

Mayor
Kathy Huner

City Council
Shane Chamberlin
Sarah Heising
Steve Schneider
Harold Stickley
Jeremy Simon
Brandon Tijerina



230 Clinton Street • Wauseon, Ohio 43567

Director of Law
Thomas A. McWatters III

Director of Finance
Jamie L. Giguere

Director of Public Service
Keith C. Torbet

Police Chief
Kevin Chittenden

Fire Chief
Phil Kessler

January 17, 2025

Wauseon City Council
230 Clinton Street
Wauseon, Ohio 43567

RE: Council Meeting of January 6, 2025

Dear Council Members:

We are not aware of anyone wishing to address Council.

The Safety & Code Committee will present a report. The Committee will recommend that Section 1301.10(a) of the Codified Ordinances be amended to provide that building inspection fees shall be approved by Council; that the residential permit fee structure prepared by Building Inspector Markley be approved, effective on the effective date of the new contract with Wood County; that the changes to Section 311.02 of the Codified Ordinances (parade permits) be approved; and that the Local Government Handbook be revised to include the corrected vacation day policy.

The Tree Commission will also present a report. The Park Board met, but did not have a quorum.

There will be a first reading on Resolution 2025-1 (emergency), which authorizes the Mayor to execute the new Mutual Aid Agreement for residential inspection services with Wood County. A copy of the contract is attached to this letter.

These are the only issues I am aware of to come before Council. Should any member of Council have any questions or comments, you are strongly encouraged to contact the appropriate Department Head prior to the meeting.

Respectfully submitted,



Thomas A. McWatters III
City Law Director

TAM:knp

cc: Kathy Huner, Mayor
Korin Miller, Clerk of Council
Jamie Giguere, Finance Director
The Blade

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WAUSEON CITY COUNCIL AGENDA
January 20, 2025
5:00 pm

Order of Business

1. Call meeting to order
2. Pledge of Allegiance
3. Moment of Silence
4. Roll Call
5. Approval of prior meeting minutes:
 - a) Council Meeting: January 6, 2025
 - b) Committee of the Whole: January 16, 2025
 - Motion to approve the prior meeting minutes moved by _____ and seconded by _____.

All in favor:
6. Committee Reports
 - a) Safety and Code: January 6, 2025

Recommendation that Section 1301.10(a) of the Codified Ordinances be amended to provide that building Inspection fees shall be approved by Council moved by _____ and seconded by _____

 - Vote: ____ Yeas ____ Nays

Recommendation that the residential permit fee structure prepared by Building Inspector Markley be approved, effective on the effective date of the new contract with Wood County moved by _____ and seconded by _____

 - Vote: ____ Yeas ____ Nays

Recommendation that the changes to Section 311.02 of the Codified Ordinances (parade permits) be approved moved by _____ and seconded by _____

 - Vote: ____ Yeas ____ Nays

Recommendation that the Local Government Handbook be revised to include the corrected vacation day policy moved by _____ and seconded by _____

 - Vote: ____ Yeas ____ Nays
 - b) Tree Commission: January 7, 2025
7. Department Head Reports
 - a) Phil Kessler, Fire Chief
 - b) Kevin Chittenden, Police Chief
 - c) Keith Torbet, Director of Public Service
 - d) Jamie Giguere, Director of Finance
 - e) Thomas McWatters III, Law Director

8. First Reading of Legislation or Emergency

- Resolution 2025-1: A Resolution Authorizing The Mayor To Enter Into A Mutual Aid Agreement For Inspection Services With Wood County; And Declaring An Emergency
- Motion to place Resolution 2025-1 on emergency reading moved by _____ and seconded by _____
Vote: ____ Yeas ____ Nays
- Motion to place Resolution 2025-1 on final reading moved by _____ and seconded by _____
Vote: ____ Yeas ____ Nays

9. Second Reading of Legislation or Emergency

10. Third Reading of Legislation or Emergency

11. New Business

12. Old Business

13. Approval of the Bills

- Motion to approve and pay the bills as presented moved by _____ and seconded by _____
Vote: ____ Yeas ____ Nays

14. Adjournment

- a) Motion to adjourn moved by _____ and seconded by _____.
All in favor:

Korin Miller
Clerk of Council

Council reserves the right to adjourn into Executive Session at any time it deems appropriate. The distribution of this Agenda does not obligate Council to take action on the items set forth herein, nor does it limit Council from taking action on other items not on the Agenda. The items listed on the Agenda are subject to change. If additional items are added, Council will use its best effort to notify all interested parties of changes prior to the meeting

**WAUSEON CITY COUNCIL
COUNCIL MEETING
Monday, January 6, 2025**

Mayor Huner called this meeting of the Wauseon City Council to order at 5:00 p.m. in the Council Chambers. She led the Pledge of Allegiance which was followed by a moment of silence.

ROLL CALL

Roll was taken by the Clerk of Council. Present were Council President Stickley, and Councilors Schneider, Simon, Tijerina, and Heising, to constitute a quorum for the transaction of city business. Councilor Chamberlin had an excused absence.

MINUTES

Mayor Huner asked for a motion to approve the prior meeting minutes. Council President Stickley moved and was seconded by Councilor Simon to approve the minutes as printed.

All in favor: Motion Passed Unanimously

COMMITTEE REPORTS

Councilor Tijerina gave a report from the previous Safety and Code meeting on December 16, 2025. The committee had no recommendation at this time. They will be meeting again after the council meeting.

DEPARTMENT REPORTS

Chief Kessler gave a report for his department. The department dealt with a structure fire this past week. Things went very smooth with that. The fire association dinner is coming up on February 18th, 2024.

Chief Chittenden gave a report for his department. They are down to one crossing guard currently. They will be advertising for the job.

Keith Torbet gave a report for his department. The Hybrid Beacon has gone up, the finishing touches will be done soon. He is working on end of the year stuff. He gave a congrats to Ryan Zimmerman on achieving his Level 3 Certification for the Water Treatment Plant.

Tom McWatters gave a report for his department. He has been working with Danny, the Code Enforcer, regarding a new contract with Wood County. He is working with the Safety and Code Committee on multiple projects.

THERE WAS NO LEGISLATION FOR FIRST SECOND OR THIRD READING

NEW BUSINESS

Motion to approve the Mayor's appointments to various boards and commissions moved by Council President Stickley and seconded by Councilor Heising.

Volunteer Fire Fighter Dependent Board
Brett Kolb

Park Board
Jacob Flores

Zoning Board of Appeals
Bob Norris

Civil Service
Bob Krumm
Vote: 5 Yeas 0 Nays Motion Carries

THERE WERE NO BILLS TO BE PAID

ADJOURNMENT

There being no further business, moved by Council President Stickley and seconded by Councilor Tijerina to adjourn the meeting at 5:18 p.m.

All in favor: *Motion Passed Unanimously*

Korin Miller, Clerk of Council

Harold Stickley, President of Council

**SAFETY & CODE COMMITTEE
COUNCIL CHAMBERS
Monday, January 6, 2025
5:20 AM**

COMMITTEE MEMBERS: Brandon Tijerina (Chair), Steve Schneider and Jeremy Simon

STAFF: Korin Miller, Chief Chittenden, Chief Kessler, and Keith Torbet

OTHER: Mayor Huner, Korin Miller

Councilor Tijerina called the meeting to order at 5:25 p.m. on January 6, 2025.

Zoning Fee's

Code Enforcer Danny Markley submitted a proposal for updating the residential permit fee structure, which has not been changed since 1992. After review, the committee agreed that an update is necessary and supports the proposed adjustments. Moving forward the committee and staff would like to see section 1301.10 amended to allow the fee structure to be modified as needed.

Recommendation to amend section 1301.10(a) to allow the fee structure to approved by Council moved by Councilor Tijerina and seconded by Councilor Schneider.

Vote: 3 yays and 0 nays

Motion Carries

Recommendation to approve the proposed residential permit fee structure to be implemented when the Wood County Contract is in place moved by Councilor Tijerina and seconded by Councilor Simon.

Vote: 3 yays 0 nays

Motion Carries

FOOD TRUCKS

Tom McWatters and the committee clarified the discussion regarding Food Trucks that occurred at the previous Safety and Code meeting on December 16, 2024. Tom McWatters was absent from that meeting and needed clarification before moving forward with the requested code changes. The Committee is requesting two different permits regarding food trucks. One being a permit for 7 consecutive days, and one being a seasonal permit for 7 days within a calendar year. The food truck owners will need to include the dates and location, along with notifying the fire department. The committee would also like to include a violation penalty of not being allowed to operate until brought back up to code.

The committee will revisit this topic at the next safety and code meeting when the revised code drafts are completed.

Parade Permit

The committee has had time to review the changes made to section 311.02.

Recommendation to approve the amendments made to section 311.02 moved by Councilor Simon and Seconded by Councilor Schneider.

Vote: 3 yays 0 Nays

Utility Vehicle's

There was discussion regarding amending Chapter 337. The committee is proposing that if residents bring their vehicles in for an inspection before March 1st the fee will be \$10, if they bring it in after March 1st the fee will be \$50.

Tom McWatters will make the proper revisions and present an updated draft at the next meeting.

Fire Department Vacation

Chief Kessler explained that in 2022 there was an update to the Vacation Day policy for full time employees. He told the committee that the current exhibit in the code is not correct for employees working 54 hours a week. Chief Kessler presented a corrected version to the committee.

Recommendation to approve the corrected vacation day policy moved by Councilor Simon and seconded by Councilor Tijerina.

Vote: 3 yays 0 Nays

Motion Carries

All in Favor, Motion Carries.

There being no further business, this Safety & Code Committee meeting adjourned at 6:30 p.m.

Respectfully submitted,

Korin Miller
Clerk of Council

Residential Permit Fee Structure

Covers all inspection fees (including two reinspection's), plan reviews, certificate of occupancy, and the enforcement of the Residential Code of Ohio for One, Two and Three family dwellings.

***Does not include the inspection of the Temporary Service Pole**

Building Permits: This is for any New Construction, Additions, Alterations, Accessory Structures (larger than 200 square ft). ***All Residential Permits are subject to a 1% state fee (Board of Building Standards).**

Residential Fees are based upon the **gross floor area** including the basement (**excluding** the garage and crawlspace)

Base Fee	\$75.00
Fee Per Square Feet	.15
Foundation Only	\$125.00

Electrical Permits:

Base Fee	\$75.00
Per Service Amp	.50
Service Change Only (no added circuits)	\$75.00
Temporary Service Poles (Per inspection)	\$75.00
Alterations/Additions	\$50.00

Plumbing Permits:

Base Fee	\$75.00
Add for each Fixture	\$10.00
Replace Water Heater (2 or more \$50 each)	\$75.00

Heating/AC Permits:

Base Fee	\$75.00
Fee Per Square Foot	.05
Replace Furnace, Boiler, Conversion Burner	\$75.00

A/C, and any like equipment for HVAC

*2 or more is \$50.00 each per dwelling unit



**TREE COMMISSION
COUNCIL CHAMBERS
Tuesday, January 7, 2024
8:00 AM**

Present: Dan Nelson, Kurt Stuckey, Laura Kamp, Jeremy Simon, John Alexander

Staff: Korin Miller, Keith Torbet

Absent: Rick Frey

Motion to approve the prior meeting minutes moved by Kurt Stuckey and seconded by Dan Nelson.

The Commission discussed the Tree City Application. It is currently being reviewed by the Arbor Day Foundation Regional Coordinator.

John Alexander discussed the Tree's that he would be moving.

Keith Torbet reported that Tom McWatters is working on the recommendation that the tree commission has presented to the city council.

“Recommendation to amend section 7.07 A(2) of the City Charter to allow the Tree Commission Quorum appointees of 1/3 to reside outside of city of Wauseon limits within 3 mile radius of the city boundaries and 2/3 must reside within city limits moved by Kurt Stuckey and seconded by Rick Frey.”

The Tree Commission is continuing to work through the strategic plan. While discussing the future plans the commission brought up the possibility of inputting a tree inventory into the City's GIS system. John Alexander stated that this is definitely a possibility, it will take some time and patience. Laura Kamp offered to help. The commission will discuss the details of this project at the next meeting.

The committee will meet again on February 4, 2025, at 8:00 a.m.

The meeting was adjourned at 9:00 a.m.

Respectfully submitted,

Korin Miller
Clerk of Council

	Yes	No
Emergency	_____	_____
First Reading	_____	_____
Second Reading	_____	_____
Third Reading	_____	_____

RESOLUTION 2025-1

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A MUTUAL AID AGREEMENT FOR INSPECTON SERVICES WITH WOOD COUNTY; AND DECLARING AN EMERGENCY

WHEREAS, the City of Wauseon has a Building Inspection Department certified by the Ohio Board of Building Standards (“OBBS”) pursuant to Ohio Revised code Section 3781.10(E); and

WHEREAS, the City of Wauseon desires to enforce the Residential Building Code of Ohio for One, Two and Three-Family Dwellings (“RCO”) for the purpose of providing uniform standards and requirements for the erection, construction, repair, alteration, and maintenance of residential buildings and has adopted the RCO pursuant to Section 1301.03 of the Codified Ordinances of the City of Wauseon; and

WHEREAS, the OBBS has certified the Wood County, Ohio Building Inspection Department to exercise enforcement authority in accordance with the RCO; and

WHEREAS, the City of Wauseon desires to enter into a Mutual Aid Agreement Between Wood County Board of County Commissioners and City of Wauseon (“Mutual Aid Agreement”) with Wood County pursuant to which the City of Wauseon would provide residential inspection services to Wood County, and Wood County would provide residential inspection services to the City of Wauseon, on an as needed basis;

WHEREAS, a copy of the Mutual Aid Agreement is on file in the office of the Clerk of Council; and

WHEREAS, this Resolution should be declared an emergency measure necessary for the immediate preservation of the health, safety, and public welfare of the City, and for the further reason that the City is in need of immediate residential building code inspection and enforcement services;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Wauseon, Fulton County, Ohio, as follows:

Section 1.

That the Mayor be, and hereby is, authorized to execute the Mutual Aid Agreement with Wood County Commissioners on behalf of the City of Wauseon, a copy of which is on file in the

office of the Clerk of Council.

Section 2.

That the Mayor is further authorized to execute any and all documents necessary therefore.

Section 3.

That this Resolution be, and hereby is, declared to be an emergency measure, necessary for the immediate preservation of health, safety, and public welfare of the citizens of the City of Wauseon, and shall be in full force and effect from and immediately after its passage.

Passed:

Kathy Huner, Mayor

Harold Stickley, President of Council

Attest: _____
Korin Miller
Clerk of Council

Approved as to Form:

Thomas A. McWatters III
City Law Director

**MUTUAL AID AGREEMENT BETWEEN
WOOD COUNTY BOARD OF COUNTY COMMISSIONERS
AND CITY OF WAUSEON**

THIS AGREEMENT is made and entered into on this ____ day of _____, 20__ by and between Wood County Board of County Commissioners, located at Fifth Floor, County Office Building, One Courthouse Square, Bowling Green, Wood County, Ohio 43402 on behalf of the Wood County Building Inspection Department (hereinafter, “Wood County”), and the City of Wauseon, whose principal office is located at 230 Clinton St., Wauseon, Ohio 43567 on behalf of the Wauseon Building Inspection Department (hereinafter, “Wauseon”), each a “Party” and collectively, the “Parties.”

WHEREAS, Wood County and Wauseon previously executed an agreement, by which Wood County agreed to accept and approve plans and specifications, make inspections, and exercise enforcement authority within the City of Wauseon for One, Two and Three-Family Dwellings (“RCO”), specifically Resolution No. 17-406, executed on April 11, 2017. That agreement is hereby terminated by mutual consent of the Parties and superseded by this Agreement; and

WHEREAS, Ohio Revised Code § 307.38(B) permits a board of county commissioners and a municipal corporation to enter into a contract under which one entity enforces for the other entity the state residential and nonresidential building codes in the other entity's jurisdiction; and

WHEREAS, pursuant to Ohio Revised Code § 3781.10(E)(7)(a)(c), enforcement authority for approval of plans and specifications and enforcement authority for inspections may be exercised, and plans and specifications may be approved, and inspections may be made on behalf of a municipal corporation township, or county, by employees of the municipal corporation, township, or county pursuant to a contract to furnish services; and

WHEREAS, Wood County is certified by the Ohio Board of Building Standards for both residential and non-residential building inspection services as required by Ohio Revised Code §3781.10(E)(1), and Wauseon is certified for residential building inspection services, and is certified as a Sub Department under Wood County for non-residential building inspection services; and

WHEREAS, Wauseon and Wood County from time to time need additional inspection services and are willing to provide the same for the other’s respective department; and

NOW, THEREFORE, the Parties each in consideration of the mutual promises of the other herein, agree to the following:

I. SCOPE OF SERVICES

A. Wauseon and County may each provide to the other supplemental residential building inspection and plan examination services by their state certified Chief Building Official, Master Plans Examiner, Building Inspectors, Residential Building Official, Residential Plans Examiner, and Residential Building Inspector on an “as needed” basis, however neither Party is obligated to provide such services and either Party may choose to utilize any other source for such services at its sole discretion.

B. The Chief Building Official, Master Plans Examiner, and Building Inspectors of each Party, when performing services for the other, shall be deemed to be doing so within the scope of his/her regular employment and shall be compensated for such services by his/her employer in accordance with the then existing terms of employment.

II. TERM

The term of this Agreement, governing the mutual obligations needed from time to time, continues for a period of five (5) years, unless previously terminated pursuant to Article III herein.

III. TERMINATION

This Agreement may be terminated by either Party with or without cause upon a thirty (30) day written notice.

IV. COMPENSATION

Within thirty (30) days of receipt of an approved invoice and acceptance of the services, the Party requesting the services shall be obligated to pay for actual services rendered by the other Party at the rate of \$100.00 per hour for County's Chief Building Official and Master Plans Examiner, and Wauseon's Residential Building Official and Residential Plans Examiner, and at the rate of \$75.00 per hour for County's Building Inspectors and Wauseon's Residential Building Inspector.

V. SALES TAX

Both Parties are political subdivisions of the State of Ohio and are exempt from sales and use tax.

VI. FORCE MAJEURE

Each Party's obligation to make payments coincides with the obligation of the other Party to provide services. If performance is impossible by Force Majeure, the requesting Party's obligation for payment will be adjusted accordingly.

VII. MISCELLANEOUS

A. MODIFICATIONS: Any alteration or modification of the terms or conditions of this Agreement must be in writing and signed by the Parties.

B. SUBCONTRACTING AND ASSIGNMENT: This Agreement shall not be subcontracted or assigned by either Party without the express written consent of the other Party.

C. INDEPENDENT CONTRACTOR:

1. When performing services, each individual performing the services for either Party shall be deemed to be performing such duties within the scope of the individual's regular employment and shall be compensated for such services by their own employer in accordance with such individual's then-existing terms of employment.

2. It is hereby agreed by and between the Parties that the relationship between Wood County and Wauseon shall be that of independent contractors and that no employer-employee, or agent-principal relationship is created by this Agreement.
3. Neither Party is entitled to any of the benefits the other Party provides its employees. The Party that provides the services shall be solely liable and responsible for paying all required taxes and other obligations, including, but not limited to, withholding and social security.
4. The Parties agree that its employees and any independent contractors/subcontractors are not and will not become employees of the other Party when performing the services that are the subject of the Agreement.

D. **LIABILITY:**

Each Party and its respective officers, employees, agents, and assigns will be responsible for any liabilities, claims, losses, damages or expenses including but not limited to personal injury, death, or other property damage which arise from its own acts or omissions in connection with its performance of this Agreement, or its failure to comply with the terms of this Agreement, as required under the laws of the State of Ohio.

E. **SEVERABILITY:**

If any section, subsection, sentence, clause, phrase, or portion of this Agreement is for any reason held invalid, unenforceable, or unconstitutional by a court of competent jurisdiction, such portion will be deemed a separate, distinct and independent provision and such holding will not affect the validity of the remaining portions hereof.

F. **WAIVER:**

Any waiver by either Party of any provision or condition of this Agreement will not be construed or deemed to be a waiver of any other provision or condition of this Agreement, nor a waiver of a subsequent breach of the same provision or condition.

G. **NOTICES:**

Any and all notices, demands, or other communications required or desired to be given hereunder by any Party shall be in writing and shall be validly given or made to another Party if and when personally delivered or sent, postage prepaid, by certified mail, or by facsimile or electronic mail to the following:

WAUSEON:

City of Wauseon
230 Clinton St.
Wauseon, Ohio 43567
Thomas A. McWatters, Law Director
tmcwatters@barberstamm.com

WOOD COUNTY:

Wood County Board of Commissioners
Attn: Carri Stanley, County Administrator
Office Building, 5th Floor
One Courthouse Square
Bowling Green, Ohio 43402
cstanley@woodcountyohio.gov

H. **NON-DISCRIMINATION CLAUSE:**

It is understood and agreed that, in compliance with the provisions of Ohio Revised Code §§125.111 and 153.59 and federal law, the Contractor shall have a written affirmative action program for the employment and effective utilization of economically disadvantaged persons and the Contractor, any subcontractor, or any person acting on their behalf shall not:

1. Discriminate by reason of race, color, religion, sex, sexual orientation, age, disability, or military status as defined in Ohio Revised Code § 4112.01, national origin, or ancestry, against any citizen of the state in the employment of persons qualified and available to perform the work to which this Agreement relates.
2. Discriminate in any manner against, intimidate, or retaliate against any employee hired for the performance of work under this Agreement on account of race, color, religion, sex, sexual orientation, age, disability, or military status as defined in Ohio Revised Code §4112.01, national origin, or ancestry.

I. GOVERNING LAW:

This Agreement shall be construed, interpreted, and the rights of the Parties determined in accordance with the laws of the State of Ohio. Exclusive jurisdiction and venue for any claim or action arising out of or relating to this Agreement shall be in the state courts located in the State of Ohio.

J. PUBLIC RECORDS:

This Agreement is subject to Ohio Public Records Laws, Ohio Revised Code §149.43 and the Rules of Superintendence for the Courts of Ohio, Rules 44-47. Each Party hereto acknowledges and understands that records maintained by the other pursuant to this Agreement may also be deemed public records and subject to disclosure under Ohio law.

K. DRUG-FREE WORKPLACE:

Each Party agrees to comply with all applicable federal, state, and local laws regarding smoke-free and drug-free workplaces and shall make a good faith effort to ensure that none of its employees or permitted subcontractors who engage in the work being performed hereunder purchase, transfer, use, or possess illegal drugs or alcohol, or abuse prescription drugs in any way.

L. REQUESTS FOR INSPECTION SERVICES:

Each Party may, through their respective administrative procedures, designate the manner in which inspection services of the other may be requested.

M. OSHA COMPLIANCE:

The Parties hereby agree that any work performed under this Agreement shall comply with all applicable requirements under the Federal Occupational Safety and Health Act, and/or the Ohio Public Employees Risk Reduction Standards Act (PERRS), including but not limited to the use of appropriate equipment and materials, protective gear, and safety, emergency and first aid procedures.

N. LEGAL REPRESENTATION:

Should there be a challenge to a local building code provision, each Party will provide its own legal representation to defend its respective building code.

IX. ENTIRE AGREEMENT

This Agreement, the schedules and all attachments designated on the face of the Agreement as included shall constitute the entire agreement of the Parties and shall supersede all prior negotiations and representations, whether written or oral.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as evidenced by their signatures below:

FOR WOOD COUNTY BOARD OF COUNTY COMMISSIONERS:

Craig LaHote

Date: _____

Dr. Theodore Bowlus

Doris I. Herringshaw, Ed.D.

APPROVED AS TO FORM FOR COUNTY:

Date: 1/15/2024



Paul A. Dobson
Wood County Prosecuting Attorney

FOR CITY OF WAUSEON

Date: _____

Kathy Huner, Mayor

Date: _____

Korin Miller, Clerk of Council

APPROVED AS TO FORM FOR CITY:

Date: _____

Thomas A. McWatters, Director of Law

CERTIFICATION OF ESTIMATE OF THE TOTAL AMOUNT

I, Robert Cendal, Wood County Chief Building Official, hereby certify pursuant to the provisions of Ohio Revised Code Section §5705.41(D)(3), that the Wood County Building Inspection Department will pay to the City of Wauseon for Mutual Inspection Services an annual estimated cost of \$1,000.00 during each year of this five-year Agreement. I hereby certify said amount to Wood County Auditor – Matthew Oestreich, for Certification of Availability of Funds for this contract as required by Ohio Revised Code §5705.41(D).

Robert Cendal, Wood County Chief Building Official

Date

CERTIFICATION OF AVAILABILITY OF FUNDS (R.C. 5705.41(D))

I, Matthew Oestreich, Auditor of Wood County, hereby certify that the money to meet this Agreement has been lawfully appropriated for the purpose of this Agreement and is in the treasury of _____ or is in the process of collection to the credit of the appropriate fund, free from prior encumbrance.

Matthew Oestreich

Date

Amount: \$1,000.00

PO# _____