

RESOLUTION NO. 23-01071

In the matter of approval of prior meeting) County Commissioners’ Office,
minutes from the regular session held on) Wood County, Ohio
August 15, 2023.) August 17, 2023

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 15th day of August 2023 with the following members present: DORIS I. HERRINGSHAW, THEODORE H. BOWLUS and CRAIG LAHOTE; and

WHEREAS, the Commissioners’ Agenda for August 15, 2023, was as follows:

I. 9:18 a.m. -- Consider Resolutions – See Resolution Listing

Commissioner LaHote called the meeting to order with County Administrator Carri Stanley, Assistant County Administrator Dan Scherger and Clerk of the Board Sandy Long also present. Commissioner LaHote noted the receipt of the minutes of the previous session. No corrections were requested.

The personnel actions submitted were from Buildings and Grounds for a request to post a full-time Maintenance Worker II position; from Information Technology for the intermittent appointment of IT Support Technician II Joshua Kelbley; from Wood Haven for the resignation of Non-STNA Karennia Schempf and a change from full-time to part-time status for Environmental Services Aide Christina Sarver.

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

II. -- Staff Reports

Ms. Stanley stated that the sales tax estimate issued by the state for the month of August is 6.06% lower than August of last year. She said it appears to be related to a decrease in motor vehicle and boat sales. She said that this will be the third consecutive month that the county sales tax has shown a decrease from 2022. Ms. Stanley stated that she and Mr. Scherger will be carefully monitoring this data as the budget process progresses. The Ohio Department of Taxation will issue the final sales tax revenue amount by the 20th of the month.

Ms. Stanley stated that she was contacted by Court Administrator Brandy Hartman about initiating the previously approved study of the domestic relations court layout. Ms. Stanley asked the Commissioners about establishing a scope for the project as this has been an issue with other recent studies. The Commissioners agreed the scope of the study should be focused on the domestic relations court area and should be limited to a review of the first floor of the courthouse. The Commissioners also discussed who should be part of the initial committee to work on this project. Ms. Stanley stated the Ohio Revised Code requires that plans and estimates of a courthouse renovation to be reviewed and approved by the commissioners, clerk of court, sheriff, probate judge, and one person appointed by the common pleas court. Ms. Stanley stated Building and Grounds Director Steve Blausey will also need to be involved as well as court and building security. Ms. Stanley will reach out to Ms. Hartman regarding representation from the court of common pleas. The Commissioners agreed with the establishment of a committee and the scope of the study.

Commissioner Herringshaw noted that due to the decrease in preliminary sales tax revenue they need to be mindful of expenses.

Information Technology (IT) Update (9:32 a.m.) – IT Director Ben Hendricks was joined by new intermittent IT Support Technician II Joshua Kelbley. Mr. Hendricks stated that Mr. Kelbley will be working Monday, Wednesday and Friday to help out while another staff member is on leave. Mr. Hendricks stated he has encountered a slight curve ball with the Multi-Factor Authentication (MFA) security application. There are a handful of offices which use two separate log-in accounts and IT staff have been busy migrating the two accounts into one account. He noted the migration of the e-mail accounts at these offices into the main domain has caused a two-week delay in the project. This has also caused a delay in other items that need to be addressed by IT staff. Mr. Kelbley will help to address these items. Mr. Hendricks also mentioned that he estimated approximately 10% of Wood County employees would not use their personal cell phones for the MFA, but after finalizing the count it is closer to 35%. This will take a little extra time to receive and set up token fobs. Commissioner LaHote asked what the reasoning is for those who do not want to use their smart phone. Mr. Hendricks stated the two most common reasons given were not wanting to have to use their personal phone for county use when there is no stipend to help pay for the phone and they do not want the county to have access to their phone. Mr. Hendricks noted the second reason is a misconception as the county would not have access to an employee’s personal cell phone. Ms. Stanley asked Mr. Kelbley to provide some information about his background. Mr. Kelbley stated that he is from Fremont and is taking on-line college classes through Bellevue University in Nebraska. Photos were taken. The meeting concluded at 9:51 a.m. Mr. Hendricks and Mr. Kelbley exited at this time.

The Commissioners reviewed invitations to upcoming meetings.

III. -- Open Forum Citizens Comments/Concerns

There were no comments from the public. Commissioner Herringshaw moved to adjourn and Commissioner Bowlus seconded the motion. All voted aye and the motion carried at 9:53 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 Bowlus moved and Commissioner Herringshaw seconded the approval of the resolution, and the roll being called on its adoption, the vote resulted as follows:

DORIS I. HERRINGSHAW, Ed.D.	<u>ye</u>	<u>Doris I. Herringshaw</u>
DR. THEODORE H. BOWLUS	<u>yes</u>	<u>Theodore H. Bowlus</u>
CRAIG LAHOTE	<u>ya</u>	<u>Craig LaHote</u>

Board of County Commissioners,
Wood County, Ohio

Attest: Sandy A. Long
Clerk of said Board

Resolution	Date	Description	PO	Cost
23-01058	8/15/2023	APPROVAL OF PRIOR MEETING MINUTES FROM THE REGULAR SESSION HELD ON 8/10/2023		
23-01059	8/15/2023	AUTHORIZE PAYMENT OF VOUCHERS		
	8/15/2023	AUTHORIZING PAYMENT OF VISION CLAIMS FROM THE WOOD COUNTY EMPLOYEE TRUST INSURANCE FUND FOR THE MONTH OF AUGUST 2023		
23-01060	8/15/2023	AUTHORIZE VARIOUS PERSONNEL ACTIONS		
23-01061	8/15/2023	AUTHORIZE MEMORANDUM OF UNDERSTANDING WITH OHIO ALCOHOL MONITORING SYSTEMS, LLC TO PROVIDE ALCOHOL AND LOCATION MONITORING PROGRAMS TO WOOD COUNTY JUVENILE COURT.		
23-01062	8/15/2023	AUTHORIZE AGREEMENT WITH AMERICAN STRUCTUREPOINT, INC. FOR CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES FOR WOO-E BROADWAY STREET BRIDGE NO. 1-10D REPLACEMENT, OVER CEDAR CREEK, LAKE TOWNSHIP.		
23-01063	8/15/2023	APPROVE REQUESTS FOR TRAVEL AND REIMBURSEMENT FOR WOOD COUNTY EMPLOYEES		
23-01064	8/15/2023	AUTHORIZE AGREEMENT TO RENEW CONTRACT WITH SOUTHERN HEALTH PARTNERS, INC. FOR HEALTH CARE SERVICES AT WOOD COUNTY JUVENILE COURT FOR THE PERIOD OF OCTOBER 1, 2023 THROUGH SEPTEMBER 30, 2024		
23-01065	8/15/2023	AUTHORIZE AGREEMENT TO RENEW CONTRACT WITH SOUTHERN HEALTH PARTNERS, INC. FOR HEALTH CARE SERVICES AT THE WOOD COUNTY JAIL FOR THE PERIOD OF OCTOBER 1, 2023 THROUGH SEPTEMBER 30, 2024		
23-01066	8/15/2023	GRAINGER - AUTHORIZE THE PURCHASE OF (1) K400AF RIDGID DRAIN CLEANING MACHINE FOR THE WOOD COUNTY BUILDINGS & GROUNDS DEPARTMENT.	135026	\$831.79
23-01067	8/15/2023	AUTHORIZE MEMORANDUM OF UNDERSTANDING BETWEEN THE WOOD COUNTY HEALTH DISTRICT AND THE WOOD COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE WOOD COUNTY PROSECUTOR, SUPPORTING THE EFFORTS OF THE ADDICTION RESPONSE COLLABORATIVE (ARC) PROGRAM.		
23-01068	8/15/2023	LEASE AGREEMENT FOR LEASING OF OFFICE SPACE AT THE DUNBRIDGE ROAD BUILDING FOR THE HEALTH DEPARTMENT'S WIC PROGRAM		
23-01069	8/15/2023	AMAZON CAPITAL SERVICES, INC. - AUTHORIZE THE PURCHASE OF A SHED FOR STORAGE SPACE FOR A FAMILY IN PROTECTIVE SERVICES THROUGH WOOD COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES.	050977	\$2,599.00
23-01070	8/15/2023	AUTHORIZING PAYMENT OF VISION CLAIMS FROM THE WOOD COUNTY EMPLOYEES' TRUST INSURANCE FUND FOR THE MONTH OF AUGUST 2023.		

