



Portage County Board of Commissioners

Meeting Minutes

0192

449 South Meridian Street
Ravenna, OH 44266

<http://www.co.portage.oh.us>

Amy Hutchinson, Clerk
330-297-3600

Thursday, July 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

Also attending throughout the day County Administrator Gene Roberts.

Recessed: 9:02 AM into Solid Waste Management District Meeting

Reconvened: 9:09 AM

WATER RESOURCES

Present: Director Gene Roberts

Discussion:

1. Status of Fairlane Water Company Project and public informational webinar

On March 12, 2020, the Portage County Water Resources Department (PCWR) was notified by the Portage County Health District (PCHD) that Governor Mike Dewine issued a ban on gatherings greater than 100 people, which resulted in the cancelation of the scheduled March 18, 2020 public informational meeting for the customers of the Fairlane Water Company (FWC). The primary intent of the informational meeting was to present the current situation of the FWC and present the available potable water options for the 118 Fairlane Subdivision homeowners.

On May 15, 2020, via video conferencing, discussions were started between PCWR, Ohio EPA, PCHD, Suffield Township, and Rural Community Assistance Partnership (RCAP) to determine the best means to conduct an informational meeting with the homeowners and survey them for their preferred potable water option. The potable water options available and associated preliminary costs presented in February 2020 were:

- 1) Replace the existing water treatment plant (WTP) within the subdivision (\$0.7M);

2) Interconnect with the Portage County Public Water System (PWS) from Brimfield Township public square (\$5.0M), and

3) Individual homeowner to install their own private well (\$1.1M).

Since February, PCWR has refined the scope and costs for the above estimates. The following is the revised estimated budget for each alternative and an explanation for the increased costs.

- 1) **Replace existing WTP** – The preliminary project scope and budget was limited to replacing the water treatment plant only. The new scope includes replacing the existing water distribution system. PCWR included the distribution lines after becoming aware of issues with the conditions of the water mains, missing and/or limited line (isolation) valves, unknown quantity of asbestos water main and lack of water meters. This increased the cost of the project from \$0.7M to \$1.87M.
- 2) **Interconnect with Portage County PWS** – The preliminary scope and budget was limited to installing a water main from Brimfield Town Square to the Fairlane Subdivision. The new scope included the replacement of the existing water distribution system, installation of fire hydrants and water meters, abandonment of the existing water wells, demolition and restoration activities for the existing water treatment plant, and an extension of the water main to allow the connection the Suffield Elementary School to the west of State Route 43. This increased the cost from \$5.0 M to \$ 7.3M. As requested by Ohio EPA and approved by the Board, PCWR did apply for a Water Supply Revolving Loan Account (WSRLA) to obtain a principal forgiveness loan for the Brimfield PWS Interconnection Project on March 4, 2020.
- 3) **Install Private Wells** – PCWR has not refined the scope/cost for this project. An estimate was obtained from a driller for roughly \$6,500/well. PCWR increased this cost to \$10,000/well to cover site specific unknowns such as electrical upgrades, plumbing modifications, tree removals, driveway repairs and site restoration. Some homeowners may elect to make any necessary modifications on their own and keep the price at \$6,500. Additionally; the driller offered a ten percent (10%) discount per well (\$5,800/well) should all the homeowners' contract with them, and a five percent discount per well (\$6,175/well) should have contract with them. The maximum project cost remains \$1.1M (without discount).

During the May 15th video conference, PCWR was *preliminarily* notified by Ohio EPA that the Brimfield PWS Interconnection Project was nominated to receive \$1.7 M in principal forgiveness funds through the WSRLA program, which is roughly 25% of the total project costs, leaving PCWR to finance the remaining \$5.6 M and potentially only recoup \$0.7 M from the Fairlane residents through surcharge. The remaining \$4.9 M would need to be funded by local dollars and future tap-ins by residents and businesses along the route. PCWR does anticipate that the Suffield School District will connect at

least three buildings at anticipated tap in of \$340,000; however, this tap fee does not significantly reduce the over project costs. PCWR was hoping to receive the maximum of 50% principal forgiveness funds in order to make support of this Project more palatable for the current PCWR customers. Currently, PCWR does not feel this is a viable option to present to the residents, given the increased cost share needed from the County's water reserve funds that would impact funding PCWR's essential capital improvement projects.

On June 1, 2020, another video conference was held between team members, the purpose of the meeting was to discuss the Brimfield PWS Interconnection Project schedule and a means to inform and survey the Fairlane Subdivision homeowners. PCWR presented their concern to Ohio EPA regarding the limited principal forgiveness loan. RCAP stated the debt to befitting resident was extremely high and that maybe PCWR could apply next year should additional funding become available through a potential COVID Stimulus and/or another agency such as Army Corp or United States Department of Agriculture (USDA). Ohio EPA Northeast District (NE) suggested that PCWR hold off for a bit before releasing the funds back to Ohio EPA Office of Financial Assistance (OFA), but Ohio EPA NE would contact OFA to let them notify the next candidate that their maybe additional principal forgiveness funds for their project. The team also decided that a mailed informational package to the residents and an informational webinar/meeting would be the best way to get the information out to the 118 homeowners in the Fairlane Subdivision, given the ban on public gatherings is still in effect.

On June 23, 2020, during a team video conference, PCWR was notified by Ohio EPA that there is an interested buyer for the FWC. Donamarc Water Systems (Donamarc) is a small water company in Akron OH that employees roughly 30 people in the water industry. They provide a wide range of services from well drilling to plant operations and design. Ohio EPA and PCHD spoke highly of them as water system operators and well drillers, respectively. Donamarc appears to be a good fit for the all parties involved; however, they are not set up to work as a public utility, so they have requested assistance with billing from PCWR should they take ownership of the FWC. PCWR currently bills the residents of the Fairlane Subdivision for sewer service; therefore, PCWR could potentially bill and collect on behalf of Donamarc for an appropriate fee. Donamarc intends to bill the customers a flat fee, so there would be no need for meter reading services. The team unanimously decided to postpone scheduling a virtual informational meeting for the residents pending the results of the potential transfer of the FWC to Donamarc. The next team meeting is scheduled for July 20, 2020.

PCWR requests approval from the Board by a Journal Entry to:

1. Proceed with contacting Ohio EPA to decline the \$1.7 M in WSRLA principal forgiveness funds for the Brimfield Water Extension Project given the lack of any additional "grant" funds and increase demand for County's water reserve funds.

2. Proceed with evaluating if the County can provide water billing services for Donamarc for the FWC customers.
3. Proceed with scheduling a public informational video meeting or meeting for the Fairlane Subdivision Residents should Donamarc not proceed with ownership of the FWC.

The Board agreed to move forward with the requests.

Resolutions:

**RESOLUTION NO. 20-0416 - RE: APPROVING A REQUEST FOR
INSTALLMENT PAYMENTS OF CONNECTION
CHARGES FOR CONNECTIONS TO THE
SANITARY SEWERAGE SYSTEM IN THE
PORTAGE COUNTY REGIONAL SEWER
DISTRICT AND ESTABLISHING THE TERMS
AND CONDITIONS OF THE SAME.**

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

WHEREAS, this Board by Resolution No. 12-1138, adopted December 18, 2012, has established connection charges for connection to the sanitary sewerage system in the Portage County Regional Sewer District and has provided therein that the applicant in order to purchase a permit for such connection may submit a written request to the Board requesting that such connection charges be paid in installments; and

WHEREAS, the following named applicant, being the (OWNER) of the property hereafter described applied for a sanitary sewer permit and has now requested in writing the option of paying the sewer connection charges, applicable to the following described property, in installments; and

Applicant: Mary Louise Schueller (OWNER)
Service Address: 372 Stillwood Drive
 Kent, OH 44240

Parcel Number: 04-017-10-00-030-000

Property Description: Real estate situated in the Township of Brimfield, Portage County, Ohio, and described as follows: Known as being all of Lot No. 28 in Oakwood Acres subdivision as recorded in Vol. 11, Page 16 of the Portage County Record of Plats. Also known as 372 Stillwood Drive, Brimfield, Ohio. Prior

instrument reference: Instrument Number 9715652 of the Portage County Records.

WHEREAS, this Board, on the basis of all relevant facts and circumstances, hereby determines that the granting of such request would be equitable pursuant to the following terms and conditions that are determined to be fair and appropriate; now therefore be it

RESOLVED, that this Board agrees to accept the request of the above named OWNER for installment payments of the sewer connection charges established pursuant to Resolution No. 12-1138, adopted December 18, 2012, with respect to the property described in this Resolution and is hereby approved subject to the following terms and conditions.

- A. The total amount of such connection charges to be financed is \$5,580.00.
- B. The connection charges shall be payable in 100 quarterly installments beginning with the first sanitary sewer billing after completion of this agreement, unless pursuant to Paragraph H of this section, the OWNER is delinquent twice in consecutive quarters on paying quarterly installments and carrying charge thereon, at which time the total unpaid balance of such connection charges shall be deemed an additional installment then due and owing in that quarter.
- C. A carrying charge shall be paid equal to 1.22% percent per annum (based on $\frac{1}{2}$ of the Ohio Water Development Authority for the month of June 2020, for owner occupied homes), on the unpaid balance of the total connection charges due and owing computed from the date of the payment of the preceding quarterly installment.
- D. The quarterly installment and the carrying charges thereon shall be included as separate quarterly bills.
- E. In the event any installment or the carrying charge thereon are not paid within 21 days after the quarterly billing date, a penalty of ten (10) percent of the amount then due and owing shall be charged.
- F. The OWNER, prior to the issuance of the permit, may be required by the Board to give security, which may include the requirement of a surety Bond sufficient to assure the payment of all such installments.
- G. The OWNER or successors, in title to the property (SUCCESSOR), at their option may, at any time, make payment of the unpaid balance of the connection charges and carrying charges provided for herein, provided that if such prepayment option is elected, the carrying charges provided for herein

shall be computed and paid only to the date of payment of the unpaid balance.

- H. In the event the OWNER or SUCCESSOR is delinquent twice in consecutive quarters on paying quarterly installments and the carrying charge thereon, the Board may by notice in writing to the OWNER or SUCCESSOR, declare the unpaid balance of the connection charges to be due and payable immediately as an additional installment then due and owing in that quarter and upon such declaration such installment shall become due and payable, provided that the OWNER or SUCCESSOR, may cure such default and acceleration of the additional installment by paying, within 15 days of such carrying charges thereon together with the penalty applicable thereto. Such written notice shall be given to the OWNER or SUCCESSOR, by registered or certified mail, postage prepaid at the address set forth in the following approval of terms and conditions. It shall be the obligation of the OWNER or SUCCESSOR to notify the Sanitary Engineer of any difference of address to which such notice shall be sent. In the event such default is not cured by such payment within the specified period, the installments which are delinquent, together with any unpaid carrying charges and penalty and the balance of the connection charges, all of which are due and payable by reason of such declaration, shall be certified by this Board to the County Auditor who shall place the same upon the real property tax list and duplicate against the property served by such connection and such charge shall be a lien on such property from the date the same are placed on the real property tax list and duplicate by the Auditor and shall be collected in the same manner as other taxes; and be it further

RESOLVED, the Sanitary Engineer acting on behalf of the Board, is hereby authorized and directed to certify to the County Auditor such information as will identify the parcel of property to be served by the connection to be paid in installments pursuant to this resolution, the total amount of the connection charges to be paid in installments, the amount of each installment and the total number of installments to be paid. The County Auditor shall record such information in the sewer improvement record provided for in Section 6117.33, Ohio Revised Code, for the Sewer District, and maintain such record until the connection charges are paid in full; and be it further

RESOLVED, the Sanitary Engineer shall present a certified copy of this Resolution to the OWNER referred to herein. The OWNER shall execute thereon an endorsement that the terms and conditions set forth in the resolution are satisfactory to the OWNER and that the resolution and the terms and conditions thereof, constitute an agreement between the OWNER and the County. Upon the execution by the OWNER of the approval of such terms and conditions, the OWNER can execute an affidavit pursuant to Section 5301.252, Ohio Revised Code, for recording pursuant to Section 317.08, Ohio Revised Code, with

respect to the right of Portage County to acquire a lien against the above described property in the event of the failure of the OWNER or SUCCESSOR, to pay when due as provided herein. Such affidavit shall, among other things, identify the property to which such lien may attach and shall have attached to it a true and correct copy of this Resolution, including the approval of the terms and conditions by the OWNER and such County. Upon the receipt of the Resolution with such endorsement executed by the OWNER and the execution of such affidavit, the Sanitary Engineer is authorized to issue to the OWNER the permit provided for in Section 1402 of Resolution No. 12-1138; and be it further

RESOLVED, that the Clerk of this Board is hereby directed to file a certified copy of this resolution with the Auditor of this County for recording pursuant to Section 319.61, Ohio Revised Code. In the event the Board declares the unpaid balance to be due and payable pursuant Paragraph H of this Resolution and the default is not cured, a certified copy of the Resolution providing for the acceleration of the unpaid balance shall so be certified to the County Auditor for recording pursuant to such section; and be it further

RESOLVED, Permits issued after this date shall be governed by the current rate resolution in effect at the time of purchase; and be it further

RESOLVED, it is hereby found and determined 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, and that all deliberations of this Board and of any of its committees 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;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 20-0417 - RE: APPROVING A REQUEST FOR
INSTALLMENT PAYMENTS OF
CONNECTION CHARGES FOR
CONNECTIONS TO THE SANITARY
SEWERAGE SYSTEM IN THE PORTAGE
COUNTY REGIONAL SEWER DISTRICT AND
ESTABLISHING THE TERMS AND
CONDITIONS OF THE SAME.**

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

WHEREAS, this Board by Resolution No. 12-1138, adopted December 18, 2012, has established connection charges for connection to the sanitary sewerage system in the Portage County Regional Sewer District and has provided therein that the applicant in order to purchase a permit for such connection may submit a written request to the Board requesting that such connection charges be paid in installments; and

WHEREAS, the following named applicant, being the (OWNER) of the property hereafter described applied for a sanitary sewer permit and has now requested in writing the option of paying the sewer connection charges, applicable to the following described property, in installments; and

Applicant: Shirley J. Farnsworth (OWNER)
Service Address: 337 Stillwood Drive
Kent, OH 44240

Parcel Number: 04-017-10-00-026-000

Property Description: Situated in the Township of Brimfield, County of Portage, and State of Ohio: and known as being Lot Number Thirty-two (32) in Oakwood Acres as the same is platted and recorded in Portage County Records of Plats, be the same more or less but subject to all legal highways, Volume 11 Page 16. Prior instrument reference: Volume 26, Page 627 of the Portage County Records, Affidavit of Surviving Spouse recorded under Instrument No. 201122622.

WHEREAS, this Board, on the basis of all relevant facts and circumstances, hereby determines that the granting of such request would be equitable pursuant to the following terms and conditions that are determined to be fair and appropriate; now therefore be it

RESOLVED, that this Board agrees to accept the request of the above named OWNER for installment payments of the sewer connection charges established pursuant to Resolution No. 12-1138, adopted December 18, 2012, with respect to the property described in this Resolution and is hereby approved subject to the following terms and conditions.

- I. The total amount of such connection charges to be financed is \$5,580.00.
- J. The connection charges shall be payable in 100 quarterly installments beginning with the first sanitary sewer billing after completion of this agreement, unless pursuant to Paragraph H of this section, the OWNER is delinquent twice in consecutive quarters on paying quarterly installments and carrying charge thereon, at which time the total unpaid balance of such

connection charges shall be deemed an additional installment then due and owing in that quarter.

- K. A carrying charge shall be paid equal to 1.22% percent per annum (based on $\frac{1}{2}$ of the Ohio Water Development Authority for the month of June 2020, for owner occupied homes), on the unpaid balance of the total connection charges due and owing computed from the date of the payment of the preceding quarterly installment.
- L. The quarterly installment and the carrying charges thereon shall be included as separate quarterly bills.
- M. In the event any installment or the carrying charge thereon are not paid within 21 days after the quarterly billing date, a penalty of ten (10) percent of the amount then due and owing shall be charged.
- N. The OWNER, prior to the issuance of the permit, may be required by the Board to give security, which may include the requirement of a surety Bond sufficient to assure the payment of all such installments.
- O. The OWNER or successors, in title to the property (SUCCESSOR), at their option may, at any time, make payment of the unpaid balance of the connection charges and carrying charges provided for herein, provided that if such prepayment option is elected, the carrying charges provided for herein shall be computed and paid only to the date of payment of the unpaid balance.
- P. In the event the OWNER or SUCCESSOR is delinquent twice in consecutive quarters on paying quarterly installments and the carrying charge thereon, the Board may by notice in writing to the OWNER or SUCCESSOR, declare the unpaid balance of the connection charges to be due and payable immediately as an additional installment then due and owing in that quarter and upon such declaration such installment shall become due and payable, provided that the OWNER or SUCCESSOR, may cure such default and acceleration of the additional installment by paying, within 15 days of such carrying charges thereon together with the penalty applicable thereto. Such written notice shall be given to the OWNER or SUCCESSOR, by registered or certified mail, postage prepaid at the address set forth in the following approval of terms and conditions. It shall be the obligation of the OWNER or SUCCESSOR to notify the Sanitary Engineer of any difference of address to which such notice shall be sent. In the event such default is not cured by such payment within the specified period, the installments which are delinquent, together with any unpaid carrying charges and penalty and the balance of the connection charges, all of which are due and payable by reason of such declaration, shall be certified by this Board to the County Auditor who shall place the same

upon the real property tax list and duplicate against the property served by such connection and such charge shall be a lien on such property from the date the same are placed on the real property tax list and duplicate by the Auditor and shall be collected in the same manner as other taxes; and be it further

RESOLVED, the Sanitary Engineer acting on behalf of the Board, is hereby authorized and directed to certify to the County Auditor such information as will identify the parcel of property to be served by the connection to be paid in installments pursuant to this resolution, the total amount of the connection charges to be paid in installments, the amount of each installment and the total number of installments to be paid. The County Auditor shall record such information in the sewer improvement record provided for in Section 6117.33, Ohio Revised Code, for the Sewer District, and maintain such record until the connection charges are paid in full; and be it further

RESOLVED, the Sanitary Engineer shall present a certified copy of this Resolution to the OWNER referred to herein. The OWNER shall execute thereon an endorsement that the terms and conditions set forth in the resolution are satisfactory to the OWNER and that the resolution and the terms and conditions thereof, constitute an agreement between the OWNER and the County. Upon the execution by the OWNER of the approval of such terms and conditions, the OWNER can execute an affidavit pursuant to Section 5301.252, Ohio Revised Code, for recording pursuant to Section 317.08, Ohio Revised Code, with respect to the right of Portage County to acquire a lien against the above described property in the event of the failure of the OWNER or SUCCESSOR, to pay when due as provided herein. Such affidavit shall, among other things, identify the property to which such lien may attach and shall have attached to it a true and correct copy of this Resolution, including the approval of the terms and conditions by the OWNER and such County. Upon the receipt of the Resolution with such endorsement executed by the OWNER and the execution of such affidavit, the Sanitary Engineer is authorized to issue to the OWNER the permit provided for in Section 1402 of Resolution No. 12-1138; and be it further

RESOLVED, that the Clerk of this Board is hereby directed to file a certified copy of this resolution with the Auditor of this County for recording pursuant to Section 319.61, Ohio Revised Code. In the event the Board declares the unpaid balance to be due and payable pursuant Paragraph H of this Resolution and the default is not cured, a certified copy of the Resolution providing for the acceleration of the unpaid balance shall so be certified to the County Auditor for recording pursuant to such section; and be it further

RESOLVED, Permits issued after this date shall be governed by the current rate resolution in effect at the time of purchase; and be it further

RESOLVED, it is hereby found and determined 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, and that all deliberations of this Board and of any of its committees 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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 20-0418 - RE: APPROVING A REQUEST FOR
INSTALLMENT PAYMENTS OF
CONNECTION CHARGES FOR
CONNECTIONS TO THE SANITARY
SEWERAGE SYSTEM IN THE PORTAGE
COUNTY REGIONAL SEWER DISTRICT AND
ESTABLISHING THE TERMS AND
CONDITIONS OF THE SAME.**

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

WHEREAS, this Board by Resolution No. 12-1138, adopted December 18, 2012, has established connection charges for connection to the sanitary sewerage system in the Portage County Regional Sewer District and has provided therein that the applicant in order to purchase a permit for such connection may submit a written request to the Board requesting that such connection charges be paid in installments; and

WHEREAS, the following named applicant, being the (OWNER) of the property hereafter described applied for a sanitary sewer permit and has now requested in writing the option of paying the sewer connection charges, applicable to the following described property, in installments; and

Applicant: John C. Macik, Jr. (OWNER)
Service Address: 4390 Court Street
Ravenna, OH 44266

Parcel Number: 29-364-13-00-205-001

Property Description: Situated in the Township of Ravenna, County of Portage, and State of Ohio: and known as being Lot 73-R in Replat of Ravenna Building Company's Allotment as recorded in Plat Volume 2018-37 in the Portage County Records, as recorded

and more fully described by Instrument Number 201920704 of the Portage County Records, which description is incorporated herein as though fully rewritten.

WHEREAS, this Board, on the basis of all relevant facts and circumstances, hereby determines that the granting of such request would be equitable pursuant to the following terms and conditions that are determined to be fair and appropriate; now therefore be it

RESOLVED, that this Board agrees to accept the request of the above named OWNER for installment payments of the sewer connection charges established pursuant to Resolution No. 12-1138, adopted December 18, 2012, with respect to the property described in this Resolution and is hereby approved subject to the following terms and conditions.

- A. The total amount of such connection charges to be financed is \$5,580.00.
- B. The connection charges shall be payable in 40 quarterly installments beginning with the first sanitary sewer billing after completion of this agreement, unless pursuant to Paragraph H of this section, the OWNER is delinquent twice in consecutive quarters on paying quarterly installments and carrying charge thereon, at which time the total unpaid balance of such connection charges shall be deemed an additional installment then due and owing in that quarter.
- C. A carrying charge shall be paid equal to 2.43% percent per annum (based on the Ohio Water Development Authority for the month of June 2020), on the unpaid balance of the total connection charges due and owing computed from the date of the payment of the preceding quarterly installment.
- D. The quarterly installment and the carrying charges thereon shall be included as separate quarterly bills.
- E. In the event any installment or the carrying charge thereon are not paid within 21 days after the quarterly billing date, a penalty of ten (10) percent of the amount then due and owing shall be charged.
- F. The OWNER, prior to the issuance of the permit, may be required by the Board to give security, which may include the requirement of a surety Bond sufficient to assure the payment of all such installments.
- G. The OWNER or successors, in title to the property (SUCCESSOR), at their option may, at any time, make payment of the unpaid balance of the connection charges and carrying charges provided for herein, provided that if such prepayment option is elected, the carrying charges provided for herein

shall be computed and paid only to the date of payment of the unpaid balance.

H. In the event the OWNER or SUCCESSOR is delinquent twice in consecutive quarters on paying quarterly installments and the carrying charge thereon, the Board may by notice in writing to the OWNER or SUCCESSOR, declare the unpaid balance of the connection charges to be due and payable immediately as an additional installment then due and owing in that quarter and upon such declaration such installment shall become due and payable, provided that the OWNER or SUCCESSOR, may cure such default and acceleration of the additional installment by paying, within 15 days of such carrying charges thereon together with the penalty applicable thereto. Such written notice shall be given to the OWNER or SUCCESSOR, by registered or certified mail, postage prepaid at the address set forth in the following approval of terms and conditions. It shall be the obligation of the OWNER or SUCCESSOR to notify the Sanitary Engineer of any difference of address to which such notice shall be sent. In the event such default is not cured by such payment within the specified period, the installments which are delinquent, together with any unpaid carrying charges and penalty and the balance of the connection charges, all of which are due and payable by reason of such declaration, shall be certified by this Board to the County Auditor who shall place the same upon the real property tax list and duplicate against the property served by such connection and such charge shall be a lien on such property from the date the same are placed on the real property tax list and duplicate by the Auditor and shall be collected in the same manner as other taxes; and be it further

RESOLVED, the Sanitary Engineer acting on behalf of the Board, is hereby authorized and directed to certify to the County Auditor such information as will identify the parcel of property to be served by the connection to be paid in installments pursuant to this resolution, the total amount of the connection charges to be paid in installments, the amount of each installment and the total number of installments to be paid. The County Auditor shall record such information in the sewer improvement record provided for in Section 6117.33, Ohio Revised Code, for the Sewer District, and maintain such record until the connection charges are paid in full; and be it further

RESOLVED, the Sanitary Engineer shall present a certified copy of this Resolution to the OWNER referred to herein. The OWNER shall execute thereon an endorsement that the terms and conditions set forth in the resolution are satisfactory to the OWNER and that the resolution and the terms and conditions thereof, constitute an agreement between the OWNER and the County. Upon the execution by the OWNER of the approval of such terms and conditions, the OWNER can execute an affidavit pursuant to Section 5301.252, Ohio Revised Code, for recording pursuant to Section 317.08, Ohio Revised Code, with

respect to the right of Portage County to acquire a lien against the above described property in the event of the failure of the OWNER or SUCCESSOR, to pay when due as provided herein. Such affidavit shall, among other things, identify the property to which such lien may attach and shall have attached to it a true and correct copy of this Resolution, including the approval of the terms and conditions by the OWNER and such County. Upon the receipt of the Resolution with such endorsement executed by the OWNER and the execution of such affidavit, the Sanitary Engineer is authorized to issue to the OWNER the permit provided for in Section 1402 of Resolution No. 12-1138; and be it further

RESOLVED, that the Clerk of this Board is hereby directed to file a certified copy of this resolution with the Auditor of this County for recording pursuant to Section 319.61, Ohio Revised Code. In the event the Board declares the unpaid balance to be due and payable pursuant Paragraph H of this Resolution and the default is not cured, a certified copy of the Resolution providing for the acceleration of the unpaid balance shall so be certified to the County Auditor for recording pursuant to such section; and be it further

RESOLVED, Permits issued after this date shall be governed by the current rate resolution in effect at the time of purchase; and be it further

RESOLVED, it is hereby found and determined 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, and that all deliberations of this Board and of any of its committees 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;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 20-0419 - RE: APPROVING A REQUEST FOR
INSTALLMENT PAYMENTS OF
CONNECTION CHARGES FOR
CONNECTIONS TO THE SANITARY
SEWERAGE SYSTEM IN THE PORTAGE
COUNTY REGIONAL SEWER DISTRICT AND
ESTABLISHING THE TERMS AND
CONDITIONS OF THE SAME.**

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

WHEREAS, this Board by Resolution No. 12-1138, adopted December 18, 2012, has established connection charges for connection to the sanitary sewerage system in the Portage County Regional Sewer District and has provided therein that the applicant in order to purchase a permit for such connection may submit a written request to the Board requesting that such connection charges be paid in installments; and

WHEREAS, the following named applicant, being the (OWNER) of the property hereafter described applied for a sanitary sewer permit and has now requested in writing the option of paying the sewer connection charges, applicable to the following described property, in installments; and

Applicant: Leah M. Weinsheimer (OWNER)
Service Address: 371 Clearfield Drive
Kent, OH 44240

Parcel Number: 04-017-10-00-039-000

Property Description: Situated in the Township of Brimfield, County of Portage, and State of Ohio: and known as being Lot Number 19 of the Oakwood Acres Subdivision as recorded in Volume 11, Page 16 of the Portage County Records of Plats, as recorded and more fully described by Instrument Number 200519247 of the Portage County Records, which description is hereby incorporated herein as though fully rewritten.

WHEREAS, this Board, on the basis of all relevant facts and circumstances, hereby determines that the granting of such request would be equitable pursuant to the following terms and conditions that are determined to be fair and appropriate; now therefore be it

RESOLVED, that this Board agrees to accept the request of the above named OWNER for installment payments of the sewer connection charges established pursuant to Resolution No. 12-1138, adopted December 18, 2012, with respect to the property described in this Resolution and is hereby approved subject to the following terms and conditions.

A. The total amount of such connection charges to be financed is \$5,580.00.

B. The connection charges shall be payable in 100 quarterly installments beginning with the first sanitary sewer billing after completion of this agreement, unless pursuant to Paragraph H of this section, the OWNER is delinquent twice in consecutive quarters on paying quarterly installments and carrying charge thereon, at which time the total unpaid balance of such connection charges shall be deemed an additional installment then due and

owing in that quarter.

- C. A carrying charge shall be paid equal to 1.22% percent per annum (based on $\frac{1}{2}$ of the Ohio Water Development Authority for the month of June 2020, for owner occupied homes), on the unpaid balance of the total connection charges due and owing computed from the date of the payment of the preceding quarterly installment.
- D. The quarterly installment and the carrying charges thereon shall be included as separate quarterly bills.
- E. In the event any installment or the carrying charge thereon are not paid within 21 days after the quarterly billing date, a penalty of ten (10) percent of the amount then due and owing shall be charged.
- F. The OWNER, prior to the issuance of the permit, may be required by the Board to give security, which may include the requirement of a surety Bond sufficient to assure the payment of all such installments.
- G. The OWNER or successors, in title to the property (SUCCESSOR), at their option may, at any time, make payment of the unpaid balance of the connection charges and carrying charges provided for herein, provided that if such prepayment option is elected, the carrying charges provided for herein shall be computed and paid only to the date of payment of the unpaid balance.
- H. In the event the OWNER or SUCCESSOR is delinquent twice in consecutive quarters on paying quarterly installments and the carrying charge thereon, the Board may by notice in writing to the OWNER or SUCCESSOR, declare the unpaid balance of the connection charges to be due and payable immediately as an additional installment then due and owing in that quarter and upon such declaration such installment shall become due and payable, provided that the OWNER or SUCCESSOR, may cure such default and acceleration of the additional installment by paying, within 15 days of such carrying charges thereon together with the penalty applicable thereto. Such written notice shall be given to the OWNER or SUCCESSOR, by registered or certified mail, postage prepaid at the address set forth in the following approval of terms and conditions. It shall be the obligation of the OWNER or SUCCESSOR to notify the Sanitary Engineer of any difference of address to which such notice shall be sent. In the event such default is not cured by such payment within the specified period, the installments which are delinquent, together with any unpaid carrying charges and penalty and the balance of the connection charges, all of which are due and payable by reason of such declaration, shall be certified by this Board to the County Auditor who shall place the same upon the real property tax list and duplicate against the property served by

such connection and such charge shall be a lien on such property from the date the same are placed on the real property tax list and duplicate by the Auditor and shall be collected in the same manner as other taxes; and be it further

RESOLVED, the Sanitary Engineer acting on behalf of the Board, is hereby authorized and directed to certify to the County Auditor such information as will identify the parcel of property to be served by the connection to be paid in installments pursuant to this resolution, the total amount of the connection charges to be paid in installments, the amount of each installment and the total number of installments to be paid. The County Auditor shall record such information in the sewer improvement record provided for in Section 6117.33, Ohio Revised Code, for the Sewer District, and maintain such record until the connection charges are paid in full; and be it further

RESOLVED, the Sanitary Engineer shall present a certified copy of this Resolution to the OWNER referred to herein. The OWNER shall execute thereon an endorsement that the terms and conditions set forth in the resolution are satisfactory to the OWNER and that the resolution and the terms and conditions thereof, constitute an agreement between the OWNER and the County. Upon the execution by the OWNER of the approval of such terms and conditions, the OWNER can execute an affidavit pursuant to Section 5301.252, Ohio Revised Code, for recording pursuant to Section 317.08, Ohio Revised Code, with respect to the right of Portage County to acquire a lien against the above described property in the event of the failure of the OWNER or SUCCESSOR, to pay when due as provided herein. Such affidavit shall, among other things, identify the property to which such lien may attach and shall have attached to it a true and correct copy of this Resolution, including the approval of the terms and conditions by the OWNER and such County. Upon the receipt of the Resolution with such endorsement executed by the OWNER and the execution of such affidavit, the Sanitary Engineer is authorized to issue to the OWNER the permit provided for in Section 1402 of Resolution No. 12-1138; and be it further

RESOLVED, that the Clerk of this Board is hereby directed to file a certified copy of this resolution with the Auditor of this County for recording pursuant to Section 319.61, Ohio Revised Code. In the event the Board declares the unpaid balance to be due and payable pursuant Paragraph H of this Resolution and the default is not cured, a certified copy of the Resolution providing for the acceleration of the unpaid balance shall so be certified to the County Auditor for recording pursuant to such section; and be it further

RESOLVED, Permits issued after this date shall be governed by the current rate resolution in effect at the time of purchase; and be it further

RESOLVED, it is hereby found and determined 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, and that all deliberations of this Board and of any of its committees 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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 20-0420 - RE: APPROVING A REQUEST FOR
INSTALLMENT PAYMENTS OF
CONNECTION CHARGES FOR
CONNECTIONS TO THE SANITARY
SEWERAGE SYSTEM IN THE PORTAGE
COUNTY REGIONAL SEWER DISTRICT AND
ESTABLISHING THE TERMS AND
CONDITIONS OF THE SAME.**

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

WHEREAS, this Board by Resolution No. 12-1138, adopted December 18, 2012, has established connection charges for connection to the sanitary sewerage system in the Portage County Regional Sewer District and has provided therein that the applicant in order to purchase a permit for such connection may submit a written request to the Board requesting that such connection charges be paid in installments; and

WHEREAS, the following named applicant, being the (OWNERS) of the property hereafter described applied for a sanitary sewer permit and has now requested in writing the option of paying the sewer connection charges, applicable to the following described property, in installments; and

Applicant: Jason Laney & Shauna Laney (OWNERS)
Service Address: 333 Eckwood Drive
Kent, OH 44240

Parcel Number: 04-017-10-00-016-000

Property Description: Situated in the Township of Brimfield, County of Portage, and State of Ohio; and known as being all of Lot # 42 in Oakwood Acres Subdivision as recorded in Volume 11, Page 16 of Portage County Record of Plats, as recorded and more

fully described by Instrument Number 201914806 of the Portage County Records, which description is hereby incorporated as though fully rewritten herein.

WHEREAS, this Board, on the basis of all relevant facts and circumstances, hereby determines that the granting of such request would be equitable pursuant to the following terms and conditions that are determined to be fair and appropriate; now therefore be it

RESOLVED, that this Board agrees to accept the request of the above named OWNERS for installment payments of the sewer connection charges established pursuant to Resolution No. 12-1138, adopted December 18, 2012, with respect to the property described in this Resolution and is hereby approved subject to the following terms and conditions.

- A. The total amount of such connection charges to be financed is \$5,580.00.
- B. The connection charges shall be payable in 100 quarterly installments beginning with the first sanitary sewer billing after completion of this agreement, unless pursuant to Paragraph H of this section, the OWNERS are delinquent twice in consecutive quarters on paying quarterly installments and carrying charge thereon, at which time the total unpaid balance of such connection charges shall be deemed an additional installment then due and owing in that quarter.
- C. A carrying charge shall be paid equal to 1.22% percent per annum (based on $\frac{1}{2}$ of the Ohio Water Development Authority for the month of June 2020, for owner occupied homes), on the unpaid balance of the total connection charges due and owing computed from the date of the payment of the preceding quarterly installment.
- D. The quarterly installment and the carrying charges thereon shall be included as separate quarterly bills.
- E. In the event any installment or the carrying charge thereon are not paid within 21 days after the quarterly billing date, a penalty of ten (10) percent of the amount then due and owing shall be charged.
- F. The OWNERS, prior to the issuance of the permit, may be required by the Board to give security, which may include the requirement of a surety Bond sufficient to assure the payment of all such installments.
- G. The OWNERS or successors, in title to the property (SUCCESSOR), at their option may, at any time, make payment of the unpaid balance of the connection charges and carrying charges provided for herein, provided that if

such prepayment option is elected, the carrying charges provided for herein shall be computed and paid only to the date of payment of the unpaid balance.

H. In the event the OWNERS or SUCCESSOR are delinquent twice in consecutive quarters on paying quarterly installments and the carrying charge thereon, the Board may by notice in writing to the OWNERS or SUCCESSOR, declare the unpaid balance of the connection charges to be due and payable immediately as an additional installment then due and owing in that quarter and upon such declaration such installment shall become due and payable, provided that the OWNERS or SUCCESSOR, may cure such default and acceleration of the additional installment by paying, within 15 days of such carrying charges thereon together with the penalty applicable thereto. Such written notice shall be given to the OWNERS or SUCCESSOR, by registered or certified mail, postage prepaid at the address set forth in the following approval of terms and conditions. It shall be the obligation of the OWNERS or SUCCESSOR to notify the Sanitary Engineer of any difference of address to which such notice shall be sent. In the event such default is not cured by such payment within the specified period, the installments which are delinquent, together with any unpaid carrying charges and penalty and the balance of the connection charges, all of which are due and payable by reason of such declaration, shall be certified by this Board to the County Auditor who shall place the same upon the real property tax list and duplicate against the property served by such connection and such charge shall be a lien on such property from the date the same are placed on the real property tax list and duplicate by the Auditor and shall be collected in the same manner as other taxes; and be it further

RESOLVED, the Sanitary Engineer acting on behalf of the Board, is hereby authorized and directed to certify to the County Auditor such information as will identify the parcel of property to be served by the connection to be paid in installments pursuant to this resolution, the total amount of the connection charges to be paid in installments, the amount of each installment and the total number of installments to be paid. The County Auditor shall record such information in the sewer improvement record provided for in Section 6117.33, Ohio Revised Code, for the Sewer District, and maintain such record until the connection charges are paid in full; and be it further

RESOLVED, the Sanitary Engineer shall present a certified copy of this Resolution to the OWNERS referred to herein. The OWNERS shall execute thereon an endorsement that the terms and conditions set forth in the resolution are satisfactory to the OWNERS and that the resolution and the terms and conditions thereof, constitute an agreement between the OWNERS and the County. Upon the execution by the OWNERS of the approval of such terms and conditions, the OWNERS can execute an affidavit pursuant to Section

5301.252, Ohio Revised Code, for recording pursuant to Section 317.08, Ohio Revised Code, with respect to the right of Portage County to acquire a lien against the above described property in the event of the failure of the OWNERS or SUCCESSOR, to pay when due as provided herein. Such affidavit shall, among other things, identify the property to which such lien may attach and shall have attached to it a true and correct copy of this Resolution, including the approval of the terms and conditions by the OWNERS and such County. Upon the receipt of the Resolution with such endorsement executed by the OWNERS and the execution of such affidavit, the Sanitary Engineer is authorized to issue to the OWNERS the permit provided for in Section 1402 of Resolution No. 12-1138; and be it further

RESOLVED, that the Clerk of this Board is hereby directed to file a certified copy of this resolution with the Auditor of this County for recording pursuant to Section 319.61, Ohio Revised Code. In the event the Board declares the unpaid balance to be due and payable pursuant Paragraph H of this Resolution and the default is not cured, a certified copy of the Resolution providing for the acceleration of the unpaid balance shall so be certified to the County Auditor for recording pursuant to such section; and be it further

RESOLVED, Permits issued after this date shall be governed by the current rate resolution in effect at the time of purchase; and be it further

RESOLVED, it is hereby found and determined 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, and that all deliberations of this Board and of any of its committees 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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

JOURNAL ENTRY: The Board of Commissioners approved Portage County Water Resources Department to officially decline the \$1.7 M in principal forgiveness from Ohio EPA's Water Supply Revolving Loan Account given the increased demand for County water reserve funds to support the Brimfield Public Water Extension Project to support the Fairlane Water Company customers.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

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

Motion Carries

JOURNAL ENTRY: The Board of Commissioners approved Portage County Water Resources Department to evaluate providing water billing services to Donamarc Water Systems should they take ownership of the Fairlane Water Company.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

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

Motion Carries

JOURNAL ENTRY: The Board of Commissioners approved Portage County Water Resources Department to schedule a public information meeting/or video meeting with the Fairlane Water Company should Donamarc Water Systems not proceed with ownership of the Fairlane Water Company.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

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

Motion Carries

JOB & FAMILY SERVICES

Present: Sue Brannon, Budget & Finance Administrator Job and Family Services

Resolutions:

1. The Board of Commissioners agrees to transfer \$30,680.58 from fund 0001, General Fund to fund 1410, Public Assistance Fund./Resolution No. 20-0421
 - This is for the monthly mandated share and the amount is a little bit different because this is the new state fiscal year.
 - This request is for the month of July from Commissioners' General Fund to Public Assistance Fund in the amount of \$30,680.58.

**RESOLUTION NO. 20-0421 - 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 \$30,680.58 for the month of July 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 \$30,680.58

TO:FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 280000 – Transfer In

Project: NONE \$30,680.58

; and be it further

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

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

DEPARTMENT OF BUDGET & FINANCE

Present: Director Todd Bragg

Director Bragg reported fairly normal numbers on the bill run with no late fees and the Then & Now's are down. One of the goals in October-November is provide notice to everyone so that we don't have spikes earlier into the new year.

Resolutions:

RESOLUTION NO. 20-0422 - 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 July 2, 2020 in the total payment amount of \$444,468.44 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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 20-0423 - 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 July 2, 2020 in the total payment amount as follows:

1. \$71,948.19 to Medical Mutual - Admin
2. \$249,845.50 to Medical Mutual – Claims; 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, July 3, 2020	\$ 71,948.19
Wire Transfer on Friday, July 3, 2020	\$249,845.50

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:

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

**RESOLUTION NO. 20-0424 - 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:

07/02/20	2	\$27,396.08
07/02/20	3	3,169.60
07/02/20	4	180.85
07/02/20	5	146.09
07/02/20	6	38.00
07/02/20	7	34.00
07/02/20	8	145.37

07/02/20	98	136.00
07/02/20	99	850.16
07/02/20	104	150.00
07/02/20	105	846.39
07/02/20	106	12,565.00
07/02/20	107	755.41
Total		\$46,412.95

; 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. 20-0425 - 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 **\$26,776.00** dated **July 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;

Director Bragg noted the following are standard satisfactions from the Board's Revolving Loan Program.

JOURNAL ENTRY: The Board of Commissioners signed the Satisfaction of Mortgage form for Vera Savioli, 1267 Vantage Way, Streetsboro, OH 44241 to secure payment of \$26,760.00. The original document will be recorded by Neighborhood Development Services, Inc.

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

JOURNAL ENTRY: The Board of Commissioners signed the Satisfaction of Mortgage form for Vera Savioli, 1267 Vantage Way, Streetsboro, OH 44241 to secure payment of \$2,532.27. The original document will be recorded by Neighborhood Development Services, Inc.

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

JOURNAL ENTRY: The Board of Commissioners signed the Satisfaction of Mortgage form for Vera Savioli, 1267 Vantage Way, Streetsboro, OH 44241 to secure payment of \$1,000.00. The original document will be recorded by Neighborhood Development Services, Inc.

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

PUBLIC BIDS, CONTRACTS, PURCHASING & COUNTY FACILITIES

Present: Director JoAnn Townend

Resolutions:

1. The Board of Commissioners agrees to enter into an agreement for the development of a custom iPhone and Android mobile application for emergency management related information between the Portage County Board of Commissioners on behalf of the Portage County Emergency Management Agency and OCV, LLC./Resolution No. 20-0426
 - This resolution is for the renewal of the WENS System with the Office of Homeland Security and Emergency Management to notify the community.

RESOLUTION NO. 20-0426 - RE: ENTER INTO AN AGREEMENT FOR THE DEVELOPMENT OF A CUSTOM IPHONE AND ANDROID MOBILE APPLICATION FOR EMERGENCY MANAGEMENT RELATED INFORMATION BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY EMERGENCY MANAGEMENT AGENCY AND OCV, LLC.

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

- WHEREAS,** the Portage County Emergency Management Agency requested and the Board of Commissioners approved the development of a custom iPhone and Android mobile application for emergency management related information; and
- WHEREAS,** OCV, LLC will update and modify the iPhone and Android mobile application to collect information from existing sources (facebook, twitter, blogs, etc.) and present them within the app: now, therefore, be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into an agreement for the development of a custom iPhone and android mobile application between the Board and OCV, LLC, 660 North College St., Suite C, Auburn AL 36830 for the term of July 1, 2020 through June 30, 2021; and be it further
- RESOLVED,** that the total service amount under this Agreement shall not exceed Three thousand four hundred fifty and 00/100 dollars (\$3,450.00) 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 agrees to enter into amendment no. 4 for transportation services between the Board of Commissioners on behalf of Portage County Job & Family services (PCJFS) and Portage Area Regional Transportation Authority (PARTA)./20-0427
- This resolution is a renewal for one year with PARTA for transportation service.
 - When the original Requests for Proposals was completed, the County allowed for renewals for certain years and this contract goes from May 1, 2020 through April 30, 2021.

RESOLUTION NO. 20-0427 - RE: ENTER INTO AMENDMENT NO. 4 FOR TRANSPORTATION SERVICES BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY JOB & FAMILY SERVICES (PCJFS) AND PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA).

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

WHEREAS, an Agreement between the parties was entered into and known as Portage County Contract No. 20180307 (the "Original Contract") on June 5, 2018 by Resolution No. 18-0344 to provide Transportation Services for eligible PCJFS clients to and from appointments or employment/training sites; and

WHEREAS, an Amendment No. 1 was entered into on December 6, 2018 through Resolution No. 18-0869 to increase the Original Contract by Sixty Thousand and 00/100 dollars (\$60,000.00); and

WHEREAS, an Amendment No. 2 was entered into on May 2, 2019 through Resolution No. 19-0290 to renew the agreement one additional year from May 1, 2019 through April 30, 2020 and that the total annual service paid for this period shall not exceed One Hundred Ten Thousand and 00/100 Dollars (\$110,000.00) with transportation services other than Medicaid (NET) not to exceed Twenty-Five Thousand and 00/100 Dollars (\$25,000.00); and

WHEREAS, an Amendment No. 3 was entered into on March 12, 2020 through Resolution No. 20-0152 to increase the agreement by Sixty-Five Thousand and 00/100 Dollars (\$65,000.00) for the time period beginning May 1, 2019 through April 30, 2020 with transportation services other than Medicaid (NET) not to exceed Fifteen Thousand and 00/100 Dollars (\$15,000.00); and

WHEREAS, the total amount of this Agreement is not to exceed One Hundred Seventy-Five Thousand and 00/100 Dollars (\$175,000.00) with transportation services other than Medicaid (NET) not to exceed Forty Thousand and 00/100 Dollars (\$40,000.00); and

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

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into Amendment No. 4 between the Board of Commissioners on behalf of Portage County Job & Family Services and Portage Area Regional Transportation Authority (PARTA) to renew the agreement one (1) additional year from May 1, 2020 through April 30, 2021; and be it further

RESOLVED, that the total amount of this Agreement is not to exceed One Hundred Fifty Thousand and 00/100 dollars (\$150,000.00) with transportation services other than Medicaid (NET) not to exceed Thirty-Seven Thousand Five Hundred and 00/100 Dollars (\$37,500.00); and be it further

RESOLVED, that funding for this agreement will come from Job & Family Services fund 1410 and 1413; 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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

HUMAN RESOURCES

Present: Director Janet Kovick

Discussion:

1. Personal Travel during COVID 19 Pandemic

Originally, the policy was adopted on May 19, 2020 after Governor DeWine's press conference lifting the requirement mandating a 14 day quarantine for those who returned back to Ohio from domestic travel. The CDC is still mandating a 14 day quarantine for those who travel internationally, but domestic travel can be changed if the Board would like to consider a quarantine period for those that are coming back into Ohio from out of state travel. There are several options listed (teleworking or isolation at work), but if the choices are not possible, an employee would need to use some type of paid leave or leave without pay without discipline. If an employee is sick themselves with COVID-19, they would either follow the sick leave policy or the Family First Coronavirus Act Emergency Sick Leave.

Commissioner Christian-Bennett asked if this is more of a precautionary procedure and Director Kovick indicated it was and it came from one of the Department Directors.

Commissioner Christian-Bennett would like to hear from Governor DeWine this afternoon to see what he's saying about the situation before implementing anything. Administrator Roberts indicated they've reached out to the Portage County Board of Health, who is currently working with staff to know whether 14 days is reasonable or 7 is better, because most people present within 5 or 5 ½ days. They are looking at all options, as well as other counties that are actually stepping up to fill the void by saying their employees coming back have to do some form of social distancing more than just 6 foot.

Commissioner Clyde believes this is something the Board should consider for the safety of the County's employees and the Governor has not taken some steps that other local officials are proactively taking and at the suggestion of the departments, this should be something the Board considers increasing the safety level for employees and the public. The Health Department is also considering adopting a policy similar to this in part because vacation spots have become hot spots. Commissioner Christian-Bennett disagrees because Cleveland and Mahoning County are hot spots, and there are employees that live in both areas and work for the County. Commissioner Clyde noted it's a level of precaution.

Administrator Roberts noted there are hot spots in Ohio and if you go somewhere, is there a process an employee needs to follow. Commissioner Christian-Bennett asks that this issue be tabled until next week as she contacted the Prosecutor's Office upon Director Jeffries' request and the policy as it stands now indicates each Director has the latitude to work something out with their employees if there's a concern without having to change the Board's policy.

Commissioner Clyde thanked Director Kovick and Administrator Roberts for their work on this issue and asked that they keep monitoring this and to bring it back next week for action.

JOURNAL ENTRY: The Board of Commissioners agree to authorize the full time hire of Eric Agyare as a MIS Coordinator, replacing the position previously held by David Moore, for Portage County Job & Family Services as presented by Human Resources Department Director Janet Kovick. Anticipated start date is July 20, 2020. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment

testing.

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

JOURNAL ENTRY: The Board of Commissioners accepts the resignation of Susan Barker, Social Service Worker 3, effective July 3, 2020 as presented by Human Resources Director Janet Kovick.

Motion: Commissioner Kline
Seconded: Commissioner Christian-Bennett
All in Favor: Commissioner Kline, Yea; Commissioner Christian-Bennett, 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, replacing Susan Barker for Portage County Job & Family Services with external posting if no internal appointment is made, as presented by Human Resources Director Janet Kovick. The vacant posting will be posted once the hiring freeze in the Children Services Division is lifted.

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

JOURNAL ENTRY: The Board of Commissioners accepts the resignation of Alyssa Lane, Social Service Worker 3, effective June 26, 2020 as presented by Human Resources Director Janet Kovick.

Motion: Commissioner Kline
Seconded: Commissioner Christian-Bennett
All in Favor: Commissioner Kline, Yea; Commissioner Christian-Bennett, 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, replacing Alyssa Lane for Portage County Job & Family Services with external posting if no internal appointment is made, as presented by the Human Resources Director Janet Kovick. The vacant posting will be posted once the hiring freeze in the Children Services Division is lifted.

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

Motion Carries

JOURNAL ENTRY: The Board of Commissioners accepts the resignation of Laura Esposito, PCSA Supervisor, effective July 3, 2020, as presented by Human Resources Director Janet Kovick.

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

JOURNAL ENTRY: The Board of Commissioners agree to authorize the three-day internal posting of the full time PCSA Supervisor, replacing Laura Esposito for Portage County Job & Family Services, with external posting if no internal appointment is made, as presented by Human Resources Director Janet Kovick. The vacant posting will be posted once the hiring freeze in the Children Services Division is lifted.

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

JOURNAL ENTRY: The Board of Commissioners authorizes the Portage County Health District to host a flu clinic at the Administration Building, offering flu vaccinations to all Portage County employees as presented by Human Resources Director Janet Kovick.

The cost of each vaccine is:

- Regular flu: \$30.00
- High dose: \$65.00
- Prevnar: \$260 (over 65)
- Pneumovax \$125 (over age 55 or with medical necessity)

Funding for this expense is available in the Employee Benefit Fund. The flu clinic will be coordinated by the Human Resources Department.

COUNTY ADMINISTRATOR

Present: Gene Roberts

Discussion:

1. Formation of a workgroup for CARES Act and FEMA public assistance funding utilization. Commissioner Clyde explained the formation of a workgroup is necessary to look at CARES funding allocation the County received, along with the FEMA public assistance funding application. The workgroup would consist of Administrator Roberts, Director

Shackelford (Office of Homeland Security and Emergency Management), Director Bragg (Department of Budget and Financial Management) and Director Townend (Internal Services) to investigate all possibilities for the County to utilize the funds and to work with departments and report back to the Board.

Administrator Roberts noted it should be a standing working group that stays as fluent as possible in order to get the maximum return and at some point understand the options to make sure the funding stays in Portage County.

Commissioner Christian-Bennett noted the County received a total of \$4.8 million and the County received \$1.8 million and Commissioner Clyde commented that the state received \$4.2 million. Administrator Roberts noted the difference is distributed to other government entities based on the Local Government Fund formula. All other government entities have to file their resolution and he believes Auditor Esposito is tracking that, but he will confirm.

Commissioner Christian-Bennett explained the County has until October to utilize the share and then it is redistributed to other entities until December 12th. Commissioner Christian-Bennett pointed out that the County is nowhere near where it needs to be in terms of utilizing the County's share of funding. New information has surfaced on the 29th of June indicating if employees normally do something related to COVID-19, it can be charged back to the funding. It also means that the County should look at what we've already done and reestablish what people were doing and document that, as well.

Administrator Roberts will continually provide updates to the Board.

MISCELLANEOUS ITEMS

The Board of Commissioners approves the June 25, 2020 regular meeting minutes.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

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

Motion Carries

Dog Warden

Resolutions:

**RESOLUTION NO. 20-0428 - RE: ACCEPTANCE OF DONATIONS TO THE
OFFICE OF THE PORTAGE COUNTY DOG
WARDEN.**

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

WHEREAS, the Portage County Dog Warden received a donation from the following for the Spay/ Neuter / Medical fund program:

Name	Address	
Carol Hughes	3077 St Rt 225 Diamond Oh 44412	\$90
James O'Connor	4984 Sherman Wood Dr Kent Oh 44240	\$50
Roberta Ciccone	1344 Pine St Kent, Oh 44240	\$50
Jessica Baker	5820 Lakewood Rd Ravenna Oh 44266	\$30
Portage Foundation	138 E. Main St Suite 201-Ckent Oh 44240	\$500
Pat Hutchison	1684 Swartz Rd Mogadore, Oh 44260	\$20
Richard & Jenn Salzer	3277 Cook Rd Atwater Oh 44201	\$15
Michael C. Dube	3178 Robin Dr Ravenna Oh 44266	\$25
Carol Hughes	3077 St Rt 225 Diamond Oh 44412	\$100
Charles & Judith Femec	5852 Rhodes Rd Kent Oh 44240	\$25
William & Leona Pinter	11055 Asbury Rd Hiram Oh 44234	\$100

; now therefore, be it

RESOLVED, the Board of Portage County Commissioners does hereby accept this donation in accordance with Resolution No. 13-1011, adopted on October 3, 2013, on behalf of the Office of the Portage County Dog Warden; and be it further

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

Roll call vote as follows:

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

Commissioners

Resolutions:

1. The Board of Commissioners agrees to appoint Richard Brockett to the Portage Area Regional Transit Authority (PARTA) Board of Trustees representing the northern section of Portage County. Commissioner Clyde abstained./Resolution No. 20-0429

RESOLUTION NO. 20-0429 - RE: APPOINTMENT TO THE PORTAGE AREA REGIONAL TRANSIT AUTHORITY (PARTA)

**BOARD OF TRUSTEES REPRESENTING
THE NORTHERN SECTION OF PORTAGE
COUNTY.**

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

WHEREAS, Members of the PARTA Board of Trustees shall be appointed by the political subdivisions creating the Authority, pursuant to Ohio Revised Code Section 306.30; and

WHEREAS, Resolution No. 01-405, restates the documentation providing for PARTA and amends it to include the cities of Aurora and Streetsboro and Section 3 defines the Board of Commissioners shall have three representatives, and Resolution 07-810 re-states the residency requirements for those three appointees as being one each from the northern, middle and southern areas of the county, now therefore be it

RESOLVED, that the Board of Commissioners appoints the following to represent the Northern section of the County to a three year term beginning July 1, 2020 and expiring June 30, 2023:

Richard Brockett
8374 Eagle Creek Dr.
Garrettsville, OH 44231

;and be it further

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

Roll call vote as follows:

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

2. The Board of Commissioners agrees to appoint Ann Bryner Hedington to the Portage County District Library Board of Trustees./Resolution No. 20-0430

**RESOLUTION NO. 20-0430 - RE: BOARD OF COMMISSIONERS'
APPOINTMENT TO THE PORTAGE COUNTY
DISTRICT LIBRARY BOARD OF TRUSTEES.**

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

WHEREAS, the Portage County District Library Board of Trustees is responsible for setting the general policy for the library and advising Library personnel of community needs; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby appoint the following to the serve a seven-year term effective immediately and expiring on June 13, 2027

Ann Bryner Hedington
1272 Tallmadge Rd.
Kent, OH 44240

;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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

3. The Board of Commissioners approves the execution of an order and journal entry in the case of *Township of Nelson & Board of Trustees of Nelson Township v. Director Jack Marchbanks Ohio Department of Transportation et al.* Portage County Case No. 2016 CV 00411./Resolution No. 20-0431

RESOLUTION NO. 20-0431 - RE: APPROVING THE EXECUTION OF AN ORDER AND JOURNAL ENTRY IN THE CASE OF TOWNSHIP OF NELSON & BOARD OF TRUSTEES OF NELSON TOWNSHIP V. DIRECTOR JACK MARCHBANKS OHIO DEPARTMENT OF TRANSPORTATION ET AL. PORTAGE COUNTY CASE NO. 2016 CV 00411

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

WHEREAS, the Nelson Township Board of Trustees filed a quiet title action seeking to have title of the "Nelson Square" granted to it on behalf of Nelson Township.

WHEREAS, the Portage County Engineer, the Senior Assistant Attorney General representing the Director of the Ohio Department of Transportation, and the members of the Nelson Township Board of Trustees having previously signed the Order and Journal Entry for that action; now therefore be it

RESOLVED, the Portage County Board of Commissioners hereby shall execute the Order and Journal Entry for the case captioned *Township of Nelson, Portage County, Ohio & Board of Trustees Township of Nelson v. Director Jack Marchbanks Ohio Department of Transportation et al.* Case No. 2016 CV 00411

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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

HUMAN RESOURCES, COUNTY ADMINISTRATOR & PROSECUTOR'S OFFICE

Present: Director Janet Kovick, Administrator Gene Roberts and Attorney Chris Meduri

9:52 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett that the Board of Commissioners move into executive session to discuss compensation of a public employee. Also present: Director Janet Kovick, Administrator Gene Roberts and Attorney Chris Meduri. Roll call vote: Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Roll Call Vote: Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea;

10:43 AM Upon conclusion of the above referenced discussion, it was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett that the Board of Commissioners moves out of executive session. Roll call vote: Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea;

After exiting executive session, the Board took no action.

Motion: by Vicki A. Kline, seconded by Kathleen Clyde that the Board adjourn the **Meeting of July 2, 2020 at 10:43 AM.**
Roll call vote: Commissioner Kline, Yea; Commissioner Clyde, Yea;
Commissioner Christian-Bennett, Yea;
Motion Carries

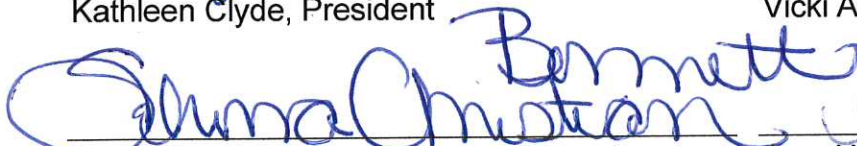
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of July 2, 2020.



Kathleen Clyde, President



Vicki A. Kline, Vice President



Sabrina Christian-Bennett, Board Member



Amy Hutchinson, Clerk