



Portage County Board of Commissioners
Meeting Minutes

449 South Main Street
Ravenna, OH 44266
<http://www.co.portage.oh.us>
Amy Hutchinson, Clerk
330-297-3600

Thursday, July 16, 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.

Commissioner Clyde asked for a brief moment of silence for the Portage County residents who lost their lives this week battling the COVID-19 virus. Our thoughts are with their families and loved ones at this time.

Recessed: 9:01 AM into Solid Waste Management District Meeting
Reconvened: 9:06 AM

WATER RESOURCES

Present: Director Gene Roberts

Discussion:

1. Streetsboro Wastewater Treatment Plant Dryer Status Memo

In 2011, the Streetsboro Wastewater Treatment Plant was upgraded when the Biosolids Reduction Facility (ST-4 - 08-100) was undertaken at a total project cost of \$8.3 million. The Project included installation of Komline-Sanderson dryer to convert Class B biosolids to Class A biosolids. The purpose of the dryer is/was two-fold. First, the cost of hauling and disposing at a land fill of biosolids is greatly reduced once water is removed. Second, at the time the project was planned, designed and built the restrictions of land application of Class A biosolids were less when compared to wet Class B biosolids.

On May 15, 2020, the dryer was taken offline when a large chunk of metal was found in the discharge conveyor of the dryer. Staff could not determine the source of the metal and the dryer was returned to service on May 18, 2020, in order to convert the stored wet biosolids to dry biosolids. Once the stored wet biosolids were dried the dryer was again taken out of service on May 22nd.

On May 19 and 29, 2020, the dryer was emptied of all product. On May 21, 2020, staff used video equipment to look inside the Dryer through the inspection hatch. Images were transmitted to dryer manufacture Komline-Sanderson staff. Komline-Sanderson staff recommended that the volume of Biosolids in the dryer should be removed and the dryer re-videoed.

On June 3, 2020, PSI Industrial Solution washed out remaining Class "A" Biosolids from inside of the dryer.

On June 5, 2020, Collections Systems Staff returned and used video equipment to look inside the Dryer through inspection hatch again. It was determined that the shell liner inside of the dryer had been pulled away and ripped out by the paddles. Images were transmitted to Dryer manufacture Komline-Sanderson staff. A determination was made that the Dryer would need to remain offline until Komline-Sanderson staff provided engineered repair instruction and repairs were made. Komline-Sanderson are reviewing the June 5, 2020 video and images. On June 25, 2020, a brief scope was received by email from Komline-Sanderson, their engineers are currently developing options, a detailed scope of work report recommendation and a cost estimate.

Current biosolids processing status includes the dewatering by belt press and having JMW Trucking removed Class "B" sludge from the plant and to the landfill that the County is under contract to take plant grit. However, the contract is rapidly exceeding limits when bidding the disposal will be required. Staff is preparing bidding specifications and will ask Internal Services to advertise the services with a projected additional cost estimated at \$100,000.

Staff believe that the repairs and alternative disposal of Class B biosolids at a land fill will approach if not exceed one million dollars.

Director Roberts awaits the Komline-Sanderson's engineers' scope of work report and estimate and will report back to the Board.

PUBLIC BIDS, CONTRACTS, PURCHASING & COUNTY FACILITIES

Present: Director JoAnn Townend

Resolutions:

1. The Board of Commissioners agrees to enter into amendment no. 2 between the Portage County Board of Commissioners and Environmental Design Group./Resolution No. 20-0441
 - This resolution is for the Regional Planning Commission's CDBG project for additional engineering services for a waterline for the Ravenna Head Start facility.

**RESOLUTION NO. 20-0441 - RE: ENTER INTO AMENDMENT NO. 2
BETWEEN THE PORTAGE COUNTY**

**BOARD OF COMMISSIONERS AND
ENVIRONMENTAL DESIGN GROUP**

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

WHEREAS, an agreement between the Portage County Board of Commissioners and Environmental Design Group was entered into on May 30, 2019, through resolution 19-0382 known as Portage County Contract 20190321 for the purpose of providing professional engineering services to run a waterline that will enable the Ravenna Head Start facility located at 4833 Harding Avenue in Ravenna Township to tap into the City of Ravenna water system; and

WHEREAS, the parties desire to amend the Original Contract for the costs associated with the additional construction inspection time due to the extended construction time; and

WHEREAS, the 2018 Community Development Program grant funds were used for this project however the CDBG funds have been depleted; and therefore, be it

RESOLVED, the Portage Private Industry Council dba Portage Learning Center have agreed to pay for the increase; and be it further

RESOLVED, that the Portage County Board of Commissioners does hereby agree to enter into an Amendment Agreement 1 between the Portage County Board of Commissioners and Environmental Design Group in the amount of One Thousand Five Hundred Dollars and 00/100 (\$1,500.00); and be it further

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

2. The Board of Commissioners agrees to authorize the Portage County Engineer to accept Ohio Bridge Partnership Funds for the replacement of Randolph Road Bridge #3 (CH 10, Section E) - SFN 67-33646 - in Randolph Township, Portage County, Ohio./Resolution No. 20-0442
 - The County Engineer was successful in obtaining funding for the replacement of the Randolph Road bridge from the Ohio Bridge Partnership Program.

RESOLUTION No. 20-0442

-

RE:

A RESOLUTION TO AUTHORIZE THE
PORTAGE COUNTY ENGINEER TO
ACCEPT OHIO BRIDGE PARTNERSHIP
FUNDS FOR THE REPLACEMENT OF
RANDOLPH ROAD BRIDGE #3 (CH 10,
SECTION E) - SFN 6733646 - IN
RANDOLPH TOWNSHIP, PORTAGE
COUNTY, OHIO.

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

WHEREAS, the Ohio Department of Transportation has informed the Portage County Engineer that the replacement of Randolph Road Bridge #3 (CH 10, Section E) – SFN 6733646 - has been selected for funding in the Ohio Bridge Partnership Program, and

WHEREAS, the Ohio Bridge Partnership Program will provide 100% of eligible costs for the replacement of Randolph Road Bridge #3 (CH 10, Section E) – SFN 6733646 - up to a maximum of \$445,000 in federal funds, now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby authorize the Portage County Engineer to accept Ohio Bridge Partnership Funds for the replacement of Randolph Road Bridge #3 (CH 10, Section E) – SFN 6733646 - in Randolph Township, Portage County, Ohio, and be it further

RESOLVED, that the Ohio Bridge Partnership Program will provide 100% of eligible costs for the replacement of Randolph Road Bridge #3 (CH 10, Section E) – SFN 6733646 - up to a maximum of \$445,000 in federal funds, 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 specifications and set the proposal date for the following Title XX Services (Adult Day Care Services, Prevention & Intervention Services, and Adult Protective Case Management) for the Portage County Department of Job & Family Services/Resolution No. 20-0443.

- Title XX services have been bid, but 3 of the programs did not receive any Requests for

Proposals, so this resolution will re-advertise the ability to accept bids on behalf of Job and Family Services.

RESOLUTION No. 20-0443

RE: APPROVE SPECIFICATIONS AND SET THE PROPOSAL DATE FOR THE FOLLOWING TITLE XX SERVICES (ADULT DAY CARE SERVICES, PREVENTION & INTERVENTION SERVICES, AND ADULT PROTECTIVE CASE MANAGEMENT) FOR THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES

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

RESOLVED, that the specifications for receiving proposals for the following Title XX services (Adult Day Care Services, Prevention & Intervention Services and Adult Protective Case Management) for the Portage County Department of Job & Family Services be and hereby are approved; and be it further

RESOLVED, that sealed proposals, therefore, will be accepted by the Portage County Director of Internal Services, 1st floor - room 114, Portage County Administration Building, 449 South Meridian St., Ravenna, Ohio via the United States Postal Service or by UPS or FedEx courier only until 2:00 p.m., E.S.T. on August 12, 2020; and be it further

RESOLVED, that the notice of receiving bids shall be published in the Record Courier on July 22, 2020, the County's website and a copy thereof be posted on the bulletin board of the Board forthwith; and be it further

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

Roll call vote as follows:

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

PLEASE ADD TO YOUR AGENDA

Present: Director JoAnn Townend

1. Draft Resolution: Determine that a real and present emergency exists in order to waive the competitive bidding requirements regarding the purchase of personal protective equipment

for the duration of the COVID-19 emergency declared by Executive Order 2020-01D./Resolution No. 20-0455.

Director Townend has been waiting for the Governor to sign Senate Bill No. 4, which exempts competitive bidding for personal protective equipment under the COVID-19 emergency. This resolution allows the Board to declare the emergency not having to bid personal protective equipment, which prior to this resolution was capped at \$50,000.

Commissioner Christian-Bennett noted this action is necessary to purchase the sanitizing machines the Sheriff's Office requested and Director Townend is trying to pull the exact language from the bill to ensure the machines are an allowable expense.

RESOLUTION NO. 20-0455 - RE: DETERMINE THAT A REAL AND PRESENT EMERGENCY EXISTS IN ORDER TO WAIVE THE COMPETITIVE BIDDING REQUIREMENT REGARDING THE PURCHASE OF PERSONAL PROTECTIVE EQUIPMENT FOR THE DURATION OF THE COVID-19 EMERGENCY DECLARED BY EXECUTIVE ORDER 2020-01D.

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

WHEREAS, Coronavirus Disease 2019 (COVID-19) is a respiratory disease that can result in serious illness or death, which is caused by the SARS-CoV-2 virus that is a new strain of coronavirus that had not been previously identified in humans; and

WHEREAS, Portage County, Ohio may be affected by the COVID-19 which can endanger health, safety, and welfare of persons within the border of Portage County, Ohio; and

WHEREAS, on March 9, 2020 Mike De Wine, Governor of the State of Ohio, issued Executive Order #2020-01D declaring a State of Emergency in Ohio in response to COVID-19; and

WHEREAS, on March 19, 2020, by resolution 20-0182, the Portage County Board of Commissioners declared a State of Emergency to protect the health, safety and welfare of the residents of Portage County from the effects of COVID-19; and

WHEREAS, on July 14, 2020, Governor DeWine signed Senate Bill 4 to exempt personal protective equipment from certain political subdivision competitive bidding law during the period of emergency declared in Executive Order 2020-01D issued on March 9, 2020; now therefore be it

RESOLVED, that the Portage County Commissioners, in the interest of public safety, and by a unanimous vote of its members makes a determination that a real and present emergency exists in order for the competitive bidding requirement to be waived for personal protective equipment purchases for the duration of the COVID-19 emergency; 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;

JOB & FAMILY SERVICES

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

Resolutions:

1. The Board of Commissioners agrees to transfer \$4,437.89 from Fund 0001, General Fund to Fund 1414, Child Support Administration./Resolution No. 20-0444
 - This is the normal transfer for 34% match for the 4-D contracts for those paid in June 2020, Domestic Court's January services, and Prosecutor's services including a miscalculation on the October 2019 invoice, so the Prosecutor's portion is a little higher.

RESOLUTION NO. 20-0444 - RE: TRANSFER FROM FUND 0001, GENERAL FUND TO FUND 1414, CHILD SUPPORT ADMINISTRATION

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 has agreed to provide the local match for Child Support IV-D contract payments; and

WHEREAS, it is necessary to do a transfer from the General Fund; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$4,437.89 for June 2020 IV-D contract payments local match for Domestic Court January 2020 and Prosecutor remainder of October 2019 services 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

\$4,437.89

TO:

FUND 1414, CHILD SUPPORT ADMINISTRATION

ORGCODE - 14140512

Revenue Account

Object: 280000 - Transfer In

Project NONE

\$4,437.89

; 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;

2. The Board of Commissioners agrees to transfer \$101,850.80 from Fund 1413, WIA Fund to Fund 1410 Public Assistance Fund./20-0445
 - This resolution is for the regular shared costs transfer from WIOA Fund to Public Assistance fund for the shared expenses they incurs on their behalf.
 - This is the second adjustment for April, a first adjustment for May, and June's expenditures.

RESOLUTION NO. 20-0445 - RE: TRANSFER FROM FUND 1413, WIA FUND TO FUND 1410 PUBLIC ASSISTANCE FUND

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

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

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

RESOLVED, that the following transfer of funds be made in the amount of \$101,850.80 for April 2020 Adj#2, May 2020 Adj#1, and June 2020 as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 1413, JFS WIA FUND

ORGCODE - 14130519

Debit Expense Account

Object: 912000 – JFS Shared

Project 3A258 \$42,804.48

Project 3B278 \$23,063.83

Project 3A259 \$16,328.71

Project 3B259 \$ 3,315.07

Project 3B277 \$16,338.71

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 282000 – JFS Shared

Project 5SHAR \$101,850.80

; 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;

3. The Board of Commissioners agrees to transfer \$140,000.00 from Fund 1415, Child Welfare Special Levy Fund to Fund 1410 Public Assistance Fund./20-0446 Regular shared transfer for shared costs for the second quarter payment no. 3.

- This is a regular shared transfer from the Child Welfare fund to the Public Assistance fund for shared costs incurred for the second quarter, payment number 3.

RESOLUTION NO. 20-0446 - RE: TRANSFER FROM FUND 1415, CHILD WELFARE SPECIAL LEVY 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 Child Welfare Special Levy Fund owes the Public Assistance Fund for Shared Costs and Social Services cost pool costs paid out of the Public Assistance Fund; and

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

RESOLVED, that the following transfer of funds be made in the amount of \$140,000.00 for the 2nd Qtr SFY2020 Pymt #3 as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 1415, CHILD WELFARE SPECIAL LEVY FUND
ORGCODE - 14150519
Debit Expense Account
Object: 912000 – JFS Shared
Project 5SHAR

\$140,000.00

TO:

FUND 1410, PUBLIC ASSISTANCE FUND
ORGCODE - 14100512
Revenue Account
Object: 282000 – JFS Shared
Project 5SHAR

\$140,000.00

; 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 noted nothing unusual on the bill payments, JV's and Then & Nows.

Resolutions:

RESOLUTION NO. 20-0447 - 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 16, 2020 in the total payment amount of **\$1,008,617.12** 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. 20-0448 - 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 16, 2020 in the total payment amount as follows:

1. \$327,248.86 to Medical Mutual - Claims
2. \$8,727.55 to Wage Works; and

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

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

Wire Transfer on Friday, July 17, 2020 \$327,248.86
Wire Transfer on Friday, July 17, 2020 \$ 8,727.55

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. 20-0449 - 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:

07/16/20	385	\$566.18
07/16/20	394	1,142.97
07/16/20	403	309.38
07/16/20	407	360.94
07/16/20	413	275.00
07/16/20	423	17,097.39
07/16/20	531	74.92
07/16/20	532	74.92
07/16/20	533	124.69
07/16/20	534	124.69
07/16/20	535	74.92
07/16/20	536	429.62
Total		\$20,655.62

; 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. 20-0450 - 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 **\$139,963.37** dated **July 16, 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;

5. The Board of Commissioners agrees to amend the Non General Fund 2020 Annual Appropriation Resolution No. 19-0948, adopted December 19, 2019./Resolution No. 20-0451
- Director Bragg explained this budget amendment is for the remainder of the CARES funding that will allow for current purchases.
 - The Office of Homeland Security and Emergency Management will be making a personal protective equipment purchase for the fall in the amount of \$150,000.
 - There will be additional technical equipment necessary and Administrator Roberts is working with the IT Department.
 - The Sheriff's Department needs UV disinfectors and there's been discussion about purchasing additional disinfectors for other building.

RESOLUTION NO. 20-0451 - RE: AMENDMENT TO THE NON GENERAL FUND 2020 ANNUAL APPROPRIATION RESOLUTION NO. 19-0948 ADOPTED DECEMBER 19, 2019.

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

RESOLVED, that it has become necessary to amend the Non General Fund 2020 Annual Appropriation, from the unappropriated, certified fund balance in the amounts and for the purposes set forth in the enumeration shown below as reviewed and recommended by the Director of Budget & Financial Management:

		<i>Increase</i>	<i>Decrease</i>
Fund: 1500	CARES Relief		
	011 Budget & Financial Management		
	CARES Relief PS		
15003		150,000	-
	CARES Relief CS		
15004		300,000	-
	CARES Relief MS		
15005		400,000	-
	CARES Relief CO		
15006		800,000	-
	MEMO TOTAL	\$ 1,650,000	\$ -

Note:

TOTAL MEMO BALANCE FOR ALL FUNDS \$ 1,650,000 \$ -

; and be it further

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

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

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

Roll call as Follows:

Vicki A. Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

JOURNAL ENTRY: The Board of Commissioners' signature requested on the Satisfaction of Mortgage form for Betsy L. & Paul R. Brown, 2314 Ravenna Road, Ravenna, OH 44266 to secure payment of \$24,000.00. 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

JOURNAL ENTRY: The Board of Commissioners approved the June 2020 adjustments to the Portage County Water, Portage County Sewer, and Streetsboro Sewer billing accounts as reported on the adjustment reports submitted and reviewed by the Department of Budget and Financial Management.

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 authorized Commissioner Kathleen Clyde, President of the Board, to sign the Seventh Quarter Cash Reimbursement Request in the amount of \$77,343.16 for the EMPG FY19 Q-7 Grant, as prepared by the Homeland Security and Emergency Management Office and reviewed by the Department of Budget & Financial Management, with no exceptions noted. Copies of this request will be kept on file at the Homeland Security and Emergency Management Office.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

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

Motion Carries

HUMAN RESOURCES

Present: Director Janet Kovick

JOURNAL ENTRY: The Board of Commissioners accepts the resignation of Tami Soltis, Business Services/Fiscal Supervisor, effective July 24, 2020.

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 a three-day internal posting and a two-week external posting, if needed, of the full time Business Services/Fiscal Supervisor, replacing Tami Soltis for Portage County Job & Family Services. The vacant position will be posted once the hiring freeze 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 agree to authorize the temporary promotion of Donna Fortney from JFS Payroll Specialist to Interim Business Services/Fiscal Supervisor, replacing Tami Soltis, for Portage County Job & Family Services effective July 27, 2020.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

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

Motion Carries

Discussion:

1. COVID-19 and Vacation Travel

Director Kovick presented a draft memo to Elected Officials and Department Heads, reminding everyone of the requirements Governor DeWine has established for the work place and recommending Department Heads discuss vacation requests with their employees about their destination, to get a feel whether they will be traveling into a hot spot and if they are, what precautions need to be made when they return to work.

Commissioner Clyde noted this action is taking precaution, but not preventing employees from traveling and is responsive to a Director's request, but it isn't overly burdensome on employees.

Commissioner Christian-Bennett noted the last revision to the policy was tabled and the new memo is perfect.

Director Kovick also noted the memo provides links for an employee who is traveling within Ohio, for additional precautionary measures.

The Board agreed to move forward with the request.

MISCELLANEOUS ITEMS

The Board of Commissioners approves the July 9, 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

Commissioners

Resolutions:

**RESOLUTION NO. 20-0452 - RE: APPOINTMENT TO THE PORTAGE COUNTY
 REGIONAL AIRPORT AUTHORITY BOARD
 OF TRUSTEES**

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

WHEREAS, Ohio Revised Code Chapter 308 authorizes the creation of a regional airport authority. The Portage County Regional Airport Authority Board of Trustees has been established for the purpose of acquiring, establishing, constructing, operating and promoting the use of the Portage County Regional Airport; and

WHEREAS, there is a vacancy on the Board of Trustees due to term expirations; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby appoint the following member to a 3-year term beginning immediately and ending June 30, 2023:

Homer O. Lucas, Jr.
 7733 Gotham Rd.
 P O Box 249
 Garrettsville, OH 44231

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

Roll call vote as follows:

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

**RESOLUTION NO. 20-0453 - RE: APPOINTMENT TO THE PORTAGE COUNTY
MENTAL HEALTH AND RECOVERY BOARD.**

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

- WHEREAS,** Ohio Revised Code 340.02 indicates the members of the Mental Health and Recovery Board of Portage County will be residents of the district and shall be interested in mental health programs and facilities or in alcohol or drug addition programs; and
- WHEREAS,** each year each board member shall attend at least one in-service training session provided or approved by the department of mental health or the department of alcohol and drug addition; and
- RESOLVED,** that the Portage County Board of Commissioners does hereby appoint the following member to a four-year term beginning immediately and expiring June 30, 2024:
- H. Gene Mills
3111 Bird Dr.
Ravenna, OH 44266
- ; 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;

**RESOLUTION No. 20-0454 - RE: RESOLUTION TO PROCEED WITH
PLACING AN ADDITIONAL ONE (1.0) MILL
LEVY FOR CURRENT EXPENSES FOR THE
BENEFIT OF THE PORTAGE COUNTY
DISTRICT LIBRARY PURSUANT TO
SECTION 5705.23 OF THE OHIO REVISED
CODE**

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

WHEREAS, on the 7th day of May 2020, the Board of County Commissioners ("Board") adopted Resolution 20-0303 declaring the necessity for the Portage County District Library who has shown a need for an additional levy for the purpose of current expenses pursuant to R.C. 5705.23; and

WHEREAS, the Portage County Auditor has certified to the Board that the dollar amount of revenue that would be generated by the one (1) mill additional levy will be ten (10) cents for each one hundred dollars of valuation, and that the dollar amount of revenue that would be generated by the tax levy during the first year of collection will be an estimated \$2,945,584.00 based upon the current assessed valuation of the area comprising the Portage County Library District; now therefore be it

RESOLVED, by the Board, with at least two-thirds of all members concurring, that the Board desires to proceed with the submission of the question of an additional tax levy on the entire area comprising the Portage County District Library at a rate of 1 mill for each one dollar of valuation, which amounts to ten (10) cents for each one hundred dollars of valuation; and be it further

RESOLVED, that the tax levy be for ten years and will include a levy on the tax list commencing in the tax year 2020, and also then for 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, first due in calendar year 2021, if approved by a majority of the electors voting thereon; and be it further

RESOLVED, that the question of such tax levy shall be submitted to the electors within the area comprising the Portage County District Library in its entirety at the election to be held therein on November 3, 2020; and be it further

RESOLVED, that the Clerk is hereby directed to certify, not less than 90 days prior to the general election, to the Board of Elections, Portage County, Ohio, a copy of the resolution of necessity dated May 7, 2020 along with a copy of this Resolution to Proceed, together with the certification of the Portage County Auditor, and notify the Board of Elections to cause notice of the election on the question of levying the tax to be given as required by law; 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;

RESOLUTION

NO. 20-0303

RE: RESOLUTION OF NECESSITY FOR PLACING AN ADDITIONAL ONE (1.0) MILL LEVY FOR THE BENEFIT OF THE PORTAGE COUNTY DISTRICT LIBRARY FOR CURRENT EXPENSES PURSUANT TO SECTION 5705.23 OF THE OHIO REVISED CODE.

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

WHEREAS, the Board of Trustees of the Portage County District Library, by resolution, requests the Portage County Board of Commissioners to certify to the Board of Elections a one (1.0) mill levy in excess of the ten (10) mill limitation to provide for the current expenses of the Portage County District Library pursuant to R.C. 5705.23 and R.C. 5705.19 (D) for a period of ten (10) years, commencing with a levy on the tax list and duplicate for the year 2020 to be first distributed to the Board of Trustees of the Portage County District Library in calendar year 2021; and

WHEREAS, the Portage County Board of Commissioners hereby finds that the Board of Trustees of the Portage County District Library has determined that the amount of taxes which may be raised within the ten (10) mill limitation will be insufficient to provide an adequate amount for the necessary requirements of the Portage County District Library; now therefore be it resolved

RESOLVED, by the Board of Commissioners of Portage County pursuant to 5705.19(D), 5705.23 and 5705.25 of the Ohio Revised Code that it is necessary to levy an additional one (1) mill, to constitute a tax in excess of the ten mill limitation for the benefit of Portage County and the Portage District Library at a rate of 1 mill and for the following purpose:

For current expenses of the public library

RESOLVED, that the additional tax shall be placed upon the tax list for the tax years 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, if a majority of the electors voting thereon vote in its favor, and be it further,

RESOLVED, that the question of such tax levy shall be submitted at the November 3, 2020 election to the electors situated in the area comprising the Portage County District Library in its entirety; and be it further,

RESOLVED, that the Clerk is hereby directed to certify a copy of this Resolution to the county auditor and that the county auditor certify to this Board and to the Portage County District Library Board of Trustees the current tax valuation of the area comprising the Portage County District Library, and the dollar amount that would be generated by an additional levy of 1 mill if approved by the electors.

RESOLVED, 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;

I, Clerk of the Portage County Board of Commissioners, do hereby certify that the foregoing document is a true and correct copy of a resolution of the Board of County Commissioners of Portage County, duly adopted May 7, 2020 appearing upon the official records of said Board Volume 93.


Clerk, Portage County Board of Commissioners


DTE FORM 140R
Prescribed 9/99
O.R.C. 5705.03 (B)

Certificate of Estimated Property Tax Revenue

(Use this form when a taxing authority certifies a millage rate
and requests the revenue produced by that rate.)

The County Auditor of Portage County, Ohio does hereby certify the following:

1. On May 11, 2020, the Board of Commissioners of Portage County certified a copy of its resolution or ordinance adopted May 7, 2020, requesting the county auditor to certify the current tax valuation of the subdivision and the amount of revenue that would be produced by 1.00 mill to levy a tax outside the ten-mill limitation for the purpose of Portage County District Library – Current Expenses, to be placed on the ballot at the November 3, 2020 election. The levy type is Additional.
2. The estimated property tax revenue that will be produced by the stated millage, assuming the tax valuation of the subdivision remains constant throughout the life of the levy, is calculated to be \$2,945,584.
3. The total tax valuation of the subdivision used to calculate the average annual property tax levy is \$2,945,583,550.



Janet Esposito
Portage County Auditor
May 12, 2020

RECEIVED
PORTAGE COUNTY
MAY 12 2020

2020 MAY 12 P 2:05

Resolution Declaring It Necessary to Levy a Tax in Excess of the Ten-Mill Limitation for the Purpose of Providing Funds for the Necessary Requirements of the Public Library

The Board of the Portage County District Library met in regular session on the 16th day of January, 2020 in the office of the Board with the following members present:

Ann Bryner Hedington

Eileen Kutinsky

Cheryl Preisendorfer

Roberta Zuber

Stephen Spencer

Cheryl Preisendorfer moved for adoption of the following resolution:

Whereas, the Portage County District Library has a need for additional funds and the Board declares that the amount of taxes which may be raised within the ten-mill limitation by levies on the current tax duplicate will be insufficient to provide an adequate amount for the necessary requirements of the public library;

Resolved, by the Board of the Portage County District Library, Portage County, Ohio that it is necessary to levy a tax in excess of the ten-mill limitation for the benefit of the Portage County Library District for the purpose of providing an adequate amount for the necessary requirements of the library for current expenses as provided by R.C. 5705.23 and 5705.19(D) at a rate not to exceed 1 mill(s) for each one dollar of valuation, which amounts to \$0.10 for each one hundred dollars of valuation for 10 years, commencing with the 2021 tax year; and be it further

Resolved, that the question of such additional tax levy shall be submitted by the Portage County Board of Commissioners, as the taxing authority, to the electors residing within the boundaries of the library district, as defined by the state library board pursuant to R.C. 3375.01, for the general election of November 3, 2020; and be it further

Resolved, in accordance with R.C. 5705.03(B), that the Portage County Auditor shall certify to the Portage County Board of Commissioners, as the taxing authority, (i) the total current tax valuation of the Portage County District Library and (ii) the dollar amount of revenue that would be generated by the 1 mill(s) additional levy described above; and be it further

Resolved, that the Clerk of the Board of the Portage County District Library is directed to certify a copy of this resolution to the Portage County Board of Commissioners and the Portage County Auditor before August 3rd, 2020

Roberta Zuer seconded the motion and the roll being called upon its adoption the vote resulted as follows:

Ann Bryner Hedington

Eileen Kutinsky

Cheryl Freisendorfer

Roberta Zuer

Stephen Spencer

I, Kristin L. Fabian, Fiscal Officer of the Board of the Portage County District Library, Portage County, Ohio hereby certify that the foregoing is a true copy taken from the record of proceedings of said Board; that the same had been compared by me with the Resolution on said Record and that it is a true and correct copy thereof.

Witness my signature, this 14th day of January, 2020.

Kristin L. Fabian

JOURNAL ENTRY: The Board of Commissioners acknowledged the receipt of the Portage County Investment Reconciliation for the Month of June 2020, received on July 9, 2020 as presented by the County Auditor and County Treasurer.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

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

Motion Carries

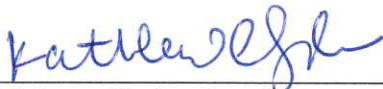
Commissioner Kline brought up the next Tuesday meeting on July 28th and the Board agreed to wait until next week to decide whether to hold session.

Commissioner Christian-Bennett mentioned Shalersville Township asked her to mention that Geis is interested in obtaining property along the Turnpike and they are very excited to have the option to acquire the land to develop.

Motion: by Vicki A. Kline, seconded by Sabrina Christian-Bennett that the Board adjourn the Meeting of July 16, 2020 at 9:32 AM.

Roll call vote: Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea;
Commissioner Clyde, Yea;

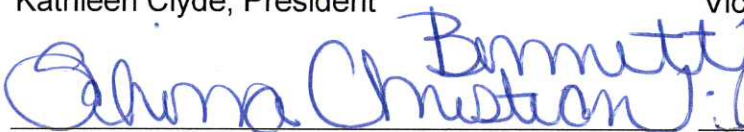
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of July 16, 2020.



Kathleen Clyde, President



Vicki A. Kline, Vice President



Sabrina Christian-Bennett, Board Member



Amy Hutchinson, Clerk