



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

January 9, 2020

9:00 AM

Commissioners' Board Room

*The Commissioners' meeting minutes are summarized; Audio recordings and backup material are available.
Please contact the Commissioners' Office for specific details.*

The Portage County Board of Commissioners' meeting came to order with the following members present:

Attendee Name	Title	Status
Vicki A. Kline	President	Present
Kathleen Clyde	Vice President	Present
Sabrina Christian-Bennett	Board Member	Present

Also attending throughout the day Brian Ames, Record Courier Reporter Diane Smith.

Recessed to Solid Waste Management District: 9:00 AM

Reconvened: 9:25 AM

HUMAN RESOURCES

Present: Janet Kovick

Discussion:

1. Commissioners' Personnel Policy Manual Review

Director Kovick started reviewing the Commissioners' Personnel Policy manual back in June and then it was distributed to a team of subject matter experts for their review, and then to the Commissioners' Directors for their input. Director Kovick presented and highlighted several major changes in the Policy Manual as follows:

- Page 9, Section G1 – Self Reporting of Convictions and Pending Charges (Criminal Activity).
Without this section, employees only have to report criminal drug convictions and/or charges within a certain timeframe, but the Directors felt they should have knowledge of any pending charges or convictions and language was added to the policy under Section G1, page 9 to address this concern.

Commissioner Christian-Bennett asked if this practice is common in County government and Director Kovick responded it is.

Commissioner Clyde noted the policy reads that the employee will consult with the Human Resources Department and the Prosecutor's Office and wondered if Director

Kovick wanted to be the one contacting the Prosecutor's Office. Director Kovick explained that in the past, the Director has contacted Human Resources and they have contacted the Prosecutor's Office together. Commissioner Kline and Commissioner Christian-Bennett noted the verbiage is fine as it stands.

- Page 46, Section I – County Department Website: Social Media Guidelines.
If a department has a social media website and they are sending out communication, there needs to be a Records Retention schedule as the records are public and need to be retained by the department.
- Page 23, Section G – Prior Permission Notification of Outside Employment.
The Commissioners' Policy states that an employee is required to obtain prior permission before taking a second job and the Directors wanted the discretion to require employees to come directly to them instead of coming to the Board.
- Page 55, Section B Travel Policy - In County and Out of County Driving.
Since the County no longer has the Motor Pool and an employee is traveling in County, the employee can drive their own vehicle unless the department has an assigned vehicle. If an employee is going out of County, the Director has the discretion to allow an employee to use their own vehicle or to use Enterprise and rent a vehicle for the day.
- Page 56 Section C Meals.
Specific time frames have been added for meals - Breakfast midnight-9:00 AM, Lunch 11:00 AM-3:00 PM, and Dinner 6:00 PM-Midnight.
- Page 63 - Flex Time
In the Policy Manual, flex time is broken down between non-exempt classified, exempt classified, and exempt unclassified. The non-exempt classified positions are the majority of the non bargaining employees, exempt classified are Deputy Directors and a few bargaining employees, and exempt unclassified are the Directors.

The Directors drafted the flex time policy for themselves based on an honor system. The flextime period for non-bargaining (classified employees) must be taken within the same work week with permission from their supervisor for non-bargaining classified employees, exempt classified (Deputy Directors and select non bargaining employees) have two weeks to use their flex time with Director's approval, and no approval is necessary for Director.

Commissioner Clyde noted a regular leaving of a Director on a Wednesday, for example, would be helpful to know in advance, but Director Kovick noted she views that as a work shift schedule change and flex time is supposed to be utilized for a short period of time only. If a Director needs to leave every Wednesday at 3:00, the Board needs to know and the Director should be available by phone. Director

Kovick will point out the difference between schedule change versus flex time during the Directors' meeting on January 22, 2020.

Director Kovick also asked if an employee is on flextime, are they permitted to make up hours at home or in the office and the policy is written so that it's up to the Department Director.

- Page 73 - Section 23 Paid Leave of Absence
A3. The immediate family definition should match funeral leave so Director Kovick added children's spouse, spouse's parents, spouse's grandparent, sibling's spouse, and spouse's siblings.
- Page 74 Funeral Leave
Director Kovick added foster children aunt, uncle, niece or nephew to the funeral leave because they were listed under immediate family for sick leave, but Director Kovick noted an employee cannot take sick leave for aunt, uncle, niece or nephew.

Other changes were made throughout the policy manual to clarify language and the entire policy is available through the Human Resources Department.

The Board agreed to move forward with the request and Director Kovick will bring back the resolution for Board consideration next week.

WATER RESOURCES

Present: Gene Roberts and Laura Weber

Discussion:

1. Village of Mantua Merger

Director Roberts noted the citizens of Mantua Village opted to implement a process that is provided for in their Ordinance and created a referendum on the Ordinance that provided for the agreement, where their Council voted five to six to enter into an agreement with the County. It was never presented to the Board because of the thirty day waiting period and two weeks into the thirty days, a referendum was filed. The Mayor has asked that the County open discussions again and in the process of that occurring, a letter has been sent to the Mayor's Office stating the money should be an additional \$20.00 per month and should help alleviate most of the problems. Director Roberts presented an analysis completed by the Water Resources Department and this action is essentially 'kicking the can down the road' by doing \$2.5 million of \$10 million dollars' worth of work and in thirty years (or sooner), Mantua Village will have need another \$20 million.

Director Roberts recommends sending the draft correspondence he presented today to the Board to open discussions about the merger.

Commissioner Clyde asked what the Village is going to do in the interim and Director Roberts responded effective December 27th at 5:00 PM, the Portage County Water

Resources ceased to operate as the Operator of Records for their plants and the Village hired Envirolink, who specializes in providing the same type of service, but it's not cost effective.

The Board authorized Director Roberts to move forward.

2. Fairlane Water Company

Director Roberts received a copy of findings and orders from the Portage County Health Department issued to the owner of the Fairlane Water Company. Fairlane Water Company provides service to the same people the Water Resources Department services out of the Fairlane Wastewater Treatment Plant (sub-development on the northeast corner of 224 and Congresslake Road). The owner has a medical condition and contacted Director Roberts asking if the County wanted to buy the plant, but the County is not interested because it's a below grade plant.

The findings and orders were eight pages long and the Ohio EPA said owner is simply walking away and recommends the one hundred and eighteen customers drill their own well, which is not the most cost effective method. Director Roberts explained if the owner walks away, the County is responsible and it will take \$650,000 to build a new water plant on the property. There are two wells on the site and one may be located in someone's back yard. The Fairlane Water Company abuts the 224 right of way and there's no driveway, so hopefully, there's an easement across a property for the County to gain access.

Director Roberts noted if you use the \$650,000 amount, it comes out to approximately \$5,500.00 cost per resident, and if a resident drills a well, the cheapest price if they all went together and had them drilled simultaneously starts at approximately \$7,500 and up.

The payment from the residents could be in the form of a surcharge or an assessment and there's flexibility with the payments.

Director Roberts recommends the board wait until the residents come forward. A meeting The Ohio Executive Officer from Rural Community Assistance Program (RCAP) has a meeting with the Ohio EPA on January 16th with the owner of Fairlane Water Company to discuss this issue.

3. Sewer Line Break State Route 14

Deputy Director Weber reported a sewer line force main break in Streetsboro on State Route 14. The Department was notified Monday morning by Streetsboro employees and they believe it started on Friday afternoon because of the odor. The Water Resources Department notified the Ohio EPA and the Health Department and the situation was taken care of. The Water Resources Department continues to monitor the situation, but it's important to note nothing seeped into the waters of the State.

4. State Chemical

State Chemical is a vendor of the Water Resources Department and they have invited Director Roberts to be part of a panel to discuss where the industry in general is going and the meeting is scheduled for Monday, January 20th at the Cleveland Hopkins Airport and he would like to attend. The Board agreed to move forward with the request.

PROSECUTOR'S OFFICE, INTERNAL SERVICES AND DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Attorney Chris Meduri, JoAnn Townend, Todd Bragg

Discussion:

1. Public Records Requests

Director Bragg met with the Board and discussed the following:

- Who holds what records, who holds the official records, and who should be responding to public records requests.
- When do we charge someone for copies – scanned vs. paper costs.
- Does the Commissioners' policy need updated.
- Does the Board need to convert from a PDF back down to an Excel spreadsheet.

Attorney Meduri noted every public records request will need to be determined on a case by case basis. If the department has a document in paper format, it should be emailed to the requestor, but if it's in a different type of medium, it will need further discussion. Director Bragg stated people are requesting documents in electronic format so as not to pay the \$0.05 per page cost established by the Board and Attorney Meduri reiterated the fact that it's safer to review the requests on a case by case basis.

Commissioner Clyde explained a request to the Board for a jail video should indicate that the Board does not have a record responsive to that request and Attorney Meduri agreed noting the requestor would need to go to the department that holds the record.

If a requestor wanted copies of A, B, and C and B and C are not Commissioners' records or the request is not under the Commissioners' purview, the Clerk will provide A and inform the requestor that we do not have records responsive to request for B and C. If a Commissioners' Department has B and C, the Clerk will coordinate sending the documents to the departments and compiling the information when it returns for the requestor.

Commissioner Clyde responded if staff doesn't hold a record or knows where to send a person, staff doesn't have the duty to try to figure it out.

Director Bragg asked if the Board is receptive to altering its current policy to adjust the cost of copies and the Board agreed and Prosecutor's Office is open to reviewing the statute.

As for the thumb drive with the video request from Ms. Amanda Griffiths, the Prosecutor's Office will provide an opinion, but the video should be released without charge.

Director Bragg suggests the Records Retention schedule be modified to allow videos for the doors to be kept less than the required thirty days as the storage alone is astronomical and the videos serve no purpose after several days unless there's an incident.

Director Bragg recommends each Director make a list of the records they are responsible for so staff knows where to send people who are requesting public records and he will mention that during the next Director's meeting. Additionally, people will need to review the records they believe they are responsible for checking the retention schedule to see if it makes sense to keep the records for a certain amount of time. Director Bragg also recommends having the microfilm copies of the records turned into PDF's so they can be easily searched.

PUBLIC COMMENT

Present: Mark Smith

Mr. Smith shared his frustration with the Sheriff's Office and provide several examples on why he and his family feel they are being targeted. Commissioner Christian-Bennett asked if he's talked with the Sheriff's Office directly and noted the Commissioners have no jurisdiction over the Sheriff's Office.

COUNTY ENGINEER

Present: Mickey Marozzi, Internal Services Director JoAnn Townend Department of Budget and Financial Management Director Todd Bragg, and Attorney Chris Meduri

Discussion:

1. Labor contract agreement

County Engineer Marozzi explained the recent changes to the contract with the Teamsters Union, which include the following sections:

1. Article 5 Union Security, Section 7, Section 9 and Section 11
2. Article 23 Leaves of Absence with Pay, Section 9
3. Article 30 Compensation, Section 1, Section 3 and Section 4

County Engineer Marozzi asks the Board to adopt a resolution to accept and enter into a successor collective bargaining agreement between the Portage County Board of Commissioners, the Portage County Engineer and Teamsters' Local Union No. 436. The agreement is in effect November 1, 2019 through October 31, 2022 (See also Resolution No. 20-0020).

Director Bragg clarified that the County Engineer provided \$0.80 plus 1% to its employees and the increase of \$0.80 put employees slightly below the average for the last three counties.

County Engineer Marozzi will gather all remaining signatures and will bring the document back for Board signature.

11:18 AM In accordance with the Ohio Rev. Code 121.22(G)(3), it was moved by Kathleen Clyde, seconded by Sabrina Christian-Bennett that the Board of Commissioners move into executive session for the purpose of a conference with an attorney for the Board concerning disputes involving the Board that are the subject of pending court action. Also present: Attorney Chris Meduri and Clerk Amy Hutchinson. Roll call vote: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

11:49 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

COMMISSIONERS' CONSENT AGENDA

January 9, 2020

1. Approval of the December 19, 2019 regular meeting minutes and the Special Meeting of December 20, 2019.

Motion: Kathleen Clyde

Second: Sabrina Christian-Bennett

All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

Motion Carries

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RESOLUTIONS

January 9, 2020

Budget & Financial Management:

1. Approve the Thursday, January 9, 2020 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./20-0001

Motion: Kathleen Clyde

Second: Sabrina Christian-Bennett

All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

Motion Carries

2. Approve the Thursday, January 9, 2020 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./20-0002

Motion: Kathleen Clyde
Second: Sabrina Christian-Bennett
All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

3. Approve the Thursday, January 9, 2020 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./20-0003

Motion: Kathleen Clyde
Second: Sabrina Christian-Bennett
All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

4. Approve the Thursday, January 9, 2020 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./20-0004

Motion: Kathleen Clyde
Second: Sabrina Christian-Bennett
All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

5. Amendment to the General Fund 2020 Annual Appropriation Resolution No. 19-0947, adopted December 19, 2019. /20-0005

Motion: Kathleen Clyde
Second: Sabrina Christian-Bennett
All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

6. Amendment to the Non General Fund 2020 Annual Appropriation Resolution No. 19-0948, adopted December 19, 2019. /20-0006

Motion: Kathleen Clyde
Second: Sabrina Christian-Bennett
All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

7. Rescind Resolution No. 19-0946, adopted December 19, 2019./20-0007

Motion: Kathleen Clyde

Second: Sabrina Christian-Bennett
All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

Job & Family Services

8. Acceptance of cash donations from organizations, businesses and private donors to support the Portage County Job & Family Services Group Home./20-0008

Motion: Kathleen Clyde
Second: Sabrina Christian-Bennett
All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

9. Acceptance of cash donations from organizations, businesses and private donors to support the Portage County Job & Family Services and Kinship Holiday Party./20-0009

Motion: Kathleen Clyde
Second: Sabrina Christian-Bennett
All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

10. Acceptance of cash donations from organizations, businesses and private donors to support the Portage County Job & Family Services and Kinship Holiday Party (Lang's Lawn and Garden)./20-0010

Motion: Kathleen Clyde
Second: Sabrina Christian-Bennett
All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

11. Declare obsolete and authorize the donation of Portage County Job & Family Services property to Portage County Shelters./20-0011

Motion: Kathleen Clyde
Second: Sabrina Christian-Bennett
All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

12. Transfer from Fund 0001, General Fund to Fund 1410, Public Assistance Fund./20-0012

Motion: Kathleen Clyde
Second: Sabrina Christian-Bennett
All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

13. Transfer from Fund 1413, WIA Fund to Fund 1410 Public Assistance Fund./20-0013

Motion: Kathleen Clyde
 Second: Sabrina Christian-Bennett
 All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

Internal Services

14. Accept and award the bids for the purchase of various chemicals for the Water Resources Department./20-0014

Motion: Kathleen Clyde
 Second: Sabrina Christian-Bennett
 All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

15. Reduce load limits 35% on all county and township roads in Portage County effective January 31, 2020, or as soon thereafter as signs are posted./20-0015

Motion: Kathleen Clyde
 Second: Sabrina Christian-Bennett
 All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

16. A resolution authorizing the use of force account and the issuance of highway permits for the Portage County Engineer Highway Department for the year 2020./20-0016

Motion: Kathleen Clyde
 Second: Sabrina Christian-Bennett
 All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

17. Amend Resolution 19-0936, adopted on December 19, 2019, entering into a real estate lease agreement for the property located at 213 South Chestnut Street, Ravenna, OH/20-0017

Motion: Kathleen Clyde
 Second: Sabrina Christian-Bennett
 All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

Regional Planning Commission

18. Authorization to enter into a programmatic agreement for coordination with the Ohio Historic Preservation Office./20-0018

Motion: Kathleen Clyde
Second: Sabrina Christian-Bennett
All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

Commissioners

19. Appointment to the Portage County Public Defender Commission./20-0019

Motion: Kathleen Clyde
Second: Sabrina Christian-Bennett
All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

Add On For County Engineer:

20. Accept and Enter into a Successor Collective Bargaining Agreement between the Portage County Board of Commissioners, the Portage County Engineer and Teamsters' Local union No. 436/20-0020

Motion: Kathleen Clyde
Second: Sabrina Christian-Bennett
All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

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RESOLUTION NO. 20-0001 - RE: **BILLS APPROVED AND ACH CERTIFIED TO
THE PORTAGE COUNTY AUDITOR FOR
PAYMENT.**

It was moved by Kathleen Clyde, seconded by Sabrina Christian-Bennett 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 January 9, 2020 in the total payment amount of **\$321,595.84** 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, January 10, 2020, 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 January 9, 2020 in the total payment amount of **\$54.75 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. 20-0002

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

**RESOLUTION NO. 20-0003 - RE: APPROVAL OF JOURNAL
VOUCHERS/ENTRIES.**

It was moved by Kathleen Clyde, seconded by Sabrina Christian-Bennett 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:

01/09/20	109	\$846.39
01/09/20	110	441.16
01/09/20	112	238.00
01/09/20	113	330.75
Total		\$ 1,856.30

; 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. 20-0004

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

It was moved by Kathleen Clyde, seconded by Sabrina Christian-Bennett 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 **\$163,675.73** dated **January 9, 2020** 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. 20-0005

RE: AMENDMENT TO THE GENERAL FUND 2020 ANNUAL APPROPRIATION RESOLUTION
NO. 19-0947 ADOPTED DECEMBER 19, 2019.

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

RESOLVED, that it has become necessary to amend the General Fund 2020 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below as reviewed and recommended by the Director of Budget & Financial Management:

	<u>Increase</u>	<u>Decrease</u>
Fund: 0001 General Fund		
001 Commissioners		
00017 Commissioners Other Expenses	225	-
MEMO TOTAL	<u>\$ 225</u>	<u>\$ -</u>

Note:

010 Commissioners Other		
00103 Commissioner Other PS	9,000	-
00104 Commissioner Other Contract Sv	200,000	-
00105 Commissioners Other MS	400,000	-
MEMO TOTAL	<u>\$ 609,000</u>	<u>\$ -</u>

Note: Computer project

400 Recorder		
04003 Recorder Salary & Fringes	7,000	-
MEMO TOTAL	<u>\$ 7,000</u>	<u>\$ -</u>

Note:

TOTAL MEMO BALANCE ALL AMENDMENTS	<u>\$ 616,225</u>	<u>\$ -</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. 20-0006

RE: AMENDMENT TO THE NON GENERAL FUND 2019 ANNUAL APPROPRIATION RESOLUTION NO. 19-0948 ADOPTED DECEMBER 19, 2019.

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

RESOLVED, that it has become necessary to amend the Non General Fund 2020 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: 1122	Adult Probation		
590	Adult Probation		
11223	AP Comm Corr Gr Salary&Fringes	-	207,730
	MEMO TOTAL	\$ -	\$ 207,730

Note:

Fund: 1126	Reinvestment Incentive (JRIG)		
590	Adult Probation		
11263	Reinvestmt Incentive JRIG PS	-	15,689
	MEMO TOTAL	\$ -	\$ 15,689

Note:

Fund: 1251	CDBG County Formula		
081	Community Development		
12514	CDBG Conty Formula CS	-	136,638
	MEMO TOTAL	\$ -	\$ 136,638

Note:

Fund: 1266	LGIP Innovation Study		
081	Community Development		
12664	LGIP Innovation Study CS	-	24,806
	MEMO TOTAL	\$ -	\$ 24,806

Note:

		<i>Increase</i>	<i>Decrease</i>
Fund: 1415	Child Welfare - Special Levy		
051	Job And Family Services		
14154	JFS Child Welfare Levy CS	-	450,207
	MEMO TOTAL	\$ -	\$ 450,207

Note:

Fund: 5211	PCS Revenue Bonds 2001		
060	Water Resources		
52118	PCS Revenue Bonds 2001 DS	-	16
	MEMO TOTAL	\$ -	\$ 16

Note:

Fund: 5217	PCS Revenue Bond 2010		
060	Water Resources		
52178	PCS Revenue Bond 2010 DE	-	1,000
	MEMO TOTAL	\$ -	\$ 1,000

Note:

Fund: 5245	PCS OWDA 2005 Ravenna		
060	Water Resources		
52458	PCS OWDA 2005 Ravenna City DS	-	1
	MEMO TOTAL	\$ -	\$ 1

Note:

Fund: 5270	PCS OPWC 1998 CG008		
060	Water Resources		
52708	PCS OPWC 1998 CG008 DS	-	23,052
	MEMO TOTAL	\$ -	\$ 23,052

Note:

Fund: 5671	StS OPWC 1998 CG008		
060	Water Resources		
56718	StS OPWC CG008 DS	-	2,596
	MEMO TOTAL	\$ -	\$ 2,596

Note:

		<i>Increase</i>	<i>Decrease</i>
Fund: 7001	Central Print Shop		
013	Central Print Shop		
70015	Central Print Shop MS	-	3,092
	MEMO TOTAL	\$ -	\$ 3,092

Note:

Fund: 7002	Central Vehicle Maintenance		
011	Budget & Financial Management		
70024	Vehicle Maint CS	-	4,950
	MEMO TOTAL	\$ -	\$ 4,950

Note:

TOTAL MEMO BALANCE FOR ALL FUNDS	\$ -	\$ 869,777
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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. 20-0007

-

**RE: RESCIND RESOLUTION NO. 19-0946, ADOPTED
DECEMBER 19, 2019.**

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

WHEREAS, Resolution No. 19-0946, adopted December 19, 2019 authorizing a transfer from fund 0002 to fund 1310 was accomplished via resolution 19-0924, therefore 19-0946 was a duplicate copy that does not need to happen; now therefore be it

RESOLVED, the Board of Commissioners agrees to rescind Resolution No. 19-0946; 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. 20-0008

-

**RE: ACCEPTANCE OF CASH DONATIONS FROM
ORGANIZATIONS, BUSINESSES AND PRIVATE
DONORS TO SUPPORT THE PORTAGE**

**COUNTY JOB AND FAMILY SERVICES GROUP
HOME**

It was moved by Kathleen Clyde, seconded Sabrina Christian-Bennett by to approve the following resolution:

- WHEREAS,** the Portage County Job & Family Services received a total of \$500.00 in cash donations from organizations, businesses and private donors; and
- WHEREAS,** the donation totaling \$500.00 was received in the month of December 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 \$500.00 from the following organization, and/or business; and be it further

Donor	Contact (Requirement)	Address	Donation
Holy Trinity Greek Orthodox Church	Koraes Lady Society	4705 Fairhaven Ave NW Canton Ohio 44709-1348	\$500

- 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. 20-0009 - 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 Sabrina Christian-Bennett by to approve the following resolution:

- WHEREAS,** the Portage County Job & Family Services received a total of \$540.00 in cash donations from organizations, businesses and private donors; and
- WHEREAS,** the donation totaling \$540.00 was received in the month of December 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 \$540.00 from the following organization, and/or business; and be it further

Donor	Contact (Requirement)	Address	Donation
Employees from Portage County Sherriff's Office		8240 Infirmary Rd. Ravenna Ohio 44266	\$540

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. 20-0010

-

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 Sabrina Christian-Bennett by to approve the following resolution:

WHEREAS,

the Portage County Job & Family Services received a total of \$50.00 in cash donations from organizations, businesses and private donors; and

WHEREAS,

the donation totaling \$50.00 was received in the month of December 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 \$50.00 from the following organization, and/or business; and be it further

Donor	Contact (Requirement)	Address	Donation
Lang's Lawn and Garden	Ms. Lang	1407 State Route 44 PO Box 495 Randolph Ohio 44265	\$50

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. 20-0011

-

RE: DECLARE OBSOLETE AND AUTHORIZE THE DONATION OF PORTAGE COUNTY JOB AND FAMILY SERVICES PROPERTY TO PORTAGE COUNTY SHELTERS

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

WHEREAS, that the Portage County Job and Family Services personal property which is not needed for public use, or is obsolete or unfit for the use for which it was acquired, is declared as such and can be donated according to O.R.C. 307.12; and

WHEREAS, pursuant to O.R.C. 307.12 the Board of County Commissioners may donate such personal property valued under \$2,500.00 without advertisement or public notification to an eligible nonprofit organization that is located in Ohio; now therefore be it

RESOLVED, that the Board of County Commissioners authorizes the donation of the following items with the value of \$231.00 to local Portage County shelters:

Items	Value:
Box of: stuffed animals: 34	\$17
Box of: 13 trucks, airplane, 2 balls	\$ 6
Box of: 12 board games, 6 puzzles	\$ 5
Box of: 5 board games, 1 puzzle	\$ 5
Box of: 5 baby toys, 5 cars w/ jug, 3 airplanes, 1 Lego playset, 1 cars station, 1 kitchen set	\$ 7
Box of: 9 board games, 1 piano, 1 riding toy	\$ 10
Box of: ONLY Legos	\$ 7
Box of: 43 blocks, 15 play kitchen items, 15 toy trucks, 9 baby toys, 6 trains, 5 animal hand toys, 4 toy camping items, 3 dinosaurs, 2 railroad tracks, 2 fight men, bowling pin, riding firetruck, bucket & shovel set	\$ 15
Box of: 8 board games, 2 buckets, 1 magazine game	\$5
Box of: 4 cars (2 big, 2 small), 2 big trucks, 1 car station, 1 pop out farm game, 1 playdoh station	
Box of: 15 games, 4 US map placemats, 2 puzzles	\$20
Box of: 14 mixed games, 10 mixed puzzles, 2 board games, 2 blocks, 2 books, 1 airplane, 1 girl hoodie	\$10
Box of: 3 jugs, 3 play kitchen items, 1 pirate hat, 1 block, 1 Lego container, 1 palm tree, 1 mixed puzzle, 1 bath toy	\$10
Box of: 6 baby toys, 6 trucks, 4 stuffed animals, 1 Barbie house, 1 airplane, 1 shovel, 1 volcano, 1 puzzle game	\$10
Box of: 35 stuffed animals, 8 hand toys, 2 blocks, 2 animals,	\$20

1 basketball hoop, 1 Barbie house, 1 truck	
Box of: 5 baby hand toys, 2 stuffed animals, 2 baby trains,	\$10
2 play pianos, 1 light up workshop for baby, 1 book, 1 puzzle	
Box of: 14 blocks, 10 toy kitchen items, 4 bounce balls,	\$15
3 baby hand toys, 2 miscellaneous items, 1 Lion King	
toy, 1 book, 1 Mr. Potato Head building toy, 1 girl shirt, 1 blue blanket, 1 bucket	
1 large Train table	\$25
1 star vanity w/ chair set	\$5
4 kitchen sets	\$12
1 sitting turtle jump toy	
1 Thomas the Train jump toy	\$5
1 highchair #U-03698	\$12

; 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. 20-0012 - RE: TRANSFER FROM FUND 0001, GENERAL FUND TO FUND 1410, PUBLIC ASSISTANCE FUND

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

WHEREAS, the Portage County Board of Commissioners are mandated to provide payment of the county share of public assistance expenditures in accordance with section 5101.161 of the Ohio Revised code; and

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

RESOLVED, that the following transfer of funds be made in the amount of \$30,404.51 for the month of January 2020 as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 0001, COUNTY GENERAL FUND

ORGCODE - 00100009

Debit Expense Account

Object: 910000 – Transfer Out

\$30,404.51

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 280000 – Transfer In
Project: NONE

\$30,404.51

; and be it further

RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the Portage County Auditor, the Portage County Job & Family Services and the Department of Budget and Financial Management; and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 20-0013 - RE: TRANSFER FROM FUND 1413, WIA FUND TO
FUND 1410 PUBLIC ASSISTANCE FUND**

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

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

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

RESOLVED, that the following transfer of funds be made in the amount of \$25,837.37 for the 1st Qtr SFY20 Jul-Sep 2019 adjustment as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 1413, JFS WIA FUND

ORGCODE - 14130519

Debit Expense Account

Object: 912000 – JFS Shared

Project 3A258

\$12,918.68

Project 3B278

\$12,918.69

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 282000 – JFS Shared

Project 5SHAR

\$25,837.37

; 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. 20-0014 - RE: ACCEPT AND AWARD THE BIDS FOR THE
PURCHASE OF VARIOUS CHEMICALS FOR
THE Water Resources DEPARTMENT.**

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

WHEREAS, specifications were requested and sent to thirty-four (34) potential bidders, and

WHEREAS, eight (8) sealed bids for the purchase of various chemicals for the Water Resources Department, were received, tabulated and recorded on December 18, 2019; and

WHEREAS, upon review of the bids received, it is the recommendation of the Director of Internal Services and the Water Resources Operation Manager that the bids for chemicals be awarded to the lowest bidder for each chemical; now therefore be it

RESOLVED, that the Board of County Commissioners does, hereby, award the bids for the various chemicals as follows:

JCI Jones

Item 2 - Chlorine; 150 Cylinders (16 Total)	\$60.00 /cyl	\$ 960.00
Item 4A - Sodium Hypochlorite – Shalersville 12.5% (2000 gal)	\$0.75/gal	\$ 19,500.00

Sal Chemical

Item 3 - Hydrofluosilicic Acid (30 gal drums)	\$71.30/drum	\$ 7,130.00
Item 11A – Sodium Hydroxide Shalersville 25% (2000 gal)	\$1,617.20 /gal	\$ 54,984.80

Morton

Item 1 A - Southern Rock Salt – Shalersville (Bulk)	\$128.55/Ton	\$289,237.50
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Bonded Chemical

Item 4B - Sodium Hypochlorite 12.5%-RM WTP&Rand (15gal carboy)	\$27.30/gal	\$ 955.50
Item 7 – Sodium Bisulfite 38% - Shalersville (15-gal carboy)	\$31.50/carboy	\$ 2,205.00
Item 9A - Ferric Chloride- St-boro/FH (4000gal bulk)	\$5,121.64/bulk	\$128,041.00
Item 9B - Ferric Chloride – B-brook/RF (500gal bulk)	\$5,296.44/bulk	\$ 5,296.44
Item 6- Potassium Permanganate Shalersville (50 lb. kegs)	\$83.50/lb	\$ 8,350.00
Item 8 – Sodium Bisulfite 38% - O&M (45 lb. pail)	\$116.10/pail	\$ 1,741.50

Item 5 - Citric Acid (50% Concentration) Randolph/FH (20 drums)	\$166.50/drum	\$ 3,330.00
Item 9C - Ferric Chloride - Atwater (55 gal drums)	\$116.00/drum	\$ 1,508.00
Item 11B - Sodium Hydroxide 25% - O&M 15-gal carboy	\$22.40/carboy	\$ 336.00
Chemrite		
Item 10 - Calcium Hypochlorite STB & O&M (100lb drum)	\$153.00/drum	\$ 4,590.00
Shannon Chemical		
Item 12 - Orthophosphate B-field/Shalersville (30 gal drums)	\$142.42/drum	\$ 8,545.20
SNF Polydyne		
Item 13 Polymer 45% Blend - Streetsboro (2300 lb. Tote)	\$2,875.00/tote	\$ 63,250.00

RESOLVED, that the Board of County 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. 20-0015 - RE: REDUCE LOAD LIMITS 35% ON ALL COUNTY AND TOWNSHIP ROADS IN PORTAGE COUNTY EFFECTIVE JANUARY 31, 2020, OR AS SOON THEREAFTER AS SIGNS ARE POSTED.

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

WHEREAS, due to the traditional freeze-thaw cycle brought about by winter weather and the commencement of the break-up of roads, Mr. Michael A. Marozzi, Portage County Engineer, has requested this Board of Portage County Commissioners to reduce the load limits on all County and Township roads from **January 31, 2020 to May 1, 2020**; now therefore be it

RESOLVED, that in accordance with Section 5577.07 of the Revised Code of Ohio, the maximum weight of vehicles and axle loads for motor vehicles permitted by the law shall be reduced 35% on all County and Township roads in Portage County effective **January 31, 2020**, or as soon thereafter as the Portage County Engineer and/or Township Trustees can post the maximum weights. The reduced load limits will continue during the period of excessive moisture and freezing and thawing and end on **May 1, 2020**, and be it further

RESOLVED, that the Clerk of this Board be and is hereby directed to file certified copies of the above resolution with the Portage County Engineer, the Chairmen of all Boards of Township Trustees in Portage County, the Brimfield Township Police, the Portage County Sheriff and the State Highway Patrol, and be it further

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

meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 20-0016

-

RE: A RESOLUTION AUTHORIZING THE USE OF FORCE ACCOUNT AND THE ISSUANCE OF HIGHWAY PERMITS FOR THE PORTAGE COUNTY ENGINEER HIGHWAY DEPARTMENT FOR THE YEAR 2020.

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

WHEREAS, Ohio Revised Code 5543.19 provides that when authorized by the Board of County Commissioners to do so, the County Engineer may undertake the maintenance, repair, construction, and reconstruction of Portage County roads, bridges, etc. by Force Account; and

WHEREAS, the Ohio Revised Code Section 153.64, 4931 and 4933 provides to the Board of County Commissioners the authority to control the installation and placement of any public utilities within the dedicated public right-of-ways of all County maintained highways; and

WHEREAS, Ohio Revised Code Section 5589 and 5543 provides to the Board of County Commissioners, the authority to control any digging and excavating on or along a County maintained highway and for the placement of a private driveway approach to a County maintained highway; and

WHEREAS, the Ohio Revised Code Section 4513.34 provides to the Board of County Commissioners, the authority to permit oversize and overweight vehicles using County maintained highways; now therefore be it

RESOLVED, the Portage County Board of Commissioners has determined that the health, welfare and safety of the people of Portage County can best and most efficiently be served by "Force Account" in matters pertaining to the maintenance, repair, construction, and reconstruction of Portage County roads, bridges, etc.; and be it further

RESOLVED, that the Portage County Board of Commissioners does hereby authorize Michael A. Marozzi, Portage County Engineer, to use the existing county employee forces and proceed by "Force Account", as outlined in Section 5543.19 of the Ohio Revised Code, in the maintenance, repairs, construction of roads, bridges, and culverts in Portage County during the year 2020; and be it further

RESOLVED, that the Portage County Board of Commissioners does hereby authorize Michael A. Marozzi, Portage County Engineer, to develop and administer permits for the above described activities within County road right-of-ways, as outlined in Sections 153.64, 4931, 4933, 5589, 5543 and 4513.34 of the Ohio Revised Code, and to keep said permits with the permanent road records of the Portage County Engineer; and

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 Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 20-0017

-

RE: AMEND RESOLUTION 19-0936, ADOPTED ON DECEMBER 19, 2019, ENTERING INTO A REAL ESTATE LEASE AGREEMENT FOR THE PROPERTY LOCATED AT 213 SOUTH CHESTNUT STREET, RAVENNA, OH.

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

WHEREAS, the Board of Commissioners adopted Resolution 19-0936 on December 19, 2019 to enter into a real estate lease agreement for the property located at 213 South Chestnut St., Ravenna OH; and

WHEREAS, Attorneys Thomas J. Sicuro and William G. Simon would like to lease the property month-to-month at the hold-over monthly rate of One thousand, seventy-eight dollars and 56/100 dollars (\$1,078.56) rather than one full (1) year; therefore be it resolved

RESOLVED, that the Board of Commissioners agrees to amend the resolution to reflect the change in the term and monthly rent of the lease; and be it further

RESOLVED, that the Board of Commissioners agrees that this resolution shall read in its entirety as follows:

RESOLUTION

NO. 20-0017

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 Sabrina Christian-Bennett 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 month to month, beginning January 1st, 2020; and be it further

RESOLVED, that the amount of rent shall be the hold-over amount of One thousand, seventy-eight dollars and 56/100 dollars (\$1,078.56) 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 Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 20-0018

-

**RE: AUTHORIZATION TO ENTER INTO A
PROGRAMMATIC AGREEMENT FOR
COORDINATION WITH THE OHIO HISTORIC
PRESERVATION OFFICE**

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

WHEREAS: it is necessary to have an environmental review completed for the issuance of funding allocated through Community Development Block Grant (CDBG) and other funds to the State of Ohio Development Services Agency; and

WHEREAS: in accordance with 24 CFR Part 58, the grantee assumes responsibility for environmental review, decision making and actions that would otherwise apply to HUD under the National Environmental Protection Act (NEPA) and other provisions of law and this agreement coordinates the analysis and review of projects as provided under 36 CFR Part 800, regulations implementing Section 106 of the National Historic Preservation Act in order to meet the purposes and requirements of both statutes in a timely and efficient manner; therefore be it

RESOLVED: in order to expedite the review process, the Ohio Historic Preservation Office recommends the Portage County Board of Commissioners agree to enter into a Programmatic Agreement; 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 lawing 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. 20-0019

-

**RE: APPOINTMENT TO THE PORTAGE COUNTY
PUBLIC DEFENDER COMMISSION**

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

WHEREAS, Ohio Revised Code 120.13 establishes the County Public Defender Commission for the purpose of providing for the defense counsel for indigent persons; and

WHEREAS, the Commission shall be comprised of five members, of whom two shall be appointed by the Common Pleas Judge and three shall be appointed the Board of Commissioners; now therefore be it

RESOLVED, the Board of Commissioners appoints the following to serve a four-year term as a member of the Portage County Public Defender Commission effective February 28, 2020 and to expire February 27, 2024.

David A. Sed
4825 Forest Glen Trail
Ravenna, Oh 44266

; 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. 20-0020

-

**RE: ACCEPT AND ENTER INTO A SUCCESSOR
COLLECTIVE BARGAINING AGREEMENT
BETWEEN THE PORTAGE COUNTY BOARD OF
COMMISSIONERS, THE PORTAGE COUNTY
ENGINEER, AND TEAMSTERS' LOCAL UNION
NO. 436**

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

WHEREAS, the Collective Bargaining Agreement between the Portage County Commissioners, the Portage County Engineer, and the Teamsters' Local Union No. 436 expired on October 31, 2019; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby accept and agree to enter into a Successor Collective Bargaining Agreement between the Portage County Commissioners, the Portage County Engineer, and the Teamsters' Local

Union No. 436 as negotiated and accepted by vote of the Bargaining Unit; and be it further

RESOLVED, that this agreement shall be effective November 1, 2019 and shall continue in full force and effect for 36 months until October 31, 2022; and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

Director Bragg mentioned Representative Randi Clites send a Request for Projects to the community and Pretty Glen Dam is the only project the County has that qualifies (under stream restoration). Director Bragg suggests the Board turn in a request for funding asking for the full amount to assist the County and the Board concurred. Commissioner Clyde suggested sending the request jointly to Senator Eklund and Representative Clites.

JOURNAL ENTRY

January 9, 2020

Commissioners

1. The Board of Commissioners acknowledged receipt of the December 20, 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.

Motion: Kathleen Clyde

Second: Sabrina Christian-Bennett

All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

Motion Carries

2. The Board of Commissioners acknowledged receipt of the December 23, 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, 2020, as presented by the Portage County Auditor's Office.

Motion: Kathleen Clyde

Second: Sabrina Christian-Bennett

All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

Motion Carries

3. The Board of Commissioners received the December 30, 2019 Amended Certificate of

Estimated Resources for the year beginning January 1, 2019 as submitted by the Portage County Budget Commission.

Motion: Kathleen Clyde
 Second: Sabrina Christian-Bennett
 All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

4. The Board of Commissioners acknowledged receipt of the December 30, 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.

Motion: Kathleen Clyde
 Second: Sabrina Christian-Bennett
 All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

5. The Board of Commissioners approved the December 2019 adjustments to the Portage County Water, Portage County Sewer, and Streetsboro Sewer billing accounts as reported on the adjustment reports submitted and reviewed by the Department of Budget and Financial Management.

Motion: Kathleen Clyde
 Second: Sabrina Christian-Bennett
 All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

6. The Board of Commissioners acknowledged the receipt of the January 6, 2020 correspondence from the Portage County Board of Elections noting that the galley proofs of all ballots for the March 17, 2020 election are on display from January 17, 2020 through January 21, 2020.

Motion: Kathleen Clyde
 Second: Sabrina Christian-Bennett
 All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

7. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for December 2019, as presented by the Portage County Sheriff's Department.

Motion: Kathleen Clyde
 Second: Sabrina Christian-Bennett
 All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

Human Resources

8. The Board of Commissioners signed the Personnel Action Form authorizing the full time hire of Michelle Castello as an Income Maintenance Aide 2, replacing the position

previously held by Pamela Keller, for Portage County Job & Family Services, as presented by Kellijo Jeffries, Job and Family Services Director, and Janet Kovick, Human Resources Director. Anticipated start date is January 21, 2020. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion: Kathleen Clyde

Second: Sabrina Christian-Bennett

All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

9. The Board of Commissioners signed the Personnel Action Form accepting the resignation of Matthew Caldwell, Intensive Case Manager, for Portage County Job & Family Services, effective January 3, 2020, presented by Kellijo Jeffries, Job and Family Services Director, and Janet Kovick, Human Resources Director.

Motion: Kathleen Clyde

Second: Sabrina Christian-Bennett

All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

10. The Board of Commissioners signed the Personnel Requisition authorizing the three-day internal posting of the full time permanent Intensive Case Manager, replacing Matthew Caldwell for Portage County Job & Family Services with external posting if no internal appointment is made, presented by Kellijo Jeffries, Job and Family Services Director, and Janet Kovick, Human Resources Director.

Motion: Kathleen Clyde

Second: Sabrina Christian-Bennett

All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

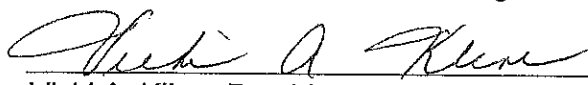
Adjourn the Official Meeting of January 9, 2020 at 12:03 PM


Motion: Kathleen Clyde

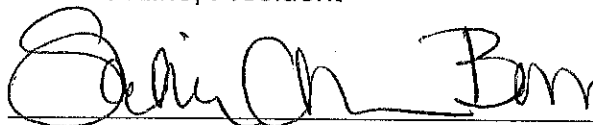
Second: Sabrina Christian-Bennett

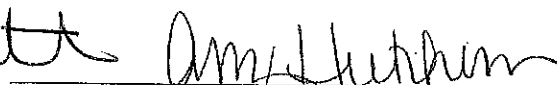
All in Favor: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;
Motion Carries

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