

Wayne County Commissioners' Agenda

- Pledge of Allegiance to the Flag
- Call to Order Regular Session of August 16, 2023
- Announcement of Commissioners in Attendance
- Approval of Agenda
- Approval of minutes from August 9, 2023 through August 15, 2023

Date	Res. #	Resolution Title
8/16	2023-426	Approval of County Bills
8/16	2023-427	Approval of County Home Bills
8/16	2023-428	Appropriation Transfer Approval
8/16	2023-429	Fund Transfer Approval
8/16	2023-430	Personnel Change Approval
8/16	2023-431	Travel/Training Expense Approval
8/16	2023-432	Authorization to Apply to the Ohio Supreme Court for the Legal Representation Pilot Programs Grant on Behalf of Juvenile/Probate Court
8/16	2023-433	Approval of Plat for Yoder- Harrison Allotment #2
8/16	2023-434	Approval of Vehicle Purchase from Pallotta Ford Lincoln and Authorization of Trade-in on Behalf of the Wayne County Sheriff
8/16	2023-435	Authorization to Apply for the Regional Conservation Partnership Program (RCP)
8/16	2023-436	Award of Contract to Shaffer, Johnston, Lichtenwalter and Associates, Inc. for Professional Services for Engineering under the Ohio Department of Transportation Local Public Agency Grant Agreement No. 38374 for WAY-HEARTLAND TRAIL, PHASE 4A (PID Number 116841)
8/16	2023-437	Rescind Contract Award Authorization Granted to The National Lime and Stone Company via Resolution 2023-177 (Award of Contracts for Various Materials and Supplies for the Wayne County Engineer – 2023 Aggregate Stone)
8/16	2023-438	Approval of Change Order #1 to the Contract with United Survey, Inc. for the Wastewater System Improvements-2021 Project (OPWC Project No. CP15Z)

Resolution

No. 2023-426

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

Adopted: August 16, 2023

Subject: **Approval of County Bills**

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

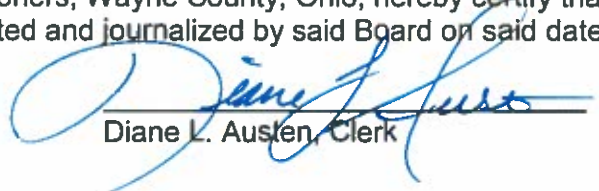
Computer run dated **August 15, 2023** for County Bills in the amount of **\$428,041.71**; Interagency Transaction/Payment **batch #8408** in the amount of **\$125.00**; and any Then & Now Certificates are hereby approved for payment.

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, Diane L. Austen, 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.



Diane L. Austen, Clerk

Resolution

No. 2023-427

Board of Wayne County Commissioners

Ron Amstutz Jonathan Hofstetter Sue A. Smail

Adopted: August 16, 2023

Subject: **Approval of County Home Bills**

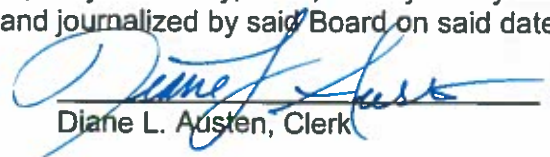
It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that the following resolution be adopted:

Computer run dated **August 15, 2023** for County Home Bills in the amount of **\$59,370.51**; 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, Diane L. Austen, 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.


Diane L. Austen, Clerk

Resolution

No. 2023-428

Board of Wayne County Commissioners

Ron Amstutz Jonathan Hofstetter Sue A. Smail

Adopted: August 16, 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
Municipal Court		To transfer appropriations where needed		
\$10,466.70	From	Salary – Officials – Muni Court	A002-G01	001.3400.02.5000.000.000
	To	Other Expenses	A002-G09	001.3400.02.5900.000.000

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

CERTIFICATE

I, Diane L. Austen, 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.


Diane L. Austen, Clerk

Resolution

No. 2023-429

Board of Wayne County Commissioners

Ron Amstutz Jonathan Hofstetter Sue A. Smail

Adopted: August 16, 2023

Subject: **Fund Transfer Approval**

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

Department	Amount	From (Fund)	From Approp Acct	To (Fund)	To Receipt Acct
Municipal Court	\$75,817.25	Fund 020 (B20) Muni Court Receipt Account	Transfers Out B020-B02 020.3405.02.6150.000.0 00	Fund 023 (B50) Court System Computerization Fund	Transfers In B050-B09 023.3400.00.4904.000.0 00
Court ordered transfer of receipt account funds to computerization funds					

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

CERTIFICATE

I, Diane L. Austen, 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.


Diane L. Austen, Clerk

Resolution

No. 2023-430

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

Adopted: August 16, 2023
Subject: **Personnel Change Approval**

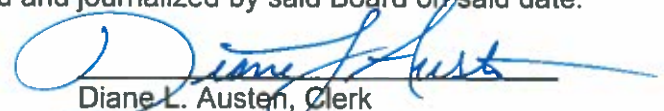
It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that the following resolution be adopted:

Department	Name	Title	Effective Date	Status Change
Care Center	Dylan Ledford	STNA	8/12/23	Resigned
Dog Shelter	Stephanie Kurzenberger	Shelter Manager	8/6/2023	Promotion
Dog Shelter	Summer Foss	Technician	7/30/23	Move to Technician
Dog Shelter	Kate Mick	Technician	7/30/23	Move to Technician
Dog Shelter	Grace Burgin	Kennel Attendant	7/30/23	PT (was Intermittent)
IT	Kyle Stauffer	Network Systems Administrator	8/13/23	Promotion
IT	Jenna Rhoades	Network Systems Administrator	8/13/23	Promotion

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

CERTIFICATE

I, Diane L. Austen, 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.


Diane L. Austen, Clerk

Resolution

No. 2023-431

Board of Wayne County Commissioners

Ron Amstutz Jonathan Hofstetter Sue A. Smail

Adopted: August 16, 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.
Clerk of Courts					
Tim Neal, Greg Bolek, Tammy Walk, Doris Stutzman	Columbus (Lewis Center)	9/21/2023	200.00	0	OCCA / OAMCC Joint Legal Seminar
Dept of Job & Family Services					
Rich Owens	Columbus	9/13-15/2023	458.00	0	OJFSDA Executive Board and General Session
Lisa Gunnels	Delaware	9/12/2023	80.00	0	Job & Family Services HR Association Meeting

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

CERTIFICATE

I, Diane L. Austen, 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.


Diane L. Austen, Clerk

Resolution

No. 2023-432

Board of Wayne County Commissioners

Ron Amstutz Jonathan Hofstetter Sue A. Smail

Adopted: August 16, 2023

Subject: **Authorization to Apply to the Ohio Supreme Court for the Legal Representation Pilot Programs Grant on Behalf of Juvenile/Probate Court**

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

WHEREAS, the Ohio Supreme Court has made grant funds available to Wayne County through the Legal Representation Pilot Programs Grant for the Juvenile/Probate Court for assisting families involved with the Juvenile Court System; and

WHEREAS, the Wayne County Juvenile/Probate Court has requested authorization to apply for the legal representation funds for a grant up to \$120,000.00 with a project period of October 1, 2023 through September 30, 2024; and

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Wayne County, Ohio, that the Wayne County Juvenile/Probate Court is authorized to apply for grant funds with the Ohio Supreme Court; and

BE IT FURTHER RESOLVED that the Wayne County Juvenile/Probate Court is authorized to file an electronic or paper 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 necessary documents.

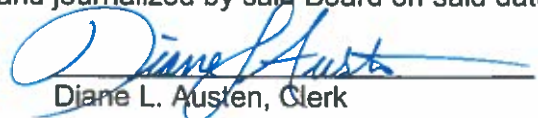
Section 1. The Board of Wayne County Commissioners hereby incorporate into this resolution all of the aforesaid recitals and they are rendered to be findings by the Board.

Section 2. 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, Diane L. Austen, 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.


Diane L. Austen, Clerk

Resolution

No. 2023-433

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

Adopted: August 16, 2023


Subject: **Approval of Plat for Yoder- Harrison Allotment #2**

It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that the platting of lot 11 and 12 for the Yoder-Harrison Allotment #2 situated in Salt Creek Township N.E. Qtr. Section 16; T-16N; R-12W, Wayne County, Ohio, owned by Andrew Miller is hereby approved.

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

CERTIFICATE

I, Diane L. Austen, 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.



Diane L. Austen, Clerk

Resolution

No. 2023-434

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

Adopted: August 16, 2023

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

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

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

WHEREAS, the Wayne County Sheriff requests trade-in of 1 vehicle to Pallotta Ford Lincoln that is 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 Sheriff 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
\$49,989.00	(\$1,500.00)	\$48,489.00
2023 Ford F150	2014 Interceptor 1FM5K8AROEGB63768	

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; Deputy 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.

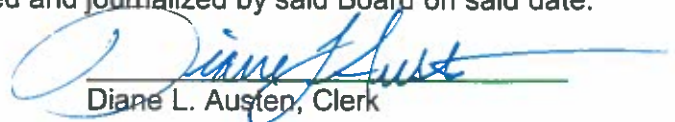
Section 3. The Board of Wayne County Commissioners hereby incorporate into this resolution all of the aforesaid recitals and they are rendered to be findings by the Board.

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, Diane L. Austen, 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.


Diane L. Austen, Clerk

Resolution

No. 2023-435

Board of Wayne County Commissioners

Ron Amstutz Jonathan Hofstetter Sue A. Smail

Adopted: August 16, 2023

Subject: **Authorization to Apply for the Regional Conservation Partnership Program (RCPP)**

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

WHEREAS, Natural Resources Conservation Service (NRCS) is the Department of Agriculture's (USDA) conservation agency working with farmers, ranchers, and private forest landowners nationwide to identify and address natural resource objectives in balance with operational goals in order to benefit soil, water, wildlife, and related natural resources locally, regionally, and nationally, and;

WHEREAS, NRCS works in partnership with other entities to accelerate getting conservation on the ground, and;

WHEREAS, NRCS's Regional Conservation Partnership Program (RCPP) seeks to co-invest with partners in innovative, workable and cost-effective approaches to benefit farming, ranching, and forest operations, local economies, and the communities and resources in a watershed or other geographic area, and;

WHEREAS, RCPP partners develop project applications to address specific natural resource objectives in a proposed area or region and, if funded, design, promote, implement, and evaluate the project outcomes, and;

WHEREAS, Wayne County has developed a project application with local partners and requests \$2,000,000.00 for landowners in Chester, Wayne, Green, Baughman Townships to put 1000 acres of farmland into permanent conservation through the USDA RCPP program, and;

WHEREAS, interested landowners must apply and compete for funds, and;

WHEREAS, the USDA will hold, monitor and enforce the terms of the easement, and;

WHEREAS, an additional 7% of the total project costs will be allocated to Wayne County and local partners to support the outreach and administration costs of the program;

WHEREAS, the goals are compatible with the long-range goals of the local government area regarding farmland preservation;

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

Section 1. The Board of Wayne County Commissioners hereby approves application for the RCPP program due August 18th 2023.

Section 2. 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.

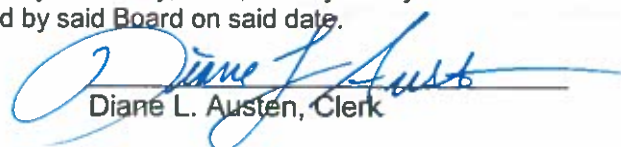
Section 3. The Board of Wayne County Commissioners hereby incorporate into this resolution all of the aforesaid recitals and they are rendered to be findings by the Board.

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, Diane L. Austen, 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.


Diane L. Austen, Clerk

Resolution

No. 2023-436

Board of Wayne County Commissioners

Ron Amstutz Jonathan Hofstetter Sue A. Smail

Adopted: August 16, 2023

Subject: Award of Contract to Shaffer, Johnston, Lichtenwalter and Associates, Inc. for Professional Services for Engineering under the Ohio Department of Transportation Local Public Agency Grant Agreement No. 38374 for WAY-HEARTLAND TRAIL, PHASE 4A (PID Number 116841)

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

WHEREAS, the Wayne County Engineer (Engineer), submitted and received approval for a federal grant to construct a multi-use trail along the abandoned rail bed of approximately 1.1 miles from the end of the existing trail 1,800 ft. north of Market St., in Marshallville, Ohio to the crossing at Coal Bank Rd. 1,900 ft. north of Fulton Rd. in Marshallville, Ohio, through a Local Public Agency (LPA) Grant Agreement No. 38374 for WAY-HEARTLAND TRAIL, PHASE 4A, PID Number 116841 (Project) and was approved on November 30, 2022 via Resolution 2022-650; and

WHEREAS, the Board of County Commissioners of Wayne County, Ohio (Board), via Resolution 2023-74, dated February 8, 2023, authorized the Engineer to carry out the request for Statements of Qualifications for the Project as outlined by the Ohio Department of Transportation (ODOT) in compliance with Federal and State Procurement requirements, 23 C.F.R. § 172.7 and ORC § 153.65, respectively; and

WHEREAS, the Engineer's Office recently advertised for Professional Design Services (Services) on the ODOT website for the above referenced project; and

WHEREAS, the Statement of Qualifications received were scored following the Quality Base Selection (QBS) process and determined that Shaffer, Johnston, Lichtenwalter and Associates, Inc., located at 3477 Commerce Pkwy, Wooster, OH 44691, scored the highest and was asked to prepare an engineering proposal and contract for the Project.

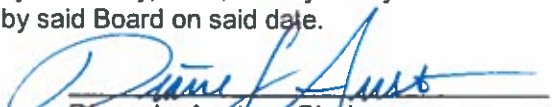
NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Wayne County, Ohio, that:

- Section 1. The Board hereby awards the contract for Professional Design Services for WAY-HEARTLAND TRAIL, PHASE 4A, (PID 116841) to Shaffer, Johnston, Lichtenwalter and 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, Diane L. Austen, 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.


Diane L. Austen, Clerk

Resolution

No. 2023-437

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

Adopted: August 16, 2023

Subject: **Rescind Contract Award Authorization Granted to The National Lime and Stone Company via Resolution 2023-177 (Award of Contracts for Various Materials and Supplies for the Wayne County Engineer - 2023 Aggregate Stone)**

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

WHEREAS, the Wayne County Engineer currently requires various materials and supplies in order to successfully carry out multiple functions of his office, specifically aggregate stone; and

WHEREAS, the Board of County Commissioners, Wayne County, Ohio (Board) awarded contracts to various vendors in Resolution 2023-177, dated April 5, 2023; and

WHEREAS, to date the following awarded vendor(s) have not executed a contract pursuant to the award:

The National Lime and Stone Company 551 Lake Cascades Pkwy. Findlay, Ohio 45840
--

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

Section 1. The Board hereby rescinds award of contract to the following vendor(s) due to failure to execute an agreement pursuant to the award in Resolution 2023-177:

The National Lime and Stone Company 551 Lake Cascades Pkwy. Findlay, Ohio 45840
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Section 2. 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.

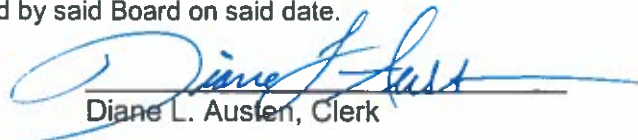
Section 3. The Board of Wayne County Commissioners hereby incorporate into this resolution all of the aforesaid recitals and they are rendered to be findings by the Board.

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, Diane L. Austen, 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.


Diane L. Austen, Clerk

Resolution

No. 2023-438

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

Adopted: August 16, 2023

Subject: **Approval of Change Order #1 to the Contract with United Survey, Inc. for the Wastewater System Improvements-2021 Project (OPWC Project No. CP15Z)**

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 2023-192, dated April 12, 2023, awarded the contract for Wastewater System Improvements-2021 Project to United Survey, Inc., and;

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

Name: **United Survey, Inc.**

Purpose: **Wastewater System Improvements-2021 Project:**
Construction services to address manhole rehabilitations, sewer relining and sewer pipe repair for the Meadows, Hillcrest, and Eastwood district.

Change Order #1 – Additional and unforeseen costs associated with manhole work:

- Increase: Adjustment of supplies and labor for 35 laterals.

Original Contract Price	\$ 210,953.00
Change Order #1	+ \$ 5,277.17
New Total	\$ 216,230.17

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, Diane L. Austen, 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.


Diane L. Austen, Clerk