



Portage County Board of Commissioners

Regular Meeting

~ Minutes ~

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

Amy Hutchinson, Clerk
330-297-3600

Thursday, May 3, 2018

9:00 AM

Commissioners' Board Room

*The Commissioners' meeting minutes are summarized; there is an audio recording available.
Please contact the Commissioners' Office for specific details.*

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

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

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

Recessed to Solid Waste Management District: 9:00 AM
Reconvened: 9:03 AM

ADMIN TEAM

Present: Human Resources Director Janet Kovick, Water Resources Director Gene Roberts, Department of Budget and Financial Management Director Todd Bragg, Internal Services Director JoAnn Townend, and County Auditor Janet Esposito

HUMAN RESOURCES:

Journal Entries - # 1 to 6

Discussion:

1. 1st quarter turnover report.

Director Kovick presented and discussed the Commissioners' Department Voluntary Turnover Report for 1st Quarter 2018.



Board of Commissioners

Vicki A. Kline
Sabrina Christian-Bennett
Mike Kerrigan

Department of Human Resources

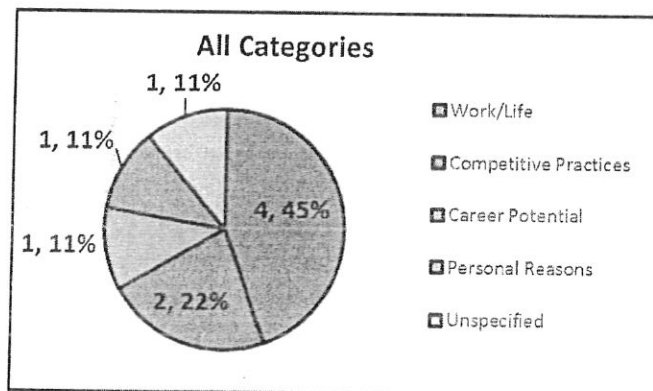
Date: May 3, 2018

To: Board of Commissioners

From: Janet Kovick, Human Resources Director

Re: **BOC Department Voluntary Turnover Report – 1st Qtr 2018**

During the first quarter of 2018, nine (9) employees voluntarily resigned from the Portage County Board of Commissioners' Departments. The voluntary turnover percentage for this time period was 2.6%.

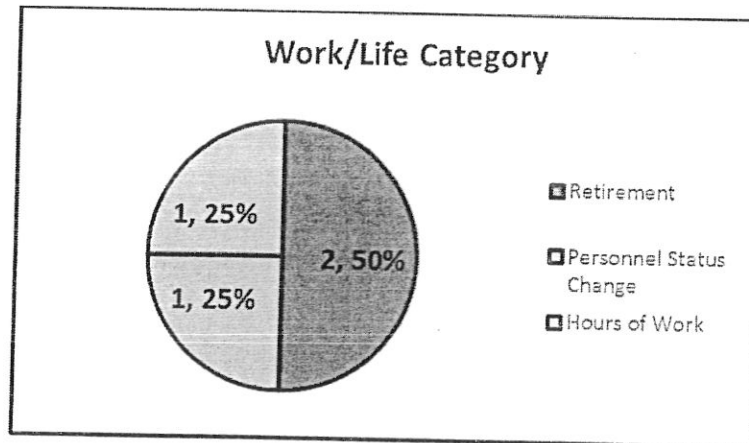


As a reminder, the primary reasons for the resignations are categorized into the following areas:

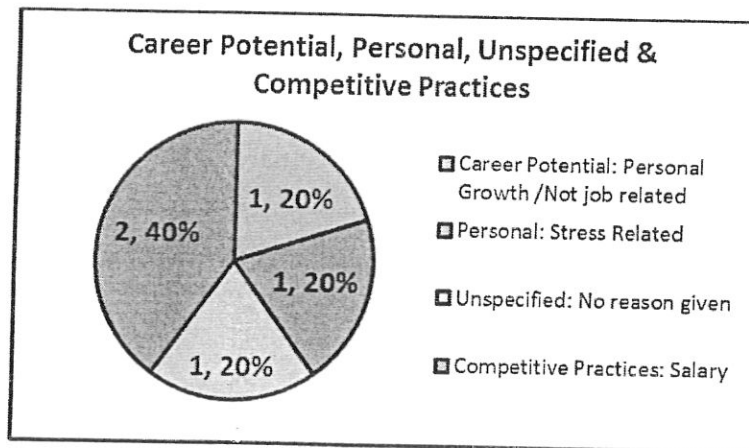
- **Work/Life** – Lifestyle issues, hours of work, relocation, retirement, medical, etc.
- **Competitive Practices** – Less than favorable working conditions, salary, lack of recognition, etc.
- **Career Potential** – Lack of career path, advancement opportunities, lack of interest for position/ career or personal growth.
- **Personal** – The reason provided by the employee is personal in nature.
- **Unspecified** – No specific reason given by the employee.



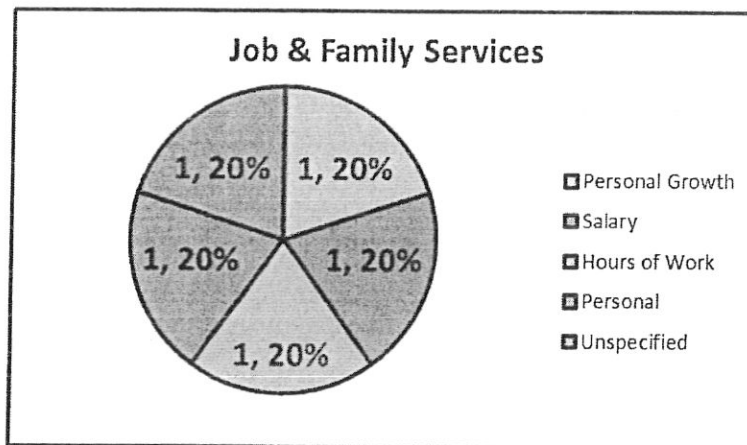
Similar to past years, majority of the resignations fall under the Work/Life category. Within this category, two (2) employees retired, one (1) part-time employee resigned for full-time employment, and one (1) employee resigned due to hours of work.



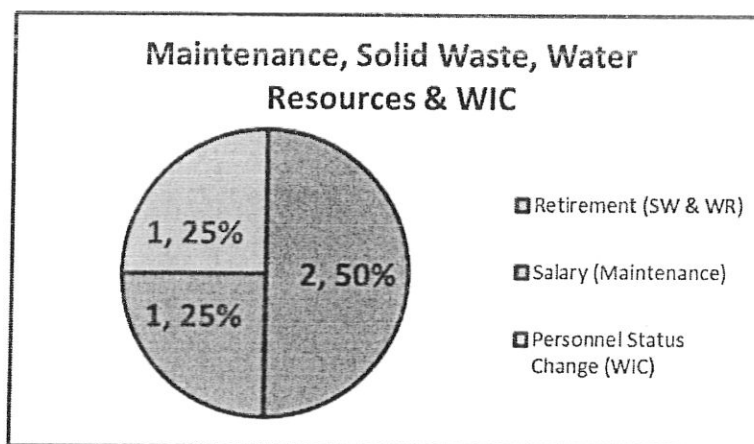
Under the Career Potential category, one (1) employee resigned for personal growth that was not job related. Under the Competitive Practices category, two (2) employees resigned for a higher wage. One (1) employee resigned due to job-related stress and one (1) employee left for an unspecified reason.



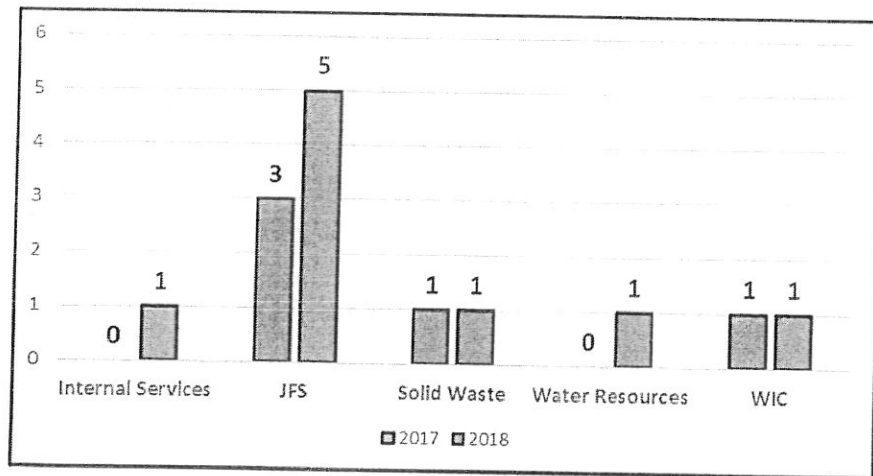
Five (5) of the nine (9) resignations were in the Job & Family Services department.



The balance of the resignations, four (4) of the nine (9), were in the Maintenance department, Solid Waste, Water Resources and Women, Infants & Children (WIC).



During the first quarter of 2017, the voluntary turnover was 1.4% with five (5) voluntary resignations compared to the 2.6% turnover and nine (9) resignations for the same time period in 2018. Overall, the 1.2% increase between the two years is largely attributed to an increase in the Competitive Practices and Career Potential categories.



During the first quarter of 2018, the primary reasons for the voluntary turnover were retirements and salary. The primary reasons for turnover in the first quarter of 2017 were retirements and medical.

EXTERNAL SERVICES:

Resolution(s) – # 16

1. Brimfield Flooding (Oakwood Acres Clearfield Drive):

The Board talked about the recent flooding on Clearfield Drive and Commissioner Kline asked if the Township was ultimately responsible for the flooding problem and Director Roberts noted the Township roadway and storm sewer are built within their right of way. Director Roberts mentioned it would be ideal if whoever owns the house abutting the Summit County line would take pictures of the water running between their houses, identifying the source.

DBFM:

Resolution(s) - #'s 1 to 6

Journal Entries - #8 and 9

Discussion:

1. Budget Amendments letter to Sheriff

Director Bragg prepared correspondence to the Sheriff indicating that after reviewing the 2018 appropriations, the Board felt the Sheriff's current appropriation levels are appropriate, including the fact that the jail will be under various states of construction in 2018. The Board does not intend to alter the 2018 appropriations any further (except for retirements, sick leave conversion payments, and the telephone charges), and has asked that the Sheriff maintain spending levels within his current appropriations.

The Board agreed there is no need to send correspondence to the Prosecutor as the Board addressed his concerns when he met with them.

Commissioner Kerrigan has e-mailed and called the Public Defender about his budget and he will try again to contact him.

2. Fairhill Drive, Ravenna property

Director Bragg reported a property located at 5362 Fairhill Drive, Ravenna burned down sometime in February 2017 and was a total loss. Although they are trying to work through rebuilding the home, the property has minimal value and the mortgage held by DiTech is in the amount of \$ 88,000. There is also a County loan held against the property in the amount of \$11,000. City of Ravenna Law Director Frank Cimino asks if Neighborhood Development Services, via the County's CHIP loan, would be willing to waive the lien against the property in light of the situation. Director Bragg recommends the Board wait until he hears back from Neighborhood Development Services before moving forward.

INTERNAL SERVICES:

Resolution(s) - #'s 7 to 15

Discussion:

1. Advertisement left in building: Treasurer Cromes is having problem with Advance America, (located in Streetsboro) leaving flyers in his department. Treasurer Cromes contacted the Prosecutor's Office about writing a letter to them and the Prosecutor's Office suggested a combination letter with the Board of Commissioners, as property owners, would be more appropriate to Advance America. Treasurer Cromes has prepared draft correspondence for Board review and forwarded it to Director Townend.

Director Kovick explained Section 6 (Solicitation) of the Commissioners' Personnel Policy manual addressed the issue prohibiting solicitation and the distribution of literature on its premises by non-employees and to permit solicitation and distribution of literature by employees subject to the restrictions of the Section.

2. Referral from Information Technology Services (IT) about on-line forms: The IT Department referred Seamless Docs to Director Townend as they specialize in on-line forms. The Board asked Director Townend to provide contact information for County departments to Seamless Docs and to advise all departments that this technology is available and they may be contacted by them in the near future.
3. Clerk of Courts construction: Clerk of Courts Fankhauser contacted Director Townend about the much needed renovation of the Clerk of Courts area at the Ravenna Courthouse. Ms. Fankhauser mentioned she may be able to provide some funding towards the construction (which costs approximately \$20,000 for the architectural portion and \$100,000 for construction costs), for three windows and to secure the doors in her area. The Board would like Director Townend to forward a copy of Clerk of Courts Fankhauser's report to them from 2017.
4. Auditor's request for 6th floor paint and linoleum: County Auditor Esposito asked the Board to consider paint and linoleum for her area and believes the cost would be approximately \$18,000-\$20,000.
5. Portage-Geauga Joint Board of Commissioners meeting – Mr. Rehnert, from the Detention Center, would like to call a meeting of the Joint Board of Commissioners. Geauga County is available on Tuesday, May 22 late morning and the Board agreed it will hold the meeting in Geauga County on May 22nd at 11:00 AM. The Board agreed to cancel its regular Tuesday meeting this date and the Clerk will contact Geauga County and the Detention Center to advertise.
6. Boards and Commissions: The Board agreed to organize the ORC's and by-laws according to each board and to have them available in house and on line for distribution to interested citizens. The Board agreed there is no need to forward the ORC's and by-laws to the Prosecutor's office for review. Director Townend will work with staff on getting the

information loaded onto the website and will move forward with the application and changing the form to add the Ohio Revised Code and any other special requirements pertaining to each board. Commissioner Kerrigan suggests the Board investigate the form option through Seamless Docs for Boards and Commissions section on the website.

7. Compensation Management Study (Clemans Nelson) Retainer agreement: Prosecutor Smith has concerns about the recent contract for the wage study from Clemans Nelson, but Commissioner Kerrigan mentioned the document is only a retainer agreement, not the actual contract for the wage study. Director Townend will incorporate Attorney Smith's comments and will return the document to Clemans Nelson for review.
8. 643 Cleveland Rd. property (former County Engineer's facility): The Board received a Notice of Correction from the State Fire Marshall and even though the property was transferred to the City of Ravenna as is, the Prosecutor's Office has advised the County is still responsible for Tier One cleanup. Director Townend is working with an environmental company who does this type of cleanup and she has requested a cost estimate. Director Townend has also been in contact with the State Fire Marshall's office to advise same.
9. ABC Railway rail ride: Mr. Shanklin, from ABC Railway, has time available to ride the rail with the Board on May 7th or 16th and the Board agreed May 16th in the morning would work best. Director Townend will coordinate.
10. Otis Elevator repair for the elevator at the Ravenna Courthouse: The cost to repair the Ravenna Courthouse elevator is approximately \$49,943.66. This cost includes the replacement of the cylinder and plunger in order to get the elevator back into service. Otis Elevator also presented their proposal and Maintenance Agreement moving forward that Director Townend will forward to the Prosecutor's Office for review. The cost of repairs will come from the Commissioners' Contingency fund.

Commissioner Kline requested Resolution No. 13 be pulled from the Consent Agenda and Commissioner Kerrigan would like to pull Resolution No. 7.

RESOLUTIONS PULLED FROM TODAY'S CONSENT AGENDA:

May 3, 2018

7. Declaring the necessity of and placing on the ballot of the November 6, 2018 General Election to be held in Portage County a replacement levy of an existing tax in the amount of five-tenths (0.5) mill for tax years 2019 through 2028 for the purpose of funding community mental health and recovery programs./***PULLED FROM CONSENT AGENDA FOR FURTHER CONSIDERATION NEXT WEEK.***

* Commissioner Kerrigan pointed out that the attachment to Resolution No. 7 is for the Portage County Board of Developmental Disabilities, not Mental Health and Recovery Board.

13. Fix date and time for public hearing on a partial road vacation of Prospect Drive (TH1776), Lot 20, Rootstown Township, Portage County./**PULL FROM CONSENT AGENDA FOR ADOPTION LATER IN THE DAY./18-0315**

* The Board agreed it would set the hearing date for May 31, 2018 at 10:30 AM.

Motion To: Fix date and set time for public hearing on a partial road vacation of Prospect Drive (TH1776), Lot 20, Rootstown Township, Portage County for May 31, 2018 at 10:30 AM/18-0315

RESULT: **ADOPTED [UNANIMOUS]**

MOVED: Mike Kerrigan

SECONDED: Sabrina Christian-Bennett

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

9:43 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Mike Kerrigan, seconded by Sabrina Christian-Bennett that the Board of Commissioners move into executive session to discuss the employment, discipline and/or dismissal of a public employee. Also present: Commissioners only. Roll call vote: Mike Kerrigan, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

9:49 AM-9:53 AM Julie Gonzales attending

10:45 AM-11:02 AM JoAnn Townend attending

11:02 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the Board of Commissioners moves out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

Recessed: 11:02 AM

Reconvened: 12:58 PM

2018 CDBG COMMUNITY DEVELOPMENT ALLOCATION PROGRAM PROPOSALS

Present: Greg Musci and Anne Face, Family and Community Services; Karen Johnson, Portage Learning Center; Gerald Kline, PPIC; Roger DiPaolo, Family and Community Services; Heidi Shaffer and Bill Russell, Coleman Professional Services; Patrick Jeffers, City of Ravenna; Todd Peetz and Lisa Reeves, Regional Planning Commission; Rich Gano, Windham Township, Matt Merchant, Record Courier

The Commissioners heard presentations from the following Agencies/Organizations for the 2018 CDBG Community Development Allocation Program:

Revised

2018 CDBG Community Development Allocation Program Proposals

	Agency/Organization	Request	Other Funds	Project	Comments
1	Portage Private Industry Council	\$ 60,000	\$ 21,507	Run a waterline that enable the Ravenna Head Start Facility to provide services to children and families in both Head Start and Early Head Start.	
2	City of Ravenna	\$ 100,000	\$ 40,000	Replace 565 linear feet of 49-year old deteriorated concrete roadway between Franklin Street and North Diamond Street.	
3	Coleman Professional Services	\$ 38,137	\$ -	4155 State Route 14, Edinburg: Water system replacement, flooring, ramp and deck repairs. 5982 Rhodes Road, Franklin Township: Ramp/Deck repairs.	Eligible under Limited Clientele as a Countywide activity.
4	Family & Community Services	\$ 60,000	\$ 30,000	Replace 80-ton Trane Chiller system that provides air conditioning at 705 Oakwood Street, Ravenna.	
5	Windham Township	\$ 55,000	\$ -	Demolition and asbestos abatement of an old church located at 10352 Silica Sand Road, Windham Township.	
6	Home Repair Program	\$ 75,663	\$ -	Countywide Home Repair Program (excludes City of Kent) to assist LMI households with home repairs including electric, furnace, roofs and/or replacement of septic system, repair of system, final grading and seeding of the site or assistance with sanitary sewer connection. The funds will be given as a deferred loan to be paid back when the property is sold.	
TOTAL		\$ 388,800	\$ 91,507		
	Total Allocation	\$486,000		At least 51% of the Allocation (exclusive of Administration and Fair Housing) must benefit LMI households)	
	Administration	\$87,200		A maximum of 20% of the Allocation may be programmed for Administration and Fair	

	Fair Housing	\$10,000	Housing
	Left to Allocate (Up to 6 Projects)	\$388,800	Portage County is not required to commit funds to the City of Ravenna for PY 2016, 2017 and 2018.
	Maximum Public Service	\$72,900	A maximum of 15% of the Allocation may be programmed for Public Service.
	Maximum Slum/Blight	\$190,512	No more than 49% of the Allocation (exclusive of Administration and Fair Housing) may aid in the elimination of Slum and Blight. Waiver requests to exceed the 49% must be submitted to OCD with the application.

The grant is due June 15th and Ms. Reeves asked that the Board make its decision by May 18th. Director Townend has time set aside for the Board to discuss during the May 10 and 15th meetings.

COMMISSIONERS' CONSENT AGENDA

May 3, 2018

1. Approval of the April 26, 2018 and May 1, 2018 regular meeting minutes.

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RESOLUTIONS

May 3, 2018

Budget & Financial Management:

1. Approve the Thursday, May 3, 2018 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0300

2. Approve the Thursday, May 3, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0301
3. Approve the Tuesday, May 8, 2018 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0302
4. Approve the Tuesday, May 8, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0303
5. Approve the Tuesday, May 8, 2018 Then & Now Certification, as presented by the County Auditor./18-0304
6. Amendment to the Non General Fund 2018 annual appropriation Resolution No. 17-0955, adopted December 19, 2017./18-0305

Internal Services

7. Declaring the necessity of and placing on the ballot of the November 6, 2018 General Election to be held in Portage County a replacement levy of an existing tax in the amount of five-tenths (0.5) mill for tax years 2019 through 2028 for the purpose of funding community mental health and recovery programs./***PULLED FROM CONSENT AGENDA FOR FURTHER CONSIDERATION NEXT WEEK.***
8. Accept contract modification no. 2 to the engineering agreement between GPD Group and Portage County for providing professional Services for the project known as the Tallmadge Road Corridor Improvement (POR-CR-18-0.51 – PID 98585)./18-0307
9. Convene the Portage County 9-1-1 Planning Committee./18-0308
10. Amend Resolution No. 18-0078 to modify the list of bridges posed for weight reductions in Portage County./18-0309
11. Accept proposal of Prime AE Group and enter into agreement to provide a feasibility study of the Ravenna Road bridge (FRA 248 CH145G), over the Norfolk Southern Railway in Franklin Township, Portage County, Ohio./18-0310
12. Declare obsolete and dispose of Portage County personal property from the Auditor (GIS Division)./18-0311
13. Fix date and time for public hearing on a partial road vacation of Prospect Drive (TH1776), Lot 20, Rootstown Township, Portage County./***PULL FROM CONSENT AGENDA FOR ADOPTION LATER IN THE DAY./18-0315***
14. Accept bids for various bituminous materials for use by the Portage County Engineer./18-0312
15. Accept bids for various bituminous liquids for use by the Portage County Engineer./18-0313

External Services

16. Approving the plans, specifications and estimate of cost, and setting the date and time for acceptance of bids for the construction of project no. SH-W (18-010), Shalersville Water

Treatment Plant Chemical Treatment Plant Chemical Improvements, in Portage County
Regional Sewer District, Shalersville Township./18-0314

Motion To: Approve the Consent Agenda for May 8, 2018

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

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**RESOLUTION NO. 18-0300 - RE: WIRE TRANSFER APPROVED AND CERTIFIED
TO THE PORTAGE COUNTY AUDITOR FOR
PAYMENT.**

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

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on May 3, 2018 in the total payment amount as follows:

1. \$165,229.32 to Medical Mutual Claims-Fund 7101; and
2. \$945.00 to Wage Works Admin; and
3. \$7,778.90 to Wage Works Contributions; 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, May 4, 2018	\$ 165,229.32
Wire Transfer on Friday, May 4, 2018	\$ 945.00
Wire Transfer on Friday, May 4, 2018	\$ 7,778.90

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:

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

**RESOLUTION NO. 18-0301 - RE: APPROVAL OF JOURNAL
VOUCHERS/ENTRIES.**

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

- WHEREAS,** the Ohio Revised Code requires that warrants be approved by the Board of Commissioners prior to their issuance; and
- WHEREAS,** there are other similar financial transactions defined as journal vouchers/entries that are dissimilar in that they are used to pay for charges for services from one county department and/or fund to another department and/or fund and thus are processed in lieu of issuing a warrant; and
- WHEREAS,** the Journal Vouchers/Entries are recommended by the County Auditor's Office for review and approval by the Board of Commissioners; now therefore be it
- RESOLVED,** that the Board of Commissioners approves the following Journal Vouchers/Entries, as presented by the County Auditor's Office:

05/03/18	172	\$ 9,784.93
05/03/18	170	10,398.57
Total		\$ 20,183.50

; and be it further

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

Roll call vote as follows:

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

**RESOLUTION NO. 18-0302 - RE: BILLS APPROVED AND CERTIFIED TO THE
PORTAGE COUNTY AUDITOR FOR PAYMENT.**

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

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on May 8, 2018 in the total payment amount of **\$1,172,120.44** for **Funds 0001-8299** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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

Roll call vote as follows:

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

**RESOLUTION NO. 18-0303 - RE: APPROVAL OF JOURNAL
VOUCHERS/ENTRIES.**

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

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

WHEREAS, there are other similar financial transactions defined as journal vouchers/entries that are dissimilar in that they are used to pay for charges for services from one county department and/or fund to another department and/or fund and thus are processed in lieu of issuing a warrant; and

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

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

05/08/18	309	\$ 30,154.34
05/08/18	307	64,886.27
05/08/18	243	280.00
05/08/18	242	10,448.01

05/08/18	241	30,340.77
05/08/18	239	24,960.98
05/08/18	238	1,974.00
Total		\$ 163,044.37

; and be it further

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0304 - RE: ACCEPTANCE OF THEN AND NOW
CERTIFICATIONS FOR PAYMENT.**

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

WHEREAS, Ohio Revised Code Section 5705.41 (D)(1) authorizes the expenditure of moneys, provided a certificate of the County Auditor is supplied stating that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances (Then and Now Certification); and

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

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

RESOLVED, that the expenditures listed herein are properly certified by the County Auditor in the amount of **\$105,568.16** as set forth in Exhibit "A" dated **May 8, 2018** shall be paid; and be it further

RESOLVED,

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0305

RE: AMENDMENT TO THE NON GENERAL FUND 2018 ANNUAL APPROPRIATION RESOLUTION NO. 17-0955 ADOPTED DECEMBER 19, 2017

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

RESOLVED, that it has become necessary to amend the Non General Fund 2018 Annual Appropriation, from the unappropriated, certified fund balance in the amounts and for the purposes set forth in the enumeration shown below as reviewed and recommended by the Director of Budget & Financial Management:

		<i>Increase</i>	<i>Decrease</i>
Fund: 1129	Muni Ct Alcohol Monitoring		
520	Municipal Court		
11294	Muni Ct Alcohol Monitoring CS	15,000	-
	MEMO TOTAL	<u>\$ 15,000</u>	<u>\$ -</u>
Note:			
Fund: 1159	EMA Urban Search & Rescue		
930	Emergency Management Agency		
11595	EMA Urban Search & Rescue MS	4,000	-
	MEMO TOTAL	<u>\$ 4,000</u>	<u>\$ -</u>
Note:			
Fund: 1201	Motor Vehicle And Gas Tax		
800	Engineer's Department		
12013	Engineer MVGT Salary&Fringes	5,746	-
	MEMO TOTAL	<u>\$ 5,746</u>	<u>\$ -</u>
Note:			
Fund: 1207	SA Ditch Mnt - Wahoo		
800	Engineer's Department		
12074	SA Ditch Mnt Wahoo CS	1,000	-
	MEMO TOTAL	<u>\$ 1,000</u>	<u>\$ -</u>
Note:			
TOTAL MEMO BALANCE FOR ALL FUNDS		<u>\$ 25,746</u>	<u>\$ -</u>

Increase

Decrease

; and be it further

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

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

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

Roll call as Follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0306

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

**RESOLUTION No. 18-0307 - RE: ACCEPT CONTRACT MODIFICATION NO. 2 TO
THE ENGINEERING AGREEMENT BETWEEN
GPD GROUP AND PORTAGE COUNTY FOR
PROVIDING PROFESSIONAL SERVICES FOR
THE PROJECT KNOWN AS THE TALLMADGE
ROAD CORRIDOR IMPROVEMENT (POR-CR
18-0.51 - PID 98585).**

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

WHEREAS, Resolution No. 15-0450, adopted by the Portage County Board of Commissioners on May 28, 2015, authorized the Portage County Engineer to enter into an engineering agreement in the amount of **\$401,302.00** for providing PRELIMINARY ENGINEERING services for the project known as the ***Tallmadge Road Corridor (POR-CR 18-0.51 - PID 98585)*** in Brimfield Township, Portage County, and

- WHEREAS,** Resolution No. 16-0916 accepted Contract Modification No. 1 to said engineering agreement which increased the contract by \$99,619.00 to **\$500,921.00**, and
- WHEREAS,** additional engineering services are required by GPD Group in order to complete the FINAL DESIGN phase of the project, and
- WHEREAS,** the fee submitted by GPD Group for the additional services is \$468,694.00; and
- WHEREAS,** as per the Preliminary Legislation Agreement, 90% of the cost of this improvement will be paid directly to the consultant (GPD Group) by the Ohio Department of Transportation with the remaining 10% being shared by the Portage County Engineer and ODOT; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners does hereby accept Contract Modification No. 2 in the amount of \$468,694.00 and authorizes the execution of said contract Modification between GPD Group, 520 South Main Street, Suite 2531, Akron, Ohio 44311 and Portage County for the project known as the ***Tallmadge Road Corridor Improvement (POR-CR 18-0.51 - PID 98585)***; in Brimfield Township, Portage County; and be it further
- RESOLVED,** that this modification increases the contract amount from \$500,921.00 to **\$969,615.00**; and be it further
- RESOLVED,** as per the Preliminary Legislation Agreement, 90% of the cost of this improvement will be paid directly to the consultant (GPD Group) by the Ohio Department of Transportation with the remaining 10% being shared by the Portage County Engineer and ODOT; and be it further
- RESOLVED,** that the Portage County Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0308

-

**RE: CONVENE THE PORTAGE COUNTY 9-1-1
PLANNING COMMITTEE.**

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

WHEREAS, Ohio Revised Code Section 4931.42 requires that the Board of Commissioners adopt a resolution to convene the Portage County 9-1-1 Planning Committee; now therefore be it

RESOLVED, that the Portage County Board of Commissioners agrees to convene the Portage County 9-1-1 Planning Committee on Tuesday, May 8, 2018, at 1:00 PM in the Emergency Operations Center at the Portage County Justice Center, 8240 Infirmary Road, Shalersville Township, Ravenna, OH 44266 to consider and discuss the following items any other official business to come before the Board:

- A. Appointing a Technical Advisory Committee per ORC 128 to assist in updating the County 911 Plan.
- B. Recommendations for the updating of the County 911 Plan
- C. State 911 Compliance Standards and auditing procedures
- D. County 911 Funds balance and future funding options

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

Roll call vote as follows:

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

**RESOLUTION No. 18-0309 - RE: AMEND RESOLUTION NO. 18-0078 TO
MODIFY THE LIST OF BRIDGES POSTED FOR
WEIGHT REDUCTIONS IN PORTAGE COUNTY.**

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

WHEREAS, Resolution No. 18-0078, adopted January 25, 2018, and appearing in Commissioners' Journal Volume 89, established and updated bridges currently posted for weight reductions in Portage County; and

WHEREAS, recent inspection of the **Jones Road Bridge (PAL 106 TH136C) - SFN 6732909**, over Kale Creek in Palmyra Township, Portage County, revealed deterioration requiring that said bridge be posted for a weight limit of 3 tons; now therefore be it

RESOLVED, the Portage County Engineer, Michael A. Marozzi, recommends that Resolution Number 18-0078 be amended to show the following nine (9) bridges as either closed or currently posted for weight reductions in Portage County:

Bridge Number	Location	Limit
FRA 248 CH145G	Ravenna Road (Franklin Township)	CLOSED
FRE 142 CH211A	Freedom Road (Freedom Township)	7 Tons
GAR 155 Liberty	Liberty Street (Village of Garrettsville)	3 Tons
MAN 159 TH247C	Mantua Center Road (Mantua Township)	CLOSED
NEL 161 TH250A	Hopkins Road (Nelson Township)	4 Tons
PAL 93 CH132B	Wayland Road (Palmyra Township)	12 Tons
PAL 106 TH136C	Jones Road Bridge (Palmyra Township)	3 Tons
RAN 59 CH79I	Saxe Road (Randolph Township)	12 Tons
RAV 119 TH165A	Dawley Road (Ravenna Township)	15 Tons

and be it further;

RESOLVED, that the Clerk of this Board be and is hereby directed to file certified copies of this Resolution with the Portage County Engineer, the Portage County Sheriff's Department and the Ohio Highway Patrol; and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION No. 18-0310 - RE: ACCEPT PROPOSAL OF PRIME AE GROUP AND ENTER INTO AGREEMENT TO PROVIDE A FEASIBILITY STUDY OF THE RAVENNA ROAD BRIDGE (FRA 248 CH145G), OVER THE NORFOLK SOUTHERN RAILWAY IN FRANKLIN TOWNSHIP, PORTAGE COUNTY, OHIO.

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

WHEREAS, the Portage County Engineer has determined that it will be necessary to acquire the services of a consultant to perform a feasibility study of the Ravenna Road Bridge (FRA 248 CH145G), over the Norfolk Southern Railway in Franklin Township, Portage County; and

WHEREAS, the Portage County Board of Commissioners, by Resolution No. 17-0008, authorized the Portage County Engineer to accept current statements of qualification from engineering consultant firms seeking to provide professional services during the years of 2017 and 2018; and

WHEREAS, the Portage County Engineer selected Prime AE Group from the list of consultants who have a statement of qualification on file for 2017 and 2018, to submit a technical and fee proposal to provide said feasibility study; and

WHEREAS, the Portage County Engineer, upon review of the proposal from Prime AE Group, recommends that said proposal be accepted by the Board of Portage County Commissioners; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby accept the proposal of Prime AE Group and authorizes the Portage County Engineer to enter into an agreement to provide a feasibility study of the Ravenna Road Bridge (FRA 248 CH145G), over the Norfolk Southern Railway in Franklin Township, Portage County; and be it further

RESOLVED, that said professional services will be performed by Prime AE Group, 540 White Pond Drive, Suite E, Akron Ohio 44320 at a cost of \$38,000.00, and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0311 - RE: DECLARE OBSOLETE AND DISPOSE OF
PORTAGE COUNTY PERSONAL
PROPERTY FROM THE AUDITOR (GIS
DIVISION).**

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

WHEREAS, the Portage County Auditor (GIS division) has personal property which is not needed for public use, or is obsolete or unfit for the use for which it was acquired, declared as such and is ready for disposal; and

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

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

- 1 HP Designjet 1055 cm plus plotter
Model #C6075B Serial #SG676C310B

and be it further

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

Roll call vote as follows:

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

RESOLUTION NO. 18-0312 - RE: ACCEPT BIDS FOR VARIOUS BITUMINOUS MATERIALS FOR USE BY THE PORTAGE COUNTY ENGINEER.

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

WHEREAS, notice of Receiving Bids to furnish **Bituminous Materials** for use by the Portage County Engineer was published in the Record Courier on **March 26, 2018** and **April 2, 2018**, and

WHEREAS, eight (8) 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 April 11, 2018; and

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

Tallmadge Asphalt & Paving Co., Inc., 741 Tallmadge Road, Brimfield, Ohio 44240
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

Russell Standard Corporation, 990 Hazel Street, Akron, Ohio 44305

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:

	Tallmadge Asphalt & Paving Co., Inc.	Stoneco, Inc.. dba Allied Corporation	Central Allied Enterprise s, Inc.	D & R Supply, Inc.	Russell Standar d
SS-921 Cold Mix		\$120.00 (ALTERNATE)	\$115.00 (LOW)		
405 Cold Mix				\$80.00 (LOW)	
#9 Stone Cold Patch	\$110.00 (LOW)	\$120.00 (ALTERNATE)			\$110.00 (LOW)
301 Modified		\$41.75 (LOW)	\$43.50 (ALTERNA TE)		
448PG 64- 22 Type II		\$44.00 (LOW)	\$46.50 (ALTERNA TE)		
448PG 64- 22 Type I		\$53.00 (ALTERNATE)	\$51.50 (LOW)		

and be it further

RESOLVED, that the special bid item submitted by Central Allied Enterprises, Inc. for JASA/HP Cold Patch be accepted at \$100.00 per ton, and be it further

RESOLVED, that the special bid items submitted by HEI-WAY, LLC, 290 North Pike Road, Sarver, Pennsylvania 16055 be accepted for HEI-WAY Premium Cold Mix at \$99.00 per ton, and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0313 - RE: ACCEPT BIDS FOR VARIOUS BITUMINOUS LIQUIDS FOR USE BY THE PORTAGE COUNTY ENGINEER.

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

WHEREAS, notice of Receiving Bids to furnish **Bituminous Liquids** for use by the Portage County Engineer was published in the Record Courier on **March 26, 2018** and **April 2, 2018**, 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 April 11, 2018; 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 @ **\$1.85**/Gallon CRS-2, Delivered to Various Locations @ **\$1.92**/Gallon

CRS-2P FOB Plant @ **\$2.15**/Gallon CRS-2P Delivered to Various Locations @ **\$2.22**/Gallon
MC 30 FOB Plant @ **\$3.45**/Gallon MC 70 FOB Plant @ **\$3.25**/Gallon

and be it further

RESOLVED, HFRS2 and HFRS2P, as bid, are no longer available, and be it further

RESOLVED, that the following bids be accepted as ALTERNATES for HFRS2 and HFRS2P:

RS2P Polymer Modified Asphalt Emulsion, Delivered to Various Locations @ **\$2.22**/Gallon
RS2P Polymer Modified Asphalt Emulsion, FOB Plant @ **\$2.15**/Gallon
RS2, Delivered to Various Locations @ **\$1.92**/Gallon
RS2, FOB Plant @ **\$1.85**/Gallon

and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0314

- **RE: APPROVING THE PLANS, SPECIFICATIONS AND ESTIMATE OF COST, AND SETTING THE DATE AND TIME FOR ACCEPTANCE OF BIDS FOR THE CONSTRUCTION OF PROJECT NO. SH-W (18-010), SHALERSVILLE WATER TREATMENT PLANT CHEMICAL IMPROVEMENTS, IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT, SHALERSVILLE TOWNSHIP.**

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

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

WHEREAS, pursuant to authorization by this Board contained in Resolution 18-0049 adopted, January 11, 2018, the County Water Resources has caused to be prepared and submitted for approval plans, specifications and estimate of cost for Project No. SH-W (18-010), Shalersville Water Treatment Plant Chemical Improvements, hereinafter referred to as the "PROJECT"; and

WHEREAS, the PROJECT is necessary to replace failing chemical piping, fittings, valves, and appurtenances used to provide a dosing and conveyance system for delivered bulk liquid sodium hypochlorite used in the water treatment process within the plant building; and

WHEREAS, this project will provide for a more reliable and better leak proof alternative for transporting, storing, and handling chemicals at the water plant; and

WHEREAS, copies of said plans, specifications and estimate of cost are on file in the office of the Clerk and County Water Resources and are available for examination therein; now therefore be it

RESOLVED, by the Board of Commissioners of Portage County, Ohio:

Section 1. That said plans, specifications and estimate of cost for said PROJECT hereto be and the same are hereby approved.

Section 2. That said plans, specifications and estimate of cost shall be filed in the office of the Clerk of this Board and in the office of the County Water Resources and kept continuously on file for inspection by all persons interested therein.

Section 3. That sealed bids for the construction of the PROJECT will be accepted by the Portage County Commissioners until 2:00 PM on May 30, 2018 at their office on the seventh floor of the County Administration Building, 449 South Meridian Street, Ravenna, Ohio.

Section 4. That the Notice of receiving bids shall be posted in the Record Courier on May 14 and May 21, 2018 and the Clerk of this Board is directed to post said Notice on the official bulletin board in the office of the County Commissioners. This advertisement for bids can also be found on Portage County's website at: www.co.portageco.oh.us under county bid notices.

Section 5. It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

JOURNAL ENTRY

May 3, 2018

Human Resources

1. The Board of Commissioners approved the revised job description for the Laboratory Technician II position within Portage County Water Resources Department, as presented by Janet Kovick, Human Resources Director.
2. The Board of Commissioners signed the Personnel Action Form authorizing the promotion of Kevin Novak from Collection Systems Operator I to Collection Systems Mechanic, new position, for Portage County Job & Family Services effective April 23, 2018, presented by Janet Kovick, Human Resources Director.
3. The Board of Commissioners signed the Personnel Action Form authorizing the seasonal hire of Catherine Carey as a Canvasser for the Portage County Dog Warden, as presented by Janet Kovick, Human Resources Director. Anticipated start date is May 7, 2018. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.
4. The Board of Commissioners signed the Personnel Action Form authorizing the promotion of Michelle Wiley from Temporary Account Clerk 2 to Account Clerk 3, replacing Susan Miller, for Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director. Anticipated start date is May 7, 2018.
5. The Board of Commissioners signed the Personnel Action Form authorizing the full-time hire of Sheila Cecora as a Child Support Specialist, replacing Aleesha Anderson, for Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director. Anticipated start date is May 7, 2018. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.
6. The Board of Commissioners signed the Personnel Requisition authorizing the creation of and three day internal posting of the full time permanent Clerical Specialist 4 PA, new position, for Portage County Job & Family Services with external posting if no internal appointment is made, presented by Janet Kovick, Human Resources Director.

Commissioners

7. The Board of Commissioners acknowledged receipt of Check No. 5847, dated March 29, 2018, from John Valarinos in the amount of \$100.00, as a deposit for the partial road vacation of Prospect Road Lot 20, Township Highway 1776, Rootstown Township, Portage County.

Department of Budget & Financial Management

8. The Board of Commissioners approved the April 2018 adjustments to the Portage County Water, Portage County Sewer, and Streetsboro Sewer billing accounts as reported on the adjustment reports submitted and reviewed by the Department of Budget and Financial Management.
9. The Board of Commissioners awarded Mantua Township a grant of up to \$21,637.07, from the County's CD housing revolving Loan Fund, for the Mantua Township Elevator project. The County's final

contribution shall be determined by the actual project costs, less \$217,798.40, the amount of other committed funds to date. The funds include \$27,158.25 from Mantua Township, \$83,000 from the State of Ohio, \$30,520 from MARSI, and \$77,120.15 from the County's CDBG grant. These funds shall be release by the county on a reimbursement basis, upon verification that the project is complete, all contractors have been paid, and all inspections have been completed satisfactorily.

Motion To: Approve the Journal Entries for May 3, 2018

RESULT: ADOPTED [UNANIMOUS]

MOVED: Sabrina Christian-Bennett

SECONDED: Mike Kerrigan

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

Motion To: Adjourn the Official Meeting of May 3, 2018 at 1:36 PM

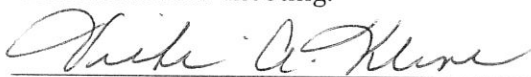
RESULT: ADOPTED [UNANIMOUS]

MOVED: Sabrina Christian-Bennett

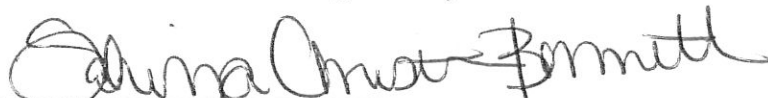
SECONDED: Mike Kerrigan

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

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



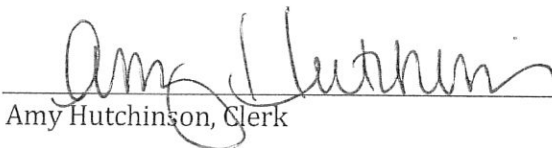
Vicki A. Kline, President



Sabrina Christian-Bennett, Vice President



Mike Kerrigan, Board Member



Amy Hutchinson, Clerk