



Portage County Board of Commissioners
Meeting Minutes

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

Amy Hutchinson, Clerk
330-297-3600

Thursday, August 29, 2019

9:00 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 Present: Health Commissioner Joseph Diorio, Amos Sarfo, and Mary Helen Smith, Portage County Health Department, Attorney David Garnier and Attorney Chris Meduri, Prosecutor's Office, Jim Greener, County Engineer Mickey Marozzi, James Bielair and Eric Long, Portage Soil and Water Conservation, Joe Wihensoler, and Clerk Amy Hutchinson

Also attending throughout the day Record Courier Reporter Diane Smith, Brian Ames and Department of Budget and Financial Director Todd Bragg.

Recessed to Solid Waste Management District: 9:00 AM

Reconvened: 9:01 AM

Recessed to Public Hearing: 9:01 AM

PUBLIC HEARING MEETING MINUTES

**REVISED RULES FOR THE PORTAGE COUNTY ILLICIT DISCHARGE DETECTION
AND ELIMINATION AND THE PORTAGE COUNTY CONSTRUCTION SITE SEDIMENT,
EROSION CONTROL AND STORM WATER MANAGEMENT**

Thursday, August 29, 2019

9:05 AM

Present: Health Commissioner Joseph Diorio, Amos Sarfo, and Mary Helen Smith, Portage County Health Department, Attorney David Garnier and Attorney Chris Meduri, Prosecutor's Office, Jim Greener, County Engineer Mickey Marozzi, James Bielair and Eric Long, Portage Soil and Water Conservation, Joe Wihensoler, Brian Ames and Clerk Amy Hutchinson

I. OPENING & INTRODUCTIONS

Portage County Commissioner Vicki A. Kline opened the Public Hearing at 9:01 AM and asked for introductions from staff in attendance:

Mary Helen Smith, Director of Environmental Health for the Portage County Health District, Mickey Marozzi, Portage County Engineer and also serving as the Stormwater Coordinator for the Commissioners' Stormwater District Program, Joseph Diorio, Health Commissioner for Portage County, Amos Sarfo, Stormwater Supervisor for Portage County.

II. PURPOSE OF THE HEARING - Commissioner Kline

In compliance with Ohio Revised Code § 307.79, the Portage County Board of Commissioners will hold three Public Hearings to hear comment on proposed amendments to the rules for Portage County Construction Site Sediment, Erosion Control and Storm Water Management and Portage County Illicit Discharge Detection and Elimination.

Upon future adoption, the proposed amended rules would be implemented through a Portage County Storm Sewer District in accordance with Ohio Revised Code 6117.01. This is the first of three public hearings.

Notice of this public hearing was published in the Record Courier Newspaper on August 15, 2019, August 22, 2019 and August 29, 2019.

A copy of the proposed amendments to the rules has been on display and available for public review at the Commissioners' Office located on the seventh floor of the Portage County Administration Building, 449 South Meridian Street in Ravenna and at the County Engineer's Facility, 5000 Newton Falls Road in Ravenna since July 19, 2019. A copy has also been posted on the Portage County Storm Water Management Department Website, which can be found on the Portage County Homepage.

III. SWEARING IN OF THOSE WHO ARE SPEAKING

Commissioner Kline asked those who want to speak to raise their right hand and respond I do.

- Do you solemnly affirm under the penalties of the law of perjury of the State of Ohio that the testimony you are about to give shall be the truth, the whole truth and nothing but the truth?

Audience Response: I do.

IV. INTRODUCTION AND OVERVIEW - County Engineer Michael Marozzi

The Portage County Stormwater District was established in 2009 for the County and the unincorporated Townships. The purpose of the District is to facilitate compliance with the requirements of the Ohio EPA, National Pollutant Discharge Elimination

System (NPDES), Stormwater Phase II Permit Program. Ohio EPA required compliance with Phase II communities, including Portage County beginning in 2003. Through the Phase II program, the Stormwater District is required by Ohio EPA to implement a stormwater management plan that includes activities in the 6 minimum control measures with the goal of improving surface water quality, including bodies of water that Ohio EPA has designated as impaired, and has established total maximum daily loads for specific pollutants of concern. In 2009, the Board of Commissioners adopted rules regarding illicit discharge detection and elimination and construction and post construction storm water management erosion, and sediment control. These topics relate to the minimum control measures Nos. 3, 4, and 5 of the Stormwater Management Plan. From time to time, the illicit discharge detection and elimination (IDDE) and stormwater management rules will require an update to maintain consistency with best management practices and revisions from Ohio EPA's permit requirements. The permit is renewed every 5 years.

Representatives from the Health District and the Soil and Water Conservation District will each provide an overview with their respective areas, with the Health District addressing the specifics regarding the IDDE rules and the Soil and Water will address the Stormwater Management and Erosion Control and protection.

V. RULE CHANGES SUMMARY

Mary Helen Smith, Portage County Health District:

There have been several substantial changes to the requirements for Illicit Discharge Detection and Elimination as follows:

The first is the Monitoring and Enforcement for Dry Weather Screening. The Department has created a flow diagram when they find illicit discharges as to who is responsible for the enforcement and elimination of that fall where the contamination would fall.

Another change is clarification of some of the definitions in the language between the two sets of regulations (ie. illegal to illicit) and to further define the waters of the state in the United States.

The most substantive change comes with the competing authority between the responsibilities of the Health District when implementing Ohio Revised Code 3718 the Household Sewage Treatment System Rules, and the competing authority of implementing Ohio Revised Code Title 61, for the illicit discharge detection and elimination.

The household sewage treatment system statute allows the homeowner that has an existing and functioning system as designed at the time the regulations were passed (Statute adopted in 2010, the Rules adopted in 2015), to continue to use that septic system. There is a set of off-lot discharging sewage treatment systems that were put in between 1986 and 2006 that met the Federal Clean Water standards at the time, which were subsequently changed in 2007. Those systems were put in according to requirements and if the homeowner is maintaining it, the Ohio Department of Health's Sewage Rules allows them to continue to use it, but the Health Department then, the

competing authority, is when the illicit discharge detection and elimination inspections have the homeowner obtain a permit to discharge and when they are sent to Ohio EPA, they make them upgrade or replace the septic system. The intent of these regulations is for the Stormwater District to allow homeowners that utilize these systems between 1986 and 2006, to continue to use them as long as they function as designed and have a service contract that the Health District requires. It will impact approximately 1,000 households.

Eric Long, Portage Soil and Water Conservation District:

The rules that are being updated are the Portage County Construction Site Sediment, Erosion, and Stormwater Management Rules. The updates made to the rules are almost exclusively done to meet the Ohio EPA's changes to their permit.

There are several changes that are significant with regards to the definitions of what construction sites fall under what set of rules. The Ohio EPA used to have a 1 acre site set of rules and a 5 acre site set of rules, and they have essentially done away with the 5 acre threshold, so the County's document needs to reflect the change.

There are several minor changes from the Ohio EPA and language changes to match the State's permits.

Additionally, there are a couple of minor changes made to the document that aren't in connection to the Ohio EPA's rules (1) inclusion of the critical storm requirement. This requirement is a standard that is used widely in the requirements for the construction sites. The same requirements were being done through the subdivision rules, but not included in the revised document.

Commissioner Christian-Bennett noted the situation in Brimfield with the construction site that had a stormwater issue and Mr. Long noted the sites are everywhere. Commissioner Christian-Bennett explained this project was heading towards an injunction, but the County didn't quite get there and Mr. Long stated this update is made specifically to ensure that the County follows the Ohio EPA's rules and is consistent across all other documents with the subdivision regulations.

County Engineer Marozzi added the rule updates throughout the process were reviewed by the Prosecutor's Office.

VI. PUBLIC COMMENT

N/A

VII. CLOSING STATEMENT

Commissioner Kline noted the second public hearing will be held on Tuesday, September 3, 2019 at 7:00 PM at the County Engineer's facility located at 5000 Newton Falls Road, Ravenna, and the third and final public hearing is scheduled on Thursday, September 5, 2019 at 1:00 PM in the Portage County Commissioners' Board Room.

There being no further business to come before the Board, a motion was made by Kathleen Clyde, seconded by Sabrina Christian-Bennett that the Public Hearing be adjourned at 9:16 AM. All in favor, motion carries.

Reconvened the Commissioners' regular session at 9:16 AM

Recessed: 9:16 AM

Reconvened: 9:59 AM

BOARD OF ELECTIONS BUDGET MEETING

Present: Director Faith Lyons and Deputy Director Terrie Nielsen

Director Lyon and Deputy Director Nielsen met with the Board to discuss their budget requests as follows:

2020 Budget Rationale

Deputy Director Nielsen noted budget requirements are much different during a Presidential election, versus an off year election, and it wouldn't be fair to compare the 2019 budget with the requests for 2020.

311000 Officials - At the end of 2019, Ohio Revised Code Section 3501.12 was amended to provide Board Members with a salary increase. As a result, the amount of the Officials line for 2019 is not adequate to pay for the increases. The statute requires a 1.75% increase for 2020, which brings that line up to \$54,935.39.

311200 Employee - The Social Security Administration has estimated Cost of Living increases for 2020 will be 2.6% and the Average Wage Increase will be 4.7%. Based upon those figures and the desire of their Board, the Board of Elections would like to increase employees' rate of pay by 3%. This would increase the line by \$11,852.

311500 Election Workers - The Precinct Election Officials (PEO) currently receive \$120 (for a regular PEO) and \$125 for a voting location manager (VLM). Their PEOs work 13 hours on Election Day which is \$9.23/hour for the PEOs and \$9.61 for the VLMs, based on rates that were set in 2009. The Board of Elections would like to increase their daily rate by \$10.00, so the regular PEO would be paid \$130 and the VLM would be paid \$135. The increase is just shy of \$3,000.

Commissioner Clyde asked what amount of the \$266,831 is for Election Day and Deputy Director Nielsen responded the Election Workers' line includes everyone, except for the Board members and full time staff of the Board of Elections. Commissioner Christian-Bennett asked for the final dollar amount for an increase to the budget and Deputy Director Nielsen replied it's a little shy of \$3,000.

13000 Overtime - In determining a reasonable overtime request, the department went back to the number of overtime hours worked in the last presidential election (2016). Based upon the number of hours worked in 2016 and the current rates of pay, they request \$119,094 for overtime, which is \$78,694 over the 2019 budget (an off year election cycle), but only \$14,128 more than they actually used in 2016. Commissioner Kline asked if hiring another person would help with the overtime amount

and Director Lyon noted when they are out of election mode, their staffing is adequate. Commissioner Clyde asked for the calculation for the \$14,536 and Deputy Director Nielsen explained it was for pay increases between 2016-2020. The same number of hours were estimated for 2020, but because staff has had pay increases, that's where the \$14,536 comes in.

314000 Employee Payouts - An employee will be leaving in early 2020 and based upon her years of service, anticipated sick time and vacation time payouts, they are asking for \$4,164.

412000 Advertising - The request for advertising will be \$1,000, to cover the cost of advertising of the anticipated 2020 vacancy within the department. Commissioner Clyde asked why the amount is so high and if that's a typical cost for an employment advertisement and Deputy Director noted they place the ad in the Sunday paper and the larger size is a requirement. Commissioner Christian-Bennett asked them to check with Human Resources Director Kovick for any special rates.

412400 Postage - In 2016, the Department spent \$65,691 in postage. Since that time, postage has increased by 11% and \$73,000 reflects that increase. The current trend is more people are voting by mail.

413320 Voter Registration System and 4200000 Professional & Technical Services - In light of ongoing goals and Secretary of State directives to make sure that all systems are secure from cyber-attacks, they anticipate needing increased funding. The Board of Elections will need to continue the services of CenterLink to do an annual penetration test and there will be updates necessary to their internal systems, as well as their voter registration system. The request for voter registration is \$20,000 additional and \$30,000 additional for professional and technical services.

630000 Equipment — The request is for \$80,000 from equipment funding be returned to their budget, for the replacement of the Kardveyors. Currently, there are two, but they should be able to go down to one.

Deputy Director Nielsen thanked the Board for the improvements that have been made to their office space, and noted they are currently in the process of updating their electric and a new HVAC unit has been placed for heating and cooling in their training room. The Regional Planning Commission provided map drawers for their office and they would like to continue with the renovations, specifically the non-compliant counter and providing the staff with larger cubicles for their workspace. Deputy Director Nielsen explained they have been working with Friends Office Supply and they have provided a new layout and they are waiting for pricing.

On June 11, 2019, the Secretary of State issued Directive 2019-08 dealing with physical and cyber-security of the Board of Elections. Due to the current status of Portage County's physical and cyber-security, there are many changes that must to be made to the County's Information Technology (IT) infrastructure. The Board of Elections is working with the County's IT Department to ensure they will meet the Secretary of State's deadline of January 31, 2020.

Since the Board of Elections is considered a critical infrastructure for the Federal Government, another requirement is that the Department of Homeland Security look at their

physical and cyber-security. The Board of Elections has been presented with a report that will be forwarded to Internal Services once reviewed.

Deputy Director Nielsen noted there are cyber-security issues they would like to discuss with the Board but are not appropriate for an open meeting. Commissioner Clyde asked what issues need to be discussed and Deputy Director Nielsen explained that she doesn't believe the Board is aware of the seriousness of their current situation and it may affect budgeting issues for Board of Elections, as well as other departments.

Director Lyon pointed out when she talks about the Secretary of State's Directive, there is one component that's very general and vague. The remainder of the requirement is protected and under a level of Federal classification that without a Non-Disclosure Agreement, they are not able to share information with any entity. Director Lyon noted the Agreement is a requirement of the Secretary of State for all 88 Counties. Commissioner Christian-Bennett mentioned the Agreement was reviewed by Attorney Meduri, who recommends a portion of the language on page 2 under Section D, the last sentence be removed as follows:

"Additionally, in the event that the Portage County Commissioners breach its obligations under this Agreement, all legal remedies, including damages arising directly or indirectly from the breach, and reasonable attorney's fees and costs will be available to the Board of Elections."

Deputy Director Nielsen noted removal of the language is something they do not have authority to do, but Commissioner Christian-Bennett asked that she check on that.

Commissioner Clyde would like additional time to review the material before having the discussion in Executive Session, but Deputy Director Nielsen's is concerned that the Board is not aware of the current situation and that's why she would like to go into Executive Session as it may or may not affect the way the Board budgets for next year, not just for the Board of Elections, but for other departments in the County, as well. She noted they can go into Executive Session for some items, but they won't be able to have full disclosure until the Board signs the Non-Disclosure Agreement. Director Bragg pointed out the Non-Disclosure keeps the Board from discussing these items with its own staff, unless staff could be added as part of the agreements. Director Lyon responded they don't have a problem with staff being informed as long as they sign their own Non-Disclosure Agreement.

Deputy Director Nielsen noted there are two pieces to the Executive Session, the current status of the County's infrastructure and items that would be covered under the Non-Disclosure Agreement. The Board agreed to discuss the items not covered under the Non-Disclosure agreement.

10:24 AM In accordance with the Ohio Rev. Code 121.22(G)(6), it was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the Board of Commissioners move into executive session to discuss details relative to the security arrangements for a public body or a public office. Also present: Director Faith Lyon and Deputy Director Terrie Nielsen. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

10:35 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: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

TREASURER'S OFFICE BUDGET MEETING

Present: Brad Cromes, Mark Smith and guest

Treasurer Cromes reported the County should see an increase in General Fund Revenue of approximately \$55,000 from the Treasurer's Office and a decrease in the DETAC fund of \$47,000.

Treasurer Cromes would like to know where the Board is in its budget process as he received Projection Level 1 from Director Bragg in July, but he believes the Tax Budget is Projection Level 2 and it is not in MUNIS. Director Bragg replied the tax budget does not change until the appropriation budget is done in December. The County hasn't used 'levels' in 6 years and Level 2 is no longer the Tax Budget. Treasurer Cromes stated it would be helpful to have a letter explained the process and the timeline. Commissioner Christian-Bennett explained the Board is having its budget meetings now and then the recommended budget will be reviewed in late September, early October, then sent to the departments. In late October, early November, budget hearings are held with those not satisfied with the Board's proposed budget, and in mid-November a final budget is prepared for the Commissioners. In early to mid-December the Board adopts a resolution for next year's appropriation budget. Commissioner Christian-Bennett asked Director Bragg to provide Treasurer Cromes with a copy of the timeline and the Board agreed a memo should go out to all Elected Officials regarding the timeline and Treasurer Cromes suggests the letter be sent with the process letter in April/May. Director Bragg pointed out in April/May, the Board did not know its schedule and that's why the timeline was not included in the letter.

Treasurer Cromes discussed the following budget highlights:

- Salaries: The salaries are based on the Wage Study and the Bureau of Labor Statistics data and the costs will be split between the General Revenue Fund at 5.2%, 4.6% DETAC and 8.8% (\$1,000) in Tax Certificates to move employees to mid-point of the scale.
- Financial Wellness Incentive: This has been in every budget Treasurer Cromes has prepared and he is committed to doing some type of financial wellness incentive for employees. The best push for now is to encourage everyone to attend the Financial Wellness Fair on November 16, 2019 from 10:00 AM-2:00 PM at the Ravenna High School. Treasurer Cromes will provide additional information closer to the event.

*

*

*

*

*

Director Bragg talked about the letter to Elected Officials and noted budget hearings go through September 19, 2019 and the question to the Board is when does it plan to deliver the recommended budgets. The Board will need several weeks to discuss, and he wants to ensure the Board can meet the proposed schedule if correspondence is going to be sent out. Director Bragg will forward the previous timeline to the Board so it can be reviewed it again.

Director Bragg pointed out he has never prepared a proposed budget in open session, whereby the Board wanted to go through each department and discuss the recommended

budget and then the Board decides what it's providing against what has been requested. Commissioner Christian-Bennett explained the difference this year is that each department has two opportunities to come before the Board to discuss their budget. Director Bragg noted this is the first time departments are coming to the Board after they turned in their Tax Budgets back in May, and the next steps is for the Board to come up with the proposed budget to send to departments. If a department disagrees, they are able to come back before the Board for a second time. Commissioner Christian-Bennett remembered Director Bragg preparing the proposed budget against the requests, but Director Bragg pointed out it was an issue in the past and this was the attempt to correct it. Commissioner Christian-Bennett suggests the Board continue the normal process whereby Director Bragg will go through each proposal and meet with the Board for guidance (ie. no new hires) and then he will make his recommendations and the Board agreed. The proposed budgets are usually sent early October and Director Bragg believes the deadline can still be met. Commissioner Christian-Bennett suggested Director Bragg schedule a meeting with the Board each Thursday with a specific topic for the Board to address.

PUBLIC COMMENT

Present: Mark Smith

Mr. Smith met with the Board to discuss "The Movie Mo", which is based on his work helping young men in the community.

Ms. Smith has also been in touch with Family and Community Services Director Mark Frisone, who is interested in providing land to them for a homeless shelter for young men that has a year round garden. The land is in McElrath Park with a total of 6 parcels and the men will build the facility themselves. Mr. Smith indicated any help from the Commissioners would be appreciated.

DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Todd Bragg

Director Bragg wanted to touch base with the Commissioners before Regional Airport's appointment. They will need \$57,000 to replace the fuel tank and Commissioner Kline noted the Board doesn't really have a choice whether to repair it or not. Director Bragg asked if the Board would loan the money, provide it outright, or use the County to contract. Commissioner Christian-Bennett believes the Board should give the money to the Regional Airport, but Director Bragg mentioned the benefit of keeping it as a loan is that the FAA may count forgiveness of the loan as a match. The Board will need to decide whether it provides the money contingent on them providing settlement money in return or that they keep the settlement money. The funding to repair to the fuel tank would come from the cash balance and Commissioner Christian-Bennett would like to provide the funding as a loan. Commissioner Kline asked if the Board would take some of the settlement, how would it affect the match if it's a loan and Director Bragg noted the loan could be either regular payments over 10 years or it could be made contingent upon whether they receive settlement money, and if they do, that goes towards the loan first and the rest of the loan will be pro-rated.

Currently, the Airport does not bring in sufficient funding to run independently and capital maintenance is being neglected to keep the Airport open.

Commissioner Christian-Bennett asked if Director Bragg would verify with Mr. Lucas if they use the remainder of their funding, will they be in deficit spending. Commissioner Kline asked Director Bragg to move forward with the possibility of loan document similar to what has been done in the past, along with inclusion of repayment if a settlement is received. Commissioner Christian-Bennett noted it could be contingent if they provide any funding from the lawsuit. Commissioner Clyde asked if they have any source of revenue and Director Bragg responded they do not have sufficient revenues to cover what they should be paying and the County doesn't provide any additional stipend. The Airport may need to reduce its scope or commit the County to improve it (ie. additional hanger space or extending the runway). The Airport currently has \$80,000 from the hanger damage, and now they are operating with the \$20,000 from the settlement. Their only sources of revenue are from the hangers and user fees, but even if user fees were raised, it still wouldn't be enough to sustain it. The Airport will be before the Board to discuss their budget on September 12, 2019.

Recessed: 11:19 AM

Reconvened: 1:00 PM

WATER RESOURCES

Present: Director Gene Roberts, Deputy Director Laura Weber, Attorney Chris Meduri and Attorney David Garnier

1:00 PM In accordance with the Ohio Rev. Code 121.22(G)(3), it was moved by Kathleen Clyde, seconded by Sabrina Christian-Bennett that the Board of Commissioners move into executive session to conferences with an attorney for the public body concerning disputes involving the public body subject of pending or imminent court action. Also present: Director Gene Roberts, Deputy Director Laura Weber, Attorney Chris Meduri and Attorney David Garnier. Roll call vote: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

1:13 PM 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: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

HUMAN RESOURCES

Present: Director Janet Kovick, Treasurer Brad Cromes, Attorney Chris Meduri, and Lori Artz, Prosecutor's Office.

1:15 PM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the Board of Commissioners move into executive session to consider the appointment of a public employee. Also present: Janet Kovick and Attorney Chris Meduri. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

1:25 PM Upon conclusion of the above referenced discussion, it was moved by Kathleen Clyde, seconded by Sabrina Christian-Bennett 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.

Discussion:

1. Clarification of Section 16 – Hours of Work (Flex Time Policy)

Director Kovick asked for clarification on Section 16 of the Board's Personnel Policy for use of flex time by Directors and Department Heads. Commissioner Kline's interpretation is if you work more than 8 hours in one day, then you can take off sometime during that week. Commissioner Christian-Bennett noted flex time could also be a different set of hours whereby you could work on site or from home. Commissioner Kline noted the policy needs changed if working from home is an option because that is not specified. Director Kovick state the current policy states

"Flex time is an authorized absence from work during normal work hours that is redeemed by work outside of the employee's normal work hours, but within the same work week."

Director Kovick noted Directors and exempt employees are allowed to use flex time within 2 weeks, but non-exempt employees must use it within the same week. Director Kovick asked if the Board wanted Directors and exempt employees that flex their time to report the use to the Board and Commissioner Kline noted she doesn't want to keep track of the Directors, but it would depend on the department. Commissioner Christian-Bennett explained if Directors want to work from home, they should get it pre-approved by the Board, such as Director Bragg working from home during the week of the budget, but that's only once a year that he does it. Commissioner Christian-Bennett asked what other Counties are doing and Director Kovick noted some have the same type of policy, but some indicate hours are to be made up at work, and rarely do other Counties allow their employees to work from home because it's a public entity. Commissioner Christian-Bennett pointed out the policy does indicate that it needs to be authorized. Director Kovick asked if only the Directors could work from home because the policy needs clarified, and Commissioner Christian-Bennett state Deputy Directors should work with their Director. Commissioner Clyde noted the policy as written, could be interpreted that they could do the flex time at home if authorized and in limited situations. Commissioner Christian-Bennett believes the policy is fine the way it is, and Commissioner Clyde noted the policy is silent on working from home meaning it would be up to the supervisor to decide.

Attorney Meduri suggested if the Board intended to allow employees under the Director level the option to work at home, it should be clarified in the policy. He will work with Director Kovick on additional language for further discussion.

2. 2019 Wellness Fair and Flu Clinic (Consent Agenda - Journal Entry #6)

Director Kovick would like to hold the 2019 Wellness Fair in the Portage County Administration Building, Room 136, for Portage County employees on the following dates/times:

- Thursday, September 26, 2019 – 2:00 PM-6:00 PM
- Tuesday, October 1, 2019 – 11:00 AM-2:00 PM

Director Kovick received confirmation from the Portage County Health District that they can hold a flu clinic at the same time to offer flu vaccinations to employees.

The cost to the Health Benefit fund for each:

- Flu vaccine - \$30.00
- High Dose Flu vaccine (for ages 65 and older) - \$60.00
- Prevnar pneumonia vaccine* - \$245.00
- Pneumovax vaccine* - \$125.00

* Prevnar and Pneumovax pneumonia vaccines are given based on age and certain health conditions.

In 2018, 289 vaccines were given with a total cost to the County's Health Benefit line of \$11,665.00. The Board agreed to move forward with the requests./Journal Entry #6

3. Optional Insurance

Jim Van Guilder was the former agent that sold optional insurance policies to County employees and he passed away November of 2018. A new representative was present during last year's open enrollment, with policies on behalf of Allstate Life Insurance and Unum Insurance for critical, accident and short term coverage. County Benefits Specialist Susan Lynn has report problems with both vendors, so she has been meeting with different vendors for a replacement, including Washington National, who handles life insurance with a good product and wonderful customer service. Ms. Lynn would like to try them during this year's open enrollment and the Auditor's Office has been very supportive.

Director Kovick suggests remove Allstate's payroll deductions for Unum accident and critical illness, along with removing Great Southern Life insurance as the product hasn't been sold for over 10 years. Current employees having these policies would receive a letter with ample time of notification stating the policies will no longer be available for payroll deductions but are still available to employees through deductions through their bank accounts. Director Kovick suggests the Board retain Unum short term and Allstate Life insurance for now as a payroll deduction, with the understanding they will no longer be selling new policies. Payroll deductions would cease by open enrollment on January 1st. There are approximately 100 employees that would be affected, with 185 for Allstate Life and 90 for Unum short term, and 21 Aflac for the cancer policy. The County will continue to offer outside optional insurance, but the line of products they can select from will be different. The County will no longer offer payroll deductions on the others. There will be a new payroll deduction for vision due to the medical requirements of the Affordable Care Act as it needs to be separate from medical. It's important to note that vision is part of the medical coverage, so employees can choose or decline coverage.

Commissioner Clyde asked if the Board needs to open it up further to other companies and Director Kovick noted the County could open it up, but she will inquire as to who Ms. Lynn has spoken to already.

4. 2019 Portage County 2019 United Way Campaign

Director Kovick presented a flyer for United Way's Annual Campaign Kick Off on October 2, 2019 at NEOMED from 4:00-6:00 PM. United Way has asked if Portage County would like to be a pacesetter again this year and the Board agreed. The pacesetter campaign will end on September 30th. Last year the County's goal was \$10,000, but it raised \$8,251.00, down 2% from 2017. Director Kovick will send correspondence to the Elected Officials and Department Heads to donate prizes for the event. Treasurer Cromes is the chair of United Way Board and recommends competition between offices to generate more interest. Commissioner Kline noted she contributed a lump sum payment and her contributions were not counted. Director Kovick stated if United Way is aware, they will add it to the County's contribution.

* * * * *

Commissioner Christian-Bennett motioned to pull Resolution No. 6 from the Consent Agenda.

RESOLUTIONS

August 29, 2019

6. *Amendment to the General Fund 2019 Annual Appropriation Resolution No. 18-0924, adopted December 13, 2018./PULLED FROM THE CONSENT AGENDA*

Commission Clyde motioned to pull Resolution No. 20 from the Consent Agenda.

RESOLUTIONS

August 29, 2019

20. *Declare the necessity to lease one (1) vehicle for use by the Portage County Department of Job & Family Services./PULLED FROM THE CONSENT AGENDA.*

Commissioner Clyde requested additional information on the following Consent Agenda items:

1. Resolution No. 7 (Amendments to the Non General Fund 2019 Annual Appropriation Resolution o. 18-0923, adopted December 13, 2018)

The \$20,000 Tech Project was from Judge Pittman regarding mediation; Federal Equitable Sharing for the Sheriff's Office – there is a separate checking account the Sheriff utilizes and he has deposited money into the County's accounts into separate lines for spending totaling \$37,000; Adult Probation \$71,909 is for their new grant; County Engineer \$42,000 is for their road projects and helping to get this far into the project; CDBG \$85,700 is the local match from the RLF's for Windham's Critical Infrastructure Grant that was waiting to be certified; Job and Family Services \$261,000 is expenditure reimbursement which is constantly being adjusted as expenditures change.

PROSECUTOR'S OFFICE BUDGET MEETING

Present: Vic Vigluicci, Lori Artz, Attorney Chris Meduri, Internal Services Director JoAnn Townend, County Auditor Janet Esposito and Department of Budget and Financial Management Director Todd Bragg

- Level 1 budget has been submitted.
- They have added a 3% increase to salaries across the Board.
- The money for wage study was not added by the Prosecutor's Office and Director Bragg noted it will be accounted for in the budget.
- There's a surplus in the salary line because of an open attorney position, but they intend to fill the position.
- The membership dues line was short \$1,500, but Director Bragg will increase when necessary.
- The expert witness line has decreased over the year, but when needed, the office will let Director Bragg know to move funding for murder cases.
- The office added 2 vehicles to replace 2 high mileage vehicles, but he has yet to receive the vehicles. Director Bragg responded they've been ordered, but Ford is having trouble with the interceptor production.
- Last year, the building received an upgraded security system from analog to digital for \$37,000 to have the cameras, wiring, and servers upgraded. The cost was paid from FOJ money that was returned and there is a little from the salary line. This year, he would like to continue the upgrade for the second floor, along with the electronics in the Jury Room, the projectors, screens, table, and the Crestron box to digital for \$77,000, but that will complete the building's upgrades.
- If there's a salary excess, Prosecutor Vigluicci is willing to put it towards the second floor project along with additional FOJ funding so as not to strain the General Fund budget. Final numbers are still unknown until the end of the year.
- Ashton originally installed the system when the building was built and have provided a quote of \$29,804.00 for work and \$47,970.00 for hardware. Prosecutor Vigluicci is comfortable with Ashton and it would be an upgrade to the existing system.
- LEADS (Law Enforcement Data Service) is required by the State for the Prosecutor's Office to have. There are 10 certified operators within the department, and they must have Windows 10 on each of the remaining 7 terminals beginning January 1st. The cost is \$838.29 per unit, for a total of \$6,000.
- Prosecutor Vigluicci has been working with the IT Department on an EDiscovery, an addition to the Prosecutor's database of Courtview. EDiscovery is a system where defense counsel is provided by an electronic means. Courtview would need to be reviewed for the upgrade and module for EDiscovery. Courtview, along with 2 other vendors, provided estimates for the job and the cost was \$188,000 from Courtview to add a module. Courtview is almost obsolete, and movement is towards JWorks, which is equivalent. The other independent quote was over \$300,000. The Office could go to Matrix as this is the database most County Prosecutor and offices use and the recent cost to an adjacent County was \$60,000 for software including discovery, but it had an annual fee.
- Prosecutor Vigluicci will be looking further into Matrix and working with the IT Department for internal solutions to the problem.
- Commissioner Kline asked if Matrix has the ability to interface with other departments and Prosecutor Vigluicci will need to investigate.
- Commissioner Clyde noted it would be beneficial if there's a package that would allow separate entities (ie. Sheriff's Office, Adult Probation), to integrate with the entire system.

- County Auditor Esposito asked if the Courthouse and the other areas in the County have looked into this because a Committee could be formed similar to the committee for MUNIS to review the options.
- EDiscover is coming and currently it's not a legal mandate, but it could be because E-filing is with the Courts.
- The Prosecutor's Office phones are still on the old system and they are happy with them, but noted they are no longer supported by Cisco.

INTERNAL SERVICES

Present: JoAnn Townend

Commissioner Clyde asked about Resolution No. 12 – (Agreement between Portage County Child Support Enforcement Agency and the Portage County Prosecutor's IV-D Investigative Support Division) and whether it's a renewal and Director Townend responded they are done every year for the Magistrates and the Courts and the rates change depending on the caseloads from the prior year, but nothing drastic.

*

*

*

*

*

COMMISSIONERS' CONSENT AGENDA

August 29, 2019

1. Approval of the Monday, August 19, 2019 special meeting minutes.

RESOLUTIONS

August 29, 2019

Budget & Financial Management:

1. Approve the Thursday, August 29, 2019 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./19-0617
2. Approve the Thursday, August 29, 2019 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. /19-0618
3. Approve the Tuesday, September 3, 2019 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./19-0619
4. Approve the Tuesday, September 3, 2019 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./19-0620
5. Approve the Tuesday, September 3, 2019 Then & Now Certification, as presented by the County Auditor./19-0621
6. Amendment to the General Fund 2019 Annual Appropriation Resolution No. 18-0924, adopted December 13, 2018./**PULLED FROM THE CONSENT AGENDA**
7. Amendment to the Non General Fund 2019 Annual Appropriation Resolution No. 18-0923, adopted December 13, 2018./19-0623

8. Resolution authorizing the necessary property tax levies and certifying them to the County Auditor at rates estimated by the County Auditor and approved by the County Budget Commission-ORC 5705.34 for Fiscal 2020./19-0624

Job & Family Services

9. Transfer from Fund 1414, Child Support Administration, to 1410, Public Assistance Fund (21,510.10)./19-0625
10. Transfer from Fund 1413, WIA to Fund 1410 Public Assistance Fund./19-0626

Internal Services

11. Enter into an agreement between the Portage County Board of Commissioners on behalf of Water Resources and GPD Group for engineering design services./19-0627
12. Enter into an agreement between the Portage County Child Support Enforcement Agency and the Portage County Prosecutor's IV-D Investigative Support Division./19-0628
13. The Portage County Board of Commissioners Certifies to the Portage County Auditor the Storm Water User Fees./19-0629
14. The Portage County Board of Commissioners certifies to the Portage County Auditor Annual Maintenance Assessments for County assessed ditches to be levied on the 2019 tax duplicate payable in 2020./19-0630
15. Approve specifications and set the proposal date for qualifications for professional engineering services for the Suffield Township Wastewater Treatment Plant Planning Study./19-0631
16. Approve specifications and set the proposal date for qualifications for professional engineering services for the Streetsboro WWTP Headworks and Filter Improvement Project./19-0632
17. Declare obsolete and dispose of Portage County Personal Property located at the Portage County Board of Developmental Disabilities./19-0633
18. Enter into an agreement between the Portage County Child Support Enforcement Agency and Portage County Clerk of Courts – Domestic Division./19-0634
19. Enter into an agreement between the Portage County Child Support Enforcement Agency and the Portage County Juvenile Court – Magistrate Services./19-0635
20. Declare the necessity to lease one (1) vehicle for use by the Portage County Department of Job & Family Services./**PULLED FROM THE CONSENT AGENDA.**

Water Resources

21. Amend Resolution No. 18-0418, dated June 14, 2018; as amended by Resolution 18-0440, dated June 21, 2018; as amended by Resolution 19-053, dated January 17, 2019;

and as amended by Resolution 19-0206, dated March 28, 2019; and as amended by Resolution 19-0276, dated April 30, 2019; and as amended by Resolution 19-0536, dated July 25, 2019 to enter into a water and wastewater services agreement between the Portage County Board of Commissioners and Village of Mantua. /19-0637

Motion To: Approve the Consent Agenda for August 28, 2019 as revised

RESULT: ADOPTED

MOVED: Sabrina Christian-Bennett

SECONDED: Kathleen Clyde

AYES: Sabrina Christian-Bennett, Kathleen Clyde, Vicki A. Kline

RESOLUTION NO. 19-0617

**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 August 29, 2019 in the total payment amount as follows:

1. \$190,591.20 to Medical Mutual - Claims; 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, August 30, 2019	\$ 190,591.20
--	---------------

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. 19-0618**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:

08/29/19	1089	\$1,008.00
08/29/19	1091	26,032.65
Total		\$27,040.65

; 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. 19-0619**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 September 3, 2019 in the total payment amount of

\$651,821.49 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. 19-0620 - 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:

09/03/19	44	\$127.60
09/03/19	49	2,331.00
09/03/19	53	770.00
09/03/19	54	10,707.27
09/03/19	55	13,037.94
Total		\$26,973.81

; 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. 19-0621 - 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 **\$46,400.91** as set forth in Exhibit "A" dated **September 3, 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. 19-0622

This resolution was inadvertently omitted. This is for numbering purposes only.

RESOLUTION NO. 19-0623

**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: 1007 Comp Legal Research Common Pls		
530 Common Pleas Court		
10074 Comp Lgl Res Probate CS	500	-
MEMO TOTAL	<u>\$ 500</u>	<u>\$ -</u>

Note: Courtview payment

550 Domestic Relations		
10075 Comp Lgl Res Probate MS	500	-
MEMO TOTAL	<u>\$ 500</u>	<u>\$ -</u>

Note: Courtview payment

Fund: 1014 Common Pleas Tech Spec Proj		
530 Common Pleas Court		
10144 Common Pleas Tech Spec Proj CS	20,000	-
MEMO TOTAL	<u>\$ 20,000</u>	<u>\$ -</u>

Note:

Fund: 1115 Federal Equitable Sharing Shrf		
700 Sheriff's Department		
11154 Equitable Sharing Sheriff CS	2,000	-
11155 Equitable Sharing Sheriff MS	35,000	-
MEMO TOTAL	<u>\$ 37,000</u>	<u>\$ -</u>

Note: Approp peq. for eqpt.	Approp peq. for	Approp peq. for
	supplies	training

		<i>Increase</i>	<i>Decrease</i>
Fund: 1122	Adult Probation		
590	Adult Probation		
11223	AP Comm Corr Gr Salary&Fringes	71,909	20,433
11224	Adult Prob-Comm Corr CS	-	50,259
11225	Adult Prob-Comm Corr MS	-	1,217
	MEMO TOTAL	<u>\$ 71,909</u>	<u>\$ 71,909</u>

Note:

Fund: 1201	Motor Vehicle And Gas Tax		
800	Engineer's Department		
12014	Engineer MVGT Contract Svcs	42,000	-
	MEMO TOTAL	<u>\$ 42,000</u>	<u>\$ -</u>

Note: SEE ADD'L

Fund: 1203	SA Ditch Mnt - Culler Johnson		
800	Engineer's Department		
12034	SA Ditch Mnt Culler Johnson CS	2	-
	MEMO TOTAL	<u>\$ 2</u>	<u>\$ -</u>

Note:

Fund: 1207	SA Ditch Mnt - Wahoo		
800	Engineer's Department		
12074	SA Ditch Mnt Wahoo CS	3,531	-
	MEMO TOTAL	<u>\$ 3,531</u>	<u>\$ -</u>

Note: 2017 & 2018

Fund: 1267	CDBG Critical Infrastructure		
081	Community Development		
12674	Critical Infrastructure CS	85,700	-
	MEMO TOTAL	<u>\$ 85,700</u>	<u>\$ -</u>

Note: RLF FUNDS

		<i>Increase</i>	<i>Decrease</i>
Fund: 1390	Women Infants And Children		
053	Women, Infants & Children		
13903	WIC Salary & Fringes	-	1,500
13905	Women Infants & Children MS	1,500	-
	MEMO TOTAL	<u>\$ 1,500</u>	<u>\$ 1,500</u>

Note: meet expenses

Fund: 1414	Child Support General Admini		
051	Job And Family Services		
14144	JFS Child Support General CS	150,000	-
14149	JFS Child Support General ME	111,000	-
	MEMO TOTAL	<u>\$ 261,000</u>	<u>\$ -</u>

Note: Projected need

TOTAL MEMO BALANCE FOR ALL FUNDS	<u>\$ 523,642</u>	<u>\$ 73,409</u>
----------------------------------	-------------------	------------------

; 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. 19-0624 - RE: RESOLUTION AUTHORIZING THE NECESSARY PROPERTY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR AT RATES ESTIMATED BY THE COUNTY AUDITOR AND APPROVED BY THE COUNTY BUDGET COMMISSION - ORC 5705.34 FOR FISCAL 2020.

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

- WHEREAS,** on July 11, 2020 the Portage County Board of Commissioners, in accordance with the provisions of law, adopted Resolution 19-475, the Fiscal 2020 Tax Budget, for the next succeeding fiscal year commencing January 1, 2020; and
- WHEREAS,** on August 5, 2019 the Budget Commission of Portage County, Ohio, certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without and within the ten mill tax limitation; now therefore it be
- RESOLVED,** by the Board of County Commissioners of Portage County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification for the fiscal year commencing January 1, 2020, are hereby accepted, and be it further
- RESOLVED,** that there be and is hereby levied on the tax duplicate of said County, the rate of each tax necessary to be levied within and without the ten mill limitation as displayed at the end of this Resolution; and be it further
- RESOLVED,** that a copy of this resolution be filed with the Portage County Budget Commission and the Department of Budget & 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. 19-0625 - RE: TRANSFER FROM FUND 1414, CHILD SUPPORT ADMINISTRATION, TO 1410 PUBLIC ASSISTANCE FUND

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

WHEREAS, the Child Support Administration Fund owes the Public Assistance Fund for Shared Costs paid out of the Public Assistance Fund; and

WHEREAS, it is necessary to do a transfer of funds to cover these costs; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$21,510.10 for July 2019 costs as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 1414, CHILD SUPPORT ADMINISTRATION

ORGCODE - 14140519

Debit Expense Account

Object: 912000 - JFS - Shared

Project 5SHAR

\$21,510.10

TO:

FUND 1410, PUBLIC ASSISTANCE

ORGCODE - 14100512

Revenue Account

Object: 282000 - JFS - Shared

Project 5SHAR

\$21,510.10

; and be it further

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. 19-0626 - RE: TRANSFER FROM FUND 1413, WIA FUND
TO FUND 1410 PUBLIC ASSISTANCE FUND**

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

WHEREAS, the JFS WIA Fund owes the Public Assistance Fund for One Stop sharing costs paid out of the Public Assistance Fund; and

WHEREAS, it is necessary to do a transfer of funds to cover these costs; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$28,618.66 for the 4th Qtr SFY19 Apr - Jun 2019 as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 1413, JFS WIA FUND	
ORGCODE - 14130519	
Debit Expense Account	
Object: 912000 - JFS Shared	
Project 3A258	\$14,309.33
Project 3B278	\$14,309.33

TO:

FUND 1410, PUBLIC ASSISTANCE FUND	
ORGCODE - 14100512	
Revenue Account	
Object: 282000 - JFS Shared	
Project 5SHAR	\$28,618.66

; and be it further

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. 19-0627

**RE: ENTER INTO AN AGREEMENT BETWEEN
THE PORTAGE COUNTY BOARD OF
COMMISSIONERS ON BEHALF OF WATER**

**RESOURCES AND GPD GROUP FOR
ENGINEERING DESIGN SERVICES.**

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

- WHEREAS,** the Portage County Water Resources Department has the need for engineering design services for the SR 14 waterline; and
- WHEREAS,** the GPD Group has the ability to provide such services; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into an agreement with GPD Group, 100 Federal Plaza East, Suite 200, Youngstown OH 44503; and be it further
- RESOLVED,** that the total cost of the engineering design services shall be Ten thousand, seven hundred, sixty-four and 00/100 dollars (\$10,764.00); 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 Kline, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0628 - RE: ENTER INTO AN AGREEMENT BETWEEN
THE PORTAGE COUNTY CHILD SUPPORT
ENFORCEMENT AGENCY AND THE
PORTAGE COUNTY PROSECUTOR'S IV-D
INVESTIGATIVE SUPPORT DIVISION.**

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

- WHEREAS,** the Portage County Child Support Enforcement Agency requests authorization to enter into a IV-D Contract with the Portage County Prosecutor's IV-D Investigative Support Division; and
- WHEREAS,** it was determined through meetings/discussions between representatives of the Portage County Child Support Enforcement Agency and the Portage County Prosecutor's Office that IV-D Investigative Support Division services shall be purchased at the rate of Forty-eight 00/100 dollars (\$48.00) per hour, not to

exceed One hundred Ninety-nine thousand six hundred ninety-two and 56/100 dollars (\$199,692.56); and

WHEREAS, the IV-D Contract will be used to detail the terms of the relationship between the Portage County Child Support Enforcement Agency and the Portage County Prosecutor's IV-D Investigative Support Division; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a IV-D Contract between the Portage County Child Support Enforcement Agency and the Portage County Prosecutor's IV-D Investigative Support Division at the rate of Forty-eight 00/100 dollars (\$48.00) per hour, not to exceed One hundred Ninety-nine thousand six hundred ninety-two and 56/100 dollars (\$199,692.56); and be it further

RESOLVED, that funding for this agreement will come from Job & Family Services fund 1414; and be it further

RESOLVED, that the term of this agreement shall be from July 1, 2019 through June 30, 2020; 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 Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

RESOLUTION No. 19-0629

RE: THE PORTAGE COUNTY BOARD OF COMMISSIONERS CERTIFIES TO THE PORTAGE COUNTY AUDITOR THE STORM WATER USER FEES

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

WHEREAS, the Portage County Board of Commissioners wishes to certify to the Portage County Auditor the Portage County Storm Water user fees which are to be levied on the 2019 tax duplicate payable in 2020; now therefore be it

RESOLVED, that this Board hereby certifies to the Portage County Auditor the Portage County Storm Water User Fees which are to be levied on the 2019 tax duplicate payable in 2020, as indicated on the attached lists; and be it further

RESOLVED, that a copy of this Resolution be filed with the Portage County Auditor's Office; 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 Kline, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION No. 19-0630 - RE: THE PORTAGE COUNTY BOARD OF COMMISSIONERS CERTIFIES TO THE PORTAGE COUNTY AUDITOR ANNUAL MAINTENANCE ASSESSMENTS FOR COUNTY ASSESSED DITCHES TO BE LEVIED ON THE 2019 TAX DUPLICATE PAYABLE IN 2020.

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

WHEREAS, the Portage County Board of Commissioners wishes to certify to the Portage County Auditor **Annual Maintenance Assessments for County Assessed Ditches** which are to be levied on the 2019 tax duplicate payable in 2020, now therefore be it

RESOLVED, that this Board hereby certifies to the Portage County Auditor **Annual Maintenance Assessments for County Assessed Ditches** which are to be levied on the 2019 tax duplicate payable in 2020 as indicated on the attached lists; and be it further

RESOLVED, that a copy of this Resolution be filed with the Portage County Auditor's office; 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 Kline, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION No. 19-0631

RE: APPROVE SPECIFICATIONS AND SET THE PROPOSAL DATE FOR QUALIFICATIONS FOR PROFESSIONAL ENGINEERING SERVICES FOR THE SUFFIELD TOWNSHIP WASTEWATER TREATMENT PLANT PLANNING STUDY.

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

RESOLVED, that the specifications for receiving proposals for qualifications for professional engineering services for the Suffield Township wastewater treatment plant planning study be and hereby are approved; and be it further

RESOLVED, that sealed proposals, therefore, will be accepted by the Portage County Director of Internal Services, 1st floor - room 114, Portage County Administration Building, 449 South Meridian St., Ravenna, Ohio until 2:00 p.m., E. S.T. on October 2, 2019; and be it further

RESOLVED, that the notice of receiving bids shall be published in the Record Courier on September 4, 2019 and a copy thereof be posted on the County's website and bulletin board of the Board forthwith; 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 Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

RESOLUTION No. 19-0632

RE: APPROVE SPECIFICATIONS AND SET THE PROPOSAL DATE FOR QUALIFICATIONS FOR PROFESSIONAL ENGINEERING SERVICES FOR THE STREETSBORO WWTP HEADWORKS AND FILTER IMPROVEMENT PROJECT.

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

RESOLVED, that the specifications for receiving proposals for qualifications for professional engineering services for the Streetsboro WWTP headworks and filter improvement project be and hereby are approved; and be it further

RESOLVED, that sealed proposals, therefore, will be accepted by the Portage County Director of Internal Services, 1st floor - room 114, Portage County Administration Building, 449 South Meridian St., Ravenna, Ohio until 2:30 p.m., E. S.T. on October 2, 2019; and be it further

RESOLVED, that the notice of receiving bids shall be published in the Record Courier on September 4, 2019 and a copy thereof be posted on the County's website and bulletin board of the Board forthwith; 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 Kline, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0633 - RE: DECLARE OBSOLETE AND DISPOSE OF
PORTAGE COUNTY PERSONAL PROPERTY
LOCATED AT THE PORTAGE COUNTY
BOARD OF DEVELOPMENTAL
DISABILITIES**

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

WHEREAS, the Portage County personal property located at the Portage County Board of Developmental Disabilities, which is not needed for public use, or is obsolete or unfit for the use for which it was acquired, declared as such and is ready for disposal; and

WHEREAS, the estimated fair market value of this personal property is valued below \$2,500.00; now therefore be it

RESOLVED, that, in accordance with the Ohio Revised Code Section 307.12, the Board of County Commissioners authorizes the request to dispose of the following inventory:

County Tag #	DD Tag #	Description
	021922	Feeder seat

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

RESOLUTION NO. 19-0634 - RE: ENTER INTO AN AGREEMENT BETWEEN THE PORTAGE COUNTY CHILD SUPPORT ENFORCEMENT AGENCY AND PORTAGE COUNTY CLERK OF COURTS - DOMESTIC DIVISION.

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

WHEREAS, the Portage County Child Support Enforcement Agency requests authorization to enter into a IV-D Contract with the Portage County Clerk of Courts - Domestic Division; and

WHEREAS, it was determined through meetings/discussions between representatives of the Portage County Child Support Enforcement Agency and the Portage County Clerk of Courts that Clerking Services shall be purchased at the rate of Seven and 32/100 dollars (\$7.32) per filing, not to exceed Ninety-one thousand five hundred thirty-four and 52/100 dollars (\$91,534.52);

WHEREAS, the IV-D Contract will be used to detail the terms of the relationship between the Portage County Child Support Enforcement Agency and Portage County Clerk of Courts - Domestic Division; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a IV-D Contract between the Portage County Child Support Enforcement Agency and the Portage County Clerk of Courts - Domestic Division at the rate of Seven and 32/100 dollars (\$7.32) per filing, not to exceed Ninety-one thousand five hundred thirty-four and 52/100 dollars (\$91,534.52); and be it further

RESOLVED, that funding for this agreement will come from Job & Family Services fund 1414; and be it further

RESOLVED, that the term of this agreement shall be from July 1, 2019 through June 30, 2020, 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 Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0635 - RE: ENTER INTO AN AGREEMENT BETWEEN
THE PORTAGE COUNTY CHILD SUPPORT
ENFORCEMENT AGENCY AND THE
PORTAGE COUNTY JUVENILE COURT -
MAGISTRATE SERVICES.**

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

WHEREAS, the Portage County Child Support Enforcement Agency requests authorization to enter into a IV-D Contract with the Portage County Juvenile Court - Magistrate Services; and

WHEREAS, it was determined through meetings/discussions between representatives of the Portage County Child Support Enforcement Agency and the Portage County Juvenile Court that Magistrate Services shall be purchased at the rate of Two hundred eighty-six and 87/100 dollars (\$286.87) per hour, not to exceed One hundred Forty three thousand four hundred thirty-two and 84/100 dollars (\$143,432.84);

WHEREAS, the IV-D Contract will be used to detail the terms of the relationship between the Portage County Child Support Enforcement Agency and the Portage County Juvenile Court - Magistrate Services; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a IV-D Contract between the Portage County Child Support Enforcement Agency and the Portage County Juvenile Court - Magistrate Services at the rate of Two hundred eighty-six and 87/100 dollars (\$286.87) per hour, not to exceed One hundred Forty three thousand four hundred thirty-two and 84/100 dollars (\$143,432.84); and be it further

RESOLVED, that funding for this agreement will come from Job & Family Services fund 1414; and be it further

RESOLVED, that the term of this agreement shall be from July 1, 2019 through June 30, 2020; 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 Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0636

This resolution was inadvertently omitted. This is for numbering purposes only.

JOURNAL ENTRY

August 29, 2019

Commissioners

1. The Board of Commissioners acknowledged receipt of the August 19, 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.

Human Resources

2. The Board of Commissioners signed Personnel Action Form for a wage increase for Richard Gano, Safety & Administrative Support Supervisor, for Portage County Water Resources, due to successfully completing the 270 day probationary period, effective August 19, 2019, presented by Gene Roberts, Water Resources Director, and Janet Kovick, Human Resources Director.
3. The Board of Commissioners signed the Personnel Action Form authorizing the full time hire of Isaiah Jones as a Social Service Worker 2, filling the position previously held by Tyler Williams, for Portage County Job & Family Services, as presented by Kellijo Jeffries, JFS Director, and Janet Kovick, Human Resources Director. Anticipated start date is September 9, 2019. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.
4. The Board of Commissioners signed the Personnel Action Form recommending the transfer of Diane Rogers from Eligibility Specialist to Child Care Certification Specialist, filling the position previously held by Emily Lee, for Portage County Job & Family Services, effective September 16, 2019, presented by Kellijo Jeffries, JFS Director, and Janet Kovick, Human Resources Director.
5. The Board of Commissioners signed the Personnel Requisition authorizing the three-day internal posting of the full time Eligibility Specialist, replacing Diane Rogers for Portage County Job & Family Services with external posting if no internal appointment is made, presented by Kellijo Jeffries, JFS Director, and Janet Kovick, Human Resources Director.
6. The Board of Commissioners authorized the Human Resources Department to hold the 2019 Wellness Fair for Portage County employees on September 26 and October 1, 2019. The Board also accepted the recommendation of the Human Resources Director Kovick to authorize the Portage County Health District to host a flu clinic, offering flu vaccinations

RESOLUTION NO. 19-0637

- **RE: AMEND RESOLUTION NO. 18-0418, DATED JUNE 14, 2018; AS AMENDED BY RESOLUTION 18-0440, DATED JUNE 21, 2018; AS AMENDED BY RESOLUTION 19-053, DATED JANUARY 17, 2019; AND AS AMENDED BY RESOLUTION 19-0206, DATED MARCH 28, 2019; AND AS AMENDED BY RESOLUTION 19-0276, DATED APRIL 30, 2019; AND AS AMENDED BY RESOLUTION 19-0536, DATED JULY 25, 2019 TO ENTER INTO A WATER AND WASTEWATER SERVICES AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS AND VILLAGE OF MANTUA.**

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

WHEREAS, on June 14, 2018, the Board of Commissioners entered into a water and wastewater services agreement between the Portage County Board of Commissioners and the Village of Mantua; and

WHEREAS, on June 21, 2018, upon inspection, it was found that a portion of Resolution No. 18-0418 referred to Rootstown Water Company instead of the Village of Mantua and Resolution No. 18-440 corrected this error;

WHEREAS, on January 17, 2019, Resolution No. 19-053 extended the Village of Mantua agreement until March 31, 2019;

WHEREAS, on March 28, 2019, Resolution No. 19-0206 extended the Village of Mantua agreement until April 30, 2019;

WHEREAS, on April 30, 2019, Resolution No. 19-0276 extended the Village of Mantua agreement until July 31, 2019;

WHEREAS, on July 25, 2019, Resolution No. 19-0536 extended the Village of Mantua agreement until July 31, 2019; now therefore be it

RESOLVED, that the Board of Commissioners hereby amends Resolution No. 19-0536, dated July 31, 2019 to extend the agreement with the Village of Mantua to read as follows:

WHEREAS, the Village of Mantua desires to have Portage County Water Resources act as the operator of record and have certain water and wastewater services provided by the County for the Village of Mantua; and

WHEREAS, Portage County Water Resources is duly qualified and able to provide the services requested in the attached agreement; now therefore be it

RESOLVED, that the Board of Commissioners hereby agrees to extend the agreement with the **Village of Mantua** to act as the operator of record and provide certain water and wastewater services to commence August 31, 2019 until September 30, 2019; and be it further

RESOLVED, that the Village of Mantua agrees to pay the Portage County Water Resources Department the following price not to exceed, Two thousand six hundred sixty eight and 97/100 dollars (\$2,668.97) per week plus all other additional costs incurred by Portage County Water Resources Department as agreed to by the Village of Mantua for the term of the agreement previously extended; 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;

to all Portage County employees during the Wellness Fair.

The cost of each vaccine is:

- Flu vaccine - \$30.00
- High Dose Flu vaccine (for ages 65 and older) - \$60.00
- Prevnar pneumonia vaccine* - \$245.00
- Pneumovax vaccine* - \$125.00

Funding for this expense is available in the Employee Health Benefit Fund.

Motion To: Approve the Journal Entries for August 29, 2019

RESULT: ADOPTED

MOVED: Sabrina Christian-Bennett

SECONDED: Kathleen Clyde

AYES: Sabrina Christian-Bennett, Kathleen Clyde, Vicki A. Kline

Motion To: Adjourn the Official Meeting of August 29, 2019 at 2:29 PM

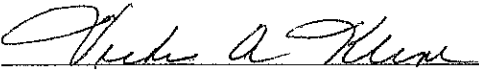
RESULT: ADOPTED

MOVED: Sabrina Christian-Bennett

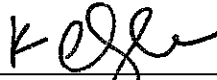
SECONDED: Kathleen Clyde

AYES: Sabrina Christian-Bennett, Kathleen Clyde, Vicki A. Kline

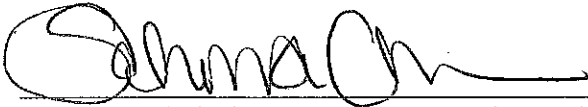
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting.



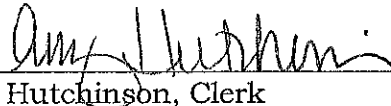
Vicki A. Kline, President



Kathleen Clyde, Vice President



Sabrina Christian-Bennett, Board Member



Amy Hutchinson, Clerk

