



Portage County Board of Commissioners

Regular Meeting

~ Minutes ~

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

Amy Hutchinson, Clerk
330-297-3600

Tuesday, May 8, 2018

9:30 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

PORTAGE COUNTY ADMINISTRATION BUILDING SPACE NEEDS

Present: Department of Budget and Financial Management Director Todd Bragg

The Board met with Department of Budget and Financial Management Director Todd Bragg to discuss space needs within the Portage County Administration Building.

- Preliminary discussions include Information Technology Services and the Regional Planning Commission on the 6th floor of the Administration Building.
- Depending on the sale of Regional Planning Commission's current facility, money could be allotted for upgrade to the current 6th floor.
- The current Regional Planning Commission building appraised at \$372,000 and Director Bragg mentioned since the Board owns the property, proceeds from the sale should return to the County.
- Since the County owns the Regional Planning Commission building, the sale of the building would need to go out to bid.
- Director Bragg pointed out the Regional Planning Commission intended to take the building title once the loan was paid off.
- At the Regional Planning Commission meeting tomorrow, Commissioner Christian-Bennett will mention some of the money from the sale of the building could be used to upgrade up the 6th floor area. Commissioner Christian-Bennett also pointed out since the Commissioners reduced the Planning Commission's funding, they may want the remaining money from the sale of the building, but Director Bragg pointed out it is not their money, it's the County's money and it's the County's building.

- Commissioner Kerrigan stated Director Peetz is anticipating the windfall to bolster their finances, but Director Bragg pointed out that getting out of the \$40,000 debt payment and not having utility payments will help, as well.
- The Regional Planning Commission owes the County \$60,000.
- Director Bragg mentioned there is an agreement in place that states once the Regional Planning Commission's building is paid off, the title will transfer to the Regional Planning Commission, but there is nothing in the agreement about the County selling the property early. Technically, the Planning Commission still owe on their loan, so the property is the County's and money should come back to the County.
- Director Bragg pointed out Passages is in the process of moving and the Planning Commission has been losing money, but Commissioner Christian-Bennett noted Passages has moved already, so that's additional money they are losing.
- Director Bragg brought up the need for a meeting space on the 6th floor, but there's space available on the first floor and Commissioner Christian-Bennett pointed out the Planning Commission has already discussed utilizing the Ravenna Library for their meetings instead.
- The Board talked about space on the 1st and 2nd floor, and Director Bragg had no specific changes to the areas, but suggested the Board offer the 3rd floor to Job and Family Services, but pointed out they will still need the Annex Building.
- Director Bragg noted that the Veteran Service Commission and Tax Map would both like more space and that the 4th floor could be shared by the Recorder and Tax Map.
- The Board talked about the Record Center and the idea of taking Elected Officials out on a regular basis to ascertain their specific space needs in the facility.
- Director Bragg also mentioned microfilming and the need to have the backlog issue addressed.
- Commissioner Kerrigan asked what the other Board members want to do to spruce up the 6th floor – specifically the center area and Commissioner Christian-Bennett observed it needs lighting, paint, carpet and counter space. Commissioner Kerrigan suggests an initial brainstorming discussion about the long term issue of when this building is out of use. It may not be very advantageous to put money into a 1st floor renovation when that money could be better spent in a new Administration Building. Commissioner Christian-Bennett suggests moderate upgrades to extend the building's longevity. Commissioner Kerrigan would like a timeframe to replace the Administration Building because if it's replaced in 10 years, the building would need different upgrades, as opposed to replacement in 20 years. The County will be out of debt relatively soon and there are other things the Board can do to start planning for what's next.
- Commissioner Kerrigan mentioned he is meeting today with the County Public Defender, John P. Laczko, to discuss his budget.

Motion To: Adjourn the Official Meeting of Tuesday May 8, 2018 at 9:57 AM

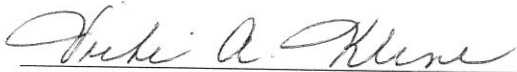
RESULT: **ADOPTED [UNANIMOUS]**

MOVED: Sabrina Christian-Bennett

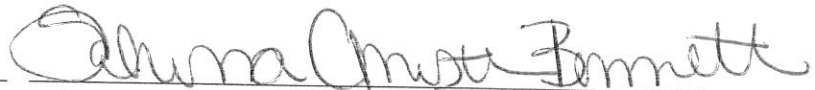
SECONDED: Mike Kerrigan

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.



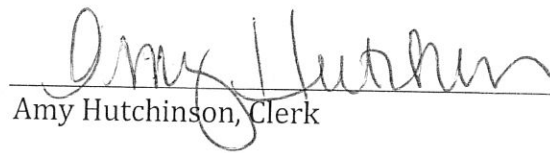
Vicki A. Kline, President



Sabrina Christian-Bennett, Vice President



Mike Kerrigan, Board Member



Amy Hutchinson, Clerk