



Portage County Board of Commissioners

Regular Meeting

~ Minutes ~

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

Amy Hutchinson, Clerk
330-297-3600

Thursday, April 26, 2018

9:00 AM

Commissioners' Board Room

*The Commissioners' meeting minutes are summarized; there is an audio recording 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
Sabrina Christian-Bennett	Vice President	Present
Mike Kerrigan	Board Member	Present

Also attending throughout the day Record Courier Reporter Matt Merchant, Tony Badalamenti, and Deerfield Township Trustee Ed Dean

Recessed to Solid Waste Management District: 9:00 AM

Reconvened: 9:00 AM

ADMIN TEAM

Present: Human Resources Director Janet Kovick, Water Resources Director Gene Roberts, Department of Budget and Financial Management Director Todd Bragg, Internal Services Director JoAnn Townend, Chief Building Official Charles Corcoran, Nancy Capp, David Cardina, and Alesha Piggott

HUMAN RESOURCES:

Journal Entries - # 2 to 13

Commissioner Kline asked if Journal Entry No. 12 (authorizing the promotion of Jarrod Hankins from Deputy Dog Warden to Chief Deputy Dog Warden) is a new position and Director Roberts indicated they are replacing the deputy dog warden with an employee who is moving into the position and that employee will do the job and take on the additional responsibilities, so in essence, it's a promotion without a new position.

EXTERNAL SERVICES:

Resolution(s) - # 18 to 20

Discussion:

1. Foxwood Estates Subdivision Failing Septic Systems Memo

The Foxwood Estates Subdivision is located in the southeast portion of Ravenna Township at the intersection of Seabury Drive and Bryn Mawr Street (West of State Route 14). The Subdivision was established in the 1960's and has eleven lots. As homes were constructed between 1961 and 1978, home septic systems were installed to treat sanitary waste. Many of the septic systems discharge to a common drain tile that is installed onto an adjacent private property to the west of the Foxwood Estates Subdivision. Currently, ten of the lots are developed with single family residential homes, only one remains vacant.

In March of 2012, the Portage County Health Department (PCHD) received a nuisance complaint regarding sewage ponding on private property to the west of the Subdivision. An investigation located the common drain tile with the sewage originating from failing septic systems in the Foxwood Estates Subdivision. PCHD evaluated each septic system in the Subdivision and rated most of them as failing. Since the current State Rules prohibit the property owners to repair or replace their septic systems, a sewer extension is needed to resolve the illicit discharge.

Portage County Water Resources (PCWR) evaluated and determined that since the City of Ravenna has public sewer within 400 feet of the Subdivision and the County's closest public sewer is located more than 600 feet away (and across State Route 14), it would save the residents money to transfer the Subdivision to the City of Ravenna sewer service area. In September 2014, a request was presented to the Portage County Board of Commissioners (BOC) and City of Ravenna to amend their existing 2003 Sewer Agreement and transfer the Foxwood Estates Subdivision to the City of Ravenna sewer service area.

In May 2015, the City of Ravenna finalized a preliminary plan to extend the public sewer to the Subdivision. A public meeting was hosted by PCHD at the Ravenna Township Town Hall in October 2015. The purpose of the meeting was to educate property owners on the problem. Since the Subdivision remains in the Township, but in the City's sewer service area, representatives from both the City and PCWR were present to present costs and alternatives to the property owners to provide public sewer to them as a sewer assessment project or public project. After the meeting, the property owners obtained legal counsel.

In March 2018, the property owners in the Foxwood Estates Subdivision approached the City of Ravenna to request annexation into the City to reduce their out-of-pocket expenses to extend public sewer to their Subdivision.

On April 10, 2018, representatives from Ravenna Township, the City of Ravenna, PCHD, Portage County Regional Planning (PCRP), and PCWR met to discuss the Foxwood Estates Subdivision to determine the best method to assist the homeowners. The following is a summary of the discussions:

Based on proposals obtained by the City, the public sewer extension construction cost would be approximately \$175,000 (NOTE: this cost does not include admin, bonding or tie in costs). The City of Ravenna stated that the City does not want to annex the Subdivision.

The total anticipated cost to install the sanitary sewer is summarized below.

Anticipated Construction Cost	\$175,000
Anticipated City of Ravenna Admin Costs	\$ 20,000
Anticipated Portage County Admin Costs	\$ 10,000
Estimated Construction Bonding Costs	\$ 100,000
Estimated Total Assessment Cost (approximately \$30,500/property owner)	\$ 305,000

In addition, homeowners will have to pay an estimated \$12,000 for their lateral installation, septic tank demolition and sewer permit and capacity fee -for a total estimated cost of \$42,500 per property owner.

Grants for sanitary sewer projects are limited to low to moderate income (LMI) areas and the Subdivision as a whole would most likely not qualify; more than 50% of the property owners would need to meet the LMI criteria. PCI-ID does currently have \$150,000 (2017 funds) and \$100,000 (2018 funds) of Water Pollution Control Loan Fund (WPCLF) principle forgiveness funds that could be used by LMI eligible homeowners to cover the \$12,000 sewer connection costs. For extreme cases, the County Engineer will consider non-LMI homeowners to *use* available funds in the Storm Water Improvement Program for their lateral connection and septic demolition, they would still have to pay the sewer permit and capacity fees (approximately \$2,000). Note - the Storm Water Improvement Program is an interest free loan/with a property lien payable upon property transfer. This fund has currently \$400,000 available for septic tank repair/replacement.

PCWR suggested in order to reduce overall assessment costs, the PCWR could potentially finance the construction of the project at the County's current interest rate of 1.78% over a ten-year period instead of obtaining bonding for the project (an approximate \$100,000 in savings to the property owners). Ravenna City Council also stated when the property owners have funding in place, they would entertain a request from the residents to extend the sewer (at the City's cost) to the City *line* (an approximate \$40,000 in savings for the project).

Estimated Total Assessment Cost	\$ 305,000
City of Ravenna install sewer to City line	(\$ 40,000)
County Finance Project	(\$ 100,000)
Revised Assessment Cost (with potential savings)	\$ 165,000

If the County would finance the project, they would pay the City of Ravenna their estimated cost of \$155,000 (\$175,000 + \$20,000 - \$40,000 = \$155,000) and assess the property owners \$165,000 (includes PCWR admin costs) over the ten-year period. The total interest over the ten-year period would be \$15,851.67, based on two payments per year. Property owners would pay an estimated \$904.26 semi-annually.

The members at the meeting agreed the best path forward would be to hold another meeting with the property owners and present all the options summarized above with the intent to get 100%

of the property owners to sign a petition and agree to a path forward; without 100% agreement, the only alternative would be for legal action to take place with PCHD issuing orders.

After hearing the discussion, the Board agreed to move forward with the following:

- A. Notification to the residents and a public meeting to present alternatives that the above members can offer. Each organization would be present to provide answers to their questions. The meeting is tentatively scheduled for May 8, 2018 at 6:00 PM at the Reed Memorial Library in Ravenna.
- B. Evaluate financing the project with PCWR funds, utilizing 1.78% interest rate.

2. Oakwood Acres Subdivision

In September 2012, thirty seven property owners of the Oakwood Acres Subdivision petitioned the Board for public sewer and water. The petition was the result of residents being notified by Portage County Health Department (PCHD) that septic systems were failing in their subdivision. The Oakwood Acres Subdivision, located in Brimfield Township, was constructed in the early 1960's and consists of fifty eight parcels. The majority of the parcels in the subdivision are 100 feet (frontage) by 200 feet (deep).

On September 18, 2012, Commissioners' Resolution 12-0832 authorized Portage County Water Resources (PCWR) to prepare plans, specifications and estimate of cost to extend public sewer to the subdivision. Water was not included in the project since the Oakwood Acres Subdivision is part of the City of Kent Water Service Area.

In February 2014, after Board approval, the PCWR mailed sewer cost information to Oakwood Acres residents. Included in the correspondence was a sewer survey for residents to complete and return by March 25, 2014 (self addressed stamped envelopes were included), along with an invitation to attend a public meeting hosted by PCWR and PCHD on March 11, 2014 at the Brimfield Town Hall.

The front foot cost to install sewer for a "typical" parcel (100-foot width) was estimated to be \$14,827.57. Residents would additionally have to purchase a sewer permit, plant and trunk capacity, and hire a contractor to demolish their existing septic system and connect to the sewer. Based on the numbers presented to the residents the results of the survey were as follows: Of the fifty eight parcels surveyed in the subdivision, 36.2% (twenty one) responded yes, 32.8% (nineteen) responded no, 3.4% (two) had no opinion, and 27.6% (sixteen) did not return their survey (two were returned to sender). Generalizing the comments, the residents felt the cost is too high, they want grant money, and they want public water.

On May 24, 2016, Resolution No. 16-0453, authorized PCWR to submit a pre-application to District 7 of the Ohio Public Works Commission for grant funding for Oakwood Acres Subdivision.

On October 20, 2016, Resolution No. 16-0908, authorized PCWR to submit an application to District 7 of the Ohio Public Works Commission for grant funding for Oakwood Acres

Subdivision. The application resulted in \$250,000 grant funds and \$150,000 in loan funds. The loan is to be repaid from the Portage County Sanitary Sewer District Revenue Fund through the collection of Surcharges.

On March 8, 2018, Resolution 18-0187 authorized PCWR to rebid the Oakwood Acres Subdivision Sanitary Improvements and approve the tentative surcharge. Public competitive bids were received on April 4, 2018 and the project now has a current and best bid available for acceptance.

PCWR requests guidance from the Board on the following:

- A. The current and best bid of \$794,682.24 received includes all of the sanitary sewer work required to bring sewer to the subdivision residents. A portion of this bid received includes the removal and replacement of sewer at a greater depth along Mogadore Road to provide for adequate sewer access to the residents within Oakwood Acres. The cost for the removal and replacement of the sewer within Mogadore Road is \$105,507 as determined from the current bid. The design and construction to replace a portion of the existing sewer was more economical than to leave the existing sewer and use a new required sanitary pump station to provide service for the subdivision. There have been past concerns by Oakwood residents for the Mogadore Road portion of the work required, its respective cost, and the validity to include as part of the total costs responsible by the residents.
 - The Board agreed to the cost for the removal and replacement of the sewer in an amount of \$105,507.
- B. The tentative surcharge planned for the project shall have a set reimbursement period for the property owner, typically offering 20 year or 25 year duration.
 - The Board agreed to a 25 year optional duration.
- C. The surcharge interest rate for the property owner.
 - The Board agreed to an interest rate of 1.78%
- D. Advertisements and invitations are planned for a Public Hearing potentially scheduled on Thursday, May 24, 2018 at 7:00 PM at the American Legion Post in Kent.
 - The Board approved the advertisement and invitation.

See also today's Resolution No. 18-0298 declaring the boundaries of the improvement area for Construction Project No. BR-2 (12-140) Oakwood Acres subdivision sanitary improvements, in the Portage County Regional Sewer District, Brimfield Township and setting a public hearing date.

3. Portage County Building Department Operational Status Report & Recommendations delivered to Commissioners by Gene on 4/19/18.

Director Roberts and Director Corcoran met with the Board to discuss the Building Department's Operational Status Report and recommendations.

After hearing the details relevant to the report, the Board agreed to a rate increase and Director Corcoran will prepare a draft resolution for Board consideration next week.

DBFM:

Resolution(s) - #'s 1 to 6

INTERNAL SERVICES:

Resolution(s) - #'s 7 to 17

Recessed: 10:09 AM

Reconvened: 10:23 AM

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MANTUA CENTER SCHOOL ELEVATOR DISCUSSION

Present: Internal Services Director JoAnn Townend and Department of Budget & Financial Management Director Todd Bragg, and Alesha Pigott

The Mantua Center School elevator project is in need of an additional \$21,637.07 and the Board has funding available through the Revolving Loan Funds and has agreed to reimburse the Township for expenses up to \$21,637.07, once the project has been completed. Director Bragg will prepare correspondence and Journal Entry for Board review on Tuesday.

2018 BUDGET DISCUSSION

Present: Department of Budget & Financial Management Director Bragg, Internal Services Director JoAnn Townend Alesha Pigott, Mark Smith and Bruce Smith

Director Bragg met with the Board to discuss the 2018 budget.

Revised
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4/26/18

General Fund Summary							
Fund 0001	2016	2017	2018	2019	2020	2021	2022
1 Revenue	42,118,903	42,098,213	42,100,000	42,731,500	43,372,473	44,239,922	45,124,720
2 Adjustment	586,827	-586,827					
3 Actual	41,532,076	42,685,040					
<u>Expenses</u>							
4 Personal Services	27,094,201	28,040,906	28,594,144	29,358,827	30,150,371	30,970,009	31,819,037
5 Wages & % ben	22,922,637	23,346,424	23,474,144	23,943,627	24,422,499	24,910,949	25,409,168 (1)
6 Health Benefits	3,993,390	4,422,061	4,820,000	5,109,200	5,415,752	5,740,697	6,085,139
7 Other	178,175	272,421	300,000	306,000	312,120	318,362	324,730
<u>Other Operating Expenses</u>							
8 Cont. Serv.	9,848,995	10,035,876	10,500,000	10,657,500	10,817,363	10,979,623	11,144,317 (2)
9 Mat. & Supp	1,613,685	1,556,215	1,600,000	1,616,000	1,632,160	1,648,482	1,664,966
10 Capital Outlays	2,682,135	1,259,782	410,000	418,200	426,564	435,095	443,797
11 Other	557,505	537,061	252,000	257,040	262,181	267,424	272,773
<u>Jail Additions</u>							
12 Increased Jail Operation			25,000	350,000	550,000	725,000	746,750 (3)
13 Existing Co's in 0002						288,278	294,620
14 Revenue Less Operating	322,383	668,373	718,856	73,933	-466,166	-1,073,989	-1,261,540 *
<u>Infrequent/one time Capital Expenses</u>							
19 Board of election remodel			1,500,000				(4)
20 Pretty Glen Dam project				1,600,000			(5)
21 Tower Roof				250,000			
22 Microfilm backlog					100,000		
23 Parking lot Repair					50,000		
24 Rav Courthouse Clerk Windows						150,000	
25 IT replacements (computers)				50,000	50,000	50,000	50,000
26 IT server/storage Replacements						800,000	
27 Juvenile Floor replacement				43,900			
28 Motor Pool Rebuild							3,500,000 (6)
29 Total Planned Expenses	41,796,520	41,429,840	42,881,144	44,601,467	44,038,639	46,313,911	49,936,260
30 Fund 0003 for Dam expenses				1,584,634			
31 Planned change to Cash	322,383	668,373	-781,144	-285,333	-666,166	-2,073,989	-4,811,540
32 Cash balance		9,582,004	8,800,860	8,515,527	7,849,361	5,775,372	963,832
33 Temporary 0002 Advance			-3,000,000		1,800,000	1,200,000	(7)
34 Working 0001 Balance			5,800,860	5,515,527	6,649,361	5,775,372	963,832
<u>Unplanned changes</u>							
36 Juvenile/Probate (1)			24,500	45,808	46,724	47,659	48,612
37 Juvenile/Probate (2)				150,863	153,880	156,958	160,097
38 Public Defender			134,817	137,783	140,814	143,912	147,078
39 Sherriff			255,000	316,251	322,576	329,028	335,608
40 Sherfff contact changes			158,623	198,278	198,278	198,278	198,278
41 Prosecutor			79,000	80,580	82,192	83,835	85,512
42 Revenue Less Operating	322,383	668,373	66,916	-855,630	-1,410,631	-2,033,659	-2,236,726 *
43 Potential Change to cash	322,383	668,373	-1,433,084	-1,214,896	-1,610,631	-3,033,659	-5,786,726 (8)
44 Potential Change to cash		9,582,004	8,148,920	6,934,024	5,323,393	2,289,734	-3,496,991
45 Temporary 0002 Advance			-3,000,000		1,800,000	1,200,000	(7)
46 Potential Working 0001 Balance			5,148,920	3,934,024	4,123,393	2,289,734	-3,496,991 (9)
<u>Fund 0002 - additional sales tax</u>							
48 Revenue	3,883,271	5,325,153	5,000,000	5,000,000	5,000,000	1,200,000	
<u>Expenses</u>							
<u>Personal Services</u>							
51 Corrections officers	241,767	261,444	271,119	276,541	282,072		
52 Probation & Road Patrol	489,178	572,197	526,183	537,777	546,231		
<u>Contractual Services</u>							
53 Capital	38,833	78,252	1,251,195	50,000	50,000	12,000	
54 Capital			10,000,000	9,923,635			
55 0002 Cash	3,113,493	7,526,753	478,256	-5,309,697	-1,188,000	0	
56 Temporary Advance Return			3,000,000		-1,800,000	-1,200,000	
57 Working Balance			3,478,256	-2,309,697	12,000	0	(7)

Draft 4/26/2018 TAB

The Board agreed Director Bragg will prepare correspondence to the Sheriff's Office and Commissioner Kerrigan will contact the Public Defender.

PUBLIC COMMENT

Present: Mark Smith, Department of Budget & Financial Management Director Todd Bragg, Alesha Pigott, Internal Services Director JoAnn Townend, and Bruce Smith

Mr. Smith met with the Board to request more money for treatment and diagnosis of mental illness.

9-1-1 FUND

Present: Department of Budget & Financial Management Director Todd Bragg, Alesha Pigott, Internal Services Director JoAnn Townend, and Bruce Smith

The Board received an April 20, 2018 correspondence from Joleen Clelland, requesting the \$75,000 that was moved out of the 9-1-1 fund in 2017 be replaced or allocate the funding needed to the General Fund budget in order to meet the requirements for 2018.

Director Bragg explained the shortfall could be paid under the new 9-1-1 funding, but the Sheriff will need to convene the 9-1-1 Committee to discuss.

11:58 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Mike Kerrigan, seconded by Sabrina Christian-Bennett that the Board of Commissioners move into executive session to consider dismissal of a public employee. Also present: N/A - Board of Commissioners only. Roll call vote: Mike Kerrigan, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

1:21 PM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Kerrigan, Absent; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

Recessed: 1:21 PM

Reconvened: 1:30 PM

TAX LIEN SERVICES PROPOSALS PRESENTATION

Present: Treasurer Brad Cromes

County Treasurer Cromes presented and discussed the following proposal for the purchase of County tax liens:

1. Adair Asset Management, LLC
2. Finch Investment Group, LLC and FIG Capital Investments LLC
3. Tax Ease Ohio II, LLC
4. TLOA of OH, LLC (non responsive)

Treasurer Cromes recommends Finch Investment Group, LLC (Servicer) and Fig Capital Investments, LLC (Purchaser) and the Board authorized County Treasurer Cromes to begin negotiation for the purchase of County tax liens./Journal Entry II.

MANTUA TOWNSHIP

Present: Victor Grimm and Susan Skrovan

Trustee Grimm met with the Board to provide additional information on the elevator project. Trustee Grimm explained the remaining balance needed for the project is \$21,637.07. Commissioner Christian-Bennett explained the Board is in agreement to reimburse the Township for expenses once the project has been completed.

COMMISSIONERS' CONSENT AGENDA

April 26, 2018

1. Approval of the April 19, 2018 and April 24, 2018 regular meeting minutes.

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RESOLUTIONS

April 26, 2018

Budget & Financial Management:

1. Approve the Thursday, April 26, 2018 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0280
2. Approve the Thursday, April 26, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. /18-0281
3. Approve the Thursday, April 26, 2018 OPERS ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0282
4. Approve the Tuesday, May 1, 2018 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0283
5. Approve the Tuesday, May 1, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0284
6. Approve the Tuesday, May 1, 2018 Then & Now Certification, as presented by the County Auditor./18-0285

Internal Services

7. A resolution authorizing the Portage County Engineer to enter into Local Public Agency (LPA) agreement No. 32016 – PID# 103460 with the Director of the Ohio Department of Transportation for SHV bridge load ratings on five (5) Portage County bridges./18-0286

8. Authorize sale of obsolete equipment by public auction for County Engineer./18-0287
9. Enter into a gas pipeline easement between the Board of Commissioners and Columbia Gas of Ohio at 7876 Lincole Place, Lisbon, OH./18-0288
10. Accept bids for furnishing various sizes of gravel for use by the Portage County Engineer./18-0289
11. Accept bids for furnishing various sizes of slag for use by the Portage County Engineer./18-0290
12. Accept bids for furnishing corrugated metal bridge flooring and bridge replacement beams for the Portage County Engineer./18-0291
13. Accept bids for furnishing various sizes of storm sewer pipe for use by the Portage County Engineer./18-0292
14. Accept bids for furnishing guard rail and curved end treatments for use by the Portage County Engineer./18-0293
15. Enter into an agreement between the Portage County Board of Commissioners on behalf of Water Resources and Tetra Tech, Inc./18-0294
16. Award the bid for the purchase of Greensand Media, Torpedo Sand, Gravel and the costs associated with testing and delivery to S4 Water Sales for the Water Resources Department./18-0295
17. Declare obsolete and dispose of Portage County personal property located at the Portage County Board of Developmental Disabilities./18-0296

External Services

18. Approving a request for installment payments of connection charges for connection to the sanitary sewerage system in the Portage County Regional Sewer District and establishing the terms and conditions of the same./18-0297
19. Declaring the boundary of the improvement area for constructing project No. BR-2(12-140) Oakwood Acres Subdivision sanitary improvements, in Portage County Regional Sewer District, Brimfield Township and setting a public hearing date./18-0298
20. Acceptance of donations to the Office of the Portage County Dog Warden./18-0299

Motion To: Approve the Consent Agenda for April 26, 2018

RESULT:	ADOPTED [UNANIMOUS]
MOVED:	Sabrina Christian-Bennett
SECONDED:	Mike Kerrigan
AYES:	Sabrina Christian-Bennett, Mike Kerrigan, Vicki A. Kline

**RESOLUTION NO. 18-0280 - RE: WIRE TRANSFER APPROVED AND CERTIFIED TO THE
PORTAGE COUNTY AUDITOR FOR PAYMENT.**

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

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on April 26, 2018 in the total payment amount as follows:

1. \$234,511.00 to Medical Mutual Claims-Fund 7101; 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, April 27, 2018 \$ 234,511.00

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; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION NO. 18-0281 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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:

04/26/18	864	\$ 75,035.37
04/26/18	863	8,409.45
04/26/18	861	24,198.77
04/26/18	822	2,912.29
04/26/18	867	10,388.57
Total		\$ 120,944.45

; 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; Mike Kerrigan, Yea;

RESOLUTION NO. 18-0282 - RE: ACH'S APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

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

RESOLVED, that the ACH payments is approved as certified to the County Auditor for payment on or after Friday, April 27, 2018, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on April 26, 2018 in the total payment amount as follows:

1. \$20.00 to the Neil Group
2. \$720.17 to OPERS; 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 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;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0283

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

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

RESOLVED,

that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on May 1, 2018 in the total payment amount of **\$323,798.96** for **Funds 0001-8299** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

RESOLVED,

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0284

-

RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

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

WHEREAS,

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

WHEREAS,

there are other similar financial transactions defined as journal vouchers/entries that are dissimilar in that they are used to pay for charges for services from one

county department and/or fund to another department and/or fund and thus are processed in lieu of issuing a warrant; and

WHEREAS,

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

RESOLVED,

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

05/01/18	71	\$ 379.71
05/01/18	69	164.13
05/01/18	68	807.48
05/01/18	66	560.63
05/01/18	20	25,560.32
05/01/18	19	175,000.00
05/01/18	17	4,959.47
05/01/18	13	21,580.05
05/01/18	10	5,378.14
05/01/18	9	33,443.92
05/01/18	6	49,608.78
05/01/18	2	10,937.87
Total		\$ 326,380.50

; 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;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0285

-

**RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS
FOR PAYMENT.**

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

WHEREAS,

Ohio Revised Code Section 5705.41 (D)(1) authorizes the expenditure of moneys, provided a certificate of the County Auditor is supplied stating that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract and in the

treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances (Then and Now Certification); and

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

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

RESOLVED, that the expenditures listed herein are properly certified by the County Auditor in the amount of **\$78,440.09** as set forth in Exhibit "A" dated **May 1, 2018** 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;

Mike Kerrigan, Yea;

RESOLUTION no. 18-0286 - RE: A RESOLUTION AUTHORIZING THE PORTAGE COUNTY ENGINEER TO ENTER INTO LOCAL PUBLIC AGENCY (LPA) AGREEMENT No. 32016 – PID #103460 WITH THE DIRECTOR OF THE OHIO DEPARTMENT OF TRANSPORTATION FOR SHV BRIDGE LOAD RATINGS ON FIVE (5) PORTAGE COUNTY BRIDGES

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

WHEREAS, the Portage County Engineer has secured 50% federal funding from the County Engineer's Association of Ohio for ODOT SPR Funds to perform SHV Bridge Load Ratings on five (5) Portage County bridges, and

WHEREAS, the Portage County Engineer has received LPA Agreement No. 32016 – PID #103460 from the Director of the Ohio Department of Transportation for said Bridge Load Ratings, and

WHEREAS, the LPA Agreement provides for an estimated reimbursement of \$6,000.00 in federal funds to the Portage County Engineer for SHV Bridge Load Ratings on five (5) Portage County Bridges, now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby authorize the Portage County Engineer to enter into LPA Agreement No. 32016 – PID #103460 with the Director of the Ohio Department of Transportation to access federal funds to reimburse the Portage County Engineer for said SHV Bridge Load Ratings, and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION No. 18-0287 - RE: AUTHORIZE SALE OF OBSOLETE EQUIPMENT BY
PUBLIC AUCTION**

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

WHEREAS, Michael A. Marozzi, Portage County Engineer, has advised this Board that various pieces of equipment once used by the Portage County Engineer's Department are obsolete and unfit for the use for which they were initially acquired; now therefore be it

RESOLVED, that the Board of Portage County Commissioners has determined that the herein described equipment is obsolete and unfit for the use for which it was initially acquired, and be it further

RESOLVED, that said equipment will be sold at Public Auction, as prescribed by Section 307.12 of the Ohio Revised Code, for cash to the highest bidder; and be it further

RESOLVED, that Notice of Public Auction shall be posted in the office of the Portage County Auditor, the offices of the Portage County Commissioners and in the office of the Portage County Engineer. Further Notice of Public Auction shall be published in the Record Courier on Friday, May 4, 2018.

Date of Auction: Saturday - May 19, 2018

Time of Auction: 9:30 A.M.

**Location: Edinburg Auction Sales, Inc.
4029 State Route 14
Edinburg, Ohio**

Said equipment may be viewed from 9:00 A.M. to 5:00 P.M. Monday, Tuesday, Thursday and Friday at Edinburg Auction Sales, Inc.

Items being sold is as follows:

*1985 Ford APT Tractor and 2008 Sweepster Broom (PCE Equipment #131 & 131A)
Tractor Serial #735504 ... Broom Serial #AHQC7-0811047*

*2007 IHC Lo Pro Dump Truck (PCE Equipment #63)
Serial #1HTMKAAM18H642892*

and be it further

RESOLVED, that a copy of this resolution be filed with the Portage County Auditor and the Portage County Director of Internal Services; and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0288 - RE: ENTER INTO A GAS PIPELINE EASEMENT BETWEEN
THE BOARD OF COMMISSIONERS AND COLUMBIA
GAS OF OHIO AT 7876 LINCOLN PLACE, LISBON OH.**

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

WHEREAS, the Portage County Board of Commissioners is the current owner of permanent parcel numbers 09-02353.013 and 09-02353.006 located at 7876 Lincoln Place in Columbiana County, Ohio; and

WHEREAS, Columbia Gas of Ohio plans to install a 2" pipe to correct non-standard services, the main to be open cut and placed in the public right-of-way and also in private easements; and

WHEREAS, Columbia Gas of Ohio is requesting approval to install the pipe at 7876 Lincoln Place, Lisbon, OH; now therefore be it

RESOLVED, that the Board of County Commissioners, Portage County, Ohio does hereby agree to enter into a gas pipeline easement with Columbia Gas of Ohio for 7876 Lincole Place; and be it further

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

Roll call vote as follows:

Vicki Kline, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION No. 18-0289 - RE: ACCEPT BIDS FOR FURNISHING VARIOUS SIZES OF GRAVEL FOR USE BY THE PORTAGE COUNTY ENGINEER.

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

WHEREAS, notice of receiving bids for furnishing various Aggregate Materials for use by the Portage County Engineer was published in the Record Courier on **March 12, 2018** and **March 19, 2018**, and

WHEREAS, six (6) sealed bid for furnishing **Various Sizes of Gravel** for use by the Portage County Engineer were received, tabulated and recorded on March 28, 2018; and

WHEREAS, after reviewing said bids, the Portage County Engineer recommended the following bids be accepted in accordance with the following stipulations:

1. All gravel is to be ordered as needed and in quantities needed at that time.
F.O.B. Plant.
2. Payment of the order is to be made upon receipt of the invoice.
3. Bids of alternate suppliers be accepted to ensure continuity of the Engineer's work program;

now therefore be it

RESOLVED, that the bids submitted by the following suppliers be accepted as the **LOWEST AND BEST** bids received:

Oscar Brugmann Sand & Gravel, Inc., 3828 Dudley Road, Mantua, Ohio 44255
1,000 Tons, More or Less, Crushed #2 Gravel, FOB Plant \$14.25 Per Ton

1. All slag is to be ordered as needed and in quantities needed at that time.
2. Payment of the order is to be made upon receipt of the invoice of the delivered material;
3. Bids of alternate suppliers be accepted to ensure continuity of the Engineer's work program;

now therefore be it

RESOLVED, that the following bids submitted by LaFarge Great Lakes, 2106 West 3rd Street, Cleveland, Ohio 44113 be accepted as the **LOWEST AND BEST** bids received:

	FOB Plant	Del. To Newton Falls Road	Del. To Various Sites
2,000 Tons, More or Less, #6M	*****	\$25.25/Ton	\$25.75/Ton
6,000 Tons, More or Less, #8	*****	\$29.05/Ton	\$29.55/Ton
3,000 Tons, More or Less, #57	*****	\$17.05/Ton	\$17.55/Ton

and be it further

RESOLVED, that the bids submitted by the following suppliers be accepted as **ALTERNATE** bids:

The Arms Trucking Company, 14818 Mayfield Road, P.O. Box 369, East Claridon, Ohio 44033

	FOB Plant	Del. To Newton Falls Road	Del. To Various Sites
6,000 Tons, More or Less, #8	*****	\$29.55/Ton	\$29.95/Ton
3,000 Tons, More or Less, #57	*****	\$17.25/Ton	\$17.65/Ton

and

and be it further

Stoneco, Inc. dba Allied Corp. Inc., 8920 Canyon Falls Blvd. Suite 120, Twinsburg, Ohio 44087

	FOB Plant	Del. To Newton Falls Road	Del. To Various Sites
2,000 Tons, More or Less, #6M *****		\$29.25/Ton	\$29.50/Ton

and be it further

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

Roll call vote as follows:

Vicki Kline, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

**RESOLUTION No. 18-0291 - RE: ACCEPT BID FOR FURNISHING
CORRUGATED METAL BRIDGE
FLOORING AND BRIDGE
REPLACEMENT BEAMS FOR USE BY
THE PORTAGE COUNTY ENGINEER.**

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

WHEREAS, Notice of Receiving Bids to furnish **Corrugated Metal Bridge Flooring and Bridge Replacement Beams** for use by the Portage County Engineer was published in the Record Courier on **March 19, 2018** and **March 26, 2018** and

WHEREAS, one (1) sealed bid for furnishing **Corrugated Metal Bridge Flooring and Bridge Replacement Beams** for use by the Portage County Engineer was received, tabulated and recorded on April 4, 2018 and

WHEREAS, after reviewing said bid, the Portage County Engineer recommended the bid of **Ohio Bridge Corporation, U.S. Bridge Division** be accepted as the lowest and best bid received for furnishing **Corrugated Metal Bridge Flooring and Bridge Replacement Beams** in accordance with the following:

1. All bridge flooring and bridge replacement beams to be ordered as needed and in quantities needed at that time.
2. Payment of the order is to be made upon receipt of the invoice after the delivery of the materials.

now therefore be it

RESOLVED, that the bid of **Ohio Bridge Corporation, U.S. Bridge Division, 201 Wheeling Avenue, P. O. Box 757, Cambridge, Ohio 43725** be and hereby is accepted for furnishing **Corrugated Metal Bridge Flooring and Bridge Replacement Beams** as follows:

Corrugated Metal Bridge Flooring

Gauge:	3	
Corrugation:	3" x 9"	
Width:	18"	\$19.00 Per Sq. Ft.

Gauge:	5	
Corrugation:	3" x 9"	
Width:	18"	\$17.00 Per Sq. Ft.

Gauge:	7	
Corrugation:	3" x 9"	
Width:	18"	\$15.10 Per Sq. Ft.

BRIDGE REPLACEMENT BEAMS

Steel Beams	\$ 1.51 Per Pound
Galvanizing	\$ 0.28 Per Pound

and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0292

-

**RE: ACCEPT BIDS FOR FURNISHING
VARIOUS SIZES OF STORM SEWER PIPE
FOR USE BY THE PORTAGE COUNTY
ENGINEER.**

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

WHEREAS, Notice of Receiving Bids to furnish **Storm Sewer Pipe** for use by the Portage County Engineer was published in the Record Courier on **March 19, 2018** and **March 26, 2018**, and

WHEREAS, five (5) sealed bids for furnishing various sizes of **Storm Sewer Pipe** for use by the Portage County Engineer were received, tabulated and recorded on April 4, 2018; and

WHEREAS, after reviewing said bids, the Portage County Engineer recommended the following bids be accepted as the lowest and best bids received in accordance with the following:

1. All pipe to be ordered as needed and in quantities needed at that time.
2. Payment of the order is to be made upon receipt of the invoice after the delivery of the pipe.
3. Bids of alternate suppliers be accepted to ensure continuity of the Engineer's work program.

now therefore be it

RESOLVED, that the bid of **Core and Main, LP., 320 Tallmadge Road, Kent, Ohio 44240** be accepted as the *lowest and best* bid received for furnishing **CORRUGATED METAL PIPE AND ALUMINIZED STEEL PIPE**, per specifications, as follows:

Corrugated Metal Pipe (CMP) Aluminized Steel Pipe (AS)	CMP (Per Ft.)	Bands (Each)	AS (Per Ft)	Bands (Each)
12", 16 Ga.	6.55	8.20	6.90	8.55
15", 16 Ga.	8.30	10.40	8.70	10.85
18", 16 Ga.	10.10	12.65	10.55	16.35
21", 14 Ga.	13.05	16.30	13.90	17.40
24", 14 Ga.	14.75	18.45	15.75	20.10
30", 14 Ga.	18.70	23.40	19.95	24.90
36", 12 Ga.	30.15	37.80	33.05	41.30
48", 12 Ga.	40.75	50.95	44.45	55.60

and be it further

RESOLVED, that the bid submitted by the following supplier be accepted as **ALTERNATES** for furnishing **CORRUGATED METAL PIPE AND ALUMINIZED STEEL PIPE**, per specifications:

Chemung Supply Corp.
P.O. Box 527
Elmira, NY 14902

Corrugated Metal Pipe (CMP) Aluminized Steel Pipe (AS)	CMP (Per Ft.)	Bands (Each)	AS (Per Ft)	Bands (Each)
12", 16 Ga.	8.50	21.00	8.80	22.00
15", 16 Ga.	10.65	26.00	11.00	27.00
18", 16 Ga.	14.25	34.00	14.75	36.00
21", 14 Ga.	18.05	44.00	19.15	46.00
24", 14 Ga.	20.30	49.00	21.50	52.00
30", 14 Ga.	24.75	60.00	26.35	64.00
36", 12 Ga.	39.00	93.00	42.60	103.00
48", 12 Ga.	54.50	135.00	59.25	144.00

and be it further

RESOLVED, that the bids submitted by the following suppliers be accepted as the *lowest and best* bid received for furnishing the following **PLASTIC PIPE** per specifications, as follows:

Core and Main, LP
320 Tallmadge Road
Kent, OH 44240

Marlboro Supply
9271 Edison Street
Louisville, OH 44641

Plastic Pipe	PP (Per Foot)	Bands/Connectors (Each)
12" - Marlboro Supply	4.18	4.93
15" - Marlboro Supply	5.44	10.00
18" - Marlboro Supply	8.15	14.02
24" - Marlboro Supply	13.52	19.78
30" - Marlboro Supply	20.33	51.50
36" - Marlboro Supply	24.57	53.80
42" - Core and Main	32.05	100.40
48" - Core and Main	41.55	110.00
60" - Core and Main	73.05	245.00

and be it further

RESOLVED, that the bids submitted by the following suppliers be accepted as **ALTERNATES** for furnishing **PLASTIC PIPE**, per specifications:

Core and Main, LP

Marlboro Supply

320 Tallmadge Road
Kent, OH 44240

9271 Edison Street
Louisville, OH 44641

Plastic Pipe	PP (Per Foot)	Bands/Connectors (Each)
12" - Core and Main	4.20	5.05
15" - Core and Main	5.46	13.50
18" - Core and Main	8.20	14.30
24" - Core and Main	13.60	20.20
30" - Core and Main	20.45	59.85
36" - Core and Main	24.70	62.25
42" - Marlboro Supply	32.16	97.85
48" - Marlboro Supply	41.71	109.89
60" - Marlboro Supply	73.36	244.18

and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION No. 18-0293

- **RE: ACCEPT BID FOR FURNISHING GUARD RAIL
AND CURVED END TREATMENTS FOR USE BY
THE PORTAGE COUNTY ENGINEER.**

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

WHEREAS, Notice of Receiving Bids to furnish **Guard Rail and Curved End Treatments** for use by the Portage County Engineer was published in the Record Courier on **March 19, 2018** and **March 26, 2018**, and

WHEREAS, one (1) sealed bid for furnishing **Guard Rail and Curved End Treatments** for use by the Portage County Engineer was received, tabulated and recorded on April 4, 2018; and

RESOLVED, after reviewing said bid, the Portage County Engineer recommended the bid of **Firelands Supply Company** be accepted as the lowest and best bid received for

furnishing straight guard rail and curved end treatments in accordance with the following:

1. All guard rail and curved end treatments to be ordered as needed and in quantities needed at that time.
2. Payment of the order is to be made upon receipt of the invoice after the delivery of the materials.

now therefore be it

RESOLVED, that the bid of **Firelands Supply Company, 18 S. Norwalk Road, P.O. Box 828, Norwalk, Ohio 44857** be and hereby is accepted for furnishing **Guard Rail and Curved End Treatments** as follows:

3,000 L.F., 12 Gauge, Straight Guard Rail -	\$11.70/L.F.
Curved End Treatments	
60 - Convex -	\$100.00/Each
60 - Concave -	\$100.00/Each
100 Half Wraps -	\$36.00/Each

and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0294

-

**RE: ENTER INTO AN AGREEMENT BETWEEN THE
PORTAGE COUNTY BOARD OF
COMMISSIONERS ON BEHALF OF WATER
RESOURCES AND TETRA TECH, INC.**

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

WHEREAS, the Portage County Water Resources Department has the need for engineering services on the Hydraulic Modeling Task Services - Flushing

Best Management Practice for the city of Streetsboro and Portage County Water Distribution Systems project; and

- WHEREAS,** Tetra Tech, Inc. has the ability to provide such services; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into an agreement with Tetra Tech, Inc., 700 N. Saint Mary's St., Suite 300, San Antonio TX 78205; and be it further
- RESOLVED,** that the total cost of the engineering services shall be Thirteen thousand, three hundred forty-five and 00/100 dollars (\$13,345.00); and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0295 - RE: AWARD THE BID FOR THE PURCHASE OF
GREENSAND MEDIA, TORPEDO SAND,
GRAVEL AND THE COSTS ASSOCIATED WITH
TESTING AND DELIVERY TO S4 WATER SALES
FOR THE WATER RESOURCES DEPARTMENT.**

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

- WHEREAS,** official Bid forms and specifications were requested from (4) companies and (1) plan house for the purchase of greensand media, torpedo sand, gravel and the costs associated with testing and delivery for the Shalersville WTP Filter Media Replacement Project; and
- WHEREAS,** two (2) bids was received for the project, opened and tabulated by the Department of Internal Services on March 21, 2018; and
- WHEREAS,** upon review of the bids received, it is the recommendation of the Portage County Director of Internal Services and Water Resources Operations Division Manager that the bid of S4 Water Sales & Service be accepted as the lowest and best bid received for the project; now therefore be it

RESOLVED, that the Portage County Board of Commissioners award the bid and enter into a contract with S4 Water Sales & Service, 160 Vanderbilt Court, Bowling Green, KY 42103 in the amount of Ninety-eight thousand, thirteen dollars and 40/100 (\$98,013.40); 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;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0296

-

**RE: DECLARE OBSOLETE AND DISPOSE OF
PORTAGE COUNTY PERSONAL PROPERTY
LOCATED AT THE PORTAGE COUNTY BOARD
OF DEVELOPMENTAL DISABILITIES**

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

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

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

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

DD Tag #	Description
004012	Mower

and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0297

-

**RE: APPROVING A REQUEST FOR INSTALLMENT
PAYMENTS OF CONNECTION CHARGES FOR
CONNECTION TO THE SANITARY SEWERAGE
SYSTEM IN THE PORTAGE COUNTY REGIONAL
SEWER DISTRICT AND ESTABLISHING THE
TERMS AND CONDITIONS OF THE SAME.**

It was moved by Sabrina Christian-Bennett, and seconded by Mike Kerrigan that the following resolution be adopted:

WHEREAS, this Board by Resolution No. 12-1138, adopted December 18, 2012, has established connection charges for connection to the sanitary sewerage system in the Portage County Regional Sewer District and has provided therein that the applicant in order to purchase a permit for such connection may submit a written request to the Board requesting that such connection charges be paid in installments; and

WHEREAS, the following named applicants, being the (OWNERS) of the property hereafter described applied for a sanitary sewer permit and have now requested in writing the option of paying the sewer connection charges, applicable to the following described properties, in installments; and

Applicants: Nicholas R. & Lindsey N. Reynolds (OWNERS)
Service Address: 3687 Randolph Road
Mogadore, OH 44260

Parcel Number: 28-067-00-00-004-000

Property Deed Description: Situated in Randolph Township, County of Portage, and State of Ohio: And known as being a 2.64 acre parcel of land, unplatted as part of Original Lot 67, as recorded by Instrument Number 201508073 of the Portage County Recorder's office.

WHEREAS, this Board, on the basis of all relevant facts and circumstances, hereby determines that the granting of such request would be equitable pursuant to the following terms and conditions that are determined to be fair and appropriate; now therefore be it

RESOLVED, that this Board agrees to accept the request of the above named OWNERS for installment payments of the sewer connection charges established pursuant to Resolution No. 12-1138, adopted December 18, 2012, with respect to the property

described in this Resolution and is hereby approved subject to the following terms and conditions.

- A. The total amount of such connection charges to be financed is \$10,005.00.
- B. The connection charges shall be payable in 40 quarterly installments beginning with the first sanitary sewer billing after completion of this agreement, unless pursuant to Paragraph H of this section, the OWNERS is delinquent twice in any calendar year on paying quarterly installments and carrying charge thereon, at which time the total unpaid balance of such connection charges shall be deemed an additional installment then due and owing in that quarter.
- C. A carrying charge shall be paid equal to 1.70% percent per annum (based on Ohio Water Development Authority for the month of April 2018, for owner occupied homes), on the unpaid balance of the total connection charges due and owing computed from the date of the payment of the preceding quarterly installment.
- D. The quarterly installment and the carrying charges thereon shall be included as separate quarterly bills.
- E. In the event any installment or the carrying charge thereon are not paid within 21 days after the quarterly billing date, a penalty of ten (10) percent of the amount then due and owing shall be charged.
- F. The OWNERS, prior to the issuance of the permits, may be required by the Board to give security, which may include the requirement of a surety Bond sufficient to assure the payment of all such installments.
- G. The OWNERS or successors, in title to the property (SUCCESSOR), at their option may, at any time, make payment of the unpaid balance of the connection charges and carrying charges provided for herein, provided that if such prepayment option is elected, the carrying charges provided for herein shall be computed and paid only to the date of payment of the unpaid balance.
- H. In the event the OWNERS or SUCCESSOR are delinquent twice in any calendar year on paying quarterly installments and the carrying charge thereon, the Board may by notice in writing to the OWNERS or SUCCESSOR, declare the unpaid balance of the connection charges to be due and payable immediately as an additional installment then due and owing in that quarter and upon such declaration such installment shall become due and payable, provided that the OWNERS or SUCCESSOR, may cure such default and acceleration of the additional installment by paying, within 15 days of such carrying charges thereon together with the penalty applicable thereto. Such written notice shall be given to the OWNERS or SUCCESSOR, by registered or certified mail, postage

prepaid at the address set forth in the following approval of terms and conditions. It shall be the obligation of the OWNERS or SUCCESSOR to notify the Sanitary Engineer of any difference of address to which such notice shall be sent. In the event such default is not cured by such payment within the specified period, the installments which are delinquent, together with any unpaid carrying charges and penalty and the balance of the connection charges, all of which are due and payable by reason of such declaration, shall be certified by this Board to the County Auditor who shall place the same upon the real property tax list and duplicate against the property served by such connection and such charge shall be a lien on such property from the date the same are placed on the real property tax list and duplicate by the Auditor and shall be collected in the same manner as other taxes.

and be it further;

RESOLVED, the Sanitary Engineer acting on behalf of the Board, is hereby authorized and directed to certify to the County Auditor such information as will identify the parcel of property to be served by the connection to be paid in installments pursuant to this resolution, the total amount of the connection charges to be paid in installments, the amount of each installment and the total number of installments to be paid. The County Auditor shall record such information in the sewer improvement record provided for in Section 6117.33, Ohio Revised Code, for the Sewer District and maintain such record until the connection charges are paid in full; and be it further

RESOLVED, the Sanitary Engineer shall present a certified copy of this Resolution to the OWNERS referred to herein. The OWNERS shall execute thereon an endorsement that the terms and conditions set forth in the resolution are satisfactory to the OWNERS and that the resolution and the terms and conditions thereof, constitute an agreement between the OWNERS and the County. Upon the execution by the OWNERS of the approval of such terms and conditions, the OWNERS can execute an affidavit pursuant to Section 5301.252, Ohio Revised Code, for recording pursuant to Section 317.08, Ohio Revised Code, with respect to the right of Portage County to acquire a lien against the above described property in the event of the failure of the OWNERS or SUCCESSOR, to pay when due as provided herein. Such affidavit shall, among other things, identify the property to which such lien may attach and shall have attached to it a true and correct copy of this Resolution, including the approval of the terms and conditions by the OWNERS and such County. Upon the receipt of the Resolution with such endorsement executed by the OWNERS and the execution of such affidavit, the Sanitary Engineer is authorized to issue to the OWNERS the permit provided for in Section 1402 of Resolution No. 12-1138; and be it further

RESOLVED, that the Clerk of this Board is hereby directed to file a certified copy of this resolution with the Auditor of this County for recording pursuant to Section 319.61,

Ohio Revised Code. In the event the Board declares the unpaid balance to be due and payable pursuant Paragraph H of this Resolution and the default is not cured, a certified copy of the Resolution providing for the acceleration of the unpaid balance shall so be certified to the County Auditor for recording pursuant to such section; and be it further

RESOLVED, Permits issued after this date shall be governed by the current rate resolution in effect at the time of purchase; and be it further

RESOLVED, it is hereby found and determined 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, and that all deliberations of this Board and of any of its committees 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;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0298 - RE: DECLARING THE BOUNDARY OF THE
IMPROVEMENT AREA FOR CONSTRUCTING
PROJECT NO. BR-2 (12-140) OAKWOOD ACRES
SUBDIVISION SANITARY IMPROVEMENTS, IN
PORTAGE COUNTY REGIONAL SEWER
DISTRICT, BRIMFIELD TOWNSHIP AND
SETTING A PUBLIC HEARING DATE.**

It was moved by Sabrina Christian-Bennett, and seconded by Mike Kerrigan that the following resolution be adopted:

WHEREAS, this Board, by Resolution No. 74-78, adopted April 11, 1974, established Portage County Regional Sewer District, hereinafter called the "SEWER DISTRICT"; and

WHEREAS, this Board, by Resolution No. 12-0832, adopted September 18, 2012, authorized the preparation of plans, specifications and estimate of cost for Project No. BR-2 (12-140), Oakwood Acres Subdivision Sanitary Improvements referred hereinafter as the "PROJECT"; and

WHEREAS, it is now necessary to construct the PROJECT within the SEWER DISTRICT and being in the following locations:

Located in Original Lot 17 in Brimfield Township, being part of the Oakwood Acres, County of Portage and State of Ohio as recorded in Plat Vol. 11, Page 16 and further described as follows:

The 5,078 linear feet of 8 inch diameter sanitary sewer beginning at an existing sanitary sewer manhole located on Mogadore Road just north of the Crystal Parkway Pump Station, 4581 Mogadore Road, Kent, OH;

Thence northerly a distance of 1,155 feet along Mogadore Road in the western public right-of-way to the intersection of Howe Road;

Thence westerly a distance of 1,035 feet on the south side of Howe Road to the intersection of Loraine Drive;

Thence northerly a distance of 1,475 feet along Loraine Drive in the eastern public right-of-way and terminating near the cul-de-sac of said road;

Thence from the intersection of Loraine Drive and Eckwood Drive a distance of 400 feet along Eckwood Drive in the southerly public right-of-way and terminating in the cul-de-sac of said road;

Thence from the intersection of Loraine Drive and Stillwood Drive a distance of 400 feet along Stillwood Drive in the northerly public right-of-way and terminating in the cul-de-sac of said road;

Thence from the intersection of Loraine Drive and Clearfield Drive a distance of 613 feet along Clearfield Drive in the northerly public right-of-way side and terminating in Sublot 4N of the Oakwood Acres platted subdivision.

- WHEREAS,** such plans, specifications, estimate of cost and tentative surcharge for the PROJECT have been filed with this Board and in the office of the Portage County Water Resources Department and are available for examination therein; now therefore be it
- RESOLVED,** that this Board determines it is necessary to construct the PROJECT for the purpose of preserving, protecting, and promoting the public health and welfare; and be it further
- RESOLVED,** that this Board determines it is necessary to proceed with the construction of the improvement; and be it further
- RESOLVED,** that the estimated cost of \$ 992,700 to construct the PROJECT shall be paid from an accepted and approved Ohio Public Works Commission grant in the amount of \$250,000, and the remainder estimated cost of \$ 742,700 to be paid from managed reserves of the county sewer fund, to be restored from user rates, charges and/or surcharges under authority of the Ohio Revised Code paid by serviced properties within the improvement area of the SEWER DISTRICT; and be it further
- RESOLVED,** that the properties located within the improvement area are described as the 56 sublots in the 32.665 acres of land described as Oakwood Acres, Brimfield Township

Original Lot 17, County of Portage, State of Ohio as approved, filed and recorded on February 20, 1956 (Portage County Record Number 167352, Vol. 11, Page 16); and be it further

RESOLVED, that the Portage County Board of Commissioners will hold a public hearing on May 24, 2018, 7:00 PM, at the American Legion Post, 1945 Mogadore Road, Kent, Ohio to hear objections and endorsements of the improvement, the tentative cost, and the boundaries of the improvement area of the PROJECT; and be it further

RESOLVED, that the Clerk of this Board is directed to publish notice of this public hearing once a week for two consecutive weeks in a newspaper printed and of general circulation in the County, the first such publication to be made at least 24 days prior to the public hearing date fixed above; and be it further

RESOLVED, that on or before the date of the second publication of this Resolution, the Clerk of this Board is directed to send by certified mail a notice of the time and place of such hearing to every known owner of property in the improvement area for the PROJECT; such notice shall state that the property of the addressee is subject to surcharge for the PROJECT; and be it further

RESOLVED, that the Board does hereby determine that on May 31, 2018, at a regularly scheduled meeting beginning at 9 o'clock a.m., at the Portage County Administration Building, 7th Floor, 449 South Meridian Street, Ravenna, Ohio, said Board shall decide whether or not to proceed with the construction of the improvement and, if it does, to declare the determination of the Board to proceed therewith; and be it further

RESOLVED, that the Clerk of this Board is hereby authorized and directed to file a certified copy of this Resolution with the County Auditor and the Department of Budget and Financial Management within fifteen days after its adoption; and be it further

RESOLVED, it is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0299

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**RE: ACCEPTANCE OF DONATIONS TO THE OFFICE
OF THE PORTAGE COUNTY DOG WARDEN.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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	
Saint Patricks School	127 Portage St Kent Oh 44240	\$1,230

; 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;

Mike Kerrigan, Yea;

JOURNAL ENTRY

April 26, 2018

Commissioners

1. The Board of Commissioners acknowledged receipt of the April 20, 2018 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, 2018, as presented by the Portage County Auditor's Office.

Human Resources

2. The Board of Commissioners approved the revised job description for the JFS Payroll Specialist position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
3. The Board of Commissioners approved the revised job description for the Training Specialist - OMJ/CSEA position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.

4. The Board of Commissioners signed the Personnel Requisition authorizing the three day internal reposting of the new full time permanent Training Specialist OMJ/CSEA due to the revised job description, for Portage County Job & Family Services, with external posting if no internal appointment is made, presented by Janet Kovick, Human Resources Director.
5. The Board of Commissioners approved the revised job description for the Training Specialist - PA position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
6. The Board of Commissioners signed the Personnel Requisition authorizing the three day internal reposting of the full time temporary Training Specialist PA due to the revised job description, replacing Christine Herra, for Portage County Job & Family Services with external posting if no internal appointment is made, presented by Janet Kovick, Human Resources Director.
7. The Board of Commissioners approved the revised job description for the Clerical Specialist 4 - CSEA position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
8. The Board of Commissioners signed the Personnel Requisition authorizing the three day internal reposting of the full time permanent Clerical Specialist 4 CSEA due to the revised job description, replacing Marilyn Bowling, for Portage County Job & Family Services with external posting if no internal appointment is made, presented by Janet Kovick, Human Resources Director.
9. The Board of Commissioners approved the revised job description for the Clerical Specialist 4 - PA position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
10. The Board of Commissioners approved the revised job description for the Clerical Specialist 4 - OMJ/PCSA/Fiscal/Business Services position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
11. The Board of Commissioners signed the Personnel Action Form authorizing the seasonal hire of Anthony Egler as a Canvasser for the Portage County Dog Warden, as presented by Janet Kovick, Human Resources Director. Anticipated start date is May 7, 2018. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.
12. The Board of Commissioners signed the Personnel Action Form authorizing the promotion of Jarrod Hankins from Deputy Dog Warden to Chief Deputy Dog Warden (new position) for the Portage County Dog Warden, as presented by Janet Kovick, Human Resources Director. Anticipated start date is May 7, 2018.

13. The Board of Commissioners signed the Personnel Action Form authorizing the full-time hire of Deborah Burrell-Horn as an Office Assistant, replacing Melissa Stranathan, for the Portage County Water Resources Department, as presented by Janet Kovick, Human Resources Director. Anticipated start date is May 29, 2018. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion To: Approve the Journal Entries for April 26, 2018

RESULT: ADOPTED [UNANIMOUS]

MOVED: Sabrina Christian-Bennett

SECONDED: Mike Kerrigan

AYES: Sabrina Christian-Bennett, Mike Kerrigan, Vicki A. Kline

JOURNAL ENTRY II

April 26, 2018

1. The Board of Commissioners authorized County Treasurer Cromes to begin negotiation for the purchase of County tax liens with Finch Investment Group, LLC (Servicer) and Fig Capital Investments, LLC (Purchaser).

Motion To: Approve the Journal Entry II for April 26, 2018

RESULT: ADOPTED [UNANIMOUS]

MOVED: Sabrina Christian-Bennett

SECONDED: Mike Kerrigan

AYES: Sabrina Christian-Bennett, Mike Kerrigan, Vicki A. Kline

Motion To: Adjourn the Official Meeting of April 26, 2018 at 1:37 PM

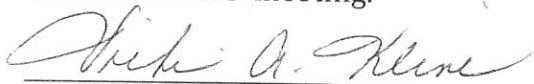
RESULT: ADOPTED [UNANIMOUS]

MOVED: Sabrina Christian-Bennett

SECONDED: Mike Kerrigan

AYES: Sabrina Christian-Bennett, Mike Kerrigan, Vicki A. Kline

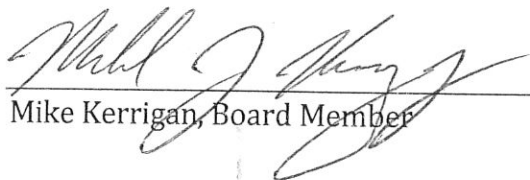
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting.



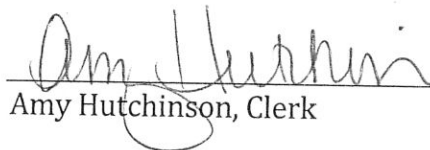
Vicki A. Kline, President



Sabrina Christian-Bennett, Vice President



Mike Kerrigan, Board Member



Amy Hutchinson, Clerk