

Wayne County Commissioners' Agenda

- Pledge of Allegiance to the Flag
- Call to Order Regular Session of January 11, 2023
- Announcement of Commissioners in Attendance
- Approval of Agenda
- Approval of minutes from January 4, 2023 through January 10, 2023
- **Proclamation Presentation:** Human Trafficking Awareness Month

| Date | Res. # | Resolution Title |
|------|---------|---|
| 1/11 | 2023-12 | Approval of County Bills |
| 1/11 | 2023-13 | Approval of County Home Bills |
| 1/11 | 2023-14 | Appropriation Transfer Approval |
| 1/11 | 2023-15 | Personnel Change Approval |
| 1/11 | 2023-16 | Travel/Training Expense Approval |
| 1/11 | 2023-17 | Organizational Membership Approval |
| 1/11 | 2023-18 | Special Event Expense Approval |
| 1/11 | 2023-19 | Bid Advertisement Authorization the Purchase of Various Materials and Supplies for the Wayne County Engineer (Aggregate Stone, Bituminous Mix Materials, and Liquid Asphalt) |
| 1/11 | 2023-20 | Authorization to Send Request to the Ohio Department of Transportation Director Regarding a Request for a Statutory Speed Limit Reduction |
| 1/11 | 2023-21 | Approval of Change Order #5 to the Contract with Simonson Construction Services, Inc. for the Adult Probation and Law Library Renovation Project |
| 1/11 | 2023-22 | Resolution for Approval of Municipality Annexation filed by the City of Wooster |
| 1/11 | 2023-23 | Authorization of Notary Services Performed by Employees under the Authority of the Wayne County Commissioners |
| 1/11 | 2023-24 | 2022 County Highway System Mileage Certification (ORC4501.04) |

Resolution

No. 2023-12

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

Adopted: January 11, 2023
Subject: **Approval of County Bills**

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

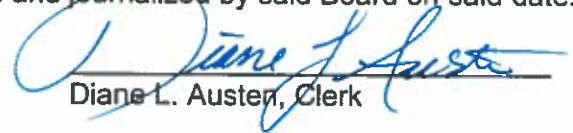
Computer run dated **January 10, 2023** for County Bills in the amount of **\$508,476.07**;
Interagency Transaction/Payment **batch #8040 & 8039** in the amount of **\$251,548.58**; and any
Then & Now Certificates are hereby approved for payment.

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. 2023-13

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

Adopted: January 11, 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 10, 2023** for County Home Bills in the amount of **\$191,670.25**, Interagency Transaction/Payment **batch #8038** 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, 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. 2023-14

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

Adopted: January 11, 2023

Subject: **Appropriation Transfer Approval**

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

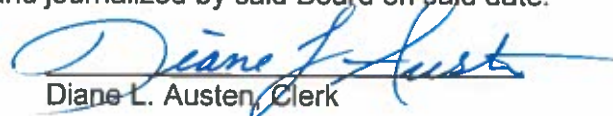
The following appropriation amounts are to be transferred by the Wayne County Auditor.

| Dept./Amount | | Account Description | Account | GEMS |
|----------------------|---|-----------------------------|----------|--------------------------|
| Commissioners | To transfer appropriations where needed | | | |
| \$1,771.76 | From | Contingencies | A015-A17 | 001.1915.01.6130.000.000 |
| | To | Children's Medical Handicap | A008-D03 | 001.1822.05.5984.000.000 |
| Emerg. Mgmt. | Moving to a more appropriate account; money came from Hazmat Admin. Services, which is separate from T076-T01 which is LEPC/SERC grant fund | | | |
| \$26,885.60 | From | Emerg. Planning Expenses | T076-T01 | 103.0150.05.5700.000.000 |
| | To | Admin. Exp. (Hazmat) | T076-T10 | 103.0150.05.5750.000.000 |
| Law Library | Move unused funds for expected costs of Westlaw Databases | | | |
| \$10,000.00 | From | Other Exp. | B060-B07 | 046.3150.02.5900.000.000 |
| | To | Databases | B060-B06 | 046.3150.02.5160.000.000 |
| Recorder | To transfer appropriations where needed | | | |
| \$5,000.00 | From | Contingencies | A015-A17 | 001.1915.01.6130.000.000 |
| | To | Workers Comp | A206-B09 | 001.2200.01.5013.000.000 |
| Sheriff | To transfer appropriations where needed | | | |
| \$13,000.00 | From | Conf. Exp. | A006-A12 | 001.3600.03.5230.000.000 |
| | To | Contract Services | A006-A06 | 001.3600.03.5430.000.000 |

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. 2023-15

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

Adopted: January 11, 2023

Subject: **Personnel Change Approval**

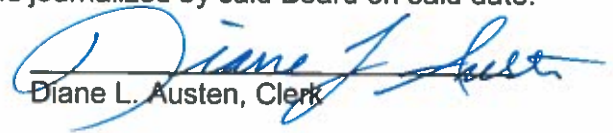
It was moved by Commissioner Hofstetter and seconded by Commissioner Amstutz that the following resolution be adopted:

| Department | Name | Title | Effective Date | Status Change |
|--------------------|---------------|--|----------------|---------------|
| Commissioners / IT | Dan Starcher | Public Communications Specialist/Coordinator | 1/15/2023 | p/t to f/t |
| Job & Family | Cheryl Thomas | Unit Support Wkr 1 | 1/15/2023 | f/t to p/t |

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. 2023-16

Board of Wayne County Commissioners

Ron Amstutz Jonathan Hofstetter Sue A. Smail

Adopted: January 11, 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. |
|-------------------------|-----------|----------------------|--------|------------------|---|
| Common Pleas | | | | | |
| Olivia Boyer | On-line | 2/8-10/2023 | 150.00 | 0 | CMP – Purposes & Responsibilities of Courts |
| Emerg. Mgmt. | | | | | |
| Dave Freeman | Columbus | 2/14-16/2023 | 480.00 | 98.00 | OH-230 Intro to EM for Ohio Directors |
| Dave Freeman | On-line | 2/21-2/22/2023 | 0 | 0 | OH318 Mitigation Planning Workshop |
| Engineer | | | | | |
| Eric Liew | Columbus | 2/16/2023 | 295.00 | 19.00 | 2023 PLSO Annual Conf. |
| TJ Shamp | Columbus | 1/26-27/2023 | 0 | 0 | OTA Winter Conf. |
| Job & Family | | | | | |
| April George | Wooster | 1/13/2023 | 40.00 | | COAD American Red Cross First Aid/CPR/AED Trng. |
| Robyn Cox | Wooster | 1/13/2023 | 40.00 | | COAD American Red Cross First Aid/CPR/AED Trng. |
| Juv. Court | | | | | |
| John Welling | Canton | Various through 2023 | 341.00 | 0 | Multi-Co. Juv. Att. System Trustee Mtgs. |
| Sewer | | | | | |
| Don Hendershott | Bellville | 4/5/2023 | 110.00 | 0 | Water & Wastewater NE Spring Trng. 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. 2023-17

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

Adopted: January 11, 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 |
|-----------------|---|--|------------------------|
| Auditor | County Auditors' Assoc. of Ohio | Jarra Underwood | 3,200.00 |
| Auditor | International Assoc. of Assessing Officers | Jarra Underwood | 240.00 |
| Auditor | Government Finance Officers' Assoc. | Jarra Underwood, Melissa Koch, Patrick Herron, Mandy Cahoon | 840.00 (210.00 ea.) |
| Auditor | National Conference on Weights & Measures | Keith Cornelius | 75.00 |
| Clerk of Courts | Ohio Clerk of Courts Assoc. | Tim Neal, Greg Bolek, Diana Charbonneau | 3,029.96 |
| Clerk of Courts | Ohio Assoc. of Municipal Court Clerks (OAMMCC) | Greg Bolek, Tammy Walk, Doris Stutzman | 500.00 |
| Common Pleas | Ohio Assoc. for Court Admin., Inc. | Olivia A. Boyer | 100.00 |
| Job & Family | Ohio Job & Family Services East Central Ohio Dist. Directors' Assoc. | Job & Family | 500.00 |
| Job & Family | Ohio Job & Family Services Directors' Assoc. | Job & Family | 9,560.36 |
| Treasurer | County Treasurers' Assoc. | Melissa Koch | 2,977.84 |

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. 2023-18

Board of Wayne County Commissioners

Ron Amstutz Jonathan Hofstetter Sue A. Smail

Adopted: January 11, 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 |
|-------------------------|---|------|---------------------------|
| Job & Family | Job & Family Services 2023 Event Sponsorship Investment for Wayne Economic Development Council (WEDC) | 2023 | \$5,000.00 |

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. 2023-19

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

Adopted: January 11, 2023

Subject: **Bid Advertisement Authorization the Purchase of Various Materials and Supplies for the Wayne County Engineer (Aggregate Stone, Bituminous Mix Materials, and Liquid Asphalt)**

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; and

WHEREAS, the Engineer has requested that these various materials and supplies be publically advertised and bid.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Wayne County, Ohio, that the County Administrator, on behalf of the Board, is authorized to advertise for, receive, and open bids for the following materials and supplies for the Wayne County Engineer:

1. Aggregate Stone
2. Bituminous Mix Materials (Hot Mix, Cold Mix, Etc.)
3. Liquid Asphalt

4. 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. 2023-20

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

Adopted: January 11, 2023

Subject: **Authorization to Send Request to the Ohio Department of Transportation Director Regarding a Request for a Statutory Speed Limit Reduction**

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

WHEREAS, at the request of the Sugar Creek Township Trustees, the Wayne County Engineer (Engineer) has caused to be made a speed zone study, upon the following sections of road, to determine a safe and reasonable reduced speed limit; and

Jericho Road (CR 80) Speed Reduction Request
From a point 0.52 mi. west of Zuercher Rd. (CR 98) to Zuercher Rd (CR 98)

WHEREAS, it is the opinion of the Wayne County Engineer (Engineer) that preliminary findings of this study justify lowering the statutory vehicular speed limit of 55 mph to 45 mph;

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

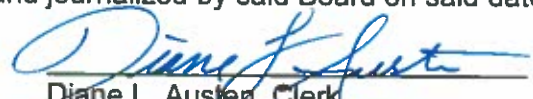
Section 1. By virtue of the provisions of Sec. 4511.21 Revised Code of Ohio the Director of Transportation is hereby requested to review the engineering and traffic investigation and to determine and declare reasonable and safe speed limits on the sections of road described above.

Section 2. That when this board is advised that the Director of Transportation has determined and declared reasonable and safe speed limits on the sections of road described above hereof, standard signs, properly posted and giving notice thereof, will be erected by the Engineer or Township.

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. 2023-21

Board of Wayne County Commissioners

Ron Amstutz Jonathan Hofstetter Sue A. Smail

Adopted: January 11, 2023

Subject: **Approval of Change Order #5 to the Contract with Simonson Construction Services, Inc. for the Adult Probation and Law Library Renovation Project**

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

Name: **Simonson Construction Services, Inc.**

Purpose: **Adult Probation and Law Library Renovation Project**

Change Order #5, Change in Contract Price as follows:

- Additional Wall Framing Required \$2,810.12
- Drywall Repair due to Plumbing Leak \$ 351.90
- Additional Door Frame Required \$ 402.50

| | |
|---|-----------------------|
| Original Contract Amount with Change Orders 1-4 | \$1,092,361.00 |
| Change Order #5 | \$ + 3,564.52 |
| New Total | \$1,095,925.52 |

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 related to said change order.

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. 2023-22

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

Adopted: January 11, 2023

Subject: **Resolution for Approval of Municipality Annexation filed by the City of Wooster**

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

WHEREAS, on January 9, 2023, the City of Wooster filed with the Board of Commissioners, Wayne County, Ohio, a Petition for Annexation pursuant to RC 709.16; and

WHEREAS, Ordinance 2022-41, passed by Wooster City Council and approved on December 20, 2022, authorizes the City of Wooster to annex the Territory; and

WHEREAS, the Territory is contiguous to the City of Wooster, Ohio, and is entirely owned by the City of Wooster; and

WHEREAS, RC 709.16(B) states that if the only territory to be annexed is contiguous territory owned by a municipal corporation, the board of county commissioners, by resolution, shall grant the annexation and the annexation shall be complete upon entry upon the journal of the board, of the resolution granting the annexation;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners, Wayne County, Ohio, that the Petition for Annexation is hereby granted.

IT IS FURTHER RESOLVED that a copy of this Resolution and a complete file of the annexation proceedings be forwarded by the Clerk of this Board to the Fiscal Officer of 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. 2023-23

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

Adopted: January 11, 2023

Subject: **Authorization of Notary Services performed by Employees under the Authority of the Wayne County Commissioners**

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

WHEREAS, notary services are frequently required for normal business at offices under the authority of the Wayne County Commissioners; and

WHEREAS, employees under the authority of the Wayne County Commissioners who carry a valid and current notary certificate may be asked to perform notary services for County business; and

WHEREAS, employees/notaries, under the authority of the Wayne County Commissioners, are restricted from performing non-County related notary services during working hours.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners, Wayne County, Ohio, that employees under their authority who carry a valid and current notary certification are permitted to perform such services for County business and must perform all non-County notary requests outside of the employee's work hours and work location.

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. 2023-24

Board of Wayne County Commissioners

Ron Amstutz Jonathan Hofstetter Sue A. Smail

Adopted: January 11, 2023

Subject: **2022 County Highway System Mileage Certification (ORC4501.04)**

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

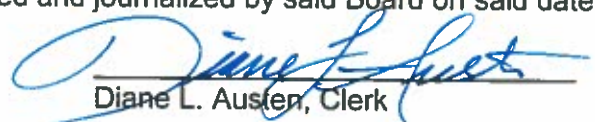
WHEREAS, the Wayne County Engineer has signed and requested signatures from the Board of Wayne County Commissioners for Ohio Department of Transportation County Highway System Mileage Certification in the amount of 498.206 miles of public roads as of December 31, 2022;

NOW, THEREFORE, BE IT RESOLVED that the Board of Wayne County Commissioners hereby certifies a total of 498.206 County miles for the calendar year 2022.

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