

## Wayne County Commissioners' Agenda

- Pledge of Allegiance to the Flag
- Call to Order Regular Session of July 19, 2023
- Announcement of Commissioners in Attendance
- Approval of Agenda
- Approval of minutes from July 12, 2023 through July 18, 2023

<b>Date</b>	<b>Res. #</b>	<b>Resolution Title</b>
7/19	2023-372	<b>Approval of County Bills</b>
7/19	2023-373	<b>Approval of County Home Bills</b>
7/19	2023-374	<b>Fund Transfer Approval</b>
7/19	2023-375	<b>Personnel Change Approval</b>
7/19	2023-376	<b>Travel/Training Expense Approval</b>
7/19	2023-377	<b>Organizational Membership Approval</b>
7/19	2023-378	<b>Board Appointment and/or Board Designation Approval</b>
7/19	2023-379	<b>Disposal Authorization of Used Equipment for Wayne County EMA</b>
7/19	2023-380	<b>Approval of Subgrant Agreements with Multiple Counseling Agencies for Vulnerable Youth Services (WCDJFS, Title XX – TANF)</b>
7/19	2023-381	<b>Approval of Plat for Wilcox</b>
7/19	2023-382	<b>Approval of Special Funding Grant Agreement with the Ohio Secretary of State (SOS) on Behalf of the Wayne County Board of Elections (House Bill 33)</b>
7/19	2023-383	<b>Approval and Certification of Updated Prevention, Retention, &amp; Contingency (PRC) Plan for Wayne Co. Dept. of Job and Family Services</b>
7/19	2023-384	<b>Authorization to Accept a Grant from the Ohio Attorney General's Office on Behalf of the Wayne County Sheriff for the Law Enforcement Diversion Program for FY24 (QRT/DART)</b>
7/19	2023-385	<b>Authorization of Designated Employees, for Procurement Card Use (ORC 301.29)</b>

# Resolution

No. 2023-372

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

*Adopted:* July 19, 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 **July 18, 2023** for County Bills in the amount of **\$804,440.37**; Interagency Transaction/Payment **batch #8360** in the amount of **\$35,346.59**; 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. 2023-373

Board of Wayne County Commissioners

Ron Amstutz Jonathan Hofstetter Sue A. Smail

*Adopted:* July 19, 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 July 18, 2023 for County Home Bills in the amount of \$31,870.85; 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. 2023-374

## Board of Wayne County Commissioners

Ron Amstutz Jonathan Hofstetter Sue A. Smail

Adopted: July 19, 2023

Subject: **Fund Transfer Approval**

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

Dept.	Amount	From (Fund)	From Approp. Acct.	To (Fund)	To Receipt Acct.
Sheriff	\$43,000.00	Fund 001 General Fund	A015A15 001.1915.13.6150.000.00 0 Transfers Out	Fund 096 (X96) SRO - Northwestern	X096A02 096.3601.00.4401.000.00 0 County Local Grant
Transfer funds needed for operations					
Sheriff	\$16,000.00	Fund 001 General Fund	A015A15 001.1915.13.6150.000.00 0 Transfers Out	Fund 097 (X97) SRO - Southeast	X097A02 097.3601.00.4401.000.00 0 County Local Grant
Transfer funds needed for operations					
Sheriff	\$16,000.00	Fund 001 General Fund	A015A15 001.1915.13.6150.000.00 0 Transfers Out	Fund 098 (X98) SRO - Triway	X098A02 098.3601.00.4401.000.00 0 County Local Grant
Transfer funds needed for operations					
Sheriff	\$27,000.00	Fund 001 General Fund	A015A15 001.1915.13.6150.000.00 0 Transfers Out	Fund 099 (X99) SRO - Wayne County Schools Career Center	X099A02 099.3601.00.4401.000.00 0 County Local Grant
Transfer funds where needed					

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. 2023-375

## Board of Wayne County Commissioners

Ron Amstutz Jonathan Hofstetter Sue A. Smail

*Adopted:* July 19, 2023

*Subject:* **Personnel Change Approval**

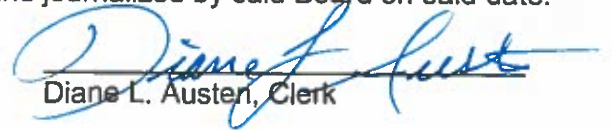
It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that the following resolution be adopted:

Department	Name	Title	Effective Date	Status Change
Care Center	Kimberly Brown	STNA	7/19/2023	Rehire PT
Care Center	Christine Miller	Food Service Wkr	7/20/2023	Rehire FT
Care Center	Carol Gurich	Cook	7/23/2023	Promotion FT

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. 2023-376

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

Adopted: July 19, 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>					
Nate Franck	Columbus	9/7/2023	0	0	OCDA Case Manager Collaboration Committee
<b>Job &amp; Family</b>					
Stacey Tanner, Jourdan Krajcik, Thomas McCarty	Columbus	8/11/2023	155.00	0	Ohio Coalition for Adult Protective Services
<b>J. Center / Dispatch Communications</b>					
Ron McCollum	Canton	7/25/2023	0	12.00	Homeland Security Interoperability Mtg.
<b>Probate Court</b>					
Megan Hobart	Remote / Online	On-Demand	199.00	0	Ohio Bar Association Estate Planning, Trust and Probate Law Bundle

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. 2023-377

## Board of Wayne County Commissioners

Ron Amstutz    Jonathan Hofstetter    Sue A. Smail

*Adopted:* July 19, 2023

*Subject:* **Organizational Membership Approval**

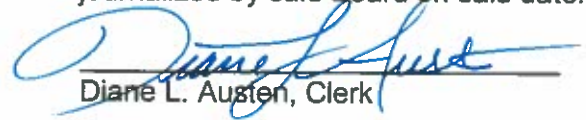
It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that the following resolution be adopted:

Department	Organization	Person / Entity	Total
<b>Child Support</b>	Supreme Court Registration	Shayne Oehlhof	400.00
<b>Child Support</b>	Supreme Court Registration	Daniel Starett	400.00
<b>Common Pleas</b>	Supreme Court Registration	Olivia Boyer	400.00
<b>Common Pleas</b>	Supreme Court Registration	Jennifer Svec	400.00

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. 2023-378

## Board of Wayne County Commissioners

Ron Amstutz Jonathan Hofstetter Sue A. Smail

*Adopted:* July 19, 2023

*Subject:* **Board Appointment and/or Board Designation Approval**

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

Name of Board	Appointee/Address	Term
LEPC	See LEPC attachment	See LEPC attachment
Mental Health & Recovery Board	Gloria Ann Questel 324 W. Hutton Rd. Wooster, OH 44691	Replacement for Annette Cary filling remaining term which expires 6/30/2024

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





State Emergency Response Commission

Local Emergency Planning Committee

Application of LEPC Member Appointments for Multiple Members

c/o Ohio EPA, Lazarus Government Center  
50 W. Town St., Ste. 700  
PO Box 1049  
Columbus, OH 43216-1049

Local Emergency Planning Committee: Wayne

From 08 / 10 / 2023 through 08 / 09 / 2025

Representing	Name	Title	Employer	LEPC Officer*
Fire	Barry Saley	Chief	Wooster Division of Fire	<input type="checkbox"/>
	Adam Hory	Chief	Town & Country Fire District	<input type="checkbox"/>
Law	Ryan Koster	Lieutenant	Wayne County Sheriff's Office	<input type="checkbox"/>
	Matt Fisher	Chief	Wooster Police Department	<input type="checkbox"/>
Elected Official	Jon Hofstetter	Commissioner	Wayne County	<input type="checkbox"/>
	Rodney Mackey	Mayor	Village of Apple Creek	<input type="checkbox"/>
Emergency Management	Barbara Pittard (1, 3, 5)	Director	Wayne County EMA	<input checked="" type="checkbox"/>
				<input type="checkbox"/>
Hospital	Julie Johns	Clinical Mgr Emergency Services	Wooster Community Hospital	<input type="checkbox"/>
	Raymond McDonald	Director Facilities Engineering	Wooster Community Hospital	<input type="checkbox"/>
First Aid	Mike Priest	Assistant Fire Chief	New Pittsburg Fire Department	<input type="checkbox"/>
	Elizabeth Canté	Disaster Program Specialist	American Red Cross	<input type="checkbox"/>
Health	Nick Cascarelli	Health Commissioner	Wayne County Health Department	<input type="checkbox"/>
	Rick Hehl	Maintenance Director	Westview Healthy Living	<input type="checkbox"/>
Environmental	Vaughn Anderson	Director	Wayne Co Environmental Health	<input type="checkbox"/>
	Steve Wolfe	Director	Wayne Co Environmental Services	<input type="checkbox"/>
Transportation	Sam Brandenburg	Logistics Coordinator	Centerra Coop	<input type="checkbox"/>
				<input type="checkbox"/>
Media	Kelly Gearhart	General Manager	WQKT Radio	<input type="checkbox"/>
				<input type="checkbox"/>
Community Group	Steve Glick (2)	Director Emergency Mgmt (Ret)	College of Wooster	<input checked="" type="checkbox"/>
	Dr. Sarah Sobeck (4)	Chemistry Professor, Assoc Dean	College of Wooster	<input checked="" type="checkbox"/>
Industry	Gary Falb	Safety Director	Gerber's Poultry	<input type="checkbox"/>
				<input type="checkbox"/>
Other	Bob Peter	Hazmat Team Commander	Wayne County Hazmat Team	<input type="checkbox"/>
				<input type="checkbox"/>
Other	Wade Balsler (non-vote)	On-Scene Coordinator	Ohio EPA	<input type="checkbox"/>
	Ron Amstutz (alternate)	Commissioner	Wayne County	<input type="checkbox"/>

\*indicate if following officer positions: (1) information coordinator; (2) chairperson; (3) emergency coordinator; (4) vice chairperson; and (5) secretary

County Commissioner Name	Signature	Date Signed
Sue Small		07 / 19 / 2023

# Resolution

No. 2023-379

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

Adopted: July 19, 2023

Subject: **Disposal Authorization of Used Equipment for Wayne County EMA**

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

WHEREAS, the Wayne County Emergency Management Agency (EMA) has requested to dispose of excess property owned by the County which is surplus and no longer use; and

WHEREAS, none of the items listed below is individually valued at over \$2,500.00;

NOW, THEREFORE, BE IT RESOLVED by the Board of Wayne County Commissioners that the used equipment listed below is approved for sale or disposal by eligible method including, but not limited to, transfer to another department.

Item	Manufacturer	Model	Serial		Reason
Mobile Radio	Motorola	XTL 2500	514CPV0100	Old Medway	Cannot be P25 Authenticated / Unusable
Mobile Radio	Motorola	XTL 5000	500CGM0982	Old EMA	Cannot be P25 Authenticated / Unusable
Mobile Radio	Motorola	XTL 5000	500CGM0980	Old Medway	Cannot be P25 Authenticated / Unusable
Mobile Radio	Motorola	XTL 5000	500CGM0983	Old Medway	Cannot be P25 Authenticated / Unusable
Mobile Radio	Motorola	XTL 5000	500CGM0984	Old Medway	Cannot be P25 Authenticated / Unusable

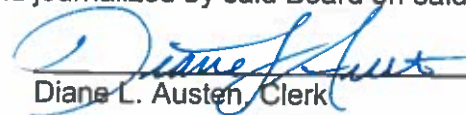
Section 1. The Board of Wayne County Commissioners hereby incorporate into this resolution all of the aforesaid recitals and they are rendered to be findings by the Board

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. 2023-380

## Board of Wayne County Commissioners

Ron Amstutz Jonathan Hofstetter Sue A. Smail

*Adopted:* July 19, 2023

*Subject:* **Approval of Subgrant Agreements with Multiple Counseling Agencies for Vulnerable Youth Services (WCDJFS, Title XX – TANF)**

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

WHEREAS, the Wayne County Department of Job and Family Services (WCDJFS) is responsible for providing a variety of social services to the citizens of Wayne County; and

WHEREAS, WCDJFS currently has Title XX – TANF transfer allocation funds available, which must be used to serve eligible youths who fall below 200% of the federal poverty level; and

WHEREAS, WCDJFS, in consultation with all local school districts, issued a request for proposals focused on wrap-around services related to intensive case management for at-risk and vulnerable youth; and

WHEREAS, WCDJFS requests the Board of Commissioners, Wayne County, Ohio approve and execute subgrant agreements with multiple counseling agencies that responded to the request for proposals; and

WHEREAS, the term of these subgrant agreements will be for one (1) year, beginning on August 1, 2023, and ending on July 31, 2024, with a one (1) year renewal option; and

WHEREAS, in order to determine the amount of funding each counseling agency should receive, WCDJFS took into account the school district to be served (ensuring that every district received support), the amount spent during the last year, the number of children to be served, the number of economically disadvantaged children per school district, and the provider preferences of each school district.

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

Section 1. The Board approves the following subgrant agreements under the terms set forth above:

Counseling Agency	Agreement Amount	Agreement Purpose
Anazao Community Partners	\$200,000.00	Vulnerable Youth Services
The Counseling Center of Wayne and Holmes Counties	\$31,576.00	Vulnerable Youth Services
Encompass Christian Counseling	\$170,000.00	Vulnerable Youth Services
Family Life Counseling	\$20,000.00	Vulnerable Youth Services
The Village Network	\$110,000.00	Vulnerable Youth 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 the County Administrator, on behalf of the Board, are separately and individually authorized to execute the agreements referenced above in Section 1 and any and all documents related to said agreements.

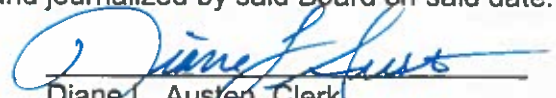
Section 3. The Board of Wayne County Commissioners hereby incorporate into this resolution all of the aforesaid recitals and they are rendered to be findings by the Board

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. 2023-381

## Board of Wayne County Commissioners

Ron Amstutz    Jonathan Hofstetter    Sue A. Smail

*Adopted:* July 19, 2023

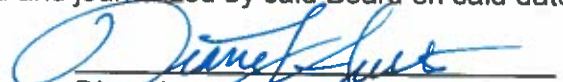
*Subject:*    **Approval of Plat for Wilcox**

It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that the replating and renumbering of lots 13 and 14 for the Wilcox Allotment situated in Chippewa Township N.W. Qtr. Section 15; T-18N; R-1W, Wayne County, Ohio, owned by Philip and Terri Wilcox 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. 2023-382

## Board of Wayne County Commissioners

Ron Amstutz    Jonathan Hofstetter    Sue A. Smail

*Adopted:* July 19, 2023

*Subject:* **Approval of Special Funding Grant Agreement with the Ohio Secretary of State (SOS) on Behalf of the Wayne County Board of Elections (House Bill 33)**

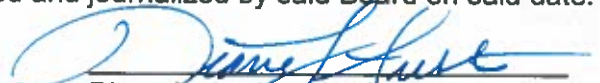
It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that approval is hereby granted of a Special Funding Grant Agreement with the Ohio Secretary of State (SOS) on Behalf of the Wayne County Board of Elections for the Special Election on 8/8/2023 consisting of Issue 1.

Additionally, 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 in this matter.

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. 2023-383

## Board of Wayne County Commissioners

Ron Amstutz Jonathan Hofstetter Sue A. Smail

*Adopted:* July 19, 2023

*Subject:* **Approval and Certification of Updated Prevention, Retention, & Contingency (PRC) Plan for Wayne Co. Dept. of Job and Family Services**

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

WHEREAS, the Wayne County Department of Job and Family Services (WCDJFS) is required by Chapter 5108 of the Ohio Revised Code to update its Prevention, Retention, and Contingency (PRC) Plan every two years; and

WHEREAS, WCDJFS has submitted an updated PRC Plan that was internally reviewed; and

WHEREAS, notification of the updated PRC Plan's availability for public review was published in the Daily Record; and

WHEREAS, pursuant to Division (A) of Section 5108.07 of the Ohio Revised Code, the updated PRC Plan shall include the certification of the Board of Commissioners, Wayne County, Ohio;

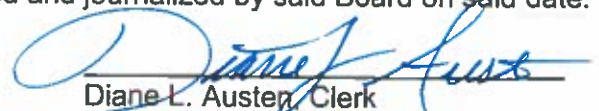
NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Wayne County, Ohio, that:

- Section 1. The Board of Commissioners, Wayne County, Ohio, approve and certify the updated Prevention, Retention, and Contingency Plan submitted by the Wayne County Department of Job and Family Services.
- 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

# Resolution

No. 2023-384

## Board of Wayne County Commissioners

Ron Amstutz    Jonathan Hofstetter    Sue A. Smail

*Adopted:* July 19, 2023

*Subject:* **Authorization to Accept a Grant from the Ohio Attorney General's Office on Behalf of the Wayne County Sheriff for the Law Enforcement Diversion Program for FY24 (QRT/DART)**

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

WHEREAS, the Wayne County Sheriff has requested authorization to accept the Law Enforcement Diversion Program (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 LEDP Grant in the amount of \$42,000.00 for a Quick Response Team/ Drug Abuse Response Team (QRT/DART) Program for FY24 (July 1, 2023 – June 30, 2024);

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

Section 1. Authorization is hereby granted to accept the LEDP Grant in the amount of \$42,000.00 for the QRT/DART Program for FY24 (July 1, 2023 – June 30, 2024); 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 in this matter.

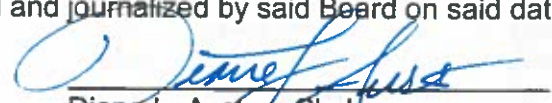
Section 2. The Board of Wayne County Commissioners hereby incorporate into this resolution all of the aforesaid recitals and they are rendered to be findings by the Board.

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



# Resolution

No. 2023-385

## Board of Wayne County Commissioners

Ron Amstutz    Jonathan Hofstetter    Sue A. Smail

*Adopted:* July 19, 2023

*Subject:* **Authorization of Designated Employees, for Procurement Card Use  
(ORC 301.29)**

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

WHEREAS, pursuant to ORC 301.29(F)(2) a Board of County Commissioners may adopt a resolution authorizing an officer or employee of an appointing authority to use a county procurement card to pay for specific classes of work-related expenses, or to use a specific procurement card for any work-related expenses, without submitting an estimate of those expenses to the board as required by division (F)(1) of ORC 301.29.

WHEREAS, the Board of County Commissioners authorized use of the procurement card ending in 5717 to be used for all authorized work-related purchases as outlined in the adopted procurement card policy;

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

Section 1. Use of Procurement Cards under the Wayne County Procurement Card Policy as permitted under ORC 301.29 is hereby authorized for the following employees:

Kylee McKenna, Admin. Acct.  
Patrick C. Herron, County Admin.  
Nels Swanson, Budget Manager

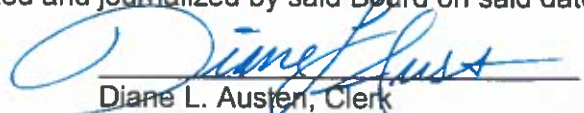
Section 2. The Board of Wayne County Commissioners hereby incorporate into this resolution all of the aforesaid recitals and they are rendered to be findings by the Board.

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