

RESOLUTION NO. 24-00305

In the matter of approval of prior meeting) County Commissioners’ Office,
minutes from the regular session held on) Wood County, Ohio
February 29, 2024.) March 7, 2024

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 29th day of February 2024, with the following members present: THEODORE H. BOWLUS and CRAIG LAHOTE; and

WHEREAS, the Commissioners’ Agenda for February 29, 2024, 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, Clerk of the Board Sandy Long, Human Resources/Benefits Manager Pam Boyer, Assistant Prosecutor Arlen de la Serna, Economic Development Executive Director Wade Gottschalk, Job and Family Services (JFS) Assistant Director Michael Fuller, and JFS Executive Assistant Kathie Kleinfelt present. Commissioner LaHote noted the receipt of the minutes of the previous session with no corrections necessary.

There was one out of state travel request submitted from Job and Family Services (JFS) for Chelsea Wisniewski and Alexa Burns to travel to Orlando, Florida for a youth visit with potential adoptive parents. The personnel actions submitted were from Job and Family Services for the disability separation of Income Maintenance Worker Rebecca White; from Wood Haven for the resignation of LPN Beverly Schwab, amend resolution 24-00150 to request to post HR & Fiscal Support Specialist position externally and to replace the current Personnel Clerk position with the HR & Fiscal Support Specialist position.

Mr. Gottschalk stated that resolution 24-00304 involves the transfer of the tax abatement originally granted to Peloton Interactive, Inc. Mr. Gottschalk stated the Enterprise Zone Agreement granting a tax abatement entered into by Wood County, Troy Township, and Peloton, in 2021, allows the agreement to be assigned to the new owner of the property. Mr. Gottschalk stated that First Solar, Inc., has acquired the property and has requested the County to assign and amend the agreement to reflect First Solar’s operations. Mr. Gottschalk noted the Troy Township Board of Trustees has already approved a resolution supporting the assignment. Commissioner Bowlus asked about the terms of the tax abatement. Mr. Gottschalk stated it is a 100% tax abatement for 15 years.

Ms. de la Serna stated that resolutions 24-00288, 24-00289 and 24-00290 involve the Wood County Employee Health Benefits (EHB) Trust. She stated that for many years Huntington served as custodian, trustee, and financial advisor of the EHB Trust. In July 2023 Huntington sold the retirement/benefit services division to OneDigital Investment Advisors. OneDigital, who will serve as financial advisor, partnered with Alta Trust Company, to serve as trustee, and Charles Schwab Trust Bank, to serve as custodian of the EHB funds. Resolutions 24-00288, 24-00289 and 24-00290, are for the agreements with each of the aforementioned vendors. Ms. Stanley stated that

these changes were previously reviewed in a Commissioners' session and asked if there were any follow-up questions for Ms. de la Serna. The Commissioners had no follow-up questions.

Ms. Stanley mentioned that resolutions 24-00282 and 24-00283, which were tabled on Tuesday, are on the resolution listing today for consideration. The resolutions are for the purchase of two vehicles for JFS. Ms. Stanley had wanted to verify whether vehicles were available on the cooperative state purchasing program and whether the vehicles to be purchased were hybrids. She stated JFS was only able to secure one vehicle through state purchasing and it was approved on Tuesday. The two remaining vehicles on the listing today are not hybrids.

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. Mr. Gottschalk, Ms. de la Serna and Ms. Boyer exited at 9:27 a.m.

II. -- Staff Reports

Introduction of New Job and Family Services Employees (9:28 a.m.) – Clerical Supervisor Amy Tietje introduced Clerk Typist I Hailey Bower who has been with JFS since February 12th. Ms. Bower stated she grew up in Fremont and is a BGSU alumni. Mr. Fuller stated that Clerk Typist II Madelyn St. Clair works in the Children's Services Unit. Ms. St. Clair stated that she has lived in Bowling Green her entire life. The Commissioners welcomed them both to the team of Wood County employees. Photos were taken. Ms. St. Clair exited at 9:31 a.m.

JFS Assistant Director Michael Fuller and Executive Assistant Kathie Kleinfelt re: JFS Building Redesign (9:32 a.m.) – Mr. Fuller stated that a study was performed to analyze various renovation options at the JFS building and to determine an estimated cost. Mr. Fuller and Ms. Kleinfelt looked into ways of bringing the Child Support staff into the JFS building, which would free up space in the Child Support building for other departments such as the Veterans Service Office, for which the county currently rents space. Mr. Fuller stated the original renovation estimate was over \$3 million but the scope of the project has been reduced. The proposed project would include adding eight closed wall offices, adding a wall at the entrance with a secure door, creating two small rooms off the front lobby area, transforming a large conference room into three small conference rooms with one used for training and two accessible from the lobby for use by employers, and HVAC adjustments. He also mentioned the handicap door at the building entrance needs to be updated and a portion of flooring needs to be replaced in the foyer. The size of employee cubicles will also be reduced in some areas. He noted that many of the JFS employees have a hybrid remote work schedule and sometimes there are only 20 people in the building at one time. He also mentioned they are looking into an even more robust remote work schedule for some employees. Ms. Stanley mentioned that ARPA funds have already been set aside for HVAC updates for the building. Mr. Blausey had previously stated the HVAC updates could likely be done in conjunction with the proposed project. Mr. Fuller said that if the Commissioners are agreeable, the next step would be to move forward with obtaining Statements of Qualifications to select an architect for the project. Commissioner Bowlus asked about the request for financing. Mr. Fuller stated that the county would need to finance the upfront costs because JFS cannot use federal funds to pay for capital costs. However, JFS may repay the costs over a period of time through a lease agreement. Commissioner Bowlus asked for a ballpark cost for the proposed project. Mr. Fuller stated the current estimate is \$800,000-\$900,000, which has been pared down and does not include the HVAC

update which will be completed using ARPA funds. The Commissioners agreed to move forward with the SOQ process. Mr. Fuller, Ms. Kleinfelt, Ms. Tietje, Ms. Bower and Mr. Blausey exited at 9:45 a.m.

The Commissioners discussed current and upcoming vacancies to various boards and commissions.

III. -- Open Forum Citizens Comments/Concerns

No one from the public was present. Commissioner Bowlus moved to adjourn and Commissioner LaHote seconded the motion. All present 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 Herringshaw</u>
DR. THEODORE H. BOWLUS	<u>yes</u>	<u>Th H Bowlus</u>
CRAIG LAHOTE	<u>ye</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
24-00282	2/29/2024	BOB KELLEY INC - AUTHORIZING THE PURCHASE OF A 2024 CHEVROLET EQUINOX FOR JOB AND FAMILY SERVICES. (TABLED 2/27/2024)	050980	\$36,840.00
24-00283	2/29/2024	REINEKE HONDA - AUTHORIZING THE PURCHASE OF A 2024 HONDA CR-V FOR JOB AND FAMILY SERVICES. (TABLED 2/27/2024)	050981	\$39,129.15
24-00285	2/29/2024	APPROVAL OF PRIOR MEETING MINUTES FROM THE REGULAR SESSION HELD ON 2/27/2024		
24-00286	2/29/2024	AUTHORIZE PAYMENT OF VOUCHERS		
24-00287	2/29/2024	AUTHORIZE RENEWAL SERVICE ORDER AGREEMENT WITH ONSOLVE, LLC TO PROVIDE CODE RED, A COUNTYWIDE MASS NOTIFICATION SYSTEM FOR WOOD COUNTY EMERGENCY MANAGEMENT AGENCY (EMA).		
24-00288	2/29/2024	AUTHORIZE AGREEMENT WITH ONEDIGITAL FOR RETIREMENT PLAN INVESTMENT MANAGEMENT SERVICES FOR THE WOOD COUNTY EMPLOYEE HEALTH BENEFITS TRUST		
24-00289	2/29/2024	AUTHORIZE AGREEMENT WITH ALTA TRUST COMPANY FOR TRUSTEE SERVICES FOR THE WOOD COUNTY EMPLOYEE HEALTH BENEFITS TRUST		
24-00290	2/29/2024	AUTHORIZE AGREEMENT WITH ALTA TRUST COMPANY, AS DIRECTED TRUSTEE, AND CHARLES SCHWAB TRUST BANK, AS CUSTODIAN, FOR THE WOOD COUNTY EMPLOYEE HEALTH BENEFITS TRUST AND CONFER TO THE COUNTY ADMINISTRATOR AUTHORITY TO SIGN RELATED DOCUMENTS.		
24-00291	2/29/2024	AUTHORIZE VARIOUS PERSONNEL ACTIONS		
24-00292	2/29/2024	VALLEY FREIGHTLINER OF TOLEDO - AUTHORIZING THE PURCHASE OF A 2025 FREIGHTLINER 114SD PLUS CONVENTIONAL CHASSIS FOR THE WOOD COUNTY HIGHWAY GARAGE. SAID PURCHASE WILL BE MADE THROUGH ODOT CONTRACT #023-22	314139	\$125,628.00
24-00293	2/29/2024	PAYMENT FOR SERVICES - JANUARY 2024 FUEL FACILITY.		
24-00294	2/29/2024	AUTHORIZING AGREEMENT WITH MEYER HILL LYNCH CORPORATION DBA NEW ERA TECHNOLOGY OH FOR THE PURCHASE OF (20) FEDRAMP BUSINESS MEETING LICENSES, (19) ZOOM FEDRAMP CLOUD CONNECTOR LICENSES, (3) ZOOM FEDRAMP WEBINAR 500 LICENSES AND (42) NEW ERA VNOC ZOOM SERVICES TO PROVIDE CONNECTION TO FEDERAL AGENCIES FOR ALL COUNTY TECHNOLOGY.		
24-00295	2/29/2024	AUTHORIZE CONTRACT WITH MEYER HILL LYNCH CORPORATION DBA NEW ERA TECHNOLOGY TO RENEW THE TOTAL FIREWALL SUPPORT FOR 2024 FOR ALL COUNTY TECHNOLOGY.		
24-00296	2/29/2024	AUTHORIZE AGREEMENT WITH BEAVERSON TRUCKING AND EXCAVATING TO REPLACE THE PIPE AND CATCH BASIN IN A SEDIMENT POND AT THE WOOD COUNTY LANDFILL.		
24-00297	2/29/2024	ACKNOWLEDGING ACTIONS TAKEN BY THE COUNTY ADMINISTRATOR ON BEHALF OF THE COUNTY COMMISSIONERS AND INCORPORATING SAID ACTIONS INTO THE JOURNAL OF PROCEEDINGS FOR THE FIRST ADDENDUM TO AGREEMENT WITH ENERGY HARBOR, LLC FOR ELECTRIC GENERATION SUPPLY AND RELATED SERVICES FOR THE ELECTRIC GOVERNMENTAL AGGREGATION PROGRAM.		
24-00298	2/29/2024	AUTHORIZE CONTRACT WITH HENDERSON PRODUCTS, INC. FOR THE PURCHASE OF ONE (1) 2023 FREIGHTLINER TANDEM TUB BODY SNOW AND ICE CONTROL TRUCK EQUIPMENT PACKAGE WITH WING FOR THE WOOD COUNTY HIGHWAY GARAGE.		
24-00299	2/29/2024	ADJUSTING LOAD LIMITS FOR PLUMEY ROAD BRIDGE OVER DRY CREEK IN LAKE TOWNSHIP, WOOD COUNTY, OHIO.		
24-00300	2/29/2024	APPROVE REQUESTS FOR TRAVEL AND REIMBURSEMENT FOR WOOD COUNTY EMPLOYEES		
24-00301	2/29/2024	AUTHORIZE TO ADVERTISE FOR REQUEST FOR PROPOSALS FROM QUALIFIED PROFESSIONAL ENVIRONMENTAL AND/OR OTHER QUALIFIED CONSULTING FIRMS FOR ASBESTOS INSPECTION/SURVEY SERVICES.		
24-00302	2/29/2024	NORTHWOOD DOOR - AUTHORIZING THE PURCHASE AND INSTALLATION OF A WOODEN STORAGE DOOR AT WOOD HAVEN HEALTH CARE	554395	\$1,414.00

Resolution	Date	Description	PO	Cost
24-00303	2/29/2024	PAYMENT FOR SERVICES - JUVENILE RESIDENTIAL CENTER NATURAL GAS FOR THE PERIOD 1/16/24-2/14/24 AND MAINTENANCE STAFF FOR FEBRUARY 2024.		
24-00304	2/29/2024	AMENDING THE 2021 ENTERPRISE ZONE AGREEMENT AMONG WOOD COUNTY, TROY TOWNSHIP AND PELOTON INTERACTIVE, INC.		

