



Portage County Board of Commissioners
Meeting Minutes

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

Julie Gonzales, Acting Clerk
330-297-3600

Tuesday, November 26, 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 attending throughout the day Record Courier Reporter Diane Smith and Barb Tittle.

Recessed to Solid Waste Management District: 9:01 AM

Reconvened: 9:02 AM

OSU EXTENSION

Present: Ashley Hughey and Angie Arnold

Ms. Hughey met with the Board to introduce Ms. Angie Arnold, as the full time Extension Educator for Portage (75%) and Trumbull County (25%). Ms. Arnold provided her education and job experience and noted she is happy to be a part of the Extension Office to assist with agricultural programs and supporting local farmers.

Ms. Hughey presented the 2020 Family Guides that list all the projects they are involved in.

* * * * *

Commission Kline noted the Board will be pulling Resolution No. 6

Commissioner Christian-Bennett motioned to pull Resolution No. 6 from the Consent Agenda and noted it will be replaced with a revised copy.

RESOLUTION

November 26, 2019

6. *Amendment to the Non General Fund 2019 Annual Appropriation Resolution No. 18-0923, adopted December 13, 2018./PULLED FROM THE CONSENT AGENDA AND ADOPTED UNDER SEPARATE MOTION. 19-0861*

Motion To: Amendment to the Non General Fund 2019 Annual Appropriation Resolution No. 18-0923, adopted December 13, 2018./19-0861

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

Director Bragg met with the Board to discuss year end activities and Mantua Village's approval to merge.

In regard to Mantua Village, the Board will need to wait 30 days during the referendum period, in case a member of the public wishes to file a petition. The Commissioners' last meeting day is December 19th and that happens to be the last day a petition could be filed. The Board agreed it would meet on Friday, December 20, 2019 at 9:00 AM to finalize paperwork for the merger and the Acting Clerk will send notice to the newspaper.

The Board will need to let Director Bragg know before December 12th what is needed in terms of year end resolutions so they can be ready for adoption.

Commissioner Clyde asked about the General Fund resolution (Resolution No. 5), specifically the \$102,000 for Central Purchasing and Director Bragg explained the amount is for the Clerk's window upgrade and this amount budgets the balance so the contract can proceed. An additional transfer will be coming next week for the same amount, as well. Commissioner Christian-Bennett noted the expense did not come from the General Fund.

COMMISSIONERS

Commissioners Board appointments for year 2020:

1. Each Commissioner will need to contact their representatives for possible reappointment or find a replacement.
2. Does each Board appointment need to submit a letter of interest and/or complete an application?/The Board agreed only if the appointment or alternate is new.
3. Organizational Meeting Set For Monday, January 13, 2020 at 8:15 AM.
 - ORC 305.05 no later than the second Monday of January of each year.
4. On Organizational Day – Does the Board want the Establish Rule Resolution to indicate the BOC will meet on Tuesdays and Thursdays but suspending Tuesdays unless a meeting is deemed necessary to complete county business./The Board concurred.

Commissioner Clyde noted the Regional Planning Commission may be updating their by-laws to allow 1 Commissioner as its representative and 1 Commissioner as its alternate, instead of seating all 3 Commissioners and 3 alternates.

Commissioner Clyde asked about the Regional Planning Commission Executive Committee and asked if it was a guaranteed Commissioners' spot or if a Commissioner served on the Committee and Commissioner Christian-Bennett was unsure.

COMMISSIONERS' CONSENT AGENDA

November 26, 2019

1. Approval of the November 21, 2019 regular meeting minutes.

* * * * *

RESOLUTIONS

November 26, 2019

Budget & Financial Management:

1. Approve the Thursday, November 26, 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./19-0856
2. Approve the Thursday, November 26, 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./19-0857
3. Approve the Thursday, November 26, 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./19-0858
4. Approve the Thursday, November 26, 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./19-0859
5. Amendment to the General Fund 2019 Annual Appropriation Resolution No. 18-0924, adopted December 13, 2018. /19-0860
6. Amendment to the Non General Fund 2019 Annual Appropriation Resolution No. 18-0923, adopted December 13, 2018./**PULLED FROM THE CONSENT AGENDA AND ADOPTED UNDER SEPARATE MOTION./19-0861**

Job & Family Services

7. Transfer from Fund 1413, WIA Fund to Fund 1410 Public Assistance Fund./19-0862

Internal Services

8. Enter into amendment no. 2 for Title XX Geriatric Mental Health Counseling Services between the Board of Commissioners on behalf of the Portage County Job & Family Services and Vantage Aging (\$26,502.41)./19-0863
9. Enter into amendment no. 2 for Title XX Home Based Chore Services between the Board

of Commissioners on behalf of Portage County Job & Family Services and Vantage Aging (\$10,144.30)./19-0864

10. Enter into an agreement for alcohol and drug screening services between the Board of Commissioners on behalf of Portage County Job & Family Services and Townhall II (\$16,991.39)./19-0865

11. Approve specifications and set bid date for the purchase of various chemicals for the Portage County Water Resources Department./19-0866

12. Enter into an agreement for visitation aide services between the Board of Commissioners on behalf of the Portage County Job & Family Services and Family & Community Services, Inc./19-0867

Motion To: Approve the Consent Agenda for November 26, 2019 as amended

RESULT: **ADOPTED**

MOVED: Sabrina Christian-Bennett

SECONDED: Kathleen Clyde

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

* *
RESOLUTION NO. 19-0856

* * *
**RE: BILLS APPROVED AND ACH 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 26, 2019 in the total payment amount of **\$231,017.29, including late fees finance charges, interest & penalties amounting to \$2.58 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 ACH payment is approved as certified to the County Auditor for payment on or after Wednesday, November 27, 2019, 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 26, 2019 in the total payment amount of **\$31,788.76 to USDA Debt/Loan** 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. 19-0857 - 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 26, 2019 in the total payment amount as follows:

1. \$8,436.50 to Wage Works - Contributions
2. \$92,558.95 to Medical Mutual - Admin
3. \$148,980.24 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 Wednesday, November 27, 2019	\$8,436.50
Wire Transfer on Wednesday, November 27, 2019	\$92,558.95
Wire Transfer on Wednesday, November 27, 2019	\$148,980.24

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. 19-0858**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:

11/26/19	1429	\$ 102.00
11/26/19	1438	340.00
11/26/19	1444	41,404.96
11/26/19	1445	53.29
11/26/19	1448	33.68
11/26/19	1450	23,453.28
Total		\$ 65,387.21

; 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. 19-0859**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 **\$87,665.83** dated **November 26, 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. 19-0860

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:

		<u>Increase</u>	<u>Decrease</u>
Fund: 0001	General Fund		
001	Commissioners		
00013	Commissioners Salary & Fringes	774	-
	MEMO TOTAL	<u>\$ 774</u>	<u>\$ -</u>

Note: Sick Leave Conversion

012	Central Purchasing Services		
00124	Internal Svcs Projects CS	102,409	-
	MEMO TOTAL	<u>\$ 102,409</u>	<u>\$ -</u>

Note: Ind. Cost allocation

016	Building Maintenance		
00163	Building Maint Salary & Fringes	773	-
	MEMO TOTAL	<u>\$ 773</u>	<u>\$ -</u>

Note: Sick Leave Conversion

018	Human Resources		
00183	Human Resrcs Salary & Fring	2,555	-
	MEMO TOTAL	<u>\$ 2,555</u>	<u>\$ -</u>

Note: Sick Leave Conversion

		<u>Increase</u>	<u>Decrease</u>
100 Auditor			
01003 Auditor Salary & Fringes	8,564	-	
MEMO TOTAL	<u>\$ 8,564</u>	<u>\$ -</u>	

Note: Sick Leave Conversion

200 Treasurer			
02005 Treasurer Materials & Supplies	900	-	
MEMO TOTAL	<u>\$ 900</u>	<u>\$ -</u>	

Note: MISC EXPENSES

300 Prosecutor			
03003 Prosecutor Salary & Fringes	8,327	80,000	
03006 Prosecutor Capital Outlay	80,000	-	
MEMO TOTAL	<u>\$ 88,327</u>	<u>\$ 80,000</u>	

Note: 2nd floor upgrade Sick Leave Conversion

500 Clerk of Courts			
05003 Clerk of Courts Salary & Fring	2,996	-	
MEMO TOTAL	<u>\$ 2,996</u>	<u>\$ -</u>	

Note: Sick Leave Conversion

520 Municipal Court			
05203 Municipal Court Salary&Fringes	6,891	-	
MEMO TOTAL	<u>\$ 6,891</u>	<u>\$ -</u>	

Note: Sick Leave Conversion

530 Common Pleas Court			
05303 Common Pleas Salary & Fringes	4,964	-	
MEMO TOTAL	<u>\$ 4,964</u>	<u>\$ -</u>	

Note: Sick Leave Conversion

550 Domestic Relations

	<i>Increase</i>	<i>Decrease</i>
05503 Domestic Ct Salary & Fringes	400	-
MEMO TOTAL	\$ 400	\$ -

Note: Sick Leave Conversion

560 Probate Court

05603 Probate Court Salary & Fringes	3,373	-
MEMO TOTAL	\$ 3,373	\$ -

Note: Sick Leave Conversion

570 Juvenile Court

05703 Juvenile Court Salary & Fringes	3,558	-
05706 Juvenile Court Capital Outlay	0	2,500
05709 Juvenile Court ME	2,500	-
MEMO TOTAL	\$ 6,058	\$ 2,500

Note: cover deductible exp Sick Leave Conversion to claims/cover expense

580 Juvenile Probation

05803 Juvenile Prob Salary & Fringes	3,742	-
MEMO TOTAL	\$ 3,742	\$ -

Note: Sick Leave Conversion

590 Adult Probation

05903 Adult Probation Salary & Fringes	2,861	-
MEMO TOTAL	\$ 2,861	\$ -

Note: Sick Leave Conversion

		<u>Increase</u>	<u>Decrease</u>
700 Sheriff's Department			
07003	Sheriff Salary & Fringes	29,435	-
07004	Sheriff Contract Services	18,173	10,000
07005	Sheriff Material & Supplies	10,000	50
07009	Sheriff Misc Expense	50	-
	MEMO TOTAL	\$ 57,658	\$ 10,050

Note: Sick Leave Conversion Addtl \$ needed for claim/inv Unif \$ needed for new officers

800 Engineer's Department			
08303	Tax Map Salaries & Fringes	2,843	-
	MEMO TOTAL	\$ 2,843	\$ -

Note: Sick Leave Conversion

902 Board Of Elections			
09023	Bd of Elections Salary&Fringes	3,834	-
	MEMO TOTAL	\$ 3,834	\$ -

Note: Sick Leave Conversion

915 Data Processing Board			
09153	ITS Salary & Fringes	1,333	-
	MEMO TOTAL	\$ 1,333	\$ -

Note: Sick Leave Conversion

920 Public Defender Commission			
09204	Public Defender Contract Svcs	14,919	-
	MEMO TOTAL	\$ 14,919	\$ -

Note: Ind. Cost allocation

TOTAL MEMO BALANCE ALL AMENDMENTS	\$ 316,174	\$ 92,550
--	-------------------	------------------

IncreaseDecrease

; 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. 19-0861**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: 1001 Certificate Of Title Administr		
500 Clerk of Courts		
10019 Certificate of Title Admin ME	100,000	-
MEMO TOTAL	<u>\$ 100,000</u>	<u>\$ -</u>

Note:

Fund: 1019 Tax Certification Admin		
200 Treasurer		
10194 Tax Certification Admin CS	2,000	-
MEMO TOTAL	<u>\$ 2,000</u>	<u>\$ -</u>

Note: NEEDED FOR MORE

Fund: 1026 Kent Muni Ct Projects		
520 Municipal Court		
10263 Kent Muni Ct Projects PS	4,234	-
10269 Kent Muni Ct Projects ME	256,844	-
MEMO TOTAL	<u>\$ 261,078</u>	<u>\$ -</u>

Note:

Fund: 1100 Concealed Handgun Licenses		
700 Sheriff's Department		
11003 Concealed Handgun Lic Fringes	20,000	-
11005 Concealed Handgun Licenses MS	20,000	-
MEMO TOTAL	<u>\$ 40,000</u>	<u>\$ -</u>

Note: Addtl salary approp Addtl supply approp
needed

		<i>Increase</i>	<i>Decrease</i>
Fund: 1102	Marine Patrol Grant		
700	Sheriff's Department		
11024	Sheriff-Marine Patrol CS	818	-
11025	Sheriff-Marine Patrol MS	-	818
	MEMO TOTAL	<u>\$ 818</u>	<u>\$ 818</u>

Note: Trf supply \$ to Rent per

Fund: 1201	Motor Vehicle And Gas Tax		
800	Engineer's Department		
12013	Engineer MVGT Salary&Fringes	570,854	105,323
12016	Engineer MVGT Capital Outlay	-	93,500
12017	Engineer MVGT Other Expenses	-	20,000
12019	Engineer MVGT Misc Expense	77,800	-
	MEMO TOTAL	<u>\$ 648,654</u>	<u>\$ 218,823</u>

Note: WILL TRANSFER TO
FUND 4238

Fund: 1413	JFS WIA Allocation		
051	Job And Family Services		
14134	JFS WIA Allocation CS	10,000	-
	MEMO TOTAL	<u>\$ 10,000</u>	<u>\$ -</u>

Note:

Fund: 4238	Tallmadge Rd Corridor Improv		
800	Engineer's Department		
42384	Tallmadge Rd Corridor Imprv CS	70,000	-
	MEMO TOTAL	<u>\$ 70,000</u>	<u>\$ -</u>

Note: TO BOOK FED.

TOTAL MEMO BALANCE FOR ALL FUNDS	<u>\$ 1,132,550</u>	<u>\$ 219,641</u>
----------------------------------	---------------------	-------------------

Decrease

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 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.

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

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

RESOLVED, that the following transfer of funds be made in the amount of \$28,592.15 for Oct adj#1, and November 2019 as reviewed and recommended by the Department of Job & Family Services:

FUND 1413, JFS WIA FUND
ORCODE - 14130519
Debit Expense Account
Object: 912000 - JFS Shared

Project 3A258	\$ 2,812.02
Project 3B278	\$ 0.00
Project 3A259	\$12,938.81
Project 3B259	\$12,841.32

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 282000 - JFS Shared

Project 5SHAR

\$28,592.15

; 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. 19-0863**- RE:**

**ENTER INTO AMENDMENT NO. 2 FOR
TITLE XX GERIATRIC MENTAL HEALTH
COUNSELING SERVICES BETWEEN THE
BOARD OF COMMISSIONERS ON BEHALF
OF PORTAGE COUNTY JOB & FAMILY
SERVICES AND VANTAGE AGING**

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 and known as Portage County Contract No. 20170454 (the "Original Contract") on November 21, 2017 by Resolution No. 17-0875 to provide Title XX Geriatric Mental Health Counseling Services for eligible Portage County adults (age 60 and over) who have moderate to severe disabilities in order to increase their opportunities to participate in physical, cultural, creative, cognitive and social development activities to help improve or maintain functioning as well as support increased opportunities for caregivers to engage in physical, social or work-related activities knowing their loved one is in a safe and supportive environment; and

WHEREAS, Amendment No. 1 between the parties was entered into on November 8, 2018 through Resolution No. 18-0799 to extend the agreement by one (1) additional year from October 1, 2018 through September 30, 2019; and

WHEREAS, the parties desire to amend the Original Contract; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby enter into Amendment No. 2 between the Board of Commissioners on behalf of Portage County Job & Family Services and VANTAGE Aging to extend the agreement by one (1) additional year from October 1, 2019 through September 30, 2020; and be it further

RESOLVED, that the total amount of this Agreement is not to exceed Twenty-six thousand five hundred two and 41/100 dollars (\$26,502.41); and be it further

RESOLVED, that funding for this agreement will come from Job & Family Services fund 1410; 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. 19-0864 - RE: ENTER INTO AMENDMENT NO. 2 FOR TITLE XX HOME BASED CHORE SERVICES BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY JOB & FAMILY SERVICES AND VANTAGE AGING

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 and known as Portage County Contract No. 20170456 (the "Original Contract") on November 21, 2017 by Resolution No. 17-0874 to provide Title XX Home Based Chore Services for eligible Portage County adults (age 60 and over) who have moderate to severe disabilities in order to increase their opportunities to participate in physical, cultural, creative, cognitive and social development activities to help improve or maintain functioning as well as support increased opportunities for caregivers to engage in physical,

social or work-related activities knowing their loved one is in a safe and supportive environment; and

WHEREAS, Amendment No. 1 between the parties was entered into on November 8, 2018 through Resolution No. 18-0798 to extend the agreement by one (1) additional year from October 1, 2018 through September 30, 2019; and

WHEREAS, the parties desire to amend the Original Contract; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby enter into Amendment No. 2 between the Board of Commissioners on behalf of Portage County Job & Family Services and VANTAGE Aging to extend the agreement by one (1) additional year from October 1, 2019 through September 30, 2020; and be it further

RESOLVED, that the total amount of this Agreement is not to exceed Ten thousand one hundred forty-four and 30/100 dollars (\$10,144.30); and be it further

RESOLVED, that funding for this agreement will come from Job & Family Services fund 1410; 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. 19-0865 - RE: ENTER INTO AN AGREEMENT FOR ALCOHOL AND DRUG SCREENING SERVICES BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY JOB & FAMILY SERVICES AND TOWNHALL II.

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

WHEREAS, Portage County Job & Family Services is in need of alcohol and drug screening services for clients being served by Portage County Children Services; and

WHEREAS, Requests for Proposals were sent to thirteen (13) potential service providers; and

- WHEREAS,** One (1) proposal was received, opened and tabulated for alcohol and drug screening services on July 17, 2019; and
- WHEREAS,** Townhall II is willing and able to provide these services; and
- WHEREAS,** the Agreement will be used to detail the terms of the relationship between Portage County Job & Family Services and Townhall II; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of Portage County Job & Family Services and Townhall II with its principal place of business located at 155 North Water Street, Kent, OH 44240, for the period October 1, 2019 through September 30, 2020, with the option to renew the agreement two (2) additional years; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed Sixteen thousand nine hundred ninety-one and 39/100 dollars (\$16,991.39); and be it further
- RESOLVED,** that funding for this agreement will come from Job & Family Services fund 1415; 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. 19-0866

- **RE: APPROVE SPECIFICATIONS AND SET
BID DATE FOR THE PURCHASE OF
VARIOUS CHEMICALS FOR THE PORTAGE
COUNTY WATER RESOURCES
DEPARTMENT.**

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

- RESOLVED,** that the bid specifications for the purchase of various chemicals for the Portage County Water Resources Department be and hereby are approved; and be it further

RESOLVED, that sealed bids, therefore, will be accepted by the Portage County Director of Internal Services, 7th floor, Portage County Administration Building, 449 South Meridian St., Ravenna, Ohio until 2:00 p.m., E.S.T. on December 18, 2019; and be it further

RESOLVED, that the notice of receiving bids shall be published in the Record Courier on December 3, 2019 a copy thereof be posted the County's website and on the 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. 19-0867 - RE: ENTER INTO AN AGREEMENT FOR VISITATION AIDE SERVICES BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY JOB & FAMILY SERVICES AND FAMILY AND COMMUNITY SERVICES, INC.

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 and known as Portage County Contract No. 20180402 (the "Original Contract") on September 11, 2018 By Resolution No. 18-0622 to provide Visitation Aide services for parents/custodians whose children have been placed in the custody of Portage County Job and Family services and need supervised visits with their child(ren) at CONTRACTOR's agency to enhance understanding and awareness of necessary parenting skills needed to increase the likelihood of reunification, case closure and to ensure the bonding relationship with child and care taker; and

WHEREAS, the parties desire to amend the Original Contract; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby enter into an Amendment No. 1 between the Board of Commissioners on behalf of Portage County Job & Family Services and Family and Community services to extend the agreement for one (1) additional year from July 1, 2019 through June 30, 2020; and be it further

RESOLVED, that funding for this agreement will come from Job and Family services fund 1415, and be it further

RESOLVED, that the total amount of this Agreement is not to exceed One Hundred Seven Thousand Six Hundred Fifty-six and 60/100 dollars (\$107,656.60); 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;

JOURNAL ENTRY

November 26, 2019

Human Resources

1. The Board of Commissioners approved leave without pay for a JFS employee from November 6 through November 8, 2019, as presented by Kellijo Jeffries, JFS Director.
2. The Board of Commissioners signed the Personnel Action Form authorizing the full time hire of Brenda White as an Income Maintenance Aide 2, replacing the position previously held by Camaren Massey, for Portage County Job & Family Services, as presented by Kellijo Jeffries, JFS Director, and Janet Kovick, Human Resources Director. Anticipated start date is December 16, 2019. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.

Department of Budget & Finance

3. The Board of Commissioners signed the Satisfaction of Mortgage form for Scott A. Olson and Tiffany M. Olson, 10414 2nd Street, Mantua, OH 44255 to secure payment of \$22,140.00. The original document will be recorded by Neighborhood Development Services, Inc. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.
4. The Board of Commissioners signed the Satisfaction of Mortgage form for Scott A. Olson and Tiffany M. Olson, 10414 2nd Street, Mantua, OH 44255 to secure payment of \$720.00. The original document will be recorded by Neighborhood Development Services, Inc. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.

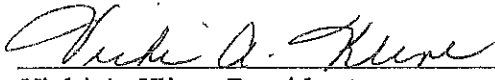
Motion To: Approve the Journal Entries for November 26, 2019

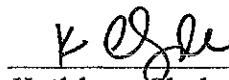
RESULT:	ADOPTED
MOVED:	Sabrina Christian-Bennett
SECONDED:	Kathleen Clyde
AYES:	Sabrina Christian-Bennett, Kathleen Clyde, Vicki A. Kline

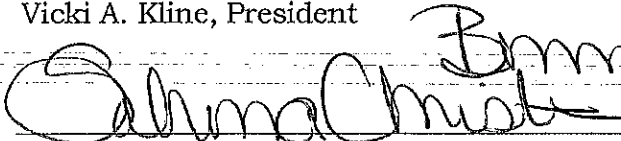
Motion To: Adjourn the Official Meeting of November 26, 2019 at 9:25 AM

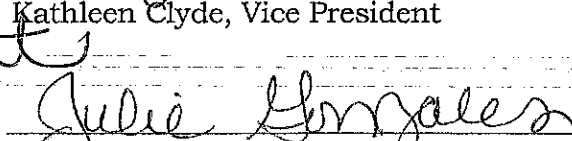
RESULT:	ADOPTED
MOVED:	Sabrina Christian-Bennett
SECONDED:	Kathleen Clyde
AYES:	Sabrina Christian-Bennett, Kathleen Clyde, Vicki A. Kline

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


Julie Gonzales, Acting Clerk