



# Portage County Board of Commissioners

Regular Meeting

~ Minutes ~

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

Amy Hutchinson, Clerk  
330-297-3600

Tuesday, May 15, 2018

9:30 AM

Commissioners' Board Room

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

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

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

Also attending throughout the day Record Courier Reporter Matt Merchant and Deerfield Township Trustee Ed Dean.

## ADMIN TEAM

Present: Human Resources Director Janet Kovick, Water Resources Director Gene Roberts, Department of Budget and Financial Management Director Todd Bragg, Internal Services Director JoAnn Townend, Frank Hairston, PARTA; Pastor Dennis Richey, Windfield Church;

## HUMAN RESOURCES:

### Discussion:

#### 1. Human Resources Intern

Director Kovick was approached by an employee at Ohio Means Jobs about someone they knew who would be interested in an unpaid internship with the Human Resources Department. Director Kovick prepared a draft job description in case the Board was interested in moving forward and the Board agreed. Director Kovick will prepare a Journal Entry for acceptance of the job description for Board consideration next week.

## EXTERNAL SERVICES:

### Discussion:

#### 1. May 9, 2018 correspondence from Water Resources Department regarding partial road vacation of Prospect Road, Rootstown Township

The Board received a May 9, 2018 correspondence from Tia Rutledge, Water Resources Department. The Water Resources Department operates a six inch sanitary force main

within the existing Prospect road right of way and does not recommend the Commissioners support the proposed partial road vacation, unless the property owner provides a sanitary sewer easement to the County.

A meeting was held last week and Ohio Revised Code 5553.043 was cited, basically stating the County would vacate the right of way, but would receive an easement to replace it since there is a public utility in place. Since the County would not be losing anything, Director Roberts recommends the Board move forward with the partial road vacation.

2. **Shelly & Sands, Inc. access way license agreement**

Director Roberts presents an access way license agreement for Shelly & Sands, Inc. and a draft resolution for Board consideration. The purpose of the license agreement is to cross over County property where Streetsboro's Wastewater Plant is located to go under the turnpike to do bridge repair for public purpose. The document has been reviewed and approved by the Prosecutor's Office.

**Motion To:** Enter into a Temporary license agreement with Shelly & Sands, Inc. for entry onto Portage County Water Resources Department's Streetsboro Wastewater Treatment Plant property./18-0349

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

3. **Village of Mantua Request for Agreement for Water**

Director Roberts presented a draft agreement for the County to act as an Operator of Record for the Village of Mantua's Water and Wastewater Treatment Plant. At the end of June, the Village will be losing their contract employees and will need someone to backfill the positions for a six month period (through December 31, 2018). Once the six month period expires, the Village will then need to decide whether it wants to merge with the County.

Director Roberts will forward the agreement to the Prosecutor's Office for review and comment.

**DBFM:**

Resolution(s) - #'s 1 to 8  
Journal Entry - # 1

**Discussion:**

1. **Public Defender letter**

The Board agreed to hold this item as it is still waiting to hear back from the Public Defender regarding his proposed solution to the salary shortfall.

**INTERNAL SERVICES:**

Resolution(s) - #'s 9 to 14

**Discussion:**

**1. Clemans Nelson Retainer Agreement**

Director Townend has incorporated the Prosecutor's suggestions and has rewritten the retainer agreement and the revised document has been approved by the Prosecutor's Office. Attorney Smith recommends the Board include a total amount not to exceed in the retainer agreement and the Board agreed not to exceed \$5,000. The original proposal amount for the Compensation Plan is \$28,000-\$35,000, and the retainer is \$2,100.00/annually.

The Board also agreed all departments will need to go through the Human Resources Department, as the County's contact, for any communications with Clemans Nelson.

**2. Ohio Children's Trust – reappointment of Kellijo Jeffries & Tammy Devine.**

The Board will need to reappoint Kellijo Jeffries and Tammy Devine to the Ohio Children's Trust Board as there is a meeting next week. The Board agreed since they both are current Job and Family Services employees, no application or background check is necessary./18-0349

**Motion To:** Reappointment to the Ohio Children's Trust Fund Regional Prevention Council - Kellijo Jeffries and Tammy Devine for a two year term effective immediately and expiring March 7, 2020.

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

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

The Board discussed the following projects as recommended by Sales and Use Tax Committee:

1. Drug Probation Officer and SCRAMx for Municipal and Common Pleas Courts: Director Bragg will contact them to see if they can sustain the program after one year and he will bring back next week for further discussion.
2. Portage County Schools/Children's Advantage – Move forward with contract.

3. UH Portage Medical Center – Move forward with contract.
4. Townhall II Too Good for Drugs program for K-12 – Move forward with contract.
5. Townhall II and Family and Community Services Peer Coaches and Training – Table this project in order for Director Bragg to get additional information.
6. 13 Messages of Christopher Milo – The Board does not want to pursue a contract this year.

The Board agreed the contract year is twelve months (June-June) and all programs will be addressed again next year.

Mr. Hairston asked if the Board would consider an additional proposal for King Kennedy Center on behalf of the black community and the Board agreed Mr. Hairston would need to come back next year as it did not go through the Committee and did not meet the deadline for submittal.

Director Bragg would like to see the Board put the sales and use tax back on the ballot at the end of 2019, in case it fails it will provide time to wind down, if the board so chooses, as the Board is not permitted to impose a tax that has been on ballot for one year. If it fails in 2019, it would still provide one last opportunity to impose it at the end of 2020.

Commissioners unanimously adopted Consent Agenda [Resolutions 18-0335 through 18-0348] and Journal Entries. (see end of minutes for detail of Consent Agenda & Journal Entries)

### **CAPITAL PLAN DISCUSSION**

Present: Department of Budget and Financial Management Director Todd Bragg and Internal Services Director JoAnn Townend and David Mangold

Director Bragg presented and discussed the following Capital Plan information:

5/15/18 Capital Discussion

DBFM  
5/15/18

Currently in the works

	<u>Estimate</u>	
Board of Elections	1,500,000	2018
Pretty Glen Dam	1,600,000	2019
Vehicle replacement	350,000	2018

Pending Requests

Admin Building

Old section upgrades		
1st floor vacant space		
Tax Map Counter	25,000	
6th floor upgrades	20,000	800,000
Elevators		
Roof	250,000	2019
Masonry Repair		
Outside Concrete		
Sidewalks (inc. vacant parcels)		
Security Upgrades		

Annex - Elevator, Boiler, A/C unit

Coroner's Building

Kitchen upgrades		
Handicap accessibility	15,000	
Connection to main lot/driveway sidewalk repa	6,000	

Parking lot F - Sealing and Painting 50,000

Prosecutor's Building - reg maintenance

Riddle Block

Roof	350,000	
Masonry Repair		
Windows		
Probation Security Cameras	12,500	
Probation interview room separation	15,000	
Parking lot		
Upgrades to various locations		

Dog Warden - Additional Storage

Juvenile Court

Walk repairs	25,000	2019
Floor repairs	30,000	2019
Air conditioner		
Roof		
Parking Lot entrance and resealing	25,000	2019
Landscape	12,000	2018~2019

Justice Center

Insulation repair		
Roof repair (old sections)		
Parking Lot repair (entrance and visitor parking)		
Front sign		
Flooring replacement		
Cameras		

Motor Pool

Ravenna Courthouse

Sidewalk repair		
Clerk Windows	150,000	
Paver maintenance		
Flooring		
Benches	15,000	

Kent Courthouse - Back bank landscape & regular maintenance

Records Center - Roof, Parking

Tech upgrades

Phase II - Wireless, Tablets, ...		
Peripheral replacements		
Server/storage replacement		
Software additions		
Software upgrades		

Lisbon

Old Engineers facility - Tier 1 study \$25,000 ... possible findings

General Fund Summary

Fund 0001	2016	2017	2018	2019	2020	2021	2022
1 Revenue	42,118,903	42,098,213	42,100,000	42,731,500	43,372,473	44,239,922	45,124,720
2 Adjustment	586,827	-586,827					
3 Actual	41,532,076	42,685,040					
<u>Expenses</u>							
4 Personal Services	27,094,201	28,040,906	28,594,144	29,358,827	30,150,371	30,970,009	31,819,037
5 Wages & % ben	22,922,637	23,346,424	23,474,144	23,943,627	24,422,499	24,910,949	25,409,168 (1)
6 Health Benefits	3,993,390	4,422,061	4,820,000	5,109,200	5,415,752	5,740,697	6,085,139
7 Other	178,175	272,421	300,000	306,000	312,120	318,362	324,730
<u>Other Operating Expenses</u>							
8 Cont. Serv.	9,848,995	10,035,876	10,500,000	10,657,500	10,817,363	10,979,623	11,144,317 (2)
9 Mat. & Supp	1,613,685	1,556,215	1,600,000	1,616,000	1,632,160	1,648,482	1,664,966
10 Capital Outlays	2,682,135	1,259,782	410,000	418,200	426,564	435,095	443,797
11 Other	557,505	537,061	252,000	257,040	262,181	267,424	272,773
<u>Jail Additions</u>							
12 Increased Jail Operation			25,000	350,000	550,000	725,000	746,750 (3)
13 Existing Co's in 0002						288,278	294,620
14 Revenue Less Operating	322,383	668,373	718,856	73,933	-466,166	-1,073,989	-1,261,540 *
<u>Infrequent/one time Capital Expenses</u>							
19 Board of election remodel			1,500,000				
20 Pretty Glen Dam project				1,600,000			
21 Tower Roof				250,000			
22 Microfilm backlog					100,000		
23 Parking lot Repair					50,000		
24 Rav Courthouse Clerk Windows						150,000	
25 IT replacements (computers)				50,000	50,000	50,000	50,000
26 IT server/storage Replacements						800,000	
27 Juvenile Floor replacement							
28 Motor Pool Rebuild				43,900			
29 Total Planned Expenses	41,796,520	41,429,840	42,881,144	44,601,467	44,038,639	46,313,911	49,936,260 (6)
30 Fund 0003 for Dam expenses				1,584,634			
31 Planned change to Cash	322,383	668,373	-781,144	-285,333	-666,166	-2,073,989	-4,811,540
32 Cash balance		9,582,004	8,800,860	8,515,527	7,349,361	5,775,372	963,832
33 Temporary 0002 Advance			-3,000,000		1,800,000	1,200,000	
34 Working 0001 Balance			5,800,860	5,515,527	6,649,361	5,775,372	963,832 (7)
<u>Unplanned changes</u>							
36 Juvenile/Probate (1)			24,500	45,808	45,724	47,659	48,612
37 Juvenile/Probate (2)				150,863	153,880	156,958	160,097
39 Public Defender			134,817	137,783	140,814	143,912	147,078
39 Sheriff			255,000	316,251	322,576	329,028	335,608
40 Sheriff contact changes			158,623	198,278	198,278	198,278	198,278
41 Prosecutor			79,000	80,580	82,192	83,835	85,512
42 Revenue Less Operating	322,383	668,373	66,916	-855,630	-1,410,631	-2,033,659	-2,236,726 *
43 Potential Change to cash	322,383	668,373	-1,433,084	-1,214,896	-1,610,631	-3,033,659	-5,786,726 (8)
44 Potential Change to cash		9,582,004	8,148,920	6,934,024	5,323,393	2,289,734	-3,496,991
45 Temporary 0002 Advance			-3,000,000		1,800,000	1,200,000	
46 Potential Working 0001 Balance			5,148,920	3,934,024	4,123,393	2,289,734	-3,496,991 (9)
47 Fund 0002 - additional sales tax							
48 Revenue	3,883,271	5,325,153	5,000,000	5,000,000	5,000,000	1,200,000	
<u>Expenses</u>							
50 Personal Services							
51 Corrections officers	241,767	261,444	271,119	276,541	282,072		
52 Probation & Road Patrol	489,178	572,197	526,183	537,777	546,231		
53 Contractual Services	38,833	78,252	1,251,195	50,000	50,000	12,000	
54 Capital			10,000,000	9,923,635			
55 0002 Cash	3,113,493	7,526,753	478,256	-5,309,697	-1,188,000	0	
56 Temporary Advance Return			3,000,000		-1,800,000	-1,200,000	
57 Working Balance			3,478,256	-2,309,697	12,000	0	

11:13 AM In accordance with the Ohio Rev. Code 121.22(G)(4), it was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the Board of Commissioners move into executive session preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment. Also Present: Ron Habowski. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea; Vicki A. Kline, Yea;

11:33 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.

#### **MISC DISCUSSION:**

- Commissioner Kerrigan asked Director Townend to find out if WIC is going to be under the Health Department, can the Health Department hold title to the Lisbon Building.
- Director Townend has received pricing from Emerald Environmental for the Tier 1 Study former County Engineer's facility of approximately \$20,000-\$25,000 and they can start immediately. Director Townend will contact the City of Ravenna and Family and Community Services to advise.
- Commissioner Kerrigan asked that the Airport be added to the Capital Discussion list and Director Bragg mentioned he is keeping a second listing of outside facilities.
- Commissioner Kerrigan asked if the Board would be interested in getting quotes for a space utilization study that would look at a new Administration Building utilizing existing County land. Director Bragg mentioned the City of Ravenna was also interested in partnering with the County and the Board could consider use of City parcels for the building site, as well. The City's intent was to either rent or lease to own, making payments to the County, as the County would front all the debt issuance.
- Director Bragg will reach out to the Board of Elections to let them know the major renovation project is not moving forward, but the Board will accommodate some of the smaller requests (shelving, outlets, etc.)

#### **INTERNAL SERVICES**

Present: Department of Budget and Financial Management Director Todd Bragg and Internal Services Director JoAnn Townend and David Mangold

##### **1. OTIS Elevator**

Attorney Chris Meduri has made changes to the document, OTIS has agreed to the changes, and the documents are now ready to be signed.

## **2. Video Arraignment Equipment Not Working at the Sheriff's Office**

The Sheriff's Office video arraignment purchase was done in 2003 and a replacement will cost \$6,600, plus \$100 for overnight shipping. The new purchase will be coming from the Sheriff's Office as Financial Manager Ron Rost will be putting the requisition in the system.

## **3. Treasurer's Office Bulletin Board**

Treasurer Cromes is still waiting for a bulletin board and Maintenance cannot locate anything in house larger than 36" x 24" that is not being used. Director Townend will verify the correct size needed and get a new bulletin board on order.

## **4. Food Truck**

The Health Department has about forty approved vendors for food trucks in Portage County and Director Townend has requested a listing from them. The City of Ravenna has no regulations prohibiting food trucks and the Board agreed to wait until it hears back from the Health Department before contacting Angelo's Pizza.

## **5. Portage County Administration Building Security**

The Board is interested in having security in the building when the Building Department starts its new earlier hours. Director Townend will check with Chief Building Inspector Charles Corcoran as to when he intends to start the new hours and will bring back a date for Journal Entry.

12:17 PM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Mike Kerrigan, seconded by Sabrina Christian-Bennett that the Board of Commissioners move into executive session to consider employment of a public employee. Also present: Internal Services Director JoAnn Townend. Roll call vote: Mike Kerrigan, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

12:25 PM 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.

## **PUBLIC COMMENT**

Present: David Mangold

Mr. Mangold briefly met with the Board to present a petition to oppose the abandonment of Norfolk Southern Railroad's rail line a distance of 5.5 miles of out of service corridor from Mantua

Township through Aurora, Ohio. Mr. Mangold is presenting the petition, on behalf of concerned citizens, to urge political leaders to act now to prevent the abandonment and dismantlement of this rail line.

12:26 PM Sabrina Christian-Bennett absent.

#### **COMMISSIONERS' CONSENT AGENDA**

May 15, 2018

1. Approval of the May 10, 2018, regular meeting minutes.

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#### **RESOLUTIONS**

May 15, 2018

#### **Budget & Financial Management:**

1. Approve the Tuesday, May 15, 2018 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0335
2. Approve the Tuesday, May 15, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0336
3. Approve the Tuesday, May 15, 2018 Then & Now Certification, as presented by the County Auditor./18-0337
4. 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./18-0338
5. Approve the Thursday, May 17, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0339
6. Approve the Tuesday, May 22, 2018 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0340
7. Approve the Tuesday, May 22, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0341
8. Approve the Tuesday, May 22, 2018 Then & Now Certification, as presented by the County Auditor./18-0342

#### **Internal Services**

9. Enter into an agreement between the Portage County Board of Commissioners on behalf of the Portage County Job & Family Services and Emerald Transportation to provide transportation services./18-0343

10. Enter into an agreement between the Portage County Board of Commissioners on behalf of the Portage County Job & Family Services and Portage Area Regional Transportation Authority (PARTA) to provide transportation services./18-0344
11. Rescind Resolution No. 18-0223 declaring the necessity and authorizing the purchase of one (1) 2019 Ram 2500 Tradesman Regular Cab 4X2 truck from Vision Dodge Chrysler Jeep Ram for use by the County Engineer./18-0345
12. Rescind Resolution No. 18-0224 declaring the necessity and authorizing the purchase of one (1) 2018 Ram 1500 Tradesman Regular Cab 4X2 truck from Vision Dodge Chrysler Jeep Ram for use by the County Engineer./18-0346
13. Appointments to District 7 Integrating Committee of Ohio Public Works Commission./18-0347
14. Declare obsolete and authorize sale of equipment by public auction./18-0348

**Motion To:** Approve the Consent Agenda as presented for May 15, 2018

**RESULT:** **ADOPTED [UNANIMOUS]**

**MOVED:** Sabrina Christian-Bennett

**SECONDED:** Mike Kerrigan

**AYES:** Sabrina Christian-Bennett, Mike Kerrigan, Vicki A. Kline

**RESOLUTION NO. 18-0335**

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**RE: BILLS APPROVED AND ACH 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 15, 2018 in the total payment amount of **\$974,906.27** 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 ACH payment is approved as certified to the County Auditor for payment on or after Wednesday, May 16, 2018, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on May 15, 2018 in the total payment amount of **\$784.76 to Moneris and \$1,223.37 to Moneris** 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; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0336 - 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:

05/15/18	554	\$ 120.00
05/15/18	512	1,489.69
05/15/18	465	56.00
05/15/18	462	9,311.67
05/15/18	461	938.76
05/15/18	460	612.82
Total		\$ 12,528.94

; 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. 18-0337                      -                      RE:    ACCEPTANCE OF THEN AND NOW  
CERTIFICATIONS FOR PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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, attached hereto as Exhibit "A" and incorporated herein by reference, 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 herein are properly certified by the County Auditor in the amount of **\$169,897.77** as set forth in Exhibit "A" dated **May 15, 2018** 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:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0338**

**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 17, 2018 in the total payment amount as follows:

1. \$7,778.90 to Wage Works Contributions-Fund 7101; and
2. \$121,558.97 to Medical Mutual Claims; and

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

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

Wire Transfer on Friday, May 18, 2018	\$ 7,778.90
Wire Transfer on Friday, May 18, 2018	\$ 121,558.97

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. 18-0339                      -                      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:

05/17/18	637	\$ 1,650.29
05/17/18	635	721.23
Total		\$ 2,371.52

; 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. 18-0340 - RE: BILLS 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 22, 2018 in the total payment amount of **\$727,580.03** 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; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0341 - 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:

05/22/18	787	\$ 19.00
05/22/18	777	538.30
05/22/18	773	36,030.00
05/22/18	772	22,100.92
05/22/18	771	19,979.42
05/22/18	690	60.00
05/22/18	676	1,168.66
05/22/18	673	148.00
05/22/18	668	8.50
05/22/18	669	330.01
Total		\$ 80,382.81

; 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:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0342                      -                      RE:    ACCEPTANCE OF THEN AND NOW  
CERTIFICATIONS FOR PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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, attached hereto as Exhibit "A" and incorporated herein by reference, 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 herein are properly certified by the County Auditor in the amount of **\$59,975.89** as set forth in Exhibit "A" dated **May 22, 2018** 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:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0343**

-

**RE: ENTER INTO AN AGREEMENT BETWEEN THE  
PORTAGE COUNTY BOARD OF  
COMMISSIONERS ON BEHALF OF PORTAGE  
COUNTY JOB & FAMILY SERVICES ("PCJFS")  
AND EMERALD TRANSPORTATION TO  
PROVIDE TRANSPORTATION SERVICES.**

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

**WHEREAS,**

Portage County Job & Family Services (PCJFS) is in need of shuttle/door-to-door Transportation Services of the following: Medicaid eligible consumers to and from medical appointments for ongoing treatment, including pregnancy related services; Temporary Assistance for Needy Families (TANF) eligible individuals to and from their place of employment and/or training site and/or child care provider; PCJFS Workforce Innovation and Opportunity Act (WIOA) Youth to and from their place of employment and/or training site; PCJFS WIOA Adult and Dislocated Workers to and from place of employment and/or training site; and, Loop services to Supportive Employment Program (SEP) to and from designated employer and/or training sites; and

**WHEREAS,**

Requests for Proposals were sent to fourteen (14) potential service providers; and

**WHEREAS,**

six (6) proposals were received, opened and tabulated on February 28, 2018; and

**WHEREAS,**

Emerald Transportation, is willing and able to provide these services; and

**WHEREAS,**

the Agreement will be used to detail the terms of the relationship between Portage County Job & Family Services and Emerald Transportation; now therefore be it

**RESOLVED,**

that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of Portage County Job & Family Services and Emerald Transportation, with its principal place of business located at 705 Oakwood Avenue, Suite 221, Ravenna, Ohio 44266, for the period May 1, 2018 through April 30, 2019, with a two (2) year extension option; and be it further

**RESOLVED,** that the total amount of this Agreement is not to exceed One Hundred Eighty Thousand 18 and 00/100 dollars (\$180,000.00); and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0344**

**- RE: ENTER INTO AN AGREEMENT BETWEEN THE  
PORTAGE COUNTY BOARD OF  
COMMISSIONERS ON BEHALF OF PORTAGE  
COUNTY JOB & FAMILY SERVICES ("PCJFS")  
AND THE PORTAGE AREA REGIONAL  
TRANSPORTATION AUTHORITY (PARTA) TO  
PROVIDE TRANSPORTATION SERVICES.**

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

**WHEREAS,** Portage County Job & Family Services (PCJFS) is in need of shuttle/door-to-door Transportation Services of the following: Medicaid eligible consumers to and from medical appointments for ongoing treatment, including pregnancy related services; Temporary Assistance for Needy Families (TANF) eligible individuals to and from their place of employment and/or training site and/or child care provider; PCJFS Workforce Innovation and Opportunity Act (WIOA) Youth to and from their place of employment and/or training site; PCJFS WIOA Adult and Dislocated Workers to and from place of employment and/or training site; and, Loop services to Supportive Employment Program (SEP) to and from designated employer and/or training sites; and

**WHEREAS,** Requests for Proposals were sent to fourteen (14) potential service providers; and

**WHEREAS,** six (6) proposals were received, opened and tabulated on February 28, 2018; and

**WHEREAS,** Portage Area Regional Transportation Authority (PARTA), is willing and able to provide these services; and

**WHEREAS,** the Agreement will be used to detail the terms of the relationship between Portage County Job & Family Services and Portage Area Regional Transportation Authority (PARTA); now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of Portage County Job & Family Services and Portage Area Regional Transportation Authority (PARTA, with its principal place of business located at 2000 Summit Road, Kent, Ohio 44240, for the period May 1, 2018 through April 30, 2019, with a two (2) year extension option; and be it further

**RESOLVED,** that the total amount of this Agreement is not to exceed Fifty Thousand and 00/100 dollars (\$50,000.00); and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0345       -       RE:    RESCIND RESOLUTION NO. 18-0223  
DECLARING THE NECESSITY AND  
AUTHORIZING THE PURCHASE OF ONE (1)  
2018 RAM 2500 TRADESMAN REGULAR CAB  
4 X 2 TRUCK FROM VISION DODGE CHRYSLER  
JEEP RAM FOR USE BY THE COUNTY  
ENGINEER.**

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

**WHEREAS,** the Board of Commissioners adopted Resolution No. 18-0223 on March 29, 2018 declaring the necessity and authorizing the purchase of one (1) 2018 RAM 2500 Tradesman regular cab 4 X 2 truck from Vision Dodge Chrysler Jeep Ram; and

**WHEREAS,** the County Engineer was advised on May 2, 2018 that Vision Dodge Chrysler Jeep Ram announced they were going out of business and would not be able to honor the purchase; now therefore be it

**RESOLVED,** that Board of Commissioners does hereby agree that Resolution No. 18-0223 dated March 29, 2018, declaring the necessity and authorizing the purchase of one (1) 2018 RAM 2500 Tradesman regular cab 4 X 2 truck from Vision Dodge Chrysler Jeep Ram be rescinded; 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. 18-0346                      -                      RE:    RESCIND RESOLUTION NO. 18-0224  
DECLARING THE NECESSITY AND  
AUTHORIZING THE PURCHASE OF ONE (1)  
2018 RAM 1500 TRADESMAN REGULAR CAB  
4 X 2 TRUCK FROM VISION DODGE CHRYSLER  
JEEP RAM FOR USE BY THE COUNTY  
ENGINEER.**

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

**WHEREAS,** the Board of Commissioners adopted Resolution No. 18-0224 on March 29, 2018 declaring the necessity and authorizing the purchase of one (1) 2018 RAM 1500 Tradesman regular cab 4 X 2 truck from Vision Dodge Chrysler Jeep Ram; and

**WHEREAS,** the County Engineer was advised on May 2, 2018 that Vision Dodge Chrysler Jeep Ram announced they were going out of business and would not be able to honor the purchase; now therefore be it

**RESOLVED,** that Board of Commissioners does hereby agree that Resolution No. 18-0223 dated March 29, 2018, declaring the necessity and authorizing the purchase of one (1) 2018 RAM 1500 Tradesman regular cab 4 X 2 truck from Vision Dodge Chrysler Jeep Ram be rescinded; 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. 18-0347**

-

**RE: APPOINTMENTS TO DISTRICT NO. 7  
INTEGRATING COMMITTEE OF OHIO PUBLIC  
WORKS COMMISSION.**

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

**RESOLVED,** that the Board of Portage County Commissioners does hereby confirm the appointment of **Sabrina Christian-Bennett, Portage County Commissioner**, as a representative of Portage County on the District No. 7 Integrating Committee of the Ohio Public Works Commission regarding the State Issue 2 Infrastructure Bond Issue; and be it further

**RESOLVED,** that the Board of Portage County Commissioners does hereby confirm the appointment of **Michael Marozzi, Portage County Engineer**, as a representative of Portage County on the District No. 7 Integrating Committee of the Ohio Public Works Commission regarding the State Issue 2 Infrastructure Bond Issue; and be it further

**RESOLVED,** to ensure that all interests are represented at all meetings and to ensure meeting quorums, the Board of Commissioners confirms the appointment **Michael Collins, Project Manager, as alternate for County Engineer Michael Marozzi and Commissioner Vicki A. Kline, as an alternate for Commissioner Sabrina Christian-Bennett**; and be it further

**RESOLVED,** the terms of the appointments are effective May 31, 2018 through May 30, 2021; 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. 18-0348                      -                      RE:    DECLARE OBSOLETE AND AUTHORIZE SALE  
OF EQUIPMENT BY PUBLIC AUCTION.**

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

**WHEREAS,** the Portage County Board of Commissioners has equipment and vehicles that are obsolete and unfit for the use for which it was acquired; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners has determined that the items described below are obsolete and unfit for the use for which said item was acquired:  
**Item**

2005	Ford F-150 Truck	VIN 1FTPX14535FB70038
2009	Ford Escape	VIN 1FMCU92789KA17934
2006	Dodge Caravan	VIN 1D4GP24E96B680640
2005	Ford Crown Victoria	VIN 2FAFP71W25X102934
2013	Ford Taurus Police Inter.	VIN 1FAHP2M8XDG143048
1 ea.	Federal Signal Street Hawk Light Bar – Series A	12 volts
1 ea.	Federal Signal Legend Light Bar	12 volts

**RESOLVED,** that said items will be sold at Public Auction, as prescribed by Section 307.12 of the Ohio Revised Code, to the highest bidder; and be it further

**RESOLVED,** that Notice of Public Auction shall be posted in the office of the Portage County Commissioners, the County's website and a Notice of Public Auction shall be published in the Record Courier on June 1, 2018.

**Date of Auction:      Saturday – June 16, 2018**  
**Time of Auction:                      9:30 A.M.**  
**Location:                      Edinburg Auction Sales, Inc.**  
**4029 State Route 14**  
**Edinburg, Ohio**

Said equipment may be viewed from 9:00 A.M. to 5:00 P.M. Monday, Tuesday, Thursday and Friday at Edinburg Auction Sales, Inc.; and be it further

**RESOLVED,** that a copy of this resolution be forwarded to 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 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. 18-0349                      -                      RE:    ENTER INTO A TEMPORARY LICENSE  
AGREEMENT WITH SHELLY & SANDS, INC. FOR  
ENTRY ONTO PORTAGE COUNTY WATER  
RESOURCES' STREETSBO RO WASTEWATER  
TREATMENT PLANT PROPERTY.**

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

**WHEREAS,**    The Portage County Board of Commissioners desires to allow access to County property located in the City of Streetsboro, County of Portage, and State of Ohio, comprised of two parcels located at 9501 Jefferson Road, Streetsboro, Ohio, identified as parcels numbered 35-031-00-00-005-001 and 35-031-00-00-006-000, ("the premises"); and

**WHEREAS,**    The Board of Commissioners seeks to enter into a temporary license agreement permitting entry on to property described as a 30-foot strip of land on the eastern edge of the premises, for the purpose of performing maintenance and repair under an agreement with the Ohio Turnpike Commission on an Ohio Turnpike Bridge located on property described above, as part of a project known as OTC 43-18-04; and

**WHEREAS,**    it is necessary for the Shelly & Sands, Inc. to enter upon the above described premises, subject to the terms and conditions set forth in the agreement, in order to carry out its performance in the above-named project, for the benefit of the Ohio Turnpike Commission and the public at large.

**RESOLVED,**    that this Board hereby ratifies and approves to enter into a temporary Access License Agreement with Shelly & Sands, Inc. to the above-mentioned wastewater facilities located with in Portage County as described above for the purpose described above; 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. 18-0350****RE: APPOINTMENT TO THE OHIO  
CHILDREN'S TRUST FUND REGIONAL  
PREVENTION COUNCIL.**

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

- WHEREAS,** language was included in the state budget bill (HB 64) in 2015 to regionalize the operations of the Children's Trust Fund statewide. Specifically, the bill divides the state into eight regions, identified in statute, for the purpose of applying for, receiving, and implementing Board-approved child abuse and child neglect programming and services. This will eliminate child abuse and child neglect prevention advisory boards and create child abuse and child neglect regional prevention councils for each region; and
- WHEREAS,** Portage County is included with the following counties in one of the eight regions in Ohio: Ashland, Columbiana, Holmes, Lorain, Mahoning, Medina, Stark, Summit, Trumbull, and Wayne; and
- WHEREAS,** in accordance with ORC 3109.172 (C)(1), the Portage County Board of Commissioners may appoint up to two county prevention specialists to the council representing Portage County; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners appoints the following members to serve as county prevention specialists for the Ohio Children's Trust Fund Regional Prevention Council to complete a two year term, expiring March 7, 2020, as confirmed in writing to the Board of Commissioners by Ohio Children's Trust Fund:

Name	Business Address	Contact Information
Kellijo Jeffries, Director	Portage County Department of Job & Family Services 449 South Meridian Street Ravenna, OH 44266	Kellijo.jeffries@jfs.ohio.gov
Tammy Devine	Portage County Department of Job & Family Services 449 South Meridian Street Ravenna, OH 44266	Tammy.devine@jfs.ohio.gov

; 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;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

## **JOURNAL ENTRY**

May 15, 2018

### **Department of Budget & Financial Management**

1. The Board of Commissioners authorized the electronic submission of the Ohio Office of Criminal Justice Services Quarterly Subgrant Report for Domestic Violence Intervention Project, Grant No. 2017-WF-VA2-8222 for the period ending December 31, 2018. The Board of Commissioners also authorized Commissioner Kline, President of the Board, to sign the subgrant award agreement, as presented by Donya Buchanan, Family & Community Services. Documents reviewed by the Department of Budget & Finance with no exceptions noted.

### **Commissioners**

2. The Board of Commissioners acknowledged the receipt of the Portage County Investment Reconciliation for the Month of April 2018, received on May 9, 2018 as presented by the County Auditor and County Treasurer.
3. The Board of Commissioners acknowledged the receipt of the tax estimates as they will appear on 2019 Official Certificate of Estimated Resources, as presented by the Portage County Budget Commission. Cc: Department of Budget & Financial Management.
4. The Board of Commissioners approved the following activities for submission to the 2018 Community Development Block Grant Program (CDBG), Community Development Allocation Program:

<b>Total Allocation</b>	<b>\$486,000</b>
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
<b>Total</b>	<b>\$486,000</b>

5. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for April 2018, as presented by the Portage County Sheriff's Department.

**Motion To:** Approve the Journal Entry for May 15, 2018

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

**JOURNAL ENTRY II**

May 15, 2018

1. The Board of Commissioners authorized overtime for Commissioners' Clerk Amy Hutchinson, in order to attend and take minutes for the public hearing for Oakwood Acres on May 24, 2018 at 7:00 PM.

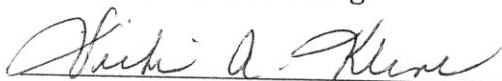
**Motion To:** Approve the Journal Entry II for May 15, 2018

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

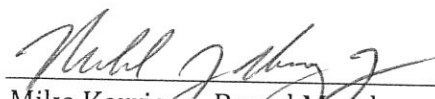
**Motion To:** Adjourn the Official Meeting of Tuesday May 15, 2018 at 12:28 PM

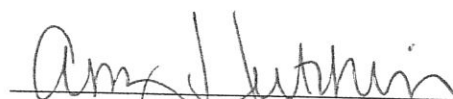
**RESULT:** ADOPTED [UNANIMOUS]  
**MOVED:** Mike Kerrigan  
**SECONDED:** Vicki A. Kline  
**AYES:** Mike Kerrigan, Vicki A. Kline  
**ABSENT:** Sabrina Christian-Bennett

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