

RESOLUTION NO. 23-01341

In the matter of approval of prior meeting) County Commissioners’ Office,
minutes from the regular session held on) Wood County, Ohio
October 24, 2023.) October 26, 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 24th day of October 2023 with the following members present: CRAIG LAHOTE and THEODORE H. BOWLUS; and

WHEREAS, the Commissioners’ Agenda for October 24, 2023, was as follows:

I. 9:20 a.m. -- Consider Resolutions – See Resolution Listing

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

There were no out-of-state travel requests submitted. The personnel actions submitted were from Wood Haven for the appointment of full-time Finance Manager Russell Duvall, part-time Dietary Aide Danielle Pratt, and part-time LPN Alexandra Shirk, and a temporary rate increase for Personnel Clerk Sara Fletcher; from Job and Family Services for the appointment of Quality Assurance/Managed Care Monitor Summer Repass, promotion of Clerk Typist II Jillian Stanearth to Protective Services Worker 2 and a request to post a full-time Clerk Typist II position.

Commissioner Bowlus moved to approve the resolutions on the attached listing and Commissioner LaHote seconded the motion. All present voted aye and the motion carried at 9:23 a.m.

II. -- Staff Reports

Ms. Stanley stated that she received notification on Monday that the Ohio Public Employees Retirement System (OPERS) Board is recommending the employer OPERS contribution be increased from 14% to 18% and employer law enforcement contribution match the amounts set by Ohio Police and Fire Pension. This will not affect the 2024 budget. She said the County Auditor is also aware of the proposed changes and she will collect more information about the financial impact to the county.

Introduction of New Job and Family Services Employees (9:25 a.m.) – Income Maintenance 3 Workers Steven Benson, Brianna Kolodziejcki, and Mike Schultz, as well as Case Worker Hayley Kobie and CSEA Case Manager Julia Printy introduced themselves to the Commissioners. CSEA Case Manager Supervisor Shawna Zurawski and Income Maintenance Supervisors Rebeka Shiffert and Kristin Weymer were also present. The Commissioners welcomed them all to the team of Wood County employees. Photos were taken. The meeting concluded at 9:28 a.m. Mr. Benson, Ms. Kolodziejcki, Mr. Schultz, Ms. Kobie, Ms. Printy, Ms. Zurawski, Ms. Shiffert, and Ms. Weymer exited at this time.

OSU Extension 2024 Appropriation Review (9:30 a.m.) – OSU County Extension Area Leader Megan Arnold shared the 2024 OSU Extension appropriation requests. Ms. Arnold stated that payroll and benefits make up 91% of the OSU Extension appropriations. She stated that a complete equity and compression review was performed by OSU leading to pay increases for three employees. The increases will help match their salaries to others with similar skills and experience

within the state. Employees will also receive an increase of 2.75% due to the annual merit pay review. Ms. Arnold stated that funding is being requested for travel, mainly for trainings, meetings, and classes within the county. OSU Extension intends to bring back the Women in Ag program and an enhanced Cloverbud program in 2024. She noted her appreciation of the Commissioners continued support. The meeting concluded at 9:35 a.m. Ms. Arnold exited at this time.

Treasurer's Office 2024 Appropriation Review (9:35a.m.) – Treasurer Jane Spoerl shared the Treasurer's Office 2024 appropriations and strategic budget requests. Ms. Spoerl stated that other than salary line items her requests are very similar to 2023. She is requesting an increase of \$10,000 for employee salaries to cover additional training hours due to the implementation of new software systems. She mentioned the real estate software is being upgraded and the Auditor's Office is implementing a new accounts payable/financial software system in March or April 2024. Ms. Spoerl also noted that two long-time employees intend to retire in 2024. Her appropriation request includes funding to hire replacement employees prior to the upcoming retirements for purposes of training. She would like to post these positions by the end of this year so that she has 6-8 months of overlap. Ms. Stanley asked if the retirement dates have been formally submitted. Ms. Spoerl stated they have not. Ms. Spoerl also provided some information on the county revenue for 2023. She stated that she has been proactive with short-term investments and estimates the revenue to be approximately \$6 million by the end of the year. The Commissioners thanked her for the information. The meeting concluded at 10:00 a.m.

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

There were no comments from the public. Commissioner Bowlus moved to adjourn and Commissioner LaHote seconded the motion. All present voted aye and the motion carried at 10:00 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 LaHote 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>ABSENT</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
23-01326	10/24/2023	APPROVAL OF PRIOR MEETING MINTUES FROM THE REGULAR SESSION HELD ON 10/19/23		
23-01327	10/24/2023	SUPPLEMENTAL APPROPRIATIONS - VARIOUS FUNDS		
23-01328	10/24/2023	AUTHORIZING AN AMENDMENT TO ORIGINAL PURCHASE ORDER FOR ADDITIONAL FUNDS FOR REPEATER AND LICENSES FOR THE RADIO EQUIPMENT FROM RAYLECOM COMMUNICATIONS, LLC FOR THE SHERIFF'S OFFICE RADIO SYSTEM UPGRADE PROJECT. SAID PURCHASE WILL BE MADE THROUGH STATE PURCHASING CONTRACT #STS073 AND INDEX #573004-0-01.	134920A	\$25,338.88
23-01329	10/24/2023	AUTHORIZE VARIOUS PERSONNEL ACTIONS		
23-01330	10/24/2023	APPROVE REQUESTS FOR TRAVEL AND REIMBURSEMENT FOR WOOD COUNTY EMPLOYEES		
23-01331	10/24/2023	AUTHORIZE CONTRACT WITH WOOD COUNTY FAIR FOUNDATION FOR WOOD COUNTY FAIR EXHIBITOR SPACE FOR WOOD COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES.		
23-01332	10/24/2023	CLOSING ALL COUNTY BUILDINGS THAT DO NOT REQUIRE 24-HOUR SERVICES ON 11/24/23		
23-01333	10/24/2023	AUTHORIZE PAYMENT OF VOUCHERS		
23-01334	10/24/2023	ACKNOWLEDGING ACTION TAKEN BY THE COUNTY ADMINISTRATOR AND INCORPORATING SAID ACTION INTO THE JOURNAL OF PROCEEDINGS TO AUTHORIZE AGREEMENT WITH D&D PAVING FOR LABOR AND MATERIALS FOR ASPHALT PAVING AT THE WOOD COUNTY MUSEUM.		
23-01335	10/24/2023	AMENDMENT TO AGREEMENT WITH S.A. COMUNALE CO. TO COMPLETE REPAIRS RESULTING FROM INSPECTION AT THE WOOD COUNTY SHERIFF'S OFFICE AND WOOD HAVEN HEALTH CARE.		
23-01336	10/24/2023	AUTHORIZE CHANGE ORDER NOS. 1, 2, AND 3 FOR ALVADA CONSTRUCTION COMPANY, INC., FOR THE NORTHWEST COMMUNITY CORRECTIONS CENTER FEMALE WING ADDITION, LOCATED AT 1740 E. GYPSY LANE ROAD, BOWLING GREEN, OHIO,		
23-01337	10/24/2023	NBS COMMERCIAL INTERIORS - AUTHORIZING THE PURCHASE OF (2) STEELCASE LEAP CHAIRS FOR WOOD COUNTY BOARD OF ELECTIONS.	272667	\$1,963.04
23-01338	10/24/2023	SANDY'S COMMUNICATIONS - AUTHORIZING THE PURCHASE OF (2) MOTOROLA PORTABLE RADIOS FOR COURT SECURITY.	135040	\$2,263.00
23-01339	10/24/2023	AUTHORIZE AN AGREEMENT WITH WOOD COUNTY LAW LIBRARY RESOURCES BOARD AND THOMPSON REUTERS (WEST PUBLISHING CORPORATION) FOR ONLINE LEGAL RESEARCH SERVICES FOR PATRONS OF THE WOOD COUNTY LAW LIBRARY.		
23-01340	10/24/2023	AUTHORIZE AN AGREEMENT WITH WOOD COUNTY LAW LIBRARY RESOURCES BOARD AND THOMPSON REUTERS (WEST PUBLISHING CORPORATION) FOR ONLINE LEGAL RESEARCH SERVICES FOR COUNTY ATTORNEYS AND EMPLOYEES OF THE WOOD COUNTY LAW LIBRARY.		

