

# **Wood County, Ohio**

# **2013**

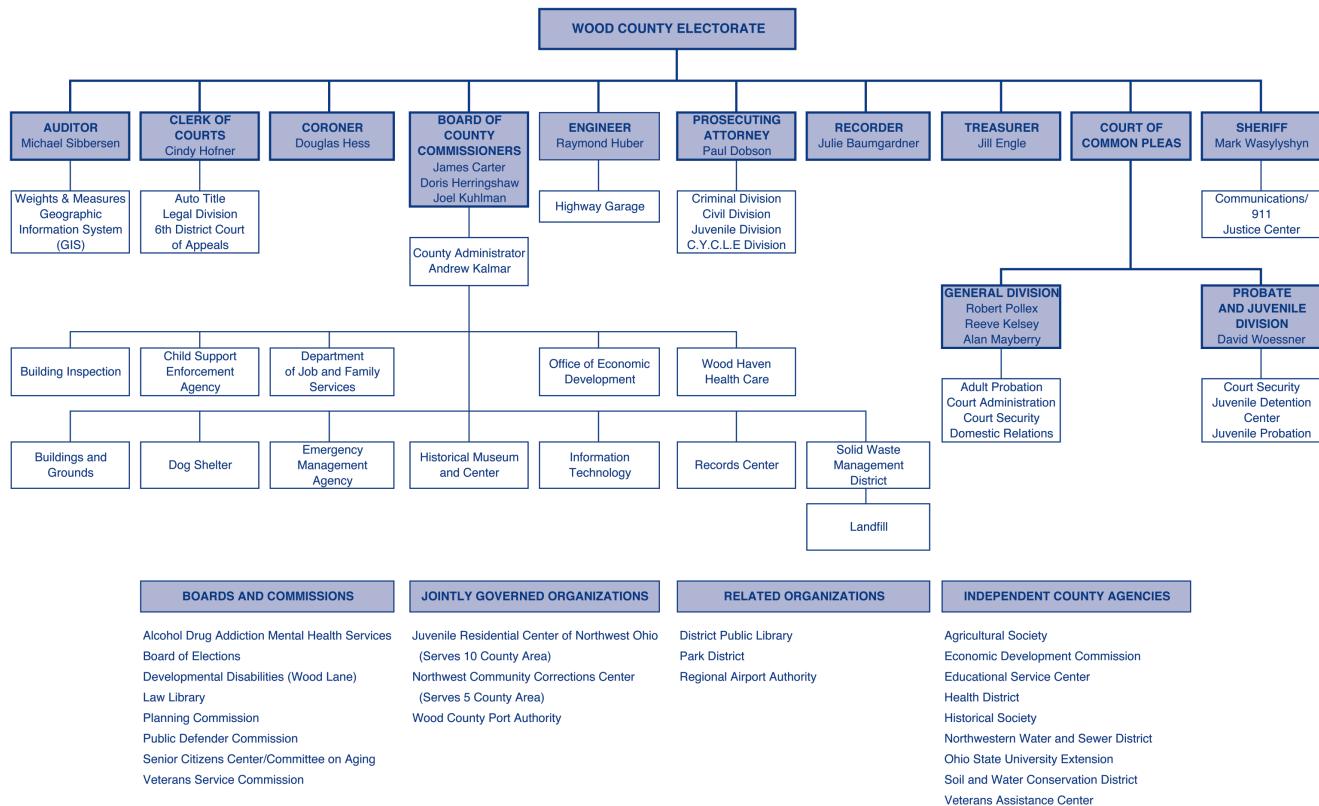
**ANNUAL REPORT**

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**2013 Wood County Elected Officials. Front row:** Sheriff Mark Wasylshyn, Commissioner James Carter, Commissioner Doris Herringshaw, Commissioner Joel Kuhlman, Auditor Michael Sibbersen. **Middle row:** Treasurer Jill Engle, Clerk of Courts Cindy Hofner, Recorder Julie Baumgardner, Judge David Woessner, Prosecuting Attorney Paul Dobson. **Back row:** Judge Robert Pollex, Judge Reeve Kelsey, Judge Alan Mayberry, Engineer Raymond Huber, Coroner Douglas Hess.

## YOUR WOOD COUNTY GOVERNMENT



# A Message from the Board of County Commissioners

With our new team of County Commissioners in place, we worked our way through 2013, learning and promoting Wood County as a great place to live, work, get an education, and raise a family. We are pleased to present this annual report to you and encourage you to read it to keep in touch with the many components of County government.

The economy in Wood County showed signs of improvement with business expansions and stable county tax revenues. Calphalon completed its new distribution facility in Middleton Township, Home Depot announced plans and began construction of a 1.6 million square foot distribution facility in Troy Township, Willmar International built and opened their new headquarters near the CSX Intermodal Facility in Henry Township, and Camping World started construction of a large retail facility across from Bass Pro in Rossford. We work closely with the Wood County Economic Development Commission and have expanded efforts to join with our Director of Economic Development, Wade Gottschalk, to visit businesses throughout the County. Regularly communicating with existing businesses is vitally important to retaining them and providing good employment opportunities for county residents.

Total general fund appropriations for 2014 were set at \$37,111,725.25, which remain at the lowest level in nearly a decade. Continued fiscal challenges are anticipated in the year ahead. However, with promising economic development

occurring throughout the County, there are signs of more stable days to come.

Taxes derived from casinos in Ohio are a new source of revenue to counties. While overall county revenues have decreased due to the recession, we wanted to identify a use for casino revenues that benefit a majority of Wood County residents. Therefore, we offered to pay for the design and engineering of County bridges so that Engineer Huber would have projects ready to bid when funding is available. While we asked the Engineer to create a top-ten list of bridges in need of replacement, our initial expenditure will be to engineer three bridges. Wood County is home to nearly 500 bridges and we will continue to promote bridge and infrastructure improvement in this manner.

The Ohio Department of Transportation (ODOT) announced that they would design and build five bridges in Wood County at their expense in 2014. These bridges include: Bradner Road between SR 795 and Collins Road, Jerry City Road between Emerson Road and Lenhard Road, Mermill Road east of SR 25, Range Line Road between Hammansburg Road and Cygnet Road, and Owen Road north of Walbridge Road. ODOT and the County have contracted for potentially 13 more bridges in 2015 and 2016 depending on available federal funding. This is possible through the use of federal gasoline tax dollars allocated to the state. We are pleased the State of Ohio is assisting county governments in a very meaningful way.

We continued to monitor progress on the I-75 widening project that ODOT

has been studying. The survey work has occurred and the project to widen I-75 to three lanes remains on track to commence in 2014.

In August we received a letter from Job & Family Services Director Dave Wigent requesting a 50 percent reduction in collection of the Protective Services Levy for 2014. The levy was approved by the voters in 2007, and the JFS staff determined that the amount of levy funds on hand is sufficient to provide protective services while saving tax payers money through a temporary reduction. We were pleased to make this request to the Wood County Budget Commission whose members approved the reduction.

Wood County is a great place because people work together. We encourage you to get involved with local government by volunteering to serve on a County board or commission. Please show your interest by completing an application available on our website.

Finally, remember to continue to shop in Wood County. Doing so helps local businesses, the local economy, and keeps your sales tax dollars working right here at home.

We look forward to seeing you in the coming year!

  
James F. Carter  
James Carter, President

  
Doris I. Herringshaw  
Doris I. Herringshaw, Ed.D.

  
Joel M. Kuhlman  
Joel M. Kuhlman

## OFFICE OF THE COUNTY COMMISSIONERS

*The Board of County Commissioners is the administrative coordinator of County Government and has direct oversight responsibility for 13 agencies and departments. Together the Commissioners manage County funds, buildings and property, and also serve as the County's contracting and tax authority.*



James F. Carter



Doris I. Herringshaw



Joel M. Kuhlman

The Commissioners were pleased to work with Sheriff Wasylyshyn over this past year to plan for expansion of the Wood County Justice Center. While the Justice Center has been at or near capacity for many years, the Sheriff and his staff have worked diligently to manage the jail population and maintain jail certification through the State of Ohio. Unfortunately, due to changes in state sentencing laws, counties are now required to house prisoners who previously would have been sent to state facilities. The majority of the jail expansion project will entail remodeling of an existing, connected building to increase the ability to house minimum security prisoners by 60 to 90 beds. Construction is expected to begin

in 2014, and with this expansion the County can stop paying to house prisoners in the jails of neighboring counties, thus saving local tax dollars.

An important project currently underway has a simple yet significant name - Good Jobs. The message of this endeavor is we have good jobs right here in Wood County if you are prepared with skills and education necessary to get them. Focused primarily on young people in school, the Good Jobs group is discussing ways to encourage better understanding of modern manufacturing. The manufacturing jobs of today are clean, high tech, and pay well. The keys to employment are skills and education. You will hear more about Good Jobs in the coming year.

The project to clean the South and East Branches of the Portage River in Wood, Hancock, and Seneca Counties made a little progress in 2013. Initiated by citizen petition in 2007, this large project encompasses 46 miles of river and affects nearly 10,000 parcels of land. The Commissioners continue their efforts to push this project forward by working closely with the County Engineer and the Wood Soil & Water Conservation District. Based on current projections, we anticipate scheduling the final hearing in the Spring of 2015.

Last year at this time we initiated a plan to consolidate similar functions in several county departments. These functions primarily included receptionist, fiscal, and payroll duties. The plan included the Commissioners' Office, Solid Waste Management District, Planning Commission, Building Inspection, and Economic Development. Technological advancements in the county phone system provided an opportunity to streamline incoming phone calls in an

automated method, reducing the number of phone calls managed by the county's switchboard. As a result, the switchboard was relocated to Wood Haven to provide needed receptionist duties at the facility. Through good communication among all of these groups, the like-functions of these departments are being performed by fewer people maintaining good service to the public.

Like roads and bridges, the Wood County Landfill is a resource for the entire county. The Commissioners utilized a portion of the 2013 Casino Tax revenue to fund a new scale house, which will be built in 2014. The previous scale house was originally meant for temporary use, however, due in part to the recession, this temporary use ended up continuing more than 10 years. The new 1,700 square foot scale house will include two offices – one for the Landfill Superintendent and one for the equipment operator responsible for maintenance, a meeting/break room, and space for the scale operator.

### COMMISSIONERS CONDUCT TOWN HALL MEETINGS

The Commissioners continued their practice of taking county government to the residents by conducting five Town Hall meetings in 2013. These were held in Haskins, Luckey, Wayne, Weston, and Lake Township, and preceded the regularly scheduled council meetings. A vital part of the Town Hall meetings is the open forum which allows residents an opportunity to comment or ask questions.

Open forum also occurs following every regularly scheduled Tuesday and Thursday session of the Board.

In an effort to provide more public access to Commissioners' sessions, agendas and meeting minutes are posted on the Commissioners' website.

### 2014 Town Hall Meeting Schedule

Dates and times are subject to change. Notices are sent to area residents in advance of the meetings.

Henry Township • March 25 at 5:15 p.m.

Walbridge • April 16 at 5:45 p.m.

West Millgrove • May 13 at 6:15 p.m.

Bowling Green • June 2 at 6:15 p.m.

Washington Township • September 16 at 7:15 p.m.

Perrysburg • October 21 at 5:45 p.m.

### SALES TAX RECEIPTS

|      |                        |
|------|------------------------|
| 2013 | <b>\$17,575,330.23</b> |
| 2012 | <b>\$17,176,636.58</b> |
| 2011 | <b>\$16,397,517.17</b> |
| 2010 | <b>\$15,505,828.48</b> |
| 2009 | <b>\$15,029,615.79</b> |

The Commissioners create and adopt the annual operating budget for the County. As required by law, the budget is balanced each fiscal year, which runs from January through December. While the Commissioners have no direct authority over other elected officials - the auditor, clerk of courts, coroner, engineer, judges, prosecuting attorney, recorder, sheriff, and treasurer - the Commissioners are required to determine funding levels for every office. Commissioners must understand the responsibilities of each of these County office holders. This allows them to allocate federal and state funds, and local tax revenue to these other offices through careful budget oversight.

**B**ecause of conservative budgeting over the years, the general fund remains in a good position to fund core services while dealing with changes mandated by the State of Ohio. This is one reason we maintain a healthy cash balance. Receipts and expenditures are detailed in the graphs on this page.

In spite of continued revenue reductions from the State of Ohio, the appropriations and expenditures for 2013 reflected a cautious, yet optimistic approach by the Commissioners. This resulted in expenditures that maintained quality services to the citizens of Wood County, allowed for modest equipment purchases and capital improvements, and protected the County's financial position through its excellent bond rating.

The Commissioners continued their support for many grants including the Agricultural Society, Airport, OSU Extension, Humane Society, Violence Against Women (VAWA), D.A.R.E., Community Policing, Victims of Crime Assistance (VOCA), the Emergency Management Agency, and the Wood Soil and Water Conservation District. Equipment including computers and vehicle purchases totaling \$596,282.39 and the transfer of \$1,000,000 to the permanent improvement fund, along with more than \$900,000 in advances for programs such as the Community Housing Improvement Program (CHIP), Community Development Block Grant (CDBG), and others were also included.

Sales tax revenue showed an increase from 2012, with a year-end total of \$17,575,330.23, a 2.32 percent increase. Investment income for the year ended at \$803,801.96, a 45.56 percent decrease from 2012.

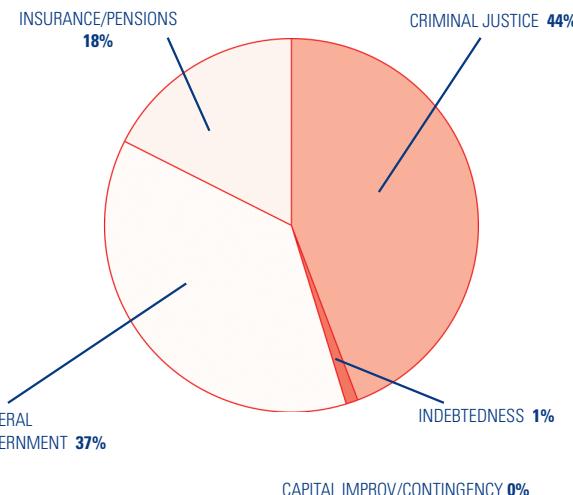
*As a means of "giving back" to the community, County employees volunteered for and participated in several special projects.*

**C**ounty employees pledged more than \$24,500 to the annual United Way Campaign.

Other volunteer opportunities for County employees included blood drives and the Holiday Helping Hands Days that gave employees the opportunity to donate hats, gloves, and mittens to the Heath District, CASA, and Job and Family Services, and

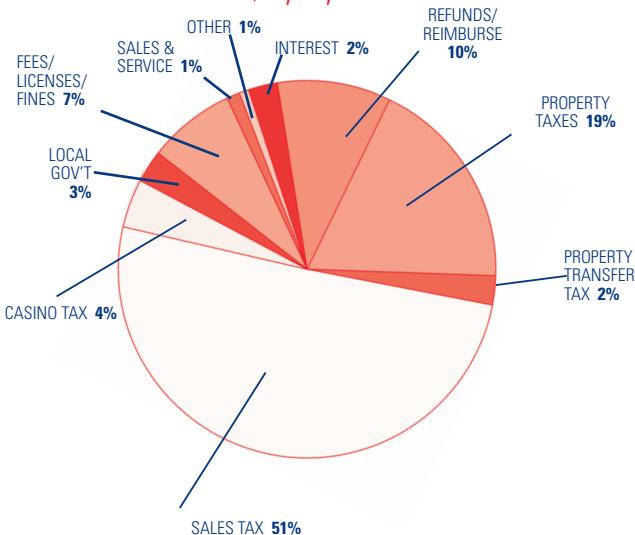
## 2013 ACTUAL EXPENDITURES

\$35,105,467.84



## 2013 ACTUAL RECEIPTS

\$34,657,205.03



canned goods to a food bank serving Wood County residents.

*It is the non-statutory duties of the Commissioners that make them different from other elected officials.*

**B**y necessity the Commissioners must take a broad view of actions necessary to make the County a better place to live and work. The Commissioners are thus active in promoting

public/private partnerships in human services, economic development, health, and infrastructure development. The Commissioners also take an active role in improving the environment, promoting job training programs, and improving agriculture.

The Board of County Commissioners is authorized to perform its duties under Chapters 305 and 307 of the Ohio Revised Code.

## Building Inspection

Michael Rudey, Chief Building Official

*Wood County Building Inspection provides residential and commercial building code enforcement throughout Wood County as well as commercial enforcement in Hancock and Henry Counties. In order to protect the health, safety and welfare of residents, all construction (including new construction, additions to existing structures, and remodeling) must meet a series of requirements set forth by specific building code.*

**B**uilding Inspection began working with electronic, handheld devices to increase proficiency and reduce the amount of paper generated by inspectors.

Planned updates to the department's website will provide the ability to offer online permitting in the coming year.

Following the resignation of the administrative assistant, the duties of the position were evaluated resulting in the transfer of the human resource responsibilities to the Commissioners' Office and the hiring of a clerical specialist to assist with daily office functions. In August, an intermittent inspector was hired to assist with inspections as needed.

Building Inspection operates under the Board of County Commissioners and is set up as an enterprise fund, operating solely on permit revenue. Building Codes utilized during 2013 included the 2011 Ohio Building Codes for non-residential structures and the 2013 Residential Code of Ohio for One, Two and Three Family Dwellings.

### 2013 BUILDING INSPECTION STATISTICS

|                             |             |
|-----------------------------|-------------|
| Permits Issued              | 4,356       |
| Total Inspections Completed | 11,021      |
| Wood County                 | 8,987       |
| Residential - 5,535         |             |
| Non-Residential - 3,452     |             |
| Hancock County              | 1,423       |
| Henry County                | 611         |
| Total Permit Revenue        | \$1,186,712 |
| Wood County - 71%           | \$917,448   |
| Hancock County              | \$195,586   |
| Henry County                | \$70,678    |

## Information Technology

Ben Hendricks, IT Director

*Information Technology (IT) staff provides technical support and maintains PCs, servers, networking hardware, phone hardware, and other IT related equipment. The IT Director provides strategic guidance, policies, and procedures for county government and assists the Automatic Data Processing Board with research and discussion related to technical issues.*

**I**n 2013, an additional staff member was added to assist with IT issues throughout County offices. The Department acquired hardware to replace aging systems as well as hardware to provide the Courthouse complex with wireless networking. The IT Department continued tasks to consolidate computer hardware equipment and reduce the resources required to serve technology to the offices and departments in the County.

## Department of Job and Family Services

Dave Wigent, Director

*The Department of Job and Family Services, which operates under the Board of County Commissioners, administers federal, state, and county legislated and regulated basic needs assistance; workforce development; child and adult protective services; and social services.*

**I**n July the Children's Services Unit implemented Differential Response which allows the Agency to make a pathway assignment for Child Abuse/Neglect reports. The Agency assigns cases to the Traditional Response pathway or the new Alternative Response pathway that utilizes a family-engagement approach to child protective services. Cases that are considered high risk are still assigned to the Traditional Response pathway and include a formal child abuse/neglect investigation.

Medicaid expansion, under the Affordable Care Act, continued to drive change within the Collabor8 project and the Income Maintenance Unit of the Department. Significant effort was expended during 2013 to implement changes to accommodate new Medicaid clients in the County. Newly eligible residents began filing applications in 2013 for the January 2014 effective date.

The Department welcomed Michael Fuller as the new Assistant Director.

### INCOME MAINTENANCE UNIT

|   |             |
|---|-------------|
| Temporary Assistance to Needy Families (TANF) cash payment cases (MA) ..... | 248         |
| Medicaid recipients .....   | 25,803      |
| Medicaid cases (MA) .....   | 9,379       |
| Medicaid issuance (MA) .....  | \$9,196,465 |
| Food assistance recipients .....  | 13,598      |
| Food assistance issuance (MA) .....   | \$663,558   |
| Food assistance issuance per case (MA) .....                                | \$174       |
| Children issued food stamps (MA) .....                                      | 3,751       |

### CHILDREN'S PROTECTIVE SERVICES UNIT

|  |               |
|--|---------------|
| Children served .....  | 1,723         |
| Children placed in substitute care .....                     | .77           |
| Cost for substitute care .....                               | \$2.1 million |
| Home protective services children .....                      | 158           |
| Reports of child abuse/neglect investigated .....            | 777           |
| Adoptions finalized .....                                    | .7            |
| Certified foster/adoptive homes provided with services ..... | .25           |

### JOBSOLUTIONS UNIT

|  |       |
|--|-------|
| Information and referrals .....                    | 1,783 |
| Families provided emergency assistance(PRC) .....  | 323   |
| Individuals receiving WIA training services .....  | 194   |
| New job seekers .....                              | 1,069 |
| WIA Youth Employment Program participants .....    | 240   |
| Summer Youth Employment Program participants ..... | .44   |

### SOCIAL SERVICES UNIT

|  |       |
|--|-------|
| Elder chore services provided .....                                  | .42   |
| Adults receiving home health aid services .....                      | .90   |
| Adult Protective Services assessments completed .....                | 243   |
| Children who received child care services (MA) .....                 | 530   |
| Homemaker visits provided (MA) .....                                 | 233   |
| Transportation (1 way trips) to Medicaid and Title XX services ..... | 2,837 |

MA = Monthly Average

## Child Support Enforcement Agency

Frank McLaughlin, Director

*The Child Support Enforcement Agency provides services to ensure that children receive the financial and medical support they are legally entitled to and deserve. By working with both parents, the program seeks to establish support orders and maintain consistent support payments. The Agency assists with location of non-custodial parents, paternity establishment, establishment and enforcement of financial and medical support orders; and review of possible modification of support orders.*

**D**uring 2013, the Child Support Enforcement Agency provided services to families on 6,907 active cases.

The Legal Support unit worked to resolve 90 paternity cases through genetic parentage testing, with a total of 264 individuals tested. In addition, approximately 300 parent-child relationships were acknowledged at the time of the child's birth. The unit established 99 new support orders through the administrative process and completed 299 reviews and adjustments on active orders.

The Case Management units enforced support orders by issuing withholding orders and national medical support notices to ensure that children were covered by

available health insurance. When appropriate, Case Managers used enforcement tools such as credit reporting; license suspensions; passport denials; tax refund interception; and seizure of Ohio lottery prizes and bank accounts. If needed, the Case Managers partnered with other states to help enforce Ohio orders or referred the case for court intervention. The State of Ohio also teamed up with the Child Support Lien Network to intercept payouts from civil lawsuits.

The Legal Unit filed actions with the Courts for the establishment of paternity and support, where the administrative process could not be utilized. In addition the staff attorneys enforced orders

through 308 civil and 51 criminal proceedings; liens against property; and estate interventions. New warrants were issued on 121 cases and 221 warrants were served. Overall, the unit collected \$193,457.99 in lump sum payments.

The Agency promoted Child Support Awareness Month with activities at the Wood County Fair in August. In keeping with

the 2013 theme "Support is Key", parents were presented with a complimentary keychain.

The Child Support Enforcement Agency operates under the Board of County Commissioners. The Ohio Department of Job and Family Services' Office of Child Support establishes policies and guidelines for the program based on federal and state laws and also processes all payments.

### 2013 CHILD SUPPORT ENFORCEMENT AGENCY STATISTICS

|  |                 |
|--|-----------------|
| Wood County Children Served . . . . .                    | 8,658           |
| Total Collections . . . . .                              | \$18,419,125.00 |
| License Suspension Program . . . . .                     | \$102,572.83    |
| Bank Account Seizures . . . . .                          | \$85,714.46     |
| Lottery Interceptions . . . . .                          | \$3,350.00      |
| Payouts from civil lawsuits . . . . .                    | \$5,096.28      |
| Collections/Disbursements to Custodial Parents . . . . . | \$17,975,986.52 |
| Public Assistance Returned to State of Ohio . . . . .    | \$437,173.32    |
| Recouped through Income Tax Refund Offset . . . . .      | \$860,710.71    |
| Reimbursements for Children in Foster Care . . . . .     | \$30,056.01     |

## BUILDINGS AND GROUNDS

Tim Hainen, Facilities Director

*Buildings and Grounds oversees the day-to-day maintenance of the buildings at the Courthouse Complex, East Gypsy Lane Road Complex and satellite offices including the Clerk of Courts Title Office, Highway Garage, Public Defender and Veterans Assistance Center. The Department provides assistance in facility planning, remodeling, and preventative maintenance.*

**D**uring 2013, the Courthouse Complex and East Gypsy Lane Complex Maintenance Departments were unified into one department to streamline functions for efficient operations. Tim Hainen, who had served as Superintendent of the Courthouse Complex, was promoted to the new position of Facilities Director.

Projects completed throughout the year included roof replacement at the Health District, new emergency generator installation at Wood Haven Health Care, replacement generator and transfer switch at the Highway Garage, and boiler replacement for the Office Building. Additionally

staff completed new maintenance offices at the East Gypsy Lane Road Complex, concrete sidewalk repairs, drainage work at the Historical Center and painting projects at the Courthouse Complex.

A major addition to the Courthouse Complex featured the completion of a fully ADA compliant unisex restroom located on the first floor of the County Office Building.

The Custodial Staff expanded its responsibilities by providing custodial services at the Fuel Facility located within the East Gypsy Lane Road Complex.

Buildings and Grounds operates under the Board of County Commissioners.



*Preservation of the interior of the historic courthouse was completed with plaster repairs and painting of the Courthouse stairway and arch. Comte Construction completed the work at a total cost of \$75,440.*

## Dog Shelter • Andrew Snyder, Chief Dog Warden

The Dog Shelter enforces Section 955 of the Ohio Revised Code which includes issuing and checking dog licenses, ensuring proper housing of dogs, impounding and caring for stray dogs, investigating dog bites and livestock claims, and other related issues. User fees, dog licenses, kennel fees, fines and penalties are the primary funding sources for the Dog and Kennel Fund which is used to pay for all aspects of the Shelter's operations. The Shelter receives assistance from volunteers and rescue organizations, who publicize dogs available from the Shelter, which further assists in the staff's ongoing effort to find permanent homes for sheltered dogs.

In April, the Dog Shelter implemented a Volunteer Program, designed to increase community awareness of the responsibilities of the Shelter, increase community involvement with the Shelter, and promote responsible pet ownership. Volunteer opportunities include walking dogs, taking photos of dogs to post on Petfinder and Facebook pages; developing personality profiles of the dogs and circulating weekly adoption flyers; bathing and providing basic grooming; and assisting with Shelter maintenance. Volunteer applications and additional information are available on the County website.

Changes to dog license registration fees were approved by the Commissioners in August 2013 for the 2014 licensing year as mandated by changes in Ohio Law. Effective December 1, 2013, residents were afforded the option of a one year, three year or permanent registration for dogs within the County.

The Dog Shelter operates under the Board of County Commissioners.

### 2013 DOG SHELTER STATISTICS

|                             |        |
|-----------------------------|--------|
| Total Dogs Impounded        | 554    |
| Adoptions                   | 279    |
| Redemptions                 | 173    |
| Euthanized                  | 102    |
| Surrendered for Euthanasia  | 13     |
| Adoption Rate               | 81.6%  |
| Incidents Investigated      | 562    |
| Dog Licenses Sold           | 20,648 |
| Licenses Sold On-Line       | 5,115  |
| Kennel Licenses Sold        | 120    |
| Dogs Transferred to Rescues | 143    |

### New Options Available for Dog Licenses

Residents may now purchase a one-year license for \$14, a three-year license for \$42, or a permanent dog license for \$140. One year licenses are available for purchase on-line with a convenience fee of \$2.

## Wood Haven Health Care David Cecil, Administrator

Wood Haven Health Care, Senior Living & Rehabilitation, a 95-bed short-term rehabilitation and long-term health care facility, provides both skilled and intermediate level care and services. Available rehabilitation programs through Bordner Therapy Care include physical, occupational, and speech therapies designed to meet the rehabilitative needs of residents with the goal often being regaining the ability to return home. Health care services include 24-hour professional nursing care, nutritional evaluation and meal planning, social services and family support, therapeutic recreational programs, psychological intervention and physician oversight. Hospice and short-term respite care are also available. Additional services, customized to meet the individual needs of each resident, are provided as needed. Wood Haven is Medicare and Medicaid certified and serves individuals covered under various nursing care insurance plans.

In response to federal requirements, Wood Haven completed the installation of a wireless network to accommodate the mandated Electronic Medical Records (EMR) system which includes state of the art computers at each nursing station, wall kiosks in all halls, and mobile notebooks on the medication carts and in the dining and therapy areas. Implementation and staff training is ongoing.

A new emergency back-up power generator was installed to keep the facility operational during power outages.

Wood Haven's occupancy rate averaged 85.4 percent during 2013, reaching full capacity briefly in September.

The facility maintained an overall four star rating from the Centers for Medicare and Medicaid Services on its Five Star Quality Rating scale. This rating includes health inspections, staffing levels, and quality measures. Comparative information on area nursing homes is available at [www.medicare.gov](http://www.medicare.gov) using the Nursing Home Compare tool.

Residents participated in regular outings along with special activities including a monthly mystery tour.

Wood Haven Health Care is a member of the Ohio Health Care Association, Leading Age Ohio and the Ohio County Home Association and operates under the Board of County Commissioners.

### 2013 WOOD HAVEN STATISTICS

|   |        |
|---|--------|
| Registered Admissions                   | 153    |
| Residents Returning Home Following Stay | 100    |
| In-House Days Logged                    | 29,620 |
| Privately Funded Residents              | 22%    |
| Medicaid Residents                      | 59%    |
| Medicare Residents                      | 6%     |
| Managed Care Residents                  | 6%     |
| Hospice Residents                       | 7%     |

## Solid Waste Management District Joe Fawcett, Assistant County Administrator

The Solid Waste Management District manages solid waste planning and the development of recycling opportunities for residents. It also operates the Wood County Landfill, with the mission of providing an environmentally responsible disposal facility for citizens, businesses, and industry that is self-supporting and meets or exceeds all regulations. The District is required to assure there is sufficient disposal capacity for solid waste generated within Wood County. It also must assure that 90 percent of the citizens have access to curbside or drop-off recycling and educate people on proper waste disposal.

**T**his past year was one of change for the Solid Waste Management District. These included changes to the number of personnel, staff functions and responsibilities; a physical office move; and changes to the Policy Committee.

While the office staff size reduced, operational efficiencies were realized by adjusting staff functions and relocating the office to the County Office Building at the Courthouse Complex. By doing so, the District was able to continue its \$1.00 per capita recycling support despite receiving \$100,000.00 less in revenue from 2012. This \$1.00 per capita recycling program is awarded to every

local government, along with Bowling Green State University, for residential recycling programs.

The District said goodbye to Jack Ritchie, a member of the Policy Committee since 2000, and welcomed Scott Warner from A-Gas RemTec who took Mr. Ritchie's place.

Weekend residential recycling collection at 16 community locations continued through the cooperation of the District's service provider, the Bowling Green Recycling Center (BGRC). This allowed the District to continue to ensure compliance with the recycling related portions of the Solid Waste Management District Plan. The District, in conjunction with the BGRC,

announced that cardboard will be added to the list of allowable materials at these locations beginning in 2014.

As required by the Plan, the District provided education and awareness presentations on responsible solid waste management, litter prevention, and recycling to schools, community organizations, and businesses. During 2013, the District provided 70 presentations, led 81 tours of the Wood County Landfill, wind turbines, and Bowling Green Recycling Center as well as participated in numerous community events. The District also hosted several organizations who toured local recycling operations and participated in workshops.

The focus of construction at the Landfill consisted mainly of prepping a 6.1 acre area for final capping, which will occur in 2014, along with seeding slopes and cleaning out the sediment ponds. The Landfill welcomed Kyle David to operate heavy equipment and assist in maintenance operations.

Tonnage received was up by more than 2,000 tons, due in part to the closure of the Henry County Landfill and a portion of that waste being sent to Wood County.

The Solid Waste Management District operates under the Board of County Commissioners with input from a Policy Committee of seven local officials and citizens.

## Records Center

Brenda Ransom, Records Manager

The Records Center provides records management services to Wood County offices. The Center, which opened in 2002, offers secure, environmentally sound storage of paper records, preservation microfilming, and digital imaging services. The storage rooms contain high-density mobile shelving units with a maximum storage capacity of 10,316 cubic-foot records boxes. A small microfilm vault stores some of the County's duplicate copy microfilm, with other copies stored offsite.

**R**ecords Center staff continued a number of digital imaging and microfilming projects in 2013, including scanning Public Defender case files; Sheriff's inmate files; Clerk of Courts criminal cases; Recorder's mortgage and deed books; Veteran's Assistance Center files; and Probate Court estate taxes.

In addition to storage and preservation activities, staff assisted and supported County offices regarding development of records retention schedules and destruction of records that have reached their retention periods. Expanded use of a new physical records tracking system increased accessibility and simplified retention management.

In October, the Records Center hosted the annual Fall meeting of the County Archivists and Records Managers Association, a statewide

group of public employees whose work focuses on the management and preservation of government records.

The Records Center operates under the Board of County Commissioners.

### 2013 RECORDS CENTER STATISTICS

|                                      |         |
|--------------------------------------|---------|
| Records stored (cubic feet)          | 7,292.5 |
| New records (cubic feet)             | 872     |
| Eligible for disposal (cubic feet)   | 392     |
| Storage space recovered (cubic feet) | 793     |
| Tons of paper recycled               | 17.3    |
| Pages scanned                        | 728,276 |
| Rolls of microfilm created           | 473     |

## Emergency Management Agency

Bradley J. Gilbert, Director

*The Emergency Management Agency assists County government and local communities in responding to natural disasters and special needs situations by utilizing the four phases of emergency management: mitigation, preparedness, response, and recovery. The Agency is the umbrella of emergency forces that respond to and mitigate an emergency that may occur in the County.*

**T**he Agency worked closely with Sheriff Waslyshyn, the Wood County Fire/EMS Chief's Association, and Bender Communications to complete the improvement project for the countywide communication system which went live on July 1. The project was funded by the Commissioners and Homeland Security grant funding. The Agency also worked with the Sheriff's Office and the Wood County Fire/EMS Chief's Association to establish standard operating guidelines

(SOG) for the Fire/EMS communication system. The SOG created a uniform system that is more efficient for first responders.

Significant weather events throughout the year kept the Agency busy conducting damage assessment and assisting local first responders and officials. In July, a line of severe thunderstorms caused widespread damage. In November, two tornadoes touched down on the same day causing damage from North Baltimore to Jerry City with

extensive damage in Perrysburg and Lake Townships as well. December cold and snowfall gave way to a brief thaw before the holidays that caused river flooding across central and southern portions of the County especially in the Village of Pemberville.

The Agency assisted the Local Emergency Planning Committee (LEPC) in meeting its annual exercise requirements for hazardous materials by conducting a tabletop exercise with the City of Rossford, Pilkington Glass, and Praxair,

Inc. The City of Rossford along with these facilities agreed to work together to conduct a full-scale exercise at the Pilkington facility in the Fall of 2014. The Agency and the LEPC also completed the annual update of the county hazardous materials response plan.

The Agency provided public outreach information and severe weather information via its Facebook page.

The Emergency Management Agency operates under the Board of County Commissioners.

## SPIRIT OF WOOD COUNTY AWARDS

*The Commissioners encourage residents of Wood County to nominate current or former residents for one of seven Spirit of Wood County Awards. The Commissioners have honored outstanding citizens since 1987. A list of previous award recipients, along with the nomination form, is available on the County website.*

**Award categories include:**

- **Agricultural Leadership**
- **Religion and Liberty**
- **Self-Government**
- **Industrial/Economic Development**
- **Education for Civic Responsibility**
- **Liberty Through Law/Human Freedom**
- **Lyle R. Fletcher Good Citizenship Award**



*Nominations for the 2014 Spirit of Wood County Awards are being accepted through June 30, 2014.*

*The Spirit of Wood County Awards will be presented on September 20 in conjunction with the Wood County Harvest Festival and Power of Yesteryear Tractor Show at the Wood County Historical Center.*

## 2013 Spirit of Wood County Award Recipients



*Left to Right: Bernie Scott accepting on behalf of David Little (Agricultural Leadership); Todd Sheets (Industrial/Economic Development); Richard Edwards accepting on behalf of John Quinn (Self-Government); Gregg Glamm (Lyle R. Fletcher Good Citizenship Award); and Judith Justus (Lyle R. Fletcher Good Citizenship Award).*

## Office of Economic Development

Wade Gottschalk, Executive Director

*The Economic Development Commission, an Ohio nonprofit corporation, strives to expand the employment base through existing industry development and the systematic recruitment of new businesses. The Commission actively markets Wood County and its communities to outside industrial prospects, while continuing to provide services to the County's communities and existing industries helping them broaden and diversify the tax base while creating and retaining jobs.*

**T**he economy in Wood County continued to improve and attract private investment in 2013.

In Perrysburg Township, Precision Strip and Lako Tool both announced expansions of their existing operations.

Camping World began construction of a new retail facility next to Bass Pro in the City of Rossford. EPI Global announced a new facility for their operations in Lake Township near Metcalf Field and Willmar International opened their new building across from the CSX Intermodal Terminal in Henry Township. Finally, Home Depot began construction on a 1.6 million square foot distribution center in

Troy Township.

The Commission also began working on a "Good Jobs" initiative, which is an effort to develop more interest in a skilled trades education in the County to provide the future workforce required by many area employers. This initiative is a result of an issue identified through the business retention program and is specifically targeting higher skilled and higher wage occupations.

The Office of Economic Development staff are employees of the Wood County Commissioners, while the Economic Development Commission coordinates planning and policy for the office.



*When complete, the Home Depot distribution center will be the largest building under one roof in the County. This facility represents a \$130 million investment and also involves the construction of a new road that will open up additional land for development.*

## Historical Museum and Center

Dana Nemeth, Director

*The Historical Center, located on the grounds of the former Wood County Infirmary, actively preserves and shares the history of Wood County and the Wood County Infirmary. This historic site is one of the last county poor farms where nearly all of the original structures still remain. Financial support for the Center is derived from County tax dollars and through the private fund-raising activities of the Wood County Historical Society. The 50-acre County-owned site is part of the system of parks maintained and patrolled by the Wood County Park District.*

**S**ite improvements at the Center continued with the completion of masonry repairs on the stone fence, renovations to the log cabin, repairs to the oil derrick's steam boiler and the replacement of the site's main drainage system.

The 2013 spring opening featured a display of the contents of the 1913 Bowling Green High School time capsule. Over the summer, the Center hosted the Smithsonian's Museums on

Main Street traveling exhibition, "Journey Stories." A companion "Journey Stories of Wood County" exhibit was showcased around the community during the summer as well.

The annual Wood County Heritage Days weekend included a barbecue fundraiser and the Spirit of Wood County awards. Journey Stories was the underlying theme of the 10th annual Wood County Living History Day at Oak Grove Cemetery in August as well as for the October Friday Night

Folklore Tours. The Old Home Holiday Tour celebrated its 25th anniversary with festive decorations provided by local citizens and community organizations. To help with these events and other activities, more than 350 volunteers gave more than 2,500 hours of service to the Center, including 12 interns from area universities, colleges and technical schools.

The Center served 2,823 students, teachers and adults in educational programs in 2013 and 40 in-class presentations

were given in area schools. New traveling trunks created for classroom use included a replica of the 1913 time capsule and one devoted to the "War of 1812 & the Northwest Ordinance." The Center also acquired an 1842 Mud Pike (State Route 20) stone mile marker for its permanent collection.

The Historical Museum and Center staff are employees of the Board of County Commissioners, while the Historical Society Board sets the policy for operation of the Center.



Individuals from across the County provide representation on a number of Wood County governing boards and commissions. Their role is to provide knowledge and support to enhance the functioning of County government. The Board of County Commissioners greatly appreciates the willingness of so many citizens to accept appointments and serve on these Boards and Commissions to help keep Wood County a great place to work, live and raise a family.

If you are interested in serving as a member on a County Board or Commission, please complete an Application for Volunteer Service located on the Commissioners' website or contact their office for a copy of the application.

#### ALCOHOL DRUG ADDICTION AND MENTAL HEALTH SERVICES BOARD

John Alexander\*, Jerome Carpenter\*, Casey Cromwell, Doug Cubberley\*, Leanne Eby, Beverley Hirzel\*, Tom Kiger\*, Stan Korducki\*, Monica Moll, Sue Moore, Harold Rosenberg, Randy Rothenbuhler\*, Jean Scech\*, H. Jay Salvage\*, Thomas Vermilya, Patrick Wise\*, and two vacancies

#### BOARD OF DEVELOPMENTAL DISABILITIES

Joe Catalano\*, Frank Day, Cindy Herman\*, Ed Metzger, Pam Van Mooy\*, Martha Woelke\*, and Jane Zipperer\*

#### BUILDING & GROUNDS COMMITTEE \*\*

Tom Chidester, Dorothy Cromley, Tim Hainen, Earlene Kilpatrick, Joel Kuhlman, Dana Nemeth, Robert Pollex, Michael Sibbersen, Irma Wolf, and Karen Young

## GOVERNING BOARDS & COMMISSIONS

#### RESIDENTIAL BOARD OF APPEALS\*\*

Fred Arn, Ron Bechstein, Tim Enright, Ray Huber, Robert Maurer, Laurie Melchior Huskisson, Carl Snyder, and Connie Workman.

#### COMMUNITY CORRECTIONS BOARD\*\*

Joni Bretz, James Carter, Steve Callejas, Thomas Clemons, Brad Conner, Paul Dobson, John Fawcett, Ann Garcia, Ronda Gibson, Scott Howard, Andrew Kalmar, Reeve Kelsey, Alan Mayberry, Daniel Paez, Robert Pollex, Mark Reddin, Melanie Stretchberry, Mark Wasylshyn, Cary Williams, and Chris Zografies

#### COMMUNITY IMPROVEMENT CORPORATION MEMBERS

James Carter, Maxine Cross, John Eckel, Jill Engle, Doris Herringshaw, Andrew Kalmar, Joel Kuhlman, Cathy Newlove-Wenig, W. David Steiner, and Michael Sibbersen

#### DANGEROUS WILD ANIMAL RESPONSE TEAM

Mark Wasylshyn, Brad Gilbert, Stephen Meredith, Michael Richardson, Dr. Daniel Schwerin, Jan Larson-McLaughlin, Joel Kuhlman, Kenneth Hetrick, Timothy Stacy, Brad Espen, and Andrew Snyder

#### HISTORICAL SOCIETY BOARD

Nancy Buchanan, Dick Conrad, Gloria Enriquez-Pizana, Mark Hollenbaugh, Joyce Johnson\*, Jean Ladd\*, Neil Munger, Michael Penrod, Jim Philo, George Stossel, Wendy Stram, Joann Ward, Bob Willman, and Irma Wolf\*

#### JOB AND FAMILY SERVICES PLANNING COMMITTEE\*\*

Shelian Beaupre, Joseph Catalano, Sue Clanton, Stephanie Lauwers, Judy Knox, Mark Lerrick, Paul Mortimer, Denise Niese, John Sinn, and Laurie Swartz EX-OFFICIO MEMBER: Melanie Stretchberry and two vacancies

#### LAW LIBRARY RESOURCES BOARD

Dennis East\*, Ann Bowers\*, Reina Calderon, Thomas Teet, and Jeffrey Nelson

#### LOCAL COURT SECURITY ADVISORY COMMITTEE\*\*

Joni Bretz, Nancy Buchanan, Tom Chidester, Brad Conner, Rodney Fleming, Brad Gilbert, Scott Hicks, Cindy Hofner, Joel Kuhlman, Nina Hernandez, Richard Schmidbauer, Rick Schmidt, Mark Wasylshyn, and Karen Young

#### NORTHWESTERN WATER AND SEWER DISTRICT

John Cheney\*, William Davies, Bill Hirzel\*, Melinda Kale, Leonard Michaels, Lyle Schulte, Michael Scott, and one vacancy

#### PLANNING COMMISSION\*\*

Anthony Allion, John Brossia, James Carter, Doris Herringshaw, Raymond Huber, Richard Kohring, Joel Kuhlman, Donna Schuerman, Robert Stitt Black, Leslee Thompson, and one vacancy

#### NON-VOTING ASSOCIATE

MEMBERS: Mike Rudey, Pam Butler, Jerry Greiner, Katie Baltz, and W. David Steiner

#### PUBLIC DEFENDER COMMISSION

Charles Boss\*, Eva Dhondt, Elizabeth Emmert, Dennis Ferrell\*, and Fred Matthews\*

#### PUBLIC LIBRARY BOARD

Becky Bhaer\*, Nancy Buchanan\*, Ellen Dalton, Chet Marcin, William Harbauer\*, Jane Robb, and one vacancy

#### REGIONAL AIRPORT AUTHORITY\*\*

Thomas Bamburowski, George Betancourt, William J. Davis Jr., Gerald Jones, Rob Ridday, Matt Reger, and Wendy Stram

#### ROSSFORD TRANSPORTATION IMPROVEMENT DISTRICT

Ron Andes\*, Ed Ciecka, John Hrosko, Raymond Huber, Bob Mack, Edward Pavuk, Bob Watrol, and one vacancy

#### TAX INCENTIVE REVIEW COUNCIL\*\*

John Cheney, Valerie Hovland, Cathy Newlove-Wenig, and one vacancy ALTERNATES: Tim Harris

#### WOOD COUNTY PORT AUTHORITY

Tony Damon\*, Cheryl Johnson\*, Milton F. Knight, Mike Liebenthal\*, John Rust Jr., Thomas Uhler\*, and Martha Woelke\*

#### WOOD HAVEN ADVISORY BOARD\*\*

Margaret Chamberlain, Jean Ladd, Denise Niese, Winn Stone, Doug Troutner, and one vacancy

EX-OFFICIO MEMBERS: David Cecil, Carolyn Marquardt, Andrew Kalmar, and the President and Vice President of the Resident's Council

#### WOOD SANDUSKY OTTAWA SENECA COMMUNITY ACTION COMMISSION

Total Membership - 24

Wood County Members: Carmen Beltran, Melvin L. Browning\*, Alan W. Fosnaugh\*, Dean King, Kate Sommerfeld, and Charlie Stelle

#### WORKFORCE POLICY BOARD\*\*

Sue Clanton, Patrick Giamarco, Mary Gregory, Diana Herman, Tamela Ledford, Ronald Mather, Sandy Milligan, John Schlagheck, Pat Scholl, Cathy Newlove-Wenig, and one vacancy. AD HOC MEMBERS: Wade Gottschalk, Andrew Kalmar, Mary DeWitt, and Dave Wigent



Michael Sibbersen

## AUDITOR

*The Auditor serves as the County's chief fiscal officer and appraiser. He prepares financial reports, acts as payroll agent, and reviews and pays all County bills. The distribution of property tax settlements to the subdivisions and the distribution of local government funds are also the responsibility of the Auditor. An agent for the Ohio Department of Taxation, the Auditor processes and distributes estate tax payments and sells vendor's licenses. He is the sealer of weights and measures and is also secretary of the Budget Commission, Board of Revision, and Data Processing Board.*

**B**eginning in 2013, the Auditor's Office began accepting credit cards for in-person payment of dog licenses, vendor's licenses, cigarette licenses, mobile home transfers, CAUV fees, and junk-yard licenses.

For the 17th consecutive year, Wood County received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for 2012.

The Auditor conducted a forfeited land sale at which 14 parcels of land were auctioned and returned to the tax rolls.

The Office assessed 74,379 parcels of real property with a taxable value of over \$2.8 billion. Special assessments for waterlines, sewers, ditches and other services were also collected with the real estate tax duplicate and distributed to all appropriate local governmental units.

In 2013, 4,158 conveyances were processed, encompassing 6,467 individual land parcels, which generated \$1,211,220 for the County's General Fund and the

Economic Development Fund.

The Auditor's office administered the Current Agricultural Use Value (CAUV) program, implemented by the State in 1974 as a tax saving program for farmland. A total of 320,271 farmland acres are enrolled in this program, which brought a tax savings of over \$9.6 million to landowners last year.

Ohio's Homestead Exemption program provided 9,286 residents (those aged 65 and older, or permanently disabled) with property tax relief. Taxpayers enrolled in this program saved \$4,063,472 in taxes compared to 3,788,423 in 2012. The State Legislature authorized changes to the program for 2014 to include income related eligibility.

As agent for the County Dog and Kennel Fund, the Auditor logged the sale of 20,647 dog licenses and 120 kennel licenses during 2013.

The Weights and Measures division inspected 690 commercial scales, 1,387 gas pumps, as well as electronic scanners in retail and wholesale use, and investigated consumer complaints.

The Geographic Information

System (GIS) Department continued to support residents, businesses, and governmental entities by providing GIS parcel data and custom maps.

The Office continued to provide training for township fiscal officers, covering background relating to values, levies, tax rates, estimated income, tax settlement, and related forms. The Office also added a

toolbox to its website to provide further assistance to townships.

The Office also offered two websites: one for general office information, forms, and dog registration; and one for real estate information and mapping.

The Auditor is authorized to perform his duties under Section 319, 322, 323, 5701-5743, et al. of the Ohio Revised Code.

### Homestead Program Legislative Changes for 2014

The Ohio Homestead program allows senior citizens and permanently and totally disabled Ohioans to reduce their property tax burden by exempting \$25,000 of the market value of their home from all property taxes. Legislative changes have altered eligibility for the program.

All past recipients will continue to qualify under the old rules. Current recipients need not to re-apply, or be subject to an income test limit, and will continue to receive the benefits of the program even if they sell their current residence and purchase a new home in the future.

#### Who can apply as a 2013 LATE APPLICANT through JUNE 2, 2014?

- Homeowners 65 and older as of December 31, 2013 and own and occupy their home as their principal place of residence on or before January 1, 2013.
- Homeowners certified totally or permanently disabled as of January 1, 2013 and own and occupy their home as their principal place of residence on or before January 1, 2013.
- Surviving spouse of a qualified homeowner who was at least 59 years old at the date of the spouse's death.

Applications must be received by June 2, 2014 to enroll in the program without the new income testing rules.

#### Who can apply in 2014 as a NEW APPLICANT?

- Homeowners 65 as of December 31, 2014 and own and occupy their home as their principal place of residence on or before January 1, 2014.
- Homeowners certified totally or permanently disabled as of January 1, 2014 and own and occupy their home as their principal place of residence on or before January 1, 2014.
- Surviving spouse of a qualified homeowner who was at least 59 years old at the date of the spouse's death.
- Income limitation of \$30,500 for 2014 must be met to qualify. The income test will be determined by the Ohio adjusted gross income from the Ohio tax return. Social Security benefits are not included in this income test.

Applications are available by calling the Auditor's Office at 419.354.9173, can be downloaded from the Auditor's website or may be obtained at local senior centers throughout the County.



The Auditor was presented the Auditor of State Award with Distinction. Only two percent of Ohio's government entities qualified for this award. Photo left to right: Matt Oestreich, County Auditor Sibbersen, Ohio Auditor Dave Yost, Karen Young, Rick Rosendale.

## CLERK OF COURTS



Cindy Hofner

*The Clerk of Courts maintains the records of Common Pleas Court, issues motor vehicle and watercraft titles and serves as Clerk for the Sixth District Court of Appeals. By statute she is a member of the Data Processing Board and Records Commission.*



In 2013, the Clerk of Courts Title Office processed a record number of auto titles.

The Clerk of Courts continued to scan all documents received in the office and expanded efforts to back scan old cases for retention purposes. Additional efforts on court fee collections due to Wood County were put in place.

The duties of the Clerk of Courts are authorized under many sections of the Ohio Revised Code.

### TITLE DOCUMENTS PROCESSED

|  |        |
|--|--------|
| Auto Titles, Duplicates & Memo Titles  | 71,401 |
| Motor Vehicle Mortgages Recorded   | 17,479 |
| Salvage Titles   | 136    |
| Penalties (for not transferring titles timely)                                   | 2,518  |
| Inspections  | 6,350  |
| Affidavits   | 20,770 |
| Manufactured Home Archives Recorded  | 539    |
| Boat titles, Duplicates and Memo Titles<br>(includes charged replacement titles) | 1,215  |
| Watercraft Mortgages Recorded  | 252    |
| Watercraft Affidavits  | 699    |
| Watercraft Penalties   | 131    |
| Watercraft Registrations   | 681    |

### TITLE DISBURSEMENT TOTALS

|  |                 |
|--|-----------------|
| Clerk of Courts                            |                 |
| Certificate of Title Fund Receipts         | \$733,382.77    |
| State of Ohio Motor Vehicle and Watercraft |                 |
| Casual and Dealer Tax                      | \$20,280,253.58 |
| Certificate of Title Fees                  | \$178,711.00    |
| Watercraft Fees                            | \$3,279.00      |
| Watercraft Registrations                   | \$19,954.00     |



## CORONER

*The Coroner evaluates and rules on all violent, accidental, and suspicious circumstance deaths including homicides, suicides, and sudden deaths of persons in apparent good health. The*

*Douglas W. Hess, M.D. Coroner generally does not investigate deaths that occur from natural causes, when the person has a family physician. The Coroner is a Ohio licensed physician in good standing who carries out and directs the investigation of deaths in the County. The investigation may involve the scene, as well as labs, x-rays, and autopsies as needed. The Coroner is authorized to perform his duties under Chapter 313 of the Ohio Revised Code.*

### LEGAL CASES AND DOCUMENTS FILED (Partial List)

|  |        |
|--|--------|
| CasesAppealed to 6th District Court of Appeals             | 92     |
| Domestic Relations Cases Filed                             | 449    |
| Domestic Violence Civil Protection                         | 144    |
| Civil Stalking/Sexually Oriented Offense Protection Orders | 157    |
| Parental Rights  | 1      |
| Foreign Support  | 2      |
| Domestic Cases Reopened                                    | 286    |
| Foreign Judgment   | 2      |
| Criminal Cases Filed                                       | 668    |
| Certificate of Qualifications                              | 1      |
| Civil Cases Filed (Includes 330 Civil Foreclosure Cases)   | 721    |
| Land Foreclosure Cases                                     | 73     |
| Judgment Liens Filed                                       | 1,314  |
| State Tax Liens Filed                                      | 2,530  |
| Foreign Judgment Liens                                     | 9      |
| Executions Filed (Aid & Writ)                              | 39     |
| Debtor Exams   | 275    |
| Garnishments   | 534    |
| Publications   | 88     |
| Wrts of Possessions  | 82     |
| Total Number of Judgment Entries                           | 15,494 |
| Notary Commissions Filed                                   | 450    |
| Passport Applications Accepted                             | 215    |
| Criminal Investigations                                    | 1      |
| Search Warrants  | 9      |
| Coroner's Reports Filed                                    | 78     |

### LEGAL DISBURSEMENT TOTALS

|   |                |
|---|----------------|
| General Fund  | \$411,487.98   |
| Legal Research Fees   | \$7,493.08     |
| Computerization Fees  | \$69,791.28    |
| Computerization Fees from Collections   | \$719.88       |
| Reimburse Court Diagnostic Fees   | \$9,877.98     |
| Mediation Costs   | \$51,778.50    |
| Fines Paid to the County  | \$30,613.37    |
| Fines Paid to the Law Library   | \$750.00       |
| Statutory fees paid to non-Wood County entities   | \$152,845.84   |
| Funding Shelters for Victims of Domestic Violence   | \$13,700.60    |
| Fees Paid to Adult Probation Supervision  | \$13,473.83    |
| Adult Probation Substance Fees  | \$122.09       |
| Fees Paid to the Sheriff  | \$158,620.11   |
| Fines Paid to the Sheriff   | \$17,694.26    |
| Interest Paid to General Fund (includes interest for CDs)   | \$1,445.48     |
| Fees Paid to Appraisers   | \$66,795.00    |
| Indigent Application Fees   | \$2,685.15     |
| Sundries –includes, but not limited to: bond refunds, deposits less costs or deposits in whole refunded, court ordered civil, domestic and criminal disbursements (i.e. restitution), and appropriation disbursements | \$2,127,835.47 |

### 2013 CORONER CASES

|                             |     |
|-----------------------------|-----|
| Total Deaths Reviewed       | 220 |
| Cases Determined by Coroner | 75  |
| • Auto Accidents            | 7   |
| • Drug/Alcohol Accidents    | 3   |
| • Other Accidents           | 14  |
| • Natural                   | 29  |
| • Suicide                   | 13  |
| • Homicide                  | 2   |
| • Pending                   | 7   |



Julie Baumgardner

## RECORDER

*The Recorder's Office is responsible for making a complete, accurate, and permanent record of every document pertaining to the conveyance and encumbrance of land within the County. The office takes great care to ensure that every document received is accurately filed, recorded, indexed, and retained in an archival form. As the repository of records for all property transactions in the County, the Recorder's Office safeguards every property owner's title. Though real estate documents constitute the majority of filings in the office, financing statements on personal property, military discharge papers, and a listing of veteran's graves in the county are also filed in the Recorder's Office.*

**A** total of 20,967 documents were recorded and/or filed, with \$1,161,373.74 collected in fees. Of this amount \$573,416.65 was remitted to the State of Ohio for the Ohio Housing Trust Fund, less one percent paid into the County's general fund; \$142,961 was deposited into the Recorder's supplemental equipment fund; and the remaining \$444,996.09 was paid into the County's general fund.

In response to dwindling revenues, the Recorder automated office procedures, updated outdated and inefficient equipment, and collaborated with other offices to save taxpayer dollars.

The Recorder is authorized to perform her duties under numerous sections of the Ohio Revised Code. The Recorder also serves on the Data Processing Board and the Records Commission.



Paul Dobson

## PROSECUTING ATTORNEY

*The Prosecuting Attorney's Office includes three legal divisions. The Criminal Division prosecutes all felony criminal offenses committed in the County by adults. The Juvenile Division prosecutes all cases involving juvenile offenders, whether felony or misdemeanor. Further, the Juvenile Division, in cooperation with the Department of Job and Family Services, prosecutes adults for acts of abuse, neglect or dependency against children (also known as "status" offenses). The Civil Division provides legal services to all county departments and agencies, as well as school districts and townships. The Prosecutor's Office has 13 attorneys, a victim services unit, an investigator, the C.Y.C.L.E. Division and support staff.*

**T**he C.Y.C.L.E. (Cooperating with Youth, Community, and Law Enforcement) Program introduced the StreetWise program, a custom designed curriculum focused on the needs of today's society such as technology safety, conflict management, suicide prevention, drug and alcohol abuse prevention, bullying prevention,

and criminal law education. The program was provided to three school districts and six community learning centers.

JuMP (Juvenile Mediation Program) conducted 80 mediations providing an alternative for dealing with juvenile offenders.

In March, 500 fourth and fifth grade students participated in the 2013 Wood County Youth

## 2013 DOCUMENTS

|  |       |
|--|-------|
| Deeds .....  | 4,778 |
| Judgment entries and certificates for transfer .....       | 122   |
| Mortgages (total value \$4,986,523,017.85).....            | 5,442 |
| Mortgages released (with a value of \$488,688,079.50)..... | 7,075 |
| Land Contracts .....                                       | 43    |
| Rights of way and easements.....                           | 150   |
| Leases .....   | 72    |
| Mechanics liens.....                                       | 38    |
| Plats .....  | 3     |
| Federal Tax Liens.....                                     | 127   |
| Financing statements.....                                  | 57    |
| Terminations.....  | 56    |
| All Others .....   | 2,933 |

## 2013 PROSECUTING ATTORNEY STATISTICS

### Criminal Division

|  |     |
|--|-----|
| Indictments .....                                | 517 |
| Bills of Information for adult felony cases..... | 72  |
| Cases resolved by jury or court trial .....      | 16  |
| Cases disposed.....                              | 752 |
| Conviction rate .....                            | 96% |

### Juvenile Division

|  |     |
|--|-----|
| Delinquency cases.....                     | 892 |
| Unruly cases .....                         | 122 |
| Permanent custody cases filed .....        | 5   |
| Felony level offenses adjudicated .....    | 21  |
| Juvenile traffic cases.....                | 572 |
| Adult contributing to minors .....         | 17  |
| Abuse/neglect/dependency cases filed ..... | 78  |

### Civil Division

|  |     |
|--|-----|
| Opinion requests.....                        | 23  |
| Bank foreclosure .....                       | 337 |
| Total Tax foreclosure .....                  | 73  |
| 32 dismissed with payment/15 properties sold |     |
| 13 properties forfeited/13 cases pending     |     |

Olympics at Bowling Green State University.

More than 500 entries were received for the annual Safety Kids Calendar Contest.

Twenty-two members from seven different school districts served on Teen Court where 24 cases were heard throughout their term.

Approximately 625 victims of or witnesses to a crime in the county received assistance through the legal process and procedures by the Victim/Witness Services unit who served as liaisons between a crime victim and the attorney assigned to the case.

The Prosecuting Attorney is authorized to perform his duties under Chapter 308 of the Ohio Revised Code.

## COURT OF COMMON PLEAS

### General Division

The Court of Common Pleas, General Division, adjudicates felony criminal cases; all civil actions including those arising out of automobile accidents, product liability claims, real estate matters including foreclosures, and contract disputes; administrative appeals, such as those in the areas of worker's compensation, unemployment compensation; and appeals from certain local governments. The Court also adjudicates divorces, dissolutions, the allocation of parental rights and responsibilities, child and spousal support enforcement and modification. The Judges supervise the Grand Jury, which determines if, based upon the evidence presented by the Prosecuting Attorney, probable cause exists to charge an accused with a felony criminal offense. If the Grand Jury so finds, they return an indictment, advising the accused of the nature of the charges. The matter then goes before the Court for further proceedings. The Judges supervise the Adult Probation and Court Security Departments and appoint and supervise the Jury Commission. They also appoint members to the Veterans Service Commission, Public Defender Commission, Law Library Resources Board and the Wood County Public Library Board. The Court operates under Title 23 of the Ohio Revised Code.



Robert C. Pollex  
COURTROOM 1



Reeve Kelsey  
COURTROOM 2



Alan R. Mayberry  
COURTROOM 4

**D**uring 2013, Judge David Woessner of the Probate/Juvenile Division served as Presiding Judge. Judge Pollex served as Administrative Judge and represented the Court on the Judicial Advisory Board for the NorthWest Community Corrections Center. Judge Kelsey served as Court Security Judge and represented the County on the Maumee Conservancy District Court.

Cases continued to be referred to mediation by the general, domestic relations, juvenile and probate divisions of the Court. The Court, having adopted the foreclosure mediation model set forth by the Ohio Supreme Court, offered mediation as an option in foreclosure cases. Both litigants and the Court benefited by the early, and less expensive, resolution of cases settled through mediation.

### 2013 COURT OF COMMON PLEAS STATISTICS

|                                      |       |
|--------------------------------------|-------|
| Cases Completed                      | 2,802 |
| Pending Cases                        | 998   |
| General Civil Cases Completed        | 946   |
| Domestic Relations Cases Completed   | 1,165 |
| Criminal Cases Completed             | 691   |
| Notary Public - New Applications     | 139   |
| Notary Public - Renewal Applications | 308   |

## Court Security

Thomas G. Chidester, Chief Court Constable

Court constables are the primary law enforcement officers at the Courthouse Complex, and provide for the safety and security of the courts, employees at the site, and the visiting public. They also manage the systems that monitor fire, panic, and intrusion alarms, as well as those that control access to the buildings. Court Security is equipped with two magnetometers, a state-of-the-art x-ray machine, and hand-held wands. All persons entering the building are subject to search of their person and belongings with the aid of this technology. The County's website provides a list of items not permitted at the Courthouse Complex.

### 2013 COURT SECURITY STATISTICS

|                                       |         |
|---------------------------------------|---------|
| Registered magnetometer walk-throughs | 119,796 |
| Prohibited items held                 | 1,161   |
| Incident reports filed                | 30      |

## Adult Probation

Joni Bretz, Director

The Adult Probation Department, under the authority of the Court of Common Pleas, conducts pre-sentence investigations for purposes of sentencing, and supervises felony level offenders placed under court-ordered supervision.

### 2013 ADULT PROBATION STATISTICS

|  |       |
|--|-------|
| Pre-sentence investigations conducted      | 347   |
| New offenders under department supervision | 370   |
| Offenders supervised                       | 1,202 |
| Individuals terminated from supervision    | 367   |
| Drug tests conducted                       | 1,657 |
| Work Release program participants          | 17    |
| Offenders placed on Intensive Supervision  | 130   |
| Offenders placed on Electronic Monitoring  | 390   |



## COURT OF COMMON PLEAS

### Probate and Juvenile Division

David E. Woessner

Cases heard in Probate Court involve decedent's estates, guardianships, conservatorships, testamentary trusts, civil actions, adoptions, mental illness, minor settlements, and wrongful deaths. In addition, the Probate Court provides registration services for births, name changes, miscellaneous filings, and marriage license applications. In addition to trial proceedings, the Probate Court Judge makes a number of appointments to Boards and agencies as allowed by law.

**D**uring 2013, the Probate Court processed 740 new cases as well as 38 additional cases that were filed previously but re-opened for further action. The Court also processed 789 marriage applications. Nearly twice as many adoption cases were filed in 2013 compared to 2012.

An e-mail notification system established by Probate Court provided attorneys and other interested parties with the ability to receive electronic updates on current happenings

in the Court. Typical information shared included new legislation, procedural updates, and form changes.

The Volunteer Guardian Program attracted four volunteers in 2013, bringing the volunteer total to 11. In 2013, the program provided guardian services to 11 individuals who did not have a family member or friend to act on their behalf.

The Probate Court Judge is authorized to perform his duties under Chapter 2101 of the Ohio Revised Code.

*The Juvenile Court hears cases concerning traffic offenses, delinquency, unruliness, neglect, abuse, dependency, and custody involving individuals under the age of 18, as well as paternity cases for adults and children. The Court may also hear misdemeanor cases involving adults charged with victimizing children. The Juvenile Detention Center is also administered through the Juvenile Court.*

**T**he 48-bed Juvenile Detention Center continued to offer and expand upon a variety of programming for detained youth.

The Probation Department worked closely with Wood County schools, law enforcement and service providers to ensure Court orders are complied with and programming options are available.

The Court Appointed Special Advocate/Guardian ad Litem (CASA/GAL) program supervised

41 volunteers who advocated for 116 allegedly abused or neglected children and provided more than 3,500 hours of service. As of December 31, a total of 36 CASA/GAL volunteers continued to advocate for 72 children. CASA was able to serve 95 percent of the abuse, neglect, and dependency cases for which CASA volunteers were requested during the year.

The Juvenile Court's jurisdiction is outlined in, but not limited to, Section 2151.23 of the Ohio Revised Code.

## Looking for a way to give back to your community?

Become a CASA/GAL Volunteer or a sign up for the Volunteer Guardian Program.

CASA/GAL volunteers gather information about the life of a child who has allegedly been abused, neglected, or dependent; reports the facts to the court; makes recommendations and advocates for the best interest of the child in court; and monitors the situation until a safe permanent home is made for the child.

Contact the Juvenile Court at 419.352.3554 or email [casa@co.wood.oh.us](mailto:casa@co.wood.oh.us) for more information on the CASA program.

Probate Court is seeking volunteers to act as guardians for community members who are no longer able to care for themselves.

A volunteer guardian is responsible for making decisions in the best interest of the incompetent adult, known legally as a "ward." Examples of decisions a volunteer might make include those relating to medical care or housing. Volunteers are matched with individuals and asked to meet with the ward at least once per month. Guardians play a vital and necessary role in the lives of people.

There is a shortage of suitable people to act as guardians in our community and you could help fill this void. For more information, contact Probate Court at 419.354.9230.

## 2013 Juvenile Court Statistics

|   |            |
|---|------------|
| Cases filed   | 3,179      |
| Cases disposed of                                     | 3,135      |
| Cases of alleged abuse, neglect or dependent children | 279        |
| <b>JUVENILE DETENTION CENTER</b>                      |            |
| Pretrial & short term commitments                     | 554        |
| Males housed  | 397        |
| Females housed  | 157        |
| <b>JUVENILE PROBATION</b>                             |            |
| Youth and adults under supervision                    | 485        |
| Community service participants                        | 367        |
| Community service hours                               | 5,968.75   |
| Restitution paid to victims                           | \$9,512.46 |



## SHERIFF

As the County's chief law enforcement officer, the Sheriff provides law enforcement, correctional services, and civil services to residents. The Sheriff polices and serves all areas in the County and provides contract police services. The Office of the Sheriff is unique among law enforcement organizations. The Sheriff is the only elected law enforcement official in the State of Ohio. The Sheriff is authorized to perform his duties under Chapter 311 of the Ohio Revised Code.

Mark Wasylshyn

## 2013 WOOD COUNTY SHERIFF'S OFFICE REPORT

### CIVIL DIVISION

|   |                |
|---|----------------|
| Sheriff foreclosure property sales .....                  | 285            |
| Proceeds from parcels sold .....                          | \$5,539,413.24 |
| Execution of Certificates of Judgment .....               | 41             |
| Service fee income to General Fund .....                  | \$33,488.71    |
| Warrants, summons, subpoena<br>& indictments served ..... | 3,146          |
| Civil Protection Orders served .....                      | 221            |
| Child support warrants served .....                       | 181            |
| Inmates extradited from out of state .....                | 37             |
| Prisoners transported to penal institutions .....         | 250            |
| Prisoners transported between agencies .....              | 873            |

### WEAPON PERMITS & BACKGROUND CHECKS

|   |       |
|---|-------|
| Concealed Carry Weapon permits issued .....       | 1,644 |
| Concealed Carry Weapons permits renewed .....     | 685   |
| Persons fingerprinted for background checks ..... | 951   |

### DOMESTIC VIOLENCE ENFORCEMENT

|  |     |
|--|-----|
| Domestic violence arrests .....                    | 47  |
| Court case victim assistance .....                 | 162 |
| Students taught in six schools .....               | 373 |
| Sex offense/crimes against children .....          | 14  |
| Cases assisted .....                               | 461 |
| Temporary protection order violation arrests ..... | 19  |

### SEX OFFENDERS

|                  |     |
|------------------|-----|
| Registered ..... | 134 |
|------------------|-----|

### 911 DIVISION/COMMUNICATIONS

|   |        |
|---|--------|
| 911 calls answered .....                                      | 43,715 |
| Fire calls dispatched .....                                   | 3,276  |
| EMS calls dispatched .....                                    | 2,812  |
| Calls dispatched to WCSO deputies .....                       | 26,179 |
| Village police depts. & park ranger<br>calls dispatched ..... | 4,373  |
| Warrants entered into state/national<br>databases .....       | 2,630  |
| Protection orders entered<br>into national database .....     | 419    |

### D.A.R.E. (Drug Abuse Resistance Education)/ S.R.O. (School Resources Officers)

|   |       |
|---|-------|
| Participating School Districts: Eastwood, Elmwood,<br>North Baltimore, and Otsego ..... |       |
| D.A.R.E. core students .....  | 445   |
| D.A.R.E. students grades K-6 .....  | 1,817 |
| D.A.R.E. students grade 7 .....   | 395   |
| Education/prevention classes .....  | 10    |
| Education/prevention students .....   | 124   |
| School staff members .....  | 325   |
| Safety Towns .....  | 4     |
| Children participating in Safety Towns .....  | 263   |

### ROAD PATROL DIVISION

|  |           |
|--|-----------|
| Complaints received and investigated .....   | 26,217    |
| Criminal charges .....                       | 444       |
| Traffic citations .....                      | 1,457     |
| Traffic warning written/verbal .....         | 7,518     |
| Crashes investigated .....                   | 718       |
| Injury crashes .....                         | 162       |
| Injured persons .....                        | 205       |
| Fatal crashes .....                          | 6         |
| Driving under the influence – DUI .....      | 52        |
| Driving under suspension – DUS .....         | 117       |
| Miles driven by all Sheriff's vehicles ..... | 1,037,643 |

### DETECTIVE BUREAU

|   |             |
|---|-------------|
| Cases assigned .....                              | 1,007       |
| Cases cleared by arrest/closed/inactive .....     | 990         |
| Cases pending investigation .....                 | 17          |
| Theft/fraud/forgery .....                         | 316         |
| Burglary/Breaking and Entering .....              | 157         |
| Suspicious incident/departmental .....            | 113         |
| Death/suicide .....                               | 4           |
| Sex offense/child abuse .....                     | 39          |
| Narcotic investigations .....                     | 55          |
| Fines/forfeitures to Drug Fund .....              | \$25,661.07 |
| Fire/arson .....                                  | 4           |
| Human trafficking/prostitution/solicitation ..... | 64          |
| Attempted Homicide .....                          | 1           |
| Vehicles seized/forfeited to WCSO .....           | 5           |

### JUSTICE CENTER

|   |         |
|---|---------|
| Inmates booked .....                      | 4,402   |
| Inmates released .....                    | 4,389   |
| Average daily population .....            | 159.83  |
| Inmates transported to local courts ..... | 2,323   |
| Total meals served .....                  | 233,453 |
| – Justice Center .....                    | 165,819 |
| – Juvenile Detention Center .....         | 25,344  |
| – Educational Service Center .....        | 5,286   |
| – Juvenile Residential Center .....       | 37,004  |
| Average meals served per day .....        | 650     |
| Average meal cost (with labor) .....      | \$2.07  |

### COMMUNITY PROGRAMS

|  |       |
|--|-------|
| Citizens Police Academy students ..... | 21    |
| R.A.D. Kids Safety students .....      | 20    |
| Youth identification cards .....       | 1,185 |
| Active Shooter Response Training ..... | 775   |

### VOLUNTEER AUXILIARY PROGRAM

|                                 |         |
|---------------------------------|---------|
| Members .....                   | 36      |
| Special events worked .....     | 27      |
| Funeral escorts .....           | 191     |
| Hours of work volunteered ..... | 4,968.5 |

### EXPLORER PROGRAM

|                                      |         |
|--------------------------------------|---------|
| Members (Young adults 15 - 20) ..... | 21      |
| Hours volunteered .....              | 1,174.5 |
| Special events .....                 | 24      |
| Classroom hours .....                | 56      |
| Field Trips .....                    | 3       |

## DESIGN FIRM HIRED FOR JAIL EXPANSION

Overcrowding at the Justice Center has been a discussion point for the past several years following changes to the State sentencing laws. Due to current bed limitations, it has been necessary to transfer prisoners to other jails throughout the area.

In June, the Commissioners authorized Wachtel & McAnally to provide architectural and engineering services for the Justice Center Expansion and Renovation project.

The project includes renovations to the space previously occupied by the WORK Industry program for additional housing at the Justice Center. The Justice Center, a 149 bed facility, was first occupied in June of 1990 and has a staff of over 50 deputies involved in the operations.

### Sign-Up for Community Alerts from the Sheriff's Office

Get important neighborhood-level public safety and community event notifications instantly by text message, email, and web (standard text message rates apply for cell phone subscribers).

Register at [www.nixle.com](http://www.nixle.com).

**nixle**



Raymond A. Huber, P.E., P.S.

## ENGINEER

*The Engineer has the responsibility of maintaining highways, bridges, culverts, and traffic control signs in a safe and proper manner. Under the ditch maintenance program, the Engineer is responsible for cleaning and debrushing more than 570 miles of open streams and ditches, which is just part of the more than 3,000 miles of open water courses in the County. The Engineer also serves as engineer for each of the 19 townships. He provides cost estimating for road repair projects, assists with grant applications, right-of-way location surveys, investigates drainage problems, and applies surface treatment to some of the 989 miles of Township roads. The Engineer's Office maintains tax map records of daily land transactions such as annexations and parcel splits, as well as keeping an extensive file of survey field records.*

**A**vailable funds from the Safe Routes to School and other federal grants sparked discussions with the City of Rossford on the construction of a new vehicle bridge with sidewalks on Glenwood Road over Grassy Creek. The project

is scheduled for construction in 2014.

The Engineer oversees staff at the County Office Building and at the Highway Garage and is authorized to perform his duties under Chapter 315 of the Ohio Revised Code.



Jill Engle

## TREASURER

*The Treasurer oversees the receipt and disbursement of funds for the County and is responsible for collecting taxes for the County, as well as for the schools, municipalities, and townships within the County. The two largest and most noted sources of revenue are generated through real and personal property taxes. More than 50 area financial offices serve the County as real estate tax payment sites. Qualifying taxpayers may utilize an available escrow program or delinquent tax repayment program. The Treasurer's Office also collects taxes on mobile homes and inheritance.*

**D**uring 2013, the Office collected \$163,404,860.70 in real estate taxes. Manufactured home taxes totaling \$739,355.93 were also collected.

Payment for real estate tax by credit card, with a convenience fee attached, or through automatic withdrawal from bank accounts remained popular with constituents. During 2013, 507

### 2013 SOURCES OF INCOME

|                                 |                |
|---------------------------------|----------------|
| Motor Vehicle License Fees..... | \$3,995,364.84 |
| Gasoline Tax .....              | \$2,299,886.19 |
| Traffic Fines & Receipts.....   | \$182,346.91   |
| Reimbursements.....             | \$1,129,328.72 |
| Refunds.....                    | \$20,583.47    |
| Grants.....                     | \$716,266.52   |
| Other Receipts.....             | \$2,851.97     |
| Interest.....                   | \$8,926.92     |
| Total .....                     | \$8,355,555.54 |

### ROAD PROJECTS COMPLETED

#### Resurfacing

|   |              |
|---|--------------|
| Mermill Rd. (Portage & Montgomery Twps.) 7.4 miles.....         | \$960,308.71 |
| Bishop Rd. (City of Bowling Green & Plain Twp.) .75 miles ..... | \$349,495.05 |

#### Surface Treatment

|  |              |
|--|--------------|
| Kellogg Rd. (Washington Twp.) 2.3 miles.....                   | \$24,991.30  |
| Huffman Rd. (Center & Portage Twps.) 2.25 miles .....          | \$25,949.95  |
| Tracy Rd. (Lake & Perrysburg Twps.) 1.4 miles .....            | \$14,953.28  |
| Kellogg Rd. (Grand Rapids & Washington Twps.) 3.25 miles ..... | \$130,794.72 |

#### Chip/Seal Projects

|  |             |
|--|-------------|
| Sugar Ridge Rd. (Center & Webster Twps.) 5 miles .....           | \$50,000.00 |
| Carter Rd. (Center, Webster, & Middleton Twps.) 6.75 miles ..... | \$70,000.00 |
| Bishop Rd. (Plain Twp.) 1.25 miles.....                          | \$10,000.00 |
| Douglas Rd. (Montgomery Twp.) 1.6 miles .....                    | \$16,000.00 |
| Liberty Hi Rd. (Plain & Liberty Twps.) 3.6 miles .....           | \$35,000.00 |
| Poe Rd. (Center Twp.) 1.5 miles.....                             | \$10,000.00 |
| Napoleon Rd. (Center Twp.) .5 miles .....                        | \$5,000.00  |
| Pemberville Rd. (Troy Twp.) 2.6 miles .....                      | \$25,000.00 |

#### Pavement Markings

|  |             |
|--|-------------|
| Various roads (Various Twps.) 56 miles ..... | \$25,543.70 |
|--|-------------|

### BRIDGE PROJECTS COMPLETED

|   |              |
|---|--------------|
| Mermill Rd. over Rocky Ford Creek (Portage Twp.)..... | \$502,500.00 |
| Bates Rd. over Grassy Creek (Perrysburg Twp.).....    | \$302,200.00 |
| Pemberville Rd. over Toussaint Creek (Troy Twp.)..... | \$430,500.00 |
| Stearns Rd. over Ditch #2217 (Perry Twp.) .....       | \$198,800.00 |
| Lime City Rd. over Ditch #2250 (Perrysburg Twp.)..... | \$61,400.00  |
| Pemberville Rd. over Ayers Ditch (Lake Twp.).....     | \$69,100.00  |
| Yates Rd. over Ditch #2356 (Bloom Twp.).....          | \$13,800.00  |
| Bays Rd. over Rocky Ford Creek (Portage Twp.).....    | \$45,900.00  |

### DRAINAGE PROJECTS COMPLETED

|  |              |
|--|--------------|
| Ditch Cleanouts .....                  | 29.84 Miles  |
| Ditch Bank Mowing .....                | 29.55 Miles  |
| Ditch Bank Debrushing .....            | 9.9 Miles    |
| Ditch Bank Protection and Repair ..... | 0.103 Miles  |
| Sprayed Vegetation .....               | 148.48 Miles |

taxpayers utilized the automatic withdrawal plan and 432 taxpayers participated in the monthly automatic withdrawal plan.

Information on how to enroll in the automatic withdrawal is available on the Treasurer's website. Change of address and remission of penalty forms, as well as real estate tax information are also accessible online.

All investments made by the Treasurer's Office were fully

collateralized and sufficiently liquid to enable the County to meet reasonably anticipated operating requirements. Investment income for 2013 was \$803,801.94.

The Treasurer serves on the Budget Commission, Board of Revision, and Data Processing Board in addition to her duties as Investing Authority for the Investment Advisory Board.

The Treasurer is authorized to perform her duties under Section 321 and 323 of the Ohio Revised Code.

# INDEPENDENT AGENCIES

## PLANNING COMMISSION • W. David Steiner, Director

The Planning Commission administers policy concerning residential, commercial and industrial subdivisions, zoning regulations, and land use issues. The staff approves parcel splits, assigns rural addresses, and issues floodplain development permits. They also administer the County's Community Development Block Grant (CDBG) Program and the Community Housing Improvement Program (CHIP). The Planning Commission is also responsible for revising and promoting adherence to the Wood County Comprehensive Land Use Plan, and assisting townships and villages in their local zoning programs.

**I**n 2013, the Planning Commission Office underwent a restructuring to reduce the number of staff from three to two. Fiscal as well as some support duties were transferred to the Commissioners' Office.

With funding secured under the Moving Ohio Forward grant program, 22 abandoned and blighted homes, as well as several mobile homes, were demolished during 2013. The demolitions will continue into 2014 as funds permit.

In addition to traditional CDBG funds, the Planning Commission applied for and received \$300,000 in competitive funding through the Ohio Development Services

Agency's Critical Infrastructure Grant. These funds will be used for road improvements on Jefferson Street in Perrysburg Township.

The Commission reviewed and approved a subdivision that dedicated right-of-way to allow for the construction of a new road for the Home Depot distribution center site in Troy Township.

During 2013, the Commission heard and reviewed five zoning requests. Of these requests, three involved text changes to current zoning resolutions in Webster, Troy and Middleton townships. Two involved the rezoning of existing land in Lake Township. Four were recommended for approval.

Block grant funds from 2012 were utilized for storm sewer upgrades in Weston, sidewalk construction in Hoytville, purchase and installation of an ADA chair lift for the Municipal Pool in Pembererville, and waterline improvements in Brander. FY12 funds were also used to provide financial assistance to income qualified residents who needed to tap into new sanitary sewer systems throughout the County.

The Planning Commission continued to use funds and undertake projects under the FY12 CHIP Grant. Projects being funded with this two year grant include housing rehabilitation and emergency repairs to homes owned by low and moderate income (LMI) residents in Wood County.

The Planning Commission operates under Chapter 713 of the Ohio Revised Code.

### 2013 PLANNING COMMISSION ACTIVITY

|  |       |
|--|-------|
| Minor parcel split transactions          | 121   |
| Total acres in minor parcel splits       | 1,691 |
| Transactions split from existing lots    | 60    |
| Transactions combined with existing lots | 61    |
| Residential subdivisions approved        | 4     |

### FY13 CDBG PROJECTS AWARDED FOR COMPLETION IN 2014

|  |             |
|--|-------------|
| Custer sanitary sewer manhole rehabilitation/ street resurfacing       | \$44,438.00 |
| Hoytville repair and widening of East Church Street                    | \$50,000.00 |
| North Baltimore ADA modifications to Municipal Building/Police Station | \$19,842.00 |
| Walbridge construction of ADA compliant curbs/ramps                    | \$49,980.00 |

## HEALTH DISTRICT

Pamela Butler, MPH, Health Commissioner

The Wood County Health District promotes conditions that allow people in the County to lead healthy lives by routinely reviewing health related issues and taking action to prevent illness and injuries.

**H**ealth District expenditures for 2013 totaled \$5,658,294.87 while revenue for the year totaled \$5,225,576.52. A more comprehensive 2013 annual report of the Health District's activity will be available on the Health District's website by mid-March.

The 11 member Board of Health, in addition to appointing the Health Commissioner, assumes the responsibility of overseeing the Wood County General Health District's activities to provide for the protection and promotion of health for those living in and visiting Wood County.

## LAW LIBRARY • Judith Gill, Librarian

The Wood County Law Library's mission is to serve the information needs of the courts, government and citizens of the county. The governing board is comprised of five members, two appointed by the County Commissioners, and one each by the Municipal courts, Common Pleas courts and Prosecuting Attorney. The county provides the space, while funding for the collection and staff comes from fines for state traffic violations, as well as bond forfeitures. The print collection includes Ohio primary sources: statutes, regulations and cases. Other print resources include legal encyclopedias, treatises and practice materials, with an emphasis on those that are Ohio-specific. Online databases provide access to Federal law well as the other 49 states, yet allow the library to contain its physical growth.

**T**he Law Library staff logged a total of 1,512 patron interactions. Of those events, 198 were with the courts or county government, 807 with attorneys, and 507 were with county

residents. Visits to the library accounted for 1,158 events, with 332 via phone and 33 by email.

The Law Library operates under Section 307.51 et. seq. of the Ohio Revised Code.

## OHIO STATE UNIVERSITY EXTENSION

Alan Sundermeier, Extension Educator,  
Agriculture & Natural Resources, Director

*The Ohio State University Extension Office strives to provide current, up-to-date information on agriculture and natural resources, horticulture, community development, family and consumer sciences, and 4-H youth development.*

**R**anked as one of the top northwest Ohio counties for 4-H involvement, Wood County 4-H offered educational experiences to 5,750 youth, 392 volunteer advisors, and 300 teen leaders. The 55 community 4-H clubs had an enrollment of 1,302 members while 4-H In-School units instructed 2,200 4-H projects. 4-H camp was filled to capacity with 200 campers.

The "Wood County 4-H Quilt Square Trail" was completed featuring 20 different 8 x 8' plywood quilt blocks displayed throughout the County on historical barns, farms and buildings.

CarTeens, a traffic safety program, covered traffic safety education, offenders' self-esteem, and interpersonal skills for 135 first-time juvenile traffic offenders. The classes were instructed by 20 teen facilitators utilizing a "teens teaching teens" approach.

Collaborating with Bowling Green State University and Virginia Tech University through a USDA grant, 120 area youth were taught valuable science, technology, engineering or math (STEM) concepts by professors from around the nation.

Agricultural research projects sought to increase knowledge for producers, consultants, and ag professional. Specific projects focused on cover crops, soil compaction, soil quality, pest scouting, soybean population comparisons, crop rotation, and sustainable cropping systems. Results were shared at local agronomy updates at the Conservation Tillage Conference, Northern Ohio Crops Day, NW

Ag Research Field Crops Day, and other events.

The Crop Observation and Recommendation Network (C.O.R.N.) Newsletter was distributed to farmers and agri-business and provided crop scouting, integrated pest management, cultural practice, and other practical information.

The Wood County Extension Ohio Certified Volunteer Naturalist program, a cooperative effort between the Park District, and OSU Extension Wood County, planned and conducted educational seminars for residents.

Approximately 2,000 residents gained information on horticultural subject matter via telephone calls, email, and Horticultural seminars. Areas of the most importance were gypsy moth infestations, pond management, tree and small fruits, general outdoor landscape questions, and pest problems.

The Master Gardener Volunteer Program welcomed 17 certified members in 2013, bringing the number of active volunteers to 127. Volunteer efforts continued with Bowling Green Parks and Recreation and Wood County Park District. New projects were started with Wood Lane School, The Daughter Project, and the Wood County Public Library.

In 2013, more than 135 women participated in Women-In-Agriculture, a one day workshop for farm women.

OSU Extension's Dining with Diabetes taught ways to manage diabetes through menu planning, carbohydrate counting, portion control, label reading, and healthy recipe taste testing. OSU

## BOARD OF ELECTIONS

Terry L. Burton, Director; Deborah S. Hazard, Director

*The Board of Elections is responsible for the administration and execution of all primary, general and special elections in Wood County. These responsibilities include the administration of Election Day, the absentee voter program, coordination of the polling official volunteers, auditing of all campaign financial reports, and verification of all candidates and ballot issues for compliance with all Ohio Revised Code requirements. In addition the office maintains all current and historical voter information, detailed election records and precinct maps both of which are available to the public. Citizens of Wood County may register to vote at the Board of Elections office as well as the Wood County Treasurer's Office, any Ohio License Bureau, U.S. Armed Forces Recruiting Office, public library or municipal offices. The voter registration deadline is 30 days prior to each election.*

**T**he Board of Elections held two elections in 2013 with 231 candidates running for elected offices in municipalities, township, school districts and court districts. Voters decided on 49 local tax and policy issues. In 2013, 4,113 voters cast absentee ballots at one election during the year.

At the end of 2013, the number of registered voters in Wood County was 96,011. Registered voter numbers have dropped more than 8 percent over the last two years due to the full statewide implementation of the National Voter Registration Act and National Change of Address System. This has

allowed the Board of Elections to remove voters who are no longer residents or active voters from the rolls.

The Board of Elections maintains a website featuring voter registration information, absentee ballot processes, candidate information, past election results, current office holders and governmental links. News releases and other important information are updated daily. The website may be viewed at [www.co.woodoh.us/BOE](http://www.co.woodoh.us/BOE).

The Board of Elections operates under the direction of a four-member board and the Ohio Secretary of State.

Extension partnered with Meijer Stores' Healthy Living Program and Bowling Green State University Dietetics Program to offer classes in 2013, with 50 attendees.

One hundred forty-three public food servers such as those who work in restaurants, schools, hospitals, childcare centers, and nursing homes were taught to avoid cross contamination, and to measure and log food temperatures from delivery and storage to cooking, holding,

cooling, and reheating.

More than 1,400 people attended 303 demonstrations or presentations on the U.S. Department of Agriculture's MyPlate Food Guidance System, Dietary Guidelines for Americans, food safety, and other nutrition topics.

The Extension Office is a cooperative effort of the Ohio State University, the Wood County Commissioners, and the U.S. Department of Agriculture.

## PUBLIC DEFENDER

Kathleen Hamm, Chief Public Defender

*Established in 1979, the Public Defender's Office provides constitutionally mandated legal representation for indigent defendants in juvenile and criminal cases. To be eligible for public defender representation, the individual must qualify under the Ohio Public Defender Commission Standards of Indigency, as listed in Ohio Administrative Code section 120-1-03. Individuals are represented in the Bowling Green, Perrysburg, and Fostoria Municipal Courts, Juvenile Court, Common Pleas Court, and all levels of the Appellate Court. The Public Defender also operates a satellite office at the Perrysburg Municipal Court to accommodate the significant Northern Wood County caseload.*

**I**n 2013, the Office of the Public Defender represented approximately 3,000 clients. Cases included felonies, misdemeanors, delinquencies, status offenses, appeals and other post-conviction remedies.

Funds for appointment of counsel were budgeted by the County Commissioners and were reimbursed by the State. Reimbursement increased in July from 35 to 40 percent. Since 2005, Ohio law

mandates individuals requesting representation to pay a \$25 application fee. The County retains 80 percent of the fee to offset the costs of providing legal representation.

The duties of the Public Defender are outlined in Section 120 of the Ohio Revised Code. A five-member commission, appointed by the Common Pleas Judges and County Commissioners, oversees the Office Administration.

## VETERANS ASSISTANCE CENTER

Mary E. Hanna, Executive Director

*The goal of the Veterans Assistance Center is to provide compassionate, high quality services to Wood County veterans and their families. The staff strives to accomplish this by making the clients, rather than the benefit program, the central focus.*

**T**he Center continued issuing Veteran Identification Cards to County veterans containing the veteran's photo, address, branch of service, dates of active military service, and character of discharge.

Veterans reached out for \$66,537 in emergency financial assistance through the Center. The number of claims continued to rise with increased use of medical and nursing home benefits. Transportation to VA medical facilities continued to be provided through a contract with Life Star

Ambulance.

For every dollar spent by the County on veteran assistance, the Veterans Assistance Center brought \$51.28 in federal money back into the County. These funds benefited those veterans directly receiving assistance. In addition, the economy benefited because these federal funds increased the purchasing power of veterans and their families.

The Veterans Service Commission operates under Chapter 5901 of the Ohio Revised Code.

### STATISTICS FOR 2013

|  |                     |
|--|---------------------|
| Veterans Residing in the County.....             | <b>10,674</b>       |
| Total Client Contacts .....                      | <b>15,694</b>       |
| Veterans Transported to Medical Facilities ..... | <b>428</b>          |
| Veterans Photo I.D. Cards Issued.....            | <b>259</b>          |
| Newsletters Distributed .....                    | <b>6,490</b>        |
| Memorial Day Appropriations .....                | <b>\$10,000</b>     |
| Flags/Grave Markers Distributed .....            | <b>10,167</b>       |
| Federal VA Claims/Documents Processed .....      | <b>21,526</b>       |
| Total Federal Dollars Brought into County .....  | <b>\$21,652,353</b> |

## SOIL AND WATER CONSERVATION DISTRICT

Nicki Kale, District Administrator/Education Coordinator

*The Soil and Water Conservation District (SWCD) includes all the lands within the County. The District, chartered in 1949, is a subdivision of the State of Ohio formed by a referendum petition. The major function of the District is to determine natural resource needs and implement programs that protect and develop these resources. The District operates on funds provided by the Commissioners, which is matched by the Ohio Department of Natural Resources' Soil and Water Conservation Commission. The SWCD operates under Chapter 1515 of the Ohio Revised Code. Policies are set by a five-member board of supervisors who are elected for a three-year term.*

**D**uring fiscal year 2013, the Lake Erie Conservation Reserve Enhancement Program resulted in 36 signed contracts for 96.9 acres.

Through the Conservation Reserve Program's Continuous Sign-up, 13 contracts were signed for 15.4 acres and the General Conservation Reserve Program had 26 contracts for 274.4 acres.

The Natural Resources

Conservation Service's (NRCS) Environmental Quality Incentives Program brought \$850,555 to Wood County through 14 contracts.

As a part of a state-wide focus on reducing the runoff of nutrients from agricultural cropland, called the Clean Lakes Initiative, the Western Lake Erie Basin Nutrient Reduction Program continued. Covering five counties in the Maumee and

Portage watersheds, the goal is to promote practices aimed at reducing the load of phosphorus entering Lake Erie.

The Wood SWCD offered workshop and seminar opportunities throughout the year for agricultural producers as well as urban homeowners on nutrient management, soil erosion, pond health, water conservation and other related topics.

Presentations given in the classrooms and to local civic organizations educate both youth and adults on the soils and the local watersheds.

More than 2,500 youth were reached through the education programs of the District.

An increase in the use of social media puts pertinent information and program opportunities out to the public in a timely and efficient manner.

## A BRIEF HISTORY OF WOOD COUNTY

Wood County was organized on February 12, 1820, when the Legislature carved 14 counties from the lands purchased from the Indians as a result of the Lower Maumee Treaty of September 29, 1817. Lucas County was then a part of Wood County. By law, Maumee was named as the temporary Seat of Justice. The Act further provided that the unorganized counties of Hancock, Henry, Putnam, Paulding, and Williams should be attached to Wood County for civil purposes until further provisions were made by law.

Wood County was named for Colonel Eleazor D. Wood, a graduate of West Point, a gallant soldier and the engineer who planned Fort Meigs.

The selection of county officers took place on April 1, 1820. In May 1822, the Commissioners designated Perrysburg as the first County Seat. It remained so until 1868 when the Seat of Justice was moved to Bowling Green.

The County lines were the same as now, except that the northern boundary extended to Michigan. In 1835, Wood County was dismembered when Lucas County was formed and the Maumee River became its northern boundary.

Out of the Great Black Swamp of yesterday has emerged a well drained, rich, fertile, and productive county.

Today, Wood County covers 617.4 square miles and consists of five cities, 21 villages and 19 townships.

## WOOD COUNTY QUICK FACTS

|  |               |
|--|---------------|
| Population (2010 Census).....                    | 125,488       |
| Population (2012 estimate) .....                 | 128,200       |
| Land area in square miles .....                  | 617.4         |
| Land in farms (acres).....                       | 269,000       |
| Number of farms .....                            | 1,180         |
| Total cash receipts from farms .....             | \$162,728,000 |
| Private sector goods/service establishments..... | 2,693         |
| Total Households.....                            | 48,636        |
| Median household income .....                    | \$53,298      |

### Top Five Private Sector Employers in Wood County

Magna International; First Solar Inc.; Chrysler Group LLC; Owens-Illinois, Inc; Walgreen Company

### Other Major Employers

Bowling Green State University; Owens Community College; Perrysburg Exempted Schools; Wood County Government; Wood County Hospital Association

Source: 2012 Ohio County Profile from Ohio Office of Policy, Research and Strategic Planning



Many Wood County residents may not know where to turn when they need help.

Wood County's No Wrong Door program provides information about services and resources with one call to any of the member agencies. No Wrong Door can help with the real life challenges that touch Wood County residents and provide guidance for issues like home repair, employment, food, clothing, shelter, financial assistance and more.

No Wrong Door is a program of the Family and Children First Council of Wood County, a partnership of Wood County human and social service agencies, schools, law enforcement agencies, government and the courts, dedicated to assisting Wood County residents in need.

If you need help and don't know where to turn, just call any one of the agencies listed and they will guide you to the services you need.

## NO WRONG DOOR Agencies

|   |                                   |
|---|-----------------------------------|
| 24 Hour Information and Referral - United Way 2-1-1 ..... | Dial 2-1-1                        |
| Crisis Line - The Link of Behavioral Connections.....     | 419-352-1545 or 800-472-9411      |
| Behavioral Connections .....                              | 419-352-5387 or 419-872-2419      |
| Bowling Green City Schools.....                           | 419-352-3576                      |
| Children's Resource Center .....                          | 888-466-KIDS or 419-352-7588      |
| City of Bowling Green .....                               | 419-354-6203                      |
| Family Service Counseling Center .....                    | 877-352-4624 or 419-352-4624      |
| American Red Cross.....                                   | 419-352-4575                      |
| United Way of Greater Toledo - Wood County Office .....   | 419-352-2390                      |
| Alcohol, Drug Addiction, Mental Health Services.....      | 419-352-8475                      |
| Board of Developmental Disabilities .....                 | 800-356-3218 or 419-352-5115      |
| Commissioners' Office .....                               | 866-860-4140 or 419-354-9100      |
| Committee on Aging .....                                  | 800-367-4935 or 419-353-5661      |
| OSU Extension.....  | 419-354-9050                      |
| Job and Family Services .....                             | 888-282-1118 or 419-352-7566      |
| Educational Service Center.....                           | 419-354-9010                      |
| Health District .....                                     | 866-861-9338 or 419-352-8402      |
| Wood County Hospital .....                                | 419-354-8910 (ER) or 419-354-8900 |
| Juvenile Court .....                                      | 866-860-4140 or 419-352-3554      |
| Prosecuting Attorney's Office.....                        | 866-860-4140 or 419-354-9250      |
| WSOS Community Action Commission .....                    | 419-353-7407                      |

**Wood County Government**  
One Courthouse Square  
Bowling Green, Oh 43402

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Toledo, OH  
Permit 133

**Postal Customer  
ECRWSS**

**ARE YOU A VETERAN LIVING  
IN WOOD COUNTY?**

The Veterans Assistance Center wants to ensure you are registered with their office to make sure you are receiving all the benefits you are entitled to receive. Contact their office to learn more 419.354.9147.

**VISIT OUR WEBSITE**

**WWW.CO.wood.oh.us**

**The County's website provides links to Elected Official and Departmental websites as well as quick links to the following information:**

- Real Estate Information (Auditor)
- Real Estate Tax Payment (Treasurer)
- Real Estate Index Search (Recorder)
- Voter Location Search (Board of Elections)
- Bids / Requests for Proposals (Commissioners)
- Court Records Search (Clerk of Courts)
- Internet Auction (Commissioners)
- Dog Adoptions (Dog Shelter)
- Dog License Purchase (Auditor)
- Marriage License and Probate Records (Probate Court)
- Building Permit Inquiry (Building Inspection)
- Sex Offender Database (Sheriff)
- Sheriff Sales (Sheriff)
- Interactive Map (Engineer)
- Road Closings (Engineer)
- Prescription Discount Card (Commissioners)
- Spirit of Wood County Awards (Commissioners)
- History of Wood County

**HOW TO CONTACT US...**

CALL 419.354.9000 and let us help you or call toll-free

**1.866.860.4140**

