

**RESOLUTION NO. 23-00570**

In the matter of approval of prior meeting ) County Commissioners’ Office,  
minutes from the regular session held on ) Wood County, Ohio  
April 27, 2023. ) May 2, 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 27<sup>th</sup> day of April 2023 with the following members present: DORIS I. HERRINGSHAW, THEODORE H. BOWLUS and CRAIG LAHOTE; and

*WHEREAS*, the Commissioners’ Agenda for April 27, 2023, was as follows:

*I. 9:17 a.m. -- Reading of minutes from preceding meeting*

Commissioner LaHote called the meeting to order and requested the reading of the prior meeting minutes. Clerk of the Board Sandy Long was also present.

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

One out of state travel request was submitted from Clerk of Courts for Heidi Cully to attend the Velocity 2023 seminar presented by OnBase in Novi, Michigan. The personnel actions submitted were from Job and Family Services for the appointment of intermittent Student Help for Clayton Genson, Anna Allison, Nina Zibbel, and Rosella Duncan; from Wood Haven for a change from full-time to part-time status for STNA Mackenzie Mickens.

Commissioner Bowlus asked about resolution 23-00562, rejecting statement of qualifications for a feasibility study of the Job and Family Services (JFS) building, and exactly what the study would entail. Ms. Long stated the study was in regard to the reconfiguration of office space and incorporating the Child Support office into the footprint of the building. Commissioner LaHote stated previous discussion resulted in not moving forward with the study.

Commissioner Herringshaw moved to approve the resolutions on the attached listing with the exception of resolutions 23-00552 (appointment to JFS Planning Committee) and 23-00554 (appointment to GLCAP Board) 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*

Commissioner Herringshaw moved to recess until the next scheduled meeting. Commissioner Bowlus seconded the motion. All voted aye and the motion carried at 9:23 a.m.

Buildings and Grounds Monthly Update (9:27 a.m.) – Commissioner LaHote called the meeting back to order with Commissioners Bowlus and Herringshaw, Ms. Long and Facilities Director Steve Blausey present. Mr. Blausey shared the attached information which was referenced throughout the discussion. The meeting concluded at 9:38 a.m. Mr. Blausey exited at this time.

Appoint Chantillie Frazier to the Job and Family Services Planning Committee (9:39 a.m.) – Laura Seifert, JFS Income Maintenance Administrator, introduced Ms. Frazier to the Commissioners. She stated the JFS Planning Committee has a mix of members with many working in various county

offices. Ms. Frazier will be filling a consumer of services vacancy. Ms. Frazier stated that she has utilized services offered by JFS since 2002. She is employed by Rossford Schools as a bus driver. She stated that her position allows her to hear about gaps in assistance needs which she will be able to bring to the attention of the Committee. The Commissioners thanked Ms. Frazier for her willingness to serve on the JFS Planning Committee. Commissioner Herringshaw moved to approve resolution 23-00552, appointing Ms. Frazier to the JFS Planning Committee, and Commissioner Bowlus seconded the motion. All voted aye and the motion carried. Photos were taken. The meeting concluded at 9:51 a.m. Ms. Seifert and Ms. Frazier exited at this time.

Commissioner Bowlus moved to recess until the next scheduled meeting. Commissioner Herringshaw seconded the motion. All voted aye and the motion carried at 9:51 a.m.

Appoint Sue Clanton to the Great Lakes Community Action Partnership (GLCAP) Board (10:02 a.m.) – Commissioner LaHote called the meeting back to order with Commissioners Bowlus and Herringshaw, Ms. Long, GLCAP President Ruthann House and Ms. Clanton present. Ms. House stated that she was excited to have Ms. Clanton on the GLCAP Board. She noted there are 24 members encompassing four counties. Board meetings are still offered online or in-person as a hybrid option, which is particularly helpful to members who have young children. Ms. Clanton stated that she has been a resident of Wood County for over 33 years. She previously worked as a grant writer at Rural Opportunities, been the Assistant Director of the Bowling Green Economic Development, and most recently retired as the United Way Area Director for Wood County in 2020. The Commissioners thanked Ms. Clanton for her willingness to serve on the GLCAP Board. Commissioner Herringshaw moved to approve resolution 23-00554, appointing Ms. Clanton to the GLCAP Board, and Commissioner Bowlus seconded the motion. All voted aye and the motion carried. Photos were taken. The meeting concluded at 10:11 a.m.

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 10:12 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>Theo 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
23-00549	4/27/2023	APPROVAL OF PRIOR MEETING MINUTES FROM THE REGULAR SESSION HELD ON 4/25/2023		
23-00550	4/27/2023	AUTHORIZE PAYMENT OF VOUCHERS		
23-00551	4/27/2023	AUTHORIZE VARIOUS PERSONNEL ACTIONS		
23-00552	4/27/2023	APPOINTING CHANTILLIE FRAZIER TO SERVE ON THE WOOD COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES PLANNING COMMITTEE (TERM EXP. 12/31/2025)		
23-00553	4/27/2023	AMERICAN INTERIORS - AUTHORIZING THE PURCHASE OF (40) AERON DESK CHAIRS FOR JOB AND FAMILY SERVICES. SAID PURCHASE WILL BE MADE USING CW WORKFORCE GRANT FUNDS.	42815	\$41,969.60
23-00554	4/27/2023	APPOINTING SUSAN CLANTON TO THE GREAT LAKES COMMUNITY ACTION PARTNERSHIP BOARD OF DIRECTORS FOR THE REMAINDER OF THE 2023 CALENDAR YEAR		
23-00555	4/27/2023	APPROVE REQUESTS FOR TRAVEL AND REIMBURSEMENT FOR WOOD COUNTY EMPLOYEES.		
23-00556	4/27/2023	PAYMENT FOR SERVICES - JUVENILE RESIDENTIAL CENTER NATURAL GAS FOR THE PERIOD OF 3/15/2023 -4/14/2023 AND MAINTENANCE STAFF FOR APRIL 2023.		
23-00557	4/27/2023	PAYMENT FOR SERVICES - MARCH 2023 CENTRAL SERVICES.		
23-00558	4/27/2023	PAYMENT FOR SERVICES - PROCESSED FINGERPRINTING 2023 1ST QUARTER		
23-00559	4/27/2023	REQUEST NEW FUND - WOOD HAVEN HEALTH CARE ARPA		
23-00560	4/27/2023	SUPPLEMENTAL APPROPRIATION - VARIOUS FUNDS		
23-00561	4/27/2023	TRANSFER OF FUNDS - VARIOUS FUNDS		
23-00562	4/27/2023	RECEIVE AND REJECT STATEMENT OF QUALIFICATIONS FOR FEASIBILITY STUDY OF THE BUILDINGS OF THE WOOD COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES, 1928 EAST GYPSY LANE ROAD AND 1940 EAST GYPSY LANE ROAD, BOWLING GREEN, OHIO.		
23-00563	4/27/2023	VERIZON - AUTHORIZING THE PURCHASE OF A REPLACEMENT CELL PHONE, SAMSUNG Z FOLD4, FOR THE WOOD COUNTY IT DEPARTMENT DIRECTOR.	134994	\$799.99
23-00564	4/27/2023	PAYMENT FOR SERVICES - VARIOUS FUNDS TO GENERAL FUND FOR 2023 2ND QUARTER INDIRECT COSTS		
23-00565	4/27/2023	PAYMENT FOR SERVICES - 2ND QUARTER 2023 JFS BUILDING REPAIRS AND IMPROVEMENTS.		
23-00566	4/27/2023	PAYMENT FOR SERVICES - APRIL 2023 WOOD HAVEN BUS		
23-00567	4/27/2023	RECEIVE AND AWARD BIDS FOR BIDS FOR THE REPLACEMENT OF LEMOYNE ROAD BRIDGE NO. 4-11E OVER DRY CREEK, LAKE TOWNSHIP, WOOD COUNTY, OHIO.		
23-00568	4/27/2023	AUTHORIZE CONTRACT WITH ALVADA CONSTRUCTION COMPANY, INC. FOR THE CONSTRUCTION OF A NEW FEMALE WING ADDITION TO THE EXISTING NORTHWEST COMMUNITY CORRECTIONS CENTER, LOCATED AT 1740 EAST GYPSY LANE ROAD, BOWLING GREEN, OHIO.		
23-00569	4/27/2023	AUTHORIZE CONTRACT WITH DGL CONSULTING ENGINEERS, LLC FOR PROFESSIONAL DESIGN SERVICES FOR THE REPLACEMENT OF THE POE ROAD BRIDGE NO. 1-78C OVER DITCH 2315, PLAIN TOWNSHIP.		

Buildings & Grounds Monthly Update  
April 27<sup>th</sup> 2023

Completed Projects

The new ramp and step project at JRC is pretty well finished. Just needs some touch-up painting done to the handrail. This work is being done by Jim Palmer Excavating.

The Courthouse restrooms countertops are now installed. This replaced the existing countertops on both the 2<sup>nd</sup> and 3<sup>rd</sup> floors.

Current Projects

Court 2 work still proceeding. Habitec and Brass Key have been doing some preliminary wiring work for security purposes at doorways. New woodwork has been delivered. One of the pews had to be shortened for this project, and that work is complete. Demo work has also begun in the Jury room kitchen area.

We are updating a few items at Wood Haven that did not pass a recent state inspection. Most of those citations have been rectified as of today. One of the citations involved the need to relocate 2 electrical panels that were in the building stairwells (original location). This work was completed yesterday.

EGLC maintenance has been asked to install power and data lines for a Narcan vending machine, which will be located in the covered area at the front doors of the Health Department. We expect delivery in about a month or so.

Jail Expansion Update

A new retention pond has been dug in the NE corner of the project.

Load bearing CMU walls are now complete for the intake area.

Some interior CMU walls have been started.

Structural steel has been set for accepting the pre-cast beams.

Housing walls and slab demo is complete.

Pad prep for Housing is done.

Detention door installation at Intake continues.

MEP work continues.

### Upcoming Projects

We are expecting elevator camera work to begin sometime around Memorial Day. This project is being coordinated with Security.

We are getting agreements in place for work at the Highway Garage. This entails the replacement of 7 man doors on various buildings, replacement of 18 skylights on one of the equipment storage buildings, and a pipe replacement project in the truck building. The pipe replacement will be a little more involved as the existing insulation tested positive for asbestos.

Waiting for quotes for the removal of several dead trees on the Museum property. There are about 15 large trees that need removed or trimmed.

### Misc.

Work continues in the Museum's Power House.

Mowing has begun.

