

## Wayne County Commissioners' Agenda

- Pledge of Allegiance to the Flag
- Call to Order Regular Session of February 1, 2023
- Announcement of Commissioners in Attendance
- Approval of Agenda
- Approval of minutes from January 24, 2023 through January 31, 2023

<b>Date</b>	<b>Res. #</b>	<b>Resolution Title</b>
2/1	2023-51	<b>Approval of County Bills</b>
2/1	2023-52	<b>Approval of County Home Bills</b>
2/1	2023-53	<b>Appropriation of Funds Authorization</b>
2/1	2023-54	<b>Appropriation Transfer Approval</b>
2/1	2023-55	<b>Personnel Change Approval</b>
2/1	2023-56	<b>Travel/Training Expense Approval</b>
2/1	2023-57	<b>Organizational Membership Approval</b>
2/1	2023-58	<b>Board Appointment and/or Board Designation Approval</b>
2/1	2023-59	<b>Approval of Application of the 2023 Ohio Pet Fund Grant</b>
2/1	2023-60	<b>Approval of Wayne County Veterans Service Commission Salary Adjustment (RC 5901.04)</b>
2/1	2023-61	<b>Approval of Service Agreement and Accompanying Schedule of Fees from HireRight, LLC, for Background Screening Products and Services</b>
2/1	2023-62	<b>Approval of Subscription Agreement with KnowBe4, Inc., Regarding Internet Security Awareness Training</b>

# Resolution

No. 2023-51

## Board of Wayne County Commissioners

Ron Amstutz    Jonathan Hofstetter    Sue A. Smail

*Adopted:* February 1, 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 January 31, 2023 for County Bills in the amount of \$769,309.28; Interagency Transaction/Payment batch #8071 & 8068 in the amount of \$26,550.93; 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.

  
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Diane L. Austen, Clerk

# Resolution

No. 2023-52

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

*Adopted:* February 1, 2023

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

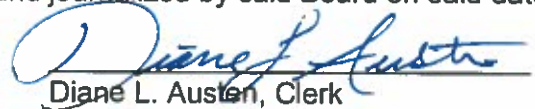
It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that the following resolution be adopted:

Computer run dated January 31, 2023 for County Home Bills in the amount of \$42,154.01, 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. 2023-53

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

*Adopted:* February 1, 2023

*Subject:* **Appropriation of Funds Authorization**

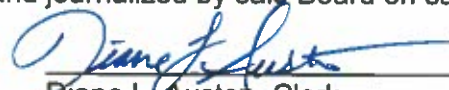
It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that the following resolution be adopted:

Dept.	Amount	Account Description	Account	GEMS
<b>Board of Elections</b>	\$1,934.06	HAVA Security Grant	A015-A15	203.2600.01.5934.000.000
To Appropriate from Unappropriated				

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. 2023-54

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

Adopted: February 1, 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>Board of Elections</b>		To transfer appropriations where needed		
\$312.64	From	Elections Security Grant	T015-T01	203.2600.01.5930.000.000
	To	HAVA Security Grant	T015-T34	203.2600.01.5934.000.000

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. 2023-55

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

Adopted: February 1, 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	Jackie Jacobs	Activity Dir. to STNA	2/12/2023	Change of Title/Job Duties instead of 2/10/2023 Resignation as listed on Res. 2023-37
Commissioners / Health Clinic	Jamie Imhoff	Receptionist	2/8/2023	New hire
Dog Shelter	Wendy Finfera	Kennel Attendant	Last Day 1/28/23	Resigned
Job & Family	Becky Nowell	Clerical Spec. 2	4/30/2023	Retiring
Justice Center Dispatch / Communications	Makenzie Hartman	Intermittent Dispatcher	1/30/2023	Resignation

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. 2023-56

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

*Adopted:* February 1, 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>Care Center</b>					
Kaylin Slarb	Wooster	2/1/2023	50.00	0	Science of Supervision Webinar
<b>Common Pleas</b>					
Allyson J. Blake	Dublin	3/10/2023	313.00	0	Domestic Relations Spring Seminar 2023
<b>Emerg. Mgmt.</b>					
Dave Freeman	Apple Creek	4/29, 5/6, 5/7/2023	0	0	HazMat Awareness & Ops
Dave Freeman, Barb Pittard	Apple Creek	2/7/2023	0	0	Paradigm Pipeline Trng.

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. 2023-57

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

Adopted: February 1, 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
Commissioners	County Administrators' Assoc. of Ohio (CCAO)	Patrick C. Herron	360.00
Common Pleas	Ohio Common Pleas Judges Assoc.	Corey Spittler	200.00
Engineer	County Engineer's Assoc. of Ohio	Scott Miller	6,490.00
Probate	Wayne County Bar Assoc.	Megan Hobart	40.00
Recorder	Ohio Recorder's Assoc.	Jane Carmichael	2,931.28

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. 2023-58

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

*Adopted:* February 1, 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
Public Defender Commission	Norman R. "Bing" Miller, Jr.	3/1/2023 – 2/28/2027 Re-appointment
Public Defender Commission	Rosanne Shriner	3/1/2023 – 2/28/2027 Re-appointment

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. 2023-59

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

*Adopted:* February 1, 2023

*Subject:* **Approval of Application of the 2023 Ohio Pet Fund Grant**

It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that authorization is hereby granted for the application of the 2023 Ohio Pet Fund Grant for assistance with the spay/neuter program at the Wayne County Dog Shelter.

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. 2023-60

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

*Adopted:* February 1, 2023

*Subject:* **Approval of Wayne County Veterans Service Commission Salary Adjustment (RC 5901.04)**

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

WHEREAS, by legal opinion of the Wayne County Prosecuting Attorney, the Board of County Commissioners is required to pass a Resolution to "fix" the compensation of a Veterans Service Commission member; and

WHEREAS, Wayne County Veterans Services requests a salary adjustment for the Wayne County Veterans Service Commission effective on 1/1/2023 in the amount of \$735 per month;

NOW, THEREFORE, BE IT RESOLVED by the Board of Wayne County Commissioners that the monthly salary of the Wayne County Veterans Service Commission is hereby adjusted to \$735 per month effective 1/1/2023.

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. 2023-61

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

*Adopted:* February 1, 2023

*Subject:* **Approval of Service Agreement and Accompanying Schedule of Fees from HireRight, LLC, for Background Screening Products and Services**

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

WHEREAS, HireRight, LLC (HireRight), is a "consumer reporting agency" that provides various background screening products and services;

WHEREAS, a Service Agreement (Agreement) has been prepared between HireRight and the Board of County Commissioners of Wayne County, Ohio (Subscriber); and

WHEREAS, the Agreement shall commence on the effective date, for a three-year period with the option for automatic one-year, successive renewals; and

WHEREAS, HireRight shall invoice the Subscriber on a monthly basis pursuant to the Agreement at the rates in the Schedule of Fees (Attachment B) and based on services used during the billing period; and

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.

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


Section 1. The Board hereby accepts the Service Agreement for Background Screening Products and Services, as prepared by HireRight, LLC for a three-year period with monthly billing pursuant to the Schedule of Fees;

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 agreement referenced above in Section 1 and any and all documents related to said agreement.

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. 2023-62

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

*Adopted:* February 1, 2023

*Subject:* **Approval of Subscription Agreement with KnowBe4, Inc., Regarding Internet Security Awareness Training**

It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that approval is hereby granted of a Subscription Agreement with KnowBe4, Inc., Regarding Internet Security Awareness Training.

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