L45-412-3100-00-010.000) FOR PUBLIC HIGHWAY, ROAD AND DRAINAGE PURPOSES FROM NANCY L. REYNOLDS FOR EMERSON ROAD RECONSTRUCTION, JERRY CITY TO STATE ROUTE 281, MONTGOMERY TOWNSHIP, WOOD COUNTY, OHIO.		
21-01306	10/28/2021	AUTHORIZING MONTHLY PAYMENT TO PART-TIME DEPUTIES/CONSTABLES RECEIVING AN OPERS PENSION WHILE RE-EMPLOYED BY WOOD COUNTY TO OFFSET COST OF HEALTH INSURANCE.		
21-01307	10/28/2021	RECEIVING PROPOSALS AND SELECTING VENDOR FOR THE THIRD PARTY ADMINISTRATION OF THE HEALTH BENEFITS PROGRAM AND MEDICAL MANAGEMENT FOR THE WOOD COUNTY EMPLOYEE HEALTH BENEFITS PLAN.		
21-01308	10/28/2021	AUTHORIZE CHANGE ORDER NO. 2 - PY18 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PERRYSBURG HEIGHTS ASSOCIATION NEIGHBORHOOD REVITALIZATION GRANT (NRG) PAVILION CONSTRUCTION PROJECT.		

## Buildings & Grounds Monthly Update

### October 28, 2021

#### Completed Projects

Painting of the whole house exterior at Public Defender was completed last week by Lakeside with maintenance crews repairing items as needed.

The installation of a handrail in front of JFS was performed by EGLC maintenance crews last month.

The lighting project at Dunbridge Road building is pretty well complete. Just need to complete the light for the flag yet. EGLC maintenance crews will be repouring a couple sections of sidewalk that was removed for this work.

The Sheriff's Office and JDC roof project is now done.

Landscaping around the new ramp at the main entrance was installed by maintenance crews a couple of weeks ago. The new handrails were installed on Tuesday by Delventhal. Also, breakaway cones were installed at the new ramp for the handicap parking lot.

#### Current Projects

New office space work is progressing in Adult Probation. Walls are up, door frames are installed, and drywall is being finished.

The office building chiller is down and we are currently trying to get information on our best move forward to remedy this situation.

We also have 1 boiler off-line in the Courthouse.

Still getting numbers from contractors for budgets.

Clean up work is still progressing at the Museum. This work is being performed by EGLC crews.

Three new doors and frames were installed yesterday at the Dog Shelter by Northwood Door. There is also some new drain work starting today in the drop-off room.

## Upcoming Projects

New gutters will be installed on Public Defender house since painting is now complete.

The Policemens Memorial site near the S.E. corner of the Courthouse is getting spruced up a little with some landscaping work and pouring a new concrete "approach" in front of it.

Going to start a porch roof replacement at the Museum soon. This porch is the main entrance at the Museum and needs fixed.

The IT server room at the Sheriff's Office will soon be getting updated cooling. This room continually got more equipment placed in it overloading the existing cooling capabilities.

## MISC.

Prep work for snow and ice equipment is starting at EGLC and the Courthouse.

**Employee Health Benefits Plan  
Ongoing Update Presented to Board  
October 28, 2021**

**Request for Proposals Update**

Andrew Kalmar & Jason Beaver

Third Party Administrator (TPA)  
Stop Loss  
Other Renewals

**2022 Rate Projections**

Jason Beaver & Pam Boyer

Review Projected Rates  
Review Recommendations for 2022  
Retain GFS; Offer ACA Minimum Value & Affordability (using federal poverty line safe harbor)

**Trust Fund Update as of September 30**

Pam Boyer

<u>County</u>	<u>2021 *</u>	<u>2020 *</u>	<u>2019 *</u>	<u>2018</u>
Active	\$15,280,045	\$15,187,656	\$14,153,096	\$12,507,000
Long Term	<u>\$2,009,194</u>	<u>\$1,987,683</u>	<u>\$1,944,049</u>	<u>\$1,895,395</u>
	\$17,289,239	\$17,175,339	\$16,097,145	\$14,402,395

\* Premium Holidays: 11/19, 3/20, 11/20, 9/21  
Rates include 2017 DD Buy-In

**Next Steps Year End**

Pam Boyer

Annual Meetings:  
11/4 Department Insurance Group Rep Annual Training  
11/5 Distribute Summary Plan Description (SPD)  
11/17-19 Employee Information Meetings  
ReCard Membership due to federal requirements



