

**RESOLUTION NO. 23-00784**

In the matter of approval of prior meeting ) County Commissioners’ Office,  
minutes from the regular session held on ) Wood County, Ohio  
June 13, 2023. ) June 15, 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 13<sup>th</sup> day of June 2023 with the following members present: DORIS I. HERRINGSHAW, THEODORE H. BOWLUS and CRAIG LAHOTE; and

*WHEREAS*, the Commissioners’ Agenda for June 13, 2023, was as follows:

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

Commissioner LaHote called the meeting to order and requested the reading of the prior meeting minutes. County Administrator Carri Stanley, Assistant County Administrator Dan Scherger and Clerk of the Board Sandy Long were also present.

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

No out of state travel requests were submitted. The personnel actions submitted were from the Solid Waste Management District/Landfill for the retirement of Landfill Attendant Aaron Bowers and a request to post the vacant position; from Buildings and Grounds to acknowledge prior service for Custodian I Matthew Villarreal; from Job and Family Services for the promotion of Protective Services Worker 2 Lauren Scheurle to Protective Services Worker 3; from Wood Haven for the appointment of part-time temporary non-STNA Austin Rankin and intermittent STNA Hannah Owens.

Commissioner Bowlus moved to approve the resolutions on the attached listing with the exception of resolutions 23-00768 (amendment to PY2020 CDBG/CHIP Grant) and 23-00769 (amendment to PY2020 CHIP/Home Grant) which will be tabled and resolution 23-00760 (agreement with Shelly Company) which will be voided. Commissioner Herringshaw seconded the motion. All voted aye and the motion carried.

*III. -- Staff Reports*

Dog Shelter Quarterly Update (9:30 a.m.) – Wood County Dog Warden Jodi Harding shared the attached information. She stated the Dog Shelter has taken in more dogs in 2023 than the same time period each of the last 4 years. She noted many of the dogs are being left in the drop-off area at the Shelter so there is no background information for the dogs. As of May 31<sup>st</sup>, 145 dogs were taken into the Shelter compared to 110 in 2022. Ms. Harding stated the Shelter held its first ever adoption event in April. She stated they had a great turn out and it resulted in the adoption of four dogs. She also mentioned that door-to-door license checks have begun. Ms. Harding stated the Shelter is working with local police departments to be present during their Safety Town events to teach children about dogs, including when and how to approach an animal. The Shelter is working to expand their volunteer base and they continue to hold Enrichment Night events. Currently there are

15 dogs in the Shelter and today volunteers from KeyBank will be walking the dogs. The Commissioners thanked Ms. Harding for the update. The meeting concluded at 9:37 a.m. Ms. Harding exited at this time.

Ms. Stanley stated that she was asked by Auditor Oestreich to attend a meeting of the Historical Society Finance Committee later today to discuss the investment of museum funds. She stated that currently the Historical Society holds the tax appropriation funds in bank accounts that are not receiving much interest. Auditor Oestreich, who serves on the Historical Society Finance Committee, has recommended that the finance committee work with the county treasurer to invest these funds, which amount to around \$200,000. The County Treasurer is currently earning 5% interest on invested funds in STAR Ohio. Ms. Stanley stated that typically interest earned on invested funds would be deposited in the general fund. Ms. Stanley asked the Commissioners if they would be willing to provide an amount equal to the interest earned on the funds to the Historical Society. The funds would be used for Museum repairs, maintenance, improvements, and work on the grounds. She also said they would be discussing whether the Historical Society could run their purchases for the tax appropriation funds through the county using the same budget process as other county departments. The Commissioners agreed this would be a good idea and also agreed to provide an amount equal to the interest earned on the tax appropriation funds to the Historical Society.

(Rex Huffman, legal counsel for the Wood County Port Authority entered at 9:43 a.m.)

Ms. Stanley provided an update regarding the proposed installation of razor wire at the Northwest Community Corrections Center (NWCCC). She said the outdoor recreation area is located behind the facility and the fencing is not visible from E. Gypsy Lane Road. Ms. Stanley stated the NWCCC Board is considering the installation of razor wire after two individuals escaped from the facility. She noted they did not go over the fence but out through a gap in the gate. She said that according to Executive Director Cary Williams, the individuals in the program are non-violent offenders, but are generally further along in the court system as diversion programs are often used before they are sentenced to NWCCC. Ms. Stanley said that Executive Director Cary Williams is strongly considering the installation of the razor wire due to recommendations of the court system and NWCCC Board members, and he has stated that many other community corrections facilities have this type of secure fencing. Commissioner LaHote said he did not think razor wire would have prevented this incident.

Information Technology (IT) Quarterly Update and Presentation of 2022 Employee Recognition Awards (9:45 a.m.) – IT Director Ben Hendricks was joined by IT Systems Administrator Catherine Potridge for the update. Mr. Hendricks stated that IT has been pushing through the NinjaOne desktop management system and rolling out new PCs. He stated that he hopes to have the Multi-Factor Authentication implemented by August 1<sup>st</sup>. He also mentioned that he is reviewing third-party security and intends to contract with a company to handle this 24/7. The Commissioners thanked him for the update and presented Mr. Hendricks and Ms. Potridge each with a recognition award for 15 years of county service. Photos were taken. The meeting concluded at 9:52 a.m. Mr. Hendricks and Ms. Potridge exited at this time.

Commissioner Bowlus moved to recess and Commissioner Herringshaw seconded the motion. All voted aye and the motion carried at 9:52 a.m.

Commissioner LaHote called session back to order at 9:55 a.m. with Commissioners Bowlus and Herringshaw, Ms. Stanley, Mr. Scherger, Ms. Long, Mr. Huffman, Prosecutor Paul Dobson, Assistant Prosecutor Linda Holmes, and Engineer Survey Coordinator Ryan Crum present. Commissioner Herringshaw moved to enter into executive session to consider the sale of property at

competitive bidding as premature disclosure would give an unfair competitive advantage to persons who personal, private interests are adverse to the general public interest. Commissioner Bowlus seconded the motion. All voted aye and the motion carried. The Commissioners left executive session at 11:04 a.m.

Mr. Dobson stated there is a small amount of property owned by the Commissioners located in Henry Township that may be included in an upcoming annexation petition. It includes County Road 589, an access road off of County Road 589, and a small parcel adjacent to the access road. He noted that previous annexations in this area and modifications to the State Route 75 interchange created some inconsistent boundary lines, particularly along State Route 18. Mr. Dobson asked the Commissioners if they would consider selling the property to the Village of North Baltimore or the Wood County Port Authority for a nominal price. He stated the county can transfer property to another political subdivision without competitive sale. He also stated the Port Authority has experience with these types of transactions. Rex Huffman noted that the Port Authority has assisted communities in the past with similar property transactions. The Commissioners agreed that it would be in the county's best interest to transfer the property to the Port Authority due to their experience with these type of transactions. Commissioner Bowlus moved that the county proceed with the transfer of property to the Wood County Port Authority, the property being County Road 589, the access road off of County Road 589, and all property owned by Wood County adjacent to the access road. Commissioner Herringshaw seconded the motion. All voted aye and the motion carried.

IV. -- 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 11:15 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>yes</u>	<u>Doris I. Herringshaw</u>
DR. THEODORE H. BOWLUS	<u>yes</u>	<u>Theodore H. Bowlus</u>
CRAIG LAHOTE	<u>yes</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
23-00756	6/13/2023	APPROVAL OF PRIOR MEETING MINUTES FROM THE REGULAR SESSION HELD ON 6/8/2023		
23-00757	6/13/2023	AUTHORIZE PAYMENT OF VOUCHERS		
23-00758	6/13/2023	RECEIVE AND AWARD BIDS FOR THE REPLACEMENT OF MERMILL ROAD BRIDGE NO. 4-28E OVER BULL CREEK, PORTAGE TOWNSHIP, WOOD COUNTY, OHIO.		
23-00759	6/13/2023	SUPPLEMENTAL APPROPRIATION - VARIOUS FUNDS		
23-00760	6/13/2023	AUTHORIZE AGREEMENT WITH THE SHELLY COMPANY FOR THE RESURFACING OF CYGNET ROAD, WITHIN HENRY TOWNSHIP, WOOD COUNTY, OHIO.		
23-00761	6/13/2023	APPROVAL OF BOND FOR ROBERT CENDOL, CHIEF BUILDING INSPECTOR OF WOOD COUNTY FOR THE PERIOD 4/10/23 - 4/10/24.		
23-00762	6/13/2023	PAYMENT FOR SERVICES - MAY 2023 MEALS FOR INMATES AT JDC & JRC.		
23-00763	6/13/2023	AUTHORIZE SMITHS DETECTION TO PROVIDE AND INSTALL (2) SMITHS DETECTION HI SCAN 6040I X-RAY INSPECTION SYSTEMS WITH ENTRANCE/EXIT ROLLER TABLES FOR SECURITY AT THE COURTHOUSE COMPLEX AND WOOD COUNTY JUVENILE COURT. SAID PURCHASE WILL BE MADE THROUGH STATE TERM SCHEDULE #STS010074.	135005	\$64,088.12
23-00764	6/13/2023	ADJUSTMENT TO APPROPRIATIONS - VARIOUS FUNDS		
23-00765	6/13/2023	AUTHORIZE AGREEMENT WITH NORTHWOOD DOOR, LLC TO REPLACE FIVE (5) EXISTING DOORS IN MAIN BUILDING AND TWO (2) EXISTING DOORS IN THE SOUTHWEST BUILDING AT THE WOOD COUNTY HIGHWAY GARAGE, LOCATED AT 600 E. POE ROAD, BOWLING GREEN, OHIO.		
23-00766	6/13/2023	AUTHORIZING EMERGENCY TEMPORARY STAFFING PAY FOR WOOD HAVEN EMPLOYEES FOR THE PERIOD JUNE 11, THROUGH JULY 9, 2023.		
23-00767	6/13/2023	AUTHORIZE VARIOUS PERSONNEL ACTIONS		
23-00768	6/13/2023	AUTHORIZING AN AMENDMENT WITH OHIO OFFICE OF COMMUNITY DEVELOPMENT TO THE ORIGINAL GRANT AGREEMENT FOR PY2020 COMMUNITY HOUSING IMPACT AND PRESERVATION (CHIP) PROGRAM STATE OF OHIO COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM TO EXTEND THE GRANT COMPLETION DATE TO 10/31/2023 FOR THE WOOD COUNTY PLANNING COMMISSION OFFICE. ORIGINAL RESOLUTION #20-1258, DATED OCTOBER 29, 2020 FOR GRANT NUMBER B-C-20-1DB-1.		
23-00769	6/13/2023	AUTHORIZING AN AMENDMENT WITH OHIO OFFICE OF COMMUNITY DEVELOPMENT TO THE ORIGINAL GRANT AGREEMENT FOR PY2020 COMMUNITY HOUSING IMPACT AND PRESERVATION (CHIP) PROGRAM STATE OF OHIO HOME INVESTMENTS PARTNERSHIP (HOME) PROGRAM TO EXTEND THE GRANT COMPLETION DATE TO 10/31/2023 FOR THE WOOD COUNTY PLANNING COMMISSION OFFICE. ORIGINAL RESOLUTION #20-1259, DATED OCTOBER 29, 2020 FOR GRANT NUMBER B-C-20-1DB-2.		
23-00770	6/13/2023	AUTHORIZE AGREEMENT WITH THE SHELLY COMPANY FOR RESURFACING ON CYGNET ROAD, LOCATED IN HENRY TOWNSHIP, WOOD COUNTY, OHIO.		
23-00771	6/13/2023	AUTHORIZE AGREEMENT WITH THE SHELLY COMPANY FOR RESURFACING ON MERMILL AND LIBERTY HI ROADS, LOCATED WITHIN MILTON AND LIBERTY TOWNSHIPS, WOOD COUNTY, OHIO.		
23-00772	6/13/2023	AUTHORIZE AMENDMENT 2 TO MEMORANDUM OF UNDERSTANDING (MOU) FOR CHILD PLACEMENT AND SUPPORT SERVICES BETWEEN WOOD COUNTY BOARD OF DEVELOPMENTAL DISABILITIES AND WOOD COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES.		
23-00773	6/13/2023	AUTHORIZE AGREEMENT WITH TECHNIQUE ROOFING SYSTEMS, LLC TO COVER EIGHTEEN (18) OLD SKYLIGHTS AT THE WOOD COUNTY HIGHWAY GARAGE, 600 E. POE ROAD, BOWLING GREEN, OHIO.		
23-00774	6/13/2023	APPROVE REQUESTS FOR TRAVEL AND REIMBURSEMENT FOR WOOD COUNTY EMPLOYEES		

Resolution	Date	Description	PO	Cost
23-00775	6/13/2023	AUTHORIZE PERPETUAL EASEMENT FOR HIGHWAY PURPOSES AND RIGHT-OF-WAY (PARCEL 1 D14-512-310000006000 AND PARCEL 2 D14-512-310000008001) FOR PUBLIC HIGHWAY, ROAD AND DRAINAGE PURPOSES FROM JACK D. AND KATHLEEN M. NINKE FOR EMERSON ROAD 86E DRAINAGE IMPROVEMENTS, FREEDOM TOWNSHIP, WOOD COUNTY, OHIO.		
23-00776	6/13/2023	AUTHORIZE TO RE-ADVERTISE FOR LETTERS OF INTEREST FROM ENGINEERING FIRMS FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR EAST BROADWAY BRIDGE NO. 1-10D OVER CEDAR CREEK, LAKE TOWNSHIP.		
23-00777	6/13/2023	AUTHORIZE CONTRACT BETWEEN WOOD COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES AND NESCO RESOURCE FOR THE PURCHASE OF COMPREHENSIVE CASE MANAGEMENT EMPLOYMENT PROGRAM (CCMEP) YOUTH SERVICES EMPLOYER OF RECORD/PAYROLL SERVICES.		
23-00778	6/13/2023	AUTHORIZE MEMORANDUM OF UNDERSTANDING BETWEEN WOOD COUNTY EDUCATIONAL SERVICE CENTER (ESC) AND WOOD COUNTY JUVENILE COURT SETTING FORTH GUIDELINES REGARDING SERVICES PROVIDED AND FUNDED THROUGH THE OHIO DEPARTMENT OF YOUTH SERVICES RECLAIM GRANT.		
23-00779	6/13/2023	AUTHORIZE CARRI L. STANLEY, COUNTY ADMINISTRATOR TO SIGN 2023 SUBGRANT AWARD AGREEMENT NO. 2020-WF-VA2-8118A FOR COMBATING DOMESTIC VIOLENCE VAWA GRANT.		
23-00780	6/13/2023	AUTHORIZING CARRI L. STANLEY, COUNTY ADMINISTRATOR TO SIGN 2023 SUBGRANT AWARD AGREEMENT NO. 2022-WF-VA2-8118 FOR COMBATING DOMESTIC VIOLENCE VAWA GRANT.		
23-00781	6/13/2023	AUTHORIZE IV-D CONTRACT AND IV-D CONTRACT SECURITY ADDENDUM BETWEEN CHILD SUPPORT ENFORCEMENT AGENCY AND THE WOOD COUNTY JUVENILE COURT.		
23-00782	6/13/2023	PAYMENT FOR SERVICES - ECONOMIC DEVELOPMENT JUNE 2023 LEASE PAYMENT		
23-00783	6/13/2023	PAYMENT FOR SERVICES - NORTHWEST COMMUNITY CORRECTIONS CENTER MAINTENANCE STAFF FOR JUNE 2023.		

# Wood County Dog Shelter

Jodi Harding, Chief Dog Warden

A department under the Board of County Commissioners  
 Craig LaHote Dr. Theodore Bowlus Doris I Herringshaw



Impound Statistics Date Filter: 1/1/2023 - 5/31/2023

	Adopted		Transferred		Reclaimed		Unknown		Euthanized		Owner Requested Euthanasia		Deceased Before Impound		Deceased After Impound		Animals Impounded	Live Release No exclusions
January	10	30.3%	11	33.3%	7	21.2%	0	0.0%	3	9.1%	2	6.1%	0	0.0%	0	0.0%	33	84.8%
February	5	27.8%	2	11.1%	6	33.3%	0	0.0%	3	16.7%	2	11.1%	0	0.0%	0	0.0%	18	72.2%
March	14	43.8%	2	6.3%	14	43.8%	0	0.0%	1	3.1%	1	3.1%	0	0.0%	0	0.0%	32	93.8%
April	11	42.3%	4	15.4%	8	30.8%	0	0.0%	0	0.0%	3	11.5%	0	0.0%	0	0.0%	26	88.5%
May	11	33.3%	5	15.2%	14	42.4%	0	0.0%	1	3.0%	2	6.1%	0	0.0%	0	0.0%	36	90.9%
	51	35.9%	24	16.9%	49	34.5%	0	0.0%	8	5.6%	10	7.0%	0	0.0%	0	0.0%	145	

<b>Live Release</b>	<b>18 Euthanized</b>	<b>1 *</b>	<b>7 **</b>
87.3% No exclusions	10 Owner Requested Euthanasia		
93.9% Excludes deceased before impound, and owner requested euthanasia	1 Caused Exposures/Bites	0	1
94.7% Excludes deceased before impound, rescue only, and owner requested euthanasia	6 People Aggressive	0	6
99.2% Excludes deceased before impound, ineligible for adoption, and owner requested euthanasia	0 Injured or Unhealthy	0	0 * Rescue only
100.0% Excludes deceased before impound, ineligible for adoption, rescue only, and owner requested euthanasia	2 Dog Aggressive	1	1 ** Ineligible for adoptio

Live release does not include animals currently impounded, therefore statistics will change until all animals impounded during the year are no longer at the shelter  
 Animals classified as ineligible for adoption or rescue only often meet multiple criteria for the classification, therefore the sum of each criteria may not equal the total for the classification

**YTD License Sales Summary-Annual Comparison**

Jodi Harding, Chief Dog Warden

		Quantity	Total
<b>2022 Dog License</b>	\$14.00	14508	\$203,112.00
2022 1yr. Dog License w/ Penalty	\$28.00	1324	\$37,072.00
2022 1yr. Dog License, Partial	\$7.00	151	\$1,057.00
2022 3yr. Dog License (good thru 2025)	\$42	1200	\$50,400
2022 3yr. Dog License w/ penalty (good thru 2024)	\$56	195	\$10,920
2022 3yr. Dog License partial (good thru 2024)	\$35	52	\$1,820
2022 Dangerous License	\$50	61	\$3,050
2022 Duplicates (request for another tag)	\$5.00	72	\$360.00
2022 Duplicate License, Free	\$0.00	9	0
2022 Kennel License	\$70	75	\$5,250
2022 Kennel License Late	\$140	4	\$560
2021 Extra Kennel License	\$1.00	157	\$157.00
2022 Permanent Dog License	\$140	228	\$31,920
2022 Permanent Dog License w/Penalty	\$154	31	\$4,774
2022 Service Dog	\$0.00	0	0
2022 Transfer License	\$5.00	4	\$20.00
2022 Transfer License, Free	\$0.00	1	0
<b>Total:</b>		<b>18068</b>	<b>\$349,912.00</b>

				Monetary Difference from 2022
2023 1yr. Dog License	\$14.00	14,038	\$196,532.00	(\$6,580.00)
2023 1 Yr. License, Partial	\$7.00		\$0.00	(\$1,057.00)
2022 1yr. Dog License w/ Penalty	\$28.00	866	\$24,248.00	(\$12,824.00)
2023 3yr. (good thru 2025)	\$42.00	1,087	\$45,654.00	(\$4,746.00)
2023 3yr. (good thru 2025) partial	\$35.00	0	\$0.00	(\$1,820.00)
2023 3yr. w/ Penalty (good thru 2025)	\$56.00	130	\$7,280.00	(\$3,640.00)
2023 Dangerous License	\$50	53	\$2,650.00	(\$400.00)
2023 Duplicate License (request for another tag)	\$5.00	36	\$180.00	(\$180.00)
2023 Duplicate License , free	\$0.00	18	0	
2023 Kennel License	\$70.00	73	\$5,110.00	(\$140.00)
2023 Kennel License, Extra	\$1.00	174	\$174.00	\$17.00
2023 Kennel License w/ Penalty	\$140.00	3	\$420.00	(\$140)
2023 Permanent Dog License	\$140.00	193	\$27,020.00	(\$4,900.00)
2023 Permanent Dog License w/Penalty	\$154.00	23	\$3,542.00	(\$1,232.00)
2023 Service Dog	\$0.00	1	0	
2023 Transfer License	\$5.00	2	10	(\$10.00)
2023 Transfer License, Free	\$0.00		0	
<b>Total:</b>		<b>16,697</b>	<b>\$312,820.00</b>	<b>(\$37,092.00)</b>

