

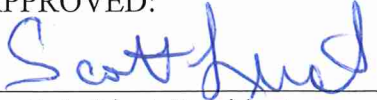
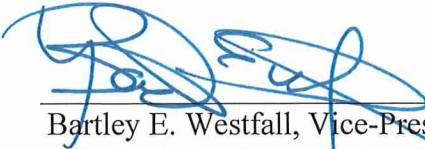
Description	Williams County Commissioners' Regular Session #46	
Date	Tuesday, July 21, 2026	
Time	Speaker	Note
9:02:37 AM	SL	I'll bring the meeting to order, begin with the pledge please. Pledge recited.
9:02:56 AM	Roll Call	TR: Not Present; BW: Present; SL: Here. Quorum Met.
9:03:03 AM	Resolution 364	Approve Minutes from July 9, 2026. BW: Motion; SL: Second; Roll Call: TR: Not Present; BW: Yes; SL: Yes. Motion Carried
9:03:41 AM	Resolution 365	Approving the Agenda as Present. BW: Motion; SL: Second; Roll Call: TR: Not Present; BW: Yes; SL: Yes. Motion Carried
9:04:05 AM	Resolution 366	Approve the Payment of Bills. BW: Motion; SL: Second; SL: I see they have the equipment for the Motorola stuff now. BW: I see that SL: For 1000, or BW: A hundred and something. SL: 91,000 on that part of it. BW: There is nothing (inaudible). Roll Call: TR: Not Present; BW: Yes; SL: Yes. Motion Carried BW: Oh yeah it was Frontier.
9:04:51 AM	Resolution 367	Approving the Supplemental Appropriations on behalf of Williams County Court of Common Pleas, Williams County Coroner, Williams County Engineer, Williams County Hillside Country Living, and Williams County Victims Assistance. BW: Motion; SL: Second; Roll Call: TR: Not Present; BW: Yes; SL: Yes. Motion Carried SL: Is that the only One I have to sign? AR: Yup. SL: there is no sticky note AR: Nope, that's the only one. Just one.
9:05:49 AM	Resolution 368	Resolution of Necessity for Department of Aging Levy requesting 1.0 Mill Levy in lieu of the current 0.5 and 0.1 that are currently in place. BW: Motion; SL: Second; SL: Who is it for? What did you say, Department of Aging? AR: Yes, their levy. SL: So, we are making a decision on what their levy amount is going to be? AR: Yes. VH: On the ballot, this is what you would put on the ballot for voters to consider. SL: And we said its going to be the .1? VH: And yes, if it passed then you would not collect the 0.5 and 0.1; AR and BW: The 5 and .1. BW: Its 1 mill not .1; VH: Its 1 mill correct; AR: There is a .5 and a .1 that will go away. VH: Replaced by a 1 mill. SL: Replaced by a 1 mill and that's the one of the 3 options we were discussing a week ago. VH: Yes. SL: And; BW: Kind of the middle of the road, if I remember right, of the three we were looking at. AR: So, this is a step that will go to the Auditors office, and then she will certify everything and then it will come back and then you guys will pass the official. SL: Is there a hurry on this? Why don't we do something like this when we have our third commissioner here too? Can we wait until Terry is here? VH: This is a request for the Auditor to calculate the values and then that comes back to you to consider and then you will vote whether or not you put it on the ballot. AR: Yes, when Terry is back. VH: This is step one of a two-step process. SL: Right, okay. VH: So, step one is this, asking the Auditor to calculate what that generates. She'll create that, send it to you. Then you

		have a discussion again, you review what she sent you then you decide, are we putting this on the ballot? SL: Okay, that's fine. AR: But there is a timeline. There is a time frame too. BW: Okay so we have to have it filed before, AR: 90 days before the election BW: Right, which means what is that? August 6 th ? AR: Might be August 4 th . It seems like it is early in the month. BW: Okay. SL: I just want to make sure that we all three get to chime in on that. VH: Yup. Roll Call: TR: Not Present; BW: Yes; SL: Yes. Motion Carried
9:08:28 AM	Resolution 369	Purchase Agreement on behalf of Engineer for 2021 Chevrolet Colorado Crew Cab. BW: Motion; SL: Second; Roll Call: TR: Not Present; BW: Yes; SL: Yes. Motion Carried - Purchase Truck
9:09:23 AM	Resolution 370	Entering into an LPA Federal Local-Let Project Agreement Amendment. AR: So, in March you approved the actual agreement, so this is the Amendment changing (reviewing the agreement) the amount of the overall project? AR: That's what I see. BW: And that's the state funding that correct? AR: Yeah. SL: And its going down? AR: yup. SL: From 180 to 150 something. AR: Yup. BW: They may have made a change on the size or AR: That's the only thing I see on this one. But I don't have the original pulled right here either. AR: But it talks about, ODOT shall provide the LPA 100% of the eligible cost. So yeah, it's amending the funding. Do I have a motion? BW: Motion; SL: Second; Roll Call: TR: Not Present; BW: Yes; SL: Yes. Motion Carried
9:13:58 AM	Discussion on Payroll Change	SL: Hey Vond, on the payroll changes. Notice they didn't check off any of the boxes from new hire or from one to the other. BW: Most of them are retired, the ones I have had. VH: The last three were retired, the top ones they have a built in SL: After a certain period of time, they get a VH: Bump SL: Reevaluation, length of job, length of service, I mean they don't, they don't have. AR: Keep scrolling down. Right there under other, it says sentinel wage adjustment, do you see it? SL: What is sentinel wage adjustment mean, you give me them words but then don't know the answer. AR: I don't know that, I just knew there was another line where they sometimes put stuff. VH: It's a built-in step that after so many, a period of time, I don't know what that period of time is. SL: Must be 11 days. AR: Scroll back up. SL: Went from seven cents to seven. AR: Scroll back up. SL: effective date 6-28. AR: Nope, I didn't know if they had a date where they put her. SL: I mean I don't really care, its 25 cents. BW: The other ones were all marked. They were retirement I think. SL: At least they have who its from this time. I appreciate that, whoever did that, was responsible for letting us know what department we are looking at. BW: Only took a year. VH: Yeah, we are good. BW: Wheels of government. Had to use up all the old ones I guess SL: Right.
9:15:39 AM	Resolution 371	Entering into a Precinct Election Official Recruitment and Training Grant Agreement on behalf of Board of Elections. BW: Motion; SL: Second; Roll Call: TR: Not Present; BW: Yes; SL: Yes. Motion Carried

9:16:07 AM	Discussion	BW: See we have a hot water heater to replace out at Hillside too SL: Hillside for \$11,000. BW: This one will probably be more. VH: A little flooding. SL: Probably pretty big. BW: A little bit that doesn't surprise me. VH: There is a lot of water. BW: I know that my front yard was completely under water, I have never seen water out there before. I was out of town. SL: Seven inches in less than an hour. BW: Up in Montpelier. SL: Everybody thinks its because of the solar filed. AR: I saw that. BW: Oh really? SL: God had nothing to do with it. VH: Yeah because it didn't come from above. BW: It's reflecting up there and heating up the clouds must be. VH: Generated BW: Well the data center will contradict that and help out in the future. VH: Well, they have to generate their own cooling. SL: Need water BW: They have it.
9:16:59 AM	Resolution 372	Approval and Adoption of an AI Usage Policy submitted by IT. BW: Motion; SL: Second; Roll Call: TR: Not Present; BW: Yes; SL: Yes. Motion Carried VH: I was waiting for one of you to ask if he used AI to write the policy. BW: I was going to ask who wrote the policy but I didn't want to go there. SL: I just assumed Jeremy is that smart. Is that the only place to sign? AR: Yup. SL: Sign this? AR: Nope, there.
9:18:32 AM	Resolution 373	Entering into an Addenda on Behalf of JFS with the Ohio Teaching Family. BW: Motion; SL: Second; Roll Call: TR: Not Present; BW: Yes; SL: Yes. Motion Carried.
9:19:26 AM	BW	Did you and Jeremy put that together? VH: Yes, we had requests from other offices and just commissioners asking for some guidance. BW: I'm sure, uncharted territory. How do we handle it, even though we know they have already been using it every time the ask Siri something. A google search.
9:20:02 AM	Resolution 374	Approving Change Order 004 for Project 8-2025 – North Annex Building. AR: In this proposed change request, they add storefronts to the balcony in the northeast corner of the building. It did add additional cost as provided. They also have to seal existing ductwork as required by the inspector. So, the original contract was 1,339,950. It is now 1,455,099. SL: So, they went through and they looked at the inspector, looked at all of the duct work, and said because we're opening the ceiling, which I can't believe our architects didn't understand that they would probably make us fix anything that was wrong. Part of the ductwork wasn't, didn't have the goop on the seams. You know when they put hard pipe together, so none of that was sealed, so they had to go in and do that. Any wire, the other people that had the building, they would run a cat five wire into a conduit to get down the wall into the outlet. Well, they didn't put a little grommet around that, so they have to go in and put those in and whatnot, and so forth. That's part of the. BW: Well, it's getting down to the nitty gritty. SL: Yeah, it's getting down there, so moved? BW: Motion; SL: Second; Roll Call: TR: Not Present; BW: Yes; SL: Yes. Motion Carried

9:22:06 AM	Discussion	BW: I told you I was going to be a little late, I didn't tell you on what SL: Must have been a good night. Brian Koeller: (Sneezes) SL and AR: Bless you. Brian: Thank you. Thank you. SL: Is that going to be in the minutes? AR: That? Yup, sure will. Brian Koeller: Bryan Times sneezed. BW: Was that edited? VH: And was blessed by several in the crowd. BW: Blame it on the Canadians right. SL: Man, that was terrible wasn't it.
9:22:17 AM	Also	Courthouse permit – Bud Widmer's Rube Band on July 26 at the band stand; Courthouse Permit from Rick Adams for Patriot Da Rally – Honoring God and Country; MVPO Satisfaction of Mortgage; Dog Warden Monthly Report for June and Weekly Report for June 29- July 5 and July 6-12; Credit Card Expenditures on behalf of IT (July)and Engineer (Sept); Permit to work within County Township Road Right of Way Limits 3-Charter, 1-Midwest and 1-MasTec BW: Are they about done? AR: I hope so
9:23:28 AM	Discussion	SL: Is this part of the 4-page new thing yet; AR: Not yet we are working on that; BW: Celebrating God, guns and Country. Oh, just God and Country SL: Anything God and County we better pass it.
9:24:00 AM	AR	That's all I have until your 11 o'clock executive session with the prosecutor.
9:24:10 AM	BW	I have one thing I just want to bring up in front of the Board of Commissioners for us to move forward as we're finishing up the North Annex and we're talking about moves, et cetera, I would like to see us get a little more aggressive with that, so we have a plan in motion, rather than everybody trying to fly by the seat of their pants once the move starts. I just want to put that on the record.
9:24:32 AM	SL	I think they have a finish date now of October 9.
9:24:38 AM	BW	So, we may get them in by the end of the year
9:24:45 AM	SL	Yeah.
9:24:46 AM	BW	BW: Okay. SL: I think they have picked out their desk and furniture that will be putting out there.
9:24:47 AM	BW	I think you need to sign this to Scott. It got stuck to the back there
9:25:06 AM	BW	Well then, I guess the the other conversation is who else is possibly moving in what space and what we're going to utilize.
9:25:15 AM	SL	The only thing that's not spoken for is the part where we put the new floor.
9:25:27 AM	BW	We can start on that too we don't have to wait until they are done with that.
9:25:31 AM	SL	Well, if we wait, we can certainly talk about it but if we throw that into this project then its going to be double the labor cost. You know, that right?
9:25:49 AM	BW	Well do we have to wait until the project is completely done, Vond, before we sign off on that. Can we even start that conversation?
9:25:56 AM	VH	Internally here you can have that discussion, but if you start adding additional costs then

9:26:05 AM	BW	I get that, okay.
9:26:13 AM	VH	Do you want me to look at a moving company or companies to move people, that are moving there? Have you guys thought you want to do that? It probably more than what Gene and staff can do.
9:26:25 AM	BW	Yes, we have a local guy in west unity that does that. That can do that
9:26:36 AM	SL/VH	I don't know how much they are moving out of their courthouse. VH: Yeah that's a great question, I don't know. SL: Depending on, the conversation should start what's getting moved, what's staying at the courthouse. I don't know how much of the furniture you want top move out of the courthouse. It would not make much sense to me to move all the furniture out of the courthouse and then buy new furniture to put in the courthouse.
9:26:50 AM	VH/SL	Right, I agree. SL: If the furniture we have in the courthouse matches the courthouse I wouldn't think you would want to move everything that matches.
9:27:10 AM	BW	I think the girls have their new furniture for the North Annex all taken care of. They have been working on that
9:27:16 AM	SL	I don't know if they actually have a, anything
9:27:22 AM	BW	But they will have files to move, other miscellaneous stuff to move. I think that maybe we should have, the three girls get together or one of them head it up and Kirk Thompson is the gentleman out of West Unity, and he's moved some stuff for us before, and maybe at least once they know what they all want, having them at least give us an estimate and time frame, how long it takes them to do it.
9:27:46 AM	SL	We would want the elevator operational before we do that. BW: Oh, absolutely, absolutely. SL: So, it's done, but they won't turn it on until it's done. Done.
9:27:58 AM	BW	I get that. I get that. All finished and
9:28:02 AM	SL	Get contractors in there with their boots.
9:28:07 AM	BW	Yep. Yep. So, if you and I'm going to have a conversation with Kellie this afternoon, we have a meeting with her, and I'll have her maybe pursue that at least give us an idea of cost and time frame because he's going to need to have some notifications. We just can't call him on Monday and be there Tuesday. We need to make little plans for that. So that's all I have.
9:28:27 AM	RECESS	SL: We stand in recess then.
11:07:39 AM	Executive Session	BW: We are back in session and I would like to make a motion that we go into Executive Session under Ohio Revised Code 121.22(G)(3). Pending Imminent Court Action with our Prosecutor Katie Zartman. SL: Second. Roll Call: TR: Not Present; BW: Yes; SL: Yes. Motion Carried

11:15:25 AM	SL	Alright, we are back in Session. We are coming out of Exec with no action taken and if there is anything else from anybody.
11:15:31 AM	BW	Nothing else
11:15:32 AM	ADJOURNED	SL: 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	Elizabeth K. Fritsch, Intern	

RESOLUTION 26-0364

COUNTY COMMISSIONERS' OFFICE
WILLIAMS COUNTY, BRYAN, OHIO
July 21, 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, N/P

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 July 9, 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:

Mr. Scott A. Lirot, yes

Mr. Bartley E. Westfall, ye

Mr. Terry N. Rummel, —

WILLIAMS COUNTY COMMISSIONERS

Scott Lirot
President of the Board of Commissioners

Bartley Westfall
Vice-Pres of the Board of Commissioners

NOT PRESENT
Member of the Board of Commissioners

RESOLUTION 26-0365

COUNTY COMMISSIONERS' OFFICE
WILLIAMS COUNTY, BRYAN, OHIO
July 21, 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:

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

RESOLUTION 26-0366

COUNTY COMMISSIONERS' OFFICE
WILLIAMS COUNTY, BRYAN, OHIO
July 21, 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

RESOLUTION 26-0367

COUNTY COMMISSIONERS' OFFICE
WILLIAMS COUNTY, BRYAN, OHIO
July 21, 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 Court of Common Pleas

From: 2080	Unappropriated	\$17,500.00
To: 2080-41-104-501100	Salary	\$16,250.00
To: 2080-41-104-502000	Medicare	\$110.00
To: 2080-41-104-502200	PERS	\$1,140.00

Reason: Drug Court – New fiscal grant year 2027 – partial appropriation

Department: Williams County Coroner

From: 1001-42-190-506300	Seminars & Training Expense	\$1,100.00
From: 1001	Unappropriated	\$1,237.36
From: 1001-42-190-503300	Non-Capital Equipment	\$1,430.90
To: 1001-42-190-506001	Coroner Lab-Autopsy Fees	\$3,768.26

Reason: Cover remaining 2026 Autopsy Fees

Department: Williams County Engineer

From: 1001-43-248-502300	GIS-BWC	\$200.00
To: 1001-43-248-502700	GIS-Travel/Lodging/Meals	\$200.00

Reason: 2026 CEAO GIS Conference

Department: Williams County Hillside Country Living

From: 5018-55-260-501600	Incentives Employee Rec	\$2,000.00
From: 5018-55-285-501100	ILA Salaries Employees	\$800.00
To: 5018-56-283-506300	Idiet Seminars & Training	\$250.00
To: 5018-56-279-509001	DDN Other Expense MCD	\$1,500.00
To: 5018-58-282-503010	IBK Supplies Office	\$1,050.00

Reason: Replenish Line

Reason: Replenish Line

From: 5023	Unappropriated	\$500.00
To: 5023-58-260-503000	Supplies Other-Activities	\$500.00

Reason: Flowers/Mulch-Fether Farms & Gardens

From: 5008-49-290-509002	Vill Other Expense Taxes	\$500.00
To: 5008-58-290-503002	Vill Supplies Linens	\$500.00

Reason: Replenish Line-Sheets, Pillowcases, Protectors

Department: Williams County Victims Assistance

From: 2006	Unappropriated	\$3,367.69
To: 2006-42-444-503000	Office Supplies	\$1,543.23
To: 2006-42-444-502700	Travel Lodging Meals	\$894.46
To: 2006-42-444-506300	Seminars and Training	\$930.00

Reason: No Reason Provided

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 Lirout seconded the motion.

The vote upon adoption resulted as follows:

Mr. Scott A. Lirot, yes

Mr. Bartley E. Westfall, yes

Mr. Terry N. Rummel, yes

WILLIAMS COUNTY COMMISSIONERS

Scott Lirot
President of the Board of Commissioner

[Signature]
Vice-Pres of the Board of Commissioners

NOT PRESENT

Member of the Board of Commissioners

RESOLUTION 26-0368

RESOLUTION OF NECESSITY

RESOLUTION REQUESTING CERTIFICATION FROM COUNTY AUDITOR

PURSUANT TO OHIO REVISED CODE SECTION 5703.03

Rev. Code, Sec. 5705.19, 191, 192, 194, 21, 23, 25

The Board of Williams County Commissioners met in regular session on the 21st day of July, 2026, 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 July 10, 2026, Sarah Stubblefield, Executive Director of the Williams County Department of Aging submitted a letter (attached hereto) requesting a 1.00 mill levy in lieu of the current 0.5 mill and 0.1 mill levies that are currently in place, and

WHEREAS, the Board of County Commissioners of Williams County, Ohio determines that it is necessary to levy a tax outside the ten-mill limitation, and

WHEREAS, before seeking to have a levy approved by the electors of Williams County, the Board of Commissioners must seek the certification of the Williams County Auditor pursuant to Ohio Revised Code Section 5705.03, submitted for the General Election to be held on November 3, 2026.

THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Williams County, Ohio that the Williams County Auditor is hereby requested to certify the following:

- The total current tax valuation of Williams County,
- The number of mills for each one dollar of taxable value that is required to generate a specified amount of revenue
- The dollar amount of revenue, rounded to the nearest dollar, that would be generated by a specified number of mills for each one dollar of taxable value.
- Tax years as it will appear on the tax list

BE IT FURTHER RESOLVED that the purpose of the tax is to provide senior citizens services and maintain the department vehicles and facilities, and is for Five (5) years (2027-2031), being first levying in **TAX YEAR** 2026, first collected in **CALENDAR YEAR** 2027. Such tax is authorized to be submitted to a vote of electors of WILLIAMS COUNTY pursuant to Section 5705.19 (Y) of the Ohio Revised Code and which shall be an ADDITIONAL levy.

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

Adopted the 21st day of July, 2026

I, Anne Retcher, Clerk for the Board of Commissioners, Williams County, Ohio, certify this Resolution to be a true and correct copy of Resolution No. 26-0368, as adopted by the Board of County Commissioners of Williams County, Ohio and recorded in the official record of proceedings of the meeting held on the ~~22nd~~ ^{21st} day of July, 2026.

[Signature]
Clerk of Board of Williams County Commissioners



Williams County Department of Aging
1425 E. High St. – Suite 102
Bryan, OH 43506
Phone: 419-633-4317
Fax: 419-633-4319

Williams County Commissioners
One Courthouse Square, 4th Floor
Bryan, OH 43506

July 10, 2026

RE Williams County Department of Aging Levy Request:

This letter serves as a request that the Board of County Commissioners permit a 1.00 mill new levy to be placed on the ballot for the November 3, 2026, primary election. The purpose of the levy is to provide senior citizen services and maintain the department vehicles and facilities. It is a five-year term (2027 – 2031).

Williams County Department of Aging currently has four levies. Two qualify for state subsidy, a 1.0 mill from 2005 and 0.3 mill from 2008. Two levies do not qualify for state subsidy, a 0.5 mill from 2015 and a 0.1 mill from 2023. The qualified levies are offset by funds from the State of Ohio, reducing the financial burden on the local taxpayers. Therefore, this request is to retain the qualifying levies and combine the two non-qualifying levies into a new 1.0 mill levy. If passed, the department would request the county stop collecting on the current 0.5 mill and 0.1 mill levies.

The needs of our senior citizen population have increased; however, our revenue is not sufficient to meet demand and inflation. The passage of this new levy positions the Williams County Department of Aging to continue to provide much needed services to the community.

Respectfully,

A handwritten signature in blue ink that reads "Sarah Stubblefield".

Sarah Stubblefield

Executive Director

Williams County Department of Aging

FILED
JUL 10 2026
ANNE RETCHER, CLERK
WILLIAMS COUNTY COMMISSIONERS

RESOLUTION 26-0369

COUNTY COMMISSIONERS' OFFICE
WILLIAMS COUNTY, BRYAN, OHIO
July 21, 2026

In the Matter of
Entering into a Purchase 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, N/P

Commissioner Westfall moved adoption of the following resolution:

WHEREAS, a Purchase Agreement has been successfully negotiated between Charles Moore and the Williams County Engineer for the purchase of a 2021 Chevrolet Colorado Crew Cab at a cost not to exceed \$28,250.00 (2068-43-244-505050); Term: Within year 2026; therefore,

BE IT RESOLVED, by the Board of Williams County Commissioners we do hereby approve the Agreement as set forth above and attached hereto. A copy of the Agreement will be on file with Williams County Engineer; 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, <u>yes</u>	WILLIAMS COUNTY COMMISSIONERS <u>Scott Lirot</u> President of the Board of Commissioners
Mr. Bartley E. Westfall, <u>yes</u>	<u>[Signature]</u> Vice-Pres of the Board of Commissioners
Mr. Terry N. Rummel, <u>—</u>	<u>NOT PRESENT</u> Member of the Board of Commissioners

Seller

Charles Moore

13101 CR J #14

Montpelier OH 43543

Advertisement

My Car's Value



2021 Chevrolet Colorado Crew Cab Z71 Pickup 4D 5 ft

4.2 ★ (150 Ratings) [Write a Review](#)

Values Forecast

Your Values

Private Party Instant Cash Offer Trade-In Donate Your Car



Save This Car



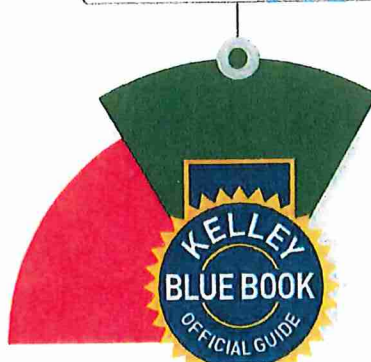
Share This Value

↑ \$479 since your visit on 07/10/2026
(+1.72%)

Private Party Range
\$26,584 - \$30,184
Private Party Value
\$28,384

Purchase Price

\$28,250



Approval

Scott R. Lint

VOL 166 PAGE 87

Signature

Scott Lint, Williams County Commissioner - President

Advertisement

7-21-26

Date

SIGNATURE PAGE

Agreement Title: 2021 Chevrolet Colorado Purchase

WILLIAMS COUNTY PROSECUTOR

This Agreement is approved as to form, with deletion of any indemnity clauses and attorney fee provisions in accordance with Ohio Attorney General Opinions 99-049 and 2005-007.

Katherine J. Zartman
Katherine J. Zartman, Williams County Prosecutor

7/10/26
Date

FISCAL OFFICER'S CERTIFICATE

5705.41 O.R.C.

The undersigned, County Auditor of Williams County, hereby certifies that the amount required to meet this contract has been lawfully appropriated for such purpose, and is in the treasury or in the process of collection to the credit of an appropriate fund, free from any previous encumbrances.

Vickie Grimm p.a.
Vickie Grimm, Williams County Auditor

07/10/26
Date

WILLIAMS COUNTY COMMISSIONERS

Scott Hurst
President

7-21-26
Date

[Signature]
Vice-President

7-21-26
Date

Not Present
Member

Date

RESOLUTION 26-0370

COUNTY COMMISSIONERS' OFFICE
WILLIAMS COUNTY, BRYAN, OHIO
July 21, 2026

In the Matter of
Entering into an LPA Federal Local-LET
Project Agreement Amendment

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 17, 2026, Resolution 26-0141 was passed entering into a LPA Federal Local-LET Project Agreement between the State of Ohio, Ohio Department of Transportation (ODOT) and the Williams County Board of Commissioners, acting by and through the Williams County Engineer as the National Transportation Act has made available certain Federal Funding for use by local public agencies. The requested funds are to be used to construct a single lane roundabout at County Road G and County Road 13. The total cost for the project associated with Federal Funds is estimated to be \$4,180,600; and

WHEREAS, on July 13, 2026, the Williams County Engineer submitted to the Williams County Commissioners an LPA Federal Local-LET Project Agreement Amendment between the State of Ohio, Department of Transportation (ODOT) and the Williams County Board of Commissioners on behalf of Williams County Engineer amending the original agreement as described in the attached agreement; therefore

BE IT RESOLVED, by the Board of Williams County Commissioners we do hereby approve the amended agreement as set forth above and attached. A copy of the Agreement will be on file with Williams County Engineer's Office; 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 Ruml
President of the Board of Commissioners

[Signature]
Vice-Pres of the Board of Commissioners

NOT PRESENT
Member of the Board of Commissioners

Agreement Number: 43518

PID Number: 124563

County-Route-Section: WIL CR 13 & CR G Roundabout

SAM Unique Entity ID: WGJ5XY8ZV6K8

LPA FEDERAL LOCAL-LET PROJECT AGREEMENT AMENDMENT

THIS AGREEMENT AMENDMENT is made by and between the State of Ohio, Department of Transportation, (ODOT), 1980 West Broad Street, Columbus, Ohio 43223 and **the Williams County Board of Commissioners, One Courthouse Square 4th Floor, Bryan, Ohio 43506** (LPA) acting by and through **the Williams County Engineer, 12953 County Road G, Bryan, Ohio 43506**.

Reference is made to the following section of the above referenced LPA Agreement dated 4/1/2026 to be amended by this document:

3. FUNDING

- 3.1 The total cost for the PROJECT associated with Federal funds is estimated to be \$4,158,323.

ODOT shall provide to the LPA 100 percent of the eligible costs, utilizing Spending Authority Code (SAC) 4CT7 CARBON REDUCTION <5K - F (Assistance Listing Number: 20.265 Carbon Reduction Program,) up to a maximum of \$1,125,000 in Federal funds in the Preliminary Engineering/Environmental, Detailed Design, and Right-of-Way phase(s)/subphase(s). The funding does include Toll Revenue Credit at 20 percent, up to a maximum of \$225,000. This maximum amount reflects the funding limit for the PROJECT set by the applicable SAC Program Manager.

ODOT shall provide to the LPA 100 percent of the eligible costs, utilizing Spending Authority Code (SAC) 4HJ7 SAFETY HSIP (Assistance Listing Number: 20.272 Highway Safety Improvement Program,) up to a maximum of \$2,884,500 in Federal funds in the Construction Contract/Construction Inspection phase(s)/subphase(s). The funding does not include Toll Revenue Credit or Credit Bridge. This maximum amount reflects the funding limit for the PROJECT set by the applicable SAC Program Manager.

- 3.2 If after execution of this Agreement, FHWA notifies ODOT that the ALN for the PROJECT is different than the ALN listed in 3.1 above, ODOT shall change the ALN to comply with the requirements of 2 CFR 200.332 and provide notice in writing or by email of the new ALN pursuant to 14.1 of this Agreement.
- 3.3 The LPA shall provide all other financial resources necessary to fully complete the PROJECT, including all 100% Locally funded work, and all cost overruns and contractor claims in excess of the maximum(s) indicated in 3.1 above.
- 3.4 The LPA is administering the Federally funded All phase(s)/subphase(s) of the PROJECT and is therefore considered a subrecipient of Federal funds and is responsible for reporting the applicable Federal expenditures (including any Toll Revenue Credit or Credit Bridge) on their Schedule of Expenditures of Federal Award.

The parties hereto have caused this Agreement to be duly executed as of the day and year last written below.

LPA: Board of Williams County Commissioners	STATE OF OHIO OHIO DEPARTMENT OF TRANSPORTATION
By: <u>Scott Lirost</u>	By:
By: <u>Scott Lirost</u>	
By: <u>[Signature]</u>	
By: <u>Bartley E. Whitfall</u>	
By: <u>Not Present</u>	
By: <u>Terry N. Rummel</u>	Pamela Boratyn Director
Date: <u>7-21-2026</u>	Date:

WILLIAMS COUNTY PROSECUTOR

This Agreement is approved as to form, with deletion of any indemnity clauses and attorney fee provisions in accordance with Ohio Attorney General Opinions 99-049 and 2005-007.

Katherine J. Zartman

Katherine J. Zartman, Williams County Prosecutor Date
7/13/26

RESOLUTION 26-0371

COUNTY COMMISSIONERS' OFFICE
WILLIAMS COUNTY, BRYAN, OHIO
July 17, 2026

In the Matter of:

Entering into a Precinct Election Official Recruitment and Training Grant 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, N/P

Commissioner Westfall moved adoption of the following resolution:

WHEREAS, on July 9, 2026, Williams County Board of Elections submitted a Precinct Election Official Recruitment and Training Grant Agreement between the Ohio Secretary of State and the Board of Elections of Williams County, Ohio for the 2026 General Election, per the Secretary of State Directive 2026-25. The grant funds need to be used by November 2, 2026; therefore;

BE IT RESOLVED, by the Board of Williams County Commissioners we do hereby approve the Precinct Election Official Recruitment and Training Grant Agreement as set forth above and attached. A complete copy of the agreement will be on file with Williams County Board of Elections; 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

[Signature]
Vice-Pres of the Board of Commissioners

NOT PRESENT
Member of the Board of Commissioners



Precinct Election Official Recruitment and Training Grant Agreement

This Agreement (together with exhibits and attachments, the "Agreement") is between the **Ohio Secretary of State** (the "Secretary of State") and the **Board of Elections of** Wilcox **County, Ohio** (the "Board") (collectively, the "Parties").

(enter county name)

I. BACKGROUND

The Parties enter this Agreement with the following mutual understandings:

- A. The Secretary of State's Office issued Directive 2026-25 to provide county boards of elections with guidance and requirements regarding the recruitment and training of over 30,000 precinct election officials (PEOs) for the November General Election. Boards are required to recruit and train at least 15 percent above the statutory minimum number of PEOs (with a 30 percent target strongly encouraged) and ensure all PEOs receive comprehensive and updated training.
- B. In accordance with R.C. 3501.27(B), each Board must establish a program, as prescribed by the Secretary of State, to instruct PEOs on the rules, procedures, and law relating to elections prior to the PEO participating in their first election. Pursuant to R.C. 3501.27(E), the Secretary of State is offering grant funding to the County Boards of Elections to assist with the expenses associated with the guidance and requirements within Directive 2026-25 and R.C. 3501.27. Because the Secretary of State is providing grant funds to the Board for the purposes stated hereunder, the Board must comply with all applicable federal and state laws, rules, regulations, and accounting procedures applicable to any state or local government receiving funds, all of which are hereby incorporated by reference. Failure to comply may subject the Board to the loss of grant funding and/or liability for any grant funds unlawfully expended or funds for which the Board cannot properly account.

II. TERMS AND CONDITIONS

In consideration of the mutual benefits contained in this Agreement, the Parties agree to the following terms and conditions:

- A. **Certification of Funds.** It is expressly understood and agreed by the Parties that none of the rights, duties, and obligations described in this Agreement shall be binding on either party until all relevant statutory provisions of the Ohio Revised Code ("R.C."), including R.C. 126.07, have been complied with, and until such time as all necessary funds are available or encumbered and, when required, such expenditure of funds is approved by the Controlling Board of the State of Ohio, or in the event that funds are used, until such time that the Secretary of State gives the Board written notice that such funds have been made available to the Secretary of State by the Secretary of State's funding source.
- B. **Distribution and Use of Grant Funds.**
1. Subject to the conditions herein, the Secretary of State will provide funds to the Board, proportionately allocating the total funding amount by the number of registered voters served by the Board (the "funds") to be used solely for the purposes identified in the Directive 2026-25. By accepting the funds, the Board agrees to fully comply with the Directive and to use the funds solely to address the requirements in the Directive.
 2. **Allowable Uses.** The grant funding provided by the Secretary of State's office is intended exclusively for the recruitment and training of PEOs for the November General Election. As a condition of receiving grant funding, the Board must either:
 - a. Use the poll worker training materials provided by the Secretary of State's office; or
 - i. Approved Secretary of State PEO training materials include the [PEO Handbook](#) and [Quick Reference Guide](#), as well as the Ohio Poll Worker training module.
 - b. Certify that their locally developed training program provides comparable instruction that also includes the training topics required by the Secretary of State's office, listed below. If your board is using locally developed training and is applying for this funding, please complete the attached "Precinct Election Official (PEO) Training Attestation" and upload it to your

county's SharePoint site, into the folder "2026 PEO Grant" (see attached SharePoint Upload Instruction - PEO Grant for more information).

i. All locally developed training programs must include the following training topics:

- Verification of voter identity using photo ID
- Acceptable and unacceptable forms of photo ID
- Recognizing and proper handling of noncitizen ID
- Best practices for de-escalation and conflict resolution
- Information on how to engage and educate the public about election integrity and security, and how to report concerns
- Polling location setup to ensure proficiency in opening and closing procedures
- Proper placement of required signage in polling locations, including signage clearly displaying parking for curbside voting
- Procedures for multipage (multi-sheet) ballots (if applicable)
- Provisional voting procedures, including procedures for voters flagged to vote provisionally due to a mismatch with BMV/SSA
- Double-voting prevention and proper polling location management, including proper training on replacement ballots

Allowable uses of these funds include expenses such as:

- Recruitment advertising (including print, digital, and radio outreach)
- Facility rentals for training activities
- Costs associated with hiring external trainers or contractors for training-related services
- The printing or reproduction of training materials
- Payment of overtime and hiring of temporary staff who are specifically necessary for PEO training

3. **Prohibited Uses.** Several categories of expenses are expressly prohibited. Grant funds may not be used for:

- Regular payroll, wages, or bonuses for PEOs or board staff
- Food, beverages, or hospitality costs
- Gift items, promotional merchandise (such as "swag"), or any other incentives, or for any expenses unrelated to recruitment and training activities

Payments to external contractors are permitted only when those services are directly connected to PEO recruitment or training.

4. The Board hereby agrees to comply with all requirements of the applicable chapters of the Ohio Election Official Manual ("EOM"). Failure to comply with any Secretary of State directive may subject the Board to the loss of grant funding and/or liability for any grant funds unlawfully expended or funds for which the Board cannot properly account.
 5. If the Board charges subdivisions for any costs expended from grant funds, the Board must reimburse that amount to the Secretary of State.
 6. As a condition of accepting the funds, the Board agrees to satisfy the terms and conditions herein and comply with any instructions or guidance from the Secretary of State, including but not limited to the requirements of Directive 2026-25.
 - **Period of Performance.** As a condition of accepting the grant funds, the Board agrees to satisfy the requirements of Directive 2026-25 no later than November 2, 2026.
- D. **Deposit and Maintenance of Funds.** Grant funds received as a result of this Agreement do not need to be deposited into an interest-bearing fund.
- E. **Monitoring and Audits.** The Secretary of State may request additional information related to the grant at any time. The Board agrees to provide access to grant-related records upon the request of the Secretary of State or any other authorized state agency. The Board shall take prompt corrective action in the event of an adverse finding, sanction, or penalty if the Secretary of State, county auditor, Auditor of State, or any other entity authorized by federal, state, or local law has determined that compliance with the conditions, requirements, and restrictions applicable to the award has not been achieved.

- F. **Periodic Reporting.** The Board agrees to upload the documentation required under this Agreement to its SharePoint folder located at [BOE>Documents>2026 PEO Grant], using the Excel template accompanying this Agreement.
- G. **Expense Report:** The Board must submit the 2026 PEO Training Expense Report Template and all associated backup such as quotes, invoice dates, county reference numbers, vendors, and amounts for all expenditures made using funds awarded under this Agreement upon completing implementation of the requirements in the Directive, or no later than December 4, 2026, unless otherwise approved.
- H. **Vendor Contracts.** After purchasing the required goods or services, the Board must submit the final invoice and proof of payment. Purchases made or contracts entered into prior to the signing of this Agreement are not allowable expenses for this grant unless otherwise approved by the Director of Elections or Chief Financial Officer of the Secretary of State's Office. The Board shall not award any contract with any party listed on the State of Ohio Debarred Vendors list.¹ The Board shall not award any contract to any party listed on the Auditor of State's Findings for Recovery list.²
- I. **Vendors.** To identify a vendor offering a competitive price for a required item or service, the Board agrees to consider the vendors listed in the state term schedules available here:

https://ohiobuys.ohio.gov/page.aspx/en/ctr/contract_browse_public.
- J. **Executive Order 2022-02D.** The Board represents, warrants, and certifies that the Board has read and understands [Executive Order 2022-02D](#) regarding the State of Ohio's prohibition of purchases from or investment in Russian institutions or companies. Specifically, the Board understands and agrees that during the performance of the services described in this Agreement, the Board shall not perform any service, subcontract for any service, or purchase any goods to be used under this Agreement from any Russian institutions or companies, and the Board shall not perform any service or locate any Secretary of State data within Russia. The Secretary of State reserves the right to recover any funds paid

¹ The State of Ohio Debarred Vendor list: https://procure.ohio.gov/state-and-local-agencies/resources/08_debarment-csv-list.

² Auditor of State Findings for Recovery list: <https://ohioauditor.gov/findings.html>.

to the Board for purchases from a Russian institution or company in violation of this section.

- K. **Business with China.** During the performance of the services described in this Agreement, the Board shall not perform any service, subcontract for any service, or purchase any goods to be used under this Agreement from any Chinese institutions or companies, and the Board shall not perform any service or locate any Secretary of State data within China. The Secretary of State reserves the right to recover any funds paid to the Board for purchases from a Chinese institution or company in violation of this section.
- L. **Records Retention.** The Board will maintain accurate records of all expenses incurred related to the grant for a minimum of five years. If those records are relevant to litigation, claims, audits, negotiations, or other proceedings initiated prior to the end of that five-year period, the Board must retain the records until the final disposition of those proceedings or until the end of the five-year period, or as otherwise determined by the county records retention policy, whichever is later.
- M. **Revocation of Grant.** The Secretary of State may revoke the grant if the Board fails to comply with any of the terms of this Agreement. If the Secretary of State revokes the grant, the Board must provide restitution to the Secretary of State for the funds expended and return any unused funds within 30 days.
- O. **Return of Unused Funds.** The Board must return any unused funds to the Secretary of State by January 5, 2027.
- P. **Successors and Assigns.** This Agreement is binding upon the Secretary of State and the Board and their respective officers, directors, administrators, successors, and assigns.

The Board must sign and return this Agreement to the Secretary of State by email to OHeus@OhioSoS.gov no later than July 31, 2026. The Board will not receive funds until the Agreement is signed and returned to the Secretary of State's Office.

The Parties have executed this Agreement by their duly authorized officers as of the last date indicated below, as evidenced by the following signatures:

Kimberly Burns

Date

Assistant Secretary of State

Rachel Sancia

7-17-26

Board of Elections Director

Date

Michelle Jenkins

Board of Elections Deputy Director

Board Chairperson (if required)

(Chairperson's signature needed only if there is no Deputy Director)

By:

Name: Scott Lirot

Date:

July 21, 2026

Title: President of the Williams County Commissioner

Precinct Election Official (PEO) Training Attestation

County: Williams Training Month/Year: October 2026

Attestation

On behalf of the Williams County Board of Elections, I certify that the Board provides a comprehensive poll worker training program to all its poll workers that meets the requirements established by the Ohio Secretary of State for eligibility to receive available poll worker training grant funding per Directive 2026-25.

I further certify that the Board's training program includes instruction on each of the following required topics:

Required Training Topics	Included (✓)
1. Verification of voter identity using photo ID	☒
2. Acceptable and unacceptable forms of photo ID	☒
3. Proper recognition and handling of noncitizen identification	☒
4. Best practices for de-escalation and conflict resolution	☒
5. Information on engaging and educating the public regarding election integrity and security, including how to report concerns	☒
6. Polling location setup, including opening and closing procedures	☒
7. Proper placement of all required polling location signage, including signage clearly displaying parking for curbside voting	☒
8. Procedures for issuing and processing multipage (multi-sheet) ballots (if applicable)	☒

Required Training Topics

Included
(✓)

9. Provisional voting procedures, including procedures for voters flagged to vote provisionally due to a mismatch with BMV/SSA ☒
10. Double-voting prevention and proper polling location management, including proper training on replacement ballots ☒

Poll Worker Training Personnel

Please identify the individual(s) or entity(ies) responsible for providing poll worker training for your county.

Rachel Garcia + Michelle Henricks

Certification

I certify that the information provided in this attestation is true and accurate to the best of my knowledge. I understand that this attestation is submitted as part of the Board's request for grant funding from the Ohio Secretary of State and that failure to provide the required training may affect the Board's eligibility for such funding.

Board of Elections Chair: _____

Signature: _____

Date: _____

Board of Elections Director (or Dep. Director as designee): Rachel Garcia

Signature: Michelle Henricks

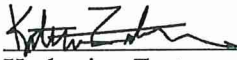
Date: 7.20.26

*Please upload this completed form to your county's SharePoint site,
into the "2026 PEO Grant" folder. (See attached
SharePoint Upload Instruction - PEO Grant for more information.)*

Agreement Title: Precinct Election Official Recruitment & Training Grant Agreement

WILLIAMS COUNTY PROSECUTOR

This Agreement is approved as to form, with deletion of any indemnity clauses and attorney fee provisions in accordance with Ohio Attorney General Opinions 99-049 and 2005-007, by:



Katherine Zartman
Williams County Prosecuting Attorney

7/9/2026

Date

FISCAL OFFICER'S CERTIFICATE
5705.41 O.R.C.

The undersigned, County Auditor of Williams County, hereby certifies that the amount required to meet this contract has been lawfully appropriated for such purpose, and is in the treasury or in the process of collection to the credit of an appropriate fund, free from any previous encumbrances.

Not applicable - VGrimm

Vickie Grimm, Williams County Auditor

07/10/26

Date

SIGNATURE PAGE

WILLIAMS COUNTY COMMISSIONERS – APPROVAL

Date: July 21, 2026



President



Vice President

Not Present

Member

RESOLUTION 26-0372

COUNTY COMMISSIONERS' OFFICE
WILLIAMS COUNTY, BRYAN, OHIO
July 17, 2026

In the Matter of:
Approval and adoption of an AI Usage Policy

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, Williams County recognizes the growing use of artificial intelligence (AI) tools and technologies and their potential to enhance efficiency, productivity, and public service delivery;

WHEREAS, the County seeks to ensure the responsible and ethical use of AI by its employees through the establishment of formal guidelines that promote transparency, legal compliance, data security, and good governance; and

WHEREAS, it is in the interests of Williams County to proactively implement policies that provide clarity and accountability in the use of emerging technologies; and

WHEREAS, on July 9, 2026, Jeremy Suffel, Williams County IT Manager submitted Artificial Intelligence (AI) Usage Policy; therefore

BE IT RESOLVED, by the Board of Williams County Commissioners we do hereby approve and adopt the Artificial Intelligence (AI) Usage Policy, as submitted and attached hereto; 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

[Signature]
Vice-Pres of the Board of Commissioners

NOT PRESENT
Member of the Board of Commissioners

WILLIAMS COUNTY, OHIO

Artificial Intelligence (AI) Usage Policy

Board of Commissioners | IT Department

Policy Title	Artificial Intelligence (AI) Usage Policy
Issuing Authority	Williams County Board of Commissioners
Effective Date	_____, 2026
Last Reviewed	_____, 2026
Next Review	Annually or upon significant AI technology changes
Applies To	All county employees, elected officials, contractors, vendors, and agents acting on behalf of Williams County
Policy Owner	Williams County IT Department

1. Purpose

Williams County recognizes that artificial intelligence (AI) tools offer meaningful opportunities to improve government efficiency, service delivery, and administrative operations. At the same time, the use of AI in a government setting carries significant responsibilities related to public trust, data privacy, legal compliance, and equity.

This policy establishes clear expectations for the responsible, ethical, and lawful use of AI tools by all parties operating on behalf of Williams County. It is intended to enable productive use of AI while protecting county residents, employees, and the integrity of county operations.

2. Scope

This policy applies to:

- All Williams County employees (full-time, part-time, and seasonal)
- Elected officials and their staff
- Contractors, vendors, and third-party service providers performing work on behalf of Williams County
- Volunteers, interns, and any other individuals granted access to county systems or data

This policy covers any AI tool — regardless of whether it is county-provided, personally owned, or accessed through a third-party platform — when used in the course of county business or when processing county-related information.

3. Definitions

For the purposes of this policy, the following terms apply:

Artificial Intelligence (AI) Tool

Any software application, platform, or service that uses machine learning, natural language processing, generative models, or similar technologies to generate text, images, code, analysis, recommendations, or other outputs. This includes but is not limited to AI chatbots, writing assistants, image generators, AI-powered search tools, and AI features embedded in productivity software.

Sensitive Information

Any data that is confidential, protected by law, or whose disclosure could harm individuals or the county. This includes personally identifiable information (PII), protected health information (PHI), criminal justice information, financial records, attorney-client privileged communications, pre-decisional deliberations, and information classified as confidential under federal or Ohio law.

Approved AI Tool

An AI tool that has been reviewed and authorized for use by the Williams County IT Department, in coordination with the County Administrator and relevant department heads.

AI-Generated Content

Any text, image, data, code, or other output produced in whole or in significant part by an AI tool.

4. Guiding Principles

All use of AI tools by or on behalf of Williams County must be guided by the following principles:

- **Accountability** — Employees and officials remain personally responsible for the accuracy, appropriateness, and legality of any work product, even when AI tools assisted in its creation. AI tools are aids, not decision-makers.
- **Transparency** — The use of AI in public-facing communications, official reports, or legally significant documents should be disclosed when material to the recipient's understanding.
- **Privacy** — County and resident data must be protected. Sensitive information shall not be submitted to AI tools unless the tool is approved and contractually bound to appropriate data protections.
- **Accuracy** — AI-generated content must be reviewed and verified before use. AI tools are known to produce errors, fabricate sources, and generate plausible-sounding but incorrect information.
- **Equity** — AI tools shall not be used in ways that produce or reinforce discriminatory outcomes. Any AI-assisted decisions affecting residents must be reviewed for bias and fairness.
- **Security** — AI tools shall not introduce vulnerabilities to county systems, networks, or data. Use of AI tools must comply with all applicable cybersecurity standards.
- **Compliance** — Use of AI tools must comply with applicable federal and Ohio laws, including but not limited to HIPAA, CJIS Security Policy, Ohio Public Records Law, and relevant data protection statutes.

5. Permitted Uses

County employees and authorized parties may use approved AI tools for the following general purposes, subject to the requirements of this policy:

- Drafting, editing, or summarizing internal documents, communications, and reports
- Research assistance and information gathering on non-sensitive topics
- Data analysis and visualization using non-sensitive, de-identified, or publicly available data
- Generating ideas, outlines, or templates for further human development
- Writing or reviewing code for approved county applications or automations
- Translating content to improve accessibility for non-English-speaking residents
- Administrative tasks such as meeting summaries, agenda drafting, or proofreading

All AI-generated output used in an official capacity must be reviewed, edited as needed, and approved by the responsible employee before distribution, publication, or submission.

6. Prohibited Uses

The following uses of AI tools are strictly prohibited:

6.1 Data and Privacy Violations

- Entering, uploading, or submitting any sensitive information — including PII, PHI, criminal justice data, financial records, or attorney-client communications — into any AI tool that has not been approved and verified to meet applicable data protection requirements
- Using AI tools to identify, profile, or surveil individuals without legal authority and proper authorization
- Attempting to circumvent county data classification or access controls using AI tools

6.2 Decision-Making Without Human Review

- Using AI tools as the sole basis for any decision that materially affects an individual's rights, benefits, employment, services, or legal standing
- Using AI tools to generate or finalize legal documents, contracts, or court filings without attorney review
- Automating enforcement actions, denials of service, or sanctions without appropriate human oversight

6.3 Misrepresentation and Fraud

- Representing AI-generated content as solely human-authored in contexts where that distinction is material
- Using AI tools to generate false, misleading, or fabricated information in official county records, communications, or public-facing content
- Using AI tools to impersonate another person or entity

6.4 Security and Compliance Risks

- Using AI tools to generate malicious code, conduct unauthorized system access, or support any activity prohibited by county IT or cybersecurity policy
- Accessing AI tools through county systems in ways that violate software licensing agreements
- Using personal or unapproved AI tools to process county data in violation of this policy

6.5 Discriminatory and Harmful Applications

- Using AI tools to produce content that is discriminatory, harassing, threatening, or otherwise violates county workplace policies or Ohio or federal law
- Deploying AI tools in hiring, promotion, or disciplinary processes in ways that introduce unlawful bias or circumvent HR procedures

7. Data Classification and AI Tool Use

Before using any AI tool with county information, employees must assess the classification of the data involved:

Data Classification	Examples	AI Tool Use
Public	Published meeting minutes, public notices, press releases	Permitted with approved tools; review all output before publishing
Internal / Non-Sensitive	Internal memos, non-confidential project files, general administrative records	Permitted with approved tools; apply professional judgment
Confidential	Personnel files, financial data, legal correspondence, contract negotiation details	Prohibited unless tool is explicitly approved for this classification with data processing agreements in place
Restricted / Regulated	PHI, PII, CJIS data, Social Security numbers, court records under seal	Prohibited. No AI tool use permitted without explicit written approval from IT and County Administrator

8. AI Tool Approval Process

All AI tools used for county business purposes must be reviewed and approved by the IT Department prior to use. Employees who wish to use a new AI tool should submit a request to the IT Department that includes:

- The name and description of the tool
- The intended use case and county function it will support
- The type of data that will be processed by the tool
- The vendor's data handling practices, privacy policy, and any available data processing agreements

The IT Department will evaluate submitted tools for security, privacy, licensing, and compliance requirements and maintain a current list of approved AI tools. Approval is use-case specific; approval for one purpose does not constitute blanket approval for all uses.

Employees may not use free or personally owned AI tools to conduct county business unless explicitly approved by the Elected Official/Department Head and the IT Manager.

9. Vendors, Contractors, and Third Parties

Vendors and contractors performing work under contract with Williams County are subject to this policy when using AI tools to perform contract deliverables or when handling county data.

Contracts entered into after the effective date of this policy shall include provisions that:

- Require vendors to notify Williams County prior to using AI tools in the performance of contracted services
- Prohibit vendors from submitting county-provided sensitive or restricted data to AI tools without prior written authorization
- Require that AI-generated deliverables be disclosed as such and reviewed for accuracy before submission
- Hold vendors accountable for compliance with applicable data protection laws when using AI tools on county work

The IT Department and Prosecutor's office should coordinate to ensure AI-related contract language is reviewed and updated as needed.

10. Public-Facing AI Use

Any AI tool deployed to interact with or deliver services to the public — including AI-powered chatbots, automated response systems, or AI-assisted resident services — must receive advance approval from the County Administrator and IT Department.

Public-facing AI deployments must:

- Clearly identify themselves as automated systems, not human county employees
- Provide residents with a clear path to reach a human county employee if desired
- Be tested for accuracy, accessibility (ADA compliance), and potential bias prior to launch
- Be reviewed at least annually for continued accuracy and appropriateness
- Comply with all applicable public records and open government obligations

No public-facing AI system shall be used to make or communicate binding decisions regarding county services, benefits, or enforcement without human review.

11. Records Retention and Public Records

Ohio's Public Records Law (ORC Chapter 149) applies to county records regardless of how they were created. AI-generated content incorporated into official county records, decisions, communications, or reports is subject to the same retention and disclosure requirements as any other county record.

Employees should be aware that:

- Prompts submitted to AI tools that are used to produce official county documents may themselves constitute public records
- AI-generated drafts retained by county systems may be subject to public records requests
- Deleting AI-generated records contrary to the county's records retention schedule is prohibited

Questions about the public records status of AI-generated content should be directed to the County Prosecutor's office.

12. Intellectual Property and Copyright

The intellectual property status of AI-generated content is an evolving area of law. Employees should exercise caution in the following respects:

- Do not use AI tools to reproduce copyrighted materials without authorization
- Be aware that AI-generated content may not receive full copyright protection under current law
- Do not submit proprietary county-owned intellectual property, source code, or trade secrets to external AI tools without IT and legal review
- Review vendor agreements for any claims to ownership of content generated using their platform

13. Training and Awareness

The IT Department, in coordination with the county administrator, will develop and maintain training resources to support employees in understanding and complying with this policy.

Training will address:

- Foundational concepts in AI tools and how they work
- Identifying appropriate and inappropriate use cases
- Data classification and protection requirements
- Recognizing and verifying AI-generated errors and hallucinations
- Reporting concerns or potential policy violations

Department heads are responsible for ensuring their staff complete any required AI-related training. New employees shall receive AI policy orientation as part of onboarding.

14. Compliance, Reporting, and Enforcement

14.1 Compliance

All persons covered by this policy are expected to read, understand, and comply with its requirements. Acceptance of county employment, contractor agreements, or system access privileges constitutes acknowledgment of this policy.

14.2 Reporting

Any employee or contractor who suspects a violation of this policy — or who becomes aware of an AI tool being used in a way that poses a risk to county data, residents, or operations — should report the concern to the IT Department or their department head promptly. Reports may be made anonymously where county policy permits.

14.3 Enforcement

Violations of this policy may result in disciplinary action up to and including termination of employment or termination of contracts, consistent with applicable collective bargaining agreements, employment law, and county personnel policies. Violations may also be referred to law enforcement if criminal conduct is involved.

15. Policy Review and Updates

Given the rapidly evolving nature of AI technology, this policy will be reviewed at least annually by the IT Department in coordination with the County Administrator. Reviews will consider:

- Changes in available AI tools and their capabilities
- Updates to applicable federal or Ohio law and regulations
- Incidents or near-misses involving AI tool use within the county
- Guidance issued by the State of Ohio, NIST, or relevant federal agencies

Material updates to this policy will be communicated to all covered parties and will require acknowledgment from county employees.

16. Approval and Implementation

The undersigned acknowledge that they have reviewed the Williams County AI Usage Policy and agree with the information presented with this document. Changes to this policy will be coordinated with, and approved by, the undersigned, or their designated representatives.

Signature: _____

Date: _____

Print Name: _____

Title: _____

Signature: _____

Date: _____

Print Name: _____

Title: _____

Signature: _____

Date: _____

Print Name: _____

Title: _____

RESOLUTION 26-0373

COUNTY COMMISSIONERS' OFFICE
WILLIAMS COUNTY, BRYAN, OHIO
July 21, 2026

In the Matter of:
Entering into an Addenda to 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, N/P

Commissioner Westfall moved adoption of the following resolution:

WHEREAS, on December 16, 2025, Resolution 25-0558 was passed entering into an IV-E Agreement between Williams County Department of Job & Family Services and Ohio Teaching Family Association at a cost not to exceed \$300,000.00 and for a term of January 1, 2026 through June 30, 2026; and;

WHEREAS, on July 17, 2026, Williams County Job & Family Services submitted an Addenda to the Agreement between Williams County Department of Job & Family Services and Ohio Teaching Family; Addenda Reason Narrative: for an amount increase due to the allotted contract amount being insufficient. The proposed addenda amount increase is \$31,185.00 (2057-45-303-506001) with the term remaining the same: January 1, 2026 through June 30, 2026; therefore;

BE IT RESOLVED, by the Board of Williams County Commissioners we do hereby approve the Addenda to Agreement as set forth above and attached. A complete copy of the agreement will be on file with Williams County Job & Family Services; 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

Bartley E. Westfall
Vice-Pres of the Board of Commissioners

NOT PRESENT

Member of the Board of Commissioners

Ohio Department of Job and Family Services

**AGREEMENT FOR TITLE IV-E AGENCIES AND PROVIDERS FOR
THE PROVISION OF CHILD PLACEMENT**

ADDENDA TO AGREEMENT

The following addendum sets forth the terms and conditions between the parties for services for children involved with the agency named below:

This Agreement is between Williams County Department of Job and Family Services, A Title IV-E Agency, hereinafter "Agency," whose address is:

Williams County Department of Job and Family Services
117 W Butler St # E
Bryan, OH 43506

And Ohio Teaching Family Association hereinafter "Provider," whose address is:

Ohio Teaching Family Association
4020 Waterville Swanton Rd Po Box 300
Swanton, OH 43558

Collectively the "Parties".

Contract ID: 19529134

Originally Dated: 01/01/2026 to 06/30/2026

Ohio Department of Job and Family Services

**AGREEMENT FOR TITLE IV-E AGENCIES AND PROVIDERS FOR
THE PROVISION OF CHILD PLACEMENT**

Addenda Number 6:

Addenda Reason:	Amount
Addenda Begin Date:	06/01/2026
Addenda End Date:	
Increased Amount:	\$31,185.00
Article Name:	

Addenda Reason Narrative:

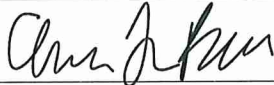
The WCDJFS (The Agency) is proposing an addenda for an amount increase due to the allotted contract amount being insufficient. The proposed addenda amount increase is \$31,185.00

SIGNATURE OF THE PARTIES

Provider: Ohio Teaching Family Association

Print Name & Title	Signature	Date
Jonathan Arnold - Business Manager		7/15/2026

Agency: Williams County Department of Job and Family Services

Print Name & Title	Signature	Date
Christie Roan- Director		07/15/2026

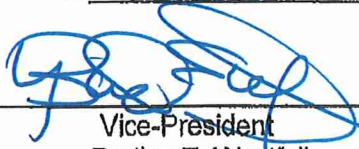
Additional Signatures

Print Name & Title	Signature	Date
Scott Lirot- Commissioner President		7-21-26

SIGNATURE PAGE

WILLIAMS COUNTY COMMISSIONERS – APPROVAL

Date: 7-21-20

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

County Administrator, Vond T. Hall

Date

WILLIAMS COUNTY PROSECUTOR

153.44 ORC

This Agreement is approved as to form, with deletion of any indemnity clauses and attorney fee provisions in accordance with Ohio Attorney General Opinions 99-049 and 2005-007.



Katherine J. Zartman, Williams County Prosecutor

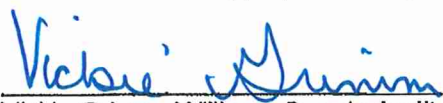
July 16, 2020

Date

FISCAL OFFICER'S CERTIFICATE

5705.41 O.R.C.

The undersigned, County Auditor of Williams County, hereby certifies that the amount required to meet this contract has been lawfully appropriated for such purpose, and is in the treasury or in the process of collection to the credit of an appropriate fund, free from any previous encumbrances.



Vickie Grimm, Williams County Auditor

7-17-20

Date

RESOLUTION 26-0374

COUNTY COMMISSIONERS' OFFICE
WILLIAMS COUNTY, BRYAN, OHIO
July 21, 2026

In the Matter of:

Approving Change Order 003 for Project 8-2025 North Annex Renovation

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 July 17, 2026, Ryan Heitkamp from Garmann Miller submitted to the Williams County Commissioners Change Order #003 for Project 8-2025 the North Annex Renovation Project. The purpose: Provide the work as noted in Proposal Request 005: 1) Add storefronts and balcony to the Northeast corner of the building. Add: \$159,485.00; 2) Provide the work as noted in the request for pricing to seal existing ductwork as required by the inspector. Add: \$2,145.00; 3) Total change order cost: \$161,630.00; 4) Deduct \$46,481 from Contingency Allowance; 5) Add: \$115,149.00 to Contract Sum. The Original Contract Sum was: \$1,339,950.00 and is now: \$1,455,099.00. The Contract Time will be increased by 140 Days. The New date of Substantial Completion will be October 9, 2026; therefore;

BE IT RESOLVED, by the Board of Williams County Commissioners that we do hereby approve Change Order #003 as stated above and further explained in the attached. A copy of the change order will be on file in the Williams County Commissioners Office; 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

[Signature]
Vice-Pres of the Board of Commissioners

NOT PRESENT

Member of the Board of Commissioners

AIA® Document G701® – 2017

Change Order

PROJECT: <i>(Name and address)</i> Williams County North Annex Building Renovation 677 North Main Street Bryan, OH 43506	CONTRACT INFORMATION: Contract For: General Construction Date: October 28, 2025	CHANGE ORDER INFORMATION: Change Order Number: 003 Date: July 17, 2026
OWNER: <i>(Name and address)</i> Williams County Board of Commissioners One Courthouse Square Fourth Floor Bryan, OH 43506	ARCHITECT: <i>(Name and address)</i> Garmann/Miller & Associates, Inc. 38 S. Lincoln Drive, P.O. Box 71 Minster, OH 45865	CONTRACTOR: <i>(Name and address)</i> Siebenaler Construction Co. 6559 St Rt 34 Edon, OH 43518

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

- 1.) Provide the work as noted in Proposal Request 005: Add storefronts and balcony to Northeast corner of the building.
Add \$159,485.00.
- 2.) Provide the work as noted in the request for pricing to seal existing ductwork as required by the inspector. Add \$2,145.00.
- 3.) Total change order cost: \$161,630.00.
- 4.) Deduct \$46,481.00 from Contingency Allowance.
- 5.) Add \$115,149.00 to Contract Sum.

TOTAL CONTRACT CHANGE: \$115,149.00

(Original General Contract A Contingency Allowance - \$80,000.00)
(Previous General Contract A Contingency Allowance - \$46,481.00)
(Remaining General Contract A Contingency Allowance - \$0.00)

The original Contract Sum was	\$ 1,339,950.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 1,339,950.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 115,149.00
The new Contract Sum including this Change Order will be	\$ 1,455,099.00

The Contract Time will be increased by One Hundred Forty (140) days.
The new date of Substantial Completion will be October 09, 2026

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Ryan Heitkamp

ARCHITECT (Signature)

BY: Ryan Heitkamp, AIA

(Printed name, title, and license
number if required)

07/17/2026

Date

James Siebenaler

CONTRACTOR (Signature)

BY: James Siebenaler, President

(Printed name and title)

7-17-26

Date

x Scott Lirio

OWNER (Signature)

Scott Lirio, President

(Printed name and title)
Williams Co Commissioner

7-21-26

Date



06559 STATE ROUTE 34 EDON, OHIO 43518
PHONE (419) 636-3173 FAX # (419) 636-3174
E-mail: siebcon@bright.net

Date: July 1, 2026

Proposal Request #5

Project:

Williams County North Annex
Building Renovation
677 N Main St
Bryan, Ohio 43506

Architect:

Garmen/Miller & Associates, Inc.
38 S Lincoln Drive, PO Box 71
Minster, Ohio 45865

-
1. Remove existing int/ext walls, doors and frames, ceilings, split face block and structural steel up to 18' AFF in northeast corner. Removal of debris.
 \$12,350.00 Labor
 2. Add steel framing above storefront and to second floor balcony floor support and infill split face CMU's
 \$2,650.00 Material
 \$6,775.00 Labor
 \$9,425.00 Total
 3. Install storefront glass wall, 2-3070 doors, 1- ADA operator
 \$49,950.00 Material
 \$11,500.00 Labor
 \$61,450.00 Total
 4. Install glass railing second floor
 \$4,070.00 Material
 \$1,450.00 Labor
 \$5,520.00 Total
 5. Install metal stud framing and drywall for bulkheads above storefront and second floor support, and add ceilings
 \$1,420.00 Material
 \$7,240.00 Labor
 \$8,660.00 Total
 6. Add wall paint to new vestibule area
 \$ 840.00 Material
 \$2,340.00 Labor
 \$3,180.00 Total
 7. Cut and remove existing sidewalk and install new footer, wall, and slab as shown on sheet S3.0
 \$10,350.00 Material
 \$13,350.00 Labor
 \$23,700.00 Total

-
8. HVAC equipment, duct work, grill and diffusers, insulation, pressure piping and air balance
\$11,000.00 Material
\$15775.00 Labor
\$26,775.00 Total
9. Remove electrical devices and install new devices and light fixtures per plans
\$2,720.00 Material
\$5,070.00 Labor
\$7,790.00 Total
10. Install new sprinkler heads in new vestibule ceiling
\$165.00 Material
\$470.00 Labor
\$635.00 Total
11. Fire alarm is in existing area
No extra cost

Total cost: \$159,485.00



06559 STATE ROUTE 34 EDON, OHIO 43518
PHONE (419) 636-3173 FAX # (419) 636-3174
E-mail: siebcon@bright.net

Date: July 14, 2026

Request for Pricing

Project:

Williams County North Annex
Building Renovation
677 N Main St
Bryan, Ohio 43506

Architect:

Garmen/Miller & Associates, Inc.
38 S Lincoln Drive, PO Box 71
Minster, Ohio 45865

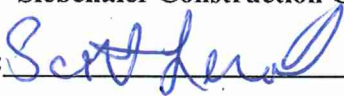
Seal existing sheet metal duct work per state of Ohio inspector

Materials: \$ 275.00

Labor: \$1,870.00

Total: \$2,145.00

Submitted By: **Jim Siebenaler**
Siebenaler Construction Co.

Approved By:  Date: 7-21-26


OK, 7/16/2026