



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

November 7, 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	Absent
Kathleen Clyde	Vice President	Present
Sabrina Christian-Bennett	Board Member	Present

Also attending throughout the day Brian Ames, Barb Tittle, Dovenne Spicer, Dan Spicer, Amanda Griffiths, Brenda Tawney, Department of Budget and Financial Management Director Todd Bragg and Record Courier Reporter Diane Smith

Recessed to Solid Waste Management District: 9:02 AM

Reconvened: 9:17 AM

WATER RESOURCES

Present: and Deputy Director Laura Weber

Discussion:

1. Proposed Hudson-Streetsboro Facility Planning Area (FPA) boundary change by County of Summit Department of Sanitary Sewer Services (DSSS) to the NEFCO Clean Water Plan (CWP) (Journal Entry #6).

A church located at 2351 Ravenna Street in the City of Hudson, Summit County has requested public sanitary sewer service through DSSS. This location is within the Hudson-Streetsboro FPA for the Streetsboro Wastewater Treatment Plant in the Northeast Four County Planning and Development Organization (NEFCO) CWP. DSSS is requesting to move the FPA boundary so that they provide sanitary sewer service to the church via an extension from a sanitary sewer manhole at intersection of Ravenna Road and South Hayden Parkway, which is tributary to the Cuyahoga Valley Interceptor FPA. They are also requesting to change the prescription from "Areas that will be Served by a POTW (publicly owned treatment works) or by Home Sewage and Semi-public Sewage Disposal System" to Areas Expected to be Served with Sanitary Sewers within the Next 20 Years".

The Water Resources Department reviewed the request and concur with the proposed boundary change for the following reasons:

- 1) The closest sanitary manhole tributary to the Hudson-Streetsboro FPA is north of the

- church through undeveloped lands;
- 2) The topography of the area appears to prohibit gravity flow and may require the installation of a pump station to reach the Hudson-Streetsboro FPA tributary sewer; and
 - 3) The sanitary sewer extension as proposed by DSSS provides sanitary sewer service to more adjacent properties.

The Board agreed to move forward with the request (see Journal Entry #6).

Recessed: 9:20 AM

Reconvened: 10:31 AM

JOB & FAMILY SERVICES

Present: Director Kellijo Jeffries, Sue Brannon, Job and Family Services; Human Resources Director Janet Kovick; Department of Budget and Financial Management Director Todd Bragg

Discussion:

1. Data Report

Director Jeffries discussed the Data Report for August and September 2019 for Job and Family Services for the following:

- Public Assistance
- Ohio Means JOBS/WIOA/Work Experience Program
- Children Services
- Child Support
- Human Resources
- Information Technology
- Community Outreach and Public Relations

2. Job and Family Services to donate to local shelters

Over the years, Job and Family Services has received many generous donations and purchased children's toys and items when they supervised their own Children Services visits. Over the last six months, the department started an organization effort with a number of items that cannot be used within the agency. Director Jeffries would like to outreach to the agencies that offer homeless and shelter services to families and offer the items as a donation to any agency that has the need for them. The Board agreed to move forward with the request.

Director Jeffries will talk to Internal Services Director JoAnn Townend about the donation process and she will bring back a resolution on the next Consent Agenda, if necessary.

3. 2019 Budget Update Discussion

Director Jeffries presents a mid-year update for Job and Family Services' Budget as follows:

ALLOCATIONS (GRANTS) - 2019 (as of 9/30/2019)

Portage County Department of Job & Family Services

Public Assistance (PA)

		Allocation (Adjusted)	Disbursement (Actual)	Available
Federal (Pass Thru) Allocations	Food Assistance	\$786,745.89	\$786,745.89	\$0.00
	Medicaid	\$0.00	\$0.00	\$0.00
	Medicaid ARP Transportation	\$0.00	\$0.00	\$0.00
	Medicaid Enhanced Federal	\$1,708,593.60	\$1,708,593.60	\$0.00
	Medicaid Healthcheck Pass Thru	\$0.00	\$0.00	\$0.00
	Medicaid NET Federal	\$219,793.96	\$219,793.96	\$0.00
	State Children Health Inc Prog	\$210,882.79	\$210,882.79	\$0.00
	TOTAL	\$2,926,016.24	\$2,926,016.24	\$0.00

		Allocation (Final)	Disbursement (Thru 9/30/19)	Available (Retros due)
Federal (Fixed) Allocations	Child Care Administration	\$0.00	\$0.00	\$0.00
	Child Care Non-Admin	\$151,540.41	\$151,540.41	\$0.00
	FAET - 100%	\$40,950.62	\$40,950.62	\$0.00
	FAET - 50%	\$7,974.00	\$7,609.90	\$364.10
	FAET PARTICIPATION - 50%	\$88,900.80	\$19,026.90	\$69,873.90
	Fraud Awareness	\$2,000.00	\$1,847.27	\$152.73
	Kinship Caregiver	\$186,338.00	\$7,816.30	\$178,521.70
	Kinship Caregiver Program	\$165,490.33	\$2,987.18	\$162,503.15
	Supplemental TANF Admin	\$83,304.00	\$83,304.00	\$0.00
	TANF Administration	\$728,143.89	\$728,143.89	\$0.00
	TANF Regular	\$1,985,766.64	\$1,763,990.98	\$221,775.66
	Title XX - Base Subsidy	\$404,227.00	\$381,630.26	\$22,596.74
	Title XX - Transfer Subsidy	\$602,695.47	\$602,695.47	\$0.00
	TOTAL	\$4,447,331.16	\$3,791,543.18	\$656,787.98

		Allocation (Final)	Disbursement (Actual)	Available
State (Fixed) Allocations	Adult Protective Services	\$34,637.75	\$34,637.75	\$0.00
	CCMEP TANF Admin - CDJFS Lead	\$74,281.00	\$12,505.27	\$61,775.73
	CCMEP TANF Reg - CDJFS Lead	\$1,040,121.00	\$668,065.63	\$372,055.37
	Community & Protective Service	\$160,051.00	\$160,051.00	\$0.00
	Income Maintenance	\$553,638.81	\$553,638.81	\$0.00
	Medicaid Enhanced	\$85,348.00	\$85,348.00	\$0.00
	Medicaid Income Maintenance	\$286,092.11	\$286,092.11	\$0.00
	Special IM Project	\$33,195.00	\$33,195.00	\$0.00
	Social Services Operating	\$60,429.00	\$60,429.00	\$0.00
	TOTAL	\$2,327,793.67	\$1,893,962.57	\$433,831.10

Grand Total		\$9,701,141.07	\$8,611,521.99	\$1,089,619.08
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Child Support (CSEA)

			Allocation (Adjusted)	Disbursement (Actual)	Available
Federal (Pass Thru) Allocations	Child Support FFP	JFSCCSP-JFSCCS19	\$1,112,062.91	\$1,112,062.91	\$0.00
	TOTAL		\$1,112,062.91	\$1,112,062.91	\$0.00

			Allocation (Adjusted)	Disbursement (Actual)	Available
Federal (Fixed) Allocations	CHILD SUPPORT TRAINING	JFSCCST-JSFCS19	\$1,326.00	\$516.92	\$809.08
	TOTAL		\$1,326.00	\$516.92	\$809.08

			Allocation (Adjusted)	Disbursement (Actual)	Available
State (Fixed) Allocations	CSEA State Match	JFSCCSP-JSFCS19	\$239,615.00	\$542,378.56	-\$302,763.56
	CSEA Awareness Month	JFSCCAM-JSFCS19	\$846.66	\$497.02	\$349.64
	TOTAL		\$240,461.66	\$542,875.58	-\$302,413.92

Grand Total (CSEA)			\$1,353,850.57	\$1,655,455.41	-\$301,604.84
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ALLOCATIONS /GRANTS - 2019 (as of 9/30/19)
Portage County Job & Family Services

OMJ Workforce					
OMJ Workforce	Allocation (Grant) Name	Allocation Amount	Total Disbursement	Allocation Remaining	
Federal (Fixed)	2019 WIOA Adult	\$ 259,836.02	\$ 259,836.02	\$ -	
	2019 WIOA Dislocated Worker	\$ 197,521.39	\$ 197,521.39	\$ -	
	2019 CCMEP WIOA Youth	\$ 532,918.32	\$ 532,918.32	\$ -	
				\$ -	
				\$ -	
	Federal (Fixed) Total	\$ 990,275.73	\$ 990,275.73	\$ -	

Public Children Services Agency (PCSA)

		Allocation (Adjusted)	Disbursement (Actual)	Available
Federal Quarterly Allocated	Medicaid Child Welf Related	\$2,791.00	\$2,156.66	\$634.34
	IV-E Admin and Training Pmnt	\$882,945.00	\$791,438.37	\$91,506.63
	IV-E Contract Services Pmnt	\$81,485.00	\$73,094.50	\$8,390.50
	TOTAL	\$967,221.00	\$866,689.53	\$100,531.47

		Allocation (Final)	Disbursement (Thru 9/30/19)	Available (Retros due)
Federal (Fixed) Allocations	Caseworker Visits	\$7,356.00	\$7,356.00	\$0.00
	Caseworker Visits Admin	\$736.00	\$736.00	\$0.00
	ESAA PRESERVATION OPERATING	\$5,218.00	\$5,218.00	\$0.00
	ESSA Preservation	\$23,309.00	\$20,501.24	\$2,807.76
	ESSA REUNIFICATION OPERATING	\$5,850.00	\$5,850.00	\$0.00
	ESSA Reunification	\$20,672.00	\$39,334.35	-\$18,662.35
	Federal Chaffee	\$51,144.71	\$81,559.85	-\$30,415.14
	IV-B	\$73,349.07	\$122,953.35	-\$49,604.28
	IV-B Admin	\$7,138.00	\$7,138.00	\$0.00
	TANF Independent Living	\$25,681.00	\$6,017.00	\$19,664.00
	TOTAL	\$220,453.78	\$296,663.80	-\$76,210.02

		Allocation (Final)	Disbursement (Actual)	Available
State (Fixed) Allocations	Chaffee State Match	\$20,365.03	\$13,165.03	\$7,200.00
	ESAA STATE MATCH	\$24,826.00	\$24,826.00	\$0.00
	SCPA - Regular	\$742,209.00	\$742,209.00	\$0.00
	ProtectOhio	\$2,635,562.48	\$2,635,562.48	\$0.00
		\$0.00	\$0.00	\$0.00
	TOTAL	\$3,422,962.51	\$3,416,762.51	\$7,200.00

		Allocation (Final)	Disbursement (Actual)	Available
Local Levy	Levy	\$2,944,473.82	\$2,944,473.82	\$0.00
	TOTAL	\$2,944,473.82	\$2,944,473.82	\$0.00
	Grand Total	\$7,555,111.11	\$7,523,589.66	\$31,521.45

- **Public Assistance**

- The State announced a 25% reduction in enhanced Medicaid and the Department has been very cognizant about the reduction which correlates to about \$75,000 for the Public Assistance Division.
- Incentive dollars have been used to support Child Welfare.
- The State Children Health Incentive Program's match was at 4.5% and it has increased to 15% this fiscal year (\$111,000).
- The disbursements are less than the allocation, so Public Assistance is in a positive place.

- **Child Support Enforcement Agency (CSEA)**

- The Governor and the Ohio Department of Job and Family Services did not increase any immediate dollars, but the department is able to maintain itself.
- Some incentive dollars have been used for a cushion in Child Support for Child Welfare.
- State Fixed Allocations for CSEA available are (-\$302,763.56), but that figure does not indicate the 34% the Board provides for the IV-D contracts.
- The non IV-D poundage that is collected each month (\$8,000) is not reflected in the numbers, as well.
- Some Income Maintenance monies were received from another County that helped offset the department's deficit.

- **Workforce Division**

- Each County oversees its own budget.
- Actual expenses are listed from WIOA and all funding has been disbursed for 2019.

- **Public Children Services Agency (PCSA)**

- All 88 Counties received new monies for Child Welfare Systems in an amount just under \$600,000 and all funding has been utilized relevant to residential costs and other expenses.
- The Federally Quarterly Allocated column is related to the RMS hits and the Department receives reimbursed for IV-E 6 months after the hits actually occur. The hits happen when staff is working and the State takes a random moment sample of what they are working on, and allocates the indirect costs such as salaries, supplies, and administrative costs. The allocated monies will eventually be received and they will show up as an expenditure as soon as it goes through the entire process.
- Federal Fixed Allocations are in the negative, but the department is able to trade money between counties and at last count, Portage was given approximately \$54,000 of the (-\$76,000.00). The money will come in February when the closeout for the quarter has been completed.
- The remaining State Allocation is \$7,200.00 and that will be used to match the Federal Chafee.
- The department received \$2.9 million from the local levy and the entire allocation has been disbursed.

Director Jeffries explained on paper the department appears fine, but in reality, all 88 counties are struggling and need additional dollars to try to prevent kids from coming into the system in the first place. The opioid crisis continues to keep the numbers up and the

average residential placement costs is \$7,000/month. The department is 60-90 days out with residential invoices and several county contracts are delinquent. Director Jeffries will be meeting with her team and the first of the year they may need to reduce several contracts and indirect costs, but she will provide as much notice as possible to the affected vendors.

The department will receive \$200,000 sometime in January for the multi-systemic youth and the funding can be used for residential placement specifically. In February, the department may have to ask for early levy money from the County's General Fund, but the department is much better off than last year at this time and they are grateful for the levy.

Director Jeffries will invite Senator Eklund to Portage County to provide an update and will also invite the Board to attend.

PUBLIC COMMENT

Present: Amanda Griffiths and Brenda Tawney, Human Resources Director Janet Kovick, Job and Family Services Director Kellijo Jeffries and Job and Family Services Budget & Finance Administrator

Ms. Griffiths made the following comments:

- The Commander of the jail was supervising the beating of her brother and she wants to know who's the Commander?
- There are 28 complaints for the beatings and the unexplained deaths.
- She has requested camera footage back in August 28, 2018 and has not received anything to date.
- The beating of her brother took place on July 12, 2018 into the night of July 13, 2018, where the officers took him by SUV alone to the jail.
- Commissioner Christian-Bennett noted the Board takes this matter very seriously and has passed every complaint it has received to the appropriate authority, but the Board does not control the jail and the Sheriff is a separate Elected Official. Commissioner Christian-Bennett asked for a copy of her request for camera footage and Ms. Griffiths stated she took copies of her complaint and her mother's complaint and each complaint is 4 pages long.
- Commissioner Clyde noted the Board has been receiving complaints and they are being forwarded to the Sheriff and the Prosecutor's Office. Ms. Griffiths is welcome to send the complaints to the Board.
- The LPN nurse in the facility was putting stitches in her brother's mouth where the Officer's boot struck his face. She would like the boot measurements from the officer that caused the damage that required stitches.
- Commissioner Christian-Bennett suggested Ms. Griffith put her concerns in writing and the Board will forward the document to the Sheriff and the Prosecutor.
- On October 3rd, one of the Officers provided a redacted 4 page report that mentioned 2 Deputies, 2 Correction Officers and the person who wrote the report, and they were told what to say in the report and changed the camera footage, but it's a citizen's right to be able to view the footage, but the Sheriff's Office is unable to provide it.
- Prosecutor Vigluicci is holding the video so outsiders are unable to investigate them.

- Commissioner Christian-Bennett asked the Clerk to forward the public comment form to the Prosecutor's Office and the Sheriff.
- Commissioner Clyde offered her business card to send additional information to the Board.

PUBLIC COMMENT

Present: Brian Ames, Human Resources Director Janet Kovick, Job and Family Services Director Kellijo Jeffries and Job and Family Services Budget & Finance Administrator

Mr. Ames noted the minutes for the Solid Waste District are not available before 2005 and the Public Records Act requires a public body to keep its records available according to its retention schedule which states the official copy of meeting minutes is permanent. He's raised the issue with Attorney Chris Meduri and he hasn't heard back.

11:21 AM In accordance with the Ohio Rev. Code 121.22(G)(4), it was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the Board of Commissioners move into executive session preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment. Also Present: Director Kellijo Jeffries and Human Resources Director Janet Kovick. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Absent;

11:40 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, Absent;

After exiting executive session, the Board took no action.

Discussion:

1. OSU Extension lease – The OSU Extension would like the Board to enter into contract with Family and Community Services and sublease the space to OSU Extension to avoid the \$300.00 processing fee. After a careful review, the Prosecutor's Office does not advise the Board to move forward with the request and Commissioner Christian-Bennett agrees, but Commissioner Clyde would like additional time to review the request.
NOTE: Later in the day, Commissioner Clyde agreed with the Prosecutor's finding and the Clerk advised the OSU Extension Office that it would not move forward with the request.
2. Veterans Day – The Board approved the program and the event will take place this coming Monday at 11:00 AM on the Portage County Courthouse lawn.

Director Bragg noted the General Fund Resolution needs to be pulled from the Consent Agenda as it has been revised.

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

RESOLUTIONS

November 7, 2019

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

Motion To: Approve the Amendment to the General Fund 2019 Annual Appropriation Resolution No. 18-0924, adopted December 13, 2018./19-0806

RESULT:	ADOPTED
MOVED:	Sabrina Christian-Bennett
SECONDED:	Kathleen Clyde
AYES:	Sabrina Christian-Bennett, Kathleen Clyde
ABSENT:	Vicki A. Kline

COMMISSIONERS' CONSENT AGENDA

November 7, 2019

1. Approval of the October 31, 2019 regular meeting minutes.

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RESOLUTIONS

November 7, 2019

Budget & Financial Management:

1. Approve the Thursday, November 7, 2019 bills/ACH payments as presented by the County Auditor and reviewed by the Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee./19-0801
2. Approve the Thursday, November 7, 2019 wire transfers for health benefits as presented by the County Auditor and reviewed by the Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee./19-0802
3. Approve the Thursday, November 7, 2019 Journal Vouchers, as presented by the County Auditor and reviewed by the Board of Commissioners Department of Budget and Financial Management, Department of Internal Services or other designee. /19-0803
4. Approve the Thursday, November 7, 2019 Then & Now Certification, as presented by the County Auditor and reviewed by the Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee./19-0804
5. Accept supplemental reimbursement for the FY2018 Emergency Performance Grant (EMPG) on behalf of the Portage County Homeland Security & Emergency Management Agency (Federal Pass Thru # EMC-2018-EP-00008-S01)./19-0805
6. Amendment to the General Fund 2019 Annual Appropriation Resolution No. 18-0924, adopted December 13, 2018./**PULLED FROM THE CONSENT AGENDA, REVISED, AND**

ADOPTED UNDER SEPARATE MOTION.19-0806

7. Amendment to the Non General Fund 2019 Annual Appropriation Resolution No. 18-0923, adopted December 13, 2018./19-0807
8. Transfer from Fund 1001, Certificate of Auto Title, to Fund 0001, General Fund./19-0808

Job & Family Services

9. Transfer from Fund 0001, General Fund to Fund 1410, Public Assistance Fund (\$30,404.51)./19-0809
10. Transfer Fund 1413, WIA Fund to Fund 1410 Public Assistance Fund./19-0810

Internal Services

11. Enter into an amendment no. 5 between the Portage County Board of Commissioners, Portage County Recorder and High Line Corporation, dba Casnet./19-0811
12. Declare the necessity to lease one (1) vehicle for use by the Portage County Juvenile Court./19-0812
13. Enter into memorandum of agreement between the Board of Commissioners, the Portage Soil and Water Conservation District and the City of Ravenna./19-0813
14. Enter into an agreement for wireless emergency notification system (WENS) between the Portage County Board of Commissioners on behalf of the Portage County Emergency Management Agency and Inspiron Logistics./19-0814

Commissioners

15. Shelter for victims of domestic violence-distribution of monies accumulated in marriage licenses/divorce fees special funding for the year 2020./19-0815

Motion To: Approve the Consent Agenda for November 7, 2019 as amended

RESULT:	ADOPTED
MOVED:	Sabrina Christian-Bennett
SECONDED:	Kathleen Clyde
AYES:	Sabrina Christian-Bennett, Kathleen Clyde
ABSENT:	Vicki A. Kline

* *
RESOLUTION NO. 19-0801

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**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 Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee on November 7, 2019 in the total payment amount of **\$537,135.29, including late fees finance charges, interest & penalties amounting to \$10.01** 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, Absent; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0802 - 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 Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee on November 7, 2019 in the total payment amount as follows:

1. \$196,068.16 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, November 8, 2019 \$196,068.16

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

**RESOLUTION NO. 19-0803 - 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:

11/06/19	256	\$846.39
11/06/19	257	68.00
11/06/19	258	102.00
11/06/19	259	34.00
11/06/19	261	8,098.30
11/06/19	262	6,794.55
11/06/19	263	4,061.90
11/06/19	435	44,148.15
11/06/19	437	102.00
Total		\$64,255.29

; 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, Absent;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0804

**- 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 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 are properly certified by the County Auditor in the amount of **\$94,956.82** dated **November 7, 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, Absent;

Sabrina Christian-Bennett, Yea;

Kathleen Clyde, Yea;

RESOLUTION NO. 19-0805

**- RE: ACCEPT SUPPLEMENTAL REIMBURSEMENT
FOR THE FY2018 EMERGENCY MANAGEMENT
PERFORMANCE GRANT (EMPG) ON BEHALF
OF THE PORTAGE COUNTY OFFICE OF
HOMELAND SECURITY & EMERGENCY
MANAGEMENT (FEDERAL PASS THRU # EMC-
2018-EP-00008-S01).**

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

- WHEREAS,** the Board of Portage County Commissioners adopted Resolution No. 19-0653 on September 5, 2019, authorizing grant application to the Ohio Emergency Management Agency (EMA) for the FY2018 Supplemental Emergency Management Performance Grant funds for Agreement Number 77576, Federal Pass-Thru number EMC-2018-EP-00008-SO1; and
- WHEREAS,** Ohio EMA has reviewed Portage County's Supplemental Reimbursement Request, and has determined the eligible costs for Portage County EMA to total \$20,050.76; now, therefore, be it
- RESOLVED,** that the Board of Portage County Commissioners accepts the FY2018 Supplemental Emergency Management Performance Grant increase of \$20,050.76; and be it further
- RESOLVED,** that the Board of Portage County Commissioners authorizes the Office of Homeland Security and Emergency Management Director to sign and return the final amendment to Ohio EMA increasing the total grant award amount of \$102,299.50 to \$122,350.26; and be it further
- RESOLVED,** that a copy of this resolution be filed with the Portage County Auditor, the Department of Budget & Financial Management, and the Office of Homeland Security & Emergency 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, Absent;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0806

**RE: AMENDMENT TO THE GENERAL FUND 2019 ANNUAL APPROPRIATION
RESOLUTION NO. 18-0924 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 General Fund 2019 Annual Appropriation 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>
General Fund		
Fund: 0001		
012 Central Purchasing Services		
Internal Svcs Projects CS		
00124	206,010	-
MEMO TOTAL	\$ 206,010	\$ -

Note:

550 Domestic Relations		
Domestic Ct Contract Svcs		
05504	0	1,666
Domestic Ct Materials & Suppli.		
05505	1,666	-
MEMO TOTAL	\$ 1,666	\$ 1,666

Note: Replace Audio Mixer

TOTAL MEMO BALANCE ALL AMENDMENTS	\$ 207,676	\$ 1,666
; 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 A. Kline, Absent;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0807**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: 1149 Felony Delinque Care & Custody		
570 Juvenile Court		
11493 Juv Feny Delnq Care Salary&Fri	1,529	-
MEMO TOTAL	<u>\$ 1,529</u>	<u>\$ -</u>

Note: cover expense

Fund: 1274 RLF Home Rehab		
001 Commissioners		
12747 RLF Home Rehab OE	17	-
MEMO TOTAL	<u>\$ 17</u>	<u>\$ -</u>

Note:

Fund: 1410 Job And Family Services		
051 Job And Family Services		
14103 Job & Family Svc Salary&Fringe	100,000	-
14104 Job & Family Services CS	76,000	-
MEMO TOTAL	<u>\$ 176,000</u>	<u>\$ -</u>

Note: Projected need

Fund: 7000 Central Services (Purchasing)		
012 Central Purchasing Services		
70004 Central Services Purchasing CS	373,109	-
70005 Central Services Purchasing MS	-	373,109
MEMO TOTAL	<u>\$ 373,109</u>	<u>\$ 373,109</u>

Note: Trans from gasoline Trans to telephones

		<i>Increase</i>	<i>Decrease</i>
Fund: 7228	Prospective Rating Plan 2019		
012	Central Purchasing Services		
72284	Prospective Rating 19 CS	157,000	-
	MEMO TOTAL	<u>\$ 157,000</u>	<u>\$ -</u>

Note: W Comp fees 2019

TOTAL MEMO BALANCE FOR ALL FUNDS	<u>\$ 707,655</u>	<u>\$ 373,109</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, Absent; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0808 - RE: TRANSFER FROM FUND 1001, CERTIFICATE OF AUTO TITLE, TO FUND 0001, GENERAL FUND

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

WHEREAS, the Clerk of Courts has declared \$209,010 in fund 1001 certificate of auto title to be in excess of what is needed for operations, as outlined in ORC 325.33; now therefore be it

RESOLVED, that the transfer in the amount of \$209,010 be made as follows:

FROM (Debit):

FUND 1001, Certificate of Auto Title
ORGCODE: 10014017 910000 \$209,010

To (Credit):
FUND 0001, General fund
ORGCODE: 00100002 280000 \$209,010

;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 County Auditor 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, Absent; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0809 - RE: TRANSFER FROM FUND 0001, GENERAL 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 Portage County Board of Commissioners are mandated to provide payment of the county share of public assistance expenditures in accordance with section 5101.161 of the Ohio Revised code; and

WHEREAS, it is necessary to do a transfer of the mandated share funds from the General Fund; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$30,404.51 for the month of November 2019 as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 0001, COUNTY GENERAL FUND
ORGCODE - 00100009
Debit Expense Account
Object: 910000 - Transfer Out

\$30,404.51

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 280000 - Transfer In

Project: NONE

\$30,404.51

; 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, Absent;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0810

-

**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 the WIOA RMS staff 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 \$28,703.86 for Jul adj#2, Aug adj#2, Sep adj #1 and October 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

Project 3B278

\$10,873.92

\$ 2,016.66

Project 3A259
Project 3B259

\$ 4,046.57
\$11,766.71

TO:

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

\$28,703.86

; 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, Absent;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0811 - RE: ENTER INTO AN AMENDMENT NO. 5
BETWEEN THE PORTAGE COUNTY BOARD
OF COMMISSIONERS, PORTAGE COUNTY
RECORDER AND HIGH LINE
CORPORATION, dba CASNET.**

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

WHEREAS, an agreement between the parties was entered into on October 8, 2015 through resolution 15-0855 and known as Portage County Contract 20150380 for microfilming services; and

WHEREAS, an amendment no. 1 between the parties was entered into on October 10, 2016 through resolution 16-0857 and known as Portage County Contract no. 20160428; and

WHEREAS, an amendment no. 2 between the parties was entered into on July 18, 2017 through resolution 17-0511 and known as Portage County Contract no. 20170331; and

WHEREAS, an amendment no. 3 between the parties was entered into on March 1, 2018 through resolution 18-0112 and known as Portage County Contract no. 20180260; and

WHEREAS, an amendment no. 4 between the parties was entered into on March 6, 2019 through resolution 19-0134 and known as Portage County Contract No. 20190260; and

WHEREAS, the parties wish to extend said agreement for an additional term, to commence on January 1, 2020 and terminate on December 31, 2020; and

WHEREAS, in consideration of the services to be provided by High Line Corporation, dba Casnet the County shall pay High Line Corporation, dba Casnet in the amount not to exceed Nineteen thousand and 00/100 dollars (\$19,000.00) from the Recorder's computer fund; and

WHEREAS, all other terms and conditions remain the same as the previous amendment; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby enter into amendment no. 5 with High Line Corporation, dba Casnet in the amount not to exceed Nineteen thousand and 00/100 dollars (\$19,000.00) for the term of January 1, 2020 through December 31, 2020; and be it further

RESOLVED, that the Portage County 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 a meeting opened to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Absent;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0812

**RE: DECLARE THE NECESSITY TO LEASE ONE
(1) VEHICLE FOR USE BY THE PORTAGE
COUNTY JUVENILE COURT.**

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

WHEREAS, pursuant to ORC 307.41 the Portage County Board of Commissioners declares it necessary to lease one (1) 2020 Ford Fusion Sedan for use by the Portage County Juvenile Court; and

WHEREAS, the lease of the vehicle will be with Enterprise Fleet Management; and

WHEREAS, the lease cost of the one (1) 2020 Ford Fusion Sedan is Three hundred, fifty-eight and 32/100 (\$358.32) per month for sixty (60) months, and

WHEREAS, the lease cost will be expensed from the general fund; now therefore be it

RESOLVED, that the Portage County Board of Commissioners declares it necessary to lease one (1) 2020 Ford Fusion Sedan for use by the Portage Department Juvenile Court; and therefore be it

RESOLVED, that a copy of this resolution be forwarded to 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 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, Absent; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0813 - RE: ENTER INTO A MEMORANDUM OF AGREEMENT BETWEEN THE BOARD OF COMMISSIONERS, THE PORTAGE SOIL AND WATER CONSERVATION DISTRICT AND THE CITY OF RAVENNA

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

WHEREAS, mandated by Congress under the Clean Water Act, the National Pollutant Discharge Elimination System (NPDES) Storm Water Program is a comprehensive two-phased national program for addressing the non-agricultural sources of storm water discharges that adversely affect the quality of our nation's waters. The Program uses the NPDES permitting mechanism to require the implementation of controls designed to prevent harmful pollutants from being washed by storm water runoff into local water bodies. The Phase II Final Rule, published in the Federal Register on December 8, 1999, requires NPDES permit coverage for storm water discharges from certain regulated small municipal separate storm sewer systems (MS4s) and construction activity disturbing between 1 and 5 acres of land; and

WHEREAS, the Board of Commissioners has identified the Portage Soil and Water Conservation District as the lead agency for the Portage County NPDES Phase II program. The Commissioners invited other county municipalities to join the Portage County NPDES Phase II program as co-permittees; now therefore be it

RESOLVED, that, recognizing the need for a close working relationship in carrying out the responsibilities of the Phase II program for which each is charged, the City of Ravenna, the Portage Soil and Water Conservation District, and the Board of Commissioners agree to enter into an Agreement as the foundation for an enduring cooperative relationship. Such cooperation allows for joint effort in the solution of problems relating to storm water management, land use planning and the development of the soil and water resources in the City of Ravenna; and be it further

RESOLVED, that the Board of Commissioners agrees to sign the required agreement effective for a period of five years ending January 1, 2025; 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, Absent;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0814

-

**RE: ENTER INTO AN AGREEMENT FOR
WIRELESS EMERGENCY NOTIFICATION
SYSTEM (WENS) BETWEEN THE PORTAGE
COUNTY BOARD OF COMMISSIONERS ON
BEHALF OF THE PORTAGE COUNTY
EMERGENCY MANAGEMENT AGENCY AND
INSPIRON LOGISTICS.**

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

WHEREAS, the Portage County Emergency Management Agency requested and the Board of Commissioners agreed to provide emergency notification capabilities over multiple platforms as a basis for communication for emergency notification, mass notification, campus notification and pandemic alerts; and

WHEREAS, Inspiron Logistics, is experienced in providing mass notification services; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into an agreement for providing mass notification services between the Board and Inspiron Logistics, 1 South Main St., Akron, OH 44308 for the term of December 1, 2019 through November 31, 2022; and be it further

RESOLVED, that the total service amount under this Agreement shall not exceed Three thousand, four hundred fifty and 00/100 dollars (\$3,450.00) annually; 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, Absent; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION No. 19-0815 - RE: SHELTER FOR VICTIMS OF DOMESTIC VIOLENCE - DISTRIBUTION OF MONIES ACCUMULATED IN MARRIAGE LICENSES/DIVORCE FEES SPECIAL FUNDING FOR THE YEAR 2020.

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

RESOLVED: that is has been determined by this Board of County Commissioners as follows:

As required by Chapter 3113.35 of the Ohio Revised code, SAFER FUTURES, a program of Family & Community Services, 705 Oakwood St., Ravenna, Ohio 44266 filed an application to receive monies collected as provided by Chapter 3113.35 (Marriage License fees and Divorce fees), for the calendar year 2020 for shelter for victims of domestic violence. SAFER FUTURES, as evidenced by documentation submitted with the application, meets the requirements of Ohio Revised Code Chapter 3113; be it further

RESOLVED: that a written request was received from SAFER FUTURES for the release of available funds monthly from the total amount of monies as determined by the Portage County Probate Court & Clerk of Courts obtained monthly for the periods of January 1, 2020 through December 31, 2020; and be it further

RESOLVED: the total amount of monies accumulated in Marriage Licenses/Divorce Fees Special Fund during the year 2020 is paid to SAFER FUTURES, a program of Family & Community Services, 705 Oakwood Street Ravenna, Ohio 44266. Said payments to be made from Special Fund - Marriage Licenses & Divorce Fees, as determined by the Portage County Probate Court & Clerk of Courts; and be it further

RESOLVED: that a certified copy of this resolution be filed with Safer Futures, Probate Court and Clerk of Courts;; 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, Absent;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

JOURNAL ENTRY

November 7, 2019

Commissioners

1. The Board of Commissioners received the October 29, 2019 Amended Certificate of Estimated Resources for the year beginning January 1, 2019 as submitted by the Portage County Budget Commission.
2. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for August and September 2019, as presented by the Portage County Sheriff's Department.
3. The Board of Commissioners approved the October 2019 adjustments to the Portage County Water, Portage County Sewer, and Streetsboro Sewer billing accounts as reported on the adjustment reports submitted and reviewed by the Department of Budget and Financial Management.
4. The Board of Commissioners authorized Commissioner Clyde, Vice President of the Board, to sign the Amendment Request from the Office of Community Development 2018 Community Development Program Amended Scope of Work and Budget for Grant # B-F-18-1CJ-1, as recommended by the Regional Planning Commission.
5. The Board of Commissioners acknowledged receipt of the November 5, 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.

Water Resources

6. The Board of Commissioners authorized Portage County Water Resources Director Gene Roberts, to sign the "Cuyahoga Valley Interceptor FPA and Hudson-Streetsboro FPA Boundary and Prescription Change Gloria Dei Lutheran Change Response Form", as prepared by County of Summit Department of Sanitary Sewer Services selecting the option "No objection to the proposed revision."

Human Resources

7. The Board of Commissioners signed Personnel Action Form for a professional development wage increase for Mathew DeWalt, Engineering Technician I, for Portage County Water Resources, effective November 4, 2019, for completing the second step on the professional development scale, presented by Gene Roberts, Water Resources Director, and Janet Kovick, Human Resources Director.
8. The Board of Commissioners signed the Personnel Action Form accepting the retirement of Cindy Hazelett, Lab Supervisor/IPP Coordinator, for Portage County Water Resources, effective November 30, 2019, presented by Gene Roberts, Water Resources Director, and Janet Kovick, Human Resources Director.

Motion To: Approve the Journal Entries for November 7, 2019

RESULT:	ADOPTED
MOVED:	Sabrina Christian-Bennett
SECONDED:	Kathleen Clyde
AYES:	Sabrina Christian-Bennett, Kathleen Clyde
ABSENT:	Vicki A. Kline


Motion To: Adjourn the Official Meeting of November 7, 2019 at 11:48 AM

RESULT:	ADOPTED
MOVED:	Sabrina Christian-Bennett
SECONDED:	Kathleen Clyde
AYES:	Sabrina Christian-Bennett, Kathleen Clyde
ABSENT:	Vicki A. Kline

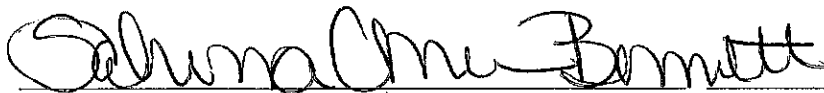
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting.

-----ABSENT-----

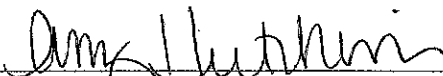
Vicki A. Kline, President



Kathleen Clyde, Vice President



Sabrina Christian-Bennett, Board Member



Amy Hutchinson, Clerk