

# Wood County <sup>2003</sup> OHIO Annual Report

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## A Message from the Board of County Commissioners

We are pleased to provide this update to you – the citizens of Wood County – to share the many good things that are happening in County government. As we progress through a period of economic uncertainty, we are grateful for the support and cooperation of our fellow County elected officials who take an active role in our budgetary processes. It is through these cooperative relationships that we are able to maintain quality and effective services to the citizens of Wood County.

In October 2003, following a visit to Wood County in July, Moody's Investors Service affirmed the Aa3 rating for Wood County. The Aa3 rating reflects the County's solid financial operations that are supported by healthy reserves, relatively large tax base, and moderate level of rapidly retiring debt. Given the commercial growth throughout Wood County, Moody's believes the County's sales tax revenues will continue to grow.



The final phase of construction work at the Courthouse Complex commenced in 2003 as work began on the Atrium project. This \$2.2 million project will allow for expanded security in the future, as well as address critical building drainage and water damage issues associated with the plaza area and basement among the three buildings. With completion slated for the spring of 2004, this project will tie together the Courthouse, Office Building, and Records Center which all experienced significant renovation work over the past three years.

In November 2003, we received an Award of Merit from the Ohio Historic Preservation Office for the renovation of the exteriors of the Courthouse and the Old Jail, and for the adaptive reuse of the Old Jail as the county Records Center and Law Library. We are pleased to have been able to complete these projects and ensure the service of these fine buildings to the citizens of Wood County for the next 100 years.

Recognizing the evolution of health care for older citizens, we formally changed the name of the Wood County Nursing Home to Wood Haven Health Care – Senior Living and Rehabilitation. This name better reflects the care and services available at this facility, as well as the needs of area residents. We continue to look with pride and excitement about the future of Wood Haven. In 2003, we secured the services of an architectural firm, SSOE, to design the next phase of building improvements, made possible by the generous donation from the Bordner Foundation.

Continuing our efforts to assist the County Engineer with bridge renovations throughout Wood County, we were able to provide \$500,000 through the general fund in 2003. Over the past five years, we have been able to provide \$4.8 million additional dollars to assist the Engineer with this important work.

We are truly pleased with the work of the Wood County Workforce Policy Board and our Department of Job & Family Services to implement the Workforce Investment Act. This important program is the result of Federal legislation aimed at serving the needs of job seekers and employers. During 2003, the website for the Wood County Employment Resource Center ([www.woodcountyyjobs.com](http://www.woodcountyyjobs.com)) received a national award of excellence. This website is an important tool in our efforts to provide assistance to workers and employers throughout Wood County.

Finally, you might find it unusual that we would recommend the Wood County Landfill as a unique site to see, however it became the home of two electric generating wind turbines during 2003. Through a cooperative effort among the City of Bowling Green, American Municipal Power, and Wood County, these massive wind turbines, standing approximately 389 feet tall (the largest units east of the Rocky Mountains), are producing electricity for our area by taking advantage of our abundant wind. They are a graceful, awe-inspiring addition to the landscape of Wood County.

We hope you will take the opportunity to read this annual report to learn about the many good things that are happening in Wood County. We also encourage you to actively participate in your local government, and attend one of our town meetings which are regularly held throughout the County.

The Board of County Commissioners  
Wood County, Ohio

*James F. Carter*  
*Tim W. Brown*  
*Alvin L. Perkins*

### 2003 BOARD OF COUNTY COMMISSIONERS

James F. Carter, President; Tim W. Brown, Vice President; Alvin L. Perkins  
Andrew S. Kalmar, County Administrator  
Kristy A. Muir, Clerk of the Board/Budget Director  
Janese Diem, Editor

## OFFICE OF THE COUNTY COMMISSIONERS

*The Board of County Commissioners is the administrative coordinator of County Government and has direct oversight responsibility for 11 agencies and departments. Together the Commissioners manage County funds, buildings and property, and also serve as the County's contracting and tax authority.*



The Commissioners continued to work closely with the County Engineer, Health Department, Planning Commission, and Building

Inspection to ensure that people who are thinking of building a house in a rural area are aware of the many issues involved with that process. Through a brochure, *A Guide to Rural Residential Construction*, developed cooperatively among these offices, prospective rural homeowners can follow a 5-step process that covers floodplain designation, driveway and culvert permits, zoning, water and sewer issues, and building permits.

Through a cooperative funding effort among the County Engineer and the State of Ohio and the Commissioners, greater attention to addressing the problem of humped railroad crossings throughout Wood County was made possible. A direct result of this effort in 2003 was the renovation of railroad crossings at Milton Road in Jackson Township and Bays Road in Milton Township. Addressing this important safety issue at the local level is the only realistic way to correct the problems associated with humped railroad crossings.

Although 2003 was a relatively mild year for mosquitoes that potentially carry the West Nile Virus, the Commissioners reaffirmed their commitment to assisting the Wood County Health Department in their efforts to control these pests. Because of funding provided by the Commissioners and the Health Department, county residents are able to obtain free larvicide dunks at various locations in the county, or ask the Health Department to place long lasting briquettes containing mosquito hormone interrupters in areas of standing water. Applying treatment to mosquitoes in the larval stage is the most effective method for controlling their population and potential health risks to humans.

The Commissioners were pleased to help celebrate Ohio's Bicentennial by participating in the casting

of Wood County's commemorative Bicentennial Bell. This event was sponsored by the State Bicentennial Commission and hosted by the Village of Pemberville at the Pemberville Free Fair. At the conclusion of this three-day bell-casting event, retired United States Congressman Delbert Latta became the first person to ring the Wood County bell. The Commissioners extend their thanks to the citizens of Pemberville for their work in hosting this terrific event.

Plans for a one-stop facility for agricultural services to be known as the Wood County Center for Agriculture, moved forward through the continued cooperative efforts of agriculture related agencies in the county. In addition, the Commissioners continued to work with the Wood Soil & Water Conservation District to support the establishment of buffer strips along stream and ditch banks throughout Wood County. Funding provided by the County for these buffer strips, which are important for improving water quality by reducing sediment runoff, is used in conjunction with funding available through the Conservation Reserve Program. With the commitment of \$20,000 for 2003, the Commissioners have provided \$80,000 over the four-year life of this program that will improve conservation efforts in Wood County.

The Commissioners appoint members to a wide variety of boards and commissions, such as the Mental Retardation and Development Disabilities Board, the Alcohol Drug Addition & Mental Health Services Board, the Airport Authority, and the Historical Society Board. Over the past several years, the Commissioners have established a process whereby they meet in public session with every person that is appointed or reappointed to these Boards and Commissions. Citizen participation in local government is imperative and these meetings provide an excellent opportunity for the Commissioners to meet their appointees, establish good lines of communication, and thank them for their service.

The Commissioners also manage the County employees' health insurance program, which is self-insured, with a monthly average enrollment of 280 singles and 591 families. Proceeds from the insurance program provided Wellness programs for County employees and their eligible family members. Active management of the health insurance program by the Employee Health Benefits Advisory Committee allows the County to offer employees an affordable health insurance program.

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## Building Inspection

Michael J. Billmaier, Chief Building Inspector

*As a State of Ohio Certified Building Inspection Department, Wood County's Building Inspection Department inspects all buildings covered by the state building code in Wood, Hancock, and Henry Counties. This 1,455 square mile area encompasses 38 municipalities including Bowling Green, Perrysburg, Northwood, Rossford, Fostoria, Findlay, Mt. Blanchard, Deshler, Napoleon, and Ridgeville Corners, making Wood County the largest building inspection department in the State. The Building Inspection Department also conducts residential building inspections within Wood County, accounting for 53 percent of all fees collected.*

During 2003, the Department issued 6,365 permits. The issuance of permits resulted in 20,907 field inspections, with 2,295 lists of deficiencies requiring corrective action. Of the inspections conducted, 17,678 occurred inside Wood County resulting in 12,698 residential and 4,980 commercial.

Receipts for 2003 totaled \$1,107,668.45. Wood County residential and commercial receipts totaled \$905,782.79. Hancock County commercial inspections added an additional \$161,993.43, with Henry County adding \$39,892.23.

During the year, the Department participated in the creation of the new Residential Building Code of Ohio. This code covers all one, two, and three family dwelling units and is scheduled for implementation in

the spring of 2004. The Department also participated in the formation of the Ohio Code Academy. Every inspector, plans examiner, and chief building official in the State of Ohio will be required to attend the Ohio Code Academy for maintenance of current certification or before they are certified to conduct commercial or industrial inspections.

Building Inspection operates under the Board of County Commissioners and uses the Ohio Building Code, and the Ohio Residential Code for One, Two, and Three Family Dwellings. These are uniform codes that are used to enforce the commercial/industrial and residential building codes. ●

### A PARTIAL LIST OF PERMITS ISSUED IN 2003

One, two, and three family dwellings (Wood County only)	<b>630</b>
Additions or alterations to single family dwellings (Wood County only)	<b>315</b>
New residential garages (Wood County only)	<b>215</b>
New commercial structures (Wood, Hancock, & Henry Counties)	<b>242</b>
Additions or alterations to commercial structures (Wood, Hancock, & Henry Counties)	<b>325</b>

## Child Support Enforcement Agency

Frank McLaughlin, Director

*The Child Support Enforcement Agency manages the collection and distribution of child support monies, locates absent parents, establishes support and paternity, modifies support orders, and enforces medical and child support orders.*

In 2003, the Child Support Enforcement Agency collected \$18,003,910.31 and disbursed this amount to the custodial parents of children due child support. Additionally, \$465,797.21 was collected and returned to the State of Ohio for cases where Ohio Works First (OWF) was paid for families in need. Reimbursements of \$63,239.44 were paid to the Wood County Department of Job and Family Services for children in Wood County foster care living situations.

During 2003, the Agency's legal staff initiated 343 contempt of court actions and 83 counts of misdemeanor criminal nonsupport at the Bowling Green Municipal Court. These two activities alone directly resulted in lump-sum payments of more than \$260,000 and reinitiated regular child support payments for Wood County's children. The Agency's legal staff also recovered more than \$47,000 through administrative activities such as probate actions, liens, and attachment of retirement accounts. The Agency initiated the execution of more than 200 warrants by various law enforcement agencies in 2003.

Wood County continued its aggressive felony prosecution of

criminal nonsupport, with 17 delinquent payors being referred to the Wood County Prosecuting Attorney's Office for felony action in 2003.

The Agency worked to resolve 89 paternity establishment cases locally, in addition to approximately 254 father-child relationships which were acknowledged by new fathers and mothers at the time of a child's birth. Most of the 89 relationships established by the Agency were handled by administrative hearings, during which both parents agreed to be bound by the results of on-site genetic testing.

As of December 31, 2003, the Agency had 6,330 open cases.

The Agency continued placement of an employee in an office adjacent to the Domestic Relations Court facility in the Courthouse. This employee provided up-to-the-minute case information to the Court, computed child support budgets, and set up cases to expedite payment processing for new child support orders.

Utilization of the Financial Institution Data Match (FIDM) was expanded in 2003. This program allows for the exchange of information on the bank accounts of individuals who owe more than one month's child support. More than \$81,000 was collected from 73 payors, an increase of over 100 percent, with nearly \$14,000 seized from one account alone.

The Child Support Enforcement Agency operates under the Board of County Commissioners. ●

## Buildings and Grounds

COURTHOUSE COMPLEX: Bill Lorenzen, Superintendent

EAST GYPSY LANE COMPLEX : Harry Allison, Superintendent

*The Buildings and Grounds Departments oversee the day-to-day maintenance of County office facilities located primarily in the Courthouse Complex and the East Gypsy Lane Complex, as well as at satellite locations. Both provide assistance in facility planning, remodeling, and preventative maintenance.*

### East Gypsy Lane Complex

The East Gypsy Lane Complex Maintenance staff maintained the County-owned office buildings off of East Gypsy Lane and Dunbridge Roads. They also provided services to the Historical Center and Dunbridge Road Building, which houses the Solid Waste Management District, Economic Development Commission, and Educational Service Center.

New landscaping around the Sheriff's Office was completed in early summer. The staff also repaired winter ground damage and replaced dead trees around the complex.

Catch basins were replaced in the north parking lot of the Justice Center, in the main drive by the Complex sign, in the back parking lot of the Child Support Enforcement Agency, and in the west parking lot of Job and Family Services.

Sidewalk repairs were made at the Work Industry, Justice Center, and at the Dunbridge Road garage approach. The sidewalks were widened at the Juvenile Detention Center and Wood Haven.

Parking lots were blacktopped and sealed at the Juvenile Detention

Center and the lot between the Juvenile Detention Center and the Juvenile Residential Center. The lots at the Work Industry and Child Support Enforcement Agency were connected, sealed and striped and the drive to the east end front parking lot at the Justice Center was widened from the sallyport for two-way traffic.

The garage doors at the Work Industry, Juvenile Detention Center, west side of the Fuel Facility, and Dunbridge Road were replaced during the year.

A metal fence and gates were installed at the Fuel Facility to secure the buildings. A sanitary sewer was also installed.

Numerous building updates were also completed during the year including work at Wood Haven.

### Courthouse Complex

In addition to duties at the Courthouse and Office Building, the Courthouse Complex Maintenance Department provided assistance to satellite agencies, including OSU Extension, Highway Garage, Law Library, Auto Title, and Veterans Assistance Center. Maintenance staff performed recycling and other light maintenance functions for these offices.

During 2003, Courthouse Complex Maintenance assisted with the release and sale of used equipment in the County's newly implemented Internet Auction process. Staff coordinated the window replacement project for the Public Defender's Office, installation of dehumidification system in the Courthouse main air handlers, the removal of two 6,000 gallon diesel

tanks used for emergency generator operation, and the remodeling project for the third floor of the Office Building.

Work continued on modernizing and retro-fitting lighting systems throughout the Courthouse and Office Building to reduce costs. This project included installation of motion sensor light switches in restrooms.

The Buildings and Grounds Departments operate under the Board of County Commissioners. ●

## Internet Auction Introduced

On January 30, the Board of County Commissioners authorized its intent to conduct an Internet Auction for the sale of unneeded or obsolete County personal property.

This new format resulted in the collection of \$11,252.50 during the year. Of the funds collected, \$7,608 was deposited into the County's general fund, with the remaining funds returned to the originating departments. Prior to the implementation of the Internet Auction, one-day surplus auctions were held on a bi-annual basis at the County Garage. The net proceeds from the last auction held in 2001 totaled \$2,270.01 for the general fund.

For more information regarding the Internet Auction, visit the County website at [www.co.wood.oh.us](http://www.co.wood.oh.us).



## Department of Job and Family Services

Ruth Larabee, Administrator

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

In 2003, the Department of Job and Family Services administered \$71,595,937 in various programs. Of this amount, 96.38 percent came from federal and state sources, with the remaining 3.62 percent from local sources. Over \$63 million (89 percent) was attributable to Medicaid.

Wood County residents were assisted with basic needs of food, clothing, shelter, and medical care as follows: 225 Temporary Assistance to Needy Families (TANF) cash payment cases per month; 5,109 Medicaid cases per month averaging \$5,318,835 per month with 75 percent for those who are aged/blind/disabled, nine percent for nursing home care, and 16 percent for children and families; \$153,393 monthly food stamp issuance, averaging \$46 per person and \$98 per case, this includes an average of 1,523 children in the County; 60 adult disability assistance cases per month, averaging \$115 a month per person; and \$463,990 disability assistance medical expenditures in 2003.

As the Workforce Development agency for the County, the Department utilized funds to supply employment and training services for 348 adult customers and 497 dislocated workers during 2003. In addition, 2,031 individuals were served through the Wood County Employment Resource Center One-Stop service delivery system. A wide range of

services were coordinated for these individuals through referrals made to partner agencies in the One-Stop network. Services included in-depth assessment of needs, skill testing, resume development, GED classes, job search assistance, professional counseling, and occupational training.

The comprehensive Job Find Program assisted 173 individuals to secure employment with starting wages ranging from \$5.15 to \$20 per hour. Also, 43 adults and 58 dislocated workers received funding for training to enhance their employment skills; 12 adults and 11 dislocated workers completed training and obtained employment with starting wages ranging from \$8.50 to \$21.50 per hour.

An additional training opportunity was established when the Department entered into a partnership with Owens Community College to recruit, assess, and provide funding assistance to dislocated workers for a new state of the art Integrated Systems Technology program at the college. Strong collaboration with the Wood County Economic Development Commission helped locate and contact area employers needing workforce development services and offer them opportunities for aiding employee recruiting, upgrading of employees' skills, and support for employees effected by business down-sizing.

The Workforce Development website, [www.woodcountyjobs.com](http://www.woodcountyjobs.com), received an "Award of Excellence" at the 15th Annual Savvy Awards held by 3CMA, the nationally renowned City-County Communications and Marketing Association. Savvy awards recognize outstanding local government achievements in communications, public sector marketing, and

citizen-government relationships. The website is a virtual resource center for job seekers and employers and offers in-depth information about the local job market, employment news and trends, and easy-to-use tools such as a resume builder and cover letter writer.

The Children's Protective Services Unit served 3,647 children. Ninety children were placed in substitute care at a cost of \$1.8 million. In home, court-monitored protective services were provided to 169 children. The unit provided services to 1,498 children who were reported to be at risk of abuse/neglect and five children were placed for adoption.

In April, at a dinner in their honor, foster parents were given special recognition for their work in preventing child abuse. Utilizing private donations from the community, Children's Services staff treated foster families, their children, and foster children to a special holiday party.

The Social Services Unit provides services to adults with or without children. Information and referral services were provided to 2,613 individuals. The Emergency Food and Shelter Program (EFSP) served 26 households. Adult Emergency Assistance served 16 adults and the Prevention, Retention and Contingency (PRC) program served 496 households. Through the PRC program, 162 car repairs totaling \$102,054 were provided for people who were working or trying to become employed. Transportation services were provided 1,904 times through Medicaid, Title XX and Levy Funds. Child Care was provided

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## Dog Shelter

Paula Hamman, Chief Dog Warden

The purpose of the Dog Shelter is to enforce Section 955 of the Ohio Revised Code, which includes checking licenses and the proper confinement of dogs, as well as investigating dog bites, livestock kills, and other related complaints. The Dog Shelter is self-supporting. User's fees, dog licenses, kennel fees, fines and penalties are the primary funding source for the Dog and Kennel Fund which is used to pay salaries, maintain trucks, pay utilities, maintain the building, and pay veterinarian fees.

The number of impounded dogs declined for a sixth straight year. During 2003, a larger percent of the impounded dogs were unadoptable, either because of age, health, or attitude. Despite this the Dog Shelter has maintained a 58 percent adoption rate.

The Shelter continued to post photos of available dogs at numerous locations throughout the County. The Shelter also received assistance from

rescuers, who publicized available dogs from the shelter. The use of e-mail has also proved to be a valuable tool in the rescue and adoption of dogs.

The Dog Shelter operates under the Board of County Commissioners. •

2003 STATISTICS	
Miles driven	<b>58,359</b>
Calls answered	<b>2,249</b>
Law enforcement agencies	<b>187</b>
Owners dogs	<b>7</b>
Stray dogs	<b>951</b>
Complaints	<b>972</b>
Animal claims	<b>4</b>
Injured dogs	<b>61</b>
Patrol area	<b>45</b>
Traps set & picked up	<b>22</b>
Dogs impounded	<b>820</b>
Dogs redeemed	<b>239</b>
Dogs adopted	<b>231</b>
Pups impounded	<b>64</b>
Pups adopted/redeemed	<b>55</b>
Dogs euthanized	<b>338</b>
% of pups adopted/redeemed	<b>86</b>
% of total dogs adopted/redeemed	<b>58</b>
Kennel licenses sold	<b>126</b>
Dog licenses sold	<b>16,061</b>

## JFS CONTINUED FROM PAGE 2

to an average of 400 children each month averaging \$116,000 per month.

Services to senior citizens included Homemaker Services provided an average of 180 times per month; Home Health Aide Services (under contract with Health Department) provided to an average of 33 consumers per month; and Chore Services reimbursed for an average of 20 persons per month. Adult Protective Services were provided to 65 people over the age of 60 and nine under age 60.

Intensive Case Management services were provided to 99 households in the Temporary Assistance for Needy Families Alternative Assignment program.

Services for children and elders were partially funded by the Protective Services Levy.

The Department of Job and Family Services is also the fiscal agent for Wood County Family and Children First Council and the Wood County Workforce Investment Act (WIA). •

## Emergency Management Agency

J. Eric Larson, Director

The Emergency Management Agency is responsible for the four phases of emergency management: mitigation, preparedness, response, and recovery.

The Agency assists County government and local communities in responding to natural disasters and special needs situations. Emergency Management is the umbrella of emergency forces that respond to and mitigate an emergency that may occur in Wood County.

The Weapons of Mass Destruction Committee continued its involvement with equipment purchases from the Department of Justice Grants. The Committee also continued to evaluate vulnerabilities, equipment, and training needs for first responders in the County. Formed in 2002, the Committee consists of officials from Bowling Green State University, Wood County Sheriff's Office, Wood County Health Department, Wood County Hospital, as well as representatives from the Mayor's, Trustee's, Fire/E.M.S. Chief's, and Fire Fighter's Associations and others from a diverse group of officials and responders from across the County.

The Agency received an \$116,775 grant from the U.S. Department of Justice through the State Domestic Preparedness Equipment Program. Preparedness for emergency response required continuous assessments of local hazards and a strategy to address those planning areas. The DOJ provided this financial support to the States for development of the equipment inventory needed by first responders for potential acts of domestic terrorism. The Agency, via the Equipment Committee, purchased personal protective gear,

two photo ionization detectors, a decon trailer, a containment trailer, and an "air-wagon" trailer for use by agencies throughout the County.

The Agency collaborated with the Ohio Funeral Director's Association (OFDA) to purchase a trailer and equipment to respond to mass fatality incidents. This project is regional in scope and can be used across the state of Ohio for any jurisdiction encountered with a mass fatality incident. Other agencies involved in this project included the Ohio Association of Coroners, Ohio Dental Association, and the Federal Disaster Mortuary Response Team. Additional funding was secured through the state EMA to support this project and to date it is the only program known of its kind nationwide.

In April 2003, the Agency hosted a full scale Hazardous Materials Exercise with the Lake Township Fire Department, Jones Hamilton in Walbridge, the Northwood Fire Department and other volunteers. The exercise provided essential training to county emergency responders with the opportunity to utilize the Incident Command System and practice their response skills during a simulated large-scale incident.

The Agency and CSX co-hosted a table top exercise in May at the Wood County Hospital. The exercise involved a train derailment carrying hazardous materials and provided training to those persons involved in decision-making and response. The exercise evaluated several areas, including but not limited to the adequacy of response plans; the medical capabilities for treating victims; and the review of

local medical, EMS, and public health capabilities to identify, monitor and respond to an incident.

In 2003, the EMA secured a grant for the County's All Hazards Emergency Response Plan to be revised with emphasis on the Weapons of Mass Destruction Annex. The plan was sent to print in late December with distribution in 2004.

The Agency responded to 18 hazardous material incidents at the request of emergency responders and assisted as a resource coordinator. Containment equipment, tools, and on-site weather monitoring were made available by the Agency as needed.

Working with the Wood County Hospital, monthly continuing education classes for emergency response personnel were offered to provide up-to-date information in addition to regular training required to maintain current licens- ing. In October, the Director along with the Wood County Hospital implemented a Basic Emergency Medical Technician class. A 40-hour Emergency Medical Technician Intermediate Transition Class was completed earlier in the year. The classes were comprised of individuals within Wood County and the surrounding area.

The Director, who is also a Paramedic, continued to respond to Advanced Life Support requests as a Paramedic Intercept unit, with the help and support of Wood County Hospital, in 2003, he responded to 205 requests from area Fire and EMS departments for assistance.

The Emergency Management Agency operates under the County Commissioners with input from the Emergency Management Advisory Committee. •

## Historical Museum and Center

Stacey Hann-Ruff, Director (Jan. 1 - July 1)  
Christie Raber, Director (July 7- Dec. 31)

The Historical Center, located on the grounds of the former Wood County Infirmary, actively preserves and shares the history of Wood County and the Wood County Infirmary through exhibits, research, special events, education programs, collection and conservation of artifacts, and the preservation of the Infirmary grounds. This historic site is one of the last county poor farms where nearly all of the original structures still remain. The Center includes a large museum, an herb garden and arboretum, nature trails and numerous outdoor points of interest.

Financial support for the Center is derived from County tax dollars and through the private fund-raising activities of the Wood County Historical Society. The 50-acre County-owned site is part of the system of parks maintained and patrolled by the Wood County Park District.

During 2003, the Center and its resources were made available to more than 20,000 visitors, including students, tourists, families, school and reunion groups, and more than 55 County agency and community groups. Visitors took tours, engaged in research activities, walked the grounds, and enjoyed education programs. During 2003, the Center's interns and volunteers worked more than 6,000 hours on education and recreation projects.

The Center hosted a diversity of special events, including the Spring Open House, Civil War Days

Encampment, Earth Camp, County Employee Picnic and Safety Fair, Wood County Day, Halloween Folklore & Funfest, Old Home Holiday Tour, and the monthly tea series.

Additional information about the site, activities, and education programs offered by the Center is available through the Black Swamp Chanticleer newsletter and on the Center's website at [www.woodcountyhistory.org](http://www.woodcountyhistory.org).

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

## 2003 SPECIAL ACHIEVEMENTS

- Continued restoration of the Brandeberry Wall
- Restoration of the second floor east wing in honor of the State of Ohio Bicentennial utilizing a \$20,000 donation from Ohio Attorney General Betty Montgomery
- Completion of the Lunatic House restoration made possible by a donation made in memory of Wilbert & Helen Mathile
- Completion of the heating project which included 4,700 feet of old piping that was removed and replaced; the removal, cleaning, and testing of existing radiators; and the addition of 21 new radiators to provide heat throughout the entire building.

## Office of Economic Development Economic Development Commission

Thomas Blaha, Executive Director

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

On March 19, 2003, the Wood County Economic Development Commission (WCEDC) celebrated its 10th anniversary and stressed that the importance of an aggressive, public/private partnership for economic development is as—or even more—important as it ever was.

With the support of its 100 public and private entity members, the Commission continued its work to add value to businesses, communities, and citizens. In strong economies or soft, Wood County has been consistently rated number one among the counties of Northwest Ohio in measures like lowest unemployment rate, new dollars invested, productivity of the workforce.

The Commission set records in the past as measured by millions of dollars invested, thousands of jobs created, and millions of square feet constructed. Given the constraints of the times, the staff continued to work to pursue such quantitative goals. But recent times have taught the importance of qualitative goals as well—the "value added" concept.

The Commission remained at the cutting edge of economic development progress in recognizing and acting upon "value driven economic development." This development contributes to the growth of local and state economies through strategic public and private investments, increasing the productivity and competitiveness of area development resources to grow export-based businesses, industries, and institutions that create wealth for areas.

Following are examples of value added economic development by the WCEDC in 2003:

- Recognized the inclusion of education, local government, and private business interests in the synergy of WCEDC membership as part of WCEDC's Tenth Anniversary celebration.
- Provided a matching grant to the Village of North Baltimore from the WCEDC's EDGE Fund toward the construction of a new water tower to benefit local ratepayers as well as to increase capacity for new industry attraction.
- Contributed to the visioning sessions of Penta Career Center which led to the emergence of a 21<sup>st</sup> century training institution consistent with the needs of business and industry.
- Elevated the visibility of Wood County, its communities, and its businesses through active participation in industrial expositions and international trade missions as part of state and regional efforts.
- Co-hosted, with associated Wood County entities, a fact finding visit by Moody's Investors' Services which resulted in a county bond rating of AA.
- Assisted the consultancy firm of Hodge, Cramer & Associates in establishing the case for a Wood County Center for Agriculture.
- Provided technical assistance to Wood County Workforce Development (One Stop) office in configuring a multi-county regional committee on training and employment.
- Administered the Ambassador Program utilizing WCEDC members' expertise to add value for county companies.
- Participated in the Automotive Communities Program of the Center for Automotive Research linking communities to industry for automotive renewal.
- Service on Board of Erie Basin Resource, Conservation & Development (R.C.&D.) identifying, pursuing, and landing federal dollars for agricultural and/or resource related industries and for communities under 10,000 population.

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

## Records Center

Brenda Ransom,  
Records Manager

*Created in 1998, the Records Center is designed to provide records management services to Wood County offices. The Center, which opened in 2002, offers secure, environmentally sound storage of paper records, preservation microfilming, and digital imaging services.*

By the end of 2003, the Center received and shelved a total of 4,041 cubic feet of County records. Of that number, 98 cubic feet became eligible for disposal based on records retention rules. A total of 643.9 cubic feet of records originating from six County offices were destroyed earlier in the year.

Records Center staff implemented a number of digital imaging and microfilming projects in 2003, scanning 416 ditch files for the Commissioners' Office and also creating microfilm for three other County offices. In addition to records storage and preservation activities, staff assisted and supported County offices regarding development of records retention schedules and destruction of records that have reached their retention periods.

The storage rooms contain high-density mobile shelving units with a maximum storage capacity of 10,500 records boxes. A small microfilm vault stores some of the County's duplicate copy microfilm.

The Records Center operates under the Board of County Commissioners. ●

## Wood Haven Health Care

David Cecil, Administrator

*Wood Haven Health Care, Senior Living & Rehabilitation, a 100-bed short-term rehabilitation and long-term health care facility, provides both skilled and intermediate level care and services. Available rehabilitation programs include physical, occupational, and speech therapies designed to meet the rehabilitative needs of residents with the goal often being regaining the ability to return home. Health care services include 24-hour professional nursing care, nutritional evaluation and meal planning, social services and family support, therapeutic recreational programs, psychological intervention and physician oversight. Short-term respite care is also available. Additional services, customized to meet the individual needs of each resident, are provided as needed.*

To better reflect the new era of health care, the Commissioners renamed the Wood County Nursing Home during an open house on November 9, 2003. In addition to the new name, Wood Haven Health Care, Senior Living and Rehabilitation, a new website was introduced at [www.woodhavenhealthcare.com](http://www.woodhavenhealthcare.com).

The elevator replacement project topped the list of improvements to the facility during the year. Funds donated by the Harold and Ivalou Bordner Foundation continued to enhance the lives of residents and work environment for the staff. Plans for renovation of one wing of the facility into a rehabilitation and therapy complex began with the selection of an architectural firm.

During 2003, Wood Haven registered 161 admissions and 168 discharges, with 121 residents returning

## Solid Waste Management District

Ken Rieman, Director

*The Solid Waste Management District manages solid waste planning and the development of recycling opportunities for residents. It also operates the Wood County Landfill, established under 1968 garbage district legislation. All cities, villages, and unincorporated areas of Wood County are part of the Wood County Garbage District and thereby share financial responsibility for the Wood County Landfill. The mission of the County-owned facility is to provide an environmentally responsible disposal facility for citizens, businesses, and industry that is self-supporting and meets or exceeds all regulations.*

Two 1.5-megawatt wind turbines constructed on Wood County Landfill property via a partnership with the County, the City of Bowling Green, and AMP – Ohio (American Municipal Power), became the largest wind generation units east of the Rocky Mountains. The units are almost 400 feet high and each blade is 132 feet in length. When operating at full capacity each unit will produce 1.8 megawatts of power, enough electricity for 785 homes for a year. AMP – Ohio has an option to construct two more units at the Landfill.

The Landfill received permit approval in 2003 to increase the final height of the present disposal area 38 feet. This provides more than 20 years of permitted capacity at the current rate of use. Adjacent property can be permitted in the future when additional disposal space is needed.

During the year, 2.2 acres were covered with a three-foot compacted clay liner and a drainage system to serve as a base for additional disposal area.

The Landfill accepts yard waste and pallets that are ground into mulch. A trommel screen acquired in 2003 allowed the facility to produce a finished mulch product that is sold in bulk. Concrete and rock are accepted and used for Landfill road base. Scrap metal, tires, and appliances with freon are also accepted for recycling and proper disposal.

Plans for the installation of a turn lane at the Landfill entrance on U.S. Route 6 are pending Ohio Department of Transportation (ODOT) approval and completion of engineering plans. This project will enhance safety for all who go to or pass by the Landfill.

Permitted and licensed by Ohio EPA with oversight by the Health Department, the Landfill is a Best Available Technology (BAT) facility with clay and plastic liners, leachate collection, groundwater and methane monitoring, and surface water controls.

Created by State law in 1988, the Solid Waste Management District operates under a five-year plan approved by the Ohio EPA. An updated plan has been in process since last year, with submission for approval scheduled in 2004. The District is required to assure sufficient disposal capacity for 15 years. Waste Management's Evergreen Landfill in Northwood and the Wood County facility provided the majority of this

capacity. Fees paid by users of the two landfills support the District.

The District insured recycling access and promoted proper solid waste practices. All local government entities are eligible for a \$1.00 per capita grant each year to support residential recycling. They may also apply for capital grants for equipment such as leaf vacuums and wood chippers. Curbside recycling is available in 14 communities and another 14 locations have drop-off recycling. During 2003, 98 percent of County residents had access to recycling opportunities. The District continued its support to the Bowling Green Recycling Center to ensure access and the ability to recycle. The District provided funding to both the Sheriff and Health Department to enforce solid waste regulations. It also supported collection crews from the Justice Center and Juvenile Detention Center that pick up roadside litter.

District staff promoted proper solid waste disposal in classrooms and at community events throughout the year. In 2003, 217 presentations were made to approximately 5,093 people throughout the County. This included 80 classroom visits, 88 meetings/seminars, six workshops, and 43 tours of the Bowling Green Recycling Center and Landfill. Education and awareness was promoted through participation in community special events. Displays featured solid waste reduction, recycling, and litter prevention and information

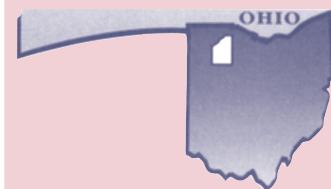
**The two 1.5-megawatt wind turbines became the largest wind generation units east of the Rocky Mountains. The units are almost 400 feet high and each blade is 132 feet in length. When operating at full capacity each unit will produce 1.8 megawatts of power, enough electricity for 785 homes for a year.**



is distributed. Waste audits were conducted at no charge for industrial companies interested in reducing waste, recycling, and reducing costs.

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

## WOOD COUNTY



### ALCOHOL DRUG ADDICTION AND MENTAL HEALTH SERVICES BOARD

Linda Amos\*, Karen Baty, John Bick\*, Judy Ennis\*, Maria Ernie\*, Beverly Hirzel\*, Scott Howard, Allen N. Kepke, Stan Korducki\*, Mark Krautheim, Nancy Mancuso\*, Terry D. Murray\*, Harold Rosenberg\*, Joe Rutherford\*, Lottie Wilson, and three vacancies

### BOARD OF MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES

Dolores Black\*, Ken Belkofer, Hugh Caumartin, Timothy Harris\*, David C. Miller\*, Jane Quinn\*, and Suzanne Reed\*

### BUILDING & GROUNDS COMMITTEE \*\*

Tim Brown, Dorothy Cromley, Joan Gordon, Bill Lorenzen, Robert Pollex, Christie Raber, Michael Sibbersen, Gale Williamson, and Irma Wolf

### BUILDING STANDARDS & APPEALS\*\*

Fred Arn, Robert Brossia, Tim Enright, Ray Huber, David Kellermeyer (alternate), Richard Marten, Robert Maurer, Laurie Melchior Huskisson, Kermit Rudolph, Carl Snyder, and Connie Workman

### CLIENT COMPLAINT REVIEW COMMITTEE FOR CDBG CHIP PROGRAM\*\*

Michael Billmaier, Robert Brossia, and Richard Kohring

### COMMUNITY CORRECTIONS BOARD\*\*

Joni Bretz, James F. Carter, Floyd Craft, Richard Edwards, John Fawcett, Raymond C. Fischer, Ann Garcia, Kathleen Hamm, Veronica Hobbs, Scott Howard, Andrew Kalmar, Reeve Kelsey, John Kohl, Alan Mayberry, S. Dwight Osterud, Robert Pollex, Mark Reddin, Matt Regehr, and Tom Votava,

### COMMUNITY IMPROVEMENT CORPORATION MEMBERS

Harold Bateson, Tim Brown, Joseph Carpenter, James Carter, Maxine Cross, Jill Engle, Andrew Kalmar, David Miesmer, Alvin Perkins, Robert Reitzel, Ronald Sheldrick, and Michael Sibbersen

## GOVERNING BOARDS & COMMISSIONS

Appointments as of December 31, 2003.

*Individuals from across the County provide representation on a number of Wood County governing boards and commissions. Their role is to provide knowledge and support to enhance the functioning of County government. If you are interested in serving as a member on a County Board or Commission, please contact the Commissioners' Office in writing to indicate which Board or Commission you may have an interest in and provide a copy of a resume for future reference.*

\* Appointed by Commissioners    \*\* All Members Appointed by Commissioners

### HISTORICAL SOCIETY BOARD

Tabatha Arton, Eileen Aufdencamp, Tom Balduf, Tom Bamburowski, Pat Bradford, Frances Brent, Greg Genzman, Beverley Hirzel, Jan Larson\*, Jim Miller, Neil Munger, Dennis Nemec, Louis Snyder\*, Ben Waggoner, Robert Waggoner, and Paul Yon\*

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

Shelian Beaupre, Joseph Catalano, Sue Clanton, Kathy Ferrell, Elvira Gonzales, Mary Wood, Timothy Tegge, Judy Knox, R. Anthony Marcson, Frank McLaughlin, Paul Mortimer, Karis Murphy, Jean Smith, Diane Tellez, Martha Woelke, Laurie Young, Ruth Larabee, Doris Herringshaw, and Christine Simington

Ex-Officio Members: Larry Mershman and Melanie Stretchberry

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

Rebecca Bhaer, Joni Bretz, Tim J. Brown, Nancy Buchanan, Tom Chidester, Brad Conner, Rodney Flemming, Scott Hicks, John Kohl, Eric Larson, Nina Oberkirch, Alvin Perkins, Richard Schmidbauer, Thomas Votsberger, and Irma Wolf

### WOOD SANDUSKY OTTAWA SENeca COMMUNITY ACTION COMMISSION

Total Membership - 24  
Wood County Members: Melvin L. Browning\*, Traci DeBlasio, Roberta Lane, Carrie Miller, Jane Robb\*, and Julia Wedemeyer

### WORKFORCE POLICY BOARD\*\*

Tammy Corral, Frank Day, Andrea Depinet, Kevin Flagg, Reggie Hohenberger, Sandy Latchem, Ronald Matter, John Quinn, Mark Senecal, Jennifer Schriver, Linda Stacy, Jodie Stearns, Brent Weinmann, and Joyce Winters

Ad Hoc Members: Thomas Blaha, Douglas Garman, Andrew Kalmar, Kenneth Kitzar, and Ruth Larabee

### WORKFORCE POLICY BOARD - YOUTH COUNCIL\*\*

Judy Didion, Annette Haskins, Doris Herringshaw, Betty Kahlenberg, R. Anthony Marcson, Ronald Matter, Linda Stacy, Jennifer Ruhe, and Joyce Winters

Ad Hoc Members: Thomas Blaha, Douglas Garman, Kenneth Kitzar, Ruth Larabee, and Richard Schemmer

**AUDITOR**

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

During 2003, the Auditor's Geographic Information System (GIS) continued to provide 24-hour access to individual parcel information, maps, and aerial photos. This information, available on the Auditor's website, <http://auditor.co.wood.oh.us>, along with detailed real estate appraisal and tax information, was the most visited of the County's web pages. Furthermore, the Office created detailed digital coverage maps including all surface water features and wooded areas in the County. These maps will be used to ease calculation of agricultural land use values.

The Office assessed 67,836 parcels of real property with a taxable value of \$2,201,053,130. Special assessments for waterlines, sewers, ditches, etc., were also collected on the real estate tax duplicate and distributed to all the appropriate local governmental units.

Whenever property is sold, the deed is brought to the Auditor to convey taxable ownership before it

is recorded. During 2003, the Office processed 5,016 such conveyances, including 7,904 individual parcels. The County conveyance tax totaled \$1,296,409 and is directly based on real estate sales in the County.

The taxation of Ohio's manufactured homes requires statutory appraisals based on market value. During 2003, 414 manufactured homes changed hands, bringing the total of registered manufactured homes to 4,753 with a total taxable value of \$19,706,555.

The Homestead Exemption program administered by the Office provided property tax relief for 1,813 elderly and disabled residents who met income requirements. The maximum allowable income continued to be indexed annually for inflation and will increase to \$25,000 in 2004.

The Auditor's staff assisted in the preparation of 5,745 personal property tax returns, a business tax paid on inventory and equipment.

As agent for the County Dog and Kennel Fund, the Auditor sold 16,062 dog licenses and 126 kennel licenses.

The consumer protection division of the Office inspected 643 commercial scales and 1,415 gas pumps, as well as electronic scanners in retail and wholesale use. Staff also checked packages at various locations throughout the County for correct net weight.

The Data Processing Board's Computer Training Lab and Resource Center continued to enhance computer skills and productivity of County employees. A total of 154 students attended the 36 courses offered.

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

**CLERK OF COURTS**

*The Clerk of Courts maintains the records of Common Pleas Court, issues motor vehicle, and watercraft titles and serves as Clerk for the Sixth District Court of Appeals. She is*

*a member of the Data Processing Board and Records Commission. In 1998 she was appointed to the Automated Title Processing Board and continues to serve at the pleasure of Governor Taft. The duties of the Clerk of Courts are authorized under many sections of the Ohio Revised Code. ●*

**CORONER**

Douglas S. Hess, M.D.

*The Coroner evaluates and rules on all violent, accidental, and suspicious circumstance deaths, homicides, suicides, and sudden deaths of persons in apparent good health. A licensed physician, the Coroner performs lab tests, x-rays, or autopsies as needed. The Coroner generally does not investigate deaths that occur from natural causes, when the person has a family physician. An official report of the Coroner's findings is filed with the Clerk of Courts. The Coroner is authorized to perform his duties under Chapter 313 of the Ohio Revised Code. ●*

**LEGAL DOCUMENTS PROCESSED 43,542**

	<b>TOTALS</b>	<b>\$2,917,190.68</b>
Appeals cases filed	<b>97</b>	
Civil cases filed	<b>806</b>	
Land tax foreclosures filed	<b>5</b>	
Domestic relations cases filed	<b>437</b>	
Domestic violence cases filed	<b>132</b>	
Domestic stalking civil protection cases filed	<b>135</b>	
Domestic cases reopened	<b>423</b>	
Criminal cases filed	<b>548</b>	
Judgment liens filed	<b>681</b>	
Foreign judgments filed	<b>6</b>	
State tax liens filed	<b>555</b>	
Executions filed	<b>24</b>	
Judgment entries journalized	<b>36,378</b>	
Notary commissions filed	<b>501</b>	
Passport applications accepted	<b>739</b>	
Criminal investigations	<b>4</b>	
Criminal records checks	<b>2,024</b>	
Coroner's reports	<b>47</b>	

**TITLE DOCUMENTS PROCESSED 111,774**

Auto titles, duplicates & memo titles	<b>65,102</b>	
Motor vehicle mortgages recorded	<b>12,832</b>	
Salvage titles	<b>231</b>	
Penalties	<b>3,589</b>	
(for not transferring titles timely)		
Inspections	<b>7,304</b>	
Affidavits	<b>20,542</b>	
Manufactured home fee (eff. 1/1/00)	<b>742</b>	
Boat titles, duplicates and memo titles (includes charged replacement titles)	<b>612</b>	
Watercraft mortgages recorded	<b>45</b>	
Watercraft affidavits	<b>654</b>	
Watercraft penalties	<b>121</b>	

**LEGAL DISBURSEMENT**

	<b>TOTALS</b>	<b>\$16,738,210.60</b>
Wood County Certificate of Title Fund		<b>\$439,004.28</b>
Division of Watercraft Watercraft Fees		<b>\$1,789.50</b>
State of Ohio Motor vehicle and Watercraft casual and dealer tax		<b>\$16,139,267.57</b>
Certificate of title fees		<b>\$158,149.25</b>

**2003 CORONER CASES**

Auto Accidents	<b>9</b>
Other Accidents	<b>6</b>
Motorcycle Accidents	<b>1</b>
Suicides	<b>9</b>
Homicides	<b>0</b>
Natural Deaths	<b>29</b>
Undetermined	<b>1</b>
<b>Total Cases</b>	<b>55</b>

**COURT OF COMMON PLEAS**

General Division



*The Court of Common Pleas, General Division, handles felony criminal matters; domestic relations matters, including divorce, dissolution, change of custody, visitation and child and spousal support enforcement and modification; general civil matters, including those arising out of auto accidents, product liability claims, real estate matters, contract disputes; and administrative appeals such as those in the area of workers' compensation, unemployment compensation and appeals from certain local government decisions.*

During 2003, Judge Kelsey served as Administrative Judge and represented the County on the Maumee Conservancy District Court; Judge Pollex served as Chairman of the



Judicial Corrections Board; and Judge Woessner of the Probate and Juvenile Division served as Presiding Judge and Court Security Judge.

In July 2003, the Court, along with Hancock County Common Pleas Court, established a joint in-house mediation program with a grant provided by the Ohio Supreme Court. The program will provide a vehicle for alternative dispute resolution of civil cases and a mechanism for the earliest possible resolution of these cases.

The General Division Judges supervise the Grand Jury, which determines if, based upon the evidence presented by the Prosecuting Attorney, probable cause exists to charge an accused with a felony criminal offense. If the Grand Jury so finds, they return an indictment, advising the accused



of the nature of the charges. The matter then goes before the Court for further proceedings. The Judges supervise the Adult Probation Department and the Court Security program. They appoint and supervise the Jury Commission, and appoint members to the Veterans Service Commission, Public Defender Commission and the Wood County Public Library Board. The Judges also receive and approve applications for notary public.

During 2003, the Court completed 2,655 cases and 1,102 cases remained pending. Of the total cases completed, 972 were general civil, 1,162 were domestic relations, and 521 were criminal.

The Court of Common Pleas operates under Title 23 of the Ohio Revised Code. ●

**COURT OF COMMON PLEAS**

Probate and Juvenile Division



*Cases heard in Probate Court involve decedent's estates, guardianships, conservatorships, testamentary trusts, civil actions, adoptions, mental illness and retardation, minor settlements, and wrongful deaths. In addition, the Probate Court provides registration services for births, name changes, miscellaneous filings, and marriage applications. In addition to trial proceedings, the Probate Court Judge appoints members to the Board of Mental Retardation and Developmental Disabilities as well as the Board of the Wood County Park District. He also may appoint Wood County District Library Trustees, Township Trustees, Wood County Humane Agents, and Special Deputy Clerks.*

During 2003, 800 new cases were filed, while 855 cases were heard and closed in the Probate Court.

**Adult Probation**

Eva Dhondt, Director (Jan. 1 - May 30) Joni Bretz, Director (May 30 - Dec. 31)

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

In 2003, the Department conducted pre-sentence investigations on 272 offenders, 253 of whom were then placed under the Department's supervision.

The Adult Probation Department supervised 826 offenders. Of those, 196 individuals were terminated from supervision, leaving 630 individuals under direct control on December 31.

The Department conducted 6,157 drug tests and supervised the incarceration of 40 offenders in the work release program, which is housed at the Justice Center.

With funding from the Department of Rehabilitation and Correction, the staff supervised 54 offenders placed on Intensive Supervision Probation and 115 on Electronic Monitoring. ●

**Court Security**

Thomas G. Chidester, Chief Court Constable

*Court Constables are the primary law enforcement officers at the Courthouse Complex, and provide for the safety and security of the courts, employees at the site and the visiting public. They also manage the systems that monitor fire, panic, and intrusion alarms as well as those that control access to the buildings.*

During 2003, the Department assisted with security during the atrium project and security and fire alarm system installation for the remodeling of the third floor of the Office Building.

The Department routinely conducted training for new employees assigned to court related functions.

A joint training session was held with the transport deputies from the Sheriff's Office. A new digital security recording and monitoring system was installed in 2003.

The Department reported to Judge David E. Woessner, who served as the Court Security Judge during 2003. ●

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

In 2003, the Juvenile Court had 4,394 cases filed and disposed of 4,481.

**CONTINUED ON PAGE 6...**

**ENGINEER**

Anthony Allion

The Engineer has the responsibility of maintaining highways, bridges, culverts, and hundreds of traffic control signs in a safe and proper manner each day of the year. Under the ditch maintenance program, the Engineer is responsible for 550 miles of the more than 3,000 miles of ditches in the County. The Engineer's Office performs engineering work on all ditch construction and maintenance projects. The Engineer is also required to maintain tax maps and survey records. He is a member of the Planning Commission and serves as engineer for each of the 19 townships.

The Engineer is authorized to perform his duties under Chapter 315 of the Ohio Revised Code. ●

**SOURCES OF 2003 FUNDS**

Motor Vehicle License Fees	\$3,836,245.74
Gasoline Tax	\$1,524,662.43
County General Fund	\$500,000.00
Traffic Fines & Receipts	\$102,625.16
Reimbursements	\$953,310.21
Other Receipts	\$1,091.07

**USAGE OF 2003 FUNDS**

Labor and Fringes	\$3,230,848.05
Road Material and Contracts	\$2,835,168.92
Bridge Material and Contracts	\$1,428,260.33
Equipment	\$231,199.64
Repair Supplies & Fuel	\$333,679.98

**PROSECUTING ATTORNEY**

*The Office of the Prosecuting Attorney includes three divisions. The criminal division prosecutes all felony criminal offenses occurring in the County. This duty includes presenting cases to the Grand Jury. The juvenile division prosecutes all cases involving juvenile offenders. Cases range from serious felonies to "status" offenses (i.e., abused, neglected, and dependent children). The civil division provides legal services to the*

*County, including school districts and townships. The Prosecutor's Office has 10 attorneys, a victim services unit, an investigator, youth services and programs division, and support staff.*

*Raymond C. Fischer*

*programs. The Juvenile Media- tion Program (JuMP) received grant funding to help reduce juvenile crime by providing mediation to certain offenders. In an effort to prevent school violence, the 4-S student mediation program continued in each school district in the County. On March 15th, the 5th Annual Youth Olympics were held focusing on "Competition without Conflict". The Drug Abuse Prevention Calendar contest celebrated its 14th year. Ashley Fairbanks, a sixth grader from the Eastwood School District, was the year's winner. Her drawing will be featured on the 2004 calendar cover.*

*To fill the vacancy left by Prosecuting Attorney Alan Mayberry, the Republican Central Committee met on January 6, 2003, and appointed Raymond Fischer, assistant prosecuting attorney, to fill Mr. Mayberry's remaining term.*

*The Prosecutor's Office sponsored various youth violence prevention*

**RECORDER**

*The Recorder's Office is a service office committed to and responsible for keeping and maintaining accurate records of real estate documents, ensuring that the documents are up-to-date, legible, easily accessible to the public, and retained in an archival form. The meticulous and timely handling of documents is the essence of the Recorder's responsibility. As the repository of records for all property transactions in the County, the Recorder's Office safeguards every property owner's title. Real estate documents constitute a major portion of the recordings and/or filings. Financing statements on personal property and military discharge papers are also filed in the Recorder's Office.*

*Sue Kinder*

again brought record numbers to the Recorder's Office in 2003. A total of 40,495 documents were recorded and/or filed. A total of \$1,707,013.40 was collected in fees. Of this amount \$439,880 was remitted to the State of Ohio for the Ohio Housing Trust Fund; \$158,264 was deposited into the Recorder's supplemental equipment fund; and the remaining \$1,108,869.40 was paid into the County's general fund.

For archival purposes, all records of the Office are microfilmed by the Recorder's staff and stored off premises for safekeeping. Digital imaging of records by the Recorder's staff since 1988 has eliminated the creation of more than 560 books.

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

**2003 DOCUMENTS****2003 DOCUMENTS**

Deeds	4,805
Judgment entries, affidavits, agreements and certificates for transfer	1,153
Mortgages (total value \$3,739,568,032.19)	14,336
Mortgage assignments, assumptions, release of maker, waivers of priority, mortgage agreements and options	3,071
Land Contracts	44
Mortgages released (with a value of \$6,711,441,540.59)	14,848
Rights of way and easements	298
Leases	23
Mechanics liens	118
Lease assignments	30
Plats (creating 507 lots)	33
Condominiums (creating 8 units)	4
Financing statements, security agreements	113
Terminations	205
Financing statement assignments, amendments and releases	35
Miscellaneous documents (including release of easements, mechanic lien releases, notice to commence, lease releases, powers of attorney, partnerships, state liens, release of state liens, federal tax liens, and release of federal tax liens)	2,494

**SHERIFF**

*As the County's chief law enforcement officer, the Sheriff provides law enforcement, correctional services, and civil services to residents. The Sheriff polices and serves all unincorporated areas and villages, provides contract police services to townships and municipalities, and assists municipalities upon request.*

*The Sheriff sponsored three Citizen's Police Academies and a Student Police Academy during the year. These programs, along with the existing D.A.R.E. and School Resource Officers, allowed the Sheriff to remain in touch and communication with the public.*

*The Sheriff's commitment to Homeland Security remained a priority as he continued to work closely with the Emergency Management Agency, local police, fire departments, and federal officials.*

*The Sheriff is authorized to perform his duties under Chapter 311 of the Ohio Revised Code. ●*

**2003 WOOD COUNTY SHERIFF'S OFFICE REPORT****CIVIL DIVISION**

Sheriff foreclosure property sales 134  
Sheriff foreclosure Notice and Appraisals 171  
Proceeds from parcels sold \$3,615,333.39  
Execution of certificates of Judgment 13  
Money from fees & copies \$237,019.71  
Warrants received (local & foreign) 2,040  
Warrants served (local & foreign) 1,406  
Child Support warrants served 218  
Child Support warrants - bought back

from out of state 14  
Cost to bring back \$13,677.63

Court arraignments 294

Court papers served 3,643

Prisoner transports to penal institutions 323

Total prisoners transported to penal institutions 481

Miles traveled for the Civil Division 107,901

**911 DIVISION**

Total number of 911 calls by WCSO 6,544

Total number of 911 calls by all 21,547

**DARE**

Participating School Districts: Elmwood, Eastwood, Otsego, McComb, and North Baltimore

CORE students instructed and graduated from DARE 475

Students in grades K-5 instructed 1,359

Students in seventh grade from Eastwood Middle 83

Students with Special Needs from Penta County Living Skill Center 15

Safety Towns in Weston, Perrysburg, North Baltimore 3

**AUXILIARY PROGRAM**

Officers assigned 2

Schools patrolled 6

Eastwood High School, Eastwood Middle School, Elmwood High School, Elmwood Middle School, Otsego High School, and Otsego Middle School

Inmate hours worked on roadside 5,432

Inmate hours worked at WC Landfill & Recycling Center 1,046

Inmate hours worked at WC Fair & Festivals 933

Inmate hours worked at Landfill 54

Complaints received and investigated 70

**SCHOOL RESOURCE OFFICER**

Officers assigned 2

Schools patrolled 6

Eastwood High School, Eastwood Middle School, Elmwood High School, Elmwood Middle School, Otsego High School, and Otsego Middle School

Grades taught 6 - 12

Topics taught 8

First Aid & First Responder, Fingerprinting, Drug Awareness, Bill of Rights, Search & Seizure, the Dangers of DUI, Law Enforcement Careers, Dangers of Law Enforcement Special Projects 4

Teacher In-service 3

**EXPLORER PROGRAM**

Members (Young adults from 15 - 20 years old) 12

Participated in special events 20

Volunteered Hours 500

The Prosecuting Attorney hosted the annual law enforcement conference. The 100 participants discussed updates in the law and related topics including community based prosecution presented by a guest speaker from Florida.

The speaker's bureau continued to provide presentations on a variety of subjects to various organizations within the County.

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

**COMMUNITY POLICING**

Sheriff's Citizen Academy Students 47  
Student Police Academy Students 11

Festivals and fairs 11

Assisted in operational Blockwatch Programs 3

Other specialized groups 15

**ROAD PATROL DIVISION**

Miles driven 1,006,153

Complaints received and investigated 17,460

Criminal charges 407

Traffic citations 3,399

Traffic violations 906

Traffic warning written 169

Traffic warning verbal 2,288

Traffic - no action taken 36

Accidents investigated 859

Injury accidents 123

Injured persons 168

Fatal accidents 2

Fatal accidents - private property 1

Citations issued from accidents 249

Driving under the influence - DUI 67

Driving under suspension - DUS 111

**TYPES OF CRIMES INVESTIGATED**

Murder and non-negligent manslaughter 0

Attempted or forced rape 5

Other sexual assaults 26

Aggravated assaults 10

Simple assaults 107

Domestic violence and domestic disputes 295

Arrests from domestic violence 85

Robbery 1

Breaking and entering 95

Burglary 75

Thefts 398

Motor vehicle thefts 32

Arson 4

Vandalism/criminal damaging 583

Criminal mischief 82

Trespassing 51

**JUSTICE CENTER**

Total inmates booked 4,050

Total inmates released 4,049

Average daily population 135

Total local transports 899

Total inmates transported 1,642

Total transport hours 1,690

Total meals served - Justice Center 150,923

- Juvenile Detention Center 38,906

## INDEPENDENT AGENCIES

### BOARD OF ELECTIONS

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

The Board of Elections is responsible for the administration and execution of primary, general and special elections. These responsibilities include the administration of the absentee voter program, coordination of the polling official volunteers, auditing of all campaign financial reports, and verification of all candidates and ballot issues for compliance with all Ohio Revised Code requirements. In addition the office maintains all current and historical voter information, as well as detailed election records, which are available to the public.

In 2003, the Board of Elections held three elections: one Special Election held on August 5; a Primary Election held on May 6 and a General Election on November 4. Voters selected municipal, township, and school board office holders. In addition voters considered 50 local issues during the year including one state issue, four local liquor options, two municipal referendums, one proposed zoning plan, and 36 tax issues.

Wood County voters cast their ballots in 105 precincts in 74 locations. The voter registration total for Wood County is approximately 78,300 voters. This is an increase of 1.7 percent from the 2002 voter roles. Citizens wishing to become a registered voter may do so at the Board of Elections office, any Bureau of Motor Vehicles location, any public library and most city or village offices.

Due to the passage of federal legislation, the Help America Vote Act of 2002, a massive overhaul of the entire elections process is being planned to transition from the punch card voting method to a computerized voting device. The Secretary of State will be setting the timetable for this transition and distributing federal funds.

The Wood County Board of Elections website contains information regarding the current election calendar, elected officials, voting information and election results.

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

### HEALTH DEPARTMENT • Larry M. Sorrells, RS, MSEH Health Commissioner

The Wood County Health Department promotes conditions that allow people in the County to lead healthy lives by routinely reviewing health related issues and taking action to prevent illness and injuries. Monitoring the environmental conditions, promoting healthy behaviors, and providing preventive services are the main approaches used to fulfill the mission of this public health agency.

Between October 2002 and September 2003, the Health Department's pre-natal care program registered 151 clients. One of the program's goals, to lower the unintended pregnancy rate of clients, was accomplished. The rate dropped from 82 percent to 69 percent. Social risks identified were 2.9 percent alcohol use, 2.2 percent domestic violence, 1.7 percent drug use, 17.5 percent inadequate support, 32.5 percent second-hand smoke, and 24.3 percent smokers. The Hospital Council of Northwest Ohio's Communities Foundation funded a smoking cessation program for prenatal clients and their family members. To combat the problem of unintended pregnancies the Department and Job and Family Services joined forces to reduce teen pregnancies through an adolescent pregnancy prevention program which includes the *Baby Think It Over dolls*.

Mosquito control efforts aided in the prevention of the West Nile Virus, but individuals were advised to protect them-

selves during breeding season. Long sleeved shirts, long pants, bug repellent, and curtailing contact with mosquitoes during the evening hours, along with reducing mosquito breeding areas and applying the appropriate larvacides to standing water were advised for everyone. The Commissioners and the Health Department continued to provide local residents with mosquito dunks, a larvicide that kills the larva of the mosquito that carries the West Nile Virus.

The Department provides more than 10,000 immunizations annually to children and adults. Periodic shortages of a number of vaccines have been reported over the past few years. Unfortunately, most of the vaccine shortages affected childhood vaccines. A number of children entered school without receiving all of the recommended immunizations. The Department experienced shortages of the flu and pneumonia vaccines in late 2003 due to an early peak of the flu season.

SARS, first recognized in Asia at the end of February 2003, appeared in North America in March in Toronto, Canada. The Department and its partners including the Wood County Hospital remained up-to-date on the latest developments and worked to protect the community.

The 11-member Board of Health, in addition to appointing the Health Commissioner, assumes the responsibility of overseeing the Department's activities to provide for the protection and promotion of health for those living and visiting Wood County. Lon Tonjes served as president during 2003. ●

### LAW LIBRARY • Judith Gill, Librarian

Ohio Law requires each County to provide a law library for judges and elected officials. A six member Board of Trustees determines policy matters and general governance, while the Law Librarian is responsible for daily administration. The County provides funding for the facility and staff. Operating expenses, books, and supplies are funded by fines from the Courts. The Library's primary mission is to support the information needs of the Courts and local government. Although the Library is a private library, the Board of Trustees has extended access to the public as a matter of community service.

The collection includes online access to statutes, regulations and case reports for the federal level and all 50 states. Digital technology has provided more efficient search and retrieval of information utilizing minimal space.

The hard copy collection includes scholarly works and legal practice materials, with an emphasis on matters governed by Ohio law. The Library keeps Ohio primary materials in print to assure that the courts can function without the digital versions, if necessary.

The Law Library operates under Section 3375.48 et. seq. of the Ohio Revised Code. ●

### PLANNING COMMISSION • David Miesmer, Director

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

During 2003, the Planning Commission reviewed 18 requests for rezoning totaling 457 acres. Of the 18 requests, 14 were approved, two were denied and two were modified and conditionally approved. The Planning Commission also reviewed and approved four amendments to township zoning resolutions and approved a complete zoning resolution for Jackson Township. The Planning Commission also coordinated and offered assistance to Portage, Liberty, and Grand Rapids Townships in the modification and updating of their zoning resolutions.

### VETERANS ASSISTANCE CENTER • Mary E. Hanna, Executive Director

The goal at the Veterans Assistance Center is to provide compassionate, high quality services to Wood County veterans and their families. The staff strives to accomplish this by making the clients, rather than the benefit program, the central focus. The staff seeks opportunities to increase service delivery effectiveness by implementing partnerships with other public and private agencies.

Due to the slow-down of the economy during the year, County veterans reached out for \$46,460 in emergency financial assistance through the Center. The number of claims continued to rise with an aging veteran population resulting in increased use of medical and nursing home benefits. Wood County veterans received medical care and prescription drug benefits totaling more than \$2.3 million.

For every dollar spent by the County on veteran assistance in 2003, the Veterans

The Planning Commission reviewed and approved 20 preliminary/final residential subdivisions totaling 775.542 acres.

In addition to the larger platted subdivisions, the Office reviewed and processed 147 unplatet land subdivisions totaling 1,534.7436 acres. Of these 147 subdivisions, 112 were splits off of larger tracts of land, 35 were combinations of existing tracts of land.

During fiscal year 2003, the Planning Commission received \$342,000 in Community Development Block Grant (CDBG) funds. These funds are used to provide infrastructure improvements, ADA renovations, and economic development projects to assist and benefit low to moderate income (LMI) households for two cities, three villages, and one non-profit community improvement agency. Projects that were chosen for 2003 included: water and sewer upgrades for Weston and Cygnet, curb and sidewalk repair and restoration for Perrysburg and Northwood, and storm sewer improvements for Custer.

The Planning Commission continued to assist low and moderate income residents in the County through its CHIP program. Funds from this program assisted low to

moderate income residents residing in Wood County's villages and unincorporated areas with emergency home repairs, home renovations, and first time homeowner downpayment assistance.

In February 2002, the Planning Commission was designated to be the County agency responsible for in taking and processing applications for Clean Ohio Fund Agricultural Easement Purchase Program. The Agricultural Easement Purchase Program is one of four programs formed out of the Clean Ohio Fund, which was passed by Ohio Voters in the 2000 general election. The Easement Purchase Program involves the Ohio Department of Agriculture paying farmers and landowners a per acre price for easements. In 2003, the Planning Commission processed seven applications for three landowners, for a total of 894 acres. The Office will continue to process applications for this program, and as more funds become available for the program, the Commission is hopeful that landowners and farmers will benefit financially from the program, while at the same time saving prime farmland for future generations and preserving the County's agricultural heritage.

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

### STATISTICS FOR 2003

Veterans Residing in Wood County

**10,674**

Total Client Contacts:  
(includes at office and telephone interviews, claim processing, financial assistance investigations, and case management)

**7,067**

Veterans Transported to Medical facilities

**213**

Newsletters Distributed

**2,713**

Memorial Day Appropriations

**\$8,608**

Flags and Grave Markers Distributed

**7,977**

Emergency Financial Assistance

**\$46,560**

Federal VA Claims/ Documents Processed

**11,071**

Total Federal Dollars Brought into County

**\$8,356,000**

Return per County Dollar

**\$35.83**

### OHIO STATE UNIVERSITY EXTENSION

Doris Herringshaw, Extension Agent, Family & Consumer Sciences & Chair (Jan. 1 – Nov. 30)  
Alan Sundermeier, Extension Agent, Agriculture & Natural Resources, Chair (Dec. 1 – 31)

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

Under the Food and Nutrition program, the Extension Office distributed more than 7,400 newsletters to Wood County residents throughout the year, providing an easy-to-read resource on food safety, basic nutrition, and thrifty shopping. A total of 242 elderly citizens attended nutrition and resource management presentations at congregate meal sites, which enabled them to improve their food security status.

Since the inception of the Wood County Master Gardener program, Master Gardener's volunteered more than 10,304 hours in horticultural service at area locations such as parks, tree commissions, the 577 Foundation, and OSU Extension.

Approximately 1,800 residents gained information on horticultural subject matter via telephone calls and email, with an additional 318 site visits completed.

The Wood County Hospital and Extension Office offered a Brown Bag Medication program where University of Toledo pharmacy students taught the importance of taking medication correctly.

ServSafe training was conducted, assisting in the certification of eight food service managers who passed an exam from the National Restaurant Association. Participants indicated a better understanding of the impact of bacteria on food, the effect of time and temperature on bacteria growth, and the importance of hand washing.

Women In Agriculture attracted 250 women from across Ohio who learned about federal farm programs, organizing their busy lives, how to add variety to gardens, and ideas for easy entertaining. Wood County Extension, Women In Ag planning committee, and the Agricultural Business Enhancement Center sponsored the program.

Understanding the importance of consensus building and building skills to be more effective in that capacity was the goal of a program taught to 25 leaders through the Community Development programs. Hands on activities and discussions were part of the training.

Private pesticide applicator license re-certification sessions were conducted for more than 150 farmers. Participants gained information about pesticide use including wearing personal protective equipment and using pesticide management practices to protect water supplies.

### PUBLIC DEFENDER • Kathleen Hamm, Chief Public Defender

Established in 1979, the Public Defender's Office provides constitutionally mandated legal representation for indigent defendants in juvenile and criminal cases. Individuals are represented in the Bowling Green, Perrysburg, and Fostoria Municipal Courts, Juvenile Court, Common Pleas Court, and all levels of the Appellate Court.

In 2003, the Office of the Public Defender represented approximately 3,300 clients. The Office is appointed by the courts to represent indigent defendants. The individual must qualify under the Ohio Public Defender Commission Standards of Indigency, as listed in the Ohio Administrative Code section 120-1-03, to be eligible for public defender representation.

### SOIL AND WATER CONSERVATION DISTRICT

Nicki Kale, District Administrator/Education Coordinator

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

The Wood Soil and Water Conservation District Buffer Strip Program continued for its fourth year as an incentive for landowners to establish buffer strips with the ultimate goal of healthier waters. A \$100 per acre, one time bonus for new buffer strips was offered to eligible landowners in the targeted townships, the northwest quadrant of the County including

The Crop Observation and Recommendation Network (C.O.R.N.) Newsletter was distributed electronically and in print to farmers and agri-business, providing crop scouting, integrated pest management, cultural practice, and other practical information during the growing season plus updated research results during the winter months.

A survey of farmers who manage over 14,000 acres of Wood County land showed that the average cash rent for 2003 was \$102.24 per acre. This rate can be used to begin a fair farmland contract negotiation.

Farmers learned how to calibrate sprayers at a clinic and viewed demonstrations on spray drift management by using drift-reducing nozzles and lowering pressure. Farmers can increase profits \$5 to \$10 per acre by avoiding spray drift damages and using less pesticides because of more accurate spray rates.

Through 4-H youth development in Wood County, 4,000 youth ages 5-18 experienced hands-on learning about decision making, leadership, communication, citizenship, self-esteem, and other life skills. Hundreds of teen leaders, 275 adult volunteers, and five paid 4-H professionals supported these youth.

As a result of 24 hours of intensive training, 43 camp counselors were able to design a camp program for 268 youth that incorporated a positive relationship with a caring adult, an inclusive environment, engagement in learning, an emotionally and physically safe environment, and an opportunity for self-determination.

A total of 210 Wood County teens learned the importance of teamwork, communication; and how to conduct effective meetings en route to developing effective programs for 4-H and the junior fair.

Representing five youth organizations, the Junior Fair Board, with membership of 53 youth, conducted events and activities for more than 2,500 youth at the Fair. Board members received 20 hours of training to prepare them to deal with conflict, livestock program management, and working as a team. In addition, the board completed \$80,000 fundraising project and constructed displays for the Livestock Exhibition Barn.

In 2003, the 4-H program offered 2,062 projects in 77 classrooms. OSU Extension provided the resources and training enabling teachers to conduct programs in chick embryology, science of bubbles, pioneer life history, food and nutrition, and dairy sciences.

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

Cases included felonies, misdemeanors, delinquencies, status offenses, appeals and other post-conviction remedies. When a conflict existed, the case was assigned to outside counsel.

Since 1994, the Public Defender has operated a satellite office at the Perrysburg Municipal Court to accommodate the significant Northern Wood County caseload.

Funds for appointment of counsel are budgeted by the County and reimbursed by the State at an average of 33 percent.

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

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## OFFICE OF COUNTY COMMISSIONERS

CONTINUED FROM PAGE 1

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

Revenue generated for the General Fund during 2003 totaled \$31,143,314.50. This amount

combined with the beginning cash balance of \$7,812,836.91 provided \$38,956,151.41 in available funds. General Fund expenditures totaled \$31,504,505.76, leaving an ending balance of \$7,451,645.65.

Expenditures for calendar year 2003 reflected the ongoing commitment of the Board of County Commissioners to complete much needed capital improvements in order to facilitate the work of County government and better serve County residents. At the same time, overall expenditures were tempered by the current economy that manifested itself in lower sales tax and investment income returns. The Commissioners responded positively by seeking the support of other elected officials, requesting a cautionary approach to all expenditures be undertaken immediately. Support for County employees through reasonable compensation, coupled with training in many areas also remained a priority of the Board.

Several major capital improvements commenced and concluded in 2003. These projects included office renovations for Building Inspection and Real Estate Appraisal. Construction on the \$2.2 million atrium project to address water damage in the plaza area, provide additional security and to connect the office building, courthouse, and records center began with an expected completion date in late Spring of 2004.

The level of expenditures in 2003 was influenced by several significant factors outside of normal operating expenses including a general fund contribution of \$500,000 to enhance countywide bridge repair program; general fund contributions totaling \$686,042 to various grants including Violence Prevention, VOCA, EMA, Community Policing, Humane Society, Buffer Strip Program, Behavioral Connections, Educational Service Center Youth Training, and mosquito control through the Health Department; furniture, computer equipment, and vehicle purchases totaling \$566,000; the transfer of \$1,500,000 to the permanent improvement fund; and the absorption of debt for the Landfill waterline and property acquisition at a cost of \$291,176.34.

Sales tax revenue showed encouraging growth despite a downturn in the national economy. The year-end total was \$13,476,504.39, a 2.42 percent increase over the previous year. However, investment income for the year ended at \$2.5 million, a 5.92 percent decrease from 2002.

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

clude the United Way campaign, the Spirit of Wood County Awards, blood drives, and canned food drives.

The annual fall United Way campaign raised more than \$30,300 from County employees to benefit United Way agencies in the local area. An additional \$2,175 was raised during special events, including the chili cook-off.

Other volunteer opportunities for County employees included: two blood drives, one in May and the second in September, which collected a total of 51 pints of blood; and the Adopt-A-Pantry campaign, held March 31 through April 11, that gave employees the opportunity to donate canned goods to a food bank serving Wood County residents.

The Spirit of Wood County Awards program was held on September 13 at the Historical Center, in conjunction with Wood County Day. The awards honor services rendered by present and/or former Wood County citizens. The Commissioners presented Spirit of Wood County Awards to: Frederick Getz — Agricultural Leadership; Allen R. Baldwin Industrial/Economic

Development; Robert Van Horn - Self Government; Charles F. Kurfess - Liberty Through Law/Human Freedom; Sally and Lyle Loomis -- Education for Civic Responsibility; and Dick and Martha Kudner — the Lyle R. Fletcher Good Citizenship Award.

An awards ceremony was scheduled for January 8, 2004, to honor the 134 employees who completed five, 10, 15, 20, 25, and 30 years of service during 2003.

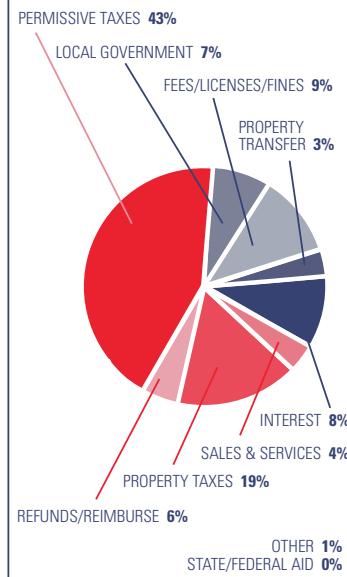
*It is the non-statutory duties of the Commissioners that make them different from other elected officials.*

By necessity the Commissioners must take a broad view of actions necessary to make the County a better place to live and work. The Commissioners are thus active in promoting public/private partnerships in human services, economic development, health, and infrastructure development. The Commissioners also take an active role in improving the environment, promoting job training programs, and improving agriculture.

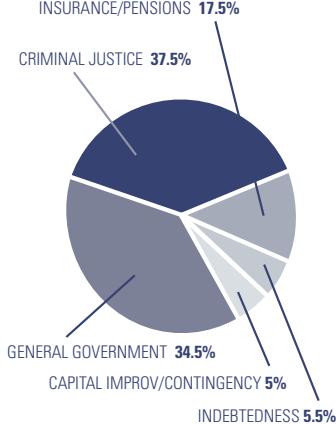
The Board of County Commissioners is authorized to perform its duties under Chapters 305 and 307 of the Ohio Revised Code.●



## ACTUAL RECEIPTS



## ACTUAL EXPENDITURES



## HAVE YOU PURCHASED YOUR WOOD COUNTY DOG LICENSE?

It's Not Just the Law...  
It's a Ride Home!

A Wood County Dog License can provide security for your lost dog.

## Ohio Revised Code 955.21

All dogs three months of age or older must be licensed. No dog shall be harbored, kept, or owned without displaying a valid registration tag. (The law applies regardless of whether the dog is kept inside or out.)

## Wood County Dog Shelter

- Assists in Locating Lost Dogs
- Dog Licensing and Tracking Service
- Dog Lost and Found Center
- Rescues Stray and Injured Dogs
- Shelters Stray and Unwanted Dogs
- Works to Find Permanent Homes for Stray and Unwanted Dogs
- Conducts Investigations of Livestock Kills
- Provides Educational Information
- Enforces State Dog Laws

## Remember to renew your Dog License(s) annually as they expire each year on January 31.

## Looking to Adopt a Dog?

Check the Wood County Dog Shelter website, [www.co.wood.oh.us/dogshelter](http://www.co.wood.oh.us/dogshelter), or stop by the Shelter for dogs currently available for adoption.

## 2004 Application for Dog Registration

Name of Owner(s): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

To the Auditor of Wood County, Ohio: I the, Owner, Keeper or Harborer, hereby tender the legal fees of \$12 per license and apply for the registration, for all dogs on or before three months of age or within 30 days after acquired:

At the request of the Wood County District Board of Health, this form requires information relating to your dog's rabies vaccination. The Wood County District Board of Health has adopted a regulation requiring all dogs be immunized against rabies. Please indicate the expiration date of the rabies vaccination, the veterinarian, and rabies tag number.

## PLEASE COMPLETE INFORMATION FOR EACH DOG:

## RABIES INFORMATION

AGE	SEX	SPAY/NEUTER	COLOR	HAIR (Short/Med/Long)	BREED	CLINIC	TAG #	EXP DATE	FEES
M	F	Yes	No	S M L					\$12
M	F	Yes	No	S M L					\$12
M	F	Yes	No	S M L					\$12

Total License Fee: \$ \_\_\_\_\_

Penalty for Late Application (\$12 per dog): \$ \_\_\_\_\_

Total Enclosed: (Checks Payable to the Wood County Auditor) \$ \_\_\_\_\_

Your dog license fee is a primary funding source for the Dog and Kennel Fund. All license fees go directly to the operation of the Dog Shelter for the rescue, care and housing of our community's lost and stray dogs. Application can be made in person at the Wood County Auditor's Office or the Wood County Dog Shelter. Please bring the attached form when purchasing tags at either location. The form is also available on-line at [www.co.wood.oh.us/auditor](http://www.co.wood.oh.us/auditor).

The deadline to apply for a dog license is January 31. The statutory late penalty increases the fee to \$24 per dog after January 31. If a dog is acquired after July 1, 2004, contact the Auditor's Office to inquire about prorated rates.

Mail Application in a self addressed stamped envelope with remittance to: (please do not send cash)  
MICHAEL SIBBERSEN, WOOD COUNTY AUDITOR, One Courthouse Square, P.O. Box 368, Bowling Green, Ohio 43402

## 2003 COMMISSIONER BOARD AND COMMITTEE ASSIGNMENTS

AUTOMATIC DATA PROCESSING BOARD	Tim W. Brown
BOARD OF REVISIONS	PRESIDENT — BOARD OF COUNTY COMMISSIONERS
BUILDINGS AND GROUNDS COMMITTEE	Tim W. Brown
COUNTY COMMISSIONERS ASSOCIATION OF OHIO	
AGRICULTURAL AND RURAL AFFAIRS COMMITTEE	JAMES F. CARTER
LABOR RELATIONS AND PERSONNEL COMMITTEE	ALVIN L. PERKINS
LEGISLATIVE COMMITTEE	Tim W. Brown
INFRASTRUCTURE AND ENVIRONMENT COMMITTEE	Tim W. Brown
COURT SECURITIES COMMITTEE	ALVIN L. PERKINS
DEBT REVIEW COMMITTEE	BOARD OF COUNTY COMMISSIONERS, AUDITOR, TREASURER, & FINANCIAL ADVISORS
EMERGENCY MANAGEMENT AGENCY ADVISORY BOARD	ALVIN L. PERKINS
ERIE BASIN RESOURCE CONSERVATION & DEVELOPMENT (RC&D)	Tim W. Brown
FINANCIAL REPORT REVIEW COMMITTEE	PRESIDENT — BOARD OF COUNTY COMMISSIONERS AUDITOR AND TREASURER
INVESTMENT ADVISORY COMMITTEE	PRESIDENT — BOARD OF COUNTY COMMISSIONERS VICE PRES. — BOARD OF COUNTY COMMISSIONERS
RECORDS COMMISSION	PRESIDENT — BOARD OF COUNTY COMMISSIONERS
SOLID WASTE POLICY COMMITTEE	PRESIDENT — BOARD OF COUNTY COMMISSIONERS
TOLEDO METROPOLITAN AREA COUNCIL OF GOVERNMENTS (TMACOG) BOARD OF TRUSTEES	JAMES F. CARTER, TIM W. BROWN AND DAVID K. MIESMER, ALT
PORTAGE RIVER BASIN COUNCIL	ALVIN L. PERKINS
AIR QUALITY TASK FORCE	Tim W. Brown
ROADWAY TREE/BEAUTIFICATION COMMITTEE	Tim W. Brown
STORMWATER COMMITTEE	ALVIN L. PERKINS
TRANSPORTATION COMMITTEE	JAMES F. CARTER
FREIGHT COMMITTEE	ALVIN L. PERKINS
GROWTH STRATEGIES COUNCIL	JAMES F. CARTER
COMMUNITY CORRECTIONS BOARD	JAMES F. CARTER
OSU EXTENSION SERVICE ADVISORY COMMITTEE	Tim W. Brown
LOCAL EMERGENCY PLANNING COMMITTEE	ALVIN L. PERKINS
WOOD COUNTY ECONOMIC DEVELOPMENT COMMISSION EDGE COMMITTEE	PRESIDENT — BOARD OF COUNTY COMMISSIONERS VICE PRESIDENT — BOARD OF COUNTY COMMISSIONERS
WOOD COUNTY FAMILY AND CHILDREN'S FIRST COUNCIL	JAMES F. CARTER

## WOOD COUNTY



Visit our website:  
[www.co.wood.oh.us](http://www.co.wood.oh.us)

## HOW TO CONTACT US...

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

Deshler/Hoytville: 419.278.3797

Grand Rapids: 419.832.1541

Fostoria/Rising Sun: 419.457.4545

Perrysburg/Toledo: 419.243.4223

Luckey/Stony Ridge: 419.833.5211

North Baltimore/Bloomdale: 419.257.3259