

August 29, 2007

The Board of Wayne County Commissioners met in Regular Session.

The minutes can be found as a digital recording saved as **8 29 2007 Session**

Mr. Wiggam moved the agenda be approved and Mrs. Noah seconded the motion.

The vote is as follows: Cheryl A. Noah yea Ann M. Obrecht absent Scott S. Wiggam yea

Approval of minutes from the Commissioners' Regular Session held August 22, 2007.

Mr. Wiggam moved the minutes be approved and Mrs. Noah seconded the motion.

The vote is as follows: Cheryl A. Noah yea Ann M. Obrecht absent Scott S. Wiggam yea

Approval of minutes from Commissioners' Meetings held August 22 – August 28, 2007.

Mr. Wiggam moved the minutes be approved and Mrs. Noah seconded the motion.

The vote is as follows: Cheryl A. Noah yea Ann M. Obrecht absent Scott S. Wiggam yea

Resolutions follow this page.

There being no further business to come before the Board, Mrs. Noah moved the meeting be adjourned and Mr. Wiggam seconded the motion.

The vote is as follows: Cheryl A. Noah yea Ann M. Obrecht absent Scott S. Wiggam yea

Attest: _____
Barbara A. Chapin, Deputy Clerk

Cheryl A. Noah, President

Absent _____
Ann M. Obrecht, Vice-President

Scott S. Wiggam, Member
Wayne County Commissioners

Resolution

No. 2007-506

Board of Wayne County Commissioners
Cheryl A. Noah Ann M. Obrecht Scott S. Wiggam

Adopted: August 29, 2007

Subject: Approval of County Bills

It was moved by Mr. Wiggam and seconded by Mrs. Noah that the following resolution be adopted:

Computer run dated **August 28, 2007** for County Bills in the amount of **\$600,215.40** and the Interagency Transaction/Payment in the amount of **\$13,794.70** are hereby approved for payment.

The vote is as follows: Cheryl A. Noah yea Ann M. Obrecht absent Scott S. Wiggam yea

Resolution

No. 2007-507

Board of Wayne County Commissioners
Cheryl A. Noah Ann M. Obrecht Scott S. Wiggam

Adopted: August 29, 2007

Subject: Approval of County Home Bills

It was moved by Mr. Wiggam and seconded by Mrs. Noah that the following resolution be adopted:

Computer run dated **August 28, 2007** for County Home Bills in the amount of **\$30,433.07** is hereby approved for payment.

The vote is as follows: Cheryl A. Noah yea Ann M. Obrecht absent Scott S. Wiggam yea

Resolution

No. 2007-508

Board of Wayne County Commissioners
Cheryl A. Noah Ann M. Obrecht Scott S. Wiggam

Adopted: August 29, 2007

Subject: Approval of Appropriation Transfers

It was moved by Mr. Wiggam and seconded by Mrs. Noah that the following appropriation amounts be transferred by the Wayne County Auditor.

Department	Amount	From Appropriation	To Appropriation
Auditor	\$7,995.82	J-J2 Supplies	J-J1 Salaries
Auditor	\$44,658.53	J-J10 Transfers	J-J1 Salaries
Auditor	\$4,897.00	J-J5 Workers Comp.	J-J1 Salaries
To cover necessary expenses			
Care Center	\$9,000.00	S1-S16 Transfers	S1-S8 Medical Assist.
To cover necessary expenses			
Child Support	\$20,000.00	C-C16 Transfers	C-C3 Equipment
To cover purchase of new phone system			
Common Pleas	\$80.00	A102-B13 Salaries-Conv./Jury	A2-B13 Jury Comm.
Common Pleas	\$14.00	A202-B19 W. Comp./Jury	A2-B13 Jury Comm.
To cover shortage for 8/31 payroll			
Job & Family	\$580.73	H-H26 Supplies	H-H33 Purchase of Service
Job & Family	\$5,000.00	H101-H32 Unemployment Comp.	H-H33 Purchase of Service
Job & Family	\$3,530.00	H-H34 Other Expenses	H-H33 Purchase of Service
Job & Family	\$600.00	H101-H13 Unemployment Comp.	H-H33 Purchase of Service
Job & Family	\$10,000.00	H-H14 Utilities	H-H33 Purchase of Service
Job & Family	\$558.19	H-H16 Vehicle Op./Maintenance	H-H33 Purchase of Service
For child care expenses through the end of the year			
MRDD/Ida Sue	\$85,877.00	S3-S45 Workers Comp.	S3-S37 Repairs
To cover necessary anticipated repair expenses			

The vote is as follows: Cheryl A. Noah yea Ann M. Obrecht absent Scott S. Wiggam yea

Resolution *No. 2007-509*
Board of Wayne County Commissioners
Cheryl A. Noah Ann M. Obrecht Scott S. Wiggam

Adopted: August 29, 2007

Subject: Approval of Personnel Changes

It was moved by Mrs. Noah and seconded by Mr. Wiggam that the following appointments or pay adjustments be made:

Department	Name	Title	Pay Rate	Effective Date	Status
Care Center	Tamara Brimm	LPN	\$13.00	8/29/07	p/t new hire
Care Center	Robin King	STNA	\$9.70	9/4/07	p/t new hire
Care Center	Christina Rice	STNA	\$10.00	9/2/07	Prob. complete
Care Center	Melissa Tillison	Admin. Clerk	\$10.50	9/2/07	Prob. complete
Care Center	Michael Newmyer	Laundry Wkr		9/2/07	p/t to f/t
Care Center	Anita Rohr	Cook/FSW		9/2/07	p/t to f/t
Job & Family	Lola Schubert	Elig. Ref. Sup.	\$19.25	9/3/07	temp. position change

The vote is as follows: Cheryl A. Noah yea Ann M. Obrecht absent Scott S. Wiggam yea

Resolution

No. 2007-510

Board of Wayne County Commissioners Cheryl A. Noah Ann M. Obrecht Scott S. Wiggam

Adopted: August 29, 2007

Subject: Approval of Travel Expenses

It was moved by Mr. Wiggam and seconded by Mrs. Noah that approval is hereby granted for attendance of elected officials or employees to the following association:

Dept./Person	Where	Date	Exp. Not to Exceed	Seminar, Conf., Mtg., etc.
Auditor				
Jim Todd	Summit	8/28/2007	\$15.00	District Meeting
Brian Hall	Columbus	8/27/2007	\$10.00	OGRIP (Ohio Geographically Referenced Information Program) Forum Meeting
Jarra Underwood, Carol Chenevey	Delaware	8/29/2007	-0-	Manatron Advisory Council Meeting
Commissioners				
Patrick Herron	Canton	10/22/2007	-0-	Stark County Medical Society Mini-Internship Program
Deputy Registrar				
Carolyn Modarelli	Columbus	8/24/2007	\$106.25	Data Security Training
Care Center				
Jan Miller, Becky Windsor, Carole VanPelt	Beachwood	9/25-26/2007	\$556.00	Understanding Medicare & Medicaid Today
Child Support				
Marjorie Butler	Columbus	9/4-5/2007	\$60.00	HR Succession Planning
Marjorie Butler	Columbus	9/6/2007	-0-	OCDCA (Ohio Child Support Directors' Association) General Membership Meeting
Marjorie Butler	Akron	9/27/2007	\$30.00	Region 8 Fiscal Meeting
Deborah Watkins	Columbus	9/10 & 28/2007	\$50.00	Legislative Committee Meeting
Marjorie Butler	Columbus	8/13-17/2007	\$237.49	Additional Amount Needed for Arbitration School
Clerk of Courts				
Tim Neal, Dennis Archer, Sandy Oliver, Laurel Duty	Columbus	11/14/2007	\$48.00	Public Records Training – HB9
Dog Warden				
Pame Chastain	Newark	9/7/2007	-0-	OCDWA (Ohio County Dog Wardens' Association) Board of Directors Meeting
Job & Family				
Rich Owens	Coshocton	9/4/2007	\$120.00	Canton District Director's Association
Rich Owens	Columbus	9/18-20/2007	\$475.00	Job & Family Symposium
Juanita Greene	Youngstown	8/16/2007	\$73.87	Cultural Diversity Seminar
Juvenile Court				
Janel Usternul, Dee Stidham	Columbus	11/1/2007	-0-	Judicial College
Planning				
John Fitzpatrick, Karl Kanehl, Richard Stearns	Columbus	9/14/2007	\$195.00	Ohio Land Use Conference 2007
Treasurer				
Beverly Shaw	Delaware	8/28/2007	-0-	Manatron Advisory Council Meeting
Victim Assistance				
Katherine Austin	New Orleans	9/18 & 21/2007	\$882.81	8 th National Conference on Child Sexual Abuse & Exploitation Prevention

The vote is as follows: Cheryl A. Noah yea Ann M. Obrecht absent Scott S. Wiggam yea

Resolution

No. 2007-511

Board of Wayne County Commissioners Cheryl A. Noah Ann M. Obrecht Scott S. Wiggam

Adopted: August 29, 2007

Subject: Approval of Tax Incentive Review Council's (TIRC) Enterprise Zone Recommendations

It was moved by Mr. Wiggam and seconded by Mrs. Noah that the following resolution be adopted:

WHEREAS, a recent amendment to the state's Enterprise Zone law provides that the legislative authority, upon receipt of the written recommendations of the county tax incentive review council (TIRC), must vote to accept, reject or modify all or any part of the TIRC's recommendations as to existing enterprise zone agreements; and

WHEREAS, each TIRC, after reviewing existing city, village and township enterprise zone agreements coming within their jurisdiction, has recommended that the following agreements be continued:

<u>Wooster</u>	<u>Recommendation</u>	<u>Agreement Beginning and Ending Dates</u>
Akron Brass	CONTINUE	08/28/2000 – 12/31/2011
Frito-Lay, Inc.	CONTINUE	06/08/1999 – 06/08/2011
Gerstenslager	CONTINUE	11/18/1999 – 12/31/2011
Luk, Inc.	CONTINUE	05/06/2000 – 12/31/2011
Luk, Inc.	CONTINUE	02/19/2002 – 12/31/2014
Tekfor	CONTINUE	08/28/2000 – 12/31/2013
<u>Orrville</u>		
Ameristeel Bright Bar	CONTINUE	05/27/1999 – 07/01/2010
Bekaert Contours '98	CONTINUE	10/07/1998 – 12/31/2009
Quality Castings	CONTINUE	05/27/1999 – 12/31/2012
Refcotec '03	CONTINUE	05/28/2003 – 12/31/2013
Smith Dairy	CONTINUE	02/27/1997 – 12/31/2008
<u>Rittman</u>		
Mull Iron	CONTINUE	01/27/2000 – 12/31/2010
Unilock	CONTINUE	07/01/1998 – 12/31/2007
<u>Apple Creek</u>		
Jae Tech	CONTINUE	04/19/2000 – 12/31/2007
<u>Chester Township</u>		
Scot Industries '98	CONTINUE	06/08/1998 – 12/31/2008
<u>Green Township</u>		
Sylorr Plant Corp & Insite Orrville LLC	CONTINUE	08/01/2005 – 12/31/2015
<u>Wooster Township</u>		
D&S Distribution	CONTINUE	03/10/1998 – 12/31/2009
Global Body	CONTINUE	02/25/2004 – 12/31/2009

The vote is as follows: Cheryl A. Noah yea Ann M. Obrecht absent Scott S. Wiggam yea

Resolution

No. 2007-512

Board of Wayne County Commissioners
Cheryl A. Noah Ann M. Obrecht Scott S. Wiggam

Adopted: August 29, 2007

Subject: Adoption of Amendment to Safety Policy Manual re: Lockout / Tagout Policy

It was moved by Mr. Wiggam and seconded by Mrs. Noah to adopt amendment to the Safety Policy Manual as follows:

Lockout / Tagout Policy

Purpose: To prevent accidental or unexpected start-up of machinery or equipment under repair which may cause injury or death.

Scope: All employees or contractors conducting maintenance or service of equipment or machinery when unexpected start-up or release of stored energy is possible.

Wayne County will audit our facilities to identify electrical, pneumatic, hydraulic, or other energized equipment (See Appendix D). These procedures will cover those circumstances where the employee must work near or with exposed energy circuits when guards are removed or when energy could be released that may cause harm to the employee.

I. Lockout / Tagout Procedure

- A. Notify all affected employees that a lockout / tagout system will be utilized.
 1. Authorized employees shall know the type and magnitude of energy of equipment including multiple energy sources.
- B. Shut down machine or equipment by normal stopping procedure.
- C. Machine / Equipment Isolation
 1. Disconnect switch, valve, or energy isolation device from energy source(s).
 2. Machinery with multiple energy sources shall be isolated starting with the main power source.
- D. Lockout / Tagout Device Application
 1. Lockout / tagout device shall be affixed to each isolating energy device by the authorized employee only.
 2. Locks and hasps will be singularly identified by authorized employees.
 3. Lockout devices, when used, shall be affixed in a manner that will hold the energy isolating devices in a "safe" or "off" position.
 4. Tagout devices, where used, shall be affixed in a manner as will clearly indicate that the operation or movement of energy isolating device from the "safe" or "off" position is prohibited.
 5. Following the application of lockout / tagout devices to energy isolating devices, all potentially hazardous stored or residual energy shall be relieved, disconnected, restrained and otherwise rendered safe.
 6. After ensuring no personnel are exposed, verify isolation by operating the push button or other normal operating controls to make sure the equipment will not operate.
 7. Make sure the operating controls are returned to the "safe" or "off" position.

- E. Removal of Lockout / Tagout Devices
 - 1. Authorized employee checks machinery for tools and material to be removed.
 - 2. Ensure all safety guards are in place.
 - 3. Notify all affected employees that the machinery or equipment is being placed in operation.
 - 4. Authorized employee to remove locks and tags from energy isolating devices.
- F. Outside Personnel (contractors, subcontractors)
 - 1. Wayne County employees and outside contractors must inform one another of their lockout / tagout procedure.
 - 2. Wayne County employees shall advise other employees of outside contractor's energy control procedures.

II. Conditions That Exempt Equipment from the Written Procedures for Each Piece of Equipment

- A. Equipment has no potential for stored energy after shutdown.
- B. The equipment has a single energy source that can be readily identified and isolated.
- C. The locking out of the energy source will completely de-energize and de-activate the equipment.
- D. The equipment is isolated from the energy source and locked out during servicing or maintenance.
- E. A single lockout device will achieve a locked out condition.
- F. The servicing or maintenance does not create hazards for other employees.

III. Inspection / Audits

- A. Annual effectiveness of the Lockout / Tagout Program will be evaluated and recorded by the Safety / Loss Control Manager.
- B. Each department must document and log each time the program is utilized.

The vote is as follows: Cheryl A. Noah yea Ann M. Obrecht absent Scott S. Wiggam yea

Resolution

No. 2007-513

Board of Wayne County Commissioners

Cheryl A. Noah Ann M. Obrecht Scott S. Wiggam

Adopted: August 29, 2007

Subject: Adoption of Amendment to Safety Policy Manual re: Noise Exposure and Hearing Conservation Plan

It was moved by Mr. Wiggam and seconded by Mrs. Noah to adopt amendment to the Safety Policy Manual as follows:

**Noise Exposure and
Hearing Conservation Plan**

Purpose: To prevent hearing loss due to occupational noise exposure

Scope: All Wayne County employees exposed to noise exceeding 85 decibels (TWA).

Wayne County will audit departments and measure noise levels which will be listed in Appendix F.

I. Responsibilities

A. Managers and Supervisors

1. Wayne County shall govern a continuing and effective hearing conservation program whenever employee noise exposures equal or exceed an 8 hour time weighted average (TWA) sound level of 85 decibels. (See table 1).
2. Management shall assure noise controls are properly considered in the selection and development of new facilities and equipment.
3. Supervisors shall ensure their employees wear protection in areas exceeding or equal to 85 decibels

Duration per Day, Hours	Sound Level dBA Slow Response
8	90
6	92
4	95
3	97
2	100
1 ½	102
1	105
½	110
¼ or less	115

Table 1. Permissible Noise Exposures

B. Safety / Loss Control

1. The hearing conservation program is administered by the Safety / Loss Control Manager. The policy includes the following elements and responsibilities:
 - a. identification of noise hazards
 - b. noise testing and monitoring
 - c. recordkeeping of noise surveys and audits
 - d. hearing protection equipment
 - e. engineering controls
 - f. audiometric testing
 - g. employee training
 - h. training documentation and control

II. Hearing Conservation and Monitoring Program

- A. Wayne County shall administer a continuing and effective hearing conservation program whenever employee noise exposures equal or exceed an 8 hour time weighted average (TWA) of 85 decibels.
- B. When tests indicate that an employee's exposure may equal or exceed an 8 hour TWA of 85 decibels, Wayne County shall implement a monitoring program.
- C. The monitoring program shall be designed to identify employees for inclusion in the hearing conservation program and to enable the proper selection of hearing protection.
- D. Monitoring shall be repeated whenever an equipment or process change increases more exposure.
- E. Employee Notification
 1. Wayne County shall notify each employee exposed at or above an 8 hour TWA of 85 dBA from the results of the monitoring.
- F. Audiometric Training and Testing
 1. Wayne County shall establish and maintain an audiometric testing program provided to all employees whose exposures equal or excel an 8 hour TWA of 85 dBA.
 2. The program shall be provided at no cost to the employee
 3. Audiometric tests shall be performed by a licensed or certified audiologist or other physician.
 4. Wayne County shall obtain a valid baseline audiogram written 1 year of an employee's first exposure at or above the action level.

III. Training

- A. Annual training of hearing conservation will be performed by the Safety / Loss Control Manager.
- B. Employees who are exposed to equal or above the action level are required to participate in the training sessions.

- C. Training shall include:
1. effects of noise on hearing
 2. purpose of hearing protection
 3. fitting
 4. care of equipment
 5. purpose of audiometric testing

IV. Records

- A. Records are retained by the appointed authority.
- B. Noise exposure measurements are to be retained for at least 3 years.

**Appendix F
Noise Levels**

Department	Equipment	Decibels
Printing	Large paper folder	94
	Small paper folder	86
	Offset printing press	82
Maintenance	Mower	91
	Mower	88

The vote is as follows: Cheryl A. Noah yea Ann M. Obrecht absent Scott S. Wiggam yea

Resolution

No. 2007-514

*Board of Wayne County Commissioners
Cheryl A. Noah Ann M. Obrecht Scott S. Wiggam*

Adopted: August 29, 2007

Subject: Authority to Grant an Easement to American Electric Power for an electric line on County-Owned Property (Kinney Property)

It was moved by Mr. Wiggam and seconded by Mrs. Noah that the following resolution be adopted:

WHEREAS, on August 16, 2007, the Wayne County Commissioners granted a perpetual easement to the City of Wooster for the construction, operation and maintenance of a waterline and valves and the necessary appurtenances on county-owned property situated in the City of Wooster, Township of Killbuck, County of Wayne, State of Ohio and being known as a part of the SE Quarter of Section 28, Wayne Township, T-16, R-13 (Kinney property),

NOW THEREFORE, BE IT RESOLVED that the Board of County Commissioners of Wayne County, Ohio be authorized to grant an easement in favor of American Electric Power for the installation of a power transmission line on county-owned property known as the Kinney property.

The vote is as follows: Cheryl A. Noah yea Ann M. Obrecht absent Scott S. Wiggam yea