

RESOLUTION NO. 22-01105

In the matter of approval of prior meeting) County Commissioners' Office,
minutes from the regular session held on) Wood County, Ohio
August 25, 2022.) August 30, 2022

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 25th day of August 2022 with the following members present: THEODORE H. BOWLUS, CRAIG LAHOTE and DORIS I. HERRINGSHAW; and

WHEREAS, the Commissioners’ Agenda for August 25, 2022, was as follows:

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

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

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

No out of state travel requests were submitted. The personnel actions submitted were from Job and Family Services for medical leave without pay for Protective Services Worker 2 Chelsea Wisniewski and Protective Services Worker 3 Elizabeth Harden; from Wood Haven for personal leave without pay for STNA Brooklyn Hinton, change of status from full-time to part-time for STNA Mary Walker, resignation of Dietary Aides Hannah Shaffer and Abby Benschoter and LPN Wendy Krebs.

Commissioner LaHote moved to approve the resolutions on the attached listing with the exception of resolution 22-01103 (CRA agreement) which will be tabled. Commissioner Bowlus seconded the motion. All voted aye and the motion carried.

III. -- Staff Reports

Buildings and Grounds Monthly Update (9:30 a.m.) – Facilities Director Steve Blausey shared the attached information which was referenced throughout the discussion. Mr. Blausey mentioned that one of the two gas lamps at the front of the courthouse recently was leaking gas. The fire department responded. He stated this was not the first issue with the gas lamps and recommended replacing the gas with electric lights. The lamps would remain and only the inside of the lantern would be changed to an electric flicker light. The Commissioners agreed with the recommendation. The meeting concluded at 9:49 a.m. Mr. Blausey exited at this time.

Records Center Quarterly Update (9:50 a.m.) – Records Center Manager Brenda Ransom shared the attached information which was referenced throughout the discussion. Ms. Ransom mentioned that tomorrow will be the 20th anniversary of the opening of the Records Center. The meeting concluded at 10:02 a.m. Ms. Ransom exited at this time.

Historical Museum Quarterly Update (10:02 a.m.) – Historical Museum Director Kelli Kling was joined by new incoming Director Annette Wells to share the attached information. Ms. Kling’s last

day with the county is September 2nd. The Commissioners thanked Ms. Kling for all she has done at the Historical Museum and wished her the best moving forward. Ms. Wells stated an open house will be held for those wishing to visit with Ms. Kling on September 2nd from 10:00 a.m. to 4:00 p.m. The meeting concluded at 10:28 a.m. Ms. Kling and Ms. Wells exited at this time.

Ms. Stanley mentioned that she was contacted again regarding the Health Department leasing space in the Dunbridge Road building for the WIC program. The Health Department had previously asked whether the Commissioners would consider reducing the rental amount from the former lease. Ms. Stanley stated the lease rate is comparable to the amount paid by the county for other office leases. She also stated the ending date of the lease could be left open until such time as the renovation at the Health Department is complete and the WIC program can be relocated back to the Health Department building. The Commissioners agreed to keep the lease amount the same as was agreed to in the former lease. Ms. Stanley will follow-up with the Health Department.

Ms. Stanley stated that she received a phone call from Village of Pemberville Mayor Carol Bailey regarding the village's requested ARPA funding. Mayor Bailey asked if the village could revise its ARPA water improvement project request. The Commissioners previously agreed to provide funding to upgrade existing water lines, however the water tower has recently begun leaking and Mayor Bailey would like to know if the funds could instead be used for a water tower. Ms. Stanley stated that she does not anticipate issues with changing the project as water system improvements are allowable ARPA expenses. The Commissioners agreed to allow the allocated funds to be used for either water lines or water tower replacement.

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 10:32 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><i>Theodore H. Bowlus</i></u> |
| CRAIG LAHOTE | <u>yes</u> | <u><i>Craig Lahote</i></u> |
| DORIS I. HERRINGSHAW, Ed.D. | <u>yes</u> | <u><i>Doris I. Herringshaw</i></u> Board of County Commissioners, Wood County, Ohio |

Attest: *Sandy L. Long*
Clerk of said Board

| Resolution | Date | Description | PO | Cost |
|------------|-----------|--|-------|------------|
| 22-01088 | 8/25/2022 | APPROVAL OF PRIOR MEETING MINUTES FROM THE REGULAR SESSION HELD ON 8/23/2022 | | |
| 22-01089 | 8/25/2022 | AUTHORIZE PAYMENT OF VOUCHERS | | |
| 22-01090 | 8/25/2022 | PAYMENT FOR SERVICES - JULY 2022 TRASH DISPOSAL FROM VARIOUS DEPARTMENTS TO WOOD COUNTY LANDFILL | | |
| 22-01091 | 8/25/2022 | AUTHORIZE VARIOUS PERSONNEL ACTIONS | | |
| 22-01092 | 8/25/2022 | PAYMENT FOR SERVICES - APRIL - JUNE 2022 NET PLUS TRANSPORTATION SERVICES | | |
| 22-01093 | 8/25/2022 | AUTHORIZE CONTRACT BETWEEN WOOD COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES AND NESCO RESOURCE FOR COMPREHENSIVE CASE MANAGEMENT EMPLOYMENT PROGRAM (CCMEP) YOUTH SERVICES EMPLOYER OF RECORD SERVICES. | | |
| 22-01094 | 8/25/2022 | AUTHORIZE ON-THE-JOB TRAINING AGREEMENT BETWEEN OHIOMEANSJOBS WOOD COUNTY AND FIRST SOLAR INC. | | |
| 22-01095 | 8/25/2022 | APPROVE REQUESTS FOR TRAVEL AND REIMBURSEMENT FOR WOOD COUNTY EMPLOYEES | | |
| 22-01096 | 8/25/2022 | AMENDING THE 2020 COMMUNITY REINVESTMENT AREA AGREEMENT BETWEEN NORTHPOINT DEVELOPMENT, LLC AND THE BOARD OF COMMISSIONERS, WOOD COUNTY, OHIO | | |
| 22-01097 | 8/25/2022 | RECEIVE BIDS AND AWARD CONTRACT FOR LONG JUDSON ROAD BRIDGE NO. 4-79C REPLACEMENT OVER DITCH 2426, PLAIN TOWNSHIP, WOOD COUNTY, OHIO. | | |
| 22-01098 | 8/25/2022 | AUTHORIZING CHANGES TO THE SPOUSAL ELIGIBILITY RULES FOR THE WOOD COUNTY EMPLOYEE HEALTH BENEFITS PLAN EFFECTIVE JANUARY 1, 2023. | | |
| 22-01099 | 8/25/2022 | ADJUSTMENT TO APPROPRIATIONS - VARIOUS FUNDS | | |
| 22-01100 | 8/25/2022 | SUPPLEMENTAL APPROPRIATIONS - VARIOUS FUNDS | | |
| 22-01101 | 8/25/2022 | CONTRACT TO FURNISH EMERGENCY MANAGEMENT BETWEEN WOOD COUNTY AND THE CITY OF PERRYSBURG. | | |
| 22-01102 | 8/25/2022 | AUTHORIZING AN AMENDMENT TO THE ORIGINAL GRANT AGREEMENT FOR PY20 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) TO EXTEND THE GRANT COMPLETION DATE TO 6/30/2023 FOR THE WOOD COUNTY PLANNING COMMISSION OFFICE. ORIGINAL RESOLUTION #20-1277, DATED NOVEMBER 3, 2020 FOR GRANT NUMBER B-F-20-1DB-1 | | |
| 22-01103 | 8/25/2022 | AUTHORIZING A COMMUNITY REINVESTMENT AREA PARTIAL ASSIGNMENT AND ASSUMPTION AGREEMENT BETWEEN UNITED PARCEL SERVICE, INC., AND THE BOARD OF COUNTY COMMISSIONERS, WOOD COUNTY, OHIO | | |
| 22-01104 | 8/25/2022 | GALLS PARENT HOLDINGS - AUTHORIZING THE PURCHASE OF (3) GALLS SE SERIES CIIIA BODY ARMOR VESTS FOR USE BY ADULT PROBATION. | 98155 | \$1,930.62 |

Buildings & Grounds Monthly Update

August 25, 2022

Completed Projects

The Records Center project will be completed today. A new wall was installed along with a doorway and a window, painting was done, base installed, and floors were rewaxed. This work was done by Courthouse maintenance crews. New furniture was installed too.

A new "banner fence" was built for Wood Haven at the NW corner of Dunbridge Road and East Gypsy. Also, as a safety concern, a clump of trees was removed to improve driving visibility. This work was done by EGLC maintenance crews.

Current Projects

New batteries were installed by Willman Technologies in the UPS at the Jail and this system is fully operational again. We expect Schick Electric out soon to install 2 new circuits for Master Control.

We are working with S2F to get design work done for updating the office layout at the JFS Building.

Landscaping continues at the Courthouse, working on the beds along Prospect right now.

We have been meeting with the Health Dept. in anticipation of the Renovation project starting soon. We have been asked to assist in moving them to temporary new locations.

Upcoming Projects

EGLC crews will be installing a reception window in the Dental area at the Health Dept. This is in preparation of the Health Department's upcoming renovation.

EGLC crews will be moving a shed that is located on the rear side of the Jail, as it will be in the way of the lay-down area for the contractors for the Jail Expansion project, which may start soon.

Going to proceed with carpeting for the Hearing room. Toledo Flooring will be doing this work.

We have met with contractors to plan the JDC Door Replacement and Painting project. This will start on Oct. 3rd.

MISC.

Seal coating of various parking lots continues.

We are starting to get budget items together.

Lots of mowing going on.

Fixtures for the gas lamps on the front of the Courthouse?

Wood County Records Center

Brenda Ransom, Records Manager

*A department under the Board of County Commissioners
Doris I. Herringshaw, Ed.D • Craig LaHote • Dr. Theodore H. Bowlus*



Records Center Quarterly Report May 25-August 22, 2022:

- As of August 22, 2022, there were **9,069.5** cubic feet of space in use – 86% capacity.
- Intake May 25-August 22, 2022, = 105 cubic feet.
- Shredding (inside and outside of Records Center) May 25-August 22, 2022, = 3.3 tons; 178 cubic feet of storage space opened. Backlog is caught up; still 310 cubic feet eligible for destruction but pending approval of originating offices.
- First floor renovation is being completed this week – records manager’s office moving from basement and all three records technicians will have workstations in the same room, and all with view of the entrance. This Friday (August 26) is the 20th anniversary of the opening of the department.
- Records Commission met June 22, 2022, and approved an updated All County records retention schedule. Brenda Ransom made a brief presentation at the August Department Head meeting and will provide an employee training session on September 21.

Brenda and Ben Hendricks are working with the Commissioners’ and Prosecuting Attorney’s Offices to develop an electronic records/e-mail training for this fall. At the Records Commission meeting in June, e-mail management was raised as a concern. Another issue discussed was in relation to a schedule amendment from Court Security regarding surveillance video storage capacity.

- OP800 microfilm writer will be moved in September or October to basement office so film can be loaded and unloaded in the dark, without disturbing others working in the scanning room. The OP800 has been out of service since late July after the air compressor failed. In addition to waiting on the renovation project, the new air compressor is being shipped from Germany. Because the County has a maintenance agreement, there will be no cost for the new compressor, and the repair and move will be handled during the technician’s fall preventative maintenance visit.
- WLI scanner operators were moved into the scanning room in June to make way for the records manager’s office and the transition has gone well. Joe has moved from Sheriff’s inmate files to Auditor’s other jurisdictions budgets and Andrew is working on Public Defender misdemeanor and juvenile case files.

RENOVATION PHOTOS
June-August 2022

June 22



August 22



August 4

August 22



November 19, 2002, Open House





MUSEUM DIRECTOR QUARTERLY REPORT to COUNTY COMMISSIONERS
June•July•August 2022

Dear Board of County Commissioners and Administrators,

This will be my last quarterly report! I have thoroughly enjoyed working alongside all of you and thank you for your enthusiasm to raise awareness about the Wood County Museum. Wood County is truly an exciting community and I am thankful for the opportunity to have served.

~Kelli Kling, Museum Director (2018-2022)

MUSEUM UPDATES

- Welcome to the new Museum Director - Annette Wells.
- Welcome to the new Society Administrative Assistant – Alyssa Garland.

FACILITY & PROPERTY UPDATES –

- Grounds continue to improve visually and more visitors are enjoying them for photos, walking, biking, gardening, and the arts. Historical Society “Barn Bums” have fixed wooden benches to add to the outdoor amenities.
- WCHS and Park District are developing a new memorandum of understanding and plans for removing dying trees. OSU Extension Office has maintained the hops.
- Oil Derrick Boiler passed inspection, improvements are being made in order to run for demonstration this autumn.
- Buckeye Ditcher donated to Historic Construction Museum.

EDUCATION OUTREACH: Programs at the Senior Centers at North Baltimore, Pemberville, Grand Rapids, Bowling Green, and Walbridge, and two programs at WoodHaven. In addition to senior centers, he gave a program to the PERI retired teachers and a virtual program to We Thrive Together. 23 more programs, so far, are scheduled through December and area schools have not even begun to schedule yet!

Total People Served January 1 – August 9, 2022: **2,712** (up 212 from July Board Meeting)

CURATOR UPDATE:

1. In 2023, Holly will be a speaker at *The Association for Living History, Farm, & Agricultural Museums* Annual Conference at Sauder Village. **The theme is: The Future is Now! Rethink, Rejuvenate, Regenerate.** Wood County Museum will be a tour destination.
2. Museum and BGSU’s Center for Archival Collections developing a talk about how our organizations routinely collaborate and how we collaborate with others like Carter Historic Farm, other BGSU libraries, and WCDPL (Wood County District Public Library).
3. Toledo Museum of Art’s Curator of American Art and Assistant Conservator of Textile Based Collections toured the wedding exhibit and showed interest in developing a relationship with WCM.
4. Valerie Whipple, daughter of former infirmary workers LaVerne & Harold (Snyder) Patten (1939-1946) donated 750 letters written between LaVerne & Harold. These letters contain very useful information about the daily happenings at the Infirmary. The letters were given to BGSU because they are a research facility, but Brenda Ransom scanned them so that the Patten Family and the WCHS have digital access.



MUSEUM DIRECTOR QUARTERLY REPORT to COUNTY COMMISSIONERS
June•July•August 2022

MARKETING & EVENTS UPDATE:

Facebook is very active with the “Now & Then” posts of the wedding dresses. We are a leading museum page in the NW Ohio area with over 5,500 followers.

On Aug 16th we will hold a partner event with the BGSU Pop Culture library for the “Allure & Illusion: A Rose Colored Romance” wedding exhibit (at BGSU Libraries).

Music at the Museum (July 21) had over 150 in attendance and great weather! This was a free community event with 3 bands & 3 food trucks on site. Thanks to the Park District for putting up parking guides! **Looking forward to a 2023 season & hoping to add to it.**

Upcoming events

- 19th annual Living History: Aug 28 at 2pm
- Meet & Greet with “Historic Barns of Ohio” author Robert Kroeger - September 9
- Demonstration Day : Fall Harvest - Sept 10
- Call Me Old Fashioned: Whiskey Education & Tasting - September 22

Wood County Museum
Published by Marissa Mucci • March 26

Now & Then February 13, 1971
This wedding dress was worn for the marriage of Jean (Wannemacher) & Christopher Geist, long time Bowling Green residents. You will be able to see Jean's dress and 40+ others in our new exhibit "Allure & Illusion: A Rose Colored Romance" opening April 8th!



2,784 People reached 423 Engagements [Boost post](#)

29 Comments 3 Shares

Like Comment Share



ATTENDANCE ROSTER

The following persons were in attendance at a public meeting/hearing of the Board of County

Commissioners on the 25th day of August, 2022.

PLEASE PRINT

NAME

DEPARTMENT/ADDRESS

Steve Blausey

B & G

Brenda Ransom

Records Center

Kelli King

MUSEUM

Annette Wells

Museum
