

Portage County Board of Commissioners

Meeting Minutes

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

Amy Hutchinson, Clerk
330-297-3600

Thursday, July 30, 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	Absent
Vicki A. Kline	Vice President	Present
Sabrina Christian-Bennett	Board Member	Present

Also attending throughout the day County Administrator Gene Roberts.

Recessed to Solid Waste: 9:01 AM

Reconvened: 9:03 AM

WATER RESOURCES

Present: Gene Roberts

Director Roberts reported there are several occasions when meters are failing and letters are sent out twice to gain access. If someone fails to provide a scheduled time to gain access, a 1.5 multiplier is put onto their bill with the intent to get their attention. There have been a couple of instances where staff prefers not to enter a customer's home due to COVID-19 and this Journal Entry forgives the penalty during the balance of COVID-19.

JOURNAL ENTRY: The Board of Commissioners approved suspension of the requirements, effective March 4, 2020, charging 150% of previous meter readings as set forth in the Portage County Water Resources Rules and Regulations Section 1406.11 when customers call to schedule meter replacements and the County elects not to enter a customer's home for the safety of the customer and the County employee. Once the emergency identified as the Pandemic has been lifted and the Customer has been notified to schedule the meter replacement then the customer will have 30-days to schedule or the language in Section 1406.11 will again apply resulting in the customer's bill being increased by 50%.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

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

Motion Carries

PUBLIC BIDS, CONTRACTS, PURCHASING & COUNTY FACILITIES

Present: JoAnn Townend

Resolutions:

1. The Board of Commissioners authorizes the sale of obsolete equipment by public auction for the Portage County Engineer's Office./Resolution No. 20-0473
 - The County Engineer is getting rid of several vehicles and this is a live on-line bid auction rather than a public auction.
 - Several modifications have been made to the resolution by the Prosecutor's Office, including specific language for the on-line bidding process.

**RESOLUTION No. 20-0473 - RE: AUTHORIZE SALE OF OBSOLETE
EQUIPMENT BY PUBLIC AUCTION**

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

WHEREAS, Michael A. Marozzi, Portage County Engineer, has advised this Board that several pieces of equipment once used by the Portage County Engineer's Department are obsolete and unfit for the use for which they were initially acquired; now therefore be it

RESOLVED, that the Board of Portage County Commissioners has determined that the herein described equipment is obsolete and unfit for the use for which it was initially acquired, and be it further

RESOLVED, that said equipment will be sold via a **LIVE BID ONLINE AUCTION** at Edinburg Auction Sales, www.edinburgauction.com, as prescribed by Section 307.12 of the Ohio Revised Code, for cash to the highest bidder; and be it further,

RESOLVED, that Notice of Public Auction shall be posted in the office of the Portage County Auditor, the offices of the Portage County Commissioners and in the office of the Portage County Engineer. Further Notice of Public Auction shall be published in the Record Courier on Monday, August 3, 2020.

Date of Auction: Saturday - August 15, 2020

Time of Auction: 10:00 A.M.

**Location: Edinburg Auction Sales, Inc.
4029 State Route 14
Edinburg, Ohio**

Live Bidding to Take Place at: www.edinburgauction.com

Said equipment may be viewed from 9:00 A.M. to 4:00 P.M. on Friday, August 14th at Edinburg Auction Sales, Inc. The equipment can also be viewed online at www.edinburgauction.com.

Interested parties are encouraged to contact Edinburg Auction Sales, Inc. prior to the date of the auction for more information on viewing or participating in the live bidding on these items.

Items being sold are as follows:

1990 Ford Boom Truck (PCE Equipment #34) - Serial #2FDLF47M8MCA20437
1999 International Dump Truck (PCE Equipment #48) - Serial #1HTSDADR4YH255388

;and be it further

RESOLVED, that a copy of this resolution be filed with the Portage County Auditor and the Portage County Director of Internal Services; 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, Absent; Sabrina Christian-Bennett, Yea;

2. The Board of Commissioners agrees to enter into license agreement between the Portage County Commissioners and the Reminderville Police Department./Resolution No. 20-0474
 - This is a resolution for a license agreement with Reminderville for use of the Coit Road Training Facility.

**RESOLUTION NO. 20-0474 - RE: ENTER INTO LICENSE AGREEMENT
BETWEEN THE PORTAGE COUNTY
COMMISSIONERS AND THE
REMINDERVILLE POLICE DEPARTMENT.**

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

WHEREAS, the County owns property located at 9640 Coit Road, at this location is the Portage County Training Facility and Firing Range; and

WHEREAS, the REMINDERVILLE POLICE DEPARTMENT wishes to use the training facility for firearms training and classroom activities from 8:00 a.m. to 4:00 p.m. as scheduled with the Sheriff's office; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a License Agreement between the Board and the REMINDERVILLE POLICE DEPARTMENT for use of the training facility and firing range from 8:00 a.m. to 4:00 p.m. for firearms training and classroom activities as scheduled with the Sheriff's office; 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, Absent; Sabrina Christian-Bennett, Yea;

JOURNAL ENTRY: The Board of Commissioners authorizes Michelle Crombie to sign the on-line renewal application to continue the Bureau of Workers' Compensation Individual Retrospective Rating Program beginning January 1, 2021 with no changes at the same \$200,000 maximum cost per individual claim limit at 150% maximum premium, as presented by the Director of Internal Services.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

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

Motion Carries

- This is the standard retrospective review and last year the County saved \$227,832.00.
- The rates will remain the same as last year.

Director Townend mentioned receipt of a retirement notice from one of the Maintenance Workers that will be leaving employment August 14, 2020. Director Townend would like to start the process of replacement of a Maintenance II Worker and the Board concurred.

DEPARTMENT OF BUDGET & FINANCE

Present: Todd Bragg

**RESOLUTION NO. 20-0475 - 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 30, 2020 in the total payment amount of **\$662,963.11** 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, Absent; Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 20-0476 - 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 30, 2020 in the total payment amount as follows:

1. \$207,366.73 to Medical Mutual - Claims

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 31, 2020 \$ 207,366.73

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, Absent; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 20-0477 - 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:

07/30/20	861	\$4,940.84
07/30/20	862	70,635.80
07/30/20	863	29,923.87
07/30/20	866	8,538.77
07/30/20	867	1,641.86
07/30/20	868	90,078.10
07/30/20	880	750.15
07/30/20	897	840.79
07/30/20	898	496.47
07/30/20	899	1,078.29
07/30/20	900	212.45
07/30/20	965	181.42
Total		\$209,318.81

; 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, Absent; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 20-0478 - 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 **\$34,030.35** dated **July 30, 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, Absent; 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. /20-0479
- This is a typical month end non general budget amendment resolution.
 - This resolution sets up the Office of Homeland Security and Emergency Management's budget for the request discussed previously and several road projects for the County Engineer are also included in this resolution.

RESOLUTION NO. 20-0479

**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: 1091 Election Security Grant		
902 Board Of Elections		
10914 Elections Security Grant CS	998	-
10915 Elections Security Grant	-	998
MEMO TOTAL	<u>\$ 998</u>	<u>\$ 998</u>

Note:

Fund: 1113 Police Services		
700 Sheriff's Department		
11133 Police Services PS	100,000	-
MEMO TOTAL	<u>\$ 100,000</u>	<u>\$ -</u>

Note: Addtl approp needed

Fund: 1166 EMPG Homeland Security Grant		
930 Emergency Management Agency		
11663 EMPG Homeland Sec Salary&Fring	85,000	109,500
11664 EMPG Homeland Security CS	28,000	8,000
11665 EMPG Homeland Security MS	4,500	-
MEMO TOTAL	<u>\$ 117,500</u>	<u>\$ 117,500</u>

Note: TRANS TO 9A BUDGET

		<i>Increase</i>	<i>Decrease</i>
Fund: 1201	Motor Vehicle And Gas Tax		
800	Engineer's Department		
12014	Engineer MVGT Contract Svcs	75,000	-
12016	Engineer MVGT Capital Outlay	-	75,000
12019	Engineer MVGT Misc Expense	1,000	-
	MEMO TOTAL	\$ 76,000	\$ 75,000

Note: INSP. SVCS - VARIOUS
PROJECTS

Fund: 1205	SA Ditch Mnt - Lavelle Heights		
800	Engineer's Department		
12054	SA Ditch Mnt Lavelle Height CS	877	-
	MEMO TOTAL	\$ 877	\$ -

Note: TO REIMBURSE PCE

Fund: 1207	SA Ditch Mnt - Wahoo		
800	Engineer's Department		
12074	SA Ditch Mnt Wahoo CS	1,306	-
	MEMO TOTAL	\$ 1,306	\$ -

Note: TO REIMBURSE PCE

Fund: 1266	LGIP Innovation Study		
081	Community Development		
12664	LGIP Innovation Study CS	-	2,806
	MEMO TOTAL	\$ -	\$ 2,806

Note: Pull down appr grant

Fund: 1414	Child Support General Admini		
051	Job And Family Services		
14144	JFS Child Support General CS	354,228	-
	MEMO TOTAL	\$ 354,228	\$ -

Note: Projected need

	<i>Increase</i>	<i>Decrease</i>
Fund: 3114 SA PCS Bond 2001		
010 Commissioners Other		
31148 SA PCS Bonds 2001 DE	14,680	-
MEMO TOTAL	<u>\$ 14,680</u>	<u>\$ -</u>

Note:

TOTAL MEMO BALANCE FOR ALL FUNDS	<u>\$ 665,589</u>	<u>\$ 196,304</u>
; 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, Absent; Sabrina Christian-Bennett, Yea;

JOURNAL ENTRY: The Board of Commissioners signed the Satisfaction of Mortgage form for Mary Willet of 260 Lincoln Avenue, Ravenna, OH 44266 to secure payment of \$12,100.00. 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, Absent;

Motion Carries

JOB & FAMILY SERVICES

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

Discussion:

1. Data Report

Director Jeffries presented and discussed the Job and Family Services Data Report for April and May 2020.

2. Upcoming Events

Community Outreach and Public Relations

Many outreach programs had to be rolled back because of COVID-19, but it's important to sustain the transportation forum and the Job Fair via virtual forum. The Transportation forum should take place in September and the Job Fair in November.

April 2020

- Child Abuse and Neglect Awareness Month- social media campaign- Wear Blue throughout the month
- 2019 PCJFS Annual Report was finalized
- Crisis Services Flyer was finalized
- Placed Fraud Awareness order for items
- Finalized Foster Parent newsletter
- Easter bags were donated from Wayland Community Church
- Took in donation from foster parent of bunk bed, crib, unused toys and clothes

May 2020

- May is National Foster Care Month
 - Foster parent appreciation video, banner, yard signs
- Finalized kinship brochure, medical appointment card, Foster and adoption brochure, ILP Incentives, OhioSTART rack card and brochure
- Bring your Child to Work Day photos
- In demand Jobs week social media campaign
- Updated back to school PRC flyer and press release
- Worked on I LP graduation marketing plan
- PCJFS participated in the first planning meeting of the Financial Wellness Fair hosted by the Portage County Treasurer

3. Update on meeting at Portage Metropolitan Housing Authority

Job and Family Services had an exceptional meeting yesterday with Secretary of State Ben Carson. A voucher program was adopted on a Federal level last year for vouchers available to foster care youth to go into subsidized housing. Two foster care youths have benefited from the program and are now living in Metropolitan Housing apartments as a result of the voucher program.

4. ODJFS Budget Update

Job and Family Services has not received their budget from the Ohio Department of Job and Family Services, but it has been finalized. There will be some reductions in Medicaid and \$52 million dollars in reductions to the child welfare support programs. The State is able to find funding to fill some of the voids and once further information becomes available, Director Jeffries will update the Board.

5. Correspondence with Judge Berger regarding contributions for JCA youth in residential settings
JCA kids are youth involved in the criminal justice system and many of them have a history with Child Welfare.

Director Jeffries has ongoing conversations with the Courts about alternatives to residential treatment. The average residential per diem cost for a youth is \$235.00 per day. Last year out of \$3 million dollars spent by Job and Family Services for residential costs, \$1 million dollars was spent for the JCA kids and they are on target to surpass that figure by 50%. The Judge empathized with Job and Family Services and stated he is willing to do whatever is necessary to help, but the Court's contribution has been very minimal (between \$20-\$25 per day per child), but that has ended. Over the last 3 years, there has been about \$28,000 per year, and the Judge has allocated \$60,000 for next year, which is still minimal in regard to what is being spent on a Job and Family Services level. The State of Ohio has recognized the needs for these youths from multisystem perspective and has allowed Job and Family Services to submit for reimbursement for youths, but they have to be multi-system youth, so approximately 55% would come back to Job and Family Services. The Courts need to contribute more and Director Jeffries has asked the Judge to enlighten his successor in considering a \$60 (minimum) per day contribution.

Director Jeffries asked for the Board's consideration to amend Judge Burger's budget to allot additional funding for the kids.

Commissioner Christian-Bennett asked how much it costs Job and Family Services for the residential costs for the JCA youth and Director Jeffries responded last year it was \$1 million dollars and the contribution from the Courts was a little under \$20,000.

Commissioner Kline thanked Director Jeffries for her professionalism, compassion, empathy and competence and noted Portage County is very fortunate to have her.

The Board agreed Director Jeffries will extend an invitation to Judge Berger to discuss this issue further with the Board and Director Jeffries will coordinate.

6. CARES Relief Funding Requests

Director Jeffries presented a memo to Director Townsend and Director Bragg about the request for CARES relief funding in the amount of \$336,000. The entire request is available for Board review if necessary.

Resolutions:

1. The Board of Commissioners agrees to transfer \$165,000.00 from fund 1415, Child Welfare Special Levy Fund to Fund 1410 Public assistance Fund./Resolution No. 20-0480
 - This resolution is for the regular transfer from Child Welfare 1415 to Public Assistance 1410 to cover shared costs and their payroll costs, in the amount of \$165,000.
 - This is payment number 4 for the second quarter of SFY2020.

RESOLUTION NO. 20-0480

- 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 \$165,000.00 for the 2nd Qtr SFY2020 Pymt #4 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

\$165,000.00

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 282000 – JFS Shared

Project 5SHAR

\$165,000.00

; 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, Absent; Sabrina Christian-Bennett, Yea;

2. The Board of Commissioners declares obsolete and authorize the donation of Portage County Job and Family Services property to area donation centers./20-0481
- This is a transfer of Job and Family Services items that were considered obsolete that will be donated to the Salvation Army.

**RESOLUTION NO. 20-0481 - RE: DECLARE OBSOLETE AND AUTHORIZE
THE DONATION OF PORTAGE COUNTY
JOB AND FAMILY SERVICES PROPERTY
TO AREA DONATION CENTERS**

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

WHEREAS, that the Portage County Job and Family Services personal property which is not needed for public use, or is obsolete or unfit for the use for which it was acquired, is declared as such and can be donated according to O.R.C. 307.12; and

WHEREAS, pursuant to O.R.C. 307.12 the Board of County Commissioners may donate such personal property valued under \$2,500.00 without advertisement or public notification to an eligible nonprofit organization that is located in Ohio; now therefore be it

RESOLVED, that the Board of County Commissioners authorizes the donation of the following items with the value of \$220.00 to local Portage County shelters:

<u>Items</u>	<u>Value:</u>
(5) Desk Chairs	\$50
(1) File Cabinet	\$20
(2) Desks	\$100
(1) Table	\$30
(1) Small Table	\$20
; 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, Absent; Sabrina Christian-Bennett, Yea;

9:47 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 consider the appointment of a public employee. Also present: Kellijo Jeffries, County Administrator Gene Roberts, and Human Resources Director Janet Kovick. Roll call vote: Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Kathleen Clyde, Absent.

9:56 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 move out of executive session. Roll call vote: Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Kathleen Clyde, Absent;

After exiting executive session, the Board took no action.

COUNTY ADMINISTRATOR

Discussion:

1. Revised COVID memo

Administrator Roberts explained with Governor DeWine's travel advisory and the Ohio Department of Health's Director's Order regarding facial covering, Director Kovick prepared a revision to the Travel policy memo for Board review. It will be distributed to the Commissioners' Directors as a guidance document and once they review the policy, a Journal Entry will be presented to the Board for approval.

Director Kovick noted the Governor's recommending those returning from hot spot states quarantine for 14 days, so that was added to the draft memo for the states that are 50% or higher positivity rate. The memo allows a discussion with the employee prior to their vacation and instead of quarantining for 14 days, they could telework or find isolated work away from employees so that they can still be productive within the 14 days. If that doesn't work, they can then discuss the use of vacation leave or personal leave, comp time or unpaid leave if they would not want to use their paid time.

Director Kovick also mentioned the Ohio Department of Health's Order for face coverings that are now mandatory in the state of Ohio and that section was also added to the memo, along with the exceptions.

Director Kovick will present the memo again next week for approval.

2. CARES work group

Administrator Roberts will have a report prepared for next Thursday's meeting, but the current figures show \$2.6 million of identified needs for CARES funding, but the County should be receiving \$ 1.8 million. Senate Bill 4316 extends the CARES use from

December 30, 2020 unto March 30, 2021. Administrator Roberts will provide additional information next week.

MISCELLANEOUS ITEMS

The Board of Commissioners approves the July 23, 2020 regular meeting minutes.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

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

Motion Carries

Dog Warden

Resolutions:

The Board of Commissioners accepts the donations to the Office of the Portage County Dog Warden./Resolution No. 20-0482

**RESOLUTION NO. 20-0482 - 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 has received a donation, in the form of deceased benefits via an Annuity, from Frederick E Pfarr in the amount of \$37,798.70; now therefore, be it
- RESOLVED,** the Board of Portage County Commissioners does hereby accept this donation in the amount of \$37,798.70, the Board agrees to receive this donation via a one time payment from Athene Annuity and Live Company and agrees to pay all charges associated with the processing of this claim, and the Board agrees to leave the funds as previously distributed unchallenged (6 payments totaling \$4,200); and be it further
- RESOLVED** that the Board of Commissioners authorizes the Director of Budget and Financial Management to sign and submit the corresponding paperwork necessary to process this claim, and that received funds will be deposited into fund 1330, Dog and Kennel, with no restrictions as to their use within that fund, per Mr. Pfarr's wishes, 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, Absent;

Sabrina Christian-Bennett, Yea;

Human Resources

JOURNAL ENTRY: The Board of Commissioners agree to authorize the full time hire of Steven Wolfe as a Regional Wastewater Superintendent, replacing the position previously held by Christopher McCarron, for Portage County Water Resources. Anticipated start date is August 31, 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, Absent;

Motion Carries

Commissioners

JOURNAL ENTRY: The Board of Commissioners acknowledged receipt of the July 21, 2020 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2020, as presented by the Portage County Auditor's Office.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

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

Motion Carries

Motion: by Commissioner Kline, seconded by Commissioner Christian-Bennett that the Board adjourn the Meeting of July 30, 2020 at 10:04 AM.


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

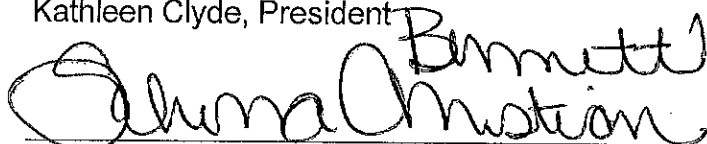
Motion Carries

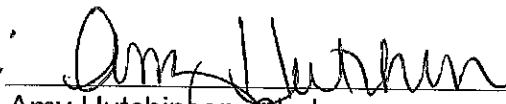
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of July 30, 2020.

ABSENT

Kathleen Clyde, President


Vicki A. Kline, Vice President


Sabrina Christian-Bennett, Board Member


Amy Hutchinson, Clerk