



Portage County Board of Commissioners

Regular Meeting

~ Minutes ~

0392

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

Amy Hutchinson, Clerk
330-297-3600

Thursday, May 10, 2018

9:00 AM

Commissioners' Board Room

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

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

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

Also attending throughout the day Kent Mayor Jerry Fiala, Tony Badalamenti, Deerfield Trustee Ed Dean and Record-Courier Reporter Matt Merchant.

Recessed to Solid Waste Management District: 9:00 AM

Reconvened: 9:00 AM

ADMIN TEAM

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

HUMAN RESOURCES:

Journal Entries - #'s 8 to 29

Director Kovick asked that Journal Entry No. 15 be removed from today's Consent Agenda as the offer is not going to be made to that person. Commissioner Kerrigan moved to remove Journal Entry 15 from today's Journal Entries.

Journal Entry - Removed

May 10, 2018

15. *The Board of Commissioners signed the Personnel Action Form authorizing the full-time hire of Christie Rush as a Social Service Worker 3, replacing Kristen Pawcio, for the Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director. Anticipated start date is May 29, 2018. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing./PULLED FROM Journal Entries.*

Discussion:

1. **Food prices for Employee Appreciation Day – June 22, 2018:**

Director Kovick presented the lowest food cost estimate for Employee Appreciation Day from Walmart for a total cost of \$735.99; last year the Board spent \$1,537.00.

Commissioner Christian-Bennett will contact Mr. Duma, from Duma Meats, for possible price matching.

2. **Clemans Nelson Wage Study:** Director Kovick received four e-mails from Elected Officials, who are interested in participating in the Wage Study (Treasurer, Auditor, Prosecutor and Adult Probation). Director Kovick will send a second reminder next week.

EXTERNAL SERVICES:

Resolution(s) – #'s 17 to 19

Commissioner Kerrigan motioned to pull Resolution No. 19 from the Consent Agenda for further discussion.

RESOLUTION - PULLED

May 10, 2018

19. *Resolution to adopt new and amend the Portage County Building Department Regulations for adoption permits, fees and inspections.*

Commissioner Kerrigan noted there's a blank where the effective date should be and the Board agreed the increase will become effective October 1, 2018.

Motion To: Adopt new and amend the Portage County Building Department regulations for adopting permits, fees and inspections as amended to include the effective date of October 1, 2018./18-0334

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

9:08 AM In accordance with the Ohio Rev. Code 121.22(G)(2), it was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the Board of Commissioners move into executive session to consider the purchase of property for public purposes. Also present: Human Resources Director Janet Kovick, Water Resources Director Gene Roberts, Department of Budget and Financial Management Director Todd Bragg and Internal Services Director JoAnn Townend. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea; Vicki A. Kline, Yea;

9:21 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

DBFM:

Resolution(s) - #'s 1 to 11

Journal Entries - #8 and 9

Commissioner Kerrigan made a motion to pull Resolutions No. 3-10 from today's Consent Agenda for adoption during Tuesday's meeting:

RESOLUTIONS - PULLED

May 10, 2018

3. *Approve the Tuesday, May 15, 2018 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management.*
4. *Approve the Tuesday, May 15, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management.*
5. *Approve the Tuesday, May 15, 2018 Then & Now Certification, as presented by the County Auditor.*
6. *Approve the Thursday, May 17, 2018 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management.*
7. *Approve the Thursday, May 17, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management.*
8. *Approve the Tuesday, May 22, 2018 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management.*
9. *Approve the Tuesday, May 22, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management.*
10. *Approve the Tuesday, May 22, 2018 Then & Now Certification, as presented by the County Auditor.*

Discussion:

1. **Public Defender letter regarding proposed salary shortfall for 2018:**

The Commissioners received an April 30, 2018 correspondence from Public Defender John P. Laczko, in response to an inherited projected salary shortfall of \$72,892.06 (which does not include employee benefits) for 2018. Public Defender Laczko is requesting a modification to the 2018 employee salary budget, effective immediately.

Commissioner Kerrigan met with Public Defender Laczko and mentioned this increase was done without prior approval by the Board of Commissioners and now it is up to him to fix the problem. Public Defender Laczko will work on his proposed resolution to the situation and he will also get in touch with the State Public Defender's Office.

The Board also talked about capital murder cases and Director Bragg pointed out cases like that are treated separately and costs associated with a capital case are augmented on top of a normal budget, if the Public Defender can show costs above and beyond what he would normally spend.

Commissioner Kerrigan also shared the Public Defender was unaware the employee brought on by the Settlement Agreement was only temporary. Director Bragg pointed out October 2019 is when the time period expires, so it will need to be a discussion in November.

INTERNAL SERVICES:

Resolution(s) - #'s 12 to 16

Discussion:

1. **Royalties erroneously paid to First Energy for a Water Resources easement:**

First Energy has incorrectly been receiving royalties from an oil and gas well since 1999, but the royalties should have been payable to the County since it is the property owner. First Energy would like to settle the issue and Attorney Smith suggests accepting the proposed \$2,500 settlement as it will cost more to defend in court and the Board agreed to accept the proposed settlement./Journal Entry II.

2. **Clerk of Courts construction:**

The Board had a chance to review the report regarding safety at the Clerk of Courts' office and agreed to discuss the Capital Budget plan with Department of Budget & Financial Management Director Bragg. Director Townend will contact Ms. Fankhauser to advise. Commissioner Christian-Bennett pointed out Ms. Fankhauser has stated she has funding to contribute to the project.

The Board agreed to schedule time to discuss its Capital Budget plan next Tuesday, May 15, 2018.

3. **Letter from MHRB on Sales & Use Tax request for funds:**

Chairman Joel Mowrey, is requesting funding from the Sales and Use Tax for the following projects as recommend by the Committee on May 2, 2018:

- A. Drug Probation Officer (\$82,042) and SCRAMx for Municipal (\$25,000) & Common Pleas (\$37,500) Courts: Annual cost of \$144,542.

- B. Portage County Schools/ Children's Advantage: Six (6) case managers for 12 school districts at an annual cost of approximately \$314,000.
- C. UH Portage Medical Center: (a) \$140,000 to pay for withdrawal management services for 50 Portage County residents at \$2800 per person to be used only after State detox funds are spent.
- D. Townhall II Too Good for Drugs program for K-12. Annual cost of \$100,000 for Townhall II to provide substance abuse prevention and education in Portage Schools.
- E. Townhall II and Family & Community Services Peer Coaches and Training. Hire two (2) part-time Peer Recovery Coaches (\$64,522) and certification training for the coaches (\$5,000) for an annual cost of \$69,522.
- F. 13 Messages of Christopher Milo: \$75,000 for Mr. Milo to provide substance abuse prevention and education programs in Portage Schools.

The Board agreed to table the discussion until Tuesday, May 15, 2018.

4. **District 7 OPWC appointment:**

Resolution No. 15-0407, dated May 14, 2015 and 18-0043, dated January 11, 2018, appointed Portage County representatives and alternates to the District No. 7 Integrating Committee of the Ohio Public Works Commission, but the appointments are due to expire May 30, 2018.

Commissioner Christian-Bennett would like to be appointed to the Committee as the representative and Commissioner Kline as alternate and Director Townend will prepare a resolution for Board consideration next week.

5. **May 9, 2018 correspondence from Water Resources Department regarding partial road vacation of Prospect Road, Rootstown Township:**

The Board received correspondence from Tia Rutledge, Water Resources Department, indicating the Department operates a 6 inch sanitary force main within the existing Prospect road right of way and therefore does not recommend the Commissioners support the proposed partial vacation, unless the property owner would provide a sanitary sewer easement to the County./Hold for further discussion on Tuesday, May 15, 2018.

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

10:01 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the Board of Commissioners moves out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

CDBG PROPOSAL DISCUSSION

The Board met to discuss the 2018 CDBG Community Development Allocation Program Proposals and agreed to the following:

| | |
|--|------------------|
| Total Allocation | \$486,000 |
| Administration | \$87,200 |
| Fair Housing | 10,000 |
| Portage Private Industry Council | 60,000 |
| Portage Private Industry Council (23%) | 17,402 |
| City of Ravenna | 100,000 |
| City of Ravenna (44%) | 33,292 |
| Coleman Professional Services | 38,137 |
| Family and Community Services | 60,000 |
| Family and Community Services (33%) | 24,969 |
| Windham Township | 55,000 |
| Total | \$486,000 |

Clerk will prepare the necessary Journal Entry for Board consideration on Tuesday, May 15, 2018.

10:06 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the Board of Commissioners move into executive session to discuss employment of a public employee or official. Also present: Internal Services Director JoAnn Townend. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea; Vicki A. Kline, Yea;

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

After exiting executive session, the Board took no action.

Recessed: 10:10 AM

Reconvened: 11:01 AM

PUBLIC COMMENT

Present: Steven English

Mr. English met with the Board to discuss the possibility of utilizing a portion of the sales tax money towards infrastructure within the community, but Commissioner Christian-Bennett mentioned the sales tax must be used for specific purposes outlined in the Board's Resolution.

Mr. English also mentioned his family will be donating a home to a Veteran and asked if the Board would like to contribute to the cause. Commissioner Christian Bennett presented several agency phone numbers who may be interested in assisting with this type of project, and the Board agreed that, depending on the date and obligations, they may be interested in participating.

COMMISSIONERS' CONSENT AGENDA [AS REVISED]

May 10, 2018

1. Approval of the May 3, 2018 and May 8, 2018 regular meeting minutes.

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RESOLUTIONS

May 10, 2018

Budget & Financial Management:

1. Approve the Thursday, May 10, 2018 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0316
2. Approve the Thursday, May 10, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. /18-0317
11. Authorize the electronic grant application to the Ohio Department of Public Safety, Governor's Highway Safety Office for the Portage County Sheriff's Department, entitled Impaired Driving Enforcement Program/Selective Traffic Enforcement Program 2019, Portage County Sheriff's Office - 00046./18-0326

Internal Services

12. Authorize the Portage County Engineer to participate in the Ohio Department of Transportation's annual winter road salt bid (018-19) for the 2018-2019 winter season./18-0327
13. Acceptance of cash donation from Imagine Nation Books for books purchased by Portage County Job & Family Services employees at an Employee Enhancement Committee sponsored Book Fair./18-0328
14. Declaring the necessity of and placing on the ballot of the November 6, 2018 General Election to be held in Portage County a replacement levy of an existing tax in the amount of five-tenths

(0.5) mill for tax years 2019 through 2028 for the purpose of funding community mental health and recovery programs./18-0329

15. Enter into amendment no. 3 between the Board of Commissioners and Correctional Healthcare Companies for inmate health care./19-0330
16. Declare Greenman-Pedersen, Inc. most qualified firm as a result of review and analysis of qualifications and enter into negotiations for providing professional construction inspection services for the project known as Tallmadge Road Widening/Maplecrest Phase 1 Improvements./18-0331

External Services

17. Appointment to the Portage County Emergency Management Agency (EMA) Advisory Committee./18-0332
18. General sewer & water agreement for sanitary sewer and water main improvements to the Prescott Pike-Phase 2, Portage County Water Resources Department Project No. BR-2-17-220-P./18-0333

Motion To: Approve the Consent Agenda for May 10, 2018 with removal of Resolution Nos. 3-10 and Resolution No. 19

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

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RESOLUTION NO. 18-0316 - RE: WIRE TRANSFER APPROVED AND CERTIFIED
TO THE PORTAGE COUNTY AUDITOR FOR
PAYMENT.

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

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on May 10, 2018 in the total payment amount as follows:

1. \$448,021.42 to Medical Mutual Claims; and
2. \$73,704.04 to Medical Mutual Admin; and

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

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

| | |
|---------------------------------------|---------------|
| Wire Transfer on Friday, May 11, 2018 | \$ 448,021.42 |
| Wire Transfer on Friday, May 11, 2018 | \$ 73,704.04 |

and be it further

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

Roll call vote as follows:

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

**RESOLUTION NO. 18-0317 - RE: APPROVAL OF JOURNAL
VOUCHERS/ENTRIES.**

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

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

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

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

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

| | | |
|----------|-----|-------------|
| 05/10/18 | 409 | \$ 9,961.12 |
|----------|-----|-------------|

| | | |
|----------|-----|---------------|
| 05/10/18 | 371 | 92,513.00 |
| 05/10/18 | 370 | 225.00 |
| 05/10/18 | 369 | 1,781.25 |
| Total | | \$ 104,480.37 |

; and be it further

RESOLVED,

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0318

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

RESOLUTION NO. 18-0319

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

RESOLUTION NO. 18-0320

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

RESOLUTION NO. 18-0321

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

RESOLUTION NO. 18-0322

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

RESOLUTION NO. 18-0323

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

RESOLUTION NO. 18-0324

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

RESOLUTION NO. 18-0325

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

RESOLUTION NO. 18-0326

RE: AUTHORIZE THE ELECTRONIC GRANT APPLICATION TO THE OHIO DEPARTMENT OF PUBLIC SAFETY, GOVERNOR'S HIGHWAY SAFETY OFFICE FOR THE PORTAGE COUNTY SHERIFF'S DEPARTMENT, ENTITLED IMPAIRED DRIVING ENFORCEMENT PROGRAM / SELECTIVE TRAFFIC ENFORCEMENT PROGRAM 2019, PORTAGE COUNTY SHERIFF'S OFFICE - 00046.

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

- WHEREAS,** the Governor's Highway Safety Office offers a reimbursement grant known as the IDEP/STEP grant to provide additional deputies for high traffic and holiday weekends; and
- WHEREAS,** the Portage County Sheriff's Office is eligible to participate in the program; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners authorizes the electronic grant application to the Ohio Department of Public Safety, Governor's Highway Safety Office for the Portage County Sheriff's Office for a grant in the amount of \$25,031.09 ***with no local match requirement***, for Impaired Driving Enforcement and Selective Traffic Enforcement by the Portage County Sheriff's Office to reduce the number of fatal crashes in Portage County. The Sheriff will enforce speed, safety belt, DUI and aggressive driving laws by issuing citations vs. warnings; and be it further
- RESOLVED,** that the Portage County Board of Commissioners notes that the grant period is October 1, 2018 through September 30, 2019; and be it further
- RESOLVED,** that a copy of this resolution be forwarded to the Portage County Auditor, the Department of Budget and Financial Management, and to the Portage County Sheriff; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that

resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll Call Vote as Follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0327

**RE: AUTHORIZE THE PORTAGE COUNTY
ENGINEER TO PARTICIPATE IN THE OHIO
DEPARTMENT OF TRANSPORTATION'S
ANNUAL WINTER ROAD SALT BID (018-19)
FOR THE 2018-2019 WINTER SEASON.**

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

WHEREAS, the Portage County Commissioners, on behalf of the Portage County Engineer, hereby submits this written agreement to participate in the **Ohio Department of Transportation's (ODOT) Annual Winter Road Salt Bid (018-19)** in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT winter road salt contract:

- a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the winter road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and
- b. The Political Subdivision hereby acknowledges that upon the Director of ODOT's signing of the winter road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT winter road salt contract and agrees to hold the Department of Transportation harmless for any claims, actions, expenses, or other damages arising out of the Political Subdivision's participation in the winter road salt contract; and
- d. The Political Subdivision hereby requests through this participation agreement a total of **7,000 TONS** of Sodium Chloride (Road Salt) of which the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and
- e. The Political Subdivision hereby agrees to purchase a minimum of 90% of its above-requested salt quantities from its awarded salt supplier during the contract's effective period of September 1, 2018 through April 30, 2019; and

- f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT winter salt contract; and
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than Thursday, June 1, 2018. The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: Contracts.Purchasing@dot.ohio.gov by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision's participation request.

Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision's participation agreement and/or a Political Subdivision's request to rescind its participation agreement.

now therefore be it

RESOLVED, that the Portage County Board of Commissioners authorize the Portage County Engineer to participate in the **Ohio Department of Transportation's Annual Winter Road Salt Bid** (Contract 018-19) for the *2018-2019 Winter Season*; and be it further

RESOLVED, by the following authorized person(s) that this participation agreement for the ODOT winter road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT winter salt contract:

_____ (Authorized Signature) _____ Approval Date

_____ (Authorized Signature) _____ Approval Date

_____ (Authorized Signature) _____ Approval Date

and be it further

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

those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

**RESOLUTION NO. 18-0328 - RE: ACCEPTANCE OF CASH DONATION FROM
IMAGINE NATION BOOKS FOR BOOKS
PURCHASED BY PORTAGE JFS EMPLOYEES AT
AN EMPLOYEE ENHANCEMENT COMMITTEE
SPONSORED BOOK FAIR**

It was moved by Sabrina Christian-Bennett seconded by Mike Kerrigan to approve the following resolution:

WHEREAS, the Portage County Job & Family Services received a cash donation in the amount of \$146.48 from Imagine Nation Books based on books purchased by Portage JFS employees at an Employee Enhancement Committee sponsored book fair

WHEREAS, donation totaling the amount of \$146.48 from Imagine Nation Books was received on Monday, April 2, 2018; now therefore be it

RESOLVED, that, on behalf of the Portage County Job & Family Services and in accordance with Ohio Revised Code Section 9.20, the Portage County Board of Commissioners accepts the donations in the amount of \$146.48 from Imagine Nation Books for the Portage JFS Employee Enhancement Committee

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

Roll call vote as follows:

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

**RESOLUTION NO. 18-0329 - RE: DECLARING THE NECESSITY OF AND PLACING
ON THE BALLOT OF THE NOVEMBER 6, 2018
GENERAL ELECTION TO BE HELD IN PORTAGE
COUNTY A REPLACEMENT LEVY OF AN
EXISTING TAX IN THE AMOUNT OF FIVE-
TENTHS (0.5) MILL FOR TAX YEARS 2019**

**THROUGH 2028 FOR THE PURPOSE OF
FUNDING COMMUNITY MENTAL HEALTH AND
RECOVERY PROGRAMS**

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

WHEREAS, the Mental Health and Recovery Board of Portage County adopted Resolution 18-12-02 declaring that a current ten (10) year 0.5 mill levy renewed by the voters of Portage County beginning with tax year 2009 will expire at the end of tax year 2018 and that a replacement thereof requires a vote of the people pursuant to Sections 5705.192, 5705.221 and 5705.24 of the Ohio Revised Code; and

WHEREAS, 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 the necessary requirements of the County's mental health and recovery services district established pursuant to Chapter 340 of the Ohio Revised Code, and that it is necessary to levy a replacement of an existing tax in the amount of five tenths (0.5) mill, which is the same rate as the rate of the existing levy, for the purpose of providing funds for the mental health and recovery programs in Portage County, including the maintenance, improvement and operation of the programs and services supported by the Mental Health & Recovery Board of Portage County; and

WHEREAS, This tax is to be levied upon the entire territory of Portage County and, as such, this ballot measure will need submitted to the entire territory of Portage County; and

WHEREAS, The Portage County Auditor has certified the tax valuation and funds to be generated by the five-tenths (0.5) mill replacement tax levy.

RESOLVED, by this Board of Portage County Commissioners pursuant to Section 5705.03, of the Ohio Revised Code:

SECTION I: That the Board hereby instructs the Portage County Board of Elections to place on the ballot of the November 6, 2018 general election to be held in Portage County the question of levying a replacement of an existing tax, for the purpose of providing funds for the mental health and recovery programs in Portage County, including the maintenance, improvement and operation of the programs and services supported by the Mental Health & Recovery Board of Portage County, at the rate not exceeding five tenths (0.5) mill for each one dollar of valuation, the same rate as the rate in the existing levy, which amounts to five cents (\$0.05) for each one hundred dollars of valuation, for a period of ten (10) years, beginning in

calendar year 2019, first due and payable in calendar year 2020 and ending in calendar year 2028. This Board further instructs the Portage County Board of Elections to make all other necessary arrangements for the submission of this question to the electors of Portage County at such general election; and

SECTION II: The Clerk of the Board of Commissioners is hereby instructed to submit a certified copy of this resolution to the Portage County Board of Elections no later than 4 o'clock p.m. Thursday, August 9, 2018; and be it further

RESOLVED,

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RECEIVED
PORTAGE COUNTY
COMMISSIONERS

2018 MAY -4 A 9:04

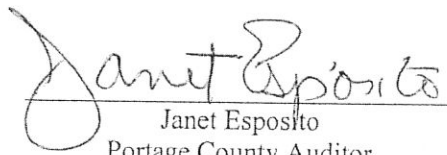
DTE FORM 140R
Prescribed 9/99
O.R.C. 5705.03 (B)

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 3, 2018, the Board of Portage County Commissioners certified a copy of its resolution or ordinance adopted April 19, 2018, requesting the county auditor to certify the current tax valuation of the subdivision and the amount of revenue that would be produced by 0.50 mill, to levy a tax outside the ten-mill limitation for the purpose of Mental Health & Recovery, to be placed on the ballot at the November 6, 2018 election. The levy type is Replacement.
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 \$1,751,034.
3. The total tax valuation of the subdivision used to calculate the average annual property tax levy is \$3,502,068,300.


Janet Esposito
Portage County Auditor
May 3, 2018

RESOLUTION NO. 18-0330

**- RE: ENTER INTO AMENDMENT NO. 3 BETWEEN
THE BOARD OF COMMISSIONERS AND
CORRECTIONAL HEALTHCARE COMPANIES
FOR INMATE HEALTH CARE SERVICES.**

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

WHEREAS, an agreement between the Board of Commissioners and Correctional Healthcare Companies known as Portage County Contract No. 20140101 for inmate health care services for all detainees of the Portage County Justice Center; and

WHEREAS, the parties desire to amend the Original Contract for one (1) additional year; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into an Amendment No. 3 between the Board and Correctional Healthcare Companies for inmate health care services in the monthly amount not to exceed Seventy eight thousand, eight hundred eighty and 31/100 dollars (\$78,880.31); and be it further

RESOLVED, that the term begins April 1, 2018 at 12:01 a.m. and ends March 31, 2019 at 11:59 p.m.; and be it further

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION No. 18-0331

**- RE: DECLARE GREENMAN-PEDERSEN, INC. MOST
QUALIFIED FIRM AS A RESULT OF REVIEW
AND ANALYSIS OF QUALIFICATIONS AND
ENTER INTO NEGOTIATIONS FOR PROVIDING
PROFESSIONAL CONSTRUCTION INSPECTION
SERVICES FOR THE PROJECT KNOWN AS
TALLMADGE ROAD WIDENING/MAPLECREST
PHASE 1 IMPROVEMENTS**

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

- WHEREAS,** Resolution 18-0228 authorized the announcement of the request for proposals for professional construction inspection services for the project known as Tallmadge Road Widening/Maplecrest Phase 1 Improvements, and
- WHEREAS,** the announcement requesting proposals for said project was published in the Record Courier on April 6, 2018, and
- WHEREAS,** proposals were received from ten (10) engineering firms for providing professional construction inspection services for the project known as Tallmadge Road Widening/Maplecrest Phase 1 Improvements, and
- WHEREAS,** the qualifications were reviewed and rated according to the consultant selection process as used by the Ohio Department of Transportation, and
- WHEREAS,** after review and rating, the firm of **Greenman-Pedersen, Inc.** was rated highest; now therefore be it
- RESOLVED,** that the Portage County Engineer recommends that the qualifications of **Greenman-Pedersen, Inc.** be accepted, and be it further
- RESOLVED,** that the Portage County Commissioners authorize the Portage County Engineer to enter into contract negotiations with **Greenman-Pedersen, Inc.** for providing professional construction inspection services for the project known as Tallmadge Road Widening/Maplecrest Phase 1 Improvements in accordance with ORC 153.69, Sub. Sec. A, and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION No. 18-0332

-

**RE: APPOINTMENT TO THE PORTAGE COUNTY
EMERGENCY MANAGEMENT AGENCY (EMA)
ADVISORY COMMITTEE.**

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

WHEREAS, the Portage County Emergency Management Agency Advisory Committee assists and provides direction to the Portage County Emergency Management Agency to reduce the loss of life and property and protects institutions from all hazards by leading and supporting Portage County in a comprehensive, risk-based emergency management program; and

WHEREAS, in accordance with Portage County Commissioners Resolution 89-122 creating the Portage County Emergency Management Agency the Board of Commissioners agreed that the Council will be comprised of the specified officials and private citizens appointed or required; and

WHEREAS, it has become necessary to add a member to the Portage County Emergency Management Agency Advisory Committee; and

WHEREAS, the Portage County Emergency Management Agency Advisory Committee by majority vote of members present at the May 2, 2018 meeting, nominated the member indicated below for appointment; now, therefore, be it

RESOLVED, the following member is hereby appointed to serve out a term commencing immediately and expiring December 31, 2020:

Nominee
Harry Muir (Alternate Voting)
Replacing Richard Noland

Representing
Portage County 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 121.00 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0333

-

RE:

**GENERAL SEWER & WATER AGREEMENT FOR
SANITARY SEWER AND WATER MAIN
IMPROVEMENTS TO THE PRESCOTT PIKE -
PHASE 2, PORTAGE COUNTY WATER
RESOURCES DEPARTMENT PROJECT NO. BR-2
17-220-P.**

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

- WHEREAS,** Prescott Pike Two, LLC (OWNER) will construct 1,552 linear feet of 8-inch sanitary sewer, 928 linear feet of 8-inch water main, 251 linear feet of 2-inch water and 39 linear feet of 1-inch water line and all necessary appurtenances to provide service to the Prescott Pike Phase 2 (PROJECT), Township of Brimfield, Original Lot 22, Portage County, Ohio; and
- WHEREAS,** after construction, the OWNER will convey the sanitary sewer and water main improvements as a gift to Portage County to own, operate, and maintain; and
- WHEREAS,** the OWNER has prepared plans and specifications for the PROJECT, County Project Number BR-2 17-220-P, per the Portage County Water Resources Department (PCWR) standards and specifications; now therefore be it
- RESOLVED,** that this Board does hereby agree to enter into a General Sewer & Water Agreement with the OWNER; and be it further
- RESOLVED,** the PROJECT will be constructed at the OWNER'S expense, for the sum of One Hundred Forty Thousand Seven Hundred Twenty Five Dollars and Zero Cents (\$140,725.00); and be it further
- RESOLVED,** this Board authorizes the OWNER to begin construction of the PROJECT to provide sewer and water service to Prescott Pike - Phase 2, Township of Brimfield, Original Lot 22, Portage County, Ohio; and be it further
- RESOLVED,** that after construction, to the satisfaction of the Director of PCWR, the Board will accept the PROJECT as a gift to own, operate and maintain; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relation to the adoption of this resolution were adopted in an open meeting of this Board and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION No: 18-0334

-

**RE: RESOLUTION TO ADOPT NEW AND AMEND
THE PORTAGE COUNTY BUILDING
DEPARTMENT REGULATIONS FOR ADOPTING
PERMITS, FEES AND INSPECTIONS**

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

- RESOLVED,** that the Portage County Board of Commissioners does hereby adopt the Portage County Building regulations for building permits, fees and inspections (Attachment - 4 pages dated May 2, 2018) to supplement the current regulations, relating to building permits, fees and inspections with the effective date of October 1, 2018; and be it further
- RESOLVED,** that this resolution replaces Resolution No. 07-1192 adopted December 13, 2007, and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions at this meeting concerning and relating to the adoption of this resolution were taken in an open meeting by the Board of Commissioners and that all deliberations that resulted in those formal actions were in a meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

| Portage County Building Department Fee Schedule | | | | | | |
|---|---|--|-----------------------|---------------------|-------------------------------------|---|
| Residential | | | | | | |
| 5/2/2018 | Item/Trade | | \$ | Quantity | Proposed Number of Inspections | Notation |
| | Plan Review | | | | | |
| | Plan Review (Multiple Trades - Building, Mechanical, Electrical) | | \$ 100.00 | EA | 1 | 1st Review |
| | Initial Review fee paid at time of submittal. | | \$ 40.00 | EA | 1 | Invoiced in 1/4 hr increments / 2+ Review |
| | Plan Review - Single Trade (Building, Mechanical, Electrical, Fire Protection) | | \$ 40.00 | EA | 1 | 1st Review |
| | Initial Review fee paid at time of submittal. | | \$ 40.00 | EA | 1 | Invoiced in 1/4 hr increments / 2+ Review |
| | Building | | | | | |
| | New Buildings/Additions/Alterations | | \$200 + \$10.50/100SF | BASE + SF | | |
| | | | | 0-2500 SF | 5 | |
| | | | | 2,501-10,000 SF | 6 | |
| | | | | 10,001 to 20,000 SF | 9 | |
| | | | | 20,001 to 30,000 SF | 10 | |
| | | | | >30,000 SF | Add 1 per each additional 10,000 SF | |
| | Linear Projects | | \$200 + Length X1ft | EA | 1 | |
| | Manufactured Home (Per OBBS) | | \$100.00 | EA | 3 | |
| | Shed | | \$ 40.00 | EA | 1 | |
| | Deck/Porch/Ramp/Gazebo | | \$ 75.00 | EA | 2 | |
| | Minor Repairs/Installation | | \$ 75.00 | EA | 1 | |
| | Masonry Fireplace / Wood Stove | | \$ 125.00 | EA | 2 | |
| | Roof Replacement / Siding | | \$ 45.00 | EA | 1 | |
| | Safety Inspection / Fire Damage | | \$ 75.00 | EA | 1 | |
| | Reinspection / Additional Inspection | | \$ 75.00 | EA | 1 | |
| | Approval Permit Extension per RCO | | \$ 100.00 | EA | | Maximum 2 extensions |
| | Special Exemptions for residents 65 years and older. Permits are required but the fees shall be waived for the following types of permits: Decks, accessory structures no larger than (400) square feet, handicap ramps, open porches, or other similar structures. | | | | | |
| | Mechanical | | | | | |
| | New Buildings/Additions/Alterations | | \$100 + \$6.50/100SF | BASE + SF | | |
| | (Whole House which can include either form of gas, electric, heat pump or geo-thermal systems) | | | 0-2500 SF | 5 | |
| | | | | 2,501-10,000 SF | 6 | |
| | | | | 10,001 to 20,000 SF | 9 | |
| | | | | 20,001 to 30,000 SF | 10 | |
| | | | | >30,000 SF | Add 1 per each additional 10,000 SF | |
| | Linear Projects | | \$100 + Length X1ft | EA | | |
| | Minor Repairs / Installation | | \$ 75.00 | EA | 1 | |
| | Fireplace Insert | | \$ 75.00 | EA | 2 | |
| | Woodburner | | \$ 125.00 | EA | 2 | |
| | Water Pump / Boiler | | \$ 45.00 | EA | 1 | |
| | Hydronic | | \$75 + \$4.00/100 SF | EA | 1 | |
| | (Isolated room or area with in dwelling. Requires a State of Ohio Hydronic Registration with the County) | | | | | |
| | Generator | | \$ 45.00 | EA | 1 | |
| | (Not required if fuel tank is a part of the generator) | | | | | |
| | Furnace | | \$ 45.00 | EA | 1 | |
| | Furnace & Air Conditioning | | \$ 90.00 | EA | 1 | |
| | Air Conditioning | | \$ 45.00 | EA | 1 | |
| | Safety Inspection/Fire Damage | | \$ 75.00 | EA | 1 | |
| | Approval Permit Extension | | \$ 55.00 | EA | | Per RCO |
| | Reinspection Fee | | \$ 75.00 | EA | 1 | |
| | Electrical | | | | | |
| | New Buildings/Additions/Alterations | | \$100 + \$6.50/100SF | BASE + SF | | |
| | Includes service, under/above ground, rough, final | | | 0-2500 SF | 5 | |
| | | | | 2,501-10,000 SF | 6 | |
| | | | | 10,001 to 20,000 SF | 9 | |
| | | | | 20,001 to 30,000 SF | 10 | |

| | | | | | | | |
|------------------------------|--|-----------------------|--------|---------------------|-------------------------------------|--|--|
| | | | | | >30,000 SF | Add 1 per each additional 10,000 SF | |
| | New Service/Upgrade Service | \$ | 75.00 | EA | 1 | | |
| | Meter Set / Repair Service Reconnection/ | \$ | 45.00 | EA | 1 | | |
| | Manufactured Home Service | | | | | | |
| | Temporary Service | \$ | 45.00 | EA | 1 | | |
| | Minor Repairs / Installations | \$ | 75.00 | EA | 1 | | |
| | (# of devices must be under 10) | | | | | | |
| | Generator/Solar Panels/ Separately | \$ | 75.00 | EA | 1 | | |
| | Derived Power System | | | | | | |
| | Dryer/Water Pump/Furnace/Boiler | \$ | 45.00 | EA | 1 | | |
| | AC Circuit/Baseboard Heating (add-on) | | | | | | |
| | Swimming Pool - In Ground | \$ | 100.00 | EA | 3 | | |
| | Owner can obtain | | | | | | |
| | Swimming Pool -Above Ground | \$ | 75.00 | EA | 2 | | |
| | Owner can obtain | | | | | | |
| | Spa/Whirlpool/Hot Tub / Well | \$ | 45.00 | EA | 1 | | |
| | Owner can obtain | | | | | | |
| | Safety Inspection/Fire Damage | \$ | 75.00 | EA | 1 | plus report | |
| | Reinspection Fee | \$ | 75.00 | EA | 1 | | |
| | Approval Permit Extension | \$ | 55.00 | EA | | Per RCO | |
| Non-Residential (Commercial) | | | | | | | |
| | Item/Trade | | | | | | |
| | | \$ | | Quantity | Number of Inspections | Notation | |
| | Plan Review | | | | | | |
| | Plan Review - Multi Trade | | | | | | |
| | 1) Non-Refundable Application Fee paid at time of submittal - No application fee for deferred submittal(s) associated with multi-trade project. Deferred submittal reviews start at 1st review | \$ | 200.00 | Base +HR Base | | Paid at time of submittal. | |
| | 2) Plan Review | \$ | 80.00 | HR | | Invoiced in 1/4 hr increments - 1st Review | |
| | | \$ | 80.00 | HR | | Invoiced in 1/4 hr increments - 2nd Review | |
| | | \$ | 80.00 | HR | | Invoiced in 1/4 hr increments - 3rd Review | |
| | | \$ | 100.00 | HR | | Invoiced in 1/4 hr increments - 4th + Review | |
| | Plan Review - Single Trade | | | | | | |
| | Trade trade - Building, Mechanical, Electrical or Flood Hazard - Submittal not associated with a multi-trade submittal. | | | Base +HR | | | |
| | 1) Non-Refundable Application Fee paid at time of submittal - No application fee for deferred submittal(s) associated with multi-trade project. Deferred submittal reviews start at 1st review | \$ | 200.00 | Base | | Paid at time of submittal. | |
| | 2) Plan Review | \$ | 80.00 | HR | | Invoiced in 1/4 hr increments - 1st Review | |
| | | \$ | 80.00 | HR | | Invoiced in 1/4 hr increments - 2nd Review | |
| | | \$ | 80.00 | HR | | Invoiced in 1/4 hr increments - 3rd Review | |
| | | \$ | 100.00 | HR | | Invoiced in 1/4 hr increments - 4th + Review | |
| | Sign Plan Review | \$ | 75.00 | HR | | Invoiced in 1/4 hr increments - 1st Review | |
| | 1) No Application Fee | \$ | 75.00 | HR | | Invoiced in 1/4 hr increments - 2nd Review | |
| | | \$ | 75.00 | HR | | Invoiced in 1/4 hr increments - 3rd Review | |
| | | \$ | 100.00 | HR | | Invoiced in 1/4 hr increments - 4th + Review | |
| | Building | | | | | | |
| | New Buildings/Additions/Alterations | \$200 + \$10.50/100SF | | BASE + SF | | | |
| | | | | 0-2500 SF | 5 | | |
| | | | | 2,501-10,000 SF | 6 | | |
| | | | | 10,001 to 20,000 SF | 9 | | |
| | | | | 20,001 to 30,000 SF | 10 | | |
| | | | | >30,000 SF | Add 1 per each additional 10,000 SF | | |
| | Linear Projects | \$200 + Length X1ft | | EA | | | |
| | Industrialized Unit | \$ | 300.00 | EA | 4 | | |
| | Cell Tower (New Installation) | \$ | 225.00 | EA | 3 | | |
| | Single Inspection | \$ | 75.00 | EA | 1 | | |
| | Foundation up to grade (only) | \$ | 225.00 | EA | 3 | | |
| | Safety Inspection/Fire Damage | \$ | 125.00 | EA | 1 | | |
| | Daycare / Adult Daycare/Type A /Type B | \$ | 225.00 | EA | 1 | plus report | |
| | Approval / Permit Extension | \$ | 100.00 | EA | | Maximum 2 extensions | |
| | Reinspection/Additional Inspection | \$ | 75.00 | EA | 1 | | |
| | Plan Review: See plan review schedule above | | | | | | |

| | | | | | |
|------------------------|--|----------------------|---------------------|-------------------------------------|-------------|
| Mechanical | | | | | |
| | New Buildings/Additions/Alterations | \$200 + \$6.50/100SF | BASE + SF | | |
| | | | 0-2500 SF | 5 | |
| | | | 2,501-10,000 SF | 6 | |
| | | | 10,001 to 20,000 SF | 9 | |
| | | | 20,001 to 30,000 SF | 10 | |
| | | | >30,000 SF | Add 1 per each additional 10,000 SF | |
| | Linear Projects | \$200 + Length X1ft | LF | | |
| | Hydronic | \$75 + \$6.50/100 SF | | | |
| | HVAC Replacement | \$ 75.00 | EA | 1 | |
| | Refrigeration | \$ 75.00 | EA | 1 | |
| | Kitchen Hood - Type 1 | \$ 150.00 | EA | 2 | |
| | Kitchen Hood - Type 2 | \$ 60.00 | EA | 1 | |
| | Gas Line / Gas Meter Installation | \$ 75.00 | EA | 1 | |
| | Minor Repairs / Minor Installation | \$ 75.00 | EA | 1 | |
| | Safety Inspection/Fire Damage | \$ 75.00 | EA | 1 | |
| | Reinspection Fee/Additional Inspection | \$ 75.00 | EA | 1 | |
| | Plan Review: See plan review schedule above | | | | |
| Electrical | | | | | |
| | New Buildings/Additions/Alterations | \$200 + \$6.50/100SF | BASE + SF | | |
| | | | 0-2500 SF | 5 | |
| | | | 2,501-10,000 SF | 6 | |
| | | | 10,001 to 20,000 SF | 9 | |
| | | | 20,001 to 30,000 SF | 10 | |
| | | | >30,000 SF | Add 1 per each additional 10,000 SF | |
| | Linear Projects | \$200 + Length X1ft | EA | | |
| | Exterior Lighting / Signs / Landscaping | \$ 75.00 | EA | 1 | |
| | Single Inspection / Minor Repairs | \$ 75.00 | EA | 1 | |
| | Installations under 8 devices | \$ 75.00 | EA | 1 | |
| | Oil Well | \$ 75.00 | EA | 1 | |
| | Daycare / Adult Daycare/Type A/Type B | \$ 225.00 | EA | 1 | plus report |
| | Communication / Data / Security / Low Voltage <50 V | \$ 75.00 | EA | 1 | |
| | New Service/Replace Existing | \$ 75.00 | EA | 1 | |
| | Replace Existing Service | \$ 75.00 | EA | 1 | |
| | Service to Camp Park | \$ 75.00 | EA | 1 | |
| | Service to Temp Construction Trailer | \$ 75.00 | EA | 1 | |
| | Service to Agricultural Bldg | \$ 75.00 | EA | 1 | |
| | Service to Temp Pole | \$ 75.00 | EA | 1 | |
| | Service to Manufactured Home | \$ 75.00 | EA | 1 | |
| | Existing Service - Replace Meter only | \$ 75.00 | EA | 1 | |
| | Safety Inspection/Fire Damage | \$ 125.00 | EA | 1 | plus report |
| | Reinspection Fee/ Additional Inspection | \$ 75.00 | EA | 1 | |
| | Plan Review: See plan review schedule above | | | | |
| Fire Protection | | | | | |
| | Fire Alarm | \$100+\$1.00/100 SF | SF | 2 | |
| | Fire Suppression (Sprinkler-Wet) | \$100+\$4.50/100 SF | SF | 2 | |
| | Special/Alternative Suppression Systems (FM, CO2, etc) | \$ 125.00 | EA | 1 | |
| | Minor Repairs / Minor Installation | \$ 75.00 | EA | 1 | |
| | Type 1 Hood Suppression | \$ 75.00 | EA | 1 | |
| | Fire Underground/Private Line/Fire Main | \$ 225.00 | EA | 3 | |
| | Reinspection Fee/ Additional Inspection | \$ 75.00 | EA | 1 | |
| | Plan Review: See plan review schedule above | | | | |
| Signs | | | | | |
| | Sign | \$ 75.00 | EA | 1 | |
| | Reinspection | \$ 75.00 | EA | 1 | |
| | Plan Review: See plan review schedule above | | | | |

| Miscellaneous Fees | | | | | |
|---|--|-------------------|---------------------------|--------------------------------------|---|
| Item/Trade | | \$ | Quantity | Proposed Number of Inspections | Notation |
| Contractor Registration | | \$ 100.00 | EA | 0 | Renewed each year |
| Agricultural Buildings | | \$ 15.00 | EA | 0 | |
| Penalty - Applies to Residential, Non-Residential and Flood Plain | | 3X | Scheduled Permit Value | | In addition to permit fee / Work started prior to permit issuance |
| NSF Check | | \$ 50.00 | EA | NA | |
| Certificate of Occupancy (Residential and Non-Residential) | | | | | |
| 1) | Reissuance of CoFO that is on file | No cost | EA | NA | |
| 2) | Issuance of CoFO not on file requires Safety Inspections (per applicable Codes) for Building, Electrical and Plumbing (Health Department) See Building and Electrical fees above in each trade | *** | | | *** See Safety Inspections for Building, Electrical (above) and Plumbing Health Department) |
| Flood Plain | | | | | |
| 1) | Plan Review: See Single Trade Plan Review schedule above | *** | | | *** FHD Plan Review: See Single Trade Plan Review schedule above |
| 2) | Flood Hazard Development Permit | \$ 100.00 | EA | | |
| 3) | Flood Hazard Development Inspection | \$ 75.00 | EA | **** | **** = Number & frequency of inspections determined based on project |
| Letter of Map Record (Deleted) | | | | | |
| Record Certification Letter (Deleted) | | | | | |
| Copies / Scans | | \$ - | EA | | 0-5 paper copies - 8.5"x11" |
| | | \$ 0.10 | EA | | >5 paper copies - 8.5"x11" |
| | | \$ 0.20 | EA | | paper 11"x17" |
| | | Estimate provided | | | paper >11"x17" |
| | | \$ - | EA | | 0-5 scans - up to 11"x17" |
| | | \$ 0.10 | EA | | >5 scans - up to 11"x17" |
| | | Estimate provided | EA | | scans >11"x17" |

JOURNAL ENTRY [AS REVISED]

May 10, 2018

Commissioners

1. The Board of Commissioners authorized payment from the General Fund 0001 Memorial Day Expenses, Org. 09030004, Object No. 426100, by the Veterans Service Commission, to each entity applying for assistance to aid in defraying the expenses of Memorial Day activities, as stipulated in ORC Section 307.66, as follows:

| | |
|---|----------|
| • American Legion Post #193 Mantua | \$500.00 |
| • American Legion Auxiliary #193 Mantua | \$100.00 |
| • American Legion Post #331 Ravenna | \$500.00 |
| • American Legion Auxiliary #331 Ravenna | \$100.00 |
| • American Legion Sons #331 Ravenna | \$100.00 |
| • American Legion Post #496 Kent | \$500.00 |
| • American Legion Post #674 Windham | \$500.00 |
| • American Legion Post #685 Streetsboro | \$500.00 |
| • American Legion Auxiliary #685 Streetsboro | \$100.00 |
| • American Legion Post #713 Deerfield | \$500.00 |
| • American Legion Post #803 Aurora | \$500.00 |
| • American Legion Auxiliary #803 Aurora | \$100.00 |
| • Catholic War Veterans Post #1325 Mogadore | \$500.00 |
| • Catholic War Veterans Post #1954 Rootstown | \$500.00 |
| • Veterans of Foreign Wars Post #1055 Ravenna | \$500.00 |
| • Veterans of Foreign Wars Auxiliary #1055 Ravenna | \$100.00 |
| • Veterans of Foreign Wars Post #2629 Aurora | \$500.00 |
| • Veterans of Foreign Wars Post #5067 Garrettsville | \$500.00 |
| • Veterans of Foreign Wars Post #8487 Mogadore | \$500.00 |
| • Veterans of Foreign Wars Auxiliary #8487 Mogadore | \$100.00 |
| • Veterans of Foreign Wars Post #9716 Streetsboro | \$500.00 |
| • Veterans of Foreign Wars Auxiliary Post #9716 Streetsboro | \$100.00 |

TOTAL**\$7,800.00**

2. The Board of Commissioners acknowledged receipt of the May 4, 2018 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, 2018, as presented by the Portage County Auditor's Office.
3. The Board of Commissioners agreed that any postings to public facing bulletin boards within county-owned buildings must be approved in advance by the Board. Further, the Board agreed that it will only allow postings related to official county business.

4. The Board of Commissioners authorized Commissioner Kline, President of the Board, to sign the Ohio Development Services Agency Local Government Innovation Grant Program Payment Request Draw No. 2, as presented by the Regional Planning Commission as follows:

| Grant No. | Activity Name | Amt Requested |
|---------------|----------------------------------|---------------|
| SBIG 20170346 | PC Public Info and Branding Proj | \$6,500.00 |
| Total | | \$6,500.00 |

Department of Budget & Financial Management

5. The Board of Commissioners approved the removal of \$22.01 charge for a contractor turning on the water before a meter was installed for Plaso Properties at 4392 Shannon Drive in Rootstown as recommended by the Water Resources Department. This is for the period from 9/7/17 to 9/19/17. Mr. Plaso has paid all other charges on this water and sewer account.
6. The Board of Commissioners approved the reduction of the April 2018 sewer bill to a minimum bill for Garden Spot at 7275 State Route 14 as recommended by the Water Resources Department. This sewer customer had a pipe break that resulted in a \$6,426.94 quarterly bill. Water Resources verified that there was a floor drain directly below the break and the water did not go to the sanitary sewer. Historically, this customer almost always has a minimum quarterly bill.
7. The Board of Commissioners signed the Satisfaction of Mortgage form for Thomas J. Prem and Sheryl A. Prem of 9054 Wilverne Drive, Windham, OH 44288 to secure payment of \$5,000.00. The original document will be recorded by Neighborhood Development Services, Inc. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.

Human Resources

8. The Board of Commissioners approved the revised job description for the Compliance Specialist position, including the change in title to Safety and Administrative Support Specialist and pay range from DAT 04 to MGT 05 due to the increase in job complexity and level of responsibility, within Portage County Water Resources Department, as presented by Janet Kovick, Human Resources Director.
9. The Board of Commissioners signed the Personnel Action Form accepting the resignation of Jacqueline Kaluza, Engineering Technician I, for Portage County Water Resources, effective May 1, 2018 presented by Janet Kovick, Human Resources Director.
10. The Board of Commissioners signed the Personnel Requisition authorizing the seven day internal posting of the full time permanent Engineering Technician, replacing Jacqueline

Kaluza, for Portage County Water Resources Department with external posting if no internal appointment is made, presented by Janet Kovick, Human Resources Director.

11. The Board of Commissioners signed the Personnel Action Form authorizing the full-time hire of Amber Menegay as an Engineering Technician I, new position, for Portage County Water Resources, as presented by Janet Kovick, Human Resources Director. Anticipated start date is June 11, 2018. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.
12. The Board of Commissioners signed the Personnel Action Form accepting the resignation of Tommie Clifton, Intern, for Portage County Water Resources, effective May 3, 2018 presented by Janet Kovick, Human Resources Director.
13. The Board of Commissioners signed the Personnel Action Form accepting the resignation of Carrie Quotson, Part-Time Clerk I, for the Portage County Building Department, effective May 4, 2018 presented by Janet Kovick, Human Resources Director.
14. The Board of Commissioners signed the Personnel Requisition authorizing the two week external posting of the part time permanent Clerk I, replacing Carrie Quotson, for the Portage County Building Department with, presented by Janet Kovick, Human Resources Director.
16. The Board of Commissioners signed the Personnel Action Form authorizing the full-time hire of Judith Rettig as a JFS Accountant, replacing Tari Addison, for the Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director. Anticipated start date is May 29, 2018. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.
17. The Board of Commissioners signed the Personnel Action Form authorizing the full-time hire of Susan Morgan as an Income Maintenance Aide 2, replacing Mary Richmond, for the Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director. Anticipated start date is May 29, 2018. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.
18. The Board of Commissioners signed the Personnel Action Form authorizing the transfer of Lester Ketterman from Custodial Worker to Income Maintenance Aide 2, replacing Angela Thomas, effective May 29, 2018, presented by Janet Kovick, Human Resources Director.
19. The Board of Commissioners signed the Personnel Requisition authorizing the three day internal posting of the full time permanent Custodial Worker, replacing Lester Ketterman, for Portage County Job & Family Services with external posting if no internal appointment is made, presented by Janet Kovick, Human Resources Director.
20. The Board of Commissioners signed the Personnel Requisition authorizing the three day internal posting of the full time permanent Clerical Specialist 3, replacing Michelle Wiley, for

Portage County Job & Family Services with external posting if no internal appointment is made, presented by Janet Kovick, Human Resources Director.

21. The Board of Commissioners approved the revised job description for the JFS Jobs Counselor - Obligor Services position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
22. The Board of Commissioners approved the revised job description for the PCSA Supervisor position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
23. The Board of Commissioners approved the revised job description for the JFS Supervisor position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
24. The Board of Commissioners approved the revised job description for the Fiscal Specialist position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
25. The Board of Commissioners approved the revised job description for the Comprehensive Case Management and Employment Program Supervisor position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
26. The Board of Commissioners approved the revised job description for the MIS Coordinator position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
27. The Board of Commissioners approved the revised job description for the Public Information Officer position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
28. The Board of Commissioners approved the revised job description for the Program Officer position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
29. The Board of Commissioners approved the revised job description for the Worksite Monitor position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.

Motion To: Approve the Journal Entries for May 10, 2018 with the removal of Journal Entry No. 15

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

JOURNAL ENTRY II

May 10, 2018

1. The Board of Commissioners agreed to move forward with a Settlement Agreement with First Energy Service Company, in the amount of \$2,500, for royalties erroneously received by First Energy from an oil and gas well easement on behalf of Water Resources Department.

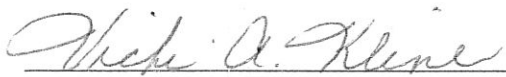
Motion To: Approve the Journal Entry II for May 10, 2018

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

Motion To: Adjourn the Official Meeting of May 10, 2018 at 11:27 AM

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

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



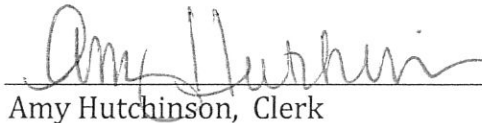
Vicki A. Kline, President



Sabrina Christian-Bennett, Vice President



Mike Kerrigan, Board Member



Amy Hutchinson, Clerk