



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

April 2, 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 via Zoom video conference.

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

Recessed to Solid Waste Management District: 9:01 AM
Reconvened: 9:12 AM

JOB & FAMILY SERVICES

Present via teleconference: Sue Brannon, Job and Family Services Budget and Financial Manager

**RESOLUTION NO. 20-0202 - RE: TRANSFER FROM FUND 0001, GENERAL
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 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 April 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:

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

RESOLUTION NO. 20-0203 - RE: ACCEPTANCE OF CASH DONATION FROM PRIVATE INDIVIDUALS FOR THE PORTAGE COUNTY JOB AND FAMILY SERVICES PATHWAYS TO INDEPENDENCE SCHOLARSHIP FUND

It was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett to approve the following resolution:

WHEREAS, the Portage County Job & Family Services received a total of \$500 in a cash donation from private individuals; and

WHEREAS, a donation of \$500 was received from Craig and Karen Wilde on 3/6/20 to support higher education costs of one youth working with case managers at Job and Family Services; now therefore be it

RESOLVED, that, on behalf of the Portage County Job & Family Services and in accordance with Ohio Revised Code Section 9.20, the Portage County Board of Commissioners accepts the donations in the amount of \$500 from the following private individuals; and be it further

Donor	Contact (Requirement)	Address	Donation
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Craig & Karen Wilde

6164 2nd Ave Kent Ohio

\$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:

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

**RESOLUTION NO. 20-0204 - RE: ACCEPTANCE OF CASH DONATIONS
FROM PORTAGE COUNTY JFS
EMPLOYEES FOR MARCH DRESS DOWN
DAYS TO SUPPORT PORTAGE JFS
EMPLOYEE ENHANCEMENT ACTIVITIES**

It was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett to approve the following resolution:

WHEREAS, the Portage County Job & Family Services received cash donations totaling \$78.00 from Portage County JFS employees to support Portage JFS Employee Enhancement activities

WHEREAS, donations totaling the amount of \$78.00 was collected in March 2020

RESOLVED, that, on behalf of the Portage County Job & Family Services and in accordance with Ohio Revised Code Section 9.20, the Portage County Board of Commissioners accepts the donations totaling \$78.00 from Portage County JFS employees

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;

**RESOLUTION NO. 20-0205 - RE: ACCEPTANCE OF CASH DONATIONS
FROM PORTAGE COUNTY JFS
EMPLOYEES FOR FEBRUARY DRESS**

**DOWN DAYS TO SUPPORT PORTAGE JFS
EMPLOYEE ENHANCEMENT ACTIVITIES**

It was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett to approve the following resolution:

- WHEREAS,** the Portage County Job & Family Services received cash donations totaling \$154.00 from Portage County JFS employees to support Portage JFS Employee Enhancement activities; and
- WHEREAS,** donations totaling the amount of \$154.00 was collected in February 2020; and be it further
- RESOLVED,** that, on behalf of the Portage County Job & Family Services and in accordance with Ohio Revised Code Section 9.20, the Portage County Board of Commissioners accepts the donations totaling \$154.00 from Portage County JFS employees; and
- 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;

**RESOLUTION NO. 20-0206 - RE: ACCEPTANCE OF CASH DONATIONS
FROM PORTAGE COUNTY JFS
EMPLOYEES TO SUPPORT PENNIES FOR
PRESENTS CAMPAIGN FOR CHILDREN IN
PORTAGE COUNTY JFS CUSTODY**

It was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett to approve the following resolution:

- WHEREAS,** the Portage County Job & Family Services received cash donations totaling \$239.36 from Portage County JFS employees to support the Pennies for Presents Campaign
- WHEREAS,** donations totaling the amount of \$239.36 was collected in pennies throughout 2019

RESOLVED, that, on behalf of the Portage County Job & Family Services and in accordance with Ohio Revised Code Section 9.20, the Portage County Board of Commissioners accepts the donations totaling \$239.36 from Portage County JFS employees

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;

PUBLIC BIDS, CONTRACTS, PURCHASING & COUNTY FACILITIES

Present via telephone conference: JoAnn Townend

Resolutions:

1. The Board of Commissioners accepts bids for various bituminous liquids for use by the Portage County Engineer. Resolution No. 20-217
 - Bids received March 25th for the County Engineer for bituminous liquids and awarding to the lowest bid.

RESOLUTION NO. 20-0217 - RE: ACCEPT BIDS FOR VARIOUS BITUMINOUS LIQUIDS FOR USE BY THE PORTAGE COUNTY ENGINEER.

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

WHEREAS, notice of Receiving Bids to furnish **Bituminous Liquids** for use by the Portage County Engineer was published in the Record Courier on **March 9, 2020** and **March 16, 2020**, and

WHEREAS, one (1) sealed bid for furnishing various **Bituminous Liquids** for use by the Portage County Engineer was received, tabulated and recorded by the Portage County Commissioners on March 25, 2020; and

WHEREAS, after reviewing said bid, the Portage County Engineer recommended the bid of **Russell Standard Corporation**, 990 Hazel Street, Akron, Ohio 44305 be accepted as the lowest and best bid received in accordance with the following stipulations:

1. All materials to be ordered as needed and in amounts needed at the time of order.
2. Payment of the order to be made upon receipt of the invoice after delivery of the materials.

;now therefore be it

RESOLVED, that the bid of Russell Standard Corporation, for Bituminous Liquids, be accepted as follows:

CRS-2, FOB Plant @ **1.88**/Gallon
Locations @ **1.97**/Gallon
CRS-2P FOB Plant @ **2.15**/Gallon
Locations @ **2.24**/Gallon

HFRS2P Polymer Modified Asphalt
Asphalt Emulsion,

Emulsion, Delivered to Various Locations @ **2.24**/Gallon

RS2, Delivered to Various Locations @ **1.97**/Gallon

MC 30 FOB Plant @ **3.55**/Gallon
3.40/Gallon

CRS-2, Delivered to Various

CRS-2P Delivered to Various

HFRS2P Polymer Modified

FOB Plant @ **2.15**/Gallon

RS2, FOB Plant, @ **1.88**/Gallon

MC 70 FOB Plant @

;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;

2. The Board of Commissioners accepts bids for various bituminous materials for use by the Portage County Engineer. Resolution No. 20-218
 - Bids received March 25th for the County Engineer for bituminous materials.
 - 6 bids were received and awarded.

RESOLUTION NO. 20-0218

- RE: ACCEPT BIDS FOR VARIOUS BITUMINOUS MATERIALS FOR USE BY THE PORTAGE COUNTY ENGINEER.

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

WHEREAS, notice of Receiving Bids to furnish **Bituminous Materials** for use by the Portage County Engineer was published in the Record Courier on **March 9, 2020** and **March 16, 2020**, and

WHEREAS, seven (7) sealed bids for furnishing various **Bituminous Materials** for use by the Portage County Engineer were received, tabulated and recorded by the Portage County Commissioners on March 25, 2020; and

WHEREAS, after reviewing said bids, the Portage County Engineer recommended the bids of the following vendors be accepted as either low or alternate bids received:

Stoneco, Inc. dba Allied Corporation, Inc. 8920 Canyon Falls Blvd., Suite 120, Twinsburg, Ohio 44087
 Central Allied Enterprises, Inc., P.O. Box 80449, Canton, Ohio 44708-0449
 D&R Supply, Inc., 18228 Fulton Road, Marshallville, Ohio 44645
 HEI-WAY, LLC, 290 North Pike Road, Sarver, Pennsylvania 16055
 Cuyahoga Asphalt Materials LLC, P.O. Box 107, Fredericktown, Ohio 43019
 Kokosing Materials, Inc. P.O. Box 334, Fredericktown, Ohio 43019

In accordance with the following stipulations:

1. All materials to be ordered as needed and in amounts needed at the time of order from the supplier that has available material.
2. Payment of the order to be made upon receipt of the invoice after delivery of the materials.
3. Bids of alternate suppliers be accepted, based on plant location and reduced trucking, to ensure continuity of the Engineer's scheduled work program; now therefore be it

RESOLVED, that bids for Bituminous Materials be accepted as follows:

	Stoneco, Inc.. dba Allied Corporation , Inc.	Central Allied Enterpris es, Inc.	D&R Supply, Inc.	HEI-WAY, LLC	Cuyahoga Asphalt Materials, LLC	Kokosing Materials, Inc.
Premium Cold Mix Delivered to PCE				\$99.00 (LOW)		
SS-921 Cold Mix		\$125.00 (LOW)				
405 Cold Mix			\$85.00 (LOW)			
#9 Stone Cold Patch					\$95.00 (LOW)	\$95.00 (LOW)
301 Modified	\$48.00 (ALTERNAT	\$45.00 (LOW)			\$49.75 (ALTERNA	\$49.75 (ALTERN

	E) Streetsboro Location				TE)	ATE)
441PG 64-22 Type II	\$50.75 (ALTERNAT E) Streetsboro Location	\$49.00 (LOW)			\$50.75 (ALTERNA TE)	\$50.75 (ALTERN ATE)
441PG 64-22 Type I	\$59.50 (ALTERNAT E) Streetsboro Location	\$54.00 (LOW)			\$60.00 (ALTERNA TE)	\$60.00 (ALTERN ATE)

;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;

3. The Board of Commissioners accepts bid for furnishing guard rail and curved end treatments for use by the Portage County Engineer. Resolution No. 20-219
- Bids received March 25th for the County Engineer for guard rail and curved end treatment.
 - Firelands Supply Company was the low bid.

RESOLUTION No. 20-0219 - RE: ACCEPT BID FOR FURNISHING GUARD RAIL AND CURVED END TREATMENTS FOR USE BY THE PORTAGE COUNTY ENGINEER.

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

WHEREAS, Notice of Receiving Bids to furnish **Guard Rail and Curved End Treatments** for use by the Portage County Engineer was published in the Record Courier on **March 9, 2020** and **March 16, 2020**, and

WHEREAS, two (2) sealed bids for furnishing **Guard Rail and Curved End Treatments** for use by the Portage County Engineer were received, tabulated and recorded on March 25, 2020; and

RESOLVED, after reviewing said bid, the Portage County Engineer recommended the bid of **Firelands Supply Co.** be accepted as the lowest and best bid received for furnishing straight guard rail and curved end treatments in accordance with the following:

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

;now therefore be it

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

3,000 L.F., 12 Gauge, Galvanized Guard Rail -	\$10.45/L.F.
Curved End Treatments	
60 - Convex -	\$90.50/Each
60 - Concave -	\$90.50/Each
100 Half Wraps -	\$34.00/Each

;and be it further

RESOLVED, that the following bids submitted by Chemung Supply Corp., P.O. Box 527, Elmira, New York 14902 be accepted as **ALTERNATE** bids:

3,000 L.F., 12 Gauge, Galvanized Guard Rail -	\$11.50/L.F.
Curved End Treatments	
60 - Convex -	\$109.00/Each
60 - Concave -	\$109.00/Each
100 Half Wraps -	\$38.00/Each

;and be it further

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

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

Roll call vote as follows:

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

4. The Board of Commissioners accepts bids for furnishing various sizes of storm sewer pipe for use by the Portage County Engineer. Resolution No. 20-220
- Bids received March 25th for storm sewer pipe for the County Engineer.
 - Two bids are being accepted – one for steel pipe with Core and Main, LP and one for plastic through Marlboro Supply.

RESOLUTION NO. 20-0220 - RE: ACCEPT BIDS FOR FURNISHING VARIOUS SIZES OF STORM SEWER PIPE FOR USE BY THE PORTAGE COUNTY ENGINEER.

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

WHEREAS, Notice of Receiving Bids to furnish **Storm Sewer Pipe** for use by the Portage County Engineer was published in the Record Courier on **March 9, 2020** and **March 16, 2020**, and

WHEREAS, five (5) sealed bids for furnishing various sizes of **Storm Sewer Pipe** for use by the Portage County Engineer were received, tabulated and recorded on March 25, 2020; and

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

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

;now therefore be it

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

Corrugated Metal Pipe (CMP) Aluminized Steel Pipe (AS)	CMP (Per Ft.)	Bands (Each)	AS (Per Ft)	Bands (Each)
12", 16 Ga.	9.10	9.10	9.65	9.65
15", 16 Ga.	10.90	10.90	11.60	11.60
18", 16 Ga.	13.65	13.65	14.50	14.50
21", 14 Ga.	17.90	17.90	18.85	18.85
24", 14 Ga.	20.45	20.45	21.55	21.55
30", 14 Ga.	25.60	25.60	26.95	26.95
36", 12 Ga.	40.10	40.40	42.90	42.90
48", 12 Ga.	53.20	53.20	56.90	56.90

;and be it further

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

Marlboro Supply (Michael Lins)
9271 Edison Street
Louisville, OH 44641

Plastic Pipe	PP (Per Foot)	Bands/Connectors (Each)
12"	4.19	6.85
15"	5.45	9.66
18"	8.17	19.35
24"	13.56	27.29
30"	20.39	63.82
36"	24.65	90.25
42"	32.26	131.17
48"	41.83	153.63
54"	NO BID	NO BID
60"	73.58	238.87

Roll call vote as follows:

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

5. The Board of Commissioners accepts bid for furnishing corrugated metal bridge

flooring and bridge replacement beams for use by the Portage County Engineer.
Resolution No. 20-221

- Bids received March 25th for metal bridge flooring for the County Engineer.
- Ohio Bridge Corporation was the lowest bid.

**RESOLUTION No. 20-0221 - RE: ACCEPT BID FOR FURNISHING
CORRUGATED METAL BRIDGE FLOORING
AND BRIDGE REPLACEMENT BEAMS FOR
USE BY THE PORTAGE COUNTY
ENGINEER.**

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

WHEREAS, Notice of Receiving Bids to furnish **Corrugated Metal Bridge Flooring and Bridge Replacement Beams** for use by the Portage County Engineer was published in the Record Courier on **March 9, 2020** and **March 16, 2020** and

WHEREAS, one (1) sealed bid for furnishing **Corrugated Metal Bridge Flooring and Bridge Replacement Beams** for use by the Portage County Engineer was received, tabulated and recorded on March 25, 2020 and

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

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

;now therefore be it

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

Corrugated Metal Bridge Flooring

Gauge:	3	
Corrugation:	3" x 9"	
Width:	18"	\$21.00 Per Sq. Ft.

Gauge: 5
 Corrugation: 3" x 9"
 Width: 18" \$19.00 Per Sq. Ft.

BRIDGE REPLACEMENT BEAMS

Steel Beams \$ 1.59 Per Pound
 Galvanizing \$ 0.28 Per Pound

;and be it further

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

Roll call vote as follows:

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

Recessed: 9:24 AM for a problem with the live stream.

Reconvened: 9:25 AM

6. The Board of Commissioners accepts and award the bid for providing inmate food services for the Portage County Sheriff. Resolution No. 20-222
- Bids received March 18th
 - 5 companies requested bid specs and 3 were returned.
 - The low bid was the current provider, Aramark Correctional Services LLC.
 - Director Townend noted she wrote in the Resolution that Aramark Correctional Services will maintain and repair the dishwasher.
 - Commissioner Kline asked if this is done on an annual basis and Director Townend responded it's done every 5 years.

RESOLUTION NO. 20-0222 - RE: ACCEPT AND AWARD THE BID FOR PROVIDING INMATE FOOD SERVICES FOR THE PORTAGE COUNTY SHERIFF.

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

WHEREAS, five (5) food service providers requested bids specifications for inmate food services; and

WHEREAS, three (3) bids for providing inmate food services for the Portage County Sheriff were received, tabulated and recorded on March 18, 2020; and

WHEREAS,

it is the recommendation of the Portage County Director of Internal Services and the Jail Administrator that the Portage County Board of Commissioners accept the following bid as the lowest and best bid received for inmate food service:

Aramark Correctional Services, LLC
2400 Market St.
Philadelphia PA 19103

Cost Per Meal with alternate #2 (5 years continuation maintenance and repair of the Hobart dishwasher model CL64E):

Number of Inmates:	Cost per meal:
225 – 270	\$1.225
271 - 317	\$1.146

;now therefore be it

RESOLVED,

that the Board of County Commissioners does hereby award the bid for providing inmate food service as listed above meeting all specifications as required; 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 a meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll vote was as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Kathleen Clyde, Yea;

7. The Board of Commissioners approves plans and specifications and set date for accepting bids for the 2020 405 resurfacing projects, for the resurfacing of various Portage County roads. Resolution No. 20-223

- The resurfacing project will be done in portions for Diagonal Road, Industry Road, Cook Road and Newton Falls Road.

RESOLUTION No. 20-0223

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**RE: APPROVE PLANS AND SPECIFICATIONS
AND SET DATE FOR ACCEPTING BIDS
FOR THE 2020 405 RESURFACING
PROJECT, FOR THE RESURFACING OF
VARIOUS PORTAGE COUNTY ROADS.**

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

WHEREAS, the Portage County Engineer has determined it necessary to resurface various roads throughout the County, and

WHEREAS, the project will be known as the **2020 405 Resurfacing Project**, and

WHEREAS, roads to be resurfaced include the following:

- Diagonal Road (CH 155), from Mennonite Road to Mantua Center Road in Mantua Township
- Industry Road (CH 47), from Waterloo Road to State Route 224 in Atwater and Randolph Townships
- Cook Road (CH 107), from New Milford Road to Industry Road in Rootstown Township
- Newton Falls Road (CH 177), from Hanna Road to Rock Spring Road in Charlestown Township

;and

WHEREAS, plans and specifications for this project have now been completed and are on file with the Portage County Commissioners and the Portage County Engineer; now therefore be it

RESOLVED, that plans and specifications, as submitted, are approved for furnishing all labor, materials and equipment necessary for the **2020 405 Resurfacing Project**, and be it further

RESOLVED, that sealed bids will be accepted by the Portage County Director of Internal Services, 1st Floor, Room 114, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio 44266 until **2:00 P.M.**, Local Time, **April 29, 2020**; and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **April 10, 2020** and **April 17, 2020** and a copy thereof be posted on the Official Bulletin Board of the Board of Portage County Commissioners forthwith, and be it further

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Kathleen Clyde, Yea;

8. The Board of Commissioners approves plans and specifications and set date for accepting bids for the 2020 441 resurfacing projects, for the resurfacing of various Portage County roads. Resolution No. 20-224

- The resurfacing project will be done in portions for Sunny Brook Road, Randfield Road, and Congress Lake Road.

**RESOLUTION No. 20-0224 - RE: APPROVE PLANS AND SPECIFICATIONS
AND SET DATE FOR ACCEPTING BIDS
FOR THE 2020 441 RESURFACING
PROJECT, FOR THE RESURFACING OF
VARIOUS PORTAGE COUNTY ROADS.**

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

WHEREAS, the Portage County Engineer has determined it necessary to resurface various roads throughout the County, and

WHEREAS, the project will be known as the 2020 441 Resurfacing Project, and

WHEREAS, roads to be resurfaced include the following:

- Sunny Brook Road (CH 11), from Old Forge Road to Tallmadge Road in Brimfield Township
- Ranfield Road (CH 88), from Old Forge Road to Tallmadge Road in Brimfield Township
- Congress Lake Road (CH 17) from Swartz Road to Waterloo Road in Suffield Township

;and

WHEREAS, plans and specifications for this project have now been completed and are on file with the Portage County Commissioners and the Portage County Engineer; now therefore be it

RESOLVED, that plans and specifications, as submitted, are approved for furnishing all labor, materials and equipment necessary for the 2020 441 Resurfacing Project, and be it further

RESOLVED, that sealed bids will be accepted by the Portage County Director of Internal Services, 1st Floor, Room 114, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio 44266 until **2:30 P.M.**, Local Time, **April 29, 2020**; and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **April 10, 2020** and **April 17, 2020** and a copy thereof be posted on the Official Bulletin Board of the Board of Portage County Commissioners forthwith, and be it further

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Kathleen Clyde, Yea;

BOARD OF ELECTIONS

Present via teleconference: JoAnn Townend

Discussion:

1. 24/7 monitored drop box for ballots

In order to be compliant with House Bill 197, the Board of Election must have a secure mailbox placed at the Administration Building for election ballots monitored 24/7. Space is available and the camera company has been contacted. Currently, the staff at Board of Elections is taking the box outside every day and bringing it in at close of business until the camera work can be completed.

The Board of Elections wanted the Board to be aware of the plans moving forward and the Board concurs.

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Commissioner Clyde asked if Director Townend needed a Journal Entry for the termination of an employee and Director Townend would like to have it adopted today.

JOURNAL ENTRY: The Board of Commissioners agreed to accept the termination of a Maintenance II worker, for Portage County Internal Services Department effective April 2, 2020.

Motion: Commissioner Clyde

Seconded: Commissioner Christian-Bennett

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

Motion Carries

DEPARTMENT OF BUDGET & FINANCE

Present via teleconference: Todd Bragg

Resolutions:

Director Bragg reported there are Medical Mutual claims of \$3 million, but each month is within the normal amount.

The bill amount of \$448,110.86 is slightly lower than before but is common for this time of the year.

The Journal Vouchers and the Then & Nows are standard and in line with what's expected.

Commissioner Kline asked about the Medical Mutual claim time period and Director Bragg responded it's for a 3 month time period and it's for 6 payments.

**RESOLUTION NO. 20-0207 - 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 April 2, 2020 in the total payment amount of **\$448,110.86, including late fees finance charges, interest & penalties amounting to \$38.72 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. 20-0208 - RE: WIRE TRANSFER 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 April 2, 2020 in the total payment amount as follows:

1. \$105,547.63 to Medical Mutual – Admin
2. \$ 3,186,786.72 to Medical Mutual - Claims
3. \$ 8,918.32 to Wage Works; and

as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

RESOLVED,

that the Board of Commissioners authorizes the wire transfer for the charges relating to health benefits, as presented by the Portage County Auditor's Office:

Wire Transfer on Friday, April 3, 2020	\$ 105,547.63
Wire Transfer on Friday, April 3, 2020	\$3,186,786.72
Wire Transfer on Friday, April 3, 2020	\$ 8,918.32

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. 20-0209 - 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:

04/02/20	3	\$13,464.17
04/02/20	4	83.00
04/02/20	6	54,882.83
04/02/20	7	54,882.83
04/02/20	9	2,416.10
04/02/20	79	46,249.76
Total		\$171,978.69

; 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. 20-0210 - 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 **\$158,213.07** dated **April 2, 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;

1. Amendment to the Non General Fund 2020 Annual Appropriation Resolution No. 19-0948, adopted December 19, 2019 Resolution No. 20-211
 - This is the budget amendment that supports the Cash advance and the \$500,000 previous done for Solid Waste.

**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

		<i>Increase</i>	<i>Decrease</i>
Fund:	1166 EMPG Homeland Security Grant		
	930 <i>Emergency Management Agency</i>		
	11664 EMPG Homeland Security CS	100,000	-
	11665 EMPG Homeland Security MS	150,000	-
	MEMO TOTAL	\$ 250,000	\$ -
Note: COVID purchases			
	TOTAL MEMO BALANCE FOR ALL FUNDS	\$ 250,000	\$ -

; 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;

2. Cash advance from Fund 0001, General Fund to Fund 1166, EMA for \$250,000 Resolution No. 20-212

- This resolution is to certify an extra \$250,000 and if it doesn't get spent, it will be returned.

RESOLUTION NO. 20-0212 - RE: TRANSFER FROM FUND 0001, GENERAL FUND TO FUND 1166, EMA

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

WHEREAS, fund 1166 is in need of a transfer from the general fund; now therefore be it;

RESOLVED, that the following cash advance be made,

Debit:

FUND 0001, GENERAL FUND
ORGCODE- 00100009 920000

\$250,000.00

Credit:

FUND 1166 EMA
ORGCODE – 11669302 290000

\$250,000.00

;and be it further

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

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

Roll call vote as follows:

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

Resolutions 7-9 are Transfer Resolutions for water and sewer. Fund 5200 is sewer, Fund 5400 is water and Resolution No. 9 is for Streetsboro Sewer for the bond debt payment funds

ORG CODE -52140602 Credit Revenue Account Revenue Source 280000 – Transfer In	\$328,607.24
<u>FUND 5215, PCS REVENUE BONDS 2007 USDA</u>	
ORG CODE – 52150602 Credit Revenue Account Revenue Source 280000 – Transfer In	\$165,837.75
<u>FUND 5216, PCS REVENUE BONDS 2009 USDA</u>	
ORG CODE – 52160602 Credit Revenue Account Revenue Source 280000 – Transfer In	\$ 65,204.67
<u>FUND 5217, PCS REVENUE BONDS 2010</u>	
ORG CODE – 52170602 Credit Revenue Account Revenue Source 280000 – Transfer In	\$ 36,575.00
<u>FUND 5218, PCS REVENUE BONDS 2011 USDA</u>	
ORG CODE – 52180602 Credit Revenue Account Revenue Source 280000 – Transfer In	\$ 22,867.38
<u>FUND 5244, PCS OWDA 2001</u>	
ORG CODE - 52440602 Credit Revenue Account Revenue Source 280000 – Transfer In	\$ 24,645.73
<u>FUND 5245, PCS OWDA 2005 RAVENNA</u>	
ORGCODE - 52450602 Credit Revenue Account Revenue Source 280000 – Transfer In	\$460,761.06
<u>FUND 5246, PCS OWDA 2003 MANTUA</u>	
ORGCODE - 52460602 Credit Revenue Account Revenue Source 280000 – Transfer In	\$ 23,216.92
<u>FUND 5275, PCS OPWC 2006 CG02B</u>	
ORG CODE - 52750602 Credit Revenue Account Revenue Source 280000 – Transfer In	\$22,500.00
<u>FUND 5278, PCS OPWC 2011 CG21L</u>	
ORG CODE - 52780602 Credit Revenue Account	

Revenue Source 280000 – Transfer In \$15,000.00

FUND 5279, PCS OPWC 2014 CG58M

ORG CODE - 52790602

Credit Revenue Account

Revenue Source 280000 – Transfer In \$ 6,980.20

FUND 5280, PCS OPWC 2014 CG12N

ORG CODE - 52800602

Credit Revenue Account

Revenue Source 280000 – Transfer In \$ 5,000.00

TOTAL TRANSFERS IN \$1,424,887.32

;and be it further

RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the Department of Budget and Financial Management and the Water Resources Department, 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. 20-0214

-

**RE: ANNUAL TRANSFER FROM FUND
5400, PCW GENERAL
ADMINISTRATION TO FUNDS:
5413, PCW REVENUE BONDS 2001
5415, PCW REVENUE BONDS 2010**

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

WHEREAS, in order to meet our bond retirement obligations, it is necessary to transfer funds in the amount of \$152,028.76 to Funds 5413, and 5415 as reviewed and recommended by the Director of Budget and Financial Management; now therefore be it

RESOLVED, that the following transfer of funds in the amount of \$152,028.76 be made as follows:

FROM:

FUND 5400, PCW GENERAL ADMINISTRATION

ORG CODE - 54004009

Debit Expense Account

Object 910000 - Transfer Out \$152,028.76

TO:

FUND 5413, PCW REVENUE BONDS 2001

ORG CODE - 54130602

Credit Revenue Account

Revenue Source 280000 - Transfer In \$ 42,860.00

FUND 5415, PCW REVENUE BOND 2010

ORG CODE - 54150602

Credit Revenue Account

Revenue Source 280000 - Transfer In \$109,168.76

TOTAL TRANSFERS IN **\$152,028.76**

;and be it further

RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the Department of Budget and Financial Management and the Water Resources Department, 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. 20-0215

-

**RE: ANNUAL TRANSFER FROM FUND 5600,
STS GENERAL ADMINISTRATION TO
FUNDS:**

5642 STS OWDA 2000

5675 STS OPWC 2011 CG07K

5676 STS OPWC 2015 CG26Q

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

WHEREAS, in order to pay our annual loan payments to the Ohio Public Works Commission and Summit County for the OWDA shared loan, it is necessary to transfer funds in the amount of \$523,961.66 to Funds 5642, 5675 and 5676; as reviewed and recommended by the Director of Budget and Financial Management; now therefore be it

RESOLVED, that the following transfer of funds in the amount of \$523,961.66 be made as follows:

FROM:

FUND 5600, STS GENERAL ADMINISTRATION

ORG CODE - 56004009

Debit Expense Account

Object 910000 – Transfer Out \$523,961.66

TO:

FUND 5642, STS OWDA 2000

ORG CODE - 56420602

Credit Revenue Account

Revenue Source 280000 – Transfer In \$510,459.48

FUND 5675, STS OPWC 2011 CG07K

ORG CODE - 56750602

Credit Revenue Account

Revenue Source 280000 – Transfer In \$ 8,502.18

FUND 5676, STS OPWC 2015 CG26Q

ORG CODE - 56760602

Credit Revenue Account

Revenue Source 280000 – Transfer In \$ 5,000.00

TOTAL TRANSFERS IN

\$523,961.66

;and be it further

RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor the Department of Budget and Financial Management and the Water Resources Department; 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 was as follows:

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

REGIONAL PLANNING COMMISSION

Present: Todd Peetz

Discussion:

1. Amend Resolution No. 07-0685, dated July 10, 2007: resolution granting regular annexation of 1.419 acres of land from Suffield Township to the Village of Mogadore

Director Peetz explained the Mogadore Village annexation is a small lot they believed was annexed back in 2007, but the paperwork didn't get filed because there was an error in the legal description. Since that time, the issue has been resolved with a new resolution and legal description that has been accepted by Tax Map and the final step is for the Board of Commissioners to approve the annexation.

The area in question is shown at the County Auditor's Office as being in Suffield Township, but Mogadore, the Planning Commission and Suffield Township show the parcel in Mogadore. The area is completely surrounded by the Village of Mogadore and he recommends the Board approve the resolution to accept the annexation.

Commissioner Clyde asked what other bodies have approved the amendment and Director Peetz noted the Village of Mogadore and Tax Map.

RESOLUTION NO. 20-0216 - RE: AMEND RESOLUTION NO. 07-0685, DATED JULY 10, 2007: RESOLUTION GRANTING REGULAR ANNEXATION OF 1.419 ACRES OF LAND FROM SUFFIELD TOWNSHIP TO THE VILLAGE OF MOGADORE (REGULAR ANNEXATION).

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

WHEREAS, on April 19, 2007, a Petition for Regular Annexation was filed with the Clerk of Portage County Board of Commissioners for 1.419 acres of land from Suffield Township to the Village of Mogadore (parcels 38-046-00-00-018-000 and 38-

046-00-00-019-000) and named William Duane Huff III as the agent for the petitioners; and

WHEREAS, the Board of Commissioners held the required public hearing and the County Engineer indicated the map/plat and legal description of the perimeter of the territory proposed for annexation appeared to agree and was acceptable, however, the following deficiencies needed to be addressed on the map/plat:

- A. The title block lacks adequate or appropriate detail.
- B. There are no approval signature blocks on the plat.
- C. The legal description should be shown on the plat
- D. Suffield is not spelled correctly in the title block
- E. Monument calls on the plat and in the legal description do not agree
- F. Road designation "SR743" should be "CH 743"
- G. The "current" and "proposed" corporation lines should be shown; and

WHEREAS, all other requirements under the Ohio Revised Code 709.033 (A) (1) to (6) were met, so the Petition for Annexation from Suffield Township to the Village of Mogadore, Portage County, Ohio, was granted and entered upon the Official Record of the Portage County Board of Commissioners (See Attached Exhibit A); and

WHEREAS, while addressing the deficiencies, the Village of Mogadore presented slightly different acreage than the previous survey, therefore Commissioners' Resolution No. 07-0685 needs to be amended to accurately reflect the new plat acreage from 1.419 acres to 1.3930; now therefore be it

RESOLVED, that the Board of Commissioners does hereby agree to amend Resolution No. 07-0685, dated July 10, 2007, to reflect the annexation acreage change from 1.419 acres of land to 1.3930 acres from Suffield Township to the Village of Mogadore (Regular Annexation); and be it further

RESOLVED, that a copy of this resolution be forwarded to Agent William Huff III, the Fiscal Officer of Suffield Township, the Clerk-Treasurer Village of Mogadore, Portage County Recorder's Office, Portage County Board of Elections, Portage County Auditor's Office, Portage County Engineer's Office, Portage County Water Resources, Portage County Building Department, and Portage County Tax Map; 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;

Village of Mogadore
135 South Cleveland Avenue
Mogadore, Ohio 44260
Phone: 330-628-4896
Web Site: www.mogadorevillage.org

Portage County Commissioners
449 South Meridian Street
Administration Building 7th Floor
Ravenna, Ohio 44266

February 20, 2020

RE: Resolution No. 07-0685 Modification Request

Dear Board Members:

The Village of Mogadore is working to complete the annexation of Parcels 38-046-00-00-018-000 and 38-046-00-00-019-00 from Suffield Township to the Village of Mogadore. In the process of addressing comments related to the annexation, we have become aware that both the Village and County resolutions stated the acreage as 1.419. The actual acreage is 1.3930 acres. The Village has modified its resolution to correct this. We are writing you to request that you also modify your resolution to accurately reflect the plat acreage. Attached is a mark-up of the requested modification to the resolution. Please let us know if you need any additional information or have any questions or concerns.

Respectfully,



Matthew D. Glass, P.E.
Village Engineer
135 S. Cleveland Ave.
Mogadore, Ohio 44260
330-572-3509

RECEIVED
PORTAGE COUNTY
FEB 20 2020
11:48 AM

Exhibit A

RESOLUTION NO. 07-0685

**RE: RESOLUTION GRANTING REGULAR
ANNEXATION OF 1.419 ACRES OF LAND
FROM SUFFIELD TOWNSHIP TO THE
VILLAGE OF MOGADORE (REGULAR
ANNEXATION).**

It was moved by Christopher Smeiles, seconded by Maureen T. Frederick that the following resolution be adopted:

- WHEREAS,** *on April 19, 2007, at 4:14 PM, a Petition for Annexation, as described in R.C. Chapter 709, was filed with the Clerk of Portage County Board of Commissioners. Said Petition seeks to annex territory as described in the title of this Resolution. Said Petition names William Duane Huff III as agent for the petitioners; and*
- WHEREAS,** *the Board of Commissioners held the required public hearing to hear comment on the Petition for Annexation, on Tuesday, June 19, 2007 at 2:30 PM in the Portage County Board of Commissioners' Board Room, 449 South Meridian Street, Ravenna, Ohio; and*
- WHEREAS,** *notice of Time and Date of Filing said Petition was sent Certified Mail to the Clerk of Suffield Township and the Clerk-Treasurer for the Village of Mogadore on May 4, 2007 and by Certified Mail to the owners of property adjacent to the territory proposed for annexation or adjacent to that territory and located directly across that road from that territory, within five days of the filing of the Petition pursuant to Ohio Revised Code Section 709.023(B); and*
- WHEREAS,** *on April 27, 2007, the Portage County Sanitary Engineer advised no objections since the Mogadore area in Portage County is already under the service area of Summit County with an existing intergovernmental agreement between Portage and Summit County; and*
- WHEREAS,** *the County Engineer indicates that map/plat and legal description of the perimeter of the territory proposed for annexation appear to be in agreement and are acceptable; however, there are several deficiencies that should be addressed or added to the plat before it is finalized as follows:*
- H. The title block lacks adequate or appropriate detail.*
 - I. There are no approval signature blocks on the plat.*
 - J. The legal description should be shown on the plat*
 - K. Suffield is not spelled correctly in the title block*
 - L. Monument calls on the plat and in the legal description do not agree*
 - M. Road designation "SR743" should be "CH 743"*
 - N. The "current" and "proposed" corporation lines should be shown ; and*

WHEREAS, *the Portage County Prosecutor's Office advises that the petition complies with all the legal requirements of a petition for annexation within the Ohio Revised Code; and*

WHEREAS, *the Board of Commissioners notes that at the June 19, 2007 Public Hearing, Lawrence Bach, Mogadore Village Law Director, advised that the Village has informally agreed to provide services to this area. He added that the Village will provide a Findings of Fact stating such; and*

WHEREAS, *the Board of Commissioners received no objections to the proposed annexation; now therefore be it*

RESOLVED, *by the Board of Portage County Commissioners*

- 1. That the Petition for Annexation meets all the requirements set forth in, and was filed in the manner provided in Ohio Revised Code Section 709.02.*
- 2. That the persons who signed the Petition are the owners of the real estate located in the territory proposed for annexation and constitute all of the owners of real estate in that territory.*
- 3. The number of valid signatures on the petition constituted a majority of the owners of real estate in the territory as of the date the petition was filed.*
- 4. The municipality has complied with ORC 709.03 (D), the requirement to adopt by ordinance or resolution and submit a statement indicating what services it will provide and an approximate date it will provide the service to the territory proposed to be annexed, upon annexation.*
- 5. The territory is not unreasonably large.*
- 6. On balance, the general good of the territory proposed to be annexed will be served, and the benefits to the territory proposed to be annexed and the surrounding area will outweigh the detriments to the territory proposed to be annexed and the surrounding area, if the annexation petition is granted.*

"Surrounding area" is defined as the territory within the unincorporated area of any township located one-half mile or less from any of the territory proposed to be annexed.

- 7. No street or highway will be divided or segmented by the boundary line between a Township and the municipality as to create a road maintenance problem. If a street or highway will be so divided or segmented, the municipality has agreed, as a condition of the annexation, that it will assume the maintenance of that street or highway; and be it further*

RESOLVED, that pursuant to Ohio Revised Code Section 709.033 (A) (1) to (6), the Petition for Annexation of Territory described therein to the Village of Mogadore, Portage County, Ohio, be and hereby is granted and will be entered upon the Official Record of the Portage County Board of Commissioners; and be it further

RESOLVED, the Clerk of the Board of Commissioners of Portage County, Ohio, is hereby directed to deliver a certified copy of this resolution to the agent for the petitioners, the clerk of the legislative authority of the municipal corporation to which annexation is proposed, the fiscal officer of each township in which the territory proposed for annexation is located, and the clerk of the board of county commissioners of each county in which the territory proposed for annexation is located other than the county in which the petition is filed; and be it further

RESOLVED, the Clerk of the Board of Commissioners of Portage County, Ohio, is hereby directed to deliver a certified copy of this resolution to the Portage County Recorder's Office, the Portage County Prosecutor's office, the Portage County Engineer's office, the Portage County Water Resources Department and Portage County Building Department; and be it further

RESOLVED, that the clerk of the board shall take no further action until the expiration of thirty days after the date of journalization. After the expiration of that thirty-day period, if no appeal has been timely filed under section 709.07 of the Revised Code, the clerk of the Board of County Commissioners shall deliver a certified copy of the entire record of the annexation proceedings, including all resolutions of the board, signed by a majority of the members of the board, the petition, map, and all other papers on file, the recording of the proceedings, if a copy is available, and exhibits presented at the hearing relating to the annexation proceedings, to the auditor or clerk of the municipal corporation to which annexation is proposed; 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.

Voice vote as follows:

Christopher Smeiles, Yea; Charles W. Keiper II, Absent; Maureen Frederick, Yea;

I, Clerk of the Board of County Commissioners do hereby certify that the foregoing is a true and correct copy of a Resolution of the Board of County Commissioners of Portage County duly adopted July 10, 2007 and appearing upon the official records of said Board, Volume 65, page

s:/Amy Hutchinson

Clerk, Portage County Board of Commissioners

PLEASE ADD TO YOUR AGENDA

1. Amendment to the General Fund Appropriation Resolution No. 20-226

RESOLUTION NO. 20-0226

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		
010 Commissioners Other		
00109	750,000	-

TOTAL MEMO BALANCE ALL AMENDMENTS

\$ -

Commissioner Other Misc Expens
MEMO TOTAL

\$ 750,000

\$ -

Note:

\$ 750,000

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:

Kathleen Clyde, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

HUMAN RESOURCES

Present via teleconference: Janet Kovick

Discussion:

1. County Administrator Job Posting/Interview Update

Director Kovick received 5 letters of interest from the Commissioners' Directors and the next steps is to schedule interviews via Zoom for Tuesday, April 7, 2020 in Executive Session beginning at 9:00 AM for half hour each, with 10 minutes in between.

The Board agreed each Commissioner will create 2-3 questions and forward to Director Kovick to compile. Director Kovick will get the Directors scheduled and the Clerk will advertise for the special meeting.

2. Families First Coronavirus Response Act

Director Kovick provided a summary for Board review and once it's approved, she will send out to Elected Officials and Department Heads, along with the Department of Labor Employee Rights poster and the frequently asked questions handouts.

Director Kovick pointed out in regard to the Act itself, underneath the sick leave provision for items 4-6, eligible employees will take 2/3 of their wage of sick leave and she asked if the Board wanted to allow employees to supplement the remaining 1/3 by utilizing their own paid leave and the Board agreed. Director Kovick noted if an employee doesn't want to use their paid leave they don't have to.

Commissioner Clyde asked if the Board adopts the Emergency Paid Sick Leave Act policy, then it replaces the Board's temporary Health Emergency Leave Policy and Director Kovick noted the Federal Act is only for employees or family members who have an order to be quarantined for COVID-19 whereas the Board's current policy states cold or flu like symptoms.

Commissioner Clyde asked if the policy had an end date and Commissioner Christian-Bennett noted it did and Director Kovick stated it's April 3, 2020.

Commissioner Clyde suggests the Board let the temporary Leave Policy expire now that it has the Families First Coronavirus Response Act, but there's one area in the Board's policy that was slightly broader in regards to employees who are immunocompromised or have underlying pre-existing conditions that want to use their own leave to self-isolate, and it's not in the Families First policy.

Commissioner Kline asked if an employee needs to have the COVID-19 for this policy to be in effect and Director Kovick responded the act is very specific and it does say that the employee has been ordered or advised by their doctor to self-quarantine due to COVID-19 or they are experiencing symptoms of COVID and are seeking a medical diagnosis. Commissioner Clyde believes it's appropriately addressed.

Director Kovick noted the Board is going to allow its current emergency leave policy to expire and Commissioner Clyde asked if the Board can keep the portion about immunocompromised individuals would be able to take their own leave without having symptoms or a doctor's order and Director Kovick is not aware of anyone experiencing this type of situation.

Commissioner Christian-Bennett asked about the call off rates and Director Kovick responded Jenna Morgan is tracking the call offs and sending them directly to the Office of

Homeland Security and Emergency Management, but she will check the numbers and report back to the Board.

Commissioner Christian-Bennett asked how they are going to protect the immunocompromised employees and Director Kovick noted the Board could keep a portion of the policy and Commissioner Clyde asked for an Addendum to the policy that is separate to include that provision from the earlier policy effective an additional 30 days to see if it's helping. Director Kovick will work on the Addendum effective until May 7, 2020.

RESOLUTION:

1. Draft Resolution: Approving the providing of Emergency Family and Medical Leave Expansion and Emergency Paid Sick Leave pursuant to the Family First Coronavirus Response Act as applicable to County employees./Resolution No. 20-227

RESOLUTION NO. 20-0227

- **RE: APPROVING THE PROVIDING OF
EMERGENCY FAMILY AND MEDICAL
LEAVE EXPANSION AND
EMERGENCY PAID SICK LEAVE
PURSUANT TO THE FAMILY FIRST
CORONAVIRUS RESPONSE ACT AS
APPLICABLE TO COUNTY
EMPLOYEES**

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

WHEREAS, federal legislation known as the Family First Coronavirus Response Act was recently enacted and is now effective through the end of 2020, which establishes that covered employers are to provide eligible employees certain amounts of emergency paid sick leave and emergency family and medical leave expanded for certain qualifying reasons.

RESOLVED, the Board of County Commissioners of Portage County hereby acknowledges and approves that the portions of the Family First Coronavirus Response Act ("FFCRA"), including the applicable provisions regarding "Paid Emergency Sick Leave" and "Emergency Family and Medical Leave Expanded," are to be provided to eligible county

employees and such leave paid to eligible county employees in accordance with the applicable provisions of the FFCRA *et seq.*

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

Roll Call vote as follows:

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

Director Kovick also drafted a Request for Leave Form and the Board agreed the form was appropriate.

JOURNAL ENTRY: The Board of Commissioners agreed to extend the provision from the Commissioners' Temporary Leave Policy until May 7, 2020 that reads as follows:

Employees who have a pre-existing respiratory condition or otherwise immunocompromised and who are therefore advised to self-isolate, are permitted to use sick, vacation and personal leave to stay home. These employees are encouraged to work from home to the greatest extent possible as determined with their supervisor and will receive credit for performing work during this time. Employees should track hours worked on a spreadsheet and attach it to their leave request thereby reducing the amount of leave used. In cases where there is not enough paid leave to cover any portion of the employee's absence will be reviewed on a case by case basis. The requirement for a doctor's note is temporarily suspended.

Motion: Commissioner Clyde

Seconded: Commissioner Christian-Bennett

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

Motion Carries

Commissioner Clyde would like the temporary teleworks policy to remain in place and Director Kovick noted it was effective March 16, 2020 with no expiration date.

Director Kovick noted the employee that is leaving has a last day of April 30, 2020 and her exit interview will be scheduled before her last day. If the Department is not back in the office for an in-person interview, she will complete the on-line Exit Interview questionnaire.

Commission Kline asked if this is the group home on Brady Lake Road and Director Kovick replied it was.

JOURNAL ENTRY: The Board of Commissioners accepts the resignation of a Social Service Worker 3 – Group Home, effective April 30, 2020 as presented by Human Resources Director Janet Kovick.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Kline

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

Motion Carries

JOURNAL ENTRY: The Board of Commissioners agree to authorize the three-day internal posting of the full time Social Service Worker 3 – Group Home for Portage County Job & Family Services with external posting if no internal appointment is made as presented by Human Resources Director Janet Kovick.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Kline

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

Motion Carries

MISCELLANEOUS ITEMS

The Board of Commissioners approves the Regular Meeting of March 19, 2020 and March 26, 2020 meeting minutes.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

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

Motion Carries

Emergency Management Agency

Resolutions:

1. The Board of Commissioners accepts the donations to the Office of Homeland Security and Emergency Management for COVID-19 response./Resolution No. 20-225

RESOLUTION NO. 20-0225 - RE: ACCEPTANCE OF DONATIONS TO THE OFFICE OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT FOR COVID-19 RESPONSE

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

WHEREAS, COVID-19 is rapidly spreading, as persons throughout the State have been infected with the disease and the shortage of personal protective equipment for frontline responders is in jeopardy due to the outbreak of a deadly infectious respiratory disease identified as the Coronavirus disease (COVI D-19); and

WHEREAS, all members of EMS, Police and Fire need to follow procedures regarding personal protective equipment as they respond to any assignments pertaining to the COVID-19 virus or other infectious diseases; and

WHEREAS, health officials have called on veterinarians, health care providers, and food-service businesses to donate unused gloves, masks and other personal protective equipment to their local emergency management agencies; now, therefore, be it

RESOLVED, the Board of Portage County Commissioners does hereby accept the following donations in accordance with Resolution No. 13-1010, adopted on October 3, 2013, on behalf of the Portage County Office of Homeland Security and Emergency Management:

Donor	Contact (Requirement)	Address	Donation
PC Dog Warden's Office	David McIntyre	8120 Infirmary Rd, Ravenna, OH 44266	PPE & Cleaning Products (value \$150)
PC Resident	Samuel Roberts	449 S Meridian Rd., Ravenna OH 44266	PPE (value \$50)

PC Resident	Dr. Gregory Lis	100 East Elm St., Kent, OH 44240	PPE (value \$437)
Ravenna City School District	Jackie Kelley	507 E Main St., Ravenna, OH 44266	PPE & Cleaning Products (value \$705)
PC Resident	Samuel Roberts	449 S Meridian Rd., Ravenna OH 44266	PPE (value \$25)
	Brett Lee	8240 Infirmary Rd., Ravenna, OH 44266	Batteries (\$20)
Kent State University (KSU)	c/o Kara A Barnett	1175 Riseman Rd., Kent, OH 44240	PPE (12,000)

; and be it further

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

Roll call vote as follows:

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

Commissioners

JOURNAL ENTRY: The Board of Commissioners acknowledged receipt of the undated 2020 Certificate of County Auditor that the total Appropriations from each fund do not exceed the Official Estimate of Resources for the fiscal year beginning January 2, 2020, as presented by the Portage County Auditor.

Motion: **Commissioner Kline**
Seconded: **Commissioner Christian-Bennett**
All in Favor: Commissioner Kline, Yea; Commissioner
Christian-Bennett, Yea; Commissioner Clyde, Yea;
Motion Carries

Motion To: Adjourn the Official Meeting of April 2, 2020 at 10:28 AM

RESULT: ADOPTED

MOVED: Kathleen Clyde

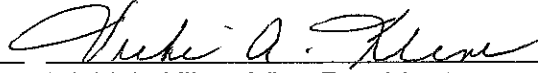
SECONDED: Sabrina Christian-Bennett

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

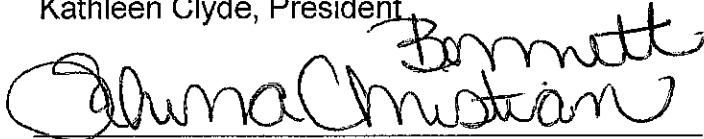
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting.



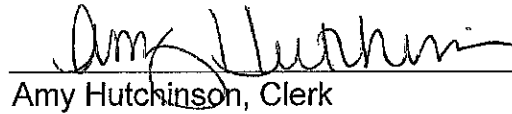
Kathleen Clyde, President



Vicki A. Kline, Vice President



Sabrina Christian-Bennett, Board Member



Amy Hutchinson, Clerk