

# Portage County Board of Commissioners

Regular Meeting

~ Minutes ~

449 South Meridian Street  
Ravenna, OH 44266  
<http://www.co.portage.oh.us>

Julie Gonzales, Acting Clerk  
330-297-3600

Thursday, May 30, 2019

9:01 AM

Commissioners' Board Room

*The Commissioners' meeting minutes are summarized; Audio recordings and backup material are available. Please contact the Commissioners' Office for specific details.*

The Portage County Board of Commissioners' meeting came to order with the following members present:

Attendee Name	Title	Status
Vicki A. Kline	President	Present
Kathleen Clyde	Vice President	Present
Sabrina Christian-Bennett	Board Member	Present

Also attending throughout the day: Record Courier Reporter Diane Smith, Attorney Chris Meduri, Bruce Smith, Barb Tittle and Brian Ames

Motion: by Sabrina Christian-Bennett, seconded by Kathleen Clyde to Amend Resolution No. 19-0013: appoint JoAnn Townend as acting clerk in absence of the clerk of the Portage County Board of Commissioners for 2019. The Board of Commissioners agreed to replace JoAnn Townend with Administrative Assistant, Julie Gonzales to serve the remainder of 2019 as acting clerk./19-0385

Roll call vote: Commissioner Christian-Bennett, Yea;  
Commissioner Clyde, Yea;  
Commissioner Kline, Yea;

Recessed to Solid Waste Management District: 9:02 AM  
Reconvened: 9:04 AM

9:05 AM In accordance with the Ohio Rev. Code 121.22(G)(3), it was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the Board of Commissioners move into executive session to conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. Also present: Attorney Chris Meduri, County Auditor Esposito. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

9:17 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the Board of Commissioners move out of executive session. Roll call vote: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

The Board agreed to cancel their Tuesday, June 4, 2019 session.

Recessed: 9:19 AM

Reconvened: 9:34 AM

## **WATER RESOURCES**

Present: Laura Weber

### **1. Discussion**

- a. Ohio EPA Director's final findings and orders for project RV-O (17-080), Chinn Regional Sewer Improvements, in Portage County Regional Sewer District, Ravenna Township.

Deputy Director Weber indicated that on May 7, 2019, Portage County received a proposed Administrative Orders from the Ohio EPA for the abatement of unsanitary conditions in the Chinn Allotment. These findings require Portage County to provide a sewer system to this area in the timeframe listed in the orders.

Water Resources Department has reviewed the document with CT Consultants and has started negotiating the schedule with the Ohio EPA Office of legal services. One the new schedule has been approved by the Ohio EPA and the document has been revised, a final version will be forwarded to the Commissioners for execution.

## **BUILDING DEPARTMENT**

Present: Randy Roberts

Randy Roberts met with the Board to provide a quarterly update on the Building Department.

Director Roberts indicated that there was a delay in the Deputy Director's start day. He will begin July 1<sup>st</sup>.

Director Roberts reported their building inspector has a full-time position with another jurisdiction and will assist them as needed, by taking personal days or vacations with that jurisdiction. Most of the work load will be done internally via the back-up inspector.

Director Roberts said the electrical inspection can now perform residential building inspections due to new certification. This person was working three days per week but without inspection work to support the accrued time. He did busy work. Director Roberts indicated this inspector will now be called to work if the situation dictates.

The 2018 salary budget including all benefits is \$526,659.00 including the Deputy Director's position.

The revised 2019 salary budget including all benefits and with personnel changes in effective on February 14, 2019 is \$519,453.00. This represents a reduction of \$17,203.00 or 3.3%.

Director Roberts presented a listing of the commercial projects that have been submitted.

Commissioner Christian-Bennett said she has only heard good things from the owner of Brimfield Family Restaurant about the Building Department.

Recessed: 10:17 AM

Reconvened: 11:01 AM

#### **PUBLIC COMMENT**

Present: Nik & Julie Halaszi

Mr. & Mrs. Halaszi of Puzzle Piece Farms are looking to invest in land for a non-profit community for adults with autism. The Mental Health & Recovery Board is supportive of the quest. They are looking to house 12-16 adults with a one-bedroom apartment with 24-hour staffing and a day program onsite. Ms. Halaszi indicated they are looking for support from the county for land. The Board of Commissioners commends their willingness to serve individuals with autism. Commission Kline said they have their contact information and would get back to them.

#### **PUBLIC COMMENT**

Present: Brian Ames

Mr. Brian Ames of Ranfield Road indicated he was impressed with Randy Roberts, Director of the Building Department; it seems he has a handle on what he is doing. Mr. Ames is very familiar with his department and facility drawings and how it runs. The electronic copies are a lot better than the paper ones. Commissioner Christian-Bennett agreed and said their services have increased since he has been director.

#### **PUBLIC COMMENT**

Present: Ashley Hughey & Eric Barrett, OSU Extension

Mr. Eric Barrett of OSU Extension was present to inform the Board of Commissioners of the staffing changes within their department. Their Officer has resigned and would like to let them know they are looking into hiring someone to work 24 hours per week from \$11.00 - \$13.90 per hour on Monday, Wednesday and Thursday. He thought the Board of Commissioners could promote this. Commissioner Kline suggested they talk to our Human Resources Director.

Mr. Barrett said they will also have an A&R position available soon. This position will be full-time, 2-year term to raise additional funds. He will send information to the Board of Commissioners.

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#### **COMMISSIONERS' CONSENT AGENDA**

May 30, 2019

1. Approval of the May 23, 2019 regular meeting minutes.

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#### **RESOLUTIONS**

May 30, 2019

**Budget & Financial Management:**

1. Approve the Thursday, May 30, 2019 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./19-0371
2. Approve the Thursday, May 30, 2019 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. /19-0372
3. Approve the Tuesday, June 4, 2019 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./19-0373
4. Approve the Tuesday, June 4, 2019 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./19-0374
5. Approve the Tuesday, June 4, 2019 Then & Now Certification, as presented by the County Auditor./19-0375
6. Amendment to the Non General Fund 2019 Annual Appropriation Resolution No. 18-0923, adopted December 13, 2018./19-0376
7. Apply and authorize the necessary documents pertaining to the Justice Reinvestment Incentive Grant./19-0377

**Job and Family Services**

8. Acceptance of cash donations from organizations, and businesses to support the Portage County Job & Family Services Annual Senior Forum Event./19-0378
9. Transfer from Fund 0001, General Fund to Fund 1414, Child Support Administration./19-0379
10. Rescind Resolution 19-0370 regarding placing a renewal of a .75 mill levy for the benefit of Portage County for the purpose of providing funds for the benefit of children services for the care, placement and treatment of abused, neglected and dependent children./19-0380
11. Resolution of necessity for placing a renewal of a .75 mill levy for the benefit of Portage County for the purpose of providing funds for the benefit of Children Services for the care, placement and treatment of abused, neglected and dependent children./19-0381

**Internal Services**

12. Award and enter into contract with Environmental Design Group for professional engineering services for the CDBG Ravenna Head Start Waterline Project, 4833 Harding Avenue, Ravenna, Ohio 44266/19-0382

**Commissioners**

13. Board of Commissioners' appointment to the Portage County District Library Board of Trustees./19-0383

14. Appointment to the Portage County Regional Airport Authority Board of Trustees./19-0384

**Motion To:** Approve the Consent Agenda for May 30, 2019

Roll call vote: Commissioner Christian-Bennett, Yea;  
Commissioner Kline, Yea;  
Commissioner Clyde, Yea;

**RESOLUTION NO. 19-0371       -       RE:    WIRE TRANSFER APPROVED AND  
CERTIFIED TO THE PORTAGE COUNTY  
AUDITOR FOR PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the following resolution be adopted:

**RESOLVED,**       that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on May 30, 2019 in the total payment amount as follows:

1. \$1,115.00 to Wage Works Admin-Fund 7101; and
2. \$8,687.50 to Wage Works Contributions; and
3. \$100,161.90 to Medical Mutual Claims; and
4. \$91,181.78 to Medical Mutual Admin; and

as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

**RESOLVED,**       that the Board of Commissioners authorizes the wire transfer for the charges relating to health benefits, as presented by the Portage County Auditor's Office:

Wire Transfer on Friday, May 31, 2019	\$ 1,115.00
Wire Transfer on Friday, May 31, 2019	\$ 8,687.50
Wire Transfer on Friday, May 31, 2019	\$100,161.90
Wire Transfer on Friday, May 31, 2019	\$ 91,181.78

and be it further

**RESOLVED,**       that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0372      -      RE:    APPROVAL OF JOURNAL  
VOUCHERS/ENTRIES.**

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the following Resolution be adopted:

**WHEREAS,**      the Ohio Revised Code requires that warrants be approved by the Board of Commissioners prior to their issuance; and

**WHEREAS,**      there are other similar financial transactions defined as journal vouchers/entries that are dissimilar in that they are used to pay for charges for services from one county department and/or fund to another department and/or fund and thus are processed in lieu of issuing a warrant; and

**WHEREAS,**      the Journal Vouchers/Entries are recommended by the County Auditor's Office for review and approval by the Board of Commissioners; now therefore be it

**RESOLVED,**      that the Board of Commissioners approves the following Journal Vouchers/Entries, as presented by the County Auditor's Office:

05/30/19	1013	\$67,093.23
05/30/19	1022	911.00
05/30/19	1044	56.00
05/30/19	1045	8,459.58
05/30/19	1046	750.00
Total		\$77,269.81

; and be it further

**RESOLVED,**      that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0373      -      RE:    BILLS APPROVED AND CERTIFIED TO THE  
PORTAGE COUNTY AUDITOR FOR  
PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the following resolution be adopted:

**RESOLVED,**      that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on June 4, 2019 in the total payment amount of **\$398,108.73 for Funds 0001-8299** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

**RESOLVED,**      that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;      Kathleen Clyde, Yea;      Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0374      -      RE:    APPROVAL OF JOURNAL  
VOUCHERS/ENTRIES.**

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the following Resolution be adopted:

**WHEREAS,**      the Ohio Revised Code requires that warrants be approved by the Board of Commissioners prior to their issuance; and

**WHEREAS,**      there are other similar financial transactions defined as journal vouchers/entries that are dissimilar in that they are used to pay for charges for services from one county department and/or fund to another department and/or fund and thus are processed in lieu of issuing a warrant; and

**WHEREAS,**      the Journal Vouchers/Entries are recommended by the County Auditor's Office for review and approval by the Board of Commissioners; now therefore be it

**RESOLVED,**      that the Board of Commissioners approves the following Journal Vouchers/Entries, as presented by the County Auditor's Office:

06/04/19	91	\$ 28.00
06/04/19	92	63,232.61

Total		\$63,260.61
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; and be it further

**RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0375 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the following resolution be adopted:

**WHEREAS,** Ohio Revised Code Section 5705.41 (D)(1) authorizes the expenditure of moneys, provided a certificate of the County Auditor is supplied stating that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances (Then and Now Certification); and

**WHEREAS,** the Then and Now Certification is recommended by the State Auditor's Office, the Portage County Auditor's Office, and the Portage County Prosecutor's Office; and

**WHEREAS,** a listing of expenditures, attached hereto as Exhibit "A" and incorporated herein by reference, has been certified by the County Auditor according to Ohio Revised Code section 5705.41 (D)(1); now therefore be it

**RESOLVED,** that the expenditures listed herein are properly certified by the County Auditor in the amount of **\$63,841.46** as set forth in Exhibit "A" dated **June 4, 2019** shall be paid; and be it further

**RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea;



## RESOLUTION NO. 19-0376

**RE: AMENDMENT TO THE NON GENERAL FUND 2019 ANNUAL APPROPRIATION  
RESOLUTION NO 18-0923 ADOPTED DECEMBER 13, 2018**

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the following resolution be adopted:

**RESOLVED,** that it has become necessary to amend the Non General Fund 2018 Annual Appropriation, from the unappropriated, certified fund balance in the amounts and for the purposes set forth in the enumeration shown below as reviewed and recommended by the Director of Budget & Financial Management:

		<i>Increase</i>	<i>Decrease</i>
Fund: 1006	Comp Legal Research Muni Crt		
520	Municipal Court		
10064	Comp Lgl Res-Muni CS	5,000	-
	MEMO TOTAL	<u>\$ 5,000</u>	<u>\$ -</u>

Note: INCREASE IN

Fund: 1109	Law Enforcement Assistance		
700	Sheriff's Department		
11094	Law Enforcement Assistance CS	-	4,000
11095	Law Enforcement Assistance ME	4,000	-
	MEMO TOTAL	<u>\$ 4,000</u>	<u>\$ 4,000</u>

Note: Trf \$ for training eqpt

Fund: 1112	Sheriff Inmate Commissary		
700	Sheriff's Department		
11125	Sheriff Inmate Commissary MS	50,000	-
	MEMO TOTAL	<u>\$ 50,000</u>	<u>\$ -</u>

Note: Addtl Approp for inmate

Fund: 1413	JFS WIA Allocation		
051	Job And Family Services		
14134	JFS WIA Allocation CS	-	99,000
14139	JFS WIA Allocation ME	99,000	-
	MEMO TOTAL	<u>\$ 99,000</u>	<u>\$ 99,000</u>

Note: PROJECTED NEED

		<i>Increase</i>	<i>Decrease</i>
Fund: 1415	Child Welfare - Special Levy		
051	Job And Family Services		
14159	JFS Child Welfare Levy ME	200,000	-
	MEMO TOTAL	<u>\$ 200,000</u>	<u>\$ -</u>

Note: Projected Need

TOTAL MEMO BALANCE FOR ALL FUNDS	<u>\$ 358,000</u>	<u>\$ 103,000</u>
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; and be it further

**RESOLVED**, that the notes of explanation in this resolution are for informational purposes only and are not intended to restrict the expenditure of those appropriated funds to any single purpose. Such funds are for the use of all expenditures that are lawful under the approved appropriation; and be it further

**RESOLVED**, that a certified copy of this resolution be filed with the County Auditor; and be it further

**RESOLVED**, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call as Follows:

Vicki Kline, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0377 - RE: APPLY AND AUTHORIZE THE OF NECESSARY DOCUMENTS PERTAINING TO THE JUSTICE REINVESTMENT INCENTIVE GRANT.**

It was moved by Sabrina Christian-Bennett, seconded Kathleen Clyde by that the following Resolution be adopted:

**WHEREAS**, the Portage County Board of Commissioners signed a letter of support for the Portage County Adult Probation Department to apply for the Justice Reinvestment Incentive Grant; and

- WHEREAS,** that the Board of Commissioners recognizes the appropriateness of the grant to assist the Portage County Adult Probation Department in community-based corrections services; now therefore be it
- RESOLVED,** that the Board of Commissioners authorizes the submission and authorizes the President or Vice President of the Board to sign any and all documents pertaining to the submission of this grant; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0378 - RE: ACCEPTANCE OF CASH DONATIONS FROM ORGANIZATIONS, AND BUSINESSES TO SUPPORT THE PORTAGE COUNTY JOB AND FAMILY SERVICES ANNUAL SENIOR FORUM EVENT**

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde to approve the following resolution:

- WHEREAS,** the Portage County Job & Family Services received a total of \$200.00 in cash donations from organizations, and/ or business; and
- WHEREAS,** donations of \$200.00 were received from the following four business in May 2019; now therefore be it
- RESOLVED,** that, on behalf of the Portage County Job & Family Services and in accordance with Ohio Revised Code Section 9.20, the Portage County Board of Commissioners accepts the donations totaling \$200.00 from the following organizations, and/ or business; and be it further

Donor	Contact (Requirement)	Address	Donation
Chris Boring Insurance	Chris Boring	107 N. Prospect St. Ravenna Ohio 44266	\$50.00
The Insurance Group UHC	Becky Wilson	117 Timothy Dr. Tallmadge Ohio 44278	\$50.00



**RESOLVED,** that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the Portage County Auditor, the Portage County Job & Family Services, and the Department of Budget and Financial Management; and be it further

**RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION No. 19-0380 - RE: RESCIND RESOLUTION 19-0370 REGARDING PLACING A RENEWAL OF A .75 MILL LEVY FOR THE BENEFIT OF PORTAGE COUNTY FOR THE PURPOSE OF PROVIDING FUNDS FOR THE BENEFIT OF CHILDREN SERVICES FOR THE CARE, PLACEMENT AND TREATMENT OF ABUSED, NEGLECTED AND DEPENDENT CHILDREN.**

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the following resolution be adopted:

**WHEREAS,** the Portage County Department of Job & Family Services presented a need for a renewal of funds for the purpose of providing funds to make appropriations for the benefit of Children Services for the care, placement and treatment of abused, neglected and dependent children pursuant to R.C. 5705.24 on May 23, 2019; and

**WHEREAS,** a renewal of the current .75 mill levy in excess of the 10 mill limitation requires a vote of the people pursuant to R.C. 5705.24 and 5705.25; now therefore be it

**RESOLVED,** by the Board of Portage County Commissioners to rescind the Resolution 19-0370 that was adopted on May 23, 2019 that certified the following language to the Board of Elections, Portage County, Ohio, for placement on the ballot of November 11, 2019:

A RENEWAL OF A TAX FOR THE BENEFIT OF PORTAGE COUNTY for the purpose of PROVIDING FUNDS FOR CHILDREN'S SERVICES FOR THE CARE, PLACEMENT AND TREATMENT OF ABUSED, NEGLECTED AND DEPENDENT CHILDREN at a rate not exceeding SEVENTY-FIVE

HUNDREDTHS (0.75) MILL for each one dollar of valuation, which amounts to SEVEN AND FIVE TENTHS CENTS (\$0.075) for each one hundred dollars of valuation, for five years.

;and be it further

**RESOLVED**, that the rescind is a result of submitting the wrong draft copy and was replaced with an updated version.

**RESOLVED**, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION No. 19-0381**

**RE: RESOLUTION OF NECESSITY FOR PLACING A RENEWAL OF A .75 MILL LEVY FOR THE BENEFIT OF PORTAGE COUNTY FOR THE PURPOSE OF PROVIDING FUNDS FOR THE BENEFIT OF CHILDREN SERVICES FOR THE CARE, PLACEMENT AND TREATMENT OF ABUSED, NEGLECTED AND DEPENDENT CHILDREN.**

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the following resolution be adopted:

**WHEREAS**, the amount of taxes which may be raised within the ten mill limitation will be insufficient to provide an adequate amount for the necessary requirements of the Portage County Department of Job & Family Services and whom has also shown a need for a renewal of funds for the purpose of providing funds to make appropriations for the benefit of Children Services for the care, placement and treatment of abused, neglected and dependent children pursuant to R.C. 5705.24; and

**WHEREAS**, a resolution declaring the necessity of levying a tax under R.C. 5705.24 and 5705.25 in excess of the ten-mill limitation must be passed and certified to the county auditor of the County in order to permit the Board of County Commissioners ("Board") to consider the levy of such tax and must request the county auditor certify to the Board the total current tax valuation of the County and the dollar amount of revenue that would be generated by the renewal of the current .75 mill levy in excess of the 10 mill limitation for the benefit of the Portage County Department of Job & Family Services for the purpose of providing funds for children services for the care, placement and treatment of abused, neglected and dependent children, now therefore be it

**RESOLVED**, by the Board of Portage County Commissioners, that it is necessary to levy a renewal of .75 mills, to constitute a tax in excess of the ten mill limitation for the benefit of Portage County and the Portage County Department of Job & Family Services at a rate of .75 mills and for the following purpose:

PROVIDING FUNDS FOR CHILDREN SERVICES FOR THE CARE,  
PLACEMENT AND TREATMENT OF ABUSED, NEGLECTED  
AND DEPENDENT CHILDREN

**RESOLVED**, that the renewal of the tax shall be placed upon the tax list for the tax years 2020, 2021, 2022, 2023, and 2024 if a majority of the electors voting thereon vote in favor, and be it further

**RESOLVED**, that the question of such tax levy shall be submitted to the electors of the County of Portage in its entirety, at the election to be held therein on November 5, 2019.

**RESOLVED**, that the Clerk is hereby directed to certify a copy of this Resolution to the county auditor and that the county auditor certify to this Board and to the Portage County Department of Job & Family Services the current tax valuation of the County of Portage, and the dollar amount of revenue that would be generated by a renewal levy of .75 mills if approved by the electors.

**RESOLVED**, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION No. 19-0382**

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**RE: AWARD AND ENTER INTO CONTRACT  
WITH ENVIRONMENTAL DESIGN GROUP  
FOR PROFESSIONAL ENGINEERING  
SERVICES FOR THE CDBG RAVENNA HEAD  
START WATERLINE PROJECT, 4833  
HARDING AVENUE, RAVENNA, OHIO 44266**

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the following resolution be adopted:

**WHEREAS**, Six (6) Request for Proposals were mailed and/or requested from engineers for professional engineering services to run a waterline that will enable the Ravenna Head Start facility located at 4833 Harding Avenue in Ravenna Township to tap into the City of Ravenna water system; and

**WHEREAS,** Two (2) Statements of Qualifications was received, opened and tabulated by the Department of Internal Services on April 17, 2019; and

**WHEREAS,** upon review of the Statements of Qualifications received, it is the recommendation of the Portage County Director of Internal Services and the Community Development Block Grant Specialist that the proposal received from Environmental Design Group be accepted; now therefore be it

**RESOLVED,** that the Portage County Board of Commissioners enter into a contract with Environmental Design Group, 450 Grant Street, Akron, Ohio 44311 in the amount of Nineteen Thousand Nine Hundred Thirty-Eight Dollars and 30/100 (\$19,938.30) plus any reimbursable expenses; and be it further

**RESOLVED,** that community block grant funds will be utilized for this project; and be it further

**RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0383      -      RE:    BOARD OF COMMISSIONERS'  
APPOINTMENT TO THE PORTAGE COUNTY  
DISTRICT LIBRARY BOARD OF TRUSTEES.**

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the following Resolution be adopted:

**WHEREAS,** the Portage County District Library Board of Trustees is responsible for setting the general policy for the library and advising Library personnel of community needs; now therefore be it

**RESOLVED,** that the Portage County Board of Commissioners does hereby appoint the following to the serve a seven-year term effective June 14, 2019 and expiring on June 13, 2026

Cheryl Lynn Preisendorfer  
12445 Udall Rd.  
Hiram, OH 44234

;and be it further

**RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this



resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0384 - RE: APPOINTMENT TO THE PORTAGE COUNTY REGIONAL AIRPORT AUTHORITY BOARD OF TRUSTEES**

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the following Resolution be adopted:

**WHEREAS,** Ohio Revised Code Chapter 308 authorizes the creation of a regional airport authority. The Portage County Regional Airport Authority Board of Trustees has been established for the purpose of acquiring, establishing, constructing, operating and promoting the use of the Portage County Regional Airport; and

**WHEREAS,** there are three vacancies on the Board of Trustees due to term expirations; now therefore be it

**RESOLVED,** that the Portage County Board of Commissioners does hereby appoint the following members to a 3 year term commencing on June 28, 2019 and ending June 27, 2022:

Christopher Mars	Robert A. Krister	Timothy J. Paul
5050 Coldbrook Dr.	559 Johnson Rd.	11973 St. Rt. 700
Mantua, Oh 44255	Kent, Oh 44240	P O Box 124
		Hiram, Oh 44234

**RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0385 - RE: AMEND RESOLUTION NO. 19-0013: APPOINT JOANN TOWNEND AS ACTING CLERK IN THE ABSENCE OF THE CLERK**

**OF THE PORTAGE COUNTY BOARD OF  
COMMISSIONERS FOR 2019.**

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the following resolution be adopted:

- WHEREAS,** during its Organizational meeting on January 14, 2019, the Board of Commissioners adopted Resolution No. 19-0013, appointing JoAnn Townend as Acting Clerk in the absence of the Clerk for the Board of Commissioners for 2019 or until the next organizational meeting of the Board; and
- WHEREAS,** it has become necessary to amend Resolution No. 19-0013, to change the appointee; now therefore be it
- RESOLVED,** that the Board of Commissioners hereby amends Resolution No. 19-0013, dated January 14, 2019, by replacing JoAnn Townend with Administrative Assistant Julie Gonzales, who will serve as Acting Clerk in the absence of the Clerk for the Board for the remainder of 2019 or until the next organizational meeting of the Board; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**JOURNAL ENTRY**

May 30, 2019

**Commissioners**

1. The Board of Commissioners acknowledged receipt of the May 24, 2019 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2019, as presented by the Portage County Auditor's Office.
2. The Board of Commissioners authorized Commissioner Kline, President of the Board, to sign the State of Ohio Office of Community Development Request for Payment and Status of Funds Report Draw No. 1, as presented by the Regional Planning Commission as follows:

Grant No.	Activity Name	Activity No.	Amt Requested
B-X-18-1CJ-2	General Admin	1	\$4,000.00

Total			\$4,000.00
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3. The Board of Commissioners signature requested on the May 30, 2019 correspondence to Matthew LaMantia, Deputy Chief, Ohio Development Services Agency, in response to the monitoring visit for grant BF-16-1CJ-1, as presented by the Regional Planning Commission.

### **Internal Services**

4. The Board of Commissioners adopted the revised Request For Use Of County Facility form, as presented by Internal Services Director JoAnn Townend.

### **Human Resources**

5. The Board of Commissioners approved the revised job description for the Fiscal Eligibility Specialist position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
6. The Board of Commissioners approved the revised job description for the Fiscal Specialist position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
7. The Board of Commissioners approved the revised job description for the Fiscal Eligibility/Fiscal Specialist position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
8. The Board of Commissioners approved the revised job description for the Fiscal Supervisor – Children's Services position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
9. The Board of Commissioners approved the revised job description for the JFS Business Services/Fiscal Supervisor position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
10. The Board of Commissioners approved the revised job description for the Public Assistance Manager position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
11. The Board of Commissioners approved the revised job description for the Clerical Specialist 4 (OMJ, PCSA, Business Services) position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
12. The Board of Commissioners approved the revised job description for the Clerical Specialist 4 (CSEA) position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
13. The Board of Commissioners approved the revised job description for the Clerical Specialist 4 (PA) position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.

14. The Board of Commissioners approved the revised job description for the Social Service Worker 3 position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.

**Motion To:** Approve Journal Entries for May 30, 2019

Roll call vote: Commissioner Christian-Bennett, Yea;  
Commissioner Kline, Yea;  
Commissioner Clyde, Yea;

**JOURNAL ENTRY II**

May 30, 2019

1. The Board of Commissioners authorized Commissioner Kline, President of the Board, to sign the State of Ohio Office of Community Development Request for Payment and Status of Funds Report Draw No. 5, as presented by the Regional Planning Commission as follows:

Grant No.	Activity Name	Activity No.	Amt Requested
B-F-18-1CJ-1	Fair Housing Program	1	\$500.00
B-F-18-1CJ-1	General Admin	2	5,000.00
B-F-18-1CJ-1	Street Improvements	1	4,800.00
Total			\$10,300.00

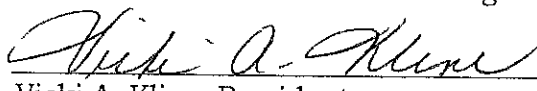
Motion: by Sabrina Christian-Bennett, seconded by Kathleen Clyde to approve Journal Entry II for May 30, 2019

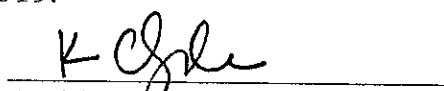
Roll call vote: Commissioner Christian-Bennett, Yea;  
Commissioner Clyde, Yea;  
Commissioner Kline, Yea;

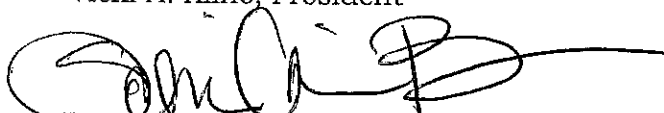
Motion: by Sabrina Christian-Bennett, seconded by Kathleen Clyde to adjourn the Official Meeting of May 30, 2019 at 11:09 AM


Roll call vote: Commissioner Christian-Bennett, Yea;  
Commissioner Clyde, Yea;  
Commissioner Kline, Yea;

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of May 30, 2019.

  
Vicki A. Kline, President

  
Kathleen Clyde, Vice President

  
Sabrina Christian-Bennett, Board Member

  
Julie Gonzales, Acting Clerk