

## Wayne County Commissioners' Agenda

- Pledge of Allegiance to the Flag
- Call to Order Regular Session of September 18, 2019
- Announcement of Commissioners in Attendance
- Approval of Agenda
- Approval of minutes from September 11 through September 17, 2019

Date	Res. #	Resolution Title
9/18	2019-479	<b>Approval of County Bills</b>
9/18	2019-480	<b>Approval of County Home Bills</b>
9/18	2019-481	<b>Appropriation Transfer Approval</b>
9/18	2019-482	<b>Personnel Change Approval</b>
9/18	2019-483	<b>Travel/Training Expense Approval</b>
9/18	2019-484	<b>Special Event Expense Approval</b>
9/18	2019-485	<b>Approval of Change Order #1 to the Contract with Border Patrol, LLC. for the 2018 Wastewater System Improvements Project</b>
9/18	2019-486	<b>Approval of CEAO-LPA Safety Study Project Agreement (PID No. 110515) for a Guardrail Inventory Project and Authorization of Qualifications-Based Selection Process</b>
9/18	2019-487	<b>Approval of Inter-County Agreement for Transfer of Funds from Wayne County Dept. of Job &amp; Family Services to Guernsey County Dept. of Job &amp; Family Services</b>
9/18	2019-488	<b>Authorization to Apply and Accept a Grant from the Ohio Attorney General's Office to the Wayne County Sheriff for the Law Enforcement Diversion (QRT) Program (FY2019-FY2020)</b>
9/18	2019-489	<b>Resolution to Update the Authorization to Accept Payments by Financial Transaction Devices and Authorization to Solicit E-Recording Proposals (ORC Section 301.28)</b>

# Resolution

No. 2019-479

## Board of Wayne County Commissioners

Ron Amstutz    Rebecca S. Foster    Sue A. Smail

*Adopted:* September 18, 2019

*Subject:* **Approval of County Bills**

It was moved by Commissioner Smail and seconded by Commissioner Foster that the following resolution be adopted:

Computer run dated September 17, 2019 for County Bills in the amount of \$300,330.61, Interagency Transaction/Payment batch # 6268 & 6269 in the amount of \$380,877.67, and any Then & Now Certificates are hereby approved for payment.

As taxing authority, the Then & Now Certificates submitted as of this date for the Board of Elections, Children Services, Department of Developmental Disabilities, Soil and Water and Veterans Services are approved for processing by the Auditor.

The vote is as follows: Ron Amstutz yea    Rebecca S. Foster yea    Sue A. Smail yea

### CERTIFICATE

I, Jennifer L. Bates, Deputy Clerk of the Board of County Commissioners, Wayne County, Ohio, hereby certify that the above is a true and correct copy of the resolution adopted and journalized by said Board on said date.

  
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Jennifer L. Bates, Deputy Clerk

# Resolution

No. 2019-480

## Board of Wayne County Commissioners

Ron Amstutz    Rebecca S. Foster    Sue A. Smail

*Adopted:* September 18, 2019

*Subject:* **Approval of County Home Bills**

It was moved by Commissioner Smail and seconded by Commissioner Foster that the following resolution be adopted:

Computer run dated September 17, 2019 for County Home Bills in the amount of \$60,404.89, and any Then & Now Certificates are hereby approved for payment.

The vote is as follows: Ron Amstutz yea    Rebecca S. Foster yea    Sue A. Smail yea

### CERTIFICATE

I, Jennifer L. Bates, Deputy Clerk of the Board of County Commissioners, Wayne County, Ohio, hereby certify that the above is a true and correct copy of the resolution adopted and journalized by said Board on said date.

  
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Jennifer L. Bates, Deputy Clerk

# Resolution

No. 2019-481

## Board of Wayne County Commissioners

Ron Amstutz    Rebecca S. Foster    Sue A. Smail

*Adopted:* September 18, 2019

*Subject:* **Appropriation Transfer Approval**

It was moved by Commissioner Foster and seconded by Commissioner Smail that the following resolution be adopted:

The following appropriation amounts are to be transferred by the Wayne County Auditor.

### Appropriation Transfers:

<b>Auditor/Real Estate</b>	To account for additional expenses			
\$15,000.00	From	Transfer Out	J000J10	029.2006.01.6100.000.000
	To	Other Expenses	J000J06	029.2006.01.5900.000.000
<b>Care Center</b>	To cover necessary expenses			
\$75,000.00	From	Transfers	S001S16	031.0180.06.6100.000.000
	To	Medical Assistance	S001S08	031.0180.06.5445.000.000
<b>Commissioners</b>	To cover necessary expenses			
\$12.00	From	Other Expenses (Dog Shelter)	B000B61	007.0165.05.5900.000.000
	To	Workers Comp (Dog Shelter)	B000B59	007.0165.05.5013.000.000
<b>Coroner</b>	To cover necessary expenses			
\$2,823.00	From	Salary-Official (Coroner)	A002F01	001.3500.03.5000.000.000
	To	Services (Coroner)	A002F06	001.3500.03.5430.000.000
\$7,177.00	From	Contingencies	A015A17	001.1915.01.6130.000.000
	To	Services (Coroner)	A002F06	001.3500.03.5430.000.000
\$5,000.00	From	Contingencies	A015A17	001.1915.01.6130.000.000
	To	Salaries-Part Time (Coroner)	A402F02	001.3500.03.5005.000.000
<b>Emerg. Mgmt.</b>	To cover necessary expenses			
\$1,715.00	From	Other Misc. Expenses	A015A13	001.1915.11.5900.000.000
	To	Veh Oper & Maint (Emerg. Mgmt.)	A006F07	001.0150.03.5170.000.000
<b>Home Arrest</b>	To cover necessary expenses			
\$7.00	From	Medicare	A014A07	001.1910.01.5010.000.000
	To	Workers Comp (Home Arrest)	A202H09	001.3450.03.5013.000.000
<b>Job &amp; Family</b>	To cover necessary expenses			
\$120,000.00	From	Salaries-Employees	H000H01	026.0171.06.5001.000.000
	To	Contract Services	H000H17	026.0171.06.5430.000.000
<b>Probate Court</b>	To cover necessary expenses			
\$28.00	From	Medicare	A014A07	001.1910.01.5010.000.000
	To	Workers Comp (Probate)	A202D13	001.3250.02.5013.000.000
<b>Prosecutor</b>	To cover necessary expenses			
\$2,263.00	From	Medicare	A014A07	001.1910.01.5010.000.000
	To	Workers Comp (Prosecutor)	A201E10	001.3700.01.5013.000.000
<b>Victim Witness Assist.</b>	To cover necessary expenses			
\$29.00	From	Other Expenses (Victim Assist.)	T081T14	210.3702.03.5900.000.000
	To	Workers Comp (Victim Assist.)	T081T05	210.3702.03.5013.000.V10

The vote is as follows: Ron Amstutz yea      Rebecca S. Foster yea      Sue A. Smail yea

CERTIFICATE

I, Jennifer L. Bates, Deputy Clerk of the Board of County Commissioners, Wayne County, Ohio, hereby certify that the above is a true and correct copy of the resolution adopted and journalized by said Board on said date.

  
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Jennifer L. Bates, Deputy Clerk

# Resolution

No. 2019-482

## Board of Wayne County Commissioners

Ron Amstutz    Rebecca S. Foster    Sue A. Smail

*Adopted:* September 18, 2019

*Subject:* **Personnel Change Approval**

It was moved by Commissioner Foster and seconded by Commissioner Smail that the following resolution be adopted:

Department	Name	Title	Effective Date	Status Change
Commissioners/IT Dept.	Jeremiah Mast	Computer Technician	9/26/19	Resigned

The vote is as follows: Ron Amstutz yea    Rebecca S. Foster yea    Sue A. Smail yea

### CERTIFICATE

I, Jennifer L. Bates, Deputy Clerk of the Board of County Commissioners, Wayne County, Ohio, hereby certify that the above is a true and correct copy of the resolution adopted and journalized by said Board on said date.

  
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Jennifer L. Bates, Deputy Clerk

# Resolution

No. 2019-483

## Board of Wayne County Commissioners

Ron Amstutz    Rebecca S. Foster    Sue A. Smail

*Adopted:* September 18, 2019

*Subject:* **Travel/Training Expense Approval**

It was moved by Commissioner Smail and seconded by Commissioner Foster that the following resolution be adopted:

Dept./Person	Where	Date	Travel	Travel (taxable)	Seminar, Conf., Mtg., etc.
<b>Auditor</b>					
Jarra Underwood, Keely Zemrock	Columbus	9/26/19	50.00	0	CAAO Education Workshop
<b>Care Center</b>					
Kim Schuch-Estep, Lisa Kurtz	Canton	9/26/19	200.00	0	Nurse Aide Training Update 2019
Donna Holmes	Columbus/ On-line	10/9/19-5/13/20	500.00	24.00	The "E" Series Culture Driven Recruitment & Retention
<b>Common Pleas/Adult Probation</b>					
Matthew Zaleski	Columbus	10/9-11/2019	511.00	0	2019 OJACC Annual Conf.
<b>Job &amp; Family Services</b>					
Richard Owens, Julie Kastner, Kelly Douglas, Stacey Tanner, Crystal Brown, Andrea Rini, Lisa Conner, Brynn Jackson	Wooster	10/1/2019	600.00	0	East Central Ohio District Directors Fall Retreat
Crystal Brown, Darlene Lint, Corey Rehm	Akron	10/24/2019	42.00	36.00	CCMEP Roundtable Mtg.
<b>Juvenile Court</b>					
Martin Frantz	Columbus	9/3-6/2019	19.00	0	OAM 2019 Fall Conf.
<b>Juvenile/Probate Court</b>					
Judge Latecia E. Wiles	Wooster	9/5/19	39.00	0	Forms Committee Mtg.

The vote is as follows: Ron Amstutz yea    Rebecca S. Foster yea    Sue A. Smail yea

### CERTIFICATE

I, Jennifer L. Bates, Deputy Clerk of the Board of County Commissioners, Wayne County, Ohio, hereby certify that the above is a true and correct copy of the resolution adopted and journalized by said Board on said date.

  
Jennifer L. Bates, Deputy Clerk

# Resolution

No. 2019-484

*Board of Wayne County Commissioners*  
*Ron Amstutz    Rebecca S. Foster    Sue A. Smail*

*Adopted:* September 18, 2019

*Subject:* **Special Event Expense Approval**

It was moved by Commissioner Foster and seconded by Commissioner Smail that the following resolution be adopted:

Department	Event/Purpose (items being purchased)	Date	Expenses Not to Exceed
<b>Child Support</b>	Touch a Truck – Family and Children First Council (snacks, educational materials, family activity)	9/21/19	100.00

The vote is as follows: Ron Amstutz yea    Rebecca S. Foster yea    Sue A. Smail yea

### CERTIFICATE

I, Jennifer L. Bates, Deputy Clerk of the Board of County Commissioners, Wayne County, Ohio, hereby certify that the above is a true and correct copy of the resolution adopted and journalized by said Board on said date.

  
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Jennifer L. Bates, Deputy Clerk



# Resolution

No. 2019-485

## Board of Wayne County Commissioners

Ron Amstutz    Rebecca S. Foster    Sue A. Smail

*Adopted:* September 18, 2019

*Subject:* **Approval of Change Order #1 to the Contract with Border Patrol, LLC. for the 2018 Wastewater System Improvements Project**

It was moved by Commissioner Foster and seconded by Commissioner Smail that the following resolution be adopted:

Name:            Border Patrol, LLC.  
                      86120 Water Works Road  
                      Hopedale, Ohio 43976

Purpose:            2018 Wastewater System Improvements Project  
                      Change Order #1

Cost:             \$429,608.46  
Reduction:       \$18,028.25  
New Total:       \$411,580.21

Effective Date: 9/18/2019

The vote is as follows: Ron Amstutz yea    Rebecca S. Foster yea    Sue A. Smail yea

### CERTIFICATE

I, Jennifer L. Bates, Deputy Clerk of the Board of County Commissioners, Wayne County, Ohio, hereby certify that the above is a true and correct copy of the resolution adopted and journalized by said Board on said date.

  
Jennifer L. Bates, Deputy Clerk

# Resolution

No. 2019-486

## Board of Wayne County Commissioners

Ron Amstutz    Rebecca S. Foster    Sue A. Smail

*Adopted:*    September 18, 2019

*Subject:*    **Approval of CEAO-LPA Safety Study Project Agreement (PID No. 110515) for a Guardrail Inventory Project and Authorization of Qualifications-Based Selection Process**

It was moved by Commissioner Foster and seconded by Commissioner Smail that the following resolution be adopted:

WHEREAS, the Wayne County Engineer is currently planning a guardrail inventory project (the "Project"); and

WHEREAS, the Engineer previously applied to the County Engineers Association of Ohio ("CEAO") for funding for the Project; and

WHEREAS, Wayne County has been awarded federal funding through CEAO, up to a maximum of \$45,540.00, which represents 90% of the \$50,600.00 estimated total cost of the Project; and

WHEREAS, the Engineer shall cover the remaining cost of the Project with his own funds; and

WHEREAS, in order to receive the federal funding, Wayne County must enter into a CEAO-LPA Safety Study Project Agreement with the State of Ohio, Department of Transportation; and

WHEREAS, Wayne County must also follow a specific process in order to receive the federal funding, which includes the use of a Qualifications-Based Selection process to select a consultant for the Project.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Wayne County, Ohio, that:

Section 1.    The Board approves a CEAO-LPA Safety Study Project Agreement (PID No. 110515) for a guardrail inventory project with the State of Ohio, Department of Transportation.

Section 2.    The Board approves the Wayne County Engineer's prior application to the County Engineers Association of Ohio. The Board also authorizes the acceptance of all funding made available through the agreement referenced above in Section 1.


Section 3.    The Board is authorized to execute the agreement referenced above in Section 1 and any and all documents related to said agreement. Additionally, the President of the Board and the County Administrator, on behalf of the Board, are separately and individually authorized to execute the agreement referenced above in Section 1 and any and all documents related to said agreement.

Section 4.    The Board authorizes the Wayne County Engineer to administer the Qualifications-Based Selection (QBS) process required for the project referenced above in Section 1 and to make any recommendations to the Board regarding the results of said QBS process that the Engineer deems to be appropriate.

The vote is as follows: Ron Amstutz yea    Rebecca S. Foster yea    Sue A. Smail yea

### CERTIFICATE

I, Jennifer L. Bates, Deputy Clerk of the Board of County Commissioners, Wayne County, Ohio, hereby certify that the above is a true and correct copy of the resolution adopted and journalized by said Board on said date.

  
Jennifer L. Bates, Deputy Clerk

# Resolution

No. 2019-487

## Board of Wayne County Commissioners

Ron Amstutz    Rebecca S. Foster    Sue A. Smail

*Adopted:* September 18, 2019

*Subject:* **Approval of Inter-County Agreement for Transfer of Funds from Wayne County Dept. of Job & Family Services to Guernsey County Dept. of Job & Family Services**

It was moved by Commissioner Smail and seconded by Commissioner Foster that approval is hereby granted of the request made by Wayne County Dept. of Job & Family Services to transfer \$50,000.00 in TANF Admin funds to Guernsey County Dept. of Job & Family Services in accordance with 5101:9-6-82 of the Administrative Code.

The vote is as follows: Ron Amstutz yea    Rebecca S. Foster yea    Sue A. Smail yea

### CERTIFICATE

I, Jennifer L. Bates, Deputy Clerk of the Board of County Commissioners, Wayne County, Ohio, hereby certify that the above is a true and correct copy of the resolution adopted and journalized by said Board on said date.

  
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Jennifer L. Bates, Deputy Clerk

# Resolution

No. 2019-488

## Board of Wayne County Commissioners

Ron Amstutz    Rebecca S. Foster    Sue A. Smail

*Adopted:* September 18, 2019

*Subject:* **Authorization to Apply and Accept a Grant from the Ohio Attorney General's Office to the Wayne County Sheriff for the Law Enforcement Diversion (QRT) Program (FY2019-FY2020)**

It was moved by Commissioner Smail and seconded by Commissioner Foster that the following resolution be adopted:

WHEREAS, the Wayne County Sheriff has requested authorization to accept the LEDP Grant through the Ohio Attorney General's Office to replicate or expand successful law enforcement diversion programs that address the opioid epidemic; and

WHEREAS, the Wayne County Sheriff's Office has requested \$40,000.00 be approved for a Law Enforcement Diversion Program Grant for a Quick Response Team (QRT) Program for FY2019-FY2020;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Wayne County Commissioners of Wayne County, Ohio hereby grant authorization of the aforementioned grant by the Wayne County Sheriff's Chief Deputy as the appointed authorized agent of the grant.

The vote is as follows: Ron Amstutz yea    Rebecca S. Foster yea    Sue A. Smail yea

### CERTIFICATE

I, Jennifer L. Bates, Deputy Clerk of the Board of County Commissioners, Wayne County, Ohio, hereby certify that the above is a true and correct copy of the resolution adopted and journalized by said Board on said date.

  
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Jennifer L. Bates, Deputy Clerk

# Resolution

No. 2019-489

## Board of Wayne County Commissioners

Ron Amstutz    Rebecca S. Foster    Sue A. Smail

*Adopted:* September 18, 2019

*Subject:* **Resolution to Update the Authorization to Accept Payments by Financial Transaction Devices and Authorization to Solicit E-Recording Proposals (ORC Section 301.28)**

It was moved by Commissioner Foster and seconded by Commissioner Smail that the following resolution be adopted:

WHEREAS, the Board of County Commissioners of Wayne County, Ohio, has previously approved multiple resolutions authorizing the acceptance of payments by financial transaction devices (Resolution Nos. 2007-352, 2009-417, 2013-533, 2015-87, and 2015-556); and

WHEREAS, this resolution consolidates all prior grants of authorization to accept payments by financial transaction devices into one resolution and updates the authorization to accept payments by financial transaction devices to meet the current needs of Wayne County; and

WHEREAS, this resolution also authorizes the solicitation of proposals related to electronic document recording ("e-recording"); and

WHEREAS, the Board is considering this resolution pursuant to and in accordance with Section 301.28 of the Ohio Revised Code.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Wayne County, Ohio, that:

Section 1. All county offices under the following Wayne County, Ohio, county officials are authorized to accept payments by financial transaction devices: County Auditor, County Treasurer, County Engineer, County Recorder, County Prosecuting Attorney, County Sherriff, County Coroner, County Park District, Board of County Commissioners, the Clerk of the Probate Court, the Clerk of the Juvenile Court, the Clerk of the Court of Common Pleas, the Clerk of the County-Operated Municipal Court, and the Board of Health.

Section 2. The following county expenses may be paid through the use of a financial transaction device: court costs, fines, real estate taxes, personal property taxes, recording fees, e-recording fees, auto title fees, vehicle registration fees, county expenses owed to the Board of Health, and all other county expenses, as the term is defined in Division (A)(2) of Section 301.28 of the Ohio Revised Code. Pursuant to Section 955.013 of the Ohio Revised Code, the Wayne County Auditor is authorized to establish procedures and take actions that are necessary to allow for either the registration of dogs and kennels via the internet and/or the payment of dog and kennel registration fees by financial transaction devices, including payment by financial transaction devices via the internet.

Section 3. The following financial transaction devices are authorized as acceptable means of payment for county expenses: credit cards, debit cards, charge cards, prepaid or stored value cards, automated clearinghouse network credit, debit, or e-check entries that include, but are not limited to, accounts receivable and internet-initiated, point of purchase, and telephone-initiated

applications, and all other devices and methods for making an electronic payment or transfer of funds.

Section 4. The following amounts are authorized as surcharge or convenience fees to be imposed upon persons making payments by financial transaction devices: no more than three percent (3.00%) of the transaction total for over the counter payments, no more than five percent (5.00%) of the transaction total for telephone payments, and no more than seven percent (7.00%) of the transaction total for online payments. The following amounts are authorized as surcharge or convenience fees to be imposed upon persons making payments by financial transaction devices located at kiosks: no more than ten dollars (\$10.00) per transaction for credit or debit transactions and no more than three dollars (\$3.00) per transaction for cash transactions. The following amounts are authorized as surcharge or convenience fees to be imposed upon persons making payments by financial transaction devices when said payments relate to e-recording: no more than five dollars (\$5.00) a document per transaction or seven percent (7.00%) of the transaction total, whichever amount is greater. When a county office assumes payment of a processing fee of any kind, the fee shall not exceed four and a quarter percent (4.25%) of the transaction total.

Section 5. If a person makes payment by financial transaction device and the payment is returned or dishonored for any reason, the person is liable to the county for payment of a penalty over and above the amount of the expense due. The amount of the penalty shall be twenty dollars (\$20.00) for each returned or dishonored payment.

Section 6. The Wayne County Treasurer is designated as the administrative agent to solicit proposals, including e-recording proposals, within the guidelines established by the Board in this resolution and in compliance with Section 301.28 of the Ohio Revised Code, from financial institutions, issuers of financial transaction devices, and processors of financial transaction devices, to make recommendations about those proposals to the Board, and to assist county offices in implementing the county's financial transaction devices program, including any e-recording initiatives. The Treasurer may decline this responsibility within thirty (30) days after receiving a copy of this resolution by notifying the Board in writing within that period. If the Treasurer so notifies the Board, the Board shall perform the duties of the administrative agent.

The vote is as follows: Ron Amstutz yea      Rebecca S. Foster yea      Sue A. Smail yea

CERTIFICATE

I, Jennifer L. Bates, Deputy Clerk of the Board of County Commissioners, Wayne County, Ohio, hereby certify that the above is a true and correct copy of the resolution adopted and journalized by said Board on said date.

  
Jennifer L. Bates, Deputy Clerk