

Wayne County Commissioners' Agenda

- Pledge of Allegiance to the Flag
- Call to Order Regular Session of February 8, 2023
- Announcement of Commissioners in Attendance
- Approval of Agenda
- Approval of minutes from February 1, 2023 through February 7, 2023

Date	Res. #	Resolution Title
2/8	2023-63	Approval of County Bills
2/8	2023-64	Approval of County Home Bills
2/8	2023-65	Appropriation Transfer Approval
2/8	2023-66	Fund Transfer Approval
2/8	2023-67	Personnel Change Approval
2/8	2023-68	Travel/Training Expense Approval
2/8	2023-69	Organizational Membership Approval
2/8	2023-70	Special Event Expense Approval
2/8	2023-71	Approval of an Expedited Type 1 Annexation of Approximately 32.24 Acres located in Wayne Township to the City of Wooster
2/8	2023-72	Authority to Advertise for Statements of Qualifications for Professional Engineering Services for the Wayne County Airport (BJJ)
2/8	2023-73	Authority to Advertise for Statements of Qualifications for Professional Consulting Services for Development of an Airport Master Plan Study for the Wayne County Airport (BJJ)
2/8	2023-74	Authority to Advertise Statements of Qualifications for Engineering under the Ohio Department of Transportation Local Public Agency Grant Agreement No. 38374 for WAY-HEARTLAND TRAIL, PHASE 4A (PID Number 116841)

Resolution

No. 2023-63

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

Adopted: February 8, 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 **February 7, 2023** for County Bills in the amount of **\$626,313.28**; Interagency Transaction/Payment **batch #8082 & 8083** in the amount of **\$40,972.03**; 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. 2023-64

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

Adopted: February 8, 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 **February 7, 2023** for County Home Bills in the amount of **\$83,871.48**, Interagency Transaction/Payment **batch #8087 & 8088** in the amount of **\$578.07**, 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. 2023-65

Board of Wayne County Commissioners

Ron Amstutz Jonathan Hofstetter Sue A. Smail

Adopted: February 8, 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
CP Adult Prob.	To transfer appropriations where needed			
\$500.00	From	T-Cap Unemployment	T039-T24	115.3102.03.5014.000.TC3
	To	T-Cap Staff Trng.	T039-T30	115.3102.03.5200.000.TC3
\$425.92	From	T-Cap Workers Comp	T039-T23	115.3102.03.5013.000.TC3
	To	T-Cap Staff Trng.	T039-T30	115.3102.03.5200.000.TC3
\$80.00	From	CCA Workers Comp	T073-T05	109.3102.03.5013.000.PR8
	To	CCA Salaries	T073-T01	109.3102.03.5001.000.PR8
Veterans	To transfer appropriations where needed			
\$2,100.00	From	Salaries – Employees	A009-D02	001.2401.06.5001.000.000
	To	Salary Officials	A009-D01	001.2401.06.5006.000.000

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. 2023-66

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

Adopted: February 8, 2023

Subject: Fund Transfer Approval

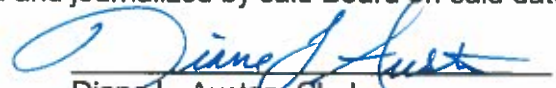
It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that the following resolution be adopted:

Department	Amount	From (Fund)	From Approp Acct	To (Fund)	To Receipt Acct
Juv. / Probate Court	\$1,615.09	Fund 022 (B-40) Juv./Probate Ct. Computerization	B040-B02 Transfers 022.3255.02.6150.000 .000	Fund 023 (B-50) Court System Computerization	B050-B11 Transfers in Juv. Ct. 023.3200.00.4904.000 .000
Court ordered transfer of computerization funds					

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

CERTIFICATE

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Diane L. Austen, Clerk

Resolution

No. 2023-67

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

Adopted: February 8, 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	Davey Higgins	Maint.	2/10/2023	Resigned
Job & Family	Gary Sparr	Custodial Supervisor	2/13/2023	Promotion
Job & Family	Rachel Bevier	Unit Support Wkr 2	2/13/2023	New hire

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. 2023-68

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

Adopted: February 8, 2023

Subject: Travel/Training Expense Approval

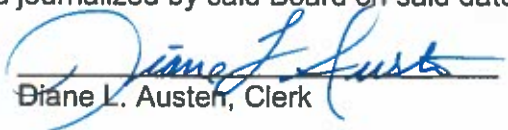
It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that the following resolution be adopted:

Dept./Person	Where	Date	Travel	Travel (taxable)	Seminar, Conf., Mtg., etc.
Commissioners					
Jonathan Hofstetter	Columbus	2/27-3/1/2023	600.00	0	CCAO 2023 New Member Trng.
Common Pleas					
Timothy VanSickle	Columbus	3/23-24/2023	494.00	0	Judge Lee Sinclair Capital Cases Seminar
Emerg. Mgmt.					
Dave Freeman, Barb Pittard	Worthington	4/5-6/2023	454.00	0	EMA Spring Conf.
Juv. Court					
Heather Smith, Sarah Jackson, Latecia Wiles	Houston, TX	6/25-29/2023	7,634.93*	0	Rise23 – National Assoc. of Drug Court Professionals (NADCP)
* travel expenses to be paid from B6-B1 Special Projects Account					
Juv./Probate Court					
Sarah Jackson	Columbus	3/22-24/2023	563.00	0	New Magistrates Orientation
Amanda Arnold	Columbus	3/16-17/2023	244.00	0	Ohio Intercourt Conf.
Public Defender					
John Leonard	Webinar	2/3, 2/10, 2/17/2023	85.00	0	DNA 101, SANE Examinations, Mistaken ID

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. 2023-69

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

Adopted: February 8, 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	Wooster Area Chamber of Commerce	Commissioners	250.00
Common Pleas	Ohio Judicial Conf.	Timothy R. VanSickle	250.00
Coroner	Ohio State Coroners Assoc.	Amy Jolliff, M.D.	3,701.00
Dog Shelter	Ohio Animal Welfare Federation	Dakota Snure, Kassidy Lamb	400.00 (200.00 ea.)
Municipal Court	Ohio Jury Mgmt. Assoc.	Holly Hughes, Terri Boreman, Karl Kubb	125.00

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

CERTIFICATE

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Diane L. Austen, Clerk

Resolution

No. 2023-70

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

Adopted: February 8, 2023

Subject: **Special Event Expense Approval**

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

Department	Event/Purpose (items being purchased)	Date	Expenses Not to Exceed
Child Support	Employee Appreciation Day (Team Bldg. Supplies)	3/3/2023	250.00

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. 2023-71

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

Adopted: February 8, 2023

Subject: **Approval of an Expedited Type 1 Annexation of Approximately 32.24 Acres located in Wayne Township to the City of Wooster**

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

WHEREAS, a Type 1 Expedited Petition was filed with the Board of Commissioners of Wayne County, Ohio, consisting of approximately 32.24 acres from Wayne Township, Wayne County, Ohio, to the City of Wooster, Ohio, pursuant to Ohio Revised Code Section 709.022; and

WHEREAS, the Petition was signed within 180 days of the filing of the Petition by Doug Stout and Pete Prosser for SEIPP Properties, LLC; and

WHEREAS, the territory proposed for annexation is contiguous to the City of Wooster, Ohio; and

WHEREAS, the Petition includes an Annexation Agreement as provided in Sections 709.022 and 709.192 of the Ohio Revised Code; and

WHEREAS, the Petition complies with all other legal requirements;

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

Section 1: The Petition for the Annexation of Approximately 32.24 Acres from Wayne Township, Wayne County, Ohio to the City of Wooster, Ohio, filed by the aforementioned petitioner on February 1, 2023, is hereby approved.

Section 2: A copy of this Resolution; a copy of the Annexation Petition and any other documents in the annexation file shall be forwarded, by the Clerk of this Board, to the City of Wooster, Ohio.

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. 2023-72

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

Adopted: February 8, 2023

Subject: **Authority to Advertise for Statements of Qualifications for Professional Engineering Services for the Wayne County Airport (BJJ)**

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) desire to advertise for Statements of Qualifications (SOQ) for Professional Engineering Services at the Wayne County Airport (BJJ) located at 6020 Honeytown Rd., Smithville, OH 44677.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners of Wayne County, Ohio, authorizes the County Administrator, on behalf of the Board, to advertise, receive, and open a request for Statements of Qualifications (SOQ) for Professional Engineering Services for the Wayne County Airport, and to form an evaluation committee and recommendation in accordance with 2 CFR §200.320; Advisory Circular 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects; and Section 153.71 of the Ohio Revised Code.

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. 2023-73

Board of Wayne County Commissioners

Ron Amstutz Jonathan Hofstetter Sue A. Smail

Adopted: February 8, 2023

Subject: **Authority to Advertise for Statements of Qualifications for Professional Consulting Services for Development of an Airport Master Plan Study for the Wayne County Airport (BJJ)**

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) desire to advertise for Statements of Qualifications (SOQ) for Professional Consulting Services to update the Airport Master Plan and Airport Layout Plan (ALP) at the Wayne County Airport (BJJ) located at 6020 Honeytown Rd., Smithville, OH 44677.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners of Wayne County, Ohio, authorizes the County Administrator, on behalf of the Board, to advertise, receive, and open a request for Statements of Qualifications (SOQ) for Professional Consulting Services for development of an airport master plan study for the Wayne County Airport, and to form an evaluation committee and recommendation in accordance with 2 CFR §200.320; Advisory Circular 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects; and Section 153.71 of the Ohio Revised Code.

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. 2023-74

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

Adopted: February 8, 2023

Subject: **Authority to Advertise Statements of Qualifications 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) recently 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

WHEREAS, the Project was approved by the Board of County Commissioners, Wayne County, Ohio (Board), on November 30, 2022, by Resolution 2022-650; and

WHEREAS, the Engineer seeks an engineer to design the Project and thus has requested the advertisement of a request for Statement 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.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners of Wayne County, Ohio, authorizes the Engineer, on behalf of the Board, to advertise a request for Statements of Qualifications (SOQ) for the Project in accordance with all federal grant requirements and the procedures established by ODOT.

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