

RESOLUTION NO. 22-01602

In the matter of approval of prior meeting)	County Commissioners' Office,
minutes from the regular session held on)	Wood County, Ohio
December 13, 2022.)	December 15, 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 13th day of December 2022 with the following members present: THEODORE H. BOWLUS, CRAIG LAHOTE and DORIS I. HERRINGSHAW; and

WHEREAS, the Commissioners’ Agenda for December 13, 2022, was as follows:

I. 9:18 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 Carri Stanley, Assistant Administrator Dan Scherger and Clerk Sandy Long were also present.

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

The personnel actions submitted were from Information Technology for medical leave without pay for IT Support Technician II Derek Zavela; from Wood Haven for the resignation of Director of Nursing Darlene Selvey and request to post position, appointment of part-time LPN Traci Shabaa, end of intermittent status for RN Shift Supervisor Rebecca Sawaya, LPN Stephanie Martinez, and STNAs Haley Kinder and Angela Fretter.

Ms. Stanley mentioned that resolutions 22-01597 – 22-01599 are amendments regarding the ARPA funding allocation for the Northwestern Water and Sewer District (NWSD) projects. She reminded the Commissioners that NWSD requested a shift in the funding from one project to the other to better cover costs. The total allocation to NWSD remains the same. Ms. Stanley also noted that resolutions 22-01600 and 22-01601 are regarding the land exchange between the Commissioners and the Board of Developmental Disabilities.

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

Information Technology Quarterly Update and Introduction of New Employee Derek Zavela (9:27 a.m.) – IT Director Ben Hendricks introduced Mr. Zavela and noted that Mr. Zavela has experience working with CrowdStrike, the cyber security software used by Wood County. Mr. Zavela stated that he received his degree in Computer Science from BGSU. He previously worked in the security operations department at First Solar. The Commissioners welcomed him to the team of Wood County employees. Mr. Hendricks stated that his office is working on year end PC purchases for county offices. He mentioned that Kaseya, a management and network monitoring software, has

been removed and he is working toward transitioning to a new system in 2023. He noted that he worked with the IT Director at the City of Bowling Green and the sales representative for the new system which helped lower the cost of installation. Photos were taken of Mr. Zavela and the Commissioners. The meeting concluded at 9:40 a.m. Mr. Hendricks and Mr. Zavela exited at this time.

Labor Relations Consultant Steve Spirn, Human Resources/Benefits Manager Pam Boyer and Assistant Human Resources Manager Janese Diem entered at 9:44 a.m. Commissioner Herringshaw moved to enter into executive session to review bargaining sessions concerning public employee compensation. Commissioner Bowlus seconded the motion. All voted aye and the motion carried at 9:45 a.m. The Commissioners left executive session at 10:04 a.m. Mr. Spirn, Ms. Boyer and Ms. Diem exited at this time.

Review 2023 Budget (10:04 a.m.) – Mr. Scherger stated the Adult Probation Office has requested funding for a new Electronic Monitoring Bond Officer. This position was previously grant funded and when the grant funding ended, other staff members covered the duties. Chief Probation Officer Ryan Wolaver stated that the number of people on electronic monitoring has increased, and the staff cannot keep up with the workload. The cost to the general fund would be \$42,000. After discussion the Commissioners agreed to include the position in the appropriations for final consideration.

Mr. Scherger stated that Judge Woessner has requested a full-time Court Constable in the Juvenile Court. The full-time position would be filled by an existing part-time officer and the part-time position would be abolished. The additional cost to move the position to full-time would be approximately \$14,000 plus benefits. After discussion the Commissioners agreed to include the position in the appropriations for final consideration.

Mr. Scherger stated the Common Pleas Court (CPC) Judges have requested wage adjustments for several CPC staff members, along with one Court Administration staff member. Mr. Scherger noted that in 2021 the Commissioners agreed to a wage adjustment for three staff attorneys and a deputy case manager. The original request was split in half, with the first half provided in 2022 and the other half to be considered in 2023. The CPC Judges have requested wage adjustments exceeding the second half payment by nearly \$6,000 for 2023 and have included two additional staff members. Mr. Scherger reached out to Court Administrator Brandy Hartman regarding the request, and she explained that each court has five comparable positions, and this wage adjustment is an attempt to bring the pay of these positions more in line with each other. After much discussion the Commissioners agreed to include the wage adjustments in the appropriations for final consideration.

The Commissioners also discussed the CPC request to remodel the office area of Courtroom 1 and the proposed feasibility study regarding the layout of the first floor of the courthouse. Ms. Stanley said it is her understanding the Ohio Supreme Court performed an assessment study of the Domestic Relations Court and she will reach out to Ms. Hartman regarding their findings.

Ms. Stanley stated the budget will be presented for the Commissioners final consideration on Tuesday, December 20th.

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 11:28 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 times 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

yes

Theodore H. Bowlus

CRAIG LAHOTE

yes

Craig Lahote

DORIS I. HERRINGSHAW, Ed.D.

yes

Doris I. Herringshaw
Board of County Commissioners,
Wood County, Ohio

Attest:

Sandy A. Long
Clerk of said Board

Resolution	Date	Description	PO	Cost
22-01581	12/13/2022	REIMBURSEMENT OF FUNDS - VARIOUS (TABLED 12/6/22)		
22-01583	12/13/2022	APPROVAL OF PRIOR MEETING MINUTES FROM THE REGULAR SESSION HELD ON 12/6/2022		
22-01584	12/13/2022	AUTHORIZE PAYMENT OF VOUCHERS		
22-01585	12/13/2022	APPROVAL OF REQUEST FOR TRAVEL AND REIMBURSEMENT FOR WOOD COUNTY EMPLOYEES		
22-01586	12/13/2022	ADJUSTMENT TO APPROPRIATIONS - VARIOUS		
22-01587	12/13/2022	AUTHORIZE CONTRACT WITH THE VILLAGE OF WESTON FOR PARTICIPATION IN WOOD COUNTY'S EMERGENCY MANAGEMENT PROGRAM.		
22-01588	12/13/2022	AUTHORIZE CONTRACT WITH TROY TOWNSHIP FOR PARTICIPATION IN WOOD COUNTY'S EMERGENCY MANAGEMENT PROGRAM.		
22-01589	12/13/2022	AUTHORIZE CONTRACT BETWEEN WOOD COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES AND WOOD COUNTY CHILDREN'S SERVICES ASSOCIATION DBA CHILDREN'S RESOURCE CENTER FOR THE PURCHASE OF IN-HOME MENTAL HEALTH SERVICES FOR ABUSED AND NEGLECTED YOUTH.		
22-01590	12/13/2022	SUPPLEMENTAL APPROPRIATIONS - VARIOUS FUNDS		
22-01591	12/13/2022	CONTRACT WITH STARFISH COMPUTER CORPORATION FOR THE PURCHASE OF ON-SITE INFORMATION TECHNOLOGY SUPPORT SERVICES FOR WOOD COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES.		
22-01592	12/13/2022	AUTHORIZE VARIOUS PERSONNEL ACTIONS		
22-01593	12/13/2022	BOB CHAPMAN FORD - AUTHORIZING AN AMENDMENT TO ORIGINAL PURCHASE ORDER FOR THE PURCHASE OF AN ADDITIONAL (4) FORD HYBRID POLICE EXPLORERS FOR THE WOOD COUNTY SHERIFF. SAID PURCHASE WILL BE MADE THROUGH STATE PURCHASING CONTRACT #CTR006716	134841A	\$244,404.40
22-01594	12/13/2022	PAYMENT FOR SERVICES - DECEMBER 2022 ECONOMIC DEVELOPMENT LEASE PAYMENT		
22-01595	12/13/2022	PAYMENT FOR SERVICES - NORTHWEST COMMUNITY CORRECTIONS CENTER MAINTENANCE STAFF FOR DECEMBER 2022		
22-01596	12/13/2022	J L MECHANICAL SERVICES, INC. - AUTHORIZE THE EMERGENCY PURCHASE AND INSTALLATION OF (2) REPLACEMENT 350,000 BTU WATER HEATER UNITS FOR THE WOOD COUNTY JUVENILE DETENTION CENTER.	134942	\$50,000.00
22-01597	12/13/2022	REVISING RESOLUTION NO. 22-198 APPROVING NORTHWESTERN WATER & SEWER DISTRICT'S REQUEST FOR AMERICAN RESCUE PLAN ACT (ARPA) FUNDS FOR WATER AND SEWER LINE CONSTRUCTION PROJECTS IN DUNBRIDGE AND SUGAR RIDGE AREAS.		
22-01598	12/13/2022	AMENDMENT TO SUBGRANT AGREEMENT WITH NORTHWESTERN WATER AND SEWER DISTRICT'S REQUEST FOR AMERICAN RESCUE PLAN ACT (ARPA) FUNDS TO EXTEND WATER AND SANITARY SEWER LINES TO DUNBRIDGE AND THE SURROUNDING AREA.		
22-01599	12/13/2022	AMENDMENT TO SUBGRANT AGREEMENT WITH NORTHWESTERN WATER & SEWER DISTRICT'S REQUEST FOR AMERICAN RESCUE PLAN ACT (ARPA) FUNDS TO EXTEND SANITARY SEWER LINES NORTH AND SOUTH OF SUGAR RIDGE ROAD ON OR ADJACENT TO MERCER ROAD.		
22-01600	12/13/2022	RESOLUTION TO EXECUTE QUIT CLAIM DEED FROM THE BOARD OF WOOD COUNTY COMMISSIONERS TO THE BOARD OF WOOD COUNTY COMMISSIONERS (PARCEL NUMBER B07-511-290000025500) TO FINALIZE LAND EXCHANGE BETWEEN THE BOARD OF WOOD COUNTY COMMISSIONERS AND THE WOOD COUNTY BOARD OF DEVELOPMENTAL DISABILITIES.		
22-01601	12/13/2022	RESOLUTION TO EXECUTE QUIT CLAIM DEED TO FINALIZE LAND EXCHANGE BETWEEN THE BOARD OF WOOD COUNTY COMMISSIONERS AND THE WOOD COUNTY BOARD OF DEVELOPMENTAL DISABILITIES (PARCEL NUMBER B07-511-290000025501).		

