

## Wayne County Commissioners' Agenda

- Pledge of Allegiance to the Flag
- Call to Order Regular Session of August 9, 2023
- Announcement of Commissioners in Attendance
- Approval of Agenda
- Approval of minutes from August 2, 2023 through August 8, 2023

<b>Date</b>	<b>Res. #</b>	<b>Resolution Title</b>
8/9	2023-414	<b>Approval of County Bills</b>
8/9	2023-415	<b>Approval of County Home Bills</b>
8/9	2023-416	<b>Appropriation Transfer Approval</b>
8/9	2023-417	<b>Appropriation of Funds Authorization</b>
8/9	2023-418	<b>Personnel Change Approval</b>
8/9	2023-419	<b>Travel/Training Expense Approval</b>
8/9	2023-420	<b>Organizational Membership Approval</b>
8/9	2023-421	<b>Approval of Change Order #1 to the Contract for Demolition Services for the N. Bauer Rd. Hazard Mitigation Grant Project (FEMA-DR-4447.09R-OH)</b>
8/9	2023-422	<b>Approval of Application Submission for Local Bridge Replacement (LBR) Funding Through County Engineers Association of Ohio (CEAO) for a Bridge Replacement Project on Canaan Center Road (WAY-CR 51-3.28) Over Killbuck Creek (Canaan Township)</b>
8/9	2023-423	<b>Award of Contract for Professional Services to Engineering Associates, Inc. for the Sterling Area Wastewater Improvements Project</b>
8/9	2023-424	<b>Authorization of Wayne County Care Center Private Pay Room Rate Increase</b>
8/9	2023-425	<b>Approval of Vehicle Purchase from Pallotta Ford Lincoln and Authorization of Trade-in on Behalf of the Wayne County Clerk of Courts</b>

# Resolution

No. 2023-414

*Board of Wayne County Commissioners*  
*Ron Amstutz    Jonathan Hofstetter    Sue A. Smail*

*Adopted:* August 9, 2023

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

It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that the following resolution be adopted:

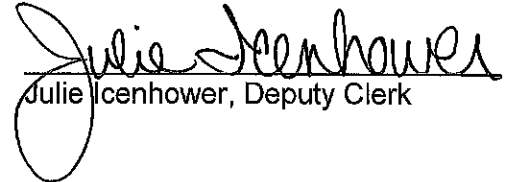
Computer run dated **August 8, 2023** for County Bills in the amount of **\$573,197.23**; Interagency Transaction/Payment **batch #8389 & 8390** in the amount of **\$223,328.48**; and any Then & Now Certificates are hereby approved for payment.

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

The vote is as follows: Ron Amstutz yea    Jonathan Hofstetter yea    Sue A. Smail yea

## CERTIFICATE

I, Julie Icenhower, 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 Icenhower, Deputy Clerk

# Resolution

No. 2023-415

Board of Wayne County Commissioners  
Ron Amstutz    Jonathan Hofstetter    Sue A. Smail

*Adopted:* August 9, 2023

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

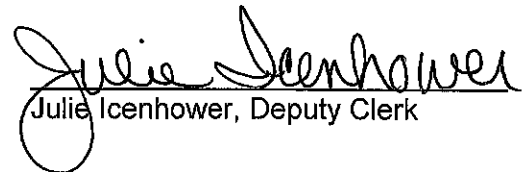
It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that the following resolution be adopted:

Computer run dated **August 8, 2023** for County Home Bills in the amount of **\$51,181.90**;  
Interagency Transaction/Payment **batch #8395** in the amount of **\$3,761.28**; and any Then & Now  
Certificates are hereby approved for payment.

The vote is as follows: Ron Amstutz yea    Jonathan Hofstetter yea    Sue A. Smail yea

## CERTIFICATE

I, Julie Icenhower, 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 Icenhower, Deputy Clerk

# Resolution

No. 2023-416

Board of Wayne County Commissioners  
Ron Amstutz Jonathan Hofstetter Sue A. Smail

Adopted: August 9, 2023

Subject: **Appropriation Transfer Approval**

It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that the following resolution be adopted:

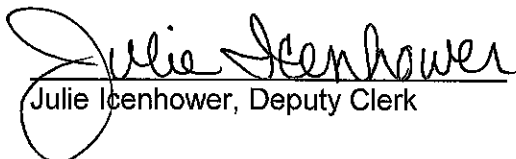
The following appropriation amounts are to be transferred by the Wayne County Auditor.

Dept./Amount		Account Description	Account	GEMS
<b>Airport</b>		To transfer appropriations where needed		
\$50,000.00	From	Other Expenses	Q009-Q15	375.1400.09.5900.000.000
	To	Equipment	Q009-Q12	375.1400.09.5300.000.000
<b>Sewer District</b>		To transfer appropriations where needed		
\$2,000.00	From	Other Expenses	P000-P15	350.0190.09.5900.000.000
	To	Sewer Supplies	P000-P02	350.0190.09.5100.000.000
<b>Veterans</b>		To transfer appropriations where needed		
\$8,000.00	From	Conferences	A009-C07	001.2400.06.5230.000.000
	To	Vehicle Oper & Maint	A009-C10	001.2400.06.5170.000.000

The vote is as follows: Ron Amstutz yea Jonathan Hofstetter yea Sue A. Smail yea

## CERTIFICATE

I, Julie Icenhower, 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 Icenhower, Deputy Clerk

# Resolution

No. 2023-417

Board of Wayne County Commissioners  
Ron Amstutz Jonathan Hofstetter Sue A. Smail

Adopted: August 9, 2023

Subject: **Appropriation of Funds Authorization**

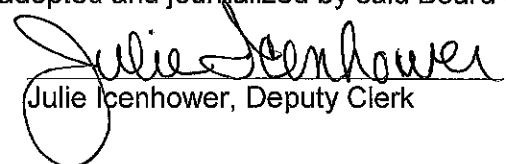
It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that the following resolution be adopted:

Dept.	Amount	Account Description	Account	GEMS
Board of Elections	\$116,249.00	Special Election Grant 2023	T015T30	203.2600.01.5900.000.000
To account for additional funds received				
Adult Probation, Muni Court	34,678.28	Salaries CCA grant for Muni Court Adult Probation	T085T01	110.3450.03.5001.000.000
To account for additional funds received				
Adult Probation, Muni Court	503.00	Medicare CCA grant for Muni Court Adult Probation	T085T03	110.3450.03.5010.000.000
To account for additional funds received				
Adult Probation, Muni Court	4,855.00	PERS CCA grant for Muni Court Adult Probation	T085T07	110.3450.03.5011.000.000
To account for additional funds received				
Adult Probation, Muni Court	10,512.73	Health Insurance CCA grant for Muni Court Adult Probation	T085T06	110.3450.03.5012.000.000
To account for additional funds received				
Adult Probation, Muni Court	350.50	Workers Comp CCA grant for Muni Court Adult Probation	T085T08	110.3450.03.5013.000.000
To account for additional funds received				
Adult Probation, Muni Court	350.50	Unemployment CCA grant for Muni Court Adult Probation	T085T11	110.3450.03.5014.000.000
To account for additional funds received				
Adult Probation, Muni Court	5,124.00	Contract Services CCA grant for Muni Court Adult Probation	T085T10	110.3450.03.5430.000.000
To account for additional funds received				
Commissioners	750,000.00	Secret Sewer Project	N007N03	356.0190.09.5430.000.000
To account for additional funds received				

The vote is as follows: Ron Amstutz yea Jonathan Hofstetter yea Sue A. Smail yea

## CERTIFICATE

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Julie Icenhower, Deputy Clerk

# Resolution

No. 2023-418

Board of Wayne County Commissioners  
Ron Amstutz Jonathan Hofstetter Sue A. Smail

Adopted: August 9, 2023

Subject: **Personnel Change Approval**

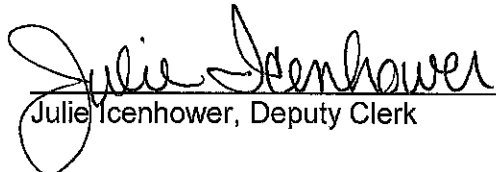
It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that the following resolution be adopted:

Department	Name	Title	Effective Date	Status Change
Care Center	Lindsey Flack	RN	8/9/2023	Intermittent
Care Center	Robin King	Hospitality Aide	6/26/2023	Resigned
Commissioners	Olivia Endsley	HR Specialist	8/14/2023	New Hire
Commissioners	John Drumm	Administrative Counsel	9/5/2023	New Hire
Communications / Dispatcher	Madalyn Sponsler	Dispatcher	8/13/2023	Intermittent to FT

The vote is as follows: Ron Amstutz yea Jonathan Hofstetter yea Sue A. Smail yea

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Julie Icenhower, Deputy Clerk

# Resolution

No. 2023-419

Board of Wayne County Commissioners  
Ron Amstutz Jonathan Hofstetter Sue A. Smail

Adopted: August 9, 2023

Subject: **Travel/Training Expense Approval**


It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that the following resolution be adopted:

Dept./Person	Where	Date	Travel	Travel (taxable)	Seminar, Conf., Mtg., etc.
<b>Child Support</b>					
Shayne Oehlhof	Virtual	8/9/2023	145.00	0	ADA & Mental Health Disability (EEOC)
Nate Franck, Dan Starett, Tara Hand	Wooster	8/16/2023	450.00	0	Setting Expectations/Giving & Receiving Feedback
Shayne Oehlhof & Dan Starett	Peninsula	9/27/2023	0	0	Professionalism & Ethics Seminar
<b>CMS</b>					
Patrick Herron / Nels Swanson	Columbus	8/22/2023	0	0	ODOT Workshop
<b>Common Pleas</b>					
Jennifer Svec	Columbus	9/5-8/2023	869.70	0	Ohio Assoc. of Mag. Fall Conf.
Corey Spitler / Timothy Vansickle	Columbus	9/13-15/2023	1,858.00	0	Ohio Judicial Conf. - 2023 Annual Meeting
<b>Communications/Dispatch</b>					
Ron McCollum / Betty Riggs	Dublin	9/6-7/2023	800.00	0	NENA/APCO Joint Mini Conference
<b>Juv. Ct.</b>					
Edna Boyle	Columbus	9/5-8/2023	889.00	0	OAM 2023 Fall Conf.
Kayle Glassford	N/A	8/10/2023	60.00	0	Pornography, Social Media & Teens
Kayle Glassford	N/A	11/8/2023	90.00	0	Helping All Children: LGBTQ & Youths

The vote is as follows: Ron Amstutz yea Jonathan Hofstetter yea Sue A. Smail yea

## CERTIFICATE

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Julie Icenhower, Deputy Clerk

# Resolution

No. 2023-420

Board of Wayne County Commissioners  
Ron Amstutz Jonathan Hofstetter Sue A. Smail

*Adopted:* August 9, 2023

*Subject:* **Organizational Membership Approval**

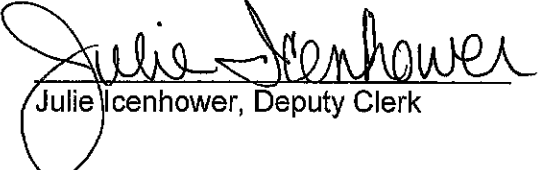
It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that the following resolution be adopted:

Department	Organization	Person / Entity	Total
Common Pleas	Supreme Court of Ohio – Registration Renewal	Timothy VanSickle	400.00
Common Pleas	Supreme Court of Ohio – Registration Renewal	Corey Spitzer	400.00

The vote is as follows: Ron Amstutz yea Jonathan Hofstetter yea Sue A. Smail yea

## CERTIFICATE

I, Julie Icenhower, 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 Icenhower, Deputy Clerk



# Resolution

No. 2023-421

Board of Wayne County Commissioners  
Ron Amstutz Jonathan Hofstetter Sue A. Smail

*Adopted:* August 9, 2023

*Subject:* **Approval of Change Order #1 to the Contract for Demolition Services for the N. Bauer Rd. Hazard Mitigation Grant Project (FEMA-DR-4447.09R-OH)**

It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that the following resolution be adopted:

WHEREAS, the Board of County Commissioners of Wayne County, Ohio (Board), via Resolution 2023-246, dated May 10, 2023, awarded the contract for Demolition Services for the N. Bauer Rd. Hazard Mitigation Grant Project to Running G Farms, and;

WHEREAS, the following has been submitted as a Request for Change Order:

Name: **Running G Farms**

Purpose: **N. Bauer Rd. Hazard Mitigation Grant Project:**  
Acquisition and demolition of repetitively flooded properties along the Apple Creek in Wayne County, known locally as North Bauer Road.

Change Order #1 – Additional and unforeseen costs of cleaning out each of the properties listed on the included invoice, as the amount of garbage and debris in the structures was in excess of typical:

- **Increase:** Fifteen (15) total properties at \$800.00 each.
  - No access to the structures was given prior to the bid submission to properly assess the total quantity of garbage and debris to include in the original bid.
  - The costs cover labor, equipment, and disposal.

Original Contract Price	\$ 96,620.00
Change Order #1	+ \$ 12,000.00
<b>New Total</b>	<b>\$ 108,620.00</b>

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

Section 1. The President of the Board and the County Administrator, on behalf of the Board, are separately and individually authorized to execute any and all necessary documents related to said change order.

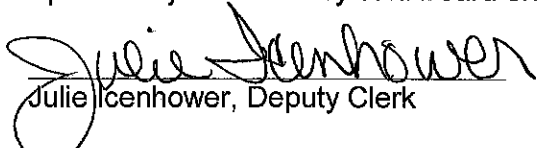
Section 2. The Board of Wayne County Commissioners hereby incorporate into this resolution all of the aforesaid recitals and they are rendered to be findings by the Board.

Section 3. The Board of Wayne County Commissioners also finds that all formal actions of its Board concerning and relating to the passage of this Resolution were passed in an open meeting of this Board that was properly noticed.

The vote is as follows: Ron Amstutz yea Jonathan Hofstetter yea Sue A. Smail yea

## CERTIFICATE

I, Julie Icenhower, 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 Icenhower, Deputy Clerk

# Resolution

No. 2023-422

Board of Wayne County Commissioners  
Ron Amstutz Jonathan Hofstetter Sue A. Smail

*Adopted:* August 9, 2023

*Subject:* **Approval of Application Submission for Local Bridge Replacement (LBR) Funding Through County Engineers Association of Ohio (CEAO) for a Bridge Replacement Project on Canaan Center Road (WAY-CR 51-3.28) Over Killbuck Creek (Canaan Township)**

It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that the following resolution be adopted:

WHEREAS, the Wayne County Engineer has requested approval to submit an application for Local Bridge Replacement (LBR) funding through the County Engineers Association of Ohio (CEAO) for the replacement of the bridge on Canaan Center Rd. (WAY-CR 51-3.28) over Killbuck Creek, in Canaan Township (Project); and

WHEREAS, the Project cost is estimated at \$770,000.00, with targeted construction in 2028; and

WHEREAS, the proposed agreement will cover 80% of the Project estimate with Federal funding, up to \$616,000.00; and

WHEREAS, the remaining 20% of funds will be split with 15% covered by Credit Bridge Funds up to \$115,500.00, and 5% covered by Local Funds up to \$38,500.00.

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

Section 1. The Board approves the application for funding for the Local Bridge Replacement (LBR), estimated for a total cost of \$770,00.000, with 80% covered by Federal Funds, up to \$616,000.00, 15% covered by Credit Bridge Funds, up to \$115,500.00, and 5% covered by Local Funds, up to \$38,500.00.

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

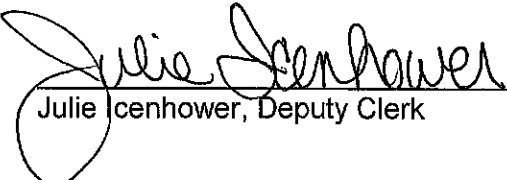
Section 3. The Board of Wayne County Commissioners hereby incorporate into this resolution all of the aforesaid recitals and they are rendered to be findings by the Board.

Section 4. The Board of Wayne County Commissioners also finds that all formal actions of its Board concerning and relating to the passage of this Resolution were passed in an open meeting of this Board that was properly noticed.

The vote is as follows: Ron Amstutz yea Jonathan Hofstetter yea Sue A. Smail yea

## CERTIFICATE

I, Julie Icenhower, 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 Icenhower, Deputy Clerk

# Resolution

No. 2023-423

*Board of Wayne County Commissioners*  
*Ron Amstutz Jonathan Hofstetter Sue A. Smail*

*Adopted:* August 9, 2023

*Subject:* **Award of Contract for Professional Services to Engineering Associates, Inc. for the Sterling Area Wastewater Improvements Project**

It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that the following resolution be adopted:

WHEREAS, the Board of County Commissioners of Wayne County, Ohio (Board), via Resolution 2023-313, authorized the County Administrator to carry out the request for Statements of Qualifications for Professional Engineering Services for the Sterling Area Wastewater Sewer Project ("Services"); and

WHEREAS, an Evaluation Committee was tasked with evaluating and ranking Statements of Qualifications received pursuant to the advertisement; and

WHEREAS, the following provided Statements of Qualifications for the Evaluation Committee to review:

<b>Engineering Associates, Inc.</b> 1935 Eagle Pass Wooster, OH 44691	<b>K.E. McCartney &amp; Associates</b> 52 N. Diamond St. Mansfield, OH 44902	<b>LSSE</b> 846 Fourth Ave. Corapolis, PA 15108
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WHEREAS, the Evaluation Committee engaged in the evaluation of the Statement of Qualifications received and determined that Engineering Associates, Inc. located at 1935 Eagle Pass, Wooster, Ohio 44691 scored highest and is the firm most qualified to perform the Services; and

WHEREAS, the Evaluation Committee now recommends the Board enter into a professional engineering contract with Engineering Associates, Inc. for the Services.

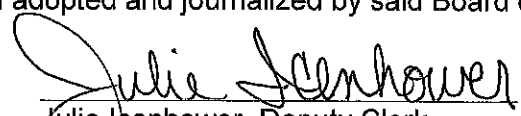
NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Wayne County, Ohio, that:

- Section 1. The Board hereby awards the contract for Professional Services for Sterling Area Wastewater Sewer Project to Engineering Associates, Inc.
- 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.
- Section 3. The Board of Wayne County Commissioners hereby incorporate into this resolution all of the aforesaid recitals and they are rendered to be findings by the Board
- Section 4. The Board of Wayne County Commissioners also finds that all formal actions of its Board concerning and relating to the passage of this Resolution were passed in an open meeting of this Board that was properly noticed.

The vote is as follows: Ron Amstutz yea Jonathan Hofstetter yea Sue A. Smail yea

## CERTIFICATE

I, Julie Icenhower, 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 Icenhower, Deputy Clerk

# Resolution

No. 2023-424

*Board of Wayne County Commissioners*  
*Ron Amstutz   Jonathan Hofstetter   Sue A. Smail*

*Adopted:* August 9, 2023


*Subject:* **Authorization of Wayne County Care Center Private Pay Room Rate Increase**

It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that, effective September 15, 2023, the updated private pay room rate shall be \$215.00 per day for nursing facility residents at the Wayne County Care Center

The vote is as follows: Ron Amstutz yea   Jonathan Hofstetter yea   Sue A. Smail yea

## CERTIFICATE

I, Julie Icenhower, 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 Icenhower, Deputy Clerk

# Resolution

No. 2023-425

*Board of Wayne County Commissioners*  
*Ron Amstutz Jonathan Hofstetter Sue A. Smail*

*Adopted:* August 9, 2023

*Subject:* **Approval of Vehicle Purchase from Pallotta Ford Lincoln and Authorization of Trade-in on Behalf of the Wayne County Clerk of Courts**

It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that the following resolution be adopted:

WHEREAS, the Wayne County Clerk of Courts requests purchase of 1 vehicle from Pallotta Ford Lincoln; and

WHEREAS, the Wayne County Clerk of Courts requests trade-in of 1 vehicle to Pallotta Ford Lincoln that are no longer needed or fit for public use; and

WHEREAS, ORC 307.12(G) permits the Board of County Commissioners (Board), upon resolution that a county owned vehicle is not needed, or is unfit for public use, to sell the vehicle to the person or firm from which it proposes to purchase another vehicle for a credit against the purchase price of the other vehicle; and

WHEREAS, the Board owns the vehicle used for the benefit of the Wayne County Clerk of Courts and the Board may enter into an agreement to purchase equipment and services at a cost of fifty thousand dollars or less per ORC 307.86.

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

Section 1. The Board, pursuant to 307.12(G), hereby finds the following vehicle not to be needed or unfit for public use and approves the following purchase and trade-in allowance.

Purchase Price	Trade-in Credit	Balance after Trade-in
\$25,000.00	(\$8,000.00)	\$17,000.00
2021 Honda CR-V 4D Sport Utility EX	2016 Jeep Patriot 1C4NJRBB1GD509300	

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; County Administrator; Clerk of the Board; and Kylee McKenna, Admin. Acct., 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.

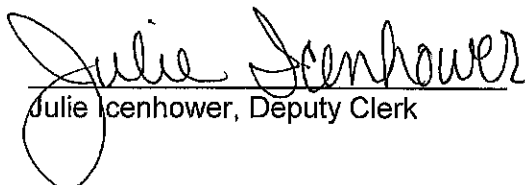
Section 3. The Board of Wayne County Commissioners hereby incorporate into this resolution all of the aforesaid recitals and they are rendered to be findings by the Board.

Section 4. The Board of Wayne County Commissioners also finds that all formal actions of its Board concerning and relating to the passage of this Resolution were passed in an open meeting of this Board that was properly noticed.

The vote is as follows: Ron Amstutz yea Jonathan Hofstetter yea Sue A. Smail yea

## CERTIFICATE

I, Julie Icenhower, 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 Icenhower, Deputy Clerk