



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 30, 2020

9:01 AM

Commissioners' Board Room

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

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

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

Also attending throughout the day Dr. Joe Gadd, Brian Ames, Tony Badalamenti, Barb Tittle, and Record Courier Reporter Diane Smith.

Recessed to Solid Waste Management District: 9:01 AM
Reconvened: 9:29 AM

PORTAGE DEVELOPMENT BOARD

Present: Director Brad Ehrhart; President Mark Knapp SpringSeal; Mayor Frank Seman, Ravenna Economic Development Director Dennis West

A. Discussion:

1. Enterprise Zone Agreement Project Summary
Community: City of Ravenna
Business: SpringSeal/MCSM LLC

Mr. Knapp introduced himself and explained they are a plastic manufacturer in the sealing systems market selling gasket systems to corrugated pipe manufactures all over the world. They also manufacture a number of sealing application products for a broad range of industries. The expansion is necessary to sustain the growth of the company. To date, the company has 45 Patents that encompass the sealing system and that helps them see a lot of growth within the company.

SpringSeal and MCSM, LLC are proposing an expansion of their facility on Enterprise Parkway in the City of Ravenna. MCSM is planning to construct a 25,000-30,000 square foot expansion for manufacturing space and an additional 8,000-10,000 square foot for storage space at their existing

facility at 800 Enterprise Parkway. MCSM also plans to purchase new machinery and equipment at a cost of \$300,000-\$500,000. The Enterprise Zone Agreement is for the real property only.

Proposed investments	Amount of Investments	Eligible Amounts
Land	\$ -0-	- 0 -
New Construction	\$ 1,000,000 - \$1,500,000	\$1,000,000 - \$1,500,000
New Machinery/Equipment	\$ 300,000 - \$ 500,000	- 0 -
	1,300,000 - \$2,000,000	\$1,000,000 - \$1,500,000

Jobs related to project include:	<u>Permanent</u>	<u>Payroll</u>
Retained positions	39	\$1,486,518
New jobs (3 years)	15	\$ 458,560
Total positions	54	\$1,945,078

Proposed tax exemption:	Percent	Term
Real Property	100%	10 years
Personal Property	0%	0 years

Mayor Seman mentioned he has been working with Mr. Knapp for the past four years and the City of Ravenna supports the project.

Director Ehrhart noted the school board approved the request for 100% for 10 years and the City of Ravenna has also approved the request by Ordinance. Both the school district and Maplewood Career Center have been notified of the tax abatement and their letters were included today's packet.

Director Ehrhart mention Economic Development Specialist Diana Fierle did a lot of hard work on this project, so he wanted to publicly acknowledge her efforts.

B. Resolutions:

RESOLUTION NO. 20-0057 - RE: ENTER INTO AN AGREEMENT WITHIN THE RURAL ENTERPRISE ZONE OF THE CITY OF RAVENNA, OHIO WITH MCSM, LLC AND SPRINGSEAL, INC. TAX ABATEMENT AGREEMENT FOR REAL PROPERTY ONLY

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

WHEREAS, a Rural Enterprise Zone within the corporate boundaries of the City of Ravenna was certified by the Ohio Department of Development on August 8, 1990; and

WHEREAS, in accordance with Section 5709.63(C) of the Ohio Revised Code, the Portage County Board of Commissioners appointed the Mayor of the City of Ravenna as Administrator of the Enterprise Zone; and

WHEREAS, in accordance with Section 5709.61 to 5709.63 of the Ohio Revised Code, the City of Ravenna and the County of Portage must approve all agreements with enterprises wishing to establish, occupy, and renovate or expand businesses within the Zone; and

WHEREAS, the City of Ravenna is in receipt of an agreement which contains all information required under Rule 122:4-3-02 of the Administrative Code from MCSM, LLC with its main offices located at 800 Enterprise Way, Ravenna, Ohio 44266 and SpringSeal, Inc. with its main offices located at 800 Enterprise Way, Ravenna, Ohio 44266, and

WHEREAS, the agreement between the City of Ravenna, Portage County, MCSM, LLC, and SpringSeal, Inc. is upon the expressed conditions herein and in the event of any substantial default by any party in the performance of those conditions, this agreement shall terminate, at the option of either party, upon thirty days written notice from the non-defaulting party without correction; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby approve the Enterprise Zone Agreement as agreed to by and between the parties herein included; now therefore be it further

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

Roll call vote as follows:

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

DEPARTMENT OF BUDGET & FINANCE

Present: Director Todd Bragg

Director Bragg noted the first 4 Resolutions are bill runs and there wasn't anything unusual on any of the documents.

A. Resolutions:

RESOLUTION NO. 20-0058

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

It was moved by Vicki A. Kline, 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 30, 2020 in the total payment amount of **\$572,166.46, including late fees finance charges, interest & penalties amounting to \$27.23 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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 20-0059

This resolution was omitted. There were no health benefit wires submitted. This is for numbering purposes only.

RESOLUTION NO. 20-0060

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**RE: APPROVAL OF JOURNAL
VOUCHERS/ENTRIES.**

It was moved by Vicki A. Kline, 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:

01/30/20	586	\$119.49
01/30/20	632	36,223.75
01/30/20	633	355.29
01/30/20	637	297.64
01/30/20	724	48.00
01/30/20	726	5,621.68
01/30/20	783	254.05
Total		\$42,919.90

; 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:

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

RESOLUTION NO. 20-0061 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

It was moved by Vicki A. Kline, 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 **\$333,129.09** dated **January 30, 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:

Kathleen Clyde, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;
 Director Bragg noted the following:

- \$3,000 for the destruction of records at the Records Center.
- \$151,543 for the day reporting expense as the Budget Commission met and certified cash balance.

Commissioner Clyde asked if the Board is contracting for shredding and Director Bragg mentioned they are at this time because there's an overflow of documents. Commissioner Kline asked if other departments are doing that and Director Bragg noted Job and Family Services uses Iron Mountain for their destruction of records and the goal is to standardize the procedure. Commissioner Kline noted the question has been asked more than once and the Commissioners' Office has 3 totes and 14 boxes at the Records Center that need shredded. Director Bragg suggested either hiring an outside shredding company or hire a moving company to assist the Records Center with moving the boxes. Commissioner Christian-Bennett asked if the County needs to get certification once documents have been shredded and couldn't we put a few files a day in the recycling totes that are located outside. Director Bragg noted Human Resources has to actually witness the destruction of the documents and it varies throughout the departments.

RESOLUTION NO. 20-0062

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

It was moved by Vicki A. Kline, 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:

	<i>Increase</i>	<i>Decrease</i>
Fund: 0001 General Fund		
017 Microfilm		
00174 Microfilm Contract Services	3,500	-
MEMO TOTAL	<u>\$ 3,500</u>	<u>\$ -</u>
Note: Shredding on NH & internet		
TOTAL MEMO BALANCE ALL AMENDMENTS	<u>\$ 3,500</u>	<u>\$ -</u>
Fund: 0002 General Fund 5739.026		
590 Adult Probation		
25903 GF Adult Prob Salary/Fringes	151,543	-
MEMO TOTAL	<u>\$ 151,543</u>	<u>\$ -</u>
Note: Day reporting		
TOTAL MEMO BALANCE ALL AMENDMENTS	<u>\$ 151,543</u>	<u>\$ -</u>

; 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:

Kathleen Clyde, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Director Bragg noted the following:

- The second section Fund 1091 should have an amount of \$4,724 instead of \$ 6,488 for a total of \$17,124 instead of \$18,888.
- The last page total increase has changed from \$1,495,021 to \$1,473,257
- A lot of the resolution is due to departments reestablishing their budgets by correcting what the tax budget was, as compared to what actually happened.
- The FEMA Planning CS is a separate contract for the work they are doing approved last August
- The Mental Health & Recover Board needs a new server.
- The Developmental Disabilities Board needs a new roof.

**RE: AMENDMENT TO THE NON GENERAL FUND 2020 ANNUAL APPROPRIATION
RESOLUTION NO. 19-0948 ADOPTED DECEMBER 19, 2019**

It was moved by Vicki A. Kline, 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: 1031	PC Muni Court Special		
530	Common Pleas Court		
10313	PC Muni Ct Spec Salary/Fringes	129,166	-
	MEMO TOTAL	\$ 129,166	\$ -

Note:

Fund: 1091	Election Security Grant		
902	Board Of Elections		
10914	Elections Security Grant CS	12,400	-
10915	Elections Security Grant	4,724	-
	MEMO TOTAL	\$ 17,124	\$ -

Note: carryover from 2019

Fund: 1101	Enforcement And Education		
700	Sheriff's Department		
11013	Enforcemt & Educ Salary&Fringe	-	2,800
11014	Enforcement & Education CS	-	2,000
11015	Enforcement & Education MS	4,800	-
	MEMO TOTAL	\$ 4,800	\$ 4,800

Note: Trf \$ for eqpt needed

		<i>Increase</i>	<i>Decrease</i>
Fund: 1121	Probation Services		
590	Adult Probation		
11215	Adult Probation Services MS	2,000	-
	MEMO TOTAL	<u>\$ 2,000</u>	<u>\$ -</u>

Note:

Fund: 1149	Felony Delinque Care & Custody		
570	Juvenile Court		
11493	Juv Feny Delnq Care Salary&Fri	26,299	-
11494	Juv Feny Delnq Care CS	10,000	-
	MEMO TOTAL	<u>\$ 36,299</u>	<u>\$ -</u>

Note: cover expense to end of cover expense

Fund: 1162	FEMA Planning		
930	Emergency Management Agency		
11624	FEMA Planning CS	13,815	-
	MEMO TOTAL	<u>\$ 13,815</u>	<u>\$ -</u>

Note: INCREASE BUDGET

Fund: 1310	Mental Health & Recovery Board		
904	Mental Health & Recovery Board		
13105	Mental Health & Recovery MS	10,000	-
	MEMO TOTAL	<u>\$ 10,000</u>	<u>\$ -</u>

Note: New Server

Fund: 1340	PCBDD General Administration		
905	Developmental Disabilities Bd		
13403	PCBDD Salaries & Fringes	380,217	24,272
13404	PCBDD General Admin CS	-	329,217
13405	PCBDD General Admin MS	-	34,415
13406	PCBDD General Admin CO	-	43,500
13407	PCBDD General Admin OE	4,000	-
13409	PCBDD General Admin ME	-	501,970
	MEMO TOTAL	<u>\$ 384,217</u>	<u>\$ 933,374</u>

Note: modificaton

		<i>Increase</i>	<i>Decrease</i>
Fund: 1480	Violence Against Women		
300	Prosecutor		
14803	Pros VAWA Grant Salary&Fringes	-	26,202
14804	Violence Against Women CS	12,798	-
	MEMO TOTAL	<u>\$ 12,798</u>	<u>\$ 26,202</u>

Note:

Fund: 1481	Prosecutors State Grant		
300	Prosecutor		
14813	Pros Victim Assist Salary&Fringes	15,538	98,119
14814	Pros Victim Assist Contract Sv	-	4,800
	MEMO TOTAL	<u>\$ 15,538</u>	<u>\$ 102,919</u>

Note:

Fund: 4101	PCBDD Capital Proj 2018		
905	Developmental Disabilities Bd		
41014	Capt Proj Admin CS	160,000	-
41016	Capt Proj Admin CO	407,500	-
	MEMO TOTAL	<u>\$ 567,500</u>	<u>\$ -</u>

Note:

Fund: 4251	Ravenna Rd Bridge Rplcmt		
800	Engineer's Department		
42514	Ravenna Rd Bridge Rplcmt CS	300,000	-
	MEMO TOTAL	<u>\$ 300,000</u>	<u>\$ -</u>

Note:

		<i>Increase</i>	<i>Decrease</i>
Fund:	8104		
	PCBDD Gifts & Donations		
	905		
	Developmental Disabilities Bd		
	81044		
	MRDD Gifts & Donations CS	-	3,400
	81045		
	MRDD Gifts & Donations MS	-	8,100
	81046		
	MRDD Gifts & Donations CO	-	9,500
	MEMO TOTAL	\$ -	\$ 21,000

Note: modification

TOTAL MEMO BALANCE FOR ALL FUNDS	\$ 1,493,257	\$ 1,088,295
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; and be it further

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

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

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

Roll call as Follows:

Kathleen Clyde, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Director Bragg explained:

- There was a period where the communities were arguing over the amounts they were contributing, but it's still in operation.
- This is the resolution that Commissioner Kline signed the grant documents for a while ago on behalf of the Sheriff's Office.

RESOLUTION NO. 20-0064

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**RE: AUTHORIZE THE APPLICATION AND
ACCEPT THE 2018 OHIO DRUG LAW
ENFORCEMENT SUBGRANT ON BEHALF
OF THE PORTAGE COUNTY DRUG TASK
FORCE. (GRANT NO. 2018-DL-LEF-5846)**

It was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett that the following resolution be adopted:

WHEREAS, the Ohio Department of Public Safety notified the Portage County Sheriff's Office in September, 2019 that the Portage County Drug Task Force was approved to receive grant funds in the amount of \$13,639.15 with a local match of \$5,868.85 for the July 1, 2019 through June 30, 2020 grant year; and

WHEREAS, the Portage County Board of Commissioners strongly supports the Portage County Drug Task Force and their endeavors in fighting the war on drugs within Portage County; now therefore be it

RESOLVED, that the Board of Commissioners authorizes the application and accepts the 2018 Ohio Drug Law Enforcement Grant Award for the grant period of July 1, 2019 through June 30, 2020 in the amount of \$13,639.15 **with a required local match of \$5,868.85 being provided from the Portage County Drug Task Force budget.** These grant funds will be used for the purchase of eight computer laptops to be used by members of the Portage County Drug Task Force. The recipient agency will have 100% ownership and control over the use of this equipment. The total grant amount is \$19,508.00; and be it further

RESOLVED, the Board of Commissioners authorizes the President of the Board, to sign the acceptance documents; and be it further

RESOLVED, that a copy of this resolution be filed with the Portage County Auditor, the Department of Budget & Financial Management, and the Portage County Sheriff's Office; and be it further

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

meeting open to the public in compliance with the law including Section 121.00 of the Ohio Revised Code.

Roll call vote as follows:

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

Director Bragg noted the following:

- This resolution is from Family and Community Services.

RESOLUTION NO. 20-0065 - RE: ACCEPT THE OHIO DEPARTMENT OF JUSTICE PROGRAM, VIOLENCE AGAINST WOMEN GRANT (VAWA), DOMESTIC VIOLENCE INTERVENTION PROJECT NUMBER 2019-WF-VA2-00051 FOR GRANT YEAR 2019.

It was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett that the following resolution be adopted:

- WHEREAS,** at the request of Family & Community Services, Inc. the Board of Commissioners adopted Resolution No. 19-0392 authorizing the re-submittal of a grant application under the subgrant number 2019-WF-VA2-00051; now therefore be it
- RESOLVED,** that the Board of Commissioners accepts the United States Department of Justice Office of Criminal Justice Services (OCJS) Violence Against Women Act (VAWA) for the Domestic Violence Intervention Project grant on behalf of the Portage County Prosecutor's Office, implementing agency for the grant; and be it further
- RESOLVED,** that the Board of Commissioners notes that the grant is effective January 1, 2019 through December 31, 2019 with an Office of Criminal Justice Services total grant award amount for **2019-WF-VA2-00051 of Fifty-Nine Thousand Nine- Hundred Ninety – Seven Dollars and Eighty-Nine cents (\$59,9997.89)** with a required General Fund cash match of **Nineteen Thousand Nine hundred Ninety Nine dollars and Thirty cents (\$19,999.30)** for a **Total Budget of Seventy-Nine Thousand and Nine Hundred Ninety-Seven dollars and Nineteen cents (\$79,997.19);** and be it further
- RESOLVED,** that a transfer from the General Fund in the amount of **not to exceed \$59,750.00** to cover additional program costs will be utilized for this program; and be it further

RESOLVED, that a copy of this resolution will be filed with the Portage County Department of Budget & Financial Management, the Portage County Auditor and the Portage County Prosecutor's Office; 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:

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

Director Bragg noted the document before the Board is a Quarterly Report prepared by Family and Community Services and it is sent electronically to the State.

JOURNAL ENTRY: The Board of Commissioners authorizes the electronic submission of the Ohio Office of Criminal Justice Services fourth quarterly Subgrant Report for Domestic Violence Intervention Project, Grant No. 2018-WF-VA2-8222 for the period ending December 31, 2019 as presented by Donya Buchanan, Family & Community Services.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

All in Favor: Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea;
Commissioner Clyde, Yea;

Motion Carries

Director Bragg noted this document is a Satisfaction of Mortgage and all the money has been received.

JOURNAL ENTRY: The Board of Commissioners authorizes the Satisfaction of Mortgage form for Portage County Windham Section 17, 218 West Main Street, Ravenna, OH 44266 to secure payment of \$30,000.00. The original document will be recorded by Neighborhood Development Services, Inc. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

All in Favor: Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea;
Commissioner Clyde, Yea;

Motion Carries

JOB & FAMILY SERVICES

Sue Brannon, Budget and Financial Manager

A. Resolutions:

Ms. Brannon noted the following:

- This is a transfer the Department needs to do on a regular basis.
- It's a shared journal and the Department pays for the salaries of the WIOIA staff out of Fund 1410 and they participate in the random moment sample to determine what grants they are working on, and this is how the Department pays the Public Assistance Fund back.

**RESOLUTION NO. 20-0066 - RE: TRANSFER FROM FUND 1413, WIA FUND
TO FUND 1410 PUBLIC ASSISTANCE FUND**

It was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett that the following resolution be adopted:

WHEREAS, the JFS WIA Fund owes the Public Assistance Fund for the WIOA RMS staff costs paid out of the Public Assistance Fund; and

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

RESOLVED, that the following transfer of funds be made in the amount of \$61,535.58 for Oct adj#3, Nov adj #2, Dec 2019, and Jan 2020 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

\$20,193.55

Project 3B278

\$ 4,713.47

Project 3A259

\$14,131.18

Project 3B259

\$12,501.52

Project 3B277

\$ 9,995.86

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 282000 – JFS Shared

Project 5SHAR

\$61,535.58

;and be it further

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

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

Ms. Brannon noted the following:

- This is a new contract that is an amendment to a contract from last year.
- It is a contract with Lighthouse Family Center.
- Not to exceed \$25,000 for parenting services they provide to the children in Job and Family Services' care.
- Time period January 1, 2020 through December 31, 2020.

RESOLUTION NO. 20-0067 - RE: ENTER INTO AN AGREEMENT BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY JOB & FAMILY SERVICES AND THE LIGHTHOUSE FAMILY CENTER, LTD. FOR FAMILY AND INDIVIDUAL COUNSELING AND THERAPEUTIC SERVICES FOR CHILDREN SERVICES.

It was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett that the following resolution be adopted:

WHEREAS, an agreement between the parties was entered into and known as Portage County Contract No. 20190303 (the "Original Contract") on May 2, 2019 by Resolution No. 19-0289 to provide Family and Individual Counseling and Therapeutic Services to benefit individuals who have or recently have had involvement with the Children Services Division; and

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

RESOLVED, that the Board of Portage County Commissioners does hereby enter into an Amendment No. 1 between the Board of Commissioners on behalf of Portage County Job & Family Services and The Lighthouse Family Center, Ltd. to renew the agreement for one (1) additional year from January 1, 2020 through December 31, 2020; and be it further

RESOLVED, that the total amount of this Agreement is not to exceed Twenty-five thousand and 00/100 dollars (\$25,000.00); and be it further

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

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

Roll call vote as follows:

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

MISCELLANEOUS ACTION ITEMS

Dog Warden

A. Resolution:

RESOLUTION NO. 20-0068 - RE: ACCEPTANCE OF DONATIONS TO THE OFFICE OF THE PORTAGE COUNTY DOG WARDEN.

It was moved by Kathleen Clyde, seconded by Sabrina Christian-Bennett 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	
Rich & Sabrina Bennett	4360 Hattrick Rd Rootstown Oh 44272	\$100
Jon Hayes	10582 Hopkins Rd Garrettsville Oh 44231	\$5
Rod Summerlin	4748 Glenwood Dr Mantua Oh 44255	\$10
Mikenna Stephenson	253 Jade Blvd Streetsboro Oh 44241	\$25
Janet Radar	326 Harris St Kent Oh 44240	\$10
Lynn Taylor	7977 Giddings Rd Rootstown Oh 44272	\$25
Deborah Hall	84 New Hudson Rd Aurora Oh 44202	\$100
Bill O'Malley	3010 Sunnybrook Rd Mogadore Oh 44260	\$100
Gary & Laura Vargo	2848 Pioneer Tr Aurora Oh 44202	\$30
Karla Veon	8059 Crestwood Dr Garrettsville Oh 44231	\$20
Marcellene Wolford	1213 Cherokee Streetsboro Oh 44241	\$5

Valerie Hall	525 N. Chestnut St Ravenna Oh 44266	\$40
Mary Kay Johnston	1180 Dorset Ct Aurora Oh 44202	\$25
Mark & Melanie Stollings	458 Hutchinson Dr Mogadore Oh 44260	\$725
Pamela Gardner	2056 Cisar Dr Streetsboro Oh 44241	\$30
Mary Jane Reed	739 N. Chestnut St Ravenna Oh 44266	\$25
Deborah Newberry	1334 Greenwood Ave. Kent Oh 44240	\$25
Charles Marshall	1239 Maple Ave. Atwater Oh 44201	\$10
Mike & Carolyn Salamon	3505 Work Rd Ravenna Oh 44266	\$110
Janice C. Clark	7039 Hudson Rd Kent Oh 44240	\$50
Bob Reddick	7140 Infirmary Rd Ravenna Oh 44266	\$15
Linda Hostetler	2243 Lansinger Rd Mogadore Oh 44260	\$20
James & Barb Fredmonsky	P.O. Box 2098 Streetsboro Oh 44241	\$25
Doug & Donna Peters	4694 Lexington Plc Ravenna Oh 44266	\$25

; 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:

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

Commissioners

APPROVAL:

The Board of Commissioners approves the January 23, 2020 regular meeting minutes.

Motion: Commissioner Clyde

Seconded: Commissioner Kline

All in Favor: Commissioner Clyde, Yea; Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea;

Motion Carries

JOURNAL ENTRY: In accordance with ORC Section 5126.038, the Board of Commissioners acknowledges receipt of the 2020 Estimated Payments for

Developmental Disabilities Board Membership Dues, Professional Services, and Training as presented by the Portage County Board of Development Disabilities.

Motion: Commissioner Clyde

Seconded: Commissioner Kline

All in Favor: Commissioner Clyde, Yea; Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea;

Motion Carries

JOURNAL ENTRY: The Board of Commissioners received the February 28, 2020 Amended Certificate of Estimated Resources for the year beginning January 1, 2020 as submitted by the Portage County Budget Commission.

Motion: Commissioner Clyde

Seconded: Commissioner Kline

All in Favor: Commissioner Clyde, Yea; Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea;

Motion Carries

Recessed: 9:56 AM

Reconvened: 11:01 AM

PUBLIC COMMENT

Present: Dr. Joe Gadd

Dr. Gadd expressed his gratitude to the Commissioners for the support of the recycling program and Bill Steiner. He's attended many of his presentations at various Portage County venues and he's a bulldog when it comes to dealing with all kinds of misinformation, contradictions, and counterproductive proposals. Director Steiner has a way of mitigating a solution that may not be acceptable but he never gives up, he knows what he's doing, he has enthusiasm, and deserves the proper credit because he's taken a lot of hits during the meetings and he keeps coming back.

Dr. Gadd went on to thank the Commissioners for the recycling program as it begins with the Board and he hopes it continues.

Additionally, Dr. Gadd respectfully encourages the Board not to approve the permitting of the Wintergreen Streets until the Board has corroborated the Engineer's certifications with an outside source or the Trustees. It appears the Engineer's early inspections were controverted and circumvented with substandard materials and construction. The Engineer feels it's compliant, but the Township Trustees feel it's not. The difference may be with the interpretation of the subdivision specification or because there's not one person in charge of subdivision. Regardless, if the Rootstown Township Trustees' suspicions and complaints are correct, it will be an unfair tax burden on residents that the developer should have funded. Dr. Gadd requests the Board delay any approval or dedication of Wintergreen Streets until the Board has corroborate the Engineer's findings with an outside source or with the Trustees, particularly Dave McIntyre, who's in charge of the roads.

AREA AGENCY ON AGING #10 DIRECTION HOME

Present: Melissa Long; Becky Newman, Charles Alderson

Ms. Long and the Area Agency on Aging met with the Board to talk about the need for a County Senior Tax Levy.

- The City of Kent is the only city within the County that does not have a senior center or programs for seniors.
- Supportive services for successful aging in the home consist of information, assessment and care coordination; nutrition support and meals; personal care and homemaker; home modification; caregiver support; disease management and wellness programming; and transportation.
- The Medicaid program offers a waiver program (such as Passport) that provides these services, but only to those that are Medicaid eligible (through an asset and income test).
- Direction Home has a program called the Care Coordination Program, but it only covers 50-60 people in one year out of a 4 county area.
- There are 71 Counties in the state of Ohio that produce some type of a senior tax levy and they create about \$195 million dollars per year statewide.
- Direction Home represents 4 counties and is one of the Area Agency on Aging created in the 1960's through the Older American's Act.
- There are over 600 Area Agencies on Aging across the country that cover every county.
- Ohio has 12 of the Area Agencies on Aging with designated counties.
- Direction Home #10B Akron is responsible for Summit, Stark, Portage and Wayne Counties.
- Currently, there are 7,500 patients they actively care manage within 4 counties.
- The majority of the State's tax levies use Area Agency on Aging as their partners.
- Geauga, Mahoning, and Trumbull County each generate between \$ 2.5-\$4 million dollars to help care for the seniors through a senior services tax levy.
- Direction Home is the County's designated Area Agency on Aging and they are a private not for profit agency with 238 employees.
- Service and funding barriers: 95% of individuals polled think Medicare covers these services, which it does not.
- Overall Senior Services levies bring in approximately \$195 million a year, statewide.
- 71 Counties have Senior Service levies.
- The levy would be in the form of a property tax that Direction Home could fiscally manager for assessment and care managers.
- Several counties have set the program up in a similar fashion to the Passport program, which means the money would be allocated and Direction Home would manage the services to ensure the providers were providing the services and Direction Home would pay the providers directly.

Commissioner Kline receives many telephone calls from senior who are on fixed incomes and wondered how to overcome the barrier of increasing senior's taxes? Ms. Long explained she has checked with the County Auditor's Office and a half mill levy in Portage County real estate taxes would generate \$1,922,000.00 and cost the homeowner \$17.50 per year or \$1.75 per month. A three-quarter mill levy would generate \$2,880,000.00 (on the evaluation of a \$100,000.00 home).

Ms. Long would like to see the issue on the November 2020 ballot and noted in the meantime, they will focus on educating the public.

Ms. Tittle asked who funds Direction Home and Mr. Alderson replied it's a combination of federal, state and philanthropic funding. Ms. Tittle also asked if the Commissioners propose the levy or does it go through the State with petitions and Ms. Long explained it must come from the Commissioners because it's a County tax levy.

Mr. Smith asked what percentage of tax levy money would go towards overhead and how much would go towards the seniors and Mr. Alderson explained 5% of the total operating expenses at Direction Home is overhead and 95% of what is collected goes directly towards services for the seniors. Ms. Long noted she worked on the levy in Trumbull County and it has gone to a second 5 year renewal and passed. As Commissioners, the Board has the choice to say how it wants to spend the tax monies for senior services within Portage County.

Mr. Smith noted if you are taxing property owners, the majority are probably already seniors.

Ms. Tittle asked what's the population of Portage County and what's the approximate percentage of people who they feel need these services. Ms. Long noted if someone needed one of those services, it would probably cost more than \$17.00 a year. Mr. Alderson explained the Center for Community Solutions has been used in the past for a needs assessment so they know how many people within the community need the services.

Mr. Badalamenti asked where the numbers are coming from that show mental health, public health and hospitals and Ms. Newman indicated the information was provided by the Center for Community Solutions. Mr. Alderson explained the levy in Portage County does not support senior services, but Mr. Badalamenti noted the County does support seniors but not through the type of program he is proposing.

Mr. Alderson asked that the Board take some time to review the information provided and to let him know if there are any questions.

Motion To: Adjourn the Official Meeting of January 30, 2020 at 11:43 AM

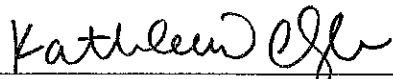
RESULT: ADOPTED

MOVED: Commissioner Clyde

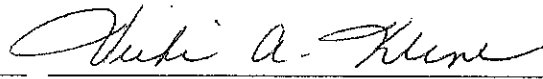
SECONDED: Commissioner Kline

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

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



Kathleen Clyde, President



Vicki A. Kline, Vice President



Sabrina Christian-Bennett, Board Member



Amy Hutchinson, Clerk