Description	Williams County Commissioners' Regular Session #20	
Date	**Tuesday, March 24, 2026**	
Time	**Speaker**	**Note**
9:07:46 AM	SL	We will bring the meeting to order and begin with the Pledge.
9:08:06 AM	Roll Call	BW: Present; SL: Here; Quorum is met.
9:08:13 AM	Resolution 155	Approving Minutes from Regular Session on March 17, 2026; BW: Motion; SL: Second; Roll Call: BW: Yes; SL: Yes; Motion Carried.
9:08:43 AM	Resolution 156	Approve Agenda as Amended or Presented; BW: Motion; SL: Second; Roll Call: BW: Yes; SL: Yes; Motion Carried.
9:09:09 AM	Resolution 157	Approving Payment of Bills; BW: Motion; SL: Second; Roll Call: BW: Yes; SL: Yes; Motion Carried.
9:09:39 AM	Resolution 158	Supplemental Appropriation(s) on behalf of Williams County Treasurer; BW: Motion; SL: Second; Roll Call: BW: Yes; SL: Yes; Motion Carried.
9:10:07 AM	Resolution 159	Entering into a Service Estimate and Agreement with Integrated Corporate Health for on-site biometric screenings for county employees; BW: Motion; SL: Second; Roll Call: BW: Yes; SL: Yes; Motion Carried.
9:11:20 AM	Discussion	BW: In our discussion with the elected officials, we had the where we could get this to integrate a little better CEBCO with their Sydney app. So, I am going to have Robin coordinate and talk to CEBCO on that as well. As well as I will be down there Friday for a meeting. Because some employees found they had to still do it with their doctor so they are doing it twice so what is the incentive to come in to ours? So, I don't know what the hang up there is. I know my, my doctor's office is not, they don't put stuff in the Sydney app when I go to do, it doesn't talk to them. It uses a different format. See if we can bridge that gap somehow. Because it is cumbersome. VH: Yeah, you can manually enter your data, but. BW: Yeah.
9:11:28 AM	Also Signed	AR: Monthly credit cards for the month of April for Commissioners' Office; Engineer's Office for March; Dog Warden Weekly Report for March 9th; Credit card appropriation for the month of March for the Recorder's Office and for April; and then an updated Records Retention Schedule Scott that you need to sign. And that is all I have for now. This is the one we updated for digital and not microfilm.
9:12:18 AM	VH	So, you got an email this morning from Jeremy and that's what that is. We were about a day ahead of him. This updates the RC-2 schedule to eliminate microfilm and include digital records.
9:12:40 AM	BW/VH	Are they set to do that? Has he got everything, I know they've been working on getting the new equipment put in place. VH: Not 100%, but awfully close. BW: I do know the engineer thanked us for getting the server out of his office with the noise and heat.

9:12:57 AM	SL	What did they take out of his office? The server? What is that?
9:13:02 AM	BW	Was that a backup server? VH: Yeah. BW: A secondary server for all the.
9:13:06 AM	VH/SL/BW	So, we had an offsite data storage back up. They were gonna ultimately going to put it across from the courthouse down below JFS. SL: Right. VH: That's what is currently happening. VH: So, to say we are 100%, no, but we're close because we're starting moving the hardware. BW: That's all part of that.
9:13:27 AM	SL/VH	And then he's also going to be putting things on tape automatically? VH: Yes, correct. SL: So, there won't be any more microfilm at all?
9:13:38 AM	Recess	SL: We stand in RECESS.
10:34:21 AM	SL	All right we are back in session.
10:34:28 AM	Executive Session	BW: I would like to make a motion to go into Executive Session under Ohio Revised Code 121.22(G)(3) – Pending or imminent court actions with Williams County Prosecutor and the Williams County JFS Department. I would like to have Vond sit in with us as well. SL: Second. Roll Call: BW: Yes; SL: Yes; Motion Carried.
11:04:30 AM	SL	We are coming out of Executive Session with ACTION.
11:04:42 AM	Resolution 160	In the Matter of Hiring Outside Counsel; BW: Motion; SL: Second; Roll Call: BW: Yes; SL: Yes; Motion Carried.
11:05:32 AM	RECESS	AR: If you want to stand in recess, Robin has one more thing for you guys. SL: We stand in Recess.
11:51:43 AM	SL	We are back in session and we have a resolution from Anne.
11:51:51 AM	Resolution 161	Supplemental Appropriation(s) on behalf of JFS; BW: Motion; SL: Second; Roll Call: BW: Yes; SL: Yes; Motion Carried.
11:52:10 AM	AR	And then Robin has a letter that Scott needs to sign.
11:52:11 AM	RK	Yes, so Liz from Maumee Valley sent over a monitoring report from some grants, CDBG grants. The state came in and monitored. They had a few findings and this is the response letter saying what they've done to correct those. So, I just need Scott to sign that one. SL: What was that? What did they monitor? RK: There was three grants, I believe, and they are listed on the report that's attached. SL: And we did everything right?
11:52:49 AM	AR	That is all I have for today.
11:52:50 AM	BW	I have one other thing that I'd like to have on the record, please. From our elected officials meeting this morning the issue came up, the ADA compliance for our websites. And I checked with IT and we are at like a 98% compliance, so we are well within what's required for us to meet the April 24th deadline.
11:53:10 AM	SL	Is that all departments?
11:53:18 AM	BW	Yep.

11:53:26 AM	SL	Is he going to work with Nick on his department?
11:53:28 AM	BW	Nick is in with everybody else. He is one of the most compliant departments, yeah. I talked to Nick and explained that to him and he said fine, I don't need to worry about it. SL: He was just getting nervous? BW: Yeah. SL: Okay. BW: So, yes, Andrea is available for anybody that wants to, she's in charge of that, if they want to have that discussion with her or have any questions, she's on top of it. Thank you.
11:53:40 AM	SL	Vond, do you have anything else?
11:53:44 AM	VH	Just a quick update on the pinball. We have a purchase order in place. The contract has been reviewed by Katie and it's back to, I am gonna say his name and I might get it wrong. Trent. SL: Trent. VH: He is gonna sign it tomorrow when he gets back. He has been on the phone talking but he's physically back to sign it and he will return it tomorrow and then we'll have it on for Thursday I believe for you guys.
11:54:10 AM	SL	Okay great. I keep getting asked about that every time I go out there. VH: Yep. That's where we're at.
11:54:19 AM	ADJOURNED	SL: Alright. If there's nothing else, then we stand adjourned.

WILLIAMS COUNTY COMMISSIONERS

APPROVED:

Scott A. Lirot, President — Bartley E. Westfall, Vice-President — Terry N. Rummel, Member

ATTEST:

Anne M. Retcher, Clerk — Robin R. Kemp, Deputy Clerk

RESOLUTION 26-0155

COUNTY COMMISSIONERS' OFFICE
WILLIAMS COUNTY, BRYAN, OHIO
March 24, 2026

In the Matter of:
Approving Minutes from Regular Session

The Board of Williams County Commissioners met in regular session on the above date with the following members present:

Scott A. Lirot, Yes   Bartley E. Westfall, Yes   Terry N. Rummel, Yes

Commissioner Westfall moved adoption of the following resolution:

THEREFORE, BE IT RESOLVED, that after review, the Williams County Commissioners hereby approve the minutes of Regular Session(s) held on March 17, 2026; and

BE IT FURTHER RESOLVED, that it is further found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were so adopted in an open meeting of this Board and that all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Commissioner Lirot seconded the motion.

The vote upon adoption resulted as follows:

WILLIAMS COUNTY COMMISSIONERS

Mr. Scott A. Lirot, Yes

Scott Lirot
President of the Board of Commissioner

Mr. Bartley E. Westfall, Yes

Bart Westfall
Vice-Pres of the Board of Commissioners

Mr. Terry N. Rummel, —

Not Present
Member of the Board of Commissioners

RESOLUTION 26-0156

COUNTY COMMISSIONERS' OFFICE
WILLIAMS COUNTY, BRYAN, OHIO
March 24, 2026

In the Matter of:
Approve Agenda as Amended or Presented

The Board of Williams County Commissioners met in regular session on the above date with the following members present:

Scott A. Lirot, Yes Bartley E. Westfall, Yes Terry N. Rummel, N/P

Commissioner Westfall moved adoption of the following resolution:

WHEREAS, Commission Staff, to the best of its ability, has prepared the agenda for the day, and

WHEREAS, the Board of County Commissioners has reviewed said agenda and find it to be satisfactory as presented or as officially amended on the record in open session; therefore

BE IT RESOLVED, that the Board of Williams County Commissioners hereby approves the agenda as amended or presented for today's date; and

BE IT FURTHER RESOLVED, that it is further found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were so adopted in an open meeting of this Board and that all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Commissioner Lirot seconded the motion.

The vote upon adoption resulted as follows:

WILLIAMS COUNTY COMMISSIONERS

Mr. Scott A. Lirot, Yes

Scott Lirot
President of the Board of Commissioners

Mr. Bartley E. Westfall, Yes

Vice-Pres of the Board of Commissioners

Mr. Terry N. Rummel, —

Not Present
Member of the Board of Commissioners

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RESOLUTION 26-0157

COUNTY COMMISSIONERS' OFFICE
WILLIAMS COUNTY, BRYAN, OHIO
March 24, 2026

In the Matter of:
Approving Payment of Bills

The Board of Williams County Commissioners met in regular session on the above date with the following members present:

Scott A. Lirot, Yes   Bartley E. Westfall, Yes   Terry N. Rummel, N/P

Commissioner Westfall moved adoption of the following resolution:

WHEREAS, the Williams County Auditor certifies that the money for the credit of the bills listed on the Disbursement List is in the Treasury for the credit of the Funds from which they are to be paid, and is not appropriated for any other purpose; therefore

BE IT RESOLVED, that the Board of Williams County Commissioners hereby approve the payment of bills as submitted; and

BE IT FURTHER RESOLVED, that it is further found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were so adopted in an open meeting of this Board and that all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Commissioner Lirot seconded the motion.

The vote upon adoption resulted as follows:

Mr. Scott A. Lirot, Yes
Mr. Bartley E. Westfall, Yes
Mr. Terry N. Rummel, —

WILLIAMS COUNTY COMMISSIONERS

Scott Lirot
President of the Board of Commissioners

[signature]
Vice-Pres of the Board of Commissioners

Not Present
Member of the Board of Commissioners

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RESOLUTION 26-0158

COUNTY COMMISSIONERS' OFFICE
WILLIAMS COUNTY, BRYAN, OHIO
March 24, 2026

In the Matter of
Supplemental Appropriation(s)

The Board of Williams County Commissioners met in regular session on the above date with the following members present:

Scott A. Lirot, Yes Bartley E. Westfall, Yes Terry N. Rummel, N/P

Commissioner Westfall moved adoption of the following resolution:

BE IT RESOLVED, by the Board of Williams County Commissioners that we hereby approve Vickie L. Grimm, Williams County Auditor to create new lines and make supplemental appropriation(s) from and to the following funds:

Department: Williams County Treasurer's Office

From:	2009	Unappropriated	$3,000.00
To:	2009-40-430-509000	Tres Filing Fees	$3,000.00

Reason: Foreclosure Filing Fees

BE IT FURTHER RESOLVED, that it is further found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were so adopted in an open meeting of this Board and that all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Commissioner Lirot seconded the motion.

The vote upon adoption resulted as follows:

Mr. Scott A. Lirot, yes

Mr. Bartley E. Westfall, Yes

Mr. Terry N. Rummel, —

WILLIAMS COUNTY COMMISSIONERS

Scott Lirot
President of the Board of Commissioners

Vice-Pres of the Board of Commissioners

Not Present
Member of the Board of Commissioners

VOL 165 PAGE 260

RESOLUTION 26-0159

COUNTY COMMISSIONERS' OFFICE
WILLIAMS COUNTY, BRYAN, OHIO
March 24, 2026

In the Matter of
Entering into a Service Estimate
And Agreement

The Board of Williams County Commissioners met in regular session on the above date with the following members present:

Scott A. Lirot, Yes Bartley E. Westfall, Yes Terry N. Rummel, NP

Commissioner Westfall moved adoption of the following resolution:

WHEREAS, a Service Estimate and Agreement was negotiated between the Williams County Commissioners and Integrated Corporate Health, LLC d/b/a Integrated Health 21 for on-site biometric screenings for county employees. Cost estimate $0 for biometric screenings (covered by health insurance), $32 per PSA test for males 40+, $9.50 TSH test for women 40+, mileage and other expenses $1,868 (paid from 1001-44-167-503000); therefore

BE IT RESOLVED, by the Board of Williams County Commissioners we do hereby approve the Agreement as set forth above and further explained in said Agreement. A copy of the Agreement will be on file with Williams County Commissioners; and, therefore

BE IT FURTHER RESOLVED, that it is further found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were so adopted in an open meeting of this Board and that all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Commissioner Lirot seconded the motion.

The vote upon adoption resulted as follows:

Mr. Scott A. Lirot, Yes

Mr. Bartley E. Westfall, Yes

Mr. Terry N. Rummel, —

WILLIAMS COUNTY COMMISSIONERS

Scott Lirot
President of the Board of Commissioners

Vice-Pres of the Board of Commissioners

Not Present
Member of the Board of Commissioners

VOL 165 PAGE 261

RESOLUTION 26-0160

COUNTY COMMISSIONERS' OFFICE
WILLIAMS COUNTY, BRYAN, OHIO
March 24, 2026

In the Matter of
Hiring outside counsel

The Board of Williams County Commissioners met in regular session on the above date with the following members present:

Scott A. Lirot, Yes Bartley E. Westfall, Yes Terry N. Rummel, N/P

Commissioner Westfall moved adoption of the following resolution:

WHEREAS, on March 24, 2026, the Williams County Prosecutor submitted the attached notification of the need for outside counsel under ORC 305.14 and 309.09;

WHEREAS, on today's date, the Williams County Prosecutor, Katherine Zartman along with Assistant Prosecutor, Emil Gravelle, III; Williams County JFS Director, Christie Roan; and COC Supervisor, Bayli Louys-Geiser met with the Board of Commissioners and County Administrator, Vond Hall in Executive Session under 121.22(G)(3) – Pending or imminent court action;

WHEREAS, compensation for said counsel shall be paid from the county general fund and shall not exceed the total annual compensation of the County Prosecutor; therefore

BE IT RESOLVED, by the Board of Williams County Commissioners we do hereby authorize Williams County JFS to employ counsel licensed in Michigan to represent JFS in this specific Michigan Case; and, therefore

BE IT FURTHER RESOLVED, that it is further found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were so adopted in an open meeting of this Board and that all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Commissioner Lirot seconded the motion.

The vote upon adoption resulted as follows:

WILLIAMS COUNTY COMMISSIONERS

Mr. Scott A. Lirot, Yes — Scott Lirot
President of the Board of Commissioners

Mr. Bartley E. Westfall, Yes — Bart Westfall
Vice-Pres of the Board of Commissioners

Mr. Terry N. Rummel, —— — Not Present
Member of the Board of Commissioners

COUNTY PROSECUTING ATTORNEY
Katherine J. Zartman

ASSISTANT PROSECUTING ATTORNEYS
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419.636.4411, FAX 419.630.0354
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INVESTIGATOR
Andrew L. Skiles

DIRECTOR, VICTIM ASSISTANCE
Susan Tennant

FILED
MAR 24 2026
ANNE RETCHER, CLERK
WILLIAMS COUNTY COMMISSIONERS

Williams County Board of County Commissioners
RE: Notification of the need for outside counsel under R.C. 305.14 and 309.09

March 24, 2026

Dear Commissioners:

Pursuant to R.C. 305.14(D), this letter is notification that the Williams County Prosecutor's Office cannot represent the Williams County Department of Job and Family Services in a certain legal proceeding pending in Michigan regarding a child, and JFS needs counsel hired for that matter.

Williams County Department of Job and Family Services is involved in a Michigan court proceeding in connection with a case involving a child in JFS's care. No attorney in the Williams County Prosecutor's Office is licensed to practice law in the State of Michigan. Therefore, it is necessary for Williams County Department of Job and Family Services to hire an attorney licensed in the State of Michigan to represent JFS in the Michigan proceedings.

Pursuant to R.C. 305.14, JFS is permitted to employ legal counsel to represent it or any of its employees without the authorization of the Court of Common Pleas. JFS must obtain the permission of the Board of County Commissioners before employing counsel, if JFS receives money from the general fund.

Under R.C. 309.09(C), whenever the Board employs an attorney pursuant to R.C. 305.14, the Board of Commissioners must enter upon its journal an order of the board in which the compensation to be paid for the legal services shall be fixed. The compensation shall be paid from the county general fund. The total compensation paid, in any year, by the board for legal services may not exceed the total annual compensation of the County Prosecutor.

Therefore, we request that the Board, pursuant to R.C. 305.14, authorize Williams County JFS to employ counsel licensed in Michigan to represent JFS in this specific Michigan case.

We have attempted to assist JFS in locating an attorney licensed in Michigan who is willing to represent JFS on this matter. At your request, we will forward the information of any attorney recommended to us to either JFS or the Commissioners' Office if you desire.

A hearing is scheduled for Tuesday, March 31, in Michigan. Time is of the essence.

Thank you for your consideration.

Very truly yours,
Williams County Prosecutor

Katherine Zartman
kzartman@williamscountyprosecutor.com

Cc: Christie Roan, JFS

PRES. S R

V. PRES. BEW

COMM.

RESOLUTION 26-0161

COUNTY COMMISSIONERS' OFFICE
WILLIAMS COUNTY, BRYAN, OHIO
March 24, 2026

In the Matter of
Supplemental Appropriation(s)

The Board of Williams County Commissioners met in regular session on the above date with the following members present:

Scott A. Lirot, Yes Bartley E. Westfall, Yes Terry N. Rummel, N/P

Commissioner Westfall moved adoption of the following resolution:

BE IT RESOLVED, by the Board of Williams County Commissioners that we hereby approve Vickie L. Grimm, Williams County Auditor to create new lines and make supplemental appropriation(s) from and to the following funds:

Department: Williams County Commissioners on behalf of JFS

From:	1001-54-161-511000	Comm-Misc Transfer Out	$150,000.00
To:	2026-75-300-475000	JFS PA Transfer In	$150,000.00

Reason: Shortage in PA 2026 Fund Account

BE IT FURTHER RESOLVED, that it is further found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were so adopted in an open meeting of this Board and that all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Commissioner Lirot seconded the motion.

The vote upon adoption resulted as follows:

WILLIAMS COUNTY COMMISSIONERS

Mr. Scott A. Lirot, Yes

Scott Lirot
President of the Board of Commissioners

Mr. Bartley E. Westfall, Yes

Vice-Pres of the Board of Commissioners

Mr. Terry N. Rummel, —

Not Present
Member of the Board of Commissioners