

**RESOLUTION NO. 23-00899**

In the matter of approval of prior meeting ) County Commissioners' Office,  
minutes from the regular session held on ) Wood County, Ohio  
July 6, 2023. ) July 11, 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 6<sup>th</sup> day of July 2023 with the following members present: DORIS I. HERRINGSHAW, THEODORE H. BOWLUS and CRAIG LAHOTE; and

*WHEREAS*, the Commissioners’ Agenda for July 6, 2023, was as follows:

*I. 9:18 a.m. -- Reading of minutes from preceding meeting*

Commissioner LaHote called the meeting to order and requested reading of the prior meeting minutes. County Administrator Carri Stanley, Assistant County Administrator Dan Scherger, Clerk of the Board Sandy Long, Economic Development Executive Director Wade Gottschalk, Job and Family Services employees Brandy Laux, Allyson Haas and Denny Fetzer, Wood Haven Administrator Jeff Orłowski and Community Relations Director Aspen Short were also present.

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

The personnel actions submitted were from Solid Waste Management District to amend resolution 23-00767 to reflect the correct ending balances for former employee Aaron Bowers; Wood Haven to revise the pay rate for STNA and Non-STNA positions, appointment of full-time STNA Sondra Gunder, full-time non-STNA Dakota Cockrall and intermittent Activities Leader Veronica Fischer, resignation of non-STNA Halle Pillar and Activity Leader Olivia Roose, extension of intermittent employment for Activities Leader Parker Chafins, RN Shift Supervisor Angela Gwyn, and LPNs Anita King and Asiah Christopher, change in rate of pay and extension of intermittent employment for STNAs Patricia Davis, Olethia Ketcham, Ashanti Partee and Kayden Pridemore, end intermittent employment for Cyona Taylor-Randolph and Receptionist James Cress, abolish Receptionist position and update organizational chart, personal leave without pay for Assistant Director of Nursing Emily Aurand and non-STNA Shelby Bauman.

Mr. Gottschalk stated that resolution 23-00885 is to establish a Community Reinvestment Area (CRA) within Middleton Township, located between Dowling and Devils Hole Road along I-75 and State Route 25. He noted there is already an enterprise zone established within that area, however with a CRA a blanket agreement can be approved allowing development to be done in phases. Mr. Gottschalk stated the area was recently rezoned and the Middleton Township Trustees approved a resolution recommending the creation of the CRA.

Mr. Scherger mentioned resolution 23-00877 is to adopt the draft amended Wood County Solid Waste Management District Plan. The plan needs approval by the Commissioners, the largest municipality within the Solid Waste Management District, which is the City of Bowling Green, and from political subdivisions representing 60% of the residential population within the District. He

noted the District currently has received resolutions and ordinances representing 68% of the residential population and are still receiving approvals.

Mr. Scherger noted that resolution 23-00878 is adopting the estimates of revenue for fiscal year 2024.

Commissioner Herringshaw moved to approve the resolutions on the attached listing with the exception of resolution 23-00875 (requests for travel) which will be voided. Commissioner Bowlus seconded the motion. All voted aye and the motion carried. Mr. Gottschalk exited at 9:30 a.m.

### *III. -- Staff Reports*

Introduction of New Job and Family Services (JFS) Employees (9:30 a.m.) – Protective Services Supervisor Brandy Laux introduced Dennis Fetzer and Allyson Haas to the Commissioners. The Commissioners welcomed them both to the team of Wood County employees. Photos were taken. The meeting concluded at 9:33 a.m. Ms. Laux, Mr. Fetzer and Ms. Haas exited at this time.

Wood Haven Monthly Update (9:33 a.m.) – Ms. Short stated that Toledo Hospital has a new program which sends referrals to e-mail rather than sending by fax. This allows for a quicker response time resulting in more admissions. She mentioned the Elite Senior Club is open again offering meals, bingo, and other activities. Ms. Short stated she would like to host Lunch and Learn meetings to showcase the building. She noted that a food drive was held in May and a rehab reunion will be scheduled. Ms. Short started a new program for residents to get them more involved with the community including making dog treats for the Humane Society, goody bags for law enforcement, and chemo bags which were delivered to the Toledo Clinic for patients. She mentioned that Wood Haven staff visit senior centers around the county monthly, attend ribbon cuttings in the City of Bowling Green, help with Meals on Wheels, as well as other events. Ms. Short stated that Wood Haven is active on social media with 1,500 Facebook followers and over 6,000 views on TikTok. Empathy training will begin again soon and the current census is 73.

Mr. Orłowski stated that Wood Haven has addressed all of the concerns found during the annual survey. The year-to-date staff turnover rate is 33.33% and the average for Ohio is 60%. He stated there are currently nine people attending STNA classes. Mr. Orłowski stated the state budget was recently passed and he anticipates Wood Haven will be receiving more funding for fiscal year 2024. He mentioned year-to-date admissions through the end of May are at 101 compared to last year with 85 admissions during the same time period. Mr. Orłowski stated that on June 21<sup>st</sup> a resident's Dare to Dream wish came true by receiving a tattoo. Ms. Short stated the resident can be seen showing off the new tattoo on Wood Haven's Facebook page. Mr. Orłowski stated the Mexican Cantina themed dinner was held last month and another is scheduled for August. The meeting concluded at 9:54 a.m. Commissioner Herringshaw moved to recess until the next scheduled meeting and Commissioner Bowlus seconded the motion. All voted aye and the motion carried.

Judge David Woessner re: Guardianship Services Board (10:00 a.m.) – Commissioner LaHote called the meeting back to order with Commissioners Bowlus and Herringshaw, Ms. Stanley, Mr. Scherger, Ms. Long, Wood County Alcohol, Drug Addiction and Mental Health Services (ADAMHS) Board Executive Director Amanda Kern, JFS Director Dave Wigent, Board of Developmental Disabilities (DD) Superintendent Brent Baer, Probate Court Office Manager Jen Robeson and James Stainbrook from Wood County Committee on Aging present.

Judge Woessner stated that a number of years ago state legislation was passed allowing for creation of a Guardianship Services Board to appoint guardians to assist the elderly, those with developmental disabilities, those with mental health or substance abuse issues, and others that cannot properly care for themselves. A few months ago, Hancock County approached Wood and

Ottawa Counties about creating a joint board. If a joint board was established, a number of employee positions would need to be created including the on-call guardians. Judge Woessner stated that currently Wood County has volunteers to help with guardianships, but the volunteers are purposefully kept out of any contentious issues. He noted that guardians do not need to be licensed social workers. Judge Woessner mentioned there a number of attorneys who serve as guardians and the Commissioners provide some funding annually. He stated that guardianship cases are increasing. There are currently 453 ongoing cases and there have been 46 new cases added this year which he attributes to aging population, family dynamics (some people may not have family locally), and mental health issues.

Judge Woessner stated that Hancock County will provide office space for a director of the Board. He noted that Ottawa County has a much lower number of cases than Wood and Hancock Counties. He stated that volunteers generally only handle one or two guardianships, but a staff member could potentially handle 25-30. Hancock County is looking at a salary of \$60,000 plus benefits bringing the cost closer to \$100,000. He stated that the Wood County Probate Court has the ability to contribute \$5,000-\$7,000 from his budget and \$10,000 could be moved from the attorney fees line item. Judge Woessner stated this would be a good program. Ms. Stanley asked who would employ the case worker. Judge Woessner stated that Hancock would employ the workers and Hancock and Wood would each have an assigned case worker but would help each other. Commissioner LaHote asked who would serve on the Guardianship Services Board. Judge Woessner stated it would consist of representatives from Probate Court, Board of DD, and the ADAMHS Board. Ms. Stanley asked about the next step. Judge Woessner said determining the funding of the guardianship program amongst the partner agencies and Commissioners. He would like to have a response for Hancock County in the fall. The Commissioners will discuss this further at a later date. The meeting concluded at 10:24 a.m. Judge Woessner, Ms. Kern, Mr. Wigent, Mr. Baer, Ms. Robeson and Mr. Stainbrook exited at this time.

Ms. Stanley stated the Humane Society is once again without a Humane Agent, but they are actively looking for a replacement. Ms. Stanley shared a draft letter of support for the Bowling Green Chamber of Commerce to be included with their grant application for funding for the holiday parade.

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

Prosecutor Paul Dobson and Fiscal Manager Dee Stewart entered at 10:31 a.m. Ms. Stanley stated that Mr. Dobson was present to discuss the joint use agreement for the county-wide Computer Aided Dispatch (CAD) and Mobile and Law Records Management System (RMS). Mr. Dobson stated the Ohio legislature is providing \$1.1 million for the system however, they cannot provide funding directly to a non-state entity. When this occurs Wood County typically runs the project through BGSU. He noted a complicating factor of this funding is that it is typically used for capital improvement projects, and this project is primarily for software. The software will be provided by Central Square, who has offered substantial discounts, but the discounts have an expiration date. BGSU has developed a joint use agreement accepted by the Department of Higher Education, but BGSU needs to demonstrate a benefit to BGSU covering the next 20 years. The cost would be approximately \$84,000 annually to repay the \$1.1 million with interest. The benefit includes public safety, response time, etc., which does not have a monetary value. The Prosecutor's and Sheriff's Office have created internships open to BGSU students and will attribute the cost of an employee to mentor the interns. The cost annually would be approximately \$180,000 which well exceeds the \$84,000 in benefit needed. The County is covering the subscription costs for all agencies for the

next five years. Ms. Stanley asked how critical the timing is for contracting with Central Square. Mr. Dobson stated it would be best to move forward today due to time constraints and the pending expiration of discounts. The Commissioners agreed and the County Administrator will sign the documents on the Commissioners' behalf and the agreement will be acknowledged by resolution at the next regular meeting of the Commissioners.

Commissioner Herringshaw moved to adjourn and Commissioner Bowlus seconded the motion. All voted aye and the motion carried at 11:11 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 Herringshaw moved and Commissioner Bowlus 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>yes</u>	<u>Doris I. Herringshaw</u>
DR. THEODORE H. BOWLUS	<u>yes</u>	<u>Theodore H. Bowlus</u>
CRAIG LAHOTE	_____	<u>ABSENT</u>
		Board of County Commissioners, Wood County, Ohio

Attest: Sandy A. Long  
Clerk of said Board

Resolution	Date	Description	PO	Cost
23-00872	7/6/2023	SUPPLEMENTAL APPROPRIATIONS - VARIOUS FUNDS (TABLED 6/29/2023)		
23-00873	7/6/2023	APPROVAL OF PRIOR MEETING MINUTES FROM THE REGULAR SESSION HELD ON 6/29/2023		
23-00874	7/6/2023	AUTHORIZE PAYMENT OF VOUCHERS		
23-00875	7/6/2023	APPROVE REQUESTS FOR TRAVEL AND REIMBURSEMENT FOR WOOD COUNTY EMPLOYEES		
23-00876	7/6/2023	AUTHORIZE VARIOUS PERSONNEL ACTIONS		
23-00877	7/6/2023	ADOPTING THE REVISED WOOD COUNTY SOLID WASTE MANAGEMENT DISTRICT PLAN		
23-00878	7/6/2023	ADOPTING ESTIMATES OF REVENUE FOR WOOD COUNTY FOR FISCAL YEAR ENDING DECEMBER 31, 2024.		
23-00879	7/6/2023	AUTHORIZE MEMORANDUM OF UNDERSTANDING WITH KINNECT ON BEHALF OF WOOD COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES TO PLAN AND IMPLEMENT THE KINNECT TO FAMILY OHIO PROGRAM FOR YOUTH IN FOSTER CARE.		
23-00880	7/6/2023	GRANT PERPETUAL, NON-EXCLUSIVE EASEMENT (PARCEL NO. B07-511-290000026000) TO BUCKEYE CABLEVISION, INC. DBA BUCKEYE BROADBAND INCLUDING BUCKEYE TELESYSTEM, INC.		
23-00881	7/6/2023	RECEIVE AND AWARD BIDS FOR (1) 2024 GMC SIERRA 3500 HD CREW CAB TRUCK FOR THE WOOD COUNTY ENGINEER.		
23-00882	7/6/2023	AUTHORIZE AGREEMENT WITH PROFLEX CONSTRUCTION SUPPLIES, LLC FOR BRIDGE MATERIALS FOR MEARS ROAD BRIDGE NO. 1-116 A OVER DITCH 1116, BLOOM TOWNSHIP, WOOD COUNTY, OHIO.		
23-00883	7/6/2023	AUTHORIZE CHANGE ORDER NO. 1 - FINAL, WITH VERNON NAGEL, INC FOR THE REPLACEMENT OF RUDOLPH ROAD BRIDGE NO. 5-133D OVER DITCH 2267, LIBERTY TOWNSHIP, WOOD COUNTY, OHIO.		
23-00884	7/6/2023	AUTHORIZE CHANGE ORDER NO. 1 - FINAL, WITH U.S. BRIDGE DIVISION OF THE OHIO BRIDGE CORPORATION FOR THE SUPERSTRUCTURE REPLACEMENT OF GYPSY LANE ROAD BRIDGE NO. 1-324C OVER NORTH BRANCH OF THE PORTAGE RIVER, CENTER TOWNSHIP, WOOD COUNTY, OHIO.		
23-00885	7/6/2023	DESCRIBING AND ESTABLISHING THE BOUNDARIES OF A COMMUNITY REINVESTMENT AREA IN MIDDLETON TOWNSHIP, WOOD COUNTY, OHIO, DESIGNATING A HOUSING OFFICER TO ADMINISTER THE PROGRAM AND CREATING A COMMUNITY REINVESTMENT HOUSING COUNCIL (OHIO REVISED CODE SECTIONS 3735.65 THROUGH 3735.70)		
23-00886	7/6/2023	REQUEST NEW FUND - SWMD COMMUNITY AND LITTER GRANT		
23-00887	7/6/2023	AUTHORIZING PAYMENT FOR THE PATIENT CENTERED OUTCOMES RESEARCH INSTITUTE (PCORI) FEE MANDATED BY HEALTH CARE REFORM FOR PLAN YEAR 2022, PAID IN 2023, FROM THE WOOD COUNTY EMPLOYEE HEALTH BENEFITS PROGRAM.		
23-00888	7/6/2023	DECLARING IT NECESSARY TO LEVY A RENEWAL OF A PORTION OF AN EXISTING TAX IN EXCESS OF THE TEN-MILL LIMITATION FOR THE PURPOSE OF PROVIDING OPERATIONAL AND CAPITAL NEEDS FOR CITIZENS WITH DEVELOPMENTAL DISABILITIES WITHIN WOOD COUNTY, OHIO		
23-00889	7/6/2023	AUTHORIZING HEALTH INSURANCE THROUGH MERITAIN FOR JULY 2023, FROM THE WOOD COUNTY EMPLOYEE TRUST FUND.		
23-00890	7/6/2023	AUTHORIZING PRESCRIPTION INSURANCE THROUGH APPRORX FOR JULY 2023, FROM THE WOOD COUNTY EMPLOYEE TRUST FUND.		
23-00891	7/6/2023	AUTHORIZING VISION INSURANCE FOR JULY 2023, FROM THE WOOD COUNTY EMPLOYEE TRUST FUND.		
23-00892	7/6/2023	AUTHORIZING DENTAL INSURANCE THROUGH DELTA DENTAL FOR JULY 2023, FROM THE WOOD COUNTY EMPLOYEE TRUST FUND.		
23-00893	7/6/2023	AUTHORIZING LIFE INSURANCE THROUGH METLIFE FOR JULY 2023, FROM THE WOOD COUNTY EMPLOYEE TRUST FUND.		

Resolution	Date	Description	PO	Cost
23-00894	7/6/2023	AUTHORIZE TO ADVERTISE FOR STATEMENT OF QUALIFICATIONS FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR VARIOUS PY2022 WOOD COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAMS.		
23-00895	7/6/2023	AUTHORIZE TO ADVERTISE FOR REQUEST FOR PROPOSALS FOR ONLINE LEGAL RESEARCH SERVICES FOR WOOD COUNTY EMPLOYEES' ACCESS AND WOOD COUNTY LAW LIBRARY PATRON ACCESS.		
23-00896	7/6/2023	AUTHORIZE CONTRACT WITH THE ADVANCED CONSTRUCTION GROUP, INC. TO INSPECT AND REPLACE DAMAGED ROOF TILES, AND INSPECT AND REPAIR THE GUTTER SYSTEM AT THE WOOD COUNTY COURTHOUSE.		
23-00897	7/6/2023	AUTHORIZE CONTRACT WITH JB JANITORIAL FOR THE PURCHASE OF JANITORIAL SERVICES FOR WOOD COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES.		
23-00898	7/6/2023	AUTHORIZE A UNION CONTRACT BETWEEN WOOD HAVEN HEALTH CARE AND SEIU DISTRICT 1199 EFFECTIVE 6/1/2023 THROUGH 5/31/26.		

