

RESOLUTION NO. 21-01102

In the matter of approval of prior meeting) County Commissioners' Office,
minutes from the regular session held on) Wood County, Ohio
September 14, 2021.) September 16, 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 14th day of September 2021 with the following members present: THEODORE H. BOWLUS, CRAIG LAHOTE and DORIS I. HERRINGSHAW; and

WHEREAS, the Commissioners’ Agenda for September 14, 2021 was as follows:

I. 9:19 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*

There was one out of state travel request submitted from Job and Family Services for Melissa Tokar and Shawna Hartman to travel to Midvale, Utah for transport of a youth back to Ohio.

The personnel actions submitted were from Wood Haven to hire new part-time Activity Leader Amanda Rankin, part-time Housekeeping Aide Danielle Gueli, and part-time STNA Hailey Dickinson, for a change of position for Activity Leader Sydney Belleville to part-time STNA, probationary termination of Housekeeping Aide Edna Anderson, resignation of Dietary Aide Paul Turner, Housekeeping Aides Mattison Hillard and Jenna Montez and STNA Brianna James; from Job and Family Services to cancel the appointment of Protective Services Worker 3 Rebecca Aelker; from Buildings and Grounds for a change in pay rate for Facilities Director Steven Blausey.

Commissioner LaHote moved to approve the resolutions on the attached listing and Commissioner Bowlus seconded the motion. All voted aye and the motion carried.

III. -- Staff Reports

Dog Shelter Quarterly Update (9:30 a.m.) – Chief Dog Warden Andrew Snyder shared the attached information which was referenced throughout the discussion. Mr. Kalmar mentioned that about two weeks ago Mr. Snyder was working alone for a short time. With the recent retirement of a Deputy Dog Warden, the other two Deputies out sick and the Kennel Worker also out due to an injury, Mr. Snyder was doing everything himself. The Commissioners commended him on keeping everything running smoothly. Mr. Kalmar stated that last week, the Wood County Humane Agent reported that he has been working on a livestock cruelty investigation. Mr. Snyder stated the investigation is regarding concerns of neglect with livestock and companion animals and involves three counties due to location of property. Mr. Snyder suggested the Humane Agent contact the Wood County

Fairgrounds to inquire about use of buildings to house the animals as the current facilities are not adequate. The Fair Board stated they could not assist them at this time. One of the neighboring counties involved has people who will foster animals so he is pursuing this possibility. Mr. Snyder stated the Humane Agent has been working with the owner regarding compliance but has not made any progress which will result in enforcement procedures. The Commissioners thanked Mr. Snyder for the update. The meeting concluded at 9:54 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 9:55 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 LaHote 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	<u>yes</u>	<u>Theodore H. Bowlus</u>
CRAIG LAHOTE	<u>yes</u>	<u>Craig LaHote</u>
DORIS I. HERRINGSHAW, Ed.D.	<u>yes</u>	<u>Doris Herringshaw</u>

Board of County Commissioners,
Wood County, Ohio

Attest: Sandy A. Long
Clerk of said Board

Resolution	Date	Description	PO	Cost
21-01092	9/14/2021	APPROVAL OF PRIOR MEETING MINUTES FROM THE REGULAR SESSION HELD ON 9/9/2021		
21-01093	9/14/2021	AUTHORIZE PAYMENT OF VOUCHERS		
21-01094	9/14/2021	AUTHORIZE VARIOUS PERSONNEL ACTIONS		
21-01095	9/14/2021	APPROVE REQUESTS FOR TRAVEL AND REIMBURSEMENT FOR WOOD COUNTY EMPLOYEES.		
21-01096	9/14/2021	AUTHORIZING A CHANGE TO THE WOOD COUNTY EMPLOYEE HEALTH BENEFITS PLAN EFFECTIVE APRIL 21, 2021.		
21-01097	9/14/2021	PAYMENT FOR SERVICES - ECONOMIC DEVELOPMENT SEPTEMBER 2021 LEASE PAYMENT.		
21-01098	9/14/2021	PAYMENT FOR SERVICES - NORTHWEST COMMUNITY CORRECTIONS CENTER MAINTENANCE STAFF FOR SEPTEMBER 2021.		
21-01099	9/14/2021	PAYMENT FOR SERVICES - FUEL FACILITY FOR AUGUST, 2021.		
21-01100	9/14/2021	PAYMENT FOR SERVICES - JOB AND FAMILY SERVICES.		
21-01101	9/14/2021	AUTHORIZE AGREEMENT WITH SCHICK ELECTRIC TO INSTALL FOUR (4) 2 X LED LIGHTS, EIGHT (8) 20 AMP PLUGS WITH COVERS, FOUR (4) DATA SLEEVES, AND TWO (2) 20 AMP SWITCHES AND COVERS FOR ADDITIONAL OFFICE SPACE IN WOOD COUNTY ADULT PROBATION.		

Wood County Dog Shelter

Andrew Snyder, Chief Dog Warden

A department under the Board of County Commissioners

Doris I. Herringshaw, Ed.D. Craig LaHote Dr. Theodore H. Bowlus



Q3 Report – September 14, 2021

Finances & Budget - Dog Shelter

As of September 14, 2021

Cash Balance	\$399,345		Previous Cash Balance	\$410,503	Carryover	-\$11,158
YTD Revenue	\$350,186	93%	Estimated Revenue	\$375,500	Uncollected	\$25,314
YTD Expenses	\$256,471	64%	Revised Appropriations	\$403,864	Unexpended	\$147,393

Finances & Budget - Dog Park

As of September 14, 2021

YTD Revenue	\$5,460	99%	Estimated Revenue	\$5,500	Uncollected	\$40
YTD Expense	\$3,037	61%	Revised Appropriations	\$5,000	Unexpended	\$1,963
Cumulative Revenue	\$44,170		Cumulative Expense	\$31,248	Balance	\$12,922

\$27,612.50 owed to General Fund, not included in cumulative expense and Balance above

\$14,690.30 balance if including money owed to General Fund

8 original fence posts replaced for \$2,120 as they were heaving up (only buried 18”).

YTD Dog License Sales Summary - Annual Comparison

As of September 14, 2021

2021	Sales	+/- 2020	Licensed	+/- 2020
One Year	16,690	-1,288	16,690	-1,288
Three Year	1,226	109	3,571	648
Permanent	253	61	1,044	253
Total	18,169	-1,118	21,305	-387

YTD Comparison

YTD Sales	+/- 2020	YTD Licensed	+/- 2020
1 Year	-1,096	1 Year	-1,096
3 Year	152	3 Year	691
Permanent	74	Permanent	266
Totals	-870	Totals	-139

2020	Sales	+/- 2019	Licensed	+/- 2019
One Year	17,978	-761	17,978	-761
Three Year	1,117	-111	2,923	437
Permanent	192	-3	791	192
Total	19,287	-875	21,692	-132

2019	Sales	+/- 2018	Licensed	+/- 2018
One Year	18,739	-814	18,739	-814
Three Year	1,228	650	2,486	753
Permanent	195	78	599	195
Total	20,162	-86	21,824	134

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Multiyear Dog License Sales

As of September 14, 2021

	3 Year Sales					Permanent Sales			Allocated Sales Per Year		Sales Totals	
	Reg	Pen	Pro	Pro Pen	Total	Regular	Penalty	Total	Year 1-3	Year 4 - 10	Total	Cumulative
2014	618	33	0	0	651	74	1	75	726	75	2,703	2,703
2015	289	39	20	0	348	41	3	44	392	44	1,484	4,187
2016	424	28	23	0	475	61	3	64	539	64	2,065	6,252
2017	609	48	23	0	680	97	7	104	784	104	3,080	9,332
2018	512	41	25	0	578	109	8	117	695	117	2,904	12,236
2019	1046	131	51	0	1228	157	38	195	1,423	195	5,634	17,870
2020	933	131	53	0	1117	162	30	192	1,309	192	5,271	23,141
2021	1181	18	27	0	1226	249	4	253	1,479	253	6,208	29,349

Replacement Doors

Replace three steel doors that have rusted and deteriorating frames
 - Purchase order submission for approval will be forthcoming

Drop Off Room Replacement Kennels

Install three new Mason Company kennels and add a drainage system to tie into existing plumbing
 - Pending delivery of custom order drain trough

Install Half Wall, Counter, and Glass Window – Reception Area

May be pursued in 2022/2023 depending upon maintenance's projects and line item balances towards end of year.

Deputy Warden Position

Reposted through 9/8/2021, review of applications underway.

Shelter Statistics

Accurate as of 9/14/2021

License Enforcement Statistics

Accurate as of 9/14/2021

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Impound Statistics Date Filter: 1/1/2021 - 12/31/2021

	Adopted		Transferred		Reclaimed		Unknown		Euthanized		Owner Requested Euthanasia		Deceased Before Impound		Deceased After Impound		Animals Impounded	Live Release No exclusions
January	5	25.0%	5	25.0%	8	40.0%	0	0.0%	0	0.0%	2	10.0%	0	0.0%	0	0.0%	20	90.0%
February	4	22.2%	2	11.1%	9	50.0%	0	0.0%	0	0.0%	3	16.7%	0	0.0%	0	0.0%	18	83.3%
March	9	26.5%	3	8.8%	21	61.8%	0	0.0%	0	0.0%	1	2.9%	0	0.0%	0	0.0%	34	97.1%
April	7	24.1%	5	17.2%	16	55.2%	0	0.0%	0	0.0%	1	3.4%	0	0.0%	0	0.0%	29	96.6%
May	4	16.7%	3	12.5%	17	70.8%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	24	100.0%
June	9	32.1%	3	10.7%	15	53.6%	0	0.0%	1	3.6%	0	0.0%	0	0.0%	0	0.0%	28	96.4%
July	9	26.5%	7	20.6%	18	52.9%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	36	100.0%
August	11	33.3%	3	9.1%	17	51.5%	0	0.0%	0	0.0%	2	6.1%	0	0.0%	0	0.0%	34	93.9%
September	1	14.3%	0	0.0%	5	71.4%	0	0.0%	0	0.0%	1	14.3%	0	0.0%	0	0.0%	13	85.7%
Total	59	26.0%	31	13.7%	126	55.5%	0	0.0%	1	0.4%	10	4.4%	0	0.0%	0	0.0%	236	

Live Release

- 95.2% No exclusions
- 99.5% Excludes deceased before impound, and owner requested euthanasia
- 99.5% Excludes deceased before impound, rescue only, and owner requested euthanasia
- 100.0% Excludes deceased before impound, ineligible for adoption, and owner requested euthanasia
- 100.0% Excludes deceased before impound, ineligible for adoption, rescue only, and owner requested euthanasia

Rescue only:

- 0 Caused Exposures/Bites
- 0 People Aggressive
- 0 Injured or Unhealthy
- 0 Dog Aggressive

Ineligible for adoption:

- 0 Caused Exposures/Bites
- 0 People Aggressive
- 0 Injured or Unhealthy
- 1 Dog Aggressive

Live release does not include animals currently impounded, therefore statistics will change until all animals impounded during the year are no longer at the shelter

Animals classified as ineligible for adoption or rescue only often meet multiple criteria for the classification, therefore the sum of each criteria may not equal the total for the classification

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License Enforcement Report Date Filter: 1/1/2021 - 12/31/2021

Month	Total Checks	Person	Office	Phone	Licensed (Before/After)	Recheck	Citation	Dism	Sold/Gifted	Moved	Deceased	No Dogs	After Hour	HS Adoption
January 2021														
A. SNYDER, CHIEF (116)	2	1	1	0	1	1	0	0	0	0	0	0	0	0
J. GALLAGHER, DEPUTY (113)	11	2	3	1	2	0	4	0	0	0	0	0	0	0
N. DAVIS, DEPUTY (112)	9	2	6	0	4	3	0	0	0	0	0	0	0	0
R. COOK, DEPUTY (115)	17	0	17	0	9	0	0	0	0	0	0	0	0	0
	39	5	27	1	16	4	4	0	0	0	0	0	0	0
February 2021														
J. GALLAGHER, DEPUTY (113)	6	1	5	0	2	3	1	0	0	0	0	0	0	0
N. DAVIS, DEPUTY (112)	7	2	5	0	1	1	2	0	0	0	0	0	0	0
R. COOK, DEPUTY (115)	7	0	7	0	3	0	0	0	0	0	0	0	0	0
	20	3	17	0	6	4	3	0	0	0	0	0	0	0
March 2021														
A. SNYDER, CHIEF (116)	1	0	1	0	1	0	0	0	0	0	0	0	0	0
J. GALLAGHER, DEPUTY (113)	10	1	9	0	9	0	0	0	0	0	0	0	0	0
N. DAVIS, DEPUTY (112)	25	10	15	0	11	6	1	0	0	0	0	2	0	0
R. COOK, DEPUTY (115)	17	1	14	0	8	1	0	0	0	0	0	0	0	0
	53	12	39	0	29	7	1	0	0	0	0	2	0	0
April 2021														
A. SNYDER, CHIEF (116)	1	0	1	0	0	1	0	0	0	0	0	0	0	0
J. GALLAGHER, DEPUTY (113)	10	3	7	0	7	0	1	0	0	0	0	0	0	0
N. DAVIS, DEPUTY (112)	21	6	15	0	8	6	1	0	0	0	0	1	0	0
R. COOK, DEPUTY (115)	12	0	11	0	5	3	0	0	0	0	0	0	0	0
	44	9	34	0	20	10	2	0	0	0	0	1	0	0
May 2021														
J. GALLAGHER, DEPUTY (113)	3	2	1	0	2	0	1	0	0	0	0	0	0	0
N. DAVIS, DEPUTY (112)	7	1	6	0	3	2	1	0	0	0	0	0	0	0

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License Enforcement Report Date Filter: 1/1/2021 - 12/31/2021

R. COOK, DEPUTY (115)	10	0	10	0	7	0	0	0	0	0	0	0	0	0	0
	20	3	17	0	12	2	2	0	0	0	0	0	0	0	0

June 2021	Total Checks	Person	Office	Phone	Licensed (Before/After)	Recheck	Citation Dism	Sold/Gifted	Moved	Deceased	No Dogs	After Hour	HS Adoption
A. SNYDER, CHIEF (116)	3	0	3	0	3	0	0	0	0	0	0	0	0
J. GALLAGHER, DEPUTY (113)	4	1	3	0	3	1	0	0	0	0	0	0	0
N. DAVIS, DEPUTY (112)	13	11	2	0	9	1	1	0	0	0	0	0	0
R. COOK, DEPUTY (115)	12	0	12	0	4	3	0	0	0	0	0	0	0
	32	12	20	0	19	5	1	0	0	0	0	0	0

July 2021	Total Checks	Person	Office	Phone	Licensed (Before/After)	Recheck	Citation Dism	Sold/Gifted	Moved	Deceased	No Dogs	After Hour	HS Adoption
A. SNYDER, CHIEF (116)	9	0	8	0	5	0	0	0	0	0	0	0	0
J. GALLAGHER, DEPUTY (113)	14	2	11	0	6	4	0	0	0	1	2	0	0
R. COOK, DEPUTY (115)	11	0	10	0	7	0	0	0	0	0	0	0	0
	34	2	29	0	18	4	0	0	0	1	2	0	0

August 2021	Total Checks	Person	Office	Phone	Licensed (Before/After)	Recheck	Citation Dism	Sold/Gifted	Moved	Deceased	No Dogs	After Hour	HS Adoption
A. SNYDER, CHIEF (116)	16	0	16	0	10	1	0	0	0	0	0	0	0
J. GALLAGHER, DEPUTY (113)	15	2	10	2	7	2	2	0	0	0	0	0	0
R. COOK, DEPUTY (115)	22	0	21	0	12	0	0	0	0	0	0	0	0
	53	2	47	2	29	3	2	0	0	0	0	0	0

September 2021	Total Checks	Person	Office	Phone	Licensed (Before/After)	Recheck	Citation Dism	Sold/Gifted	Moved	Deceased	No Dogs	After Hour	HS Adoption
A. SNYDER, CHIEF (116)	4	0	4	0	2	1	0	0	0	0	0	0	0
J. GALLAGHER, DEPUTY (113)	3	0	3	0	3	0	0	0	0	0	0	0	0
R. COOK, DEPUTY (115)	2	0	2	0	1	0	0	0	0	0	0	0	0
	9	0	9	0	6	1	0	0	0	0	0	0	0

	304	48	239	3	155	40	15	0	0	0	1	5	0	0
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