

RESOLUTION NO. 22-01459

In the matter of approval of prior meeting) County Commissioners’ Office,
minutes from the regular session held on) Wood County, Ohio
November 8, 2022.) November 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 8th day of November 2022 with the following members present: THEODORE H. BOWLUS, CRAIG LAHOTE and DORIS I. HERRINGSHAW; and

WHEREAS, the Commissioners’ Agenda for November 8, 2022, was as follows:

I. 9:16 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, Clerk Sandy Long, Veterans Service Office Executive Director Zach Migura, and Job and Family Services (JFS) employees Shelby Smith and Alexa Buck 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 Wood Haven for personal leave without pay for STNA Michelle Andrich and RN Shift Supervisor Jason Bowser, change from part-time to intermittent status for STNA Caitlin Grose, new hire intermittent STNA Leah Schoenlein; from Information Technology for new hire full-time IT Support Technician II Derek Zavela; from JFS for a change in rate of pay for Income Maintenance Worker Patricia Zuccarell; from Buildings and Grounds for a change of pay grade for the Facilities Director position, change of pay grade and rate for Facilities Director Steve Blausey, change of pay grade for Project Coordinator position, change of pay grade and rate for Project Coordinator Kelly Jackson, change of pay rate for Maintenance Supervisor position, change of pay grade and position for Maintenance Supervisor Wesley Sattler, Edward Ramos, Dennis Gaster, and Douglas Caldwell, change of pay rate for Maintenance Worker II Joshua Schultz, Michael Prysiazny, and Dean Heilman, Custodial Supervisor Wesley Roberts, Custodian II Ricky Sexton, change of position and pay rate for Custodian I Justin Houtz to Custodian II.

Commissioner LaHote moved to approve the resolutions on the attached listing with the exception of resolution 22-01456 (road vacating view) which will be held until later in the day’s session. Commissioner Bowlus seconded the motion. All voted aye and the motion carried.

III. -- Staff Reports

Introduction of New JFS Employee Alexa Buck (9:25 a.m.) – Ms. Buck stated that her first day of employment with JFS as a Placement and Recruitment Coordinator was October 19th. Ms. Buck graduated in May from the University of Toledo. The Commissioners welcomed her to the team of Wood County employees. Photos were taken. The meeting concluded at 9:28 a.m. Ms. Buck and Ms. Smith exited at this time.

Emergency Management Agency (EMA) Quarterly Update (9:29 a.m.) – EMA Director Jeff Klein was joined by Deputy Director Erin Konecki and Administrative Assistant Suzette Hall to share the attached information. The meeting concluded at 9:39 a.m. Mr. Klein, Ms. Konecki and Ms. Hall exited at this time.

Presentation of Proclamation for Operation Green Light for Veterans (9:40 a.m.) – Mr. Migura stated that Operation Green Light for Veterans is a nationwide campaign to help raise awareness surrounding the stress of military service personnel transitioning from military service to civilian life. The Commissioners presented Mr. Migura with a proclamation declaring the week of November 7th through the 11th Operation Green Light for Veterans. Photos were taken. The meeting concluded at 9:45 a.m.

The Commissioners reviewed invitations to upcoming meetings.

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

No one from the public was present. Commissioner LaHote moved to adjourn and Commissioner Herringshaw seconded the motion. All voted aye and the motion carried at 9:48 a.m.

V. 11:00 a.m. -- *View re: Vacating a Portion of Township Road 505 within Middleton Township – 15276 King Road*

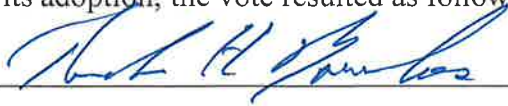

Commissioner Herringshaw called the meeting to order with Commissioner LaHote, Clerk Long, Engineer John Musteric, Assistant Prosecutor Joyce Nowak, petitioner Scott Jeremy and Wood County resident Kathy Wittman present. Commissioner LaHote moved to approve resolution 22-01456 to adjourn the matter until the date of the final hearing to be held on November 17th. Commissioner Herringshaw seconded the motion. All present voted aye and the motion carried.

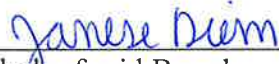
The Board of County Commissioners will attempt to provide reasonable accommodations for any disabled person. Requests for special accommodations shall be made to the Office of the County Commissioners twenty-four (24) hours prior to the time such accommodations are required; now therefore, be it

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 Bowlus moved and Commissioner Herringshaw 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></u>
CRAIG LAHOTE		<u>absent</u>
DORIS I. HERRINGSHAW, Ed.D.	<u>yes</u>	<u></u> Board of County Commissioners, Wood County, Ohio

Attest: 
acting Clerk of said Board

Resolution	Date	Description	PO	Cost
22-01436	11/8/2022	APPROVAL OF PRIOR MEETING MINUTES FROM THE REGULAR SESSION HELD ON 11/3/2022		
22-01437	11/8/2022	AUTHORIZE PAYMENT OF VOUCHERS		
22-01438	11/8/2022	AUTHORIZE MEMORANDUM OF UNDERSTANDING WITH CHILDREN'S RESOURCE CENTER FOR MENTAL HEALTH SERVICES ON BEHALF OF THE WOOD COUNTY JUVENILE COURT.		
22-01439	11/8/2022	ACKNOWLEDGING ACTIONS TAKEN BY THE COUNTY ADMINISTRATOR AND INCORPORATING SAID ACTIONS INTO THE JOURNAL OF PROCEEDINGS AUTHORIZING A CONTRACT WITH CIVICPLUS FOR SERVICES RELATED TO INFORMATION TECHNOLOGY FOR THE REDESIGN OF WOOD COUNTY'S MAIN WEBSITE, THE BOARD OF COUNTY COMMISSIONERS' WEBSITE, AND ONE OTHER WEBSITE TO BE DETERMINED		
22-01440	11/8/2022	AUTHORIZE VARIOUS PERSONNEL ACTIONS		
22-01441	11/8/2022	ACKNOWLEDGING ACTIONS TAKEN BY THE COUNTY ADMINISTRATOR AND INCORPORATING SAID ACTIONS INTO THE JOURNAL OF PROCEEDINGS AMENDING RESOLUTION 21-1361 TEMPORARY EMERGENCY STAFFING PAY FOR WOOD HAVEN EMPLOYEES TO INCLUDE ENVIRONMENTAL SERVICES AIDES		
22-01442	11/8/2022	SUPPLEMENTAL APPROPRIATIONS - VARIOUS FUNDS		
22-01443	11/8/2022	ACKNOWLEDGING RECEIPT OF AN EXPEDITED TYPE 1 ANNEXATION PETITION FOR TERRITORY LOCATED IN CENTER TOWNSHIP TO THE CITY OF BOWLING GREEN AND GRANTING THE ANNEXATION. (PETITION #22-5)		
22-01444	11/8/2022	PAYMENT FOR SERVICES - PROCESSED FINGERPRINTING 3RD QUARTER		
22-01445	11/8/2022	AUTHORIZE MEMORANDUM OF UNDERSTANDING BETWEEN THE WOOD COUNTY ALCOHOL DRUG ADDICTION AND MENTAL HEALTH SERVICES (WCADAMHS) BOARD AND THE WOOD COUNTY BOARD OF COUNTY COMMISSIONERS ON BEHALF OF THE WOOD COUNTY PROSECUTOR FOR PROSECUTOR SERVICES.		
22-01446	11/8/2022	AUTHORIZE CONTRACT WITH THE VILLAGE OF PEMBERVILLE FOR PARTICIPATION IN WOOD COUNTY'S EMERGENCY MANAGEMENT PROGRAM.		
22-01447	11/8/2022	AUTHORIZE CONTRACT WITH TTL ASSOCIATES, INC. FOR TESTING AND INSPECTION SERVICES FOR THE WOOD COUNTY JAIL EXPANSION/RENOVATION PROJECT.		
22-01448	11/8/2022	PAYMENT FOR SERVICES - 3RD QUARTER 2022 FUEL, SIGNAGE AND VEHICLE REPAIR TRANSFERS.		
22-01449	11/8/2022	AUTHORIZING CARRI L. STANLEY, COUNTY ADMINISTRATOR TO SIGN CERTIFICATE OF COUNTY-WIDE COST ALLOCATION PLAN FOR YEAR ENDED DECEMBER 31, 2021.		
22-01450	11/8/2022	ADJUSTMENT TO APPROPRIATIONS - VARIOUS		
22-01451	11/8/2022	AUTHORIZE CONTRACT WITH AUTOMATED LOGIC CONTRACTING SERVICES, INC. TO PROVIDE UPDATES TO THE EXISTING AUTOMATED LOGIC WEBCTRL BUILDING AUTOMATION SYSTEM ON THE EXISTING HVAC SYSTEM AT WOOD COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES.		
22-01452	11/8/2022	AUTHORIZE MEMORANDUM OF UNDERSTANDING WITH CHILDREN'S RESOURCE CENTER ON BEHALF OF WOOD COUNTY JUVENILE COURT FOR SERVICES FUNDED THROUGH THE OHIO DEPARTMENT OF YOUTH SERVICES RECLAIM GRANT AWARDED TO WOOD COUNTY JUVENILE COURT.		
22-01453	11/8/2022	APPROVAL OF REQUESTS FOR TRAVEL AND REIMBURSEMENT FOR WOOD COUNTY EMPLOYEES		
22-01454	11/8/2022	AMERICAN INTERIORS - AUTHORIZING AN AMENDMENT TO ORIGINAL PURCHASE ORDER FOR ADDITIONAL FUNDS FOR MOBILE CUBICLE WALLS FOR USE AT JFS. SAID PURCHASE IS THROUGH STATE TERM CONTRACT #STS714.	42803	\$10,000.00

Resolution	Date	Description	PO	Cost
22-01455	11/8/2022	AUTHORIZE ENGAGEMENT LETTER WITH THE AUDITOR OF STATE, ON BEHALF OF THE WOOD COUNTY AUDITOR, ANNUAL FINANCIAL STATEMENTS FOR WOOD COUNTY FOR THE YEARS ENDING DECEMBER 31, 2022 AND DECEMBER 31, 2023.		
22-01456	11/8/2022	CONSIDERING THE VACATING OF A PORTION OF TOWNSHIP ROAD 505 WITHIN MIDDLETON TOWNSHIP, WOOD COUNTY, OHIO (VIEW)		
22-01457	11/8/2022	AUTHORIZING PAYMENT TO HUNTINGTON TRUST FOR QUARTERLY BANK FEES FOR THE PERIOD 7/1/22 THROUGH 9/30/22, FROM THE WOOD COUNTY EMPLOYEE HEALTH CARE TRUST FUND.		
22-01458	11/8/2022	AUTHORIZING PAYMENT OF VISION CLAIMS FROM THE WOOD COUNTY EMPLOYEES' TRUST INSURANCE FUND FOR THE MONTH OF NOVEMBER 2022		

WOOD COUNTY E.M.A.

2022 4th QUARTER EMA/LEPC UPDATE w/BCC

11/08/2022

FINANCE/GRANTS UPDATE

- **Emergency Management Performance Grant (EMPG FY21)**
- The original total grant was for \$107,752. Due to upcoming performance period changes for FY22, OH EMA is giving counties additional funds to bridge the performance period gap. Wood County is receiving an additional \$34,488.00 with a new total of \$142,240.00. EMA has already submitted and received a total of \$89,727. This is a 50/50 match grant that is used for operations (salaries & benefits).

COVID

- Monthly conference call with Health Department, Wood County Hospital, BGSU Admin, local communities
- Weekly conference call with BGSU Emergency Management Team
- Assist in dispersing COVID test kits
- Maintain situational awareness with surrounding county EMA's
- Assist Wood County Health Department in dispersing PPE to first responders, long term care facilities and other needed requests

CodeRED

- Continue with new employee updates
- Monthly IPAWS tests and webinars
- Met with Perrysburg PIO for CodeRED overview/ training
- Added Plain Twp to our CodeRED users

PLANNING/TRAINING UPDATE

- Fall Ohio EMA Virtual Conference
- Fall EMAO Virtual Conference
- Presentation on preparing for large scale events by University of Michigan
- Providing training for the Wood County Senior Centers
- Sponsored and attended OH-197 Planning for Access and Functional Needs
- Attended virtual Skywarn Training NWS North Webster
- Attended PER-344 Social Media Tools and Techniques virtually
- Hosted and attended G-318 Mitigation Planning Workshop for Local Governments.
- Attended Stop the Bleed Training sponsored by Courthouse Security Constables.

LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

- Attended virtual SERC Meetings
- LEPC November 10, 2022, Meeting in our EOC
- Attended and presented at the annual LEPC Virtual Conference
- Full scale exercise planned May 3, 2023

SOLAR ECLIPSE

- Presentation for WTOL
- Regional and state discussions.

EMAO ACTIVITIES

- Presidency- Jeff
- Publication Committee- Erin Co-chair
 - Social Media
 - Created newsletter
- Education Committee
- Monthly call with Ohio EMA Executive Director and Staff

OTHER EMA/LEPC ACTIVITIES

- NW Sector Meetings
- NC Sector Meetings
- WC Fire Chiefs Meeting
- WC Law Enforcement Executives Meeting
- Weekly update virtual meetings with NWS Cleveland
- Fall/ winter weather overview virtual update NWS North Webster IN
- NW Ohio Healthcare Advisory Board monthly meeting
- NW Ohio Healthcare Quarterly Regional Meeting.
- Wood county Senior Resource Monthly Meeting
- Safe Communities virtual meetings/ Fatal Accident Review
- NW Ohio Haz Mat Conference Planning
- Participated in the Ohio Task Force on Volunteer Fire Service meeting.
- Penta County Vocational Patriot's Day Memorial
- Attended Region 1 MARCS Meeting
- Region Tactical Interoperability Communications Plan (TICP) Meeting in our EOC.
- OC3 Cyber Protection Sub-Committee
- Provide Support to National Tractor Pulls
- Provided our golf cart to BG PD for the Black Swamp Arts Festival
- Provided DTN weather support for the Black Swamp Arts Festival
- Participated in Safety Days at: Central Joint FD, Middleton Twp Safety Day, Perrysburg Twp Safety Day, Church of Jesus Christ of Latter-day Saints
- Trunk or Treat at WC SO

ATTENDANCE ROSTER

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

Commissioners on the 8th day of November, 2022.

PLEASE PRINT

NAME

DEPARTMENT/ADDRESS

Shelby Smith

JFS

Alexa Buck

JFS

Jeff Klein

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JEFF KLEIN

EMA

Erin Kawada

EMA

Suzette Aull

EMA