

## Wayne County Commissioners' Agenda

- Pledge of Allegiance to the Flag
- Call to Order Regular Session of June 22, 2022
- Announcement of Commissioners in Attendance
- Approval of Agenda
- Approval of minutes from June 15, 2022 through June 21, 2022

| <b>Date</b> | <b>Res. #</b> | <b>Resolution Title</b>  |
|-------------|---------------|--|
| 6/22        | 2022-316      | <b>Approval of County Bills</b>  |
| 6/22        | 2022-317      | <b>Approval of County Home Bills</b>   |
| 6/22        | 2022-318      | <b>Appropriation Transfer Approval</b>   |
| 6/22        | 2022-319      | <b>Personnel Change Approval</b>   |
| 6/22        | 2022-320      | <b>Travel/Training Expense Approval</b>  |
| 6/22        | 2022-321      | <b>Organizational Membership Approval</b>  |
| 6/22        | 2022-322      | <b>Special Event Expense Approval</b>  |
| 6/22        | 2022-323      | <b>Approval of Agreement with CobbleStone Software for Contract Management Software and Online Bid Procurement Services under GSA Contract</b> |
| 6/22        | 2022-324      | <b>Approval of Grant Acceptance with FAA &amp; ODOT for Apron Repair at The Wayne County Airport (3-39-0093-029-2022)</b>                      |
| 6/22        | 2022-325      | <b>Award Contract to Ameriseal of Ohio, Inc. for Apron Repair (Seal Coat) at the Wayne County Airport (3-39-0093-029-2022)</b>                 |
| 6/22        | 2022-326      | <b>Grant Application Authorization for a VOCA Grant for the Guardian ad Litem Program for 2022-2023 (Juvenile Court)</b>                       |
| 6/22        | 2022-327      | <b>Bid Advertisement Authorization for Salt Building Renovations Project</b>   |
| 6/22        | 2022-328      | <b>Approval of Agreement with DocuSign, Inc. for Electronic Signature Services</b>   |
| 6/22        | 2022-329      | <b>Clarified Award of Contract for the Wayne County Care Center Roof Renovation Project to Worner Roofing Company, Inc.</b>                    |

# Resolution

No. 2022-316

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

*Adopted:* June 22, 2022

*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 June 21, 2022 for County Bills in the amount of \$552,095.86; Interagency Transaction/Payment batch #7714 in the amount of \$4,293.89 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 via Zoom    Rebecca S. Foster yea    Sue A. Smail yea

## CERTIFICATE

I, Julie Mace, 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.

  
Julie Mace, Deputy Clerk

# Resolution

No. 2022-317

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

*Adopted:* June 22, 2022

*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 **June 21, 2022** for County Home Bills in the amount of **\$14,482.95** and any Then & Now Certificates are hereby approved for payment.

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

## CERTIFICATE

I, Julie Mace, 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.

  
Julie Mace, Deputy Clerk

# Resolution

No. 2022-318

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

Adopted: June 22, 2022

Subject: **Appropriation Transfer Approval**

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

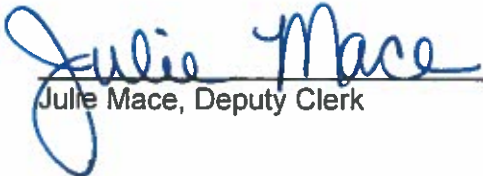
The following appropriation amounts are to be transferred by the Wayne County Auditor.

| Dept./Amount     |      | Account Description                  | Account | GEMS                     |
|------------------|------|--------------------------------------|---------|--------------------------|
| <b>Medway</b>    |      | To cover remaining expenses for 2022 |         |                          |
| \$1,000.00       | From | Transfers                            | S004S65 | 034.6400.03.6150.000.000 |
|                  | To   | Worker's Comp                        | S004S62 | 034.6400.03.5013.000.000 |
| <b>Microfilm</b> |      | To move appropriations where needed  |         |                          |
| \$3,000.00       | From | Contract Repairs                     | A001A15 | 001.0101.01.5490.000.000 |
|                  | To   | Contract Services                    | A001A14 | 001.0101.01.5430.000.000 |

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

## CERTIFICATE

I, Julie Mace, 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.

  
Julie Mace, Deputy Clerk

# Resolution

No. 2022-319

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

*Adopted:* June 22, 2022

*Subject:* **Personnel Change Approval**

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

| Department   | Name          | Title              | Effective Date | Status Change |
|--------------|---------------|--------------------|----------------|---------------|
| Job & Family | Veronica King | Elig. Ref. Spec. 2 | 7/1/2022       | Resigned      |

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

## CERTIFICATE

I, Julie Mace, 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.

  
Julie Mace, Deputy Clerk

# Resolution

No. 2022-320

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

Adopted: June 22, 2022

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>Care Center</b>                             |          |           |          |   |   |
| Judy Beichler, Kaylin Slarb, & Angey Boudot    | Ontario  | 6/22/2022 | \$135.00 | \$36.00<br>(\$12.00 Judy Beichler,<br>\$12.00 Kaylin Slarb, &<br>\$12.00 Angey Boudot)      | Assessing Capacity for Guardianship         |
| <b>CSEA</b>                                    |          |           |          |   |   |
| Karen Waddell, Victoria Lockhart, Chase Somple | Akron    | 8/5/2022  | \$15.00  | \$36.00<br>(\$12.00 Karen Waddell,<br>\$12.00 Victoria Lockhart,<br>& \$12.00 Chase Somple) | 3 <sup>rd</sup> Quarter Attorney Networking |
| <b>CSEA</b>                                    |          |           |          |   |   |
| Liz Harpster                                   | Newark   | 8/25/2022 | \$15.00  | \$12.00   | 3 <sup>rd</sup> Quarter Attorney Networking |
| <b>Planning</b>                                |          |           |          |   |   |
| Jenn Kiper                                     | Columbus | 7/19/2022 | 0        | 0   | Planning Directors' Mtg.                    |

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

## CERTIFICATE

I, Julie Mace, 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.

  
Julie Mace, Deputy Clerk

# Resolution

No. 2022-321

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

*Adopted:* June 22, 2022

*Subject:* **Organizational Membership Approval**

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

| Department  | Organization                | Person / Entity | Total  |
|-------------|-----------------------------|-----------------|--------|
| Care Center | LHNA Annual License Renewal | Judy Beichler   | 307.50 |

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

## CERTIFICATE

I, Julie Mace, 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.

  
Julie Mace, Deputy Clerk

# Resolution

No. 2022-322

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

*Adopted:* June 22, 2022

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


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

| Department | Event/Purpose (items being purchased)  | Date      | Expenses<br>Not to Exceed |
|------------|--|-----------|---------------------------|
| EMA        | Lunch for Damage Assessment Team – 8 People<br>(food and drinks – fed out of county EMA staff who came in to do damage assessments after the storms on Monday and Tuesday) | 6/15/2022 | 100.34                    |

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

## CERTIFICATE

I, Julie Mace, 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.

  
Julie Mace, Deputy Clerk



# Resolution

No. 2022-323

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

*Adopted:* June 22, 2022

*Subject:* **Approval of Agreement with CobbleStone Software for Contract Management Software and Online Bid Procurement Services under GSA Contract**

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

WHEREAS, the Board of County Commissioners may enter into an agreement to purchase equipment and services at a cost of fifty thousand dollars or less per ORC 307.86; and

WHEREAS, pursuant to the Ohio Revised Code 9.48(B)(3) the Board may participate in contracts for services which have been entered into with the federal government; and

WHEREAS, the Board of County Commissioners of Wayne County, Ohio desire contract management software in the form of hosted software-as-a-service (SaaS), license services for software, training and maintenance, and online bid procurement services; and

WHEREAS, CobbleStone Software has entered into a GSA contract with the federal government contained in the Federal Supply Schedule 70 under contract GS-35F-0186W ("Federal Contract") where local governments are authorized to purchase specific Company products and services awarded under the Federal Contract; and

WHEREAS, Cobblestone Software have prepared an agreement to provide Services for one year, with the option to renew every 12 months, for an annual cost, in accordance with the pricing listed in the GSA, of \$14,217.00, and a one-time set up and training cost of \$11,523.89.

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

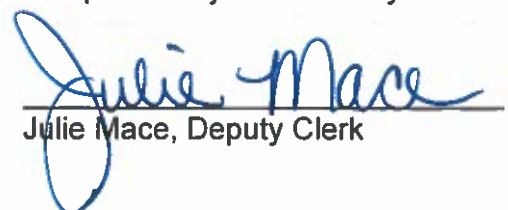
Section 1. The Board hereby accepts the agreement with CobbleStone Software for one year, with the option to renew every 12 months, for an annual cost, in accordance with the pricing listed in the GSA, of \$14,217.00, and a one-time set up and training cost of \$11,523.89.

Section 2. The Board is hereby 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, on behalf of the Board, is separately and individually authorized to execute the agreement referenced above in Section 1 and any and all documents related to said agreement.

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

## CERTIFICATE

I, Julie Mace, 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.

  
Julie Mace, Deputy Clerk

# Resolution

No. 2022-324

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

*Adopted:* June 22, 2022

*Subject:* **Approval of Grant Acceptance with FAA & ODOT for Apron Repair at the Wayne County Airport (3-39-0093-029-2022)**

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

WHEREAS, the Board of County Commissioners, Wayne County, Ohio (Board) proposed repair of the Wayne County Airport apron at an estimated cost of \$87,000.00; and

WHEREAS, the Grant was previously known as grant number 3-39-0093-027-2022; and

WHEREAS, the Board passed Resolution 2022-163 authorizing the grant application; and

WHEREAS, the Board passed Resolution 2022-254 for grant acceptance with an estimated proposed repair cost of \$87,000.00, but now has an updated proposed cost of \$94,922.00; and

WHEREAS, federal grant assistance is available through the FAA which would cover \$85,430.00 of the proposed project; and

WHEREAS, state grant assistance is available through ODOT which would cover \$4,746.00 of the proposed project and the remaining amount of \$4,746.00 will be local county share;

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

Section 1. The Board approves acceptance of the FAA grant of Federal Funds for Wayne County Airport apron repair with an estimated total award of \$85,430.00.

Section 2. The Board approves acceptance of the ODOT grant of State Funds for Wayne County Airport apron repair with an estimated total award of \$4,746.00.

Section 3. The Board is hereby authorized to execute the acceptance referenced above in Section 1 & 2 and any and all documents related to said acceptance.

Additionally, Commissioner Smail and the County Administrator, on behalf of the Board, are separately and individually authorized to execute the acceptance referenced above in Section 1 & 2 and any and all documents related to said acceptance.

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

## CERTIFICATE

I, Julie Mace, 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.

  
Julie Mace, Deputy Clerk

# Resolution

No. 2022-325

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

*Adopted:* June 22, 2022

*Subject:* **Award Contract to Ameriseal of Ohio, Inc. for Apron Repair (Seal Coat) at the Wayne County Airport (3-39-0093-029-2022)**

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

WHEREAS, the Board of County Commissioners, Wayne County, Ohio (Board), via Resolution 2022-152, dated March 16, 2022, authorized the County Administrator to advertise for, receive and open bid proposals for Apron Repair (Seal Coat) at the Wayne County Airport (Project); and

WHEREAS, the following submitted bids for the Project:

|   |
|---|
| <b>Ameriseal of Ohio, Inc.</b><br>200 Weller Dr.<br>Smithville, OH 44677<br><b>BID: \$76,370.00</b> |
|---|

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

Section 1. The Board hereby awards the Project contract to Ameriseal of Ohio, Inc., not to exceed \$76,370.00 for the total base proposal.

Section 2. The County Administrator is authorized to complete the contracting process related to the contract awarded above in Section 1. Additionally, the President of the Board and the County Administrator, on behalf of the Board, are separately and individually authorized to execute the awarded contract referenced herein and any and all documents related to said awarded contract.

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

## CERTIFICATE

I, Julie Mace, 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.

  
Julie Mace, Deputy Clerk

# Resolution

No. 2022-326

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

*Adopted:* June 22, 2022

*Subject:* **Grant Application Authorization for a VOCA Grant for the Guardian ad Litem Program for 2022-2023 (Juvenile Court)**

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

WHEREAS, the Ohio Attorney General's Office has made grant funds available to Wayne County through the Victims of Crime Act (VOCA) for the Juvenile Court's Guardian ad Litem Program; and

WHEREAS, the Wayne County Juvenile Court has requested assistance to apply for continuation Guardian ad Litem Volunteer Program federal funding in the amount of \$24,819.52 with Local Match Funds of \$6,204.88 and State Victims Assistance Act (SVAA) funding in the amount of \$1,786.00 for the grant period of 10/1/2022 – 9/30/2023;


NOW, THEREFORE, BE IT RESOLVED that the Board of Wayne County Commissioners of Wayne County, Ohio approves application by the Wayne County Juvenile Court Volunteer Guardian ad Litem Program for a VOCA Grant totaling \$32,810.40 from the Ohio Attorney General's Office and designates the Wayne County Juvenile Court as the implementing agency; and

BE IT FURTHER RESOLVED, that the Wayne County Juvenile Court is authorized to file an electronic application and the President of the Board and the County Administrator, on behalf of the Board, are separately and individually authorized to execute any and all of necessary documents.

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

## CERTIFICATE

I, Julie Mace, 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.

  
Julie Mace, Deputy Clerk

# Resolution

No. 2022-327

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

*Adopted:* June 22, 2022

*Subject:* **Bid Advertisement Authorization for Salt Building Renovations Project**

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

WHEREAS, the Wayne County Engineer has requested a public improvement project for renovations to the salt building located at the Wayne County Engineer's Office be publically advertised and bid.

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

Section 1. The County Administrator, on behalf of the Board, is authorized to advertise for, receive, and open bids for the following public improvement project:

| Project   | Engineer's Estimate                                     |
|---|---|
| Salt Building Renovations Project located at 3151 West Old Lincoln Way, Wooster, Ohio 44691 | \$99,198.00<br><br>(Local gas tax & license plate fees) |

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

## CERTIFICATE

I, Julie Mace, 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.

  
Julie Mace, Deputy Clerk

# Resolution

No. 2022-328

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

*Adopted:* June 22, 2022

*Subject:* **Approval of Agreement with DocuSign, Inc. for Electronic Signature Services**

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

WHEREAS, the Board of County Commissioners may enter into an agreement to purchase equipment and services at a cost of fifty thousand dollars or less per ORC 307.86; and

WHEREAS, the Board of Commissioners of Wayne County, Ohio and DocuSign, Inc. have mutually agreed to changes from the standard master Services Agreement; and

WHEREAS, the Board of Commissioners of Wayne County, Ohio desire to enter into an Order Agreement with DocuSign, Inc. for electronic signature services for Wayne County for a total of \$4,880.00 annually, effective May 31, 2022 through May 30, 2023.

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

Section 1. The Board hereby accepts the modified Master Services Agreement and Order Agreement with DocuSign, Inc. for a cost of \$4,880.00 annually for one year, for electronic signature services;

Section 2. The Board is hereby 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 County Administrator, on behalf of the Board, is separately and individually authorized to execute the agreement referenced above in Section 1 and any and all documents related to said agreement.

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

## CERTIFICATE

I, Julie Mace, 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.

  
Julie Mace, Deputy Clerk

# Resolution

No. 2022-329

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

*Adopted:* June 22, 2022

*Subject:* **Clarified Award of Contract for the Wayne County Care Center Roof Renovation Project to Worner Roofing Company, Inc.**

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

WHEREAS, the Board, via Resolution 2022-284, dated May 25, 2022, awarded the Wayne County Care Center Roof Renovation Project (Project) to Worner Roofing Company, Inc.; and

WHEREAS, as per the bid documents, included in the project bid cost are materials the County will be purchasing directly from the vendor, The Garland Company, Inc.(Garland), through the Ohio Department of Administrative Services State Term Schedule; and

WHEREAS, the total for the project remains at \$410,945.00, with clarification as follows:

1. Garland materials to be purchased directly by the County in an amount not to exceed \$126,600.00; and
2. Worner Roofing Company, Inc. award for labor and materials not to exceed \$284,345.00.

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

Section 1. The Board hereby clarifies the award of the Project contract to Worner Roofing Company, Inc., for labor and materials is not to exceed \$284,345.00.

Section 2. The Board approves of the purchase of materials from The Garland Company, Inc., through the Ohio Department of Administrative Services State Term Schedule, in an amount not to exceed \$126,600.00.

Section 3. The County Administrator is authorized to complete the contracting process related to the contract awarded above in Section 1-2. Additionally, the President of the Board and the County Administrator, on behalf of the Board, are separately and individually authorized to execute the awarded contract referenced herein and any and all documents related to said awarded contract.

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

## CERTIFICATE

I, Julie Mace, 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.

  
Julie Mace, Deputy Clerk