



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, December 19, 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 throughout the day: Brian Ames, John Yeargin, Barb Tittle, and Record Courier Reporter Diane Smith Record Courier

Recessed to Solid Waste Management District: 9:01 AM
Reconvened: 9:56 AM

HUMAN RESOURCES

Present: Director Janet Kovick and Office of Homeland Security and Emergency Management Director Ryan Shackelford

Director Kovick presented a copy of the Commissioners' draft Policy Manual and noted it included changes the Directors added for the Board's review and comment. Director Kovick will bring back in January to discuss in more detail.

9:57 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Kathleen Clyde, seconded by Sabrina Christian-Bennett that the Board of Commissioners move into executive session to consider the employment of a public employee. Also present: Director Janet Kovick and Office of Homeland Security and Emergency Management Director Ryan Shackelford. Roll call vote: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

10:13 AM 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.

BUILDING DEPARTMENT QUARTERLY MEETING

Present Director Randy Roberts and Deputy Director Joe Bodnar

STAFF:

1. Addition of Deputy Director, Joseph Bodnar - July 1, 2018
 - Developed and continually execute a non-formal transition plan, for day-to-day operations and training.
 - Human Resources developed a formal transitional plan document extracted from the department's informal process.
2. Part-Time Back-Up Inspectors
 - Building Inspector: Director Roberts continues to perform the building inspections when the regular full-time inspector is out.
 - Electrical Inspector: The assigned person for inspections accepted a full-time position with another jurisdiction, however, Director Roberts found another individual who will act as back-up when required within his limits of 2 days per week concurrent with his work at another jurisdiction.
3. Office Staff
 - Director Roberts will review and revise job descriptions for the office staff as they are extremely outdated, and upon completion, he will have the Human Resources Department re-evaluate and factor salary rates for any changes. Once completed, the job descriptions will come back to the Board for further discussion.
4. Building Department Collaboration
 - Community Information has been sent to the Fire Departments, and Townships and Villages Zoning Departments, to inform them what the Building Department does.

ACTIVITY REPORT

1. Residential Projects & Commercial Projects

The Building Department records Plan Reviews for both residential and commercial projects and there were 450 plan review projects for residential and over 431 commercial projects.

2. New Projects on the Horizon

New projects for the Building Department include: Cranberry Creek expansion, Ravenna Township salt storage building, Sunny Hills Villas final phase for garages, site plan for Arby's across from Raising Canes restaurant in Kent, the relocation of a mobile welding company into the Jett Rubber building in Rootstown, and a residential scale property located at the former Green Hills golf club in Brimfield.

3. December 1st 2019 Activity Report

- There were over 2,000 residential permits and 570 commercial permits issued.
- Building inspection activity is up.
- State fees collected and paid back to the state: \$10,320
- Valuation for residential, commercial and agriculture to date \$124,590,356.50 vs.

\$82,109,612.52 in 2018.

- Contractor Registration: 533 (General, electrical, HVAC, refrigeration, and fire alarm).
- As of December 1, 2019, fees generated were in the amount of \$591,889.93 going towards the General Fund. The amount is based on fee increases and more activity within the community.

ABNORMAL PROJECTS

Projects that have been problematic or have unplanned or unusual complications, including summary of previously provided "Projects Not Completed".

- Search Warrants to go out to properties, including 3 critical projects this year.
- Stop Work Orders – Done legally because the Building Department is required to issue when someone is doing something incorrectly and morally because it protects the person from wasting too much money.

2020 DEPARTMENT REQUIREMENTS

- Will be adding ICES Software to 2 in-house computers.
- Exploring the lease of a new vehicle through Enterprise and delivering the old vehicle to auction.

Recessed: 10:43 AM to the Portage-Geauga Joint Board of Commissioners meeting

Reconvened: 11:11 AM

PUBLIC COMMENT

Present: Brian Ames

Mr. Ames talked about recycling subscription services vs. non-subscription services and the idea of having a survey completed. In his opinion, the District doesn't want to take a survey because it might get the answer it doesn't want. People either want subscription service or they don't want subscription service and if they don't want subscription service, it would behoove the Board to have a survey that says that. If the District presumes they do want subscription service, it's like telling an Elected Official that the Board will not consider the citizens' wishes because the Director says no, and that is not a good position for an Elected Officials to be in. Mr. Ames is seeing the Director say we're not going to do it and we don't care what you want, but the Director doesn't have the authority to make that decision, the authority resides with the Board of Commissioners. Mr. Ames strongly suggests the Board inform Mr. Steiner that no subscription service is not the answer, and the Board needs to have the survey that the people want or face the consequences.

As far as mandatory versus subscription, Mr. Ames pointed out the people choose whether to put their carts out or not, so the people who enjoy the service and think it's worthwhile are going to put their carts out. What we're really talking about is who pays for those who put their carts out – do they pay for the service they want or does everyone pay? For the people who don't want it, are they going to be forced to pay for the people who do and that's a good question for the citizens to be asked – do you want to subsidize your neighbor?

WATER RESOURCES

Present: Deputy Director Laura Weber

Discussion:

1. Dynamic Air Field Service Proposal (Journal Entry #6)

Portage County Water Resources received a field service proposal and contract from Dynamic Air for work to be completed on equipment located at the Streetsboro Wastewater Treatment Plant (WWTP). The equipment to be serviced is the Silo, which is a part of the Dryer Unit which processes the Class A Biosolids.

The Silo is the main receiver for the Class A product and distributes the product to trucks. The Silo unit went out of service in August 2019 at which time Portage County Water Resources staff began investigating and troubleshooting to get the unit repaired. Internal attempts to repair the Silo were not successful. There are no service providers nearby that can perform service on the Silo unit. Dynamic Air is a current vendor of Portage County Water Resources and was brought in to do repair work on the Silo in 2018.

The original proposal from Dynamic Air was submitted August 27, 2019. At that time, the item was sent for review with legal. This vendor was utilized in 2018 with a similar proposal and contract executed. The legal review brought forth comments with a few items in the contract. The vendor, Dynamic Air, was not able to negotiate the terms of the contract which were commented on by legal. The legal summary was that Portage County Water Resources could proceed with the service contract against counsels' recommendations.

This equipment is worth over \$7 Million Dollars and is an asset to Portage County Water Resources. The Silo being out of service has created an impediment to the operation of the Dryer Unit. The Dryer Unit runs for a 24 hour period to reduce the startup/stop cycles. When the Silo is not in service, the product either bypasses the Silo and the trucks are loaded individually or the Silo has to be manually operated which requires more staff during the Dryer Unit run time. The

Streetsboro WWTP staffing has increased during Dryer Unit operation as there are now additional steps to unloading the Class A material with the Silo out of service.

An updated proposal was submitted by Dynamic Air on November 22, 2019. This proposal matches the proposal submitted August 27, 2019. Copies of both proposals have been attached for review.

Dynamic Air has been a contractor utilized by Portage County Water Resources in the past (most recently in 2018).

Deputy Director Weber is requesting Board authorization to move forward with the work as submitted in the quote by Dynamic Air./The Board agreed to move forward with the request (Journal Entry #6).

2. Oakwood Disbursement Request

Commissioner Kline signed the Ohio Public Works Commission Appendix E – Disbursement Request Form and Certification, Disbursement Request No. 1 for

Oakwood Acres Subdivision Sanitary Improvements, CG11U/CG12U as presented by Water Resources Deputy Director Laura Weber (No Journal Entry required).

DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Todd Bragg

Discussion:

1. Staff Raises (General Fund Fiscal Year 2020 Annual Appropriation Resolution).
Director Bragg presented 4 choices for Board consideration. Commissioner Christian-Bennett noted her concern about Union contracts as they are around 2% or 2¼% and this will set a precedence and they may ask for the same or above. Commissioner Kline and Commissioner Clyde agreed to move forward with 2½% and Director Bragg will include the percentage in the draft resolution. (See Resolution No. 19-0947)

Commissioner Clyde asked for an explanation on Resolution No. 11 (Cash Advance from Fund 0001, General Fund to Fund 3013, GO 2001) and Director Bragg indicated the Courts have a \$700,000 debt payment from the refinancing of the Nursing Home and funding was set aside for the building of the Kent Courthouse. The Judges prefer to transfer the funding after it's paid so that requires the Board to do an advance to pay, then the Judges transfer back, and then the advance is returned and this Resolution is the return of the Cash Advance.

Commissioner Clyde asked about Resolution No. 24 (Enter into an agreement between the Board of Commissioners and Garland/DBS, Inc. for repair/replacement of Portage County Board of Developmental Disabilities' Happy Day School roof) as nothing was stated in the Resolution that the County went out for bid for an expense of approximately \$1 million dollars. Director Bragg will contact Internal Services Director Townend and report back.

Recessed: 11:33 AM

Reconvened: 11:44 AM

Commissioner Clyde reported Director Bragg spoke with Internal Services Director and the bidding process was followed for the Developmental Disabilities' roof.

Commissioner Christian-Bennett noted the Appropriation Resolution includes the continuation of 15 Correction Officers for the full year, \$50,000 into Contingency for the Regional Planning Commissions' Comprehensive Plan, which is spread over a two-year period and Commissioner Christian-Bennett will contact Director Peetz for a timeline for the phases.

- Additional funding for a Chief Administrator – Not included in the 2020 Budget.
- Maintenance Worker for the Justice Center – Director Bragg noted funding could be provided to the Sheriff directly, but he recommends a different way to ensure the position remains. The Sheriff can hire and bill back Internal Services Director so the money is controlled as a separate line item, but the Sheriff will need to agree. Currently, the Maintenance Department is the Board's responsibility under Director Townend. No action required this year.

Commissioner Christian-Bennett asked Director Bragg what is the current Cost Of Living Adjustment (COLA) and he replied 2.3%.

PLEASE ADD TO YOUR AGENDA - I

December 19, 2019

Motion To: Approving the signing of an agreed entry in an appropriation action filed by the Village of Hiram for a .7178 acre portion of land (Village of Hiram vs. John R. Groselle)./19-0943

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

Motion To: Approving the execution of temporary easement upon a .023 acre of land (parcel 56-T, POR-14-3.65) to the City of Streetsboro to allow the necessary grading work for a road improvement project./19-0944

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

Motion To: Approving the signing of the donation letter submitted on behalf of the City of Streetsboro for a transportation improvement project and approving the execution of a quit claim deed regarding the transfer of .052 acre of land to the City of Streetsboro for a public purpose of a road improvement./19-0945

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

Motion To: Transfer from Fund 0002, General Fund to Fund 1310 MHRB./19-0946

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

Motion To: Adopt the General Fund Fiscal Year 2020 Annual Appropriation Measure./19-0947

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

Motion To: Adopt the Non-General Funds fiscal year 2020 Annual Appropriation Measure./19-0948

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

JOURNAL ENTRY

December 19, 2019

Commissioners

1. In accordance with Ohio Revised Code Section 321.261, the Board of Commissioners acknowledged the receipt of the Detac Report expended through December 17, 2019, as presented by the Portage County Treasurer./Journal Entry II
2. The Board of Commissioners authorized the electronic submission of the Ohio Office of Criminal Justice Services Quarterly Subgrant Report for 3rd Quarter for Domestic Violence Intervention Project, Grant No. 2018-WF-VA2-8222 for the period ending September 30, 2019 as presented by Donya Buchanan, Family & Community Services./Journal Entry III

PLEASE ADD TO YOUR AGENDA - II

December 19, 2019

Motion To: Transfer from Fund 0001, General Fund to Fund 1480 VAWA./19-0949

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

COMMISSIONERS' CONSENT AGENDA

December 19, 2019

1. Approval of the December 12, 2019 regular meeting minutes.

RESOLUTIONS

December 19, 2019

Budget & Financial Management:

1. Approve the Thursday, December 19, 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./149-0918
2. Approve the Thursday, December 19, 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./19-0919
3. Approve the Thursday, December 19, 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./19-0920
4. Approve the Thursday, December 19, 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./19-0921

5. Transfer from Fund 1201, Motor Vehicle Gas Tax to Fund 4248 (Infirmity Road Resurfacing)./19-0922
6. Transfer from Fund 1201, Motor Vehicle Gas Tax to Fund 4247, Lakewood Road/Menough Road Resurfacing./19-0923
7. Transfer from Fund 0002, General Fund, to Fund 1310 MHRB./19-0924
8. Amendment to the General Fund 2019 Annual Appropriation Resolution No. 18-0924, adopted December 13, 2018./19-0925
9. Amendment to the Non General Fund 2019 Annual Appropriation Resolution No. 18-0923, adopted December 13, 2018./19-0926
10. Transfer 0001, General fund to Fund 7002./19-0927
11. Cash Advance from Fund 0001, General Fund to Fund 3013, GO 2001./19-0928

Job & Family Services

12. Acceptance of cash donations from organizations, businesses and private donors to support the Portage County Job & Family Services Foster and Kinship Holiday Party./19-0929
13. Acceptance of cash donation from organization, businesses and/or private donor to support Portage County Job & Family Services./19-0930
14. Transfer from Fund 1414, Child Support Administration, to 1410 Public Assistance Fund./19-0931

Internal Services

15. Enter into an agreement between the Portage County Board of Commissioners on behalf of the Portage County Job & Family Services, and the Northeast Ohio Consortium Council of Governments and Family & Community Services, Inc. for the Comprehensive Case Management & Employment Program (CCMEP)./19-0932
16. Enter into real estate lease agreement for the property located at 211 South Chestnut Street, Ravenna, Ohio./19-0933
17. Enter into real estate lease agreement for the property located at 449 South Meridian Street, Ravenna, OH with the Portage County Land Bank (Rooms 169 & 170)./19-0934
18. Declare obsolete and dispose of Portage County personal property located at the Portage County Board of Developmental Disabilities./19-0935
19. Enter into real estate lease agreement for the property located at 213 South Chestnut Street, Ravenna, OH./19-0936

20. Enter into real estate lease agreement for the property located at 215 South Chestnut Street, Ravenna, OH./19-0937
21. Accept proposal of EMH&T for providing "on call" consulting services, relating to the administration of the Portage County Storm Water District./19-0938
22. Acceptance of donation to the Office of Homeland Security and Emergency Management./19-0939
23. Enter into a memorandum of understanding concerning the acceptance and calibration of equipment provided by the Ohio Department of Public Safety, Ohio Emergency Management Agency and the Portage County Board of Commissioners on behalf of the Portage County Office of Homeland Security & Emergency Management./19-0940
24. Enter into an agreement between the Board of Commissioners and Garland/DBS, Inc. for repair/replacement of Portage County Board of Developmental Disabilities' Happy Day School roof./19-0941

Dog Warden

25. Acceptance of donations to the Office of the Portage County Dog Warden./19-0942

Motion To: Approve the Consent Agenda for December 19, 2019

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

RESOLUTION NO. 19-0918

RE: BILLS APPROVED AND ACH CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Kathleen Clyde, seconded by Vicki A. Kline 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 December 19, 2019 in the total payment amount of **\$1,768,024.59** 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 Friday, December 20, 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 December 19, 2019 in the total payment amount of **\$20.00 to Neil Group** 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. 19-0919 - RE: WIRE TRANSFER APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Kathleen Clyde, seconded by Vicki A. Kline 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 December 19, 2019 in the total payment amount as follows:

1. \$236,678.79 to Medical Mutual - Claims
2. \$9,014.09 to Wage Works - Contributions
3. \$89,662.01 to OWDA - Loan
4. \$366,765.63 to OWDA - Loan
5. \$17,953.33 to OWDA - Loan; 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, December 20, 2019	\$236,678.79
Wire Transfer on Friday, December 20, 2019	\$ 9,014.09
Wire Transfer on Friday, December 20, 2019	\$ 89,662.01
Wire Transfer on Friday, December 20, 2019	\$366,765.63
Wire Transfer on Friday, December 20, 2019	\$ 17,953.33

;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. 19-0920**RE: APPROVAL OF JOURNAL
VOUCHERS/ENTRIES.**

It was moved by Kathleen Clyde, seconded by Vicki A. Kline 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:

12/19/19	1288	\$ 2,017.60
12/19/19	1289	327.50
12/19/19	1290	38.22
12/19/19	1291	586.85
12/19/19	1292	175,000.00
12/19/19	1295	34.00
12/19/19	1296	18,859.35
12/19/19	1297	310.00
12/19/19	1299	3,333.34
12/19/19	1302	32,441.42
12/19/19	1306	640,772.57
12/19/19	1307	26,623.15
12/19/19	1386	1,370.00
12/19/19	1462	59,475.74
12/19/19	1884	24,285.13
12/19/19	2013	2,992.87
12/19/19	2099	1,050.00
12/19/19	2113	2,286.00
12/19/19	2214	390.72
12/19/19	2224	125.00
12/19/19	2241	279,594.24
12/19/19	2242	519.57
12/19/19	2246	16,703.26
12/19/19	2247	157,231.49
12/19/19	2412	5,060.00

Total		\$1,451,428.02

; 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. 19-0921 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

It was moved by Kathleen Clyde, seconded by Vicki A. Kline 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 **\$212,755.81** dated **December 19, 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. 19-0922 - RE: Transfer From Fund 1201, Motor Vehicle Gas Tax To Fund 4248 (Infirmiry Road Resurfacing)

It was moved by Kathleen Clyde, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, the Portage County Board of Commissioners approved an operating transfer; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$3,384.00.

FROM:

FUND 1201, Motor Vehicle Gas Tax Fund

ORGCODE- 12018109

Debit Expense Account

Object: 910000 - Transfers Out	\$3,384.00
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TO:

FUND 4248, Infirmary Road Resurfacing

ORGCODE - 42488102

Credit Revenue Account

Object: 280000 - Transfer In

Project: 32805	\$3,384.00
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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 County Engineer 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. 19-0923 - RE: Transfer From Fund 1201, Motor Vehicle Gas Tax To Fund 4247, Lakewood Road/Menough Road Resurfacing

It was moved by Kathleen Clyde, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, the Portage County Board of Commissioners approved an operating transfer; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$1,252.00.

FROM:

FUND 1201, Motor Vehicle Gas Tax Fund

ORGCODE- 12018109

Debit Expense Account

Object: 910000 – Transfers Out \$1,252.00

TO:

FUND 4247, Lakewood Rd/Menough Rd Resurfacing

ORGCODE – 42478102

Credit Revenue Account

Object: 280000 - Transfer In

Project: CG26V \$1,252.00

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 County Engineer 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. 19-0924 - RE: TRANSFER FROM 0002 GENERAL FUND,
TO FUND 1310 MHRB**

It was moved by Kathleen Clyde, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, the Portage County Board of Commissioners pledged to use money from the January, 2016 Portage County Sales and Use Tax to support criminal and administrative justice services including but not limited to making payments to any public agency or a private, non-profit agency, for the purpose(s) of diversion, adjudication, detention or rehabilitation of adult or juvenile drug-related offenders; and

WHEREAS, the Portage County Board of Commissioners having reviewed submitted proposals included \$291,340.93 to provide an appropriate number of

case managers who shall deploy to Portage County's 12 school districts during the 2019-2020 school year; now therefore be it;

RESOLVED, that the following transfer be made in the amount of \$ 291,340.93:

Debit: FUND 0002, GENERAL FUND
 ORGCODE- 20100009 910000 – Transfer Out \$291,340.93

Credit: FUND 1310 MHRB
 ORGCODE – 13109042 280000 – Transfer In \$291,340.93

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; 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. 19-0925

RE: AMENDMENT TO THE GENERAL FUND 2019 ANNUAL APPROPRIATION RESOLUTION NO. 17-0924 ADOPTED DECEMBER 13, 2018

It was moved by Kathleen Clyde, seconded by Vicki A. Kline 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		
520	Municipal Court		
05204	Municipal Court Contract Svcs	6,626	-
05205	Municipal Court Materials & Su	0	6,626
	MEMO TOTAL	<u>\$ 6,626</u>	<u>\$ 6,626</u>

Note:

700	Sheriff's Department		
07003	Sheriff Salary & Fringes	0	16,000
07004	Sheriff Contract Services	15,920	-
07005	Sheriff Material & Supplies	16,000	-
	MEMO TOTAL	<u>\$ 31,920</u>	<u>\$ 16,000</u>

Note:

TOTAL MEMO BALANCE ALL AMENDMENTS	<u>\$ 38,546</u>	<u>\$ 22,626</u>
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Fund: 0002	General Fund 5739.026		
010	Commissioners Other		
20104	General Fund 5739.026 CS	1,335	-
	MEMO TOTAL	<u>\$ 1,335</u>	<u>\$ -</u>

Note:

590 Adult Probation

		<i>Increase</i>	<i>Decrease</i>
25903	GF Adult Prob Salary/Fringes	0	15,000
	MEMO TOTAL	<u>\$ -</u>	<u>\$ 15,000</u>

Note:

~~700~~ Sheriff's Department

27003	GF Sheriff Salary/Fringes	2,125	-
	MEMO TOTAL	<u>\$ 2,125</u>	<u>\$ -</u>

Note:

TOTAL MEMO BALANCE ALL AMENDMENTS	<u>\$ 3,460</u>	<u>\$ 15,000</u>
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Increase

Decrease

; 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. 19-0926

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

It was moved by Kathleen Clyde, seconded by Vicki A. Kline 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: 1026	Kent Muni Ct Projects		
520	Municipal Court		
10269	Kent Muni Ct Projects ME	1	-
	MEMO TOTAL	\$ 1	\$ -

Note:

Fund: 1166	EMPG Homeland Security Grant		
930	Emergency Management Agency		
11663	EMPG Homeland Sec Salary&Fring	5,787	-
11664	EMPG Homeland Security CS	541	-
11665	EMPG Homeland Security MS	-	6,328
	MEMO TOTAL	\$ 6,328	\$ 6,328

Note:

Fund: 1251	CDBG County Formula		
081	Community Development		
12514	CDBG Conty Formula CS	-	138,200
	MEMO TOTAL	\$ -	\$ 138,200

Note:

Fund: 1266	LGIP Innovation Study		
081	Community Development		
12664	LGIP Innovation Study CS	-	24,985
	MEMO TOTAL	\$ -	\$ 24,985

Note: Pull down appropriations

		<i>Increase</i>	<i>Decrease</i>
Fund: 1267	CDBG Critical Infrastructure		
081	<i>Community Development</i>		
12674	Critical Infrastructure CS	-	487,300
	MEMO TOTAL	\$ -	\$ 487,300

Note:

Fund: 1413	JFS WIA Allocation		
051	<i>Job And Family Services</i>		
14134	JFS WIA Allocation CS	-	66,488
14139	JFS WIA Allocation ME	-	2,742
	MEMO TOTAL	\$ -	\$ 69,230

Note: Projected expense

Fund: 1415	Child Welfare - Special Levy		
051	<i>Job And Family Services</i>		
14153	JFS Child Welfare Salary&Fring	-	5,000
14154	JFS Child Welfare Levy CS	-	140,000
14155	JFS Child Welfare Levy MS	-	2,500
	MEMO TOTAL	\$ -	\$ 147,500

Note: Projected expense

Fund: 5200	PCS General Administration		
060	<i>Water Resources</i>		
52003	Portage Co Sewer Salary&Fringe	20,000	-
	MEMO TOTAL	\$ 20,000	\$ -

Note:

Fund: 6100	SCRAM Alcohol Monitoring		
590	<i>Adult Probation</i>		
61003	SCRAM Alcl Moni Salary&Fringes	2,000	-
	MEMO TOTAL	\$ 2,000	\$ -

Note:

		<i>Increase</i>	<i>Decrease</i>
Fund: 7002	Central Vehicle Maintenance		
011	Budget & Financial Management		
70025	Vehicle Maint MS	-	7,000
	MEMO TOTAL	\$ -	\$ 7,000

Note:

TOTAL MEMO BALANCE FOR ALL FUNDS	\$ 28,329	\$ 880,543
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; and be it further

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

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

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

Roll call as Follows:

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

RESOLUTION NO. 19-0927 - RE: TRANSFER FROM 0001 GENERAL FUND, TO FUND 7002

It was moved by Kathleen Clyde, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, Geotab GPS service was acquired by the County, but not yet installed, this transfer covers those costs now therefore be it;

RESOLVED, that the following transfer be made in the amount of \$ 15,291.58:

Debit: FUND 0001, GENERAL FUND
 ORGCODE- 00100009 910000 - Transfer Out \$15,291.58

Credit: FUND 7002

ORGCODE - 70020112 280000 - Transfer In \$15,291.58

;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; 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. 19-0928 - RE: CASH ADVANCE FROM FUND 0001,
GENERAL FUND TO FUND 3013, GO 2001**

It was moved by Kathleen Clyde, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, fund 3013, GO 2001, received a cash advance via resolution #19-821, and the courts have now transferred their share; now therefore be it;

RESOLVED, that the following cash advance be reversed \$ 570,701.00:

FUND 0001, GENERAL FUND

ORGCODE- 00100009

Credit Expense Account

Object 920000 - Advances-Out \$570,701.00

FUND 3013 GO 2001

ORGCODE - 30130012

Debit Revenue Account

Revenue Source 290000 - Advance-In \$570,701.00

;and be it further

RESOLVED, the advance will be repaid to the General Fund when the Court's special projects funds are received, and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash advance by Journal Entry, and that a certified copy of this resolution be filed with the Portage County Auditor,

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. 19-0929 - RE: ACCEPTANCE OF CASH DONATIONS FROM ORGANIZATIONS, BUSINESSES AND PRIVATE DONORS TO SUPPORT THE PORTAGE COUNTY JOB AND FAMILY SERVICES FOSTER AND KINSHIP HOLIDAY PARTY

It was moved by Kathleen Clyde, seconded Vicki A. Kline by to approve the following resolution:

WHEREAS, the Portage County Job & Family Services received a total of \$275.00 in cash donations from organizations, businesses and private donors; and

WHEREAS, the four donations totaling \$275.00 were received in the month of November 2019; now therefore be it

RESOLVED, that, on behalf of the Portage County Job & Family Services and in accordance with Ohio Revised Code Section 9.20, the Portage County Board of Commissioners accepts the donations in the amount of \$275.00 from the following organization, and/ or business; and be it further

Donor	Contact (Requirement)	Address	Donation
Deacons of Kent Presbyterian Church		1456 E Summit Kent, Ohio 44240	\$50
Whites Farm Supply		5828 Waterloo Rd Atwater, Ohio 44201	\$100
Belmont Pines Hospital	Linda Finnigan	615 Churchill Hubbard Youngstown, Ohio 44505	\$75
Darlene Baad		1942 University Commons Dr.	\$50

		Massillon Ohio 44646	
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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. 19-0930 - RE: ACCEPTANCE OF CASH DONATION FROM ORGANIZATIONS, BUSINESSES AND/OR PRIVATE DONOR TO SUPPORT PORTAGE COUNTY JOB AND FAMILY SERVICES

It was moved by Kathleen Clyde, seconded Vicki A. Kline by to approve the following resolution:

WHEREAS, the Portage County Job & Family Services received a total of \$75.00 in cash donation from a private donor; and

WHEREAS, the donation totaling \$75.00 was received in the month of October 2019; now therefore be it

RESOLVED, that, on behalf of the Portage County Job & Family Services and in accordance with Ohio Revised Code Section 9.20, the Portage County Board of Commissioners accepts the donation in the amount of \$75.00 from the following private donor; and be it further

Donor	Contact (Requirement)	Address	Donation
In Memory of Judy (Rucker) Paydock	Thomas Wallace	2508 Camberwell Court Oak Hill, VA 20171-2979	\$75

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. 19-0931 - RE: TRANSFER FROM FUND 1414, CHILD SUPPORT ADMINISTRATION, TO 1410 PUBLIC ASSISTANCE FUND

It was moved by Kathleen Clyde, seconded by Vicki A. Kline 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 \$31,031.22 for November 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

\$31,031.22

TO:

FUND 1410, PUBLIC ASSISTANCE

ORGCODE - 14100512

Revenue Account

Object: 282000 - JFS - Shared

Project 5SHAR

\$31,031.22

; 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. 19-0932

RE: ENTER INTO AN AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY JOB & FAMILY SERVICES, AND THE NORTHEAST OHIO CONSORTIUM COUNCIL OF GOVERNMENTS AND FAMILY AND COMMUNITY SERVICES, INC. FOR THE COMPREHENSIVE CASE MANAGEMENT & EMPLOYMENT PROGRAM (CCMEP)

It was moved by Kathleen Clyde, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, portage county job & family services and the northeast ohio consortium council of governments (noccog) are in need of tutoring and study skills training, paid and unpaid work experience, mentoring, counseling & treatment, a financial literacy program and a re-entry program to eligible portage county residents that will help eligible recipients of portage county, ages 16 – 24, to overcome barriers to employment and develop skills local employers seek

WHEREAS, Family & Community Services, Inc. is willing and able to provide these services; and

WHEREAS, on September 4, 2019, the Area 19 Workforce Development Board (WDB) and the NOCCOG Board voted to give the authority for the NOC COG to enter into this Agreement with PCJFS, and the CONTRACTOR for the provision of the services pursuant to the terms and conditions set forth within this Agreement; and

WHEREAS, the Agreement will be used to detail the terms of the relationship between the NOCCOG, Portage County Job & Family Services and Family & Community Services, Inc.; now therefore be it

RESOLVED, that the Board of Portage County Commissioners on behalf of Portage County Job & Family Services does hereby enter into an Agreement with the Northeast Ohio Consortium Council of Governments and Family & Community Services, Inc. with its principal place of business located at 705 Oakwood Street, Suite 221, Ravenna, Ohio 44266, for the period October 1, 2019 through September 30, 2020, and be it further

RESOLVED, that funding for this agreement will come from Job and Family services funds 1413 and 1410, and be it further

RESOLVED, that the total amount of this Agreement is not to exceed Five hundred Ninety-six Thousand Four Hundred and 00/100 dollars (\$596,400.00); 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 A. Kline, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0933 - RE: ENTER INTO REAL ESTATE LEASE AGREEMENT FOR THE PROPERTY LOCATED AT 211 SOUTH CHESTNUT STREET, RAVENNA, OHIO.

It was moved by Kathleen Clyde, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, the Board of Commissioners wishes to lease real estate property situated in the County of Portage, known for street numbering purposes as 211 South Chestnut Street, Ravenna, Ohio; and

WHEREAS, Anthony Sylvester dba Sly Bail Bonds has an interest in continuing to lease said property; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a Lease Agreement for the property listed above with Anthony Sylvester for a term of one (1) year, beginning January 1, 2020 and ending December 31, 2020; and be it further

RESOLVED, that the amount of rent shall be five hundred dollars (\$500.00) per month; 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. 19-0934 - RE: ENTER INTO REAL ESTATE LEASE AGREEMENT FOR THE PROPERTY LOCATED AT 449 SOUTH MERIDIAN

**STREET, RAVENNA, OH WITH THE
PORTAGE COUNTY LAND BANK (Rooms
169 & 170).**

It was moved by Kathleen Clyde, seconded by Vicki A. Kline that the following resolution be adopted:

- WHEREAS,** the Board of Commissioners wishes to lease real estate property situated in the County of Portage, known for street numbering purposes as 449 S. Meridian St. (rooms 169 & 170) Ravenna, Ohio; and
- WHEREAS,** the Portage County Land Bank has an interest in leasing said property; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into a Lease Agreement for the property listed above with the Portage County Land Bank for a term of (1) year, beginning November 1, 2019 and ending October 31, 2020; and be it further
- RESOLVED,** that the amount of rent shall be \$10.59 per sq. ft. for rooms 169 and 170 (total of 288 sq. ft.) based on the Portage County current cost allocation plan, in equal monthly installments of Two hundred fifty-four and 16/100 (\$254.16) each payable on the 1st day of each month until the new rate from the cost allocation plan for 2020 is determined; 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. 19-0935 - RE: DECLARE OBSOLETE AND DISPOSE OF
PORTAGE COUNTY PERSONAL PROPERTY
LOCATED AT THE PORTAGE COUNTY
BOARD OF DEVELOPMENTAL
DISABILITIES**

It was moved by Kathleen Clyde, seconded Vicki A. Kline 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(D), the Board of County Commissioners authorizes the request to dispose of the following inventory:

<u>County Tag #</u>	<u>DD Tag #</u>	<u>Description</u>
N/A	N/A	Refrigerator

;and be it further

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

Roll call vote as follows:

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

RESOLUTION NO. 19-0936 - RE: ENTER INTO REAL ESTATE LEASE AGREEMENT FOR THE PROPERTY LOCATED AT 213 SOUTH CHESTNUT STREET, RAVENNA, OHIO.

It was moved by Kathleen Clyde, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, the Board of Commissioners wishes to lease real estate property situated in the County of Portage, known for street numbering purposes as 213 South Chestnut Street, Ravenna, Ohio; and

WHEREAS, Attorneys Thomas J. Sicuro and William G. Simon have an interest in continuing to lease said property; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a Lease Agreement for the property listed above with Attorneys Thomas J. Sicuro and William G. Simon for a term of one (1) year, beginning January 1st, 2020 and ending December 31st, 2020; and be it further

RESOLVED, that the amount of rent shall be Nine hundred ninety five and 17/100 dollars (\$995.17) per month; 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. 19-0937 - RE: ENTER INTO REAL ESTATE LEASE AGREEMENT FOR THE PROPERTY LOCATED AT 215 SOUTH CHESTNUT STREET, RAVENNA, OHIO.

It was moved by Kathleen Clyde, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, the Board of Commissioners wishes to lease real estate property situated in the County of Portage, known for street numbering purposes as 215 South Chestnut Street, Ravenna, Ohio; and

WHEREAS, Attorney Mark Heisa has an interest in continuing to lease said property; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a Lease Agreement for the property listed above with Attorney Mark Heisa for a term of one (1) year, beginning January 1, 2020 and ending December 31, 2020 ; and be it further

RESOLVED, that the amount of rent shall be nine hundred thirty four and 60/100 dollars (\$934.60) per month; 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. 19-0938 - RE: ACCEPT PROPOSAL OF EMH&T FOR PROVIDING "ON CALL" CONSULTING SERVICES, RELATING TO THE

**ADMINISTRATION OF THE PORTAGE
COUNTY STORM WATER DISTRICT.**

It was moved by Kathleen Clyde, seconded by Vicki A. Kline that the following Resolution be adopted:

WHEREAS, the Portage County Engineer has determined that it will be necessary to acquire the Services of a consultant to provide "on call" professional services relating to the administration of the Portage County Storm Water District; and

WHEREAS, the Portage County Engineer requested a proposal from EMH&T to provide said professional services; and

WHEREAS, the Portage County Engineer, upon review of the proposal from EMH&T, recommends that said proposal be accepted by the Board of Portage County Commissioners; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby accept the proposal of EMH&T and authorizes the Portage County Engineer to sign said proposal for providing "on call" professional services relating to the administration of the Portage County Storm Water District; and be it further

RESOLVED, that said professional services will be performed by EMH&T, 5500 New Albany Road, Columbus, Ohio 43054 at a not to exceed cost of \$17,500.00, and be it further

RESOLVED, that the scope of work outlined in said proposal is intended to include services through January 31, 2021, and be it further

RESOLVED, that Portage County Board of Commissioners authorizes the Portage County Engineer to generate a purchase order in the amount of \$17,500.00 from Portage County Storm Water Fund #6800, 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 meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0939

**RE: ACCEPTANCE OF DONATION TO THE
OFFICE OF HOMELAND SECURITY AND
EMERGENCY MANAGEMENT**

It was moved by Kathleen Clyde, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, the Ohio EMA Radiological Branch presented the Portage County Office of Homeland Security and Emergency Management an equipment donation valued at \$4,000.00 to be used by emergency services personnel to respond to nuclear and radiological emergencies; now therefore be it

RESOLVED, the Board of Portage County Commissioners does hereby accept this donation in accordance with Resolution No. 13-1010, adopted on October 3, 2013, on behalf of the Portage County Office of Homeland Security and 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 meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

RESOLUTION NO. 19-0940

**- RE: ENTER INTO A MEMORANDUM OF
UNDERSTANDING CONCERNING THE
ACCEPTANCE AND CALIBRATION OF
EQUIPMENT PROVIDED BY THE OHIO
DEPARTMENT OF PUBLIC SAFETY, OHIO
EMERGENCY MANAGEMENT AGENCY AND
THE PORTAGE COUNTY BOARD OF
COMMISSIONERS ON BEHALF OF THE
PORTAGE COUNTY OFFICE OF HOMELAND
SECURITY & EMERGENCY MANAGEMENT**

It was moved by Kathleen Clyde, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, Portage County is within the Fifty Mile Ingestion Pathway Zone (IPZ) of both the Perry Nuclear Power Plant owned by First Energy Corporation in Lake County and the Beaver Valley Power Station, also owned by First Energy Corp., in Beaver County, Pennsylvania.; and

- WHEREAS,** all emergency planning and procedures for both locations are the responsibility of the Ohio EMA Radiological Preparedness Branch and the 10 mile Emergency Planning Zone (EPZ) counties; and
- WHEREAS,** the Ohio EMA Radiological Preparedness Branch annually calibrates and distributes radiological monitoring equipment to the counties within the IPZ; and
- WHEREAS,** the Ohio EMA Radiological Preparedness Branch has updated antiquated equipment and wishes to permanently transfer ownership of four (4) Ludlum 26-3's, ("Radiological Equipment") to Portage County Homeland Security and Emergency Management; and
- WHEREAS,** the Portage County Homeland Security and Emergency Management Director will meet and abide by the terms and conditions set forth associated with acceptance and calibration of such equipment by participating in the Annual Program; now, therefore, be it
- RESOLVED,** the Board of Portage County Commissioners does hereby accept this donation in accordance with Resolution No. 19-0939, adopted on December 19, 2019 on behalf of the Portage County Homeland Security and Emergency Management; and be it further
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into a Memorandum of Agreement accepting four (4) Ludlum 26-3's, CDV-750 charger and Direct Reading Dosimeters ("Equipment") to Portage County Homeland Security and 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 121.00 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Kathleen Clyde, Yea;

RESOLUTION NO. 19-0941

- RE: ENTER INTO AN AGREEMENT BETWEEN THE BOARD OF COMMISSIONERS AND GARLAND/DBS, INC. FOR REPAIR/REPLACEMENT OF THE PORTAGE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES' HAPPY DAY SCHOOL ROOF.

It was moved by Kathleen Clyde, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, the Portage County Board of Developmental Disabilities has established the need for a roof repair/replacement of Happy Day School; and

WHEREAS, the Portage County Board of Developmental Disabilities recommends to the Portage County Board of Commissioners the acceptance of a contractual agreement for the roof repair/replacement through Omnia Partners, Public Sector (dba U.S. Communities) Cooperative Purchasing Alliance; it is hereby

RESOLVED, that the Board of Portage County Commissioners does hereby approve the Agreement with **GARLAND/DBS, INC., 3800 East 91st St., Cleveland OH 44105** to provide services as stipulated in the agreement at the rate not to exceed Eight hundred seventy-eight thousand, four hundred, twenty-two and 00/100 dollars (\$878,422.00); 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 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. 19-0942 - RE: ACCEPTANCE OF DONATIONS TO THE OFFICE OF THE PORTAGE COUNTY DOG WARDEN.

It was moved by Kathleen Clyde, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, the Portage County Dog Warden received a donation from the following for the Spay/ Neuter / Medical fund program:

Name	Address	
Janette D. Hill	3987 St Rt 225 Diamond Oh 44412	\$5
Jerry Jaap	1160 Hudson Rd Kent Oh 44240	\$15
Patricia Akers	50 Dodge St Kent Oh 44240	\$15
Sandra Fargo	6202 Ramona St Atwater Oh 44201	\$10
Carol McCauley	5357 Pioner Tr Mantua Oh 44255	\$50
Michael Cipra	2170 Frost Rd Streetsboro Oh 44241	\$15
Ronald & Nancy Sitko	1311 Shawnee Tr Streetsboro Oh 44241	\$25

Edward & Dorthy Skvarka	776 Randolph Rd Mogadore Oh 44260	\$50
Karen M. Fox	4849 Lovers Ln Ravenna Oh 44266	\$50
Jerry McIntyre	335 E. Central Ave Ravenna Oh 44266	\$20
Joseph Raabe	995 E. Riddle Ave Ravenna Oh 44266	\$20
Cass Mayfield	1314 N. Mantua St Kent Oh 44240	\$10
Christopher Blair	1035 E. Pioneer Tr Aurora Oh 44202	\$25
Sharon Harmon	434 Pratt St Ravenna Oh 44266	\$200
Wayne Rogers	5476 Beechwood Rd Ravenna Oh 44266	\$10
Karen Piwonka	1130 Crackel Rd Aurora Oh 44202	\$50
Phyllis Baker	707 Crain Ave Kent Oh 44240	\$500
Judith Hendershot	2927 Reservoir Dr Mogadore Oh 44266	\$20
Tangela Smith	1477 Suffield Oaks La Mogadore Oh 44260	\$50
Margo Jarvis	1678 Congress Lake Rd Mogadore Oh 44260	\$25
Majorie O'Connor	1349 Brookwood Dr Mogadore 44260	\$10
Rachel Hopkins	609 Woodside Dr Kent Oh 44240	\$40
Joan Troutman	3539 Waterloo Rd Mogadore Oh 44260	\$30
Patrick & Phyllis O'Connor	320 Waterloo Rd Mogadore Oh 44260	\$25
Wendy Hoffert	1171 Eaver St Mogadore Oh 44260	\$35

Name	Address	
Susan Greenwood	P.O. Box 215 Hiram Oh 44234	\$25
Terri Ulrich	1872 Tallmadge Rd Kent Oh 44240	\$10
Marcia Flowers	4374 Laubert Rd Atwater Oh 44201	\$100
Daniel & Linda R Raub	460 Woodview Tr Aurora Oh 44202	\$50
Mary Ann Heiss	3049 Tallmadge Rd Kent Oh 44240	\$100
Linda Mansfield	4107 Lynn Rd Ravenna Oh 44266	\$20
Mary Louise marshall	955 E. Riddle Ave Ravenna Oh 44266	\$50
Marjorie Biro	662 Frost Rd Streetsboro Oh 44241	\$25
Walter Hensley Sr	7183 Trillium Ct Ravenna Oh 44266	\$10
Marie Stankiewicz	7303 Virginia Dr Ravenna Oh 44266	\$15
Patricia J McLoughlin	6492 West Shore Dr Kent Oh 44240	\$10
Janet Strong	925 Orchard Ave Aurora Oh 44202	\$25

Kim Hagan	9549 Bear Hollow Deerfield Oh 44411	\$100
Barbara & Donald Ochinsky	P.O. Box 76 Garrettsville Oh 44231	\$25
Carmella Coia	3271 Dawley Rd Ravenna Oh 44266	\$25
Alan D. Mail	521 Pioneer Ave Kent Oh 44240	\$200
James Doefler	8641 St Rt 43 Streetsboro Oh 44241	\$10
Elizabeth H Siman	P.O. Box 419 Hiram Oh 44234	\$20
Annette & Pam Wenger	P.O. Box 324 Garrettsville Oh 44231	\$5
Dawn Burkholder	305 N. Diamond St Ravenna Oh 44266	\$20
Richard & Jennifer Salzer	3277 Cook Rd Atwater Oh 44201	\$20
Susan Lesueur	957 Edgewater Cir Kent Oh 44240	\$25
Judi Loshark	7420 Virginia Atwater Oh 44201	\$25
Debbie Etling	5762 Goodell Rd Mantua Oh 44255	\$20

; now therefore, be it

RESOLVED, the Board of Portage County Commissioners does hereby accept this donation in accordance with Resolution No. 13-1011, adopted on October 3, 2013, on behalf of the Office of the Portage County Dog Warden; and be it further

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

Roll call vote as follows:

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

RESOLUTION NO. 19-0943 - RE: APPROVING THE SIGNING OF AN AGREED ENTRY IN AN APPROPRIATION ACTION FILED BY THE VILLAGE OF HIRAM FOR A .7178 ACRE PORTION OF LAND

It was moved by Kathleen Clyde, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, the Village of Hiram commenced an appropriation action in the case captioned *Village of Hiram v. John R. Groselle et al.* Portage County

Common Pleas Case Number 2019 CV 640 seeking to appropriate approximately .7178 of an acre of real property; and

WHEREAS, the Portage County Board of Commissioners was named as a party in light of the land being within an agricultural security area pursuant to Board Resolution No. 19-0601, as well as the land being subject to an agricultural easement; now therefore be it

RESOLVED, that based upon all parties being in agreement to a settlement of the above referenced court action, as described in the attached draft copy of the Agreed Judgment Entry and Order, and upon representation of the parties that the removal of the .7178 acre of land from the agricultural security area will not affect the statutory requirement that there be at least 500 acres of land remaining in the agricultural security area, the Board of Portage County Commissioners hereby approves the Agreed Judgment Entry and Order as it pertains to the interests of the Board, and this Board of Portage County Commissioners further authorizes the Portage County Prosecutor's Office to sign said Entry and Order on behalf of the Board; and be it further

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

Roll Call vote as follows:

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

RESOLUTION NO. 19-0944 - RE: APPROVING THE EXECUTION OF A TEMPORARY EASEMENT UPON A .023 ACRE OF LAND (PARCEL 56-T, POR-14-3.65) TO THE CITY OF STREETSBORO FOR THE PURPOSE OF ALLOWING NECESSARY GRADING WORK FOR A ROAD IMPROVEMENT PROJECT

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

WHEREAS, a temporary easement for a small portion of real property owned by the Portage County Board of Commissioners has been requested by the City of Streetsboro to be used during a road improvement project along ST RT 14 in Portage County; and

WHEREAS, Pursuant to R.C. 307.10(C), including its implicit authority, the Board, by resolution adopted by a majority vote, may grant easements to

municipal corporations and other political subdivisions; now therefore be it

RESOLVED, the Portage County Board of Commissioners hereby determines the .023 of an acre of real property referenced as Parcel 056-T, Por-14-3.65 is not presently needed for a public purpose, and pursuant to the request of the City of Streetsboro, is temporarily needed for a public purpose by the City of Streetsboro for a transportation improvement project; and be it further

RESOLVED, the Portage County Board of Commissioners hereby approves the execution of the Temporary Easement regarding Parcel 056-T, Por-14-3.65, and as further described in exhibit "A" attached to the Temporary Easement, to the City of Streetsboro for a period not to exceed 18 months from the commencement of the project; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of the 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;

LPA RB 807-D
Rev. 10/2017

TED
LPA

TEMPORARY EASEMENT

The Board of Portage County Commissioners, the Grantor(s), as a GIFT/DONATION, does grant to the City of Streetsboro, Ohio, the Grantee, the temporary easement(s) to exclusively occupy and use for the purposes mentioned in Exhibit A the following described real estate;

PARCEL(S): 056 - T

POR-14-3.65

SEE EXHIBIT A ATTACHED

Part of Portage County Current Tax Parcel No. 35-068-20-00-073
Prior Instrument Reference: OR Vol.175/Pg.510 & OR Vol.159/Pg.137, Portage County Recorder's Office.

To have and to hold the temporary easement(s), for the aforesaid purposes and for the anticipated period of time described below, unto the Grantee, its successors and assigns.

The duration of the temporary easement(s) granted to the Grantee is 18 months immediately following the date on which the work described above is first commenced by the Grantee, or its duly authorized employees, agents, and contractors.

The temporary easement(s) interest granted is being acquired by Grantee for a public purpose, namely the establishment, construction, reconstruction, widening, repair or maintenance of a public road.

IN WITNESS WHEREOF the Board of Portage County Commissioners by and through Vicki A. Kline as Commissioner - President, Kathleen Clyde as Commissioner - Vice President and Sabrina Christian-Bennett as Commissioner, pursuant to a resolution passed on 12-19-19, have hereunto subscribed their names on the 19 day of Dec, 2019.

BOARD OF PORTAGE COUNTY COMMISSIONERS

By: Vicki A. Kline
Vicki A. Kline
Commissioner - President

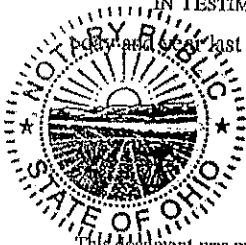
By: Kathleen Clyde
Kathleen Clyde
Commissioner - Vice President

By: Sabrina Christian-Bennett
Sabrina Christian-Bennett
Commissioner

STATE OF OHIO, COUNTY OF Portage ss:

The foregoing instrument was acknowledged before me this 19 day of Dec., 2019, by Vicki A. Kline as Commissioner - President, Kathleen Clyde as Commissioner - Vice President and Sabrina Christian-Bennett as Commissioner of the Board of Portage County Commissioners.

IN TESTIMONY WHEREOF, I have subscribed my name and affixed my official seal on the
day and year last aforesaid.



Amber K. Howe

NOTARY PUBLIC

My Commission expires:

AMBER K. HOWE, Notary Public
State of Ohio

My Commission Expires: 9-19-21

This document was prepared by AECOM on behalf of the City of Streetsboro, Ohio.

EXHIBIT A

LPA RX 887 T

Page 1 of 2

Rev. 07/09

Ver. Date 09/18/2018

PID - 102234

**PARCEL 56-T
POR-14-3.65
TEMPORARY EASEMENT FOR THE PURPOSE OF
PERFORMING THE WORK NECESSARY TO
PERFORM GRADING
FOR 18 MONTHS FROM DATE OF ENTRY BY THE
CITY OF STREETSBORO, PORTAGE COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situate in the State of Ohio, County of Portage, Streetsboro Township, Range 9 West, Township 4 North, Lot 78, Connecticut Western Reserve, City of Streetsboro, and being part of lands conveyed to Portage County Board of Commissioners (hereinafter known as the "Grantor") by Instrument Number _____ of said county records. Being a parcel of land lying on the left side of the Centerline of Right of Way of S.R. 14 as shown on the centerline plat of POR-14-3.65 as recorded in Plat Book _____, Page _____ of the records of Portage County and being further described as follows:

Commencing at the intersection of the Grantor's north property line and the east existing right of way of S.R. 14, 45.00 feet left of S.R. 14 station 95+53.47 and the POINT OF BEGINNING of the easement herein described, witness a 5/8 inch rebar (found) bearing South 57 degrees 28 minutes 56 seconds West, a distance of 1.28 feet;

Thence on the Grantor's north property line and the south property line of lands conveyed to Eunice S. Huffman, as recorded in Deed Book 1027, Page 104, North 53 degrees 58 minutes 15 seconds East, a distance of 25.00 feet to 70.00 feet left of S.R. 14 station 95+53.49;

Thence through the Grantor's lands, South 36 degrees 05 minutes 25 seconds East, a distance of 40.00 feet to the north existing right of way of Laurel Lane, as dedicated in Plat Book 96, Page 16, 70.00 feet left of S.R. 14 station 95+93.49 and 30.00 feet left of Laurel Lane station 10+69.97;

Thence on the north existing right of way of Laurel Lane, South 53 degrees 58 minutes 15 seconds West, a distance of 25.00 feet to the east existing right of way of S.R. 14, 45.00 feet left of S.R. 14 station 95+93.47 and 30.00 feet left of Laurel Lane station 10+44.97;

Thence on the east existing right of way of S.R. 14, North 36 degrees 05 minutes 25 seconds West, a distance of 40.00 feet to the POINT OF BEGINNING, containing a total of 0.023 acres, with 0.000 acres being within the Present Roadway Occupied (P.R.O), and is contained within Portage County Auditor's Parcel Number 35-068-20-00-073-000.

The bearings for this description are based on Grid North, of the Ohio State Plane Coordinate System, North Zone, NAD83(2011), established by using the Ohio Department of Transportation's Virtual Reference System (VRS) as part of a Global Positioning System (GPS) survey.

LPA RX 887 T

EXHIBIT A

Page 2 of 2
Rev. 07/09

This description was prepared and reviewed under the supervision of Steven L. Mullaney, Professional Surveyor No. 7900, from a survey conducted in April, 2017.

Glaus, Pyle, Schomer, Burns & DeHaven, Inc.
Dba GPD Group

Steven L. Mullaney, P.S. Date
Professional Surveyor No. 7900

RESOLUTION NO. 19-0945

RE: APPROVING THE SIGNING OF THE
DONATION LETTER SUBMITTED ON
BEHALF OF THE CITY OF STREETSBORO
FOR A TRANSPORTATION IMPROVEMENT
PROJECT AND APPROVING THE
EXECUTION OF A QUIT CLAIM DEED
REGARDING THE TRANSFER OF .052
ACRE OF LAND TO THE CITY OF
STREETSBORO FOR A PUBLIC PURPOSE
OF A ROAD IMPROVEMENT.

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

- WHEREAS,** a small portion of real property presently owned by the Portage County Board of commissioners and encumbered by a highway easement has been requested by the City of Streetsboro to be donated for a highway road improvement along ST RT 14 in Portage County; and
- WHEREAS,** Pursuant to R.C. 307.10(B), the Board, by resolution, may transfer real property in fee simple belonging to the county and not needed for public use to a municipal corporation for public purposes, and upon terms and in a manner the Board determines is in the best interests of the county, without advertising for bids, and the Board shall execute a deed when such transfer is approved; now therefore be it
- RESOLVED,** the Portage County Board of Commissioners hereby determines that the .052 acre of real property referenced as Parcel 021-WD, Por-14-3.65 is not needed for a public purpose, and pursuant to the request of the City of Streetsboro, is needed for a public purpose by the City of Streetsboro for a transportation improvement project; and be it further
- RESOLVED,** the Portage County Board of Commissioners hereby approves the signing of the Letter Agreement transferring to the City of Streetsboro the real property described as Exhibit "A" attached to the Donation Letter; and be it further
- RESOLVED,** the Portage County Board of Commissioners hereby approves the execution of the Quit Claim Deed transferring the real property referenced as Parcel 021-WD, Por-14-3.65 to the City of Streetsboro; 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 the 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;



LPA
Rev. 01/2010

DONATION LETTER

10/1/2019

Portage County Board of Commissioners
c/o Michael A. Marozzi, County Engineer
5000 Newton Falls Rd.
Ravenna, OH 44266

Re: POR-14-3.65
021-WD
102234

Dear Property Owner(s):

Your real property is needed by the City of Streetsboro, Ohio for a transportation improvement project. As such, you are hereby advised that you have the right to have your property appraised by a competent appraiser and you have the right to accompany the appraiser on the inspection of your property. You have the right to be provided a written offer for the full amount of the fair market value as determined by the agency based upon the appraisal. You have the right to negotiate with the agency and if an acceptable agreement cannot be reached, the right to have the value determined by a court of law. You also have the right to be paid the full amount of the fair market value before being required to surrender possession of your property. Notwithstanding these rights, we understand you are willing to waive all, or any part of your rights noted and willingly agree to donate the property needed for the transportation project. The property is described in the attached Exhibit A which is incorporated herein.

Please be advised that if you desire to use the donation for a tax deduction, you should seek advice from the Internal Revenue Service or a tax expert regarding the current rules for appraisal valuation.

The Portage County Board of Commissioners wishes to donate to the City of Streetsboro, Ohio parcel 021 - WD. The legal description for this parcel is attached hereto as "Exhibit A".

[SIGNATURES ARE ON THE FOLLOWING PAGE.]

AECOM
864 White Pond Drive
Akron, Ohio 44320-1100
Tel: 330.836.9111
Fax: 330.836.9115
www.AECOM.com



The undersigned hereby acknowledges that he/she has been fully advised by a City of Streetsboro, Ohio representative of his/her rights reflected above and agrees to: (1) Waive the right to receive just compensation for the property, (2) Release the City of Streetsboro, Ohio from obtaining an appraisal of the acquired property and (3) Execute the necessary conveyance instrument to transfer said property to the City of Streetsboro, Ohio.

Respectfully,

Cliff Durham
Realty Specialist
Agent of AECOM
(330) 800-2739

PORTAGE COUNTY BOARD OF COMMISSIONERS

By:		<u>12/19/19</u>
	Vicki A. Kline Commissioner - President	Date
By:		<u>12/19/19</u>
	Kathleen Clyde Commissioner - Vice President	Date
By:		<u>12/19/19</u>
	Sabrina Christian-Bennett Commissioner	Date

PLAN LETTER ATTACHMENT

POR-14-3.65
Parcel 021 - WD

Date of Offer: October 1, 2019

To avoid any misunderstanding as to the work to be done, you are being furnished this plan letter attachment and a print of the right of way plan sheets applicable to your parcel and associated construction plan sheets, if applicable. The following explains the type of acquisition and what to look for on the plans provided. Changes to the plan required by engineering revisions or as agreed to in negotiations will be documented in writing by the City of Streetsboro, Ohio or its representatives.

This project involves the improvement of 1.66 miles of SR-14 from Portage Points Drive to Diagonal Road with road widening and resurfacing, as well as drainage and safety improvements.

The real property needed for the POR-14-3.65 project requires the acquisition of only a part of your property. The agency needs to acquire from you parcel 021 - WD. The acquisition is further explained as follows.

Parcel 021 - WD

WD is defined as Warranty Deed with Reservation of Access and this modifier is used to acquire title where limitation of access is of no consequence. This means that the residue property still has access to the road or highway. This area is being purchased in the name of the City of Streetsboro, Ohio. The WD area needed for this project is highlighted in orange on the right of way Plan Sheets (pgs. 23/52 - 24/52). The WD area needed contains 0.052 acres as found on the Summary Sheet (pg. 11/52).

The 0.052 acre take-area is identified as Present Road Occupied, or P.R.O. This is an area already encumbered by an existing highway easement and is highlighted in orange. For this acquisition area, the remaining rights are being purchased by the City of Streetsboro. This area spans the full length of the southern property line and stretches from this property line to the existing Standard Highway Easement (SH) line.

Construction

Construction is scheduled to begin in the spring of 2021 and end in early fall of 2022.

Maintenance of Traffic

A minimum of one ten foot lane in each direction shall be maintained on the existing pavement or completed pavement during construction of the work.

Drives

The existing drive (DR-19) will be reconstructed to meet the proposed edge of pavement and will be replaced in kind.

Structures, Improvements and Tenant-Owned Improvements

None

LPA Plan Letter Attachment
CRS: FOR-14-3.65
Parcel Number: 021 - WD
Page 2 of 2

New Pavement/Grade/Swale

There will be no significant change to the grade/elevation of State Route 14 adjacent to the property. However, the following changes will occur: A curb will be applied to the reconstructed SR-14 adjacent to the property. The proposed edge of pavement of SR-14 will be reconstructed approximately 3-4' closer to the property for the full length of the property. At Station 48+00.00 left of the centerline of construction, the land adjacent to the roadway will receive fill and an 11:1 graded slope away from the roadway. At Station 48+50.00 left, the land adjacent to the roadway will receive fill and a 22:1 graded slope away from the roadway. At Station 49+00.00 left, the land adjacent to the roadway will receive fill and a 13:1 graded slope away from the roadway.

Drainage

The following changes will occur to the drainage facilities adjacent to the property: A catch basin will be constructed at Station 48+55.00, 20.00' left and 48+50.00, 43.00' left. A 24' (approx.) long, 12" diameter pipe will be installed connecting the aforementioned catch basins.

Items that will have to be moved or destroyed

None

Field Tiles

The City of Streetsboro, Ohio has made every effort to locate field tiles within the limits of the new right of way and to provide outlets for these tiles. However, since field tiles are underground installations, with their location difficult to establish, we do not guarantee that every tile has been located. For this reason, it is requested that you advise us of the location of any tile omitted from the plans. By doing this, you will be assured that provisions will be made on the plans for a re-connection if it is destroyed during construction.

Gas, Oil and/or Water Lines

We would appreciate being advised as to the location and ownership of any gas, water, or oil lines which might not appear on the plans.

Sanitary Sewage Outlets

State and County health laws do not permit sanitary sewage to outlet into road side drainage systems.

Encroachments

Encroachments are privately-owned items that occupy public right of way without permission. Private owners are responsible for removing their encroachment items from the right of way as soon as possible. If left in place, encroachments are subject to removal by the City of Streetsboro, Ohio with the cost for that work charged to the owner. (Ohio revised Code, Section 5515 and 5589)

Miscellaneous

Please be advised that after this acquisition is completed, no improvements, including fencing, may be placed in the new permanent right of way without a written permit from the City of Streetsboro, Ohio.

EXHIBIT A

LPA RX 851 WD

Page 1 of 2

Rev. 06/09

Ver. Date 04/03/2018

PTD 102234

PARCEL 21-WD

POR-14-3.65

**ALL RIGHT, TITLE AND INTEREST IN FEE SIMPLE
IN THE FOLLOWING DESCRIBED PROPERTY
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS
IN THE NAME AND FOR THE USE OF THE
CITY OF STREETSBORO, PORTAGE COUNTY, OHIO**

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situate in the State of Ohio, County of Portage, Streetsboro Township, Range 9 West, Township 4 North, Lot 57, Connecticut Western Reserve, City of Streetsboro, and being part of lands conveyed to Portage County Board of Commissioners (hereinafter known as the "Grantor") by Deed Book 755, Page 463 of said county records. Being a parcel of land lying on the left side of the Centerline of Right of Way of S.R. 14 as shown on the centerline plat of POR-14-3.65 as recorded in Plat Book _____, Page _____ of the records of Portage County and being further described as follows:

Commencing at a mag nail (set) at the intersection of the centerline of right of way of S.R. 14, the west line of Lot 57, the east line of Lot 56, at S.R. 14 station 28+78.65;

Thence on the centerline of right of way of S.R. 14, South 58 degrees 59 minutes 25 seconds East, a distance of 896.98 feet to the south line of lands conveyed to KM Properties of Ohio, LLC, an Ohio Limited Liability Company, as recorded in Instrument Number 201616098 and the north line of lands conveyed to All County Investments, Ltd., as recorded in Instrument Number 200401668, 0.29 feet left of S.R. 14 station 37+75.63, leaving the centerline of right of way of S.R. 14 at a distance of 796.93 feet;

Thence Southeasterly, on the arc of a curve deflecting to the right, an arc distance of 535.84 feet, having a central angle of 10 degrees 43 minutes 00 seconds, a radius of 2864.83 feet, and a chord that bears South 53 degrees 37 minutes 55 seconds East, a distance of 535.06 feet to the south property line of lands conveyed to Damicone Streetsboro, LLC, as recorded in Instrument Number 201719849 and the north property line of lands conveyed to Matt Investments, L.L.C., an Ohio Limited Liability Company, as recorded in Instrument Number 200531610, 0.29 feet left of S.R. 14 station 43+11.37;

Thence on the south property line of said Damicone Streetsboro, LLC lands, the north property line of said Matt Investments, L.L.C. lands and the centerline of right of way of S.R. 14, South 48 degrees 16 minutes 25 seconds East, a distance of 633.09 feet to the Grantor's southwest corner and the southeast corner of lands conveyed to The Lorandy Group, LLC, an Ohio Limited Liability Company, as recorded

EXHIBIT A

LPA RX 851 WD

Page 2 of 2

Rev. 06/09

In Instrument Number 201610437, at S.R. 14 station 49+44.45 and the **POINT OF BEGINNING** of the parcel herein described;

Thence on the Grantor's west property line and the east property line of said Lorandy Group, LLC lands, North 41 degrees 45 minutes 29 seconds East, a distance of 50.00 feet to a 5/8 inch rebar (set), with cap stamped "GPD", on the north existing right of way of S.R. 14, 50.00 feet left of S.R. 14 station 49+44.48;

Thence through the Grantor's lands on the north existing right of way of S.R. 14, South 48 degrees 16 minutes 25 seconds East, a distance of 44.93 feet to a 5/8 inch rebar (set), with cap stamped "GPD", on the Grantor's east property line and the west property line of lands conveyed to Wayne Weingart, as recorded in Instrument Number 201619726, 50.00 feet left of S.R. 14 station 49+89.41;

Thence on the Grantor's east property line and the west property line of said Weingart lands, South 41 degrees 45 minutes 29 seconds West, a distance of 50.00 feet to the Grantor's southeast corner and the southwest corner of said Weingart lands, at S.R. 14 station 49+89.38;

Thence on the Grantor's south property line and the centerline of right of way of S.R. 14, North 48 degrees 16 minutes 25 seconds West, a distance of 44.93 feet to the **POINT OF BEGINNING**, containing a total of 0.052 acres, with 0.052 acres being within the Present Roadway Occupied (P.R.O), and is contained within Portage County Auditor's Parcel Number 35-057-00-00-040-00.

The bearings for this description are based on Grid North, of the Ohio State Plane Coordinate System, North Zone, NAD83(2011), established by using the Ohio Department of Transportation's Virtual Reference System (VRS) as part of a Global Positioning System (GPS) survey.

This description was prepared and reviewed under the supervision of Steven L. Mullaney, Professional Surveyor No. 7900, from a survey conducted in April, 2017.

Glaus, Pyle, Schomer, Burns & DeHaven, Inc.
Dba GPD Group

Steven L. Mullaney, P.S.
Professional Surveyor No. 7900

Date

**QUIT-CLAIM DEED
R.C. 5302.11**

The Portage County Board of Commissioners, the Grantor, to the City of Streetsboro, Ohio, the Grantee, conveys the following described real estate:

PARCEL(S): 021-WD

POR-14-3.65

SEE EXHIBIT A ATTACHED

Part of Portage County Current Tax Parcel No. 35-057-00-00-040-000.

Prior Instrument Reference: D.V. 755/Pg. 463, Portage County Recorder's Office.

SUBJECT TO all easements, conditions, restrictions, encumbrances of record and zoning.

The above parcel is being conveyed to Grantee for a public purpose, namely the establishment, construction, reconstruction, widening, repair or maintenance of a public road. In the event that the Grantee does not proceed with and complete the subject road improvement project within five years of the execution of this deed, said property shall revert back to the Portage County Board of Commissioners.

EXECUTED THIS 19 DAY OF Dec, 2019.

GRANTOR(S):

Vicki A. Kline
Commissioner Vicki Kline

Sabrina Christian-Bennett
Commissioner Sabrina Christian-Bennett

K. Clyde
Commissioner Kathleen Clyde

STATE OF OHIO
COUNTY OF PORTAGE

The foregoing instrument was acknowledged before me this 19 day of December, 2019 by: Vicki Kline; Kathleen Clyde; Sabrina Christian-Bennett the duly qualified Board of Portage County Commissioners, Portage County, Ohio, the Grantors, who acknowledged that they did sign the foregoing instrument.



Portage County Prosecutor's Office
241 South Chestnut Street
Ravenna, Ohio 44266

Amber K. Howe
NOTARY PUBLIC
AMBER K. HOWE, Notary Public
State of Ohio
My Commission Expires: 9-19-21

EXHIBIT A

LPA RX 851 WD

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Rev. 06/09

Ver. Date 04/03/2018

FID 102234

**PARCEL 21-WD
POR-14-3.65
ALL RIGHT, TITLE AND INTEREST IN FEE SIMPLE
IN THE FOLLOWING DESCRIBED PROPERTY
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS
IN THE NAME AND FOR THE USE OF THE
CITY OF STREETSBORO, PORTAGE COUNTY, OHIO**

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situate in the State of Ohio, County of Portage, Streetsboro Township, Range 9 West, Township 4 North, Lot 57, Connecticut Western Reserve, City of Streetsboro, and being part of lands conveyed to Portage County Board of Commissioners (hereinafter known as the "Grantor") by Deed Book 755, Page 463 of said county records. Being a parcel of land lying on the left side of the Centerline of Right of Way of S.R. 14 as shown on the centerline plat of POR-14-3.65 as recorded in Plat Book _____, Page _____ of the records of Portage County and being further described as follows:

Commencing at a magnet (set) at the intersection of the centerline of right of way of S.R. 14, the west line of Lot 57, the east line of Lot 56, at S.R. 14 station 28+78.65;

Thence on the centerline of right of way of S.R. 14, South 58 degrees 59 minutes 25 seconds East, a distance of 896.98 feet to the south line of lands conveyed to KM Properties of Ohio, LLC, an Ohio Limited Liability Company, as recorded in Instrument Number 201616098 and the north line of lands conveyed to All County Investments, Ltd., as recorded in Instrument Number 200401668, 0.29 feet left of S.R. 14 station 37+75.63, leaving the centerline of right of way of S.R. 14 at a distance of 796.93 feet;

Thence Southeasterly, on the arc of a curve deflecting to the right, an arc distance of 535.84 feet, having a central angle of 10 degrees 43 minutes 00 seconds, a radius of 2864.83 feet, and a chord that bears South 53 degrees 37 minutes 55 seconds East, a distance of 535.06 feet to the south property line of lands conveyed to Damicone Streetsboro, LLC, as recorded in Instrument Number 201719849 and the north property line of lands conveyed to Matt Investments, L.L.C., an Ohio Limited Liability Company, as recorded in Instrument Number 200531610, 0.29 feet left of S.R. 14 station 43+11.37;

Thence on the south property line of said Damicone Streetsboro, LLC lands, the north property line of said Matt Investments, L.L.C. lands and the centerline of right of way of S.R. 14, South 48 degrees 16 minutes 25 seconds East, a distance of 633.09 feet to the Grantor's southwest corner and the southeast corner of lands conveyed to The Lorandy Group, LLC, an Ohio Limited Liability Company, as recorded

EXHIBIT A

LPA RX 851 WD

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Rev. 06/09

in Instrument Number 201610437, at S.R. 14 station 49+44.45 and the **POINT OF BEGINNING** of the parcel herein described;

Thence on the Grantor's west property line and the east property line of said Lorandy Group, LLC lands, **North 41 degrees 45 minutes 29 seconds East**, a distance of **50.00 feet** to a 5/8 inch rebar (set), with cap stamped "GPD", on the north existing right of way of S.R. 14, 50.00 feet left of S.R. 14 station 49+44.48;

Thence through the Grantor's lands on the north existing right of way of S.R. 14, **South 48 degrees 16 minutes 25 seconds East**, a distance of **44.93 feet** to a 5/8 inch rebar (set), with cap stamped "GPD", on the Grantor's east property line and the west property line of lands conveyed to Wayne Weingart, as recorded in Instrument Number 201619726, 50.00 feet left of S.R. 14 station 49+89.41;

Thence on the Grantor's east property line and the west property line of said Weingart lands, **South 41 degrees 45 minutes 29 seconds West**, a distance of **50.00 feet** to the Grantor's southeast corner and the southwest corner of said Weingart lands, at S.R. 14 station 49+89.38;

Thence on the Grantor's south property line and the centerline of right of way of S.R. 14, **North 48 degrees 16 minutes 25 seconds West**, a distance of **44.93 feet** to the **POINT OF BEGINNING**, containing a total of 0.052 acres, with 0.052 acres being within the Present Roadway Occupied (P.R.O), and is contained within Portage County Auditor's Parcel Number 35-057-00-00-040-00,

The bearings for this description are based on Grid North, of the Ohio State Plane Coordinate System, North Zone, NAD83(2011), established by using the Ohio Department of Transportation's Virtual Reference System (VRS) as part of a Global Positioning System (GPS) survey.

This description was prepared and reviewed under the supervision of Steven L. Mullaney, Professional Surveyor No. 7900, from a survey conducted in April, 2017.

Glaus, Pyle, Schomer, Burns & DeHaven, Inc.
Dba GPD Group

Steven L. Mullaney, P.S.
Professional Surveyor No. 7900

Date

RESOLUTION NO. 19-0946

**RE: TRANSFER FROM 0002 GENERAL FUND,
TO FUND 1310 MHRB**

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

WHEREAS, the Portage County Board of Commissioners pledged to use money from the January, 2016 Portage County Sales and Use Tax to support criminal and administrative justice services including but not limited to making payments to any public agency or a private, non-profit agency, for the purpose(s) of diversion, adjudication, detention or rehabilitation of adult or juvenile drug-related offenders; and

WHEREAS, the Portage County Board of Commissioners having reviewed submitted proposals included \$291,340.93 to provide an appropriate number of case managers who shall deploy to Portage County's 12 school districts during the 2019-2020 school year; now therefore be it;

RESOLVED, that the following transfer be made in the amount of \$ 291,340.93:

Debit: FUND 0002, GENERAL FUND

ORGCODE- 20100009 910000 – Transfer Out \$291,340.93

Credit: FUND 1310 MHRB

ORGCODE – 13109042 280000 – Transfer In \$291,340.93

;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; and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

JOURNAL ENTRY

December 19, 2019

Commissioners

1. The Board of Commissioners acknowledged the receipt of the Portage County Investment Portfolio Report for November 2019 as presented by the Portage County Treasurer.

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 November 2019, as presented by the Portage County Sheriff's Department.
3. The Board of Commissioners acknowledged the receipt of the Portage County Investment Reconciliation for the Month of November 2019, received on December 12, 2019 as presented by the County Auditor and County Treasurer.
4. The Board of Commissioners received the December 11, 2019 Amended Certificate of Estimated Resources for the year beginning January 1, 2019 as submitted by the Portage County Budget Commission.
5. The Board of Commissioners acknowledged receipt of the December 13, 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 authorizes the Portage County Department of Water Resources to move forward with the work for the Field Service Proposal in the amount of \$7,275 as submitted by Dynamic Air on November 22, 2019. The proposal is for work to be completed at the Streetsboro Wastewater Treatment Plant Silo which is part of the Dryer Unit Operation.

Human Resources

7. The Board of Commissioners approved the new job description for a Laboratory/IPP Coordinator at Portage County Water Resources Department, presented by Laura Weber, Water Resources Deputy Director, and Janet Kovick, Human Resources Director.
8. The Board of Commissioners signed the Personnel Requisition authorizing the seven-day internal posting of the full-time Laboratory/IPP Coordinator for the Portage County Water Resources Department with external posting if no internal appointment is made, presented by Janet Kovick, Human Resources Director.
9. The Board of Commissioners signed Personnel Action Form for a professional development wage increase for Joseph Townsend, Treatment Plant Operator I, for Portage County Water Resources, effective December 16, 2019, for receiving his Treatment Plant Operator II License. This qualifies him for the Treatment Plant Operator II title, presented by Laura Weber, Water Resources Deputy Director, and Janet Kovick, Human Resources Director.
10. The Board of Commissioners approved the revised job description for the Children Services Legal Specialist position for Portage County Job & Family Services, within the Children Services Division, as presented by Kellijo Jeffries, JFS Director, and Janet Kovick, Human Resources Director.

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

- WHEREAS, Ohio Revised Code (ORC) 5705.38 (A) stipulates that the taxing authority for the County (the Portage County Board of Commissioners) shall approve annual appropriation (budgets) measures on or about the first day of each year, and
- WHEREAS, ORC 5705.38 (C) states that "Appropriation measures shall be classified so as to set forth separately the amounts appropriated for each office, department, and division, and, within each, the amount appropriated for personal services.", now therefore be it
- RESOLVED, that the Portage County Board of Commissioners authorizes the annual appropriation measure for the General Fund for Fiscal Year 2019 beginning on January 1, 2020 and concluding on December 31, 2020, and be it further
- RESOLVED, that elected officials and department directors having management control over funds, departments, sub departments and other chart of account elements are hereby authorized to draw warrants against the annual appropriations; and be it further
- RESOLVED, that all requests for Capital Expenditures as defined in Sections 5705.38 and 5705.39 of the ORC shall require the approval of the County Board of Commissioners; and be it further
- RESOLVED,** that the Fiscal Year 2020 General Fund annual appropriation measure is enumerated below,

Department	
001	693,312
3	468,437
4	210,875
5	14,000
6	0
7	0
010	6,513,140
3	0
4	3,169,400
7	2,431,000
9	912,740

012	123,671
4	123,671
6	0
014	0
3	0
4	0
5	0
6	0
016	2,581,354
3	657,611
4	1,744,810
5	178,933
6	0
9	0
017	115,267
3	107,267
4	1,850
5	6,150
6	0
018	175,856
3	134,230
4	23,060
5	18,566
020	591,351
3	551,301
4	16,050
5	24,000
6	0
030	1,842,240
4	1,842,240
100	817,753
3	740,534
4	54,404
5	22,815
6	0
200	486,132
3	380,632
4	99,200
5	6,300
300	2,959,214
3	2,716,591
4	182,868
5	59,755

6	0
9	0
400	295,221
3	280,272
4	6,524
5	7,778
9	647
500	2,696,684
3	2,351,877
4	222,371
5	122,436
6	0
510	120,000
4	120,000
520	1,326,035
3	1,184,722
4	121,313
5	20,000
9	0
530	1,100,995
3	979,745
4	85,410
5	35,840
6	0
9	0
540	4,497
3	4,005
4	492
550	792,290
3	701,040
4	51,750
5	39,500
6	0
560	968,221
3	901,436
4	47,285
5	19,500
570	1,470,349
3	1,145,524
4	254,325
5	46,500
6	24,000
580	462,675

3	426,325
4	30,250
5	6,100
590	1,279,174
3	1,152,487
4	67,000
5	53,687
6	6,000
600	472,164
3	301,479
4	157,485
5	13,200
700	15,453,908
3	12,630,583
4	2,022,825
5	790,500
6	0
9	10,000
800	226,641
3	194,341
4	3,200
5	29,100
902	1,799,601
3	1,103,601
4	467,000
5	149,000
6	80,000
903	813,868
3	495,118
4	278,600
5	40,150
913	65,288
3	59,856
4	4,682
5	750
915	1,173,404
3	644,516
4	508,638
5	20,250
6	0
920	1,093,636
3	975,086
4	107,150

5	11,400
9	0
930	15,000
4	7,500
5	7,500
(blank)	
Grand Total	48,528,941

20104	70,000
20109	4,250,000
25903	162,545
27003	704,747

;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 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 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. 19-0948**RE: NON-GENERAL FUNDS FISCAL YEAR
2020 ANNUAL APPROPRIATION
MEASURE**

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

WHEREAS, Ohio Revised Code (ORC) 5705.38 (A) stipulates that the taxing authority for the County (the Portage County Board of Commissioners) shall approve annual appropriation (budgets) measures on or about the first day of each year, and

WHEREAS, ORC 5705.38 (C) states that "Appropriation measures shall be classified so as to set forth separately the amounts appropriated for each office, department, and division, and, within each, the amount appropriated for personal services.", now therefore be it

RESOLVED, that elected officials and department directors having management control over funds, departments, sub departments and other chart of account elements are hereby authorized to draw warrants against appropriations; and be it further

RESOLVED, that all requests for Capital Expenditures as defined in Sections 5705.38 and 5705.39 of the Ohio Revised Code shall require the approval of the County Board of Commissioners; and be it further

RESOLVED, by the Board of County Commissioners of Portage County, Ohio that to provide for the current expenses and other expenditures of said County, during Fiscal 2020, beginning January 1, 2020 and ending December 31, 2020, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year, **AS PROVIDED IN THE FOLLOWING ENUMERATION BEGINNING WITH FUND 1000 (RECORDER EQUIPMENT) AND ENDING WITH FUND 8201 (RODMAN DET HOME BEQUEST (WILL));**

1000	225,345
3	17,098
4	151,249
5	56,998
6	0
9	0
1001	1,062,229
3	659,400
4	30,600
5	15,229
6	0
7	357,000
9	0

1003	1,438,304
3	747,889
4	507,090
5	183,300
6	0
7	25
1004	503,462
3	124,212
4	377,250
5	2,000
6	0
7	0
1005	230,399
3	225,399
4	0
5	5,000
6	0
1006	126,575
3	49,875
4	38,700
5	23,000
6	15,000
1007	6,321
4	6,321
5	0
6	0
1008	46,009
3	18,517
4	20,992
5	6,500
6	0
7	0
1009	32,350
4	16,100
5	4,000
6	12,000
7	250
9	0
1010	344,407
3	170,734
4	138,075
5	23,585
6	12,013

1011	11,000
3	0
4	6,100
5	4,900
6	0
7	0
1012	24,237
3	24,237
4	0
1014	42,017
4	5,000
5	27,017
6	10,000
1015	0
3	0
4	0
1016	25,130
3	25,130
4	0
1018	10,000
4	10,000
1019	26,187
3	17,437
4	8,500
7	250
1026	613,064
3	45,181
4	0
5	5,000
6	0
9	562,883
1027	103,127
3	103,127
1028	11,000
3	11,000
1029	5,000
3	5,000
1030	4,000
4	3,000
5	1,000
6	0
1031	10,000
4	5,000

5	5,000
1081	492,479
3	79,500
4	19,300
5	393,679
1091	0
4	0
5	0
6	0
1100	226,020
3	119,020
4	83,000
5	24,000
6	0
9	0
1101	8,530
3	3,530
4	3,000
5	2,000
1102	29,320
3	18,300
4	4,820
5	6,200
9	0
1103	0
3	0
4	0
1105	13,000
3	12,150
5	850
9	0
1107	19,530
4	0
5	0
6	19,530
1109	33,240
3	10,240
4	18,000
5	5,000
1112	403,635
3	114,435
4	59,200
5	210,000

6	20,000
9	0
1113	121,300
3	121,300
1114	361,000
3	60,000
4	261,000
5	20,000
6	20,000
9	0
1120	0
4	0
6	0
7	0
1121	313,017
3	301,817
4	8,000
5	2,000
6	0
7	1,100
9	100
1122	511,672
3	393,786
4	98,212
5	19,674
9	0
1126	100,104
3	84,604
4	5,000
5	10,500
1129	40,000
4	40,000
1149	508,800
3	442,300
4	60,500
5	6,000
1150	5,650
4	3,000
5	1,650
6	1,000
1159	3,298
4	2,500
5	798

9	0
1160	110,100
4	99,100
5	11,000
6	0
9	0
1165	0
5	0
6	0
9	0
1166	304,150
3	251,300
4	42,850
5	10,000
6	0
9	0
1167	0
9	0
1170	17,200
3	5,300
4	6,900
5	5,000
1201	8,491,857
3	4,664,647
4	481,270
5	1,986,438
6	965,000
7	23,479
8	105,123
9	265,900
1202	120
4	120
7	0
1203	104
4	104
7	0
1204	160
4	160
7	0
1205	194
4	194
7	0
1206	150

4	150
7	0
1207	218
4	218
7	0
1208	0
4	0
7	0
1209	0
4	0
7	0
1210	38,714
4	38,714
9	0
1251	473,500
4	473,500
6	0
9	0
1265	0
4	0
9	0
1266	30,500
4	30,500
1267	0
4	0
1271	15,775
4	12,275
8	3,500
1272	1,844
4	1,344
8	500
9	0
1273	200
4	200
8	0
1274	25,750
4	11,000
8	14,750
1275	70,262
4	19,147
7	1,115
8	50,000
1301	22,000

4	22,000
5	0
1310	7,984,932
3	516,703
4	7,462,381
5	5,848
6	0
7	0
9	0
1320	125,000
4	125,000
1321	50,000
4	50,000
1322	0
4	0
1330	551,658
3	432,238
4	72,100
5	47,200
6	0
7	120
8	0
9	0
1340	17,936,145
3	7,782,255
4	9,327,120
5	203,000
6	100,000
7	21,000
9	502,770
1343	20,000
3	20,000
4	0
5	0
9	0
1390	0
3	0
4	0
5	0
6	0
9	0
1401	41,000
4	32,000

5	3,000
6	6,000
9	0
1410	14,219,917
3	10,839,500
4	3,062,766
5	77,600
6	25,000
7	2,000
9	213,051
1412	256,783
4	256,783
9	0
1413	1,069,300
3	0
4	477,512
5	0
6	0
7	0
9	591,788
1414	2,714,298
3	1,846,400
4	621,048
5	1,800
6	0
7	50
9	245,000
1415	8,797,104
3	0
4	6,885,167
5	10,500
6	5,000
7	100
9	1,896,337
1416	0
7	0
1480	129,704
3	114,028
4	15,676
9	0
1481	455,701
3	445,516
4	10,185

9	0
3011	22,574
8	22,574
3012	195,958
8	195,958
3013	860,234
8	860,234
3014	9,215
8	9,215
3015	0
8	0
3016	292,725
8	292,725
3017	562,073
8	562,073
3113	0
8	0
9	0
3114	22,200
8	22,200
9	0
3115	146
8	146
9	0
3141	0
8	0
9	0
3142	4,428
8	4,428
9	0
3170	0
8	0
3213	94
8	94
3214	6,223
8	6,223
9	0
3215	32,845
8	32,845
4012	0
4	0
8	0
4017	0

4	0
6	0
9	0
4101	602,500
4	60,000
5	0
6	542,500
4237	0
4	0
6	0
7	0
9	0
4238	237,795
4	137,795
6	100,000
9	0
4244	0
4	0
6	0
9	0
4246	0
4	0
6	0
9	0
4247	247,364
4	0
6	247,364
4248	805,000
4	14,000
6	791,000
9	0
4249	0
4	0
6	0
9	0
4250	0
4	0
6	0
9	0
5200	11,854,921
3	2,120,009
4	2,409,504
5	828,144

6	3,493,464
7	98,800
8	0
9	2,905,000
5211	56,781
8	56,781
5212	190,644
8	190,644
5214	326,307
8	326,307
5215	108,841
8	108,841
5216	65,185
8	65,185
5217	37,575
8	37,575
5218	22,862
8	22,862
5241	0
8	0
5244	24,422
8	24,422
5245	460,762
8	460,762
5246	23,217
8	23,217
5270	23,052
8	23,052
5275	22,500
8	22,500
5276	0
8	0
5278	15,000
8	15,000
5279	6,981
8	6,981
5280	5,000
8	5,000
5322	
6	
5400	6,955,309
3	926,515
4	2,145,782

5	627,362
6	2,285,650
7	33,500
8	0
9	936,500
5401	0
8	0
5413	41,820
8	41,820
5415	106,969
8	106,969
5600	6,029,011
3	1,072,350
4	1,354,183
5	505,987
6	1,562,991
7	23,500
9	1,510,000
5601	0
8	0
5642	708,972
8	708,972
5671	2,596
8	2,596
5674	0
8	0
5675	8,503
8	8,503
5676	5,000
8	5,000
5800	0
4	0
7	0
8	0
9	0
6100	348,733
3	122,103
4	225,630
5	0
7	1,000
6200	25,460
3	6,460
4	16,000

5	3,000
6	0
9	0
6800	1,245,464
3	16,149
4	1,229,115
5	200
7	0
9	0
7000	1,491,871
3	220,954
4	1,196,555
5	74,000
6	0
7	362
9	0
7001	61,376
3	32,124
4	3,360
5	25,892
6	0
7002	150,000
4	90,000
5	60,000
9	0
7040	213,398
3	192,203
4	8,400
5	12,795
6	0
7	0
9	0
7101	12,007,524
3	136,291
4	1,164,753
5	5,180
7	1,300
9	10,700,000
7102	720,500
4	720,500
7	0
9	0
7201	1,054,059

9	1,054,059
7215	0
7	0
9	0
7216	29,143
9	29,143
7217	5,000
7	0
9	5,000
7218	0
7	0
9	0
7219	35,000
7	0
9	35,000
7220	5,000
7	0
9	5,000
7221	30,000
9	30,000
7222	50,000
7	0
9	50,000
7223	30,000
7	0
9	30,000
7224	50,000
7	0
9	50,000
7225	30,000
9	30,000
7226	175,000
9	175,000
7227	100,000
3	0
4	0
5	0
9	100,000
7228	487,500
3	100,000
4	65,000
5	22,500
9	300,000

8100	0
9	0
8101	195,100
4	0
7	195,000
9	100
8104	35,000
4	14,500
5	11,000
6	9,500
7	0
8105	5,000
4	1,000
5	4,000
7	0
8106	1,600
4	600
5	1,000
8107	3,000
4	3,000
8200	0
5	0
8201	0
4	0
5	0
7229	655,000
3	140,000
4	500,000
5	15,000

;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 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 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. 19-0949 - RE: TRANSFER FROM FUND 0001, GENERAL
FUND TO FUND 1480, VAWA**

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

WHEREAS, fund 1480 is in need of a transfer from the general fund to cover expenses not covered by the grant; now therefore be it;

RESOLVED, that the following cash advance be made,

Debit:

FUND 0001, GENERAL FUND

ORGCODE- 00100009 910000 \$7,100.00

Credit:

FUND 1480 VAWA

ORGCODE - 14803002 280000 9A588 \$7,100.00

and be it further

RESOLVED, the advance will be repaid to the General Fund when the reimbursement is received, and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash advance by Journal Entry, and that a certified copy of this resolution be filed with the Portage County Auditor,

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;

11. The Board of Commissioners approved the revised job description for the Eligibility Specialist position for Portage County Job & Family Services, within the Public Assistance Division, as presented by Kellijo Jeffries, JFS Director, and Janet Kovick, Human Resources Director.
12. The Board of Commissioners approved the revised job description for the Clinical Services Manager position for Portage County Job & Family Services, within the Children Services Division, as presented by Kellijo Jeffries, JFS Director, and Janet Kovick, Human Resources Director.
13. The Board of Commissioners signed the Personnel Action Form authorizing a wage increase for Earl L. Lovejoy, Program Officer for Portage County Job & Family Services, due to successfully completing the 120-day probationary period, effective December 17, 2019, presented by Kellijo Jeffries, JFS Director, and Janet Kovick, Human Resources Director.
14. The Board of Commissioners signed the Personnel Action Form authorizing a wage increase for Lisa Harris, Paralegal for Portage County Job & Family Services, due to the reclassification of her job description to Legal Specialist, effective December 30, 2019, presented by Kellijo Jeffries, JFS Director, and Janet Kovick, Human Resources Director.

Motion To: Approve the Journal Entries for December 19, 2019

RESULT: **ADOPTED**

MOVED: Kathleen Clyde

SECONDED: Sabrina Christian-Bennett

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

JOURNAL ENTRY II

December 19, 2019

Commissioners

1. In accordance with Ohio Revised Code Section 321.261, the Board of Commissioners acknowledged the receipt of the Detac Report expended through December 17, 2019, as presented by the Portage County Treasurer.

Motion To: Approve the Journal Entry II for December 19, 2019

RESULT: **ADOPTED**

MOVED: Kathleen Clyde

SECONDED: Sabrina Christian-Bennett

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

JOURNAL ENTRY III

December 19, 2019

Commissioners

1. The Board of Commissioners authorized the electronic submission of the Ohio Office of Criminal Justice Services Quarterly Subgrant Report for 3rd Quarter for Domestic Violence

Intervention Project, Grant No. 2018-WF-VA2-8222 for the period ending September 30, 2019 as presented by Donya Buchanan, Family & Community Services.

Motion To: Approve the Journal Entry III for December 19, 2019

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

Motion To: Adjourn the Official Meeting of December 19, 2019 at 11:55 AM

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

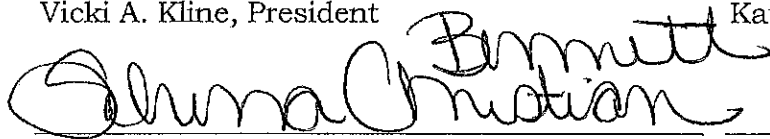
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting.



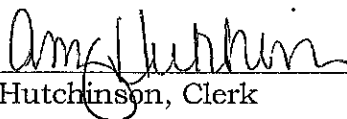
Vicki A. Kline, President



Kathleen Clyde, Vice President



Sabrina Christian-Bennett, Board Member



Amy Hutchinson, Clerk