



Portage County Board of Commissioners
Meeting Minutes

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

Thursday, December 17, 2020

9:02 AM

Commissioners' Board Room

*The Commissioners' meeting minutes are summarized; Audio recordings and backup material are available.
Please contact the Commissioners' Office for specific details.*

The Portage County Board of Commissioners' meeting came to order with the following members present via Zoom video conference.

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

Also attending throughout the day County Administrator Gene Roberts.

Recessed: 9:02 AM into Solid Waste Management District Meeting
Reconvened: 9:05 AM

HUMAN RESOURCES

Present: Janet Kovick

Discussion:

1. Implicit Bias, Diversity & Inclusion Training

- The training sessions have been scheduled for the Commissioners' employees to accommodate different work shifts. The training dates are as follows:
Wednesday, February 17th 9:00 AM-10:30 AM
Wednesday, February 24th 3:00 PM-4:30 PM
Friday, March 19th 1:00 PM-2:30 PM
- The training will be done virtually and Director Kovick will also open the training to all County employees, but it will be mandatory for the Commissioners' employees.
- Bradley Dunn is the trainer and he's from the Ohio Civil Rights Commission.
- Human Resources will coordinate the registration.

2. COVID-19 Travel Memo

This memo was created by the Board in September, however the CDC has changed their guidelines for cruise travel and international travel, so the memo has been updated regarding the quarantine period after returning. The memo also reiterates since guidelines are changing so frequently, employees should check the CDC's website.

The Board agreed Director Kovick should move forward with the request.

3. Revised Temporary Public Health Emergency Leave Policy

Back on March 16th, the Board created a Public Health Emergency Leave policy before the Federal Government implemented the Family First Corona Virus Act (FFCRA) on April 1st. The FFCRA is due to expire on December 31st and Director Kovick has not heard whether it will be extended, so she's made a couple revisions to the Public Health Emergency Leave policy in case it isn't extended past December 31st.

The Board agreed to reenact the Public Health Emergency Leave policy with the revision effective January 1, 2021, unless the Board hears the FFCRA is extended.

Resolutions:

1. The Board of Commissioners approves the revisions to the Temporary Public Health Emergency Leave Policy for COVID-19 and agreeing to reenact the Policy effective January 1, 2021./20-0773

**RESOLUTION NO. 20-0773 - RE: APPROVING REVISIONS TO THE
TEMPORARY PUBLIC HEALTH
EMERGENCY LEAVE POLICY FOR COVID-
19 AND AGREEING TO REENACT THE
POLICY EFFECTIVE JANUARY 1, 2021.**

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

- WHEREAS,** on March 16, 2020, the Board of County Commissioners adopted the Temporary Public Health Emergency Leave Policy in efforts to limit the spread of the coronavirus, COVID-19, and to ensure support to employees and their families and the continuance of essential government services; and
- WHEREAS,** on April 1, 2020, the Families First Coronavirus Response Act (FFCRA) was enacted by the federal government to respond to the economic impacts of the COVID-19 pandemic through December 31, 2020 replacing the need for the Temporary Public Health Emergency Leave Policy; and
- WHEREAS,** it is unknown at this time if the FFCRA will be extended after December 31, 2020 and the Portage County Board of Commissioners wishes to continue providing support to employees and their families as well as ensuring essential services are continuously provided; and now therefore be it
- RESOLVED,** the Board of County Commissioners approves revisions to the original Temporary Public Health Emergency Leave Policy and reenacts the

revised policy effective January 1, 2021 until further notice; 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 the Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll Call vote as follows:

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

PUBLIC BIDS, CONTRACTS, PURCHASING & COUNTY FACILITIES

Present: JoAnn Townend

Resolutions:

1. The Board of Commissioners agrees to accept the proposal of EMH&T for providing "on call" consulting services, relating to administration of the Portage County Storm Water District./20-0774
 - This resolution is on behalf of the County Engineer and the Storm Water District, to enter into an agreement with EMH&G for consulting services at a cost of \$17, 500.
 - Commissioner Christian-Bennett noted the contract is on an 'on call' basis and is it customary to do this type of practice and Director Townend responded it is when it comes to the Storm Water District.

RESOLUTION No. 20-0774 - RE: ACCEPT PROPOSAL OF EMH&T FOR PROVIDING "ON CALL" CONSULTING SERVICES, RELATING TO THE ADMINISTRATION OF THE PORTAGE COUNTY STORM WATER DISTRICT.

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

WHEREAS, the Portage County Engineer has determined that it will be necessary to acquire the Services of a consultant to provide "on call" professional services relating to the administration of the Portage County Storm Water District; and

WHEREAS, the Portage County Engineer requested a proposal from EMH&T to provide said professional services; and

WHEREAS, the Portage County Engineer, upon review of the proposal from EMH&T, recommends that said proposal be accepted by the Board of Portage County Commissioners; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby accept the proposal of EMH&T and authorizes the Portage County Engineer to sign said proposal for providing "on call" professional services relating to the administration of the Portage County Storm Water District; and be it further

RESOLVED, that said professional services will be performed by EMH&T, 5500 New Albany Road, Columbus, Ohio 43054 at a not to exceed cost of \$17,500.00, and be it further

RESOLVED, that the scope of work outlined in said proposal is intended to include services through January 31, 2022, and be it further

RESOLVED, that Portage County Board of Commissioners authorizes the Portage County Engineer to generate a purchase order in the amount of \$17,500.00 from Portage County Storm Water Fund #6800, and be it further

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

Roll call vote as follows:

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

2. The Board of Commissioners agrees to accept the proposal of MS Consultants, Inc. and enter into an agreement for providing engineering services for the New Milford Road bridge replacement project (ROO214, CH 31, Section K) in Rootstown Township, Portage County./20-0775
- This is for a contract on behalf of the County Engineer with MS Consultant for engineering services.
 - The New Milford Road Bridge will be replaced in Rootstown Township at a cost of \$43,103.00.

RESOLUTION No. 20-0775 - RE: ACCEPT PROPOSAL OF ms consultants, inc. AND ENTER INTO AGREEMENT FOR PROVIDING ENGINEERING SERVICES FOR THE NEW MILFORD ROAD BRIDGE REPLACEMENT PROJECT (ROO 214, CH 31, SECTION K) IN ROOTSTOWN TOWNSHIP, PORTAGE COUNTY.

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

WHEREAS, the Portage County Engineer will be replacing the New Milford Road Bridge as part of the OPWC 2021 Small Bridge Replacement Project, and

WHEREAS, the Portage County Engineer has determined that it will be necessary to acquire the services of a consultant to provide engineering services for the **New Milford Road Bridge Replacement Project (ROO 214, CH 31, SECTION K)** in Rootstown Township, Portage County, and

WHEREAS, the Portage County Board of Commissioners, by Resolution No. 18-0853, authorized the Portage County Engineer to accept current statements of qualification from engineering consulting firms seeking to provide professional services during the years of 2019 and 2020; and

WHEREAS, the Portage County Engineer selected ms consultants, inc. from the list of consultants who have a statement of qualification on file for 2019 and 2020, to submit a technical and fee proposal to provide engineering services for the **New Milford Road Bridge Replacement Project (ROO 214, CH 31, SECTION K)**, Rootstown Township, Portage County, and

WHEREAS, the Portage County Engineer, upon review of the proposal from ms consultants, inc., recommends that said proposal be accepted by the Board of Portage County Commissioners; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby accept the proposal of ms consultants, inc. and authorizes the Portage County Engineer to enter into an agreement to provide engineering services for the **New Milford Road Bridge Replacement Project (ROO 214, CH 31, SECTION K)** in Rootstown Township, Portage County, and be it further

RESOLVED, that a contract be entered into with ms consultants, inc., 333 East Federal Street, Youngstown, Ohio 44503, at a not to exceed cost of \$43,103.00, and be it further

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

Roll call vote as follows:

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

3. The Board of Commissioners agrees to accept the contract change order no. 1 and final to the construction agreement between the Board of Commissioners and Karvo Companies,

Inc. for the 441 Resurfacing Project, for the resurfacing of various Portage County roads./20-0776

- The project is for the County Engineer for a resurfacing project that has been completed and this is the change order to the contract for \$39,694.08, which brought the total to \$603,030.48.

RESOLUTION No. 20-0776 - RE: ACCEPT CONTRACT CHANGE ORDER NO. 1 AND FINAL TO THE CONSTRUCTION AGREEMENT BETWEEN THE BOARD OF PORTAGE COUNTY COMMISSIONERS AND KARVO COMPANIES, INC FOR THE 441 RESURFACING PROJECT, FOR THE RESURFACING OF VARIOUS PORTAGE COUNTY ROADS.

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

WHEREAS, Resolution 20-0302 accepted and awarded the bid of Karvo Companies, Inc. for furnishing all labor, materials and equipment necessary to complete the **441 Resurfacing Project**, for the resurfacing of various Portage County roads, and

WHEREAS, a contract was entered into with Karvo Companies, Inc. in the total amount of \$563,336.40, and

WHEREAS, modifications to the project specifications resulted in a cost increase, now therefore be it

RESOLVED, that the Board of Portage County Commissioners do hereby accept Contract Change Order No. 1 and Final to the construction contract with Karvo Companies, Inc. covering the **441 Resurfacing Project**, for the resurfacing of various Portage County roads, and be it further

RESOLVED, that this Contract Change Order increases the contract between Karvo Companies, Inc. and Portage County by \$39,694.08 to **\$603,030.48**, and be it further

RESOLVED, that the Board of Portage County Commissioners authorize the execution of said Contract Change Order between Karvo Companies, Inc. and Portage County; and be it further

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

Roll call vote as follows:

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

4. The Board of Commissioners agrees to the public announcement of available contract for professional construction administration services for the project known as Silica Sand Road Bridge Replacement (WIN 163, CH 253)./20-0777
- The County Engineer is putting out a Request For Proposal for construction administrative services for the Silica Sand Road bridge replacement in Windham.
 - The first publication to accept proposals will run in the Record Courier on December 18th and it's also listed on the Ohio Department of Transportation's website.

RESOLUTION No. 20-0777 - RE: PUBLIC ANNOUNCEMENT OF AVAILABLE CONTRACT FOR PROFESSIONAL CONSTRUCTION ADMINISTRATION SERVICES FOR THE PROJECT KNOWN AS SILICA SAND ROAD BRIDGE REPLACEMENT (WIN 163, CH 253).

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

WHEREAS, R.C. 153.67 requires that a public authority planning to contract for professional services publicly announce all contracts available from it for such services; now therefore be it

RESOLVED, that the Board of Portage County Commissioners, by unanimous vote thereto, authorizes the announcement of the request for proposals for professional construction administrative services for the Portage County Engineer for the project known as **Silica Sand Road Bridge Replacement (WIN 163, CH 253)**; and be it further

RESOLVED, that such notice shall comply with all terms and requirements of Ohio Revised Code 153.67; and be it further

RESOLVED, that the announcement requesting proposals will be published in the Record Courier and on ODOT's website on **December 18, 2020**, and be it further

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

Roll call vote as follows:

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

- 5. The Board of Commissioners agrees to accept the escrow agreement and payment guarantee for construction inspection services for Germaine Reserve Phase I in Franklin Township, Portage County./20-0778
 - This resolution is on behalf of the County Engineer to accept the escrow agreement and payment guarantee for the Germaine Reserve Phase I in Franklin Township.
 - The document has been revised and recommended by the Prosecutor's Office.
 - The Agreement is with Newcomer Partners Inc. and Huntington for \$24,219.76.

RESOLUTION NO. 20-0778 - RE: AGREE TO ACCEPT THE ESCROW AGREEMENT AND PAYMENT GUARANTEE FOR CONSTRUCTION INSPECTION SERVICES FOR GERMAINE RESERVE PHASE I IN FRANKLIN TOWNSHIP, PORTAGE COUNTY.

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

RESOLVED, that, upon the recommendation of the Portage County Engineer and the Portage County Prosecutor's Office, the Board of Portage County Commissioners does hereby agree to accept the Escrow Agreement and the Payment Guarantee for Construction Inspection Services for Germaine Reserve Phase I in Franklin Township, Portage County, and be it further

RESOLVED, that said agreement is between Newcomer Partners, LLC (Developer) and Huntington Bank (Escrow Agent), in the full and just sum of Twenty Four Thousand Two Hundred and Nineteen Dollars and 76/100 (\$24,219.76); and be it further

RESOLVED, the Board of Commissioners sign the Escrow Agreement, as approved by the Portage County Prosecutor's Office; and be it further

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

Roll call vote as follows:

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



Resolution numbers 6 and 7 are Job and Family Services' contracts that should have been completed earlier, but there was a funding issue that didn't allow the encumbrance.

6. The Board of Commissioners agrees to enter into an amendment no. 2 for Prevention, Retention and Contingency (PRC) Utility Assistance Services between the Board of Commissioners on behalf of the Portage County Job & Family Services and Community Action Council of Portage County./20-0779
 - This resolution is with Community Action Council for PRC funding for utilities for \$100,000.

RESOLUTION NO. 20-0779 - RE: ENTER INTO AMENDMENT NO. 2 FOR PREVENTION, RETENTION AND CONTINGENCY (PRC) UTILITY ASSISTANCE SERVICES BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY JOB & FAMILY SERVICES AND COMMUNITY ACTION COUNCIL OF PORTAGE COUNTY.

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

WHEREAS, an agreement between the parties was entered into and known as Portage County Contract No. 20190143 (the "Original Contract") on November 15, 2018 by Resolution No. 18-0821 to provide PRC Utility Assistance Services for eligible Portage County residents; and

WHEREAS, an Amendment No. 1 was entered into on October 3, 2019 to renew the agreement for one (1) additional year from October 1, 2019 through September 30, 2020 at an amount not to exceed One hundred thousand and 00/100 dollars (\$100,000.00); and be it further

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

RESOLVED, that the Board of Portage County Commissioners does hereby enter into Amendment No. 2 between the Board of Commissioners on behalf of Portage County Job & Family Services and Community Action Council to extend the agreement for one (1) additional year from October 1, 2020 through September 30, 2021; and be it further

RESOLVED, that total service under this agreement shall not exceed One hundred thousand and 00/100 dollars (\$100,000.00); and be it further

RESOLVED, that funding for this agreement will come from Job & Family Services fund 1410; and be it further

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

Roll call vote as follows:

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

7. The Board of Commissioners agrees to enter into an amendment for Prevention, Retention and Contingency (PRC) Home Repair Services between the Board of Commissioners on behalf of the Portage County Job & Family Services and Community Action Council of Portage County./20-0780

- This resolution is with Community Action Council for PRC Amendment No. 2 for home repair services for \$20,000.

RESOLUTION NO. 20-0780 - RE: ENTER INTO AMENDMENT NO. 2 FOR PREVENTION, RETENTION AND CONTINGENCY (PRC) HOME REPAIR SERVICES BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY JOB & FAMILY SERVICES AND COMMUNITY ACTION COUNCIL OF PORTAGE COUNTY.

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

WHEREAS, an agreement between the parties was entered into and known as Portage County Contract No. 20190149 (the "Original Contract") on November 15, 2018 by Resolution No. 18-0820 to provide PRC Home Repair Services for eligible Portage County residents; and

WHEREAS, an Amendment No. 1 was entered into on November 21, 2019 through Resolution No. 19—0840 to renew the agreement for one (1) additional year from October 1, 2019 through September 30, 2020 at an amount not to exceed Twenty thousand and 00/100 dollars (\$20,000.00); and

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

RESOLVED, that the Board of Portage County Commissioners does hereby enter into Amendment No. 2 between the Board of Commissioners on behalf of Portage County Job & Family Services and Community Action Council of

Portage County to extend the agreement for one (1) additional year from October 1, 2020 through September 30, 2021; and be it further

RESOLVED, that total service under this agreement shall not exceed Twenty thousand and 00/100 dollars (\$20,000.00); and be it further

RESOLVED, that funding for this agreement will come from Job & Family Services fund 1410; and be it further

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

Roll call vote as follows:

Kathleen Clyde, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

JOB & FAMILY SERVICES

Present: Kellijo Jeffries, Sue Brannon, Mandy Berardinelli, and Jarrid McIntosh

Discussion:

1. Data report

Director Jeffries present and discussed the Data Report for Job and Family Services for September and October 2020.

2. JFS Volume 28 Newsletter/Children services Holiday Toy Drive

Due to the COVID pandemic, Job and Family Services hosted a toy drive on December 5th at the Administration Building and it was a great success. There were 57 cars that participated and the second floor is overflowing with gifts. In addition, there was over \$3,000 in cash donations and 55 community members, business and churches that donated through 200 bulbs wish lists. Director Jeffries reports this year has been the greatest community participation over the past 5.5 years and Director Jeffries thanked all who participated.

3. Portage County JFS OMJ new Goal4IT! Participation

The Ohio Department of Job and Family Services asked for volunteers from the 88 counties to see if any workforce divisions wanted to participate in an innovative motivational interviewing success leadership type program and of course, Portage wanted to participate. The Department has been in training and involved in this for months and Mathematica (a nationally recognized entity) asked Ms. Berardinelli to speak this past Monday about the project.

Ms. Berardinelli mentioned the purpose of this process is to have the youth become self sufficient and obtaining employment. This is a 4 step process that puts the client's aspirations and dreams for the future at the center. While the department was already doing some of the steps through CCMEP, this forced the department to be more intentional. The department will sit down with youth to get a feel for what they really want and their buy-in to create motivation. The youth learn self-regulation skills when setting personal goals or workforce goals because at present they may not know how to handle 'potholes in the road'. The youths are sent away with a very detailed plan on what they want to do and the department will review and follows up with them. It hasn't been used on the public yet, but it has been used internally with staff to teach them to have empathy and a new prospective for those they serve. Feedback from staff has been very positive.

Director Jeffries noted Ms. Berardinelli will come back mid-year to provide an update on the process.

4. OMJ Portage County to take on work of Reemployment Services and Eligibility Assistance Program (RESEA).

The State of Ohio staff has a presence in the Ohio Means Jobs Center and they've been providing employment services to individuals who are in a declining industry by providing wrap around supports and created reemployment plans. The State of Ohio decided they no longer want to align with this program and have offered area Workforce Divisions the opportunity to bring it in-house locally, and Portage County would like to take on the duties. Director Jeffries met with Union representative Jarrid McIntosh to see how the Union felt about bringing these services in-house and they would be aligned with the Jobs Counselor's job descriptions that will need to be modified. The Department would receive additional funding of approximately \$103,000 through spring or summer of 2022 and that could potentially allow them to add another Jobs Counselor position to the workforce to provide the services. Geauga and Ashtabula Counties and Area 19 are going to participating and Director Jeffries thanks the Union for supporting the additional duty into Job and Family Services.

5. Upcoming program/services for JFS Group Home and CCMEP

The group home will bring substance abuse groups on site and Townhall II will be doing the groups twice a month. There will also be anger management groups brought into the group home in January and that will be done twice a month. Most services are covered under Medicaid and many of the youth struggle with a number of issues and substance abuse has been a reoccurring challenge. Director Jeffries is excited to partner with the two agencies.

The Department also applied for a small grant recently to have service around Martin Luther King Day, and if approved, members of the Job and Family Services staff, the CCMEP group, and residents of the group home will volunteer at Kent Social Services and the Senior Center contingent on the pandemic being under control. If approved, the department will also use the funding for care packages for senior citizens that frequent the food distribution sites with items that are not available with food stamp cards.

The Department is working on a video about the importance of serving others and have the youth participate in the video.

Resolutions:

1. The Board of Commissioners accepts and enter into a Successor Collective Bargaining Agreement between the Portage County Board of Commissioners and Local 1696, AFSCME & Ohio Council 8 of the American Federation of State, County, and Municipal AFL-CIOWAU./20-0781
 - The contract being presented today is a one year contract that has no financials in it.
 - Director Jeffries had meetings with all 190 staff members and provided year end updates and an overview of the budget.
 - Last week, the Union voted on the one year contract and it was approved by 88 yea's and 6 no's.
 - Staff is thankful to have jobs and they recognize 2019 and 2020 have been challenging years for Job and Family Services.
 - Mr. McIntosh noted when the Union formulates a new committee for the next round of negotiations this spring, the Union will also organize a levy committee. The committee will work with Kim McClennan and her Committee so they won't be duplicating efforts for the Children Services levy.
 - Mr. McIntosh noted employees have been very grateful for the opportunity to telework with high morale and productivity.
 - There's no easy way to tell 139 employees there's no financial increase next year, but it softens the blow when they can work from home and stay safe, especially because it's working out better than anticipated.
 - Commissioner Christian-Bennett asked for highlight in the one year agreement and Director Jeffries noted it's identical to the last 3 years with the exception of allowing more flextime occurrences to 12 per quarter and Ms. Brannon noted the department also changed personal time hours from ½ days and full days to increments of 1 hour, and they also allowed any sick leave that is prior approved to be considered in work status for overtime purposes.

**RESOLUTION No. 20-0781 - RE: ACCEPT AND ENTER INTO A
SUCCESSOR COLLECTIVE BARGAINING
AGREEMENT BETWEEN THE PORTAGE
COUNTY BOARD OF COMMISSIONERS
AND LOCAL 1696, AFSCME & OHIO
COUNCIL 8 OF THE AMERICAN
FEDERATION OF STATE, COUNTY, AND
MUNICIPAL AFL-CIO.**

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

WHEREAS, the Collective Bargaining Agreement between the Portage County Commissioners and the Local 1696, AFSCME & Ohio Council 8 of the

American Federation of State, County, and Municipal AFL-CIO;
 expires on December 31, 2020; now therefore be it

- RESOLVED,** that the Board of Portage County Commissioners does hereby accept and agree to enter into a Successor Collective Bargaining Agreement between the Portage County Commissioners and Local 1696, AFSCME & Ohio Council 8 of the American Federation of State, County, and Municipal AFL-CIO as negotiated and accepted by vote of the Bargaining Unit and be it further
- RESOLVED,** that this agreement shall be effective January 1, 2021 and shall continue in full force and effect through December 31, 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 meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

2. The Board of Commissioners requests for the County Auditor to advance taxes from the proceeds of the 2020 tax collection year pursuant to section 321.34 of the Ohio Revised Code to Portage County Job and Family Services. ***Hold for January meeting.***

RESOLUTION NO. 20-0782

This resolution was omitted. Director Jeffries pulled the advance taxes to County Auditor resolution. This is for numbering purposes only.

3. The Board of Commissioners agrees to the necessity for placing an additional tax levy for the benefit of Portage County for the purpose of providing funds for the benefit of Children Services for the care, placement and treatment of abused, neglected and dependent children./20-0783
- Due to the loss of Protect Ohio and increased placement costs, staff has voted to not accept an increase and as their Director, Ms. Jeffries is taking the necessary steps to make the budget whole in Children Services.
 - This levy is necessary and it's a .50 mil levy and the Auditor has shared an estimate that it will bring in \$9.1 million of additional funding to Children Services.
 - If the Board decides to move forward, a second resolution will be presented in January to complete the process.
 - Commissioner Christian-Bennett asked if the department renewed a levy for Children Services and Director Jeffries noted there are 2 levies that they initiated in the '80's and

the department has never come before the Board since the '80's with either (.49 mill and a .75 mill levy). This past November, the Department passed a levy and she is committed to building the case to the voters so they understand their efforts for assistance.

RESOLUTION No. 20-0783 - RE: RESOLUTION OF NECESSITY FOR PLACING AN ADDITIONAL TAX LEVY FOR THE BENEFIT OF PORTAGE COUNTY FOR THE PURPOSE OF PROVIDING FUNDS FOR THE BENEFIT OF CHILDREN SERVICES FOR THE CARE, PLACEMENT AND TREATMENT OF ABUSED, NEGLECTED AND DEPENDENT CHILDREN.

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

WHEREAS, the amount of taxes which may be raised within the ten mill limitation will be insufficient to provide an adequate amount for the necessary requirements of the Portage County Job & Family Services whom has also shown a need for additional funds for the purpose of providing funds to make appropriations for the benefit of Children Services for the care, placement and treatment of abused, neglected and dependent children pursuant to R.C. 5705.24; and

WHEREAS, a resolution declaring the necessity of levying a tax under R.C. 5705.191, R.C. 5705.24 and 5705.25 in excess of the ten-mill limitation must be passed and certified to the county auditor of the County in order to permit the Board of County Commissioners ("Board") to consider an additional tax levy and also to request the county auditor to certify to the Board the total current tax valuation of the County and the dollar amount of revenue that would be generated by an additional .50 mill levy to constitute a tax in excess of the 10 mill limitation for the benefit of the Portage County Department of Job & Family Services for the purpose of providing funds for the care, placement and treatment of abused, neglected and dependent children, now therefore be it

RESOLVED, by the Board of Portage County Commissioners, that it is necessary to levy an additional tax of .50 mills to constitute a tax in excess of the ten mill limitation for the benefit of Portage County and the Portage County Department of Job & Family Services for the following purpose:

PROVIDING FUNDS TO CHILDREN SERVICES FOR THE CARE, PLACEMENT AND TREATMENT OF ABUSED, NEGLECTED AND DEPENDENT CHILDREN

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

RESOLVED, that the question of such tax levy shall be submitted to the electors of the County of Portage in its entirety, at the election to be held therein on May 4, 2021.

RESOLVED, that the Clerk is hereby directed to certify a copy of this Resolution to the county auditor and that the county auditor certify to this Board and to the Portage County Department of Job & Family Services the current tax valuation of the County of Portage, and the dollar amount of revenue that would be generated by an additional levy of .50 mills if approved by the electors.

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.

Kathleen Clyde, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

4. The Board of Commissioners authorizes the Portage County Job and Family Services to enter into agreements for the provision of child placement and related services with various service providers./20-0784
- Ms. Brannon explained this resolution is normal practice they do every 2 years that provides the Director of Job and Family Services the privilege of entering into child placement agreements for children they take into custody with placement providers.
 - It's a basic rate not to exceed \$5 million annually.
 - Term: January 2021 through December 2023.
 - Commissioner Christian-Bennett asked if this has been reviewed by the Prosecutor's Office and Director Jeffries replied it has not as it's a historic practice that has been done even prior to Director Jeffries' employment. The agreement that is attached is the Ohio Department of Job and Family Services agreement that specifies what the placement providers have to align with, the agreements are fluent and there are 27 established agreements with placement providers totaling \$4.9 million dollars. Job and Family Services has spent \$3.0 million dollars in placement costs, but some providers aren't used routinely and they also negotiate per diem rates.
 - This is not a traditional contract that's in place, it's a fluent process as kids come and go within the system.
 - Commissioner Christian-Bennett noted the amount is also alarming at \$5 million annually.
 - Director Jeffries explained this year the department may be well beyond the typical \$3 million
 - Ms. Brannon explained there's an emergency piece to this and if there's a child they need to place, they can't wait for the contract process to go through its normal process.

RESOLUTION NO. 20-0784

RE: **AUTHORIZE THE PORTAGE COUNTY JOB AND FAMILY SERVICES TO ENTER INTO AGREEMENTS FOR THE PROVISION OF CHILD PLACEMENT AND RELATED SERVICES WITH VARIOUS SERVICE PROVIDERS.**

It was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett to approve the following resolution:

- WHEREAS,** the Portage County Job and Family Services is responsible for the placement of children and related services and has determined that various specific providers of child placement services are capable of providing child placement and related services; and
- WHEREAS,** the Agreement form attached hereto as Exhibit A will be used to detail the terms of the relationship with the various specific service providers; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby authorized the Portage County Job and Family Services to enter into an Agreement between Job and Family Services and various service providers for child placement and related services as stipulated in the Agreement for a period from January 1, 2021 until December 31, 2023; and be it further
- RESOLVED,** that the Director of the Portage County Job and Family Services, or his/her designee, are hereby authorized to execute any and all documents necessary to enter into agreements with various specific service providers for child placement and related services; and be it further
- RESOLVED,** that the basic rate is not to exceed \$5,000,000.00 annually; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

5. The Board of Commissioners agrees to assign authority to the Director of Portage County Job and Family Services to serve as the board's designee, with authority to request and sign inter-county adjustment agreement(s) on behalf of Portage County./20-0785

- This resolution allows Director Jeffries to sign off on transfers between Counties left over allocations and provides the ability in a short period of time to get that money into the County.
- Ms. Brannon has been able to secure over \$100,000 in funding from other Counties towards the Job and Family Services' budget next year.
- This is a supported practice from the Ohio Department of Job and Family Services.
- Commissioner Christian-Bennett noted it's a 'use it or lose it' type practice.

RESOLUTION NO. 20-0785 - RE: RESOLUTION TO ASSIGN AUTHORITY TO THE DIRECTOR OF PORTAGE COUNTY JOB AND FAMILY SERVICES TO SERVE AS THE BOARD'S DESIGNEE, WITH AUTHORITY TO REQUEST AND SIGN INTER-COUNTY ADJUSTMENT AGREEMENT(S) ON BEHALF OF PORTAGE COUNTY.

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

- WHEREAS,** it is necessary from time to time to adjust allocated state and federal funds as a result of overages or shortages; and
- WHEREAS,** the Ohio Department of Job and Family Services has promulgated rules, to wit; OAC 5101:9-6-82, which permits the Board of Commissioners to pass a resolution assigning authority to the Director of the PCJFS to serve as their designee, thereby granting the Director the authority to sign the inter-county adjustment agreements on the behalf of the county for a specific period of time; and
- WHEREAS,** the Board of Commissioners deems the Director to be the most appropriate and knowledgeable designee to evaluate, request and execute such inter-county adjustments agreements of Portage County, Ohio; and
- WHEREAS,** the Director will report to the Board of Commissions before an adjustment takes place; now therefore be it
- RESOLVED,** by the Board of Commissioners that the Director of the Portage County Job and Family Services is assigned to serve as the Portage County, Ohio Board of Commissioners' of designee, with the Board of Commissioners granting authority to the Director to sign any inter-county adjustment agreements on behalf of the Portage County for the period of January 1, 2021 to December 31, 2021 and to do all those things necessary to request and administer those agreements; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions

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

Roll call vote as follows:

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

6. The Board of Commissioners agrees to transfer \$21,008.92 from Fund 1414, Child Support Administration, to Fund 1410 Public Assistance Fund./20-0786
- This is the regular monthly shared cost transfer from Child Support to Public Assistance for November 2020.

RESOLUTION NO. 20-0786 - RE: TRANSFER FROM FUND 1414, CHILD SUPPORT ADMINISTRATION, TO 1410 PUBLIC ASSISTANCE FUND.

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

WHEREAS, the Child Support Administration Fund owes the Public Assistance Fund for Shared Costs paid out of the Public Assistance Fund; and

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

RESOLVED, that the following transfer of funds be made in the amount of \$21,008.92 for November 2020 costs as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 1414, CHILD SUPPORT ADMINISTRATION

ORGCODE - 14140519

Debit Expense Account

Object: 912000 – JFS - Shared

Project 5SHAR

\$21,008.92

TO:

FUND 1410, PUBLIC ASSISTANCE

ORGCODE - 14100512

Revenue Account

Object: 282000 – JFS - Shared

Project 5SHAR

\$21,008.92

; and be it further

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

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

Roll call vote as follows:

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

- 7. The Board of Commissioners accepts the cash donations from organizations, businesses and private donors to support the Portage County Job and Family Services Presents for Kids Campaign./20-0787

RESOLUTION NO. 20-0787 - RE: ACCEPTANCE OF CASH DONATIONS FROM ORGANIZATIONS, BUSINESSES AND PRIVATE DONORS TO SUPPORT THE PORTAGE COUNTY JOB AND FAMILY SERVICES PRESENTS FOR KIDS CAMPAIGN

It was moved by Vicki A. Kline, seconded Sabrina Christian-Bennett by to approve the following resolution:

WHEREAS, the Portage County Job & Family Services received a total of \$365.00 in cash donations from organizations, businesses and private donors; and

WHEREAS, the five donations totaling \$365.00 were received in the month of December 2020; 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 \$ 365.00 from the following organization, businesses or private donors; and be it further

Donor	Contact (Requirement)	Address	Donation
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Mate Soric		9905 Chamberlin Rd. Twinsburg, Ohio 44067	\$100
Kathleen Mayer		8274 Windham St. Garrettsville, Ohio 44231	\$100
Lilly Lawn and Landscape		7292 OH-44 Ravenna, Ohio 44266	\$125
Pamela Keller		731 Lafayette Ave. Ravenna, Ohio 44266	\$20
Pamela and Duane Stoltz		3079 Ranfield Rd. Kent, Ohio 44240	\$20

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

Roll call vote as follows:

Kathleen Clyde, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

WATER RESOURCES

Present: Gene Roberts

Discussion:

1. Mantua Utility Merger Agreement

On December 15, 2020, the Village of Mantua Council approved the transfer agreement for the water and wastewater facilities and infrastructure ownership to transfer to the County and the operating responsibility for both. Director Roberts requests approval as it is time sensitive as the actual transfer will occur at 8:00 AM on January 4, 2021.

2. Village of Mantua modifications to include provisions in the Rules and Regulations

This is a companion document for the rules and regulations and by necessity have to change in order to include items that are now Mantua. Historically, Portage County has always charged quarterly for utility services and the Village of Mantua has always charged monthly and their request was to maintain the monthly billing process, which is an extra step for the Department of Budget and Financial Management and staff, but is something collectively they agree makes the most sense.

The changes and surcharges that will also be asked of the Mantua customers are included in the resolutions and the memo mentions several changes, primarily the vocabulary word said 'quarterly' and was changed to 'billing period'.

PLEASE ADD TO YOUR AGENDA

December 17, 2020

WATER RESOURCES

Resolution:

- 1. The Board of Commissioners agrees to enter into a transfer agreement between the Portage County Board of Commissioners and the Village of Mantua for the county to take ownership of the Village's Water and Sanitary Sewer Utilities placing both under the jurisdiction of the Board of Portage County Commissioners./20-0809

RESOLUTION NO. 20-0809 - RE: ENTER INTO A TRANSFER AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS AND THE VILLAGE OF MANTUA FOR THE COUNTY TO TAKE OWNERSHIP OF THE VILLAGE'S WATER AND SANITARY SEWER UTILITIES PLACING BOTH UNDER THE JURISDICTION OF THE BOARD OF PORTAGE COUNTY COMMISSIONERS.

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

WHEREAS, the Village of Mantua desires to have Portage County own and operate its water and sanitary sewer utilities; and

WHEREAS, Portage County Water Resources is duly qualified and able to provide the services required to own and operate the Village of Mantua's water and sanitary sewer utilities; and

WHEREAS, the Village of Mantua Council has passed Ordinance 2019-49 and 2020-54 authorizing the transfer of the ownership and responsibility to operate the Village of Mantua's water and sanitary sewer utilities; now therefore be it

RESOLVED, that the Board of Commissioners does hereby agree to enter into the "Mantua Village, County of Portage Water and Sanitary Sewer System Transfer Agreement" and that the Agreement, attached hereto as Exhibit A, provides the details of the transfer which shall be executed by the Commissioners; 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 adopted in an open meeting of this Board and of 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:

Kathleen Clyde, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

loan funds, to be repaid from the Portage County Regional Sanitary Sewer District Revenue Fund, Fund 5200, thru the collection of assessments; now therefore be it

RESOLVED, that this Board does hereby agree to prepare and submit a final Application for Financial Assistance to the OPWC for the PROJECT; and be it further

RESOLVED, this Board authorizes the Portage County Water Resources Director to be the Project Manager; and be it further

RESOLVED, that this Board authorizes the President of the Board, to serve as Chief Executive Officer and Certifying Representative to apply for the OPWC Infrastructure Funding to help finance the proposed improvement entitled Project No. RV-0 (17-080), Chinn Regional Sewer Improvements, in Portage County Regional Sewer District, Ravenna Township

RESOLVED, that the Clerk of this Board is hereby directed to certify a copy of this Resolution to the County Auditor, the Department of Budget and Financial Management and the Portage County Water Resources Department within 15 days after its passage; 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 action were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Roll Vote as Follows:

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

2. The Board of Commissioners agrees to approve a request from Scott Bourquin & Jamie Huth for installment payments of connection charges for connections to the Sanitary Sewerage System in the Portage County Regional Sewer District and establishing the terms and conditions of the same./20-0789

**RESOLUTION NO. 20-0789 - RE: APPROVING A REQUEST FOR
INSTALLMENT PAYMENTS OF
CONNECTION CHARGES FOR
CONNECTIONS TO THE SANITARY
SEWERAGE SYSTEM IN THE PORTAGE
COUNTY REGIONAL SEWER DISTRICT AND
ESTABLISHING THE TERMS AND
CONDITIONS OF THE SAME.**

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

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

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

Applicant: Scott A. Bourquin & Jamie P. Huth (OWNERS)
Service Address: 4834 Loraine Drive
Kent, OH 44240

Parcel Number: 04-017-10-00-023-000

Property Description: Situated in the Township of Brimfield, County of Portage, and State of Ohio; And known as being all of Lot #35 in Oakwood Acres Subdivision, as recorded in Volume 11, Page 16 of Portage County Record of Plats, as more fully described in Instrument Number 201719895 of the Portage County Records, which description is hereby incorporated herein.

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

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

- A. The total amount of such connection charges to be financed is \$5,580.00.
- B. The connection charges shall be payable in 100 quarterly installments beginning with the first sanitary sewer billing after completion of this agreement, unless pursuant to Paragraph H of this section, the OWNERS are delinquent twice in consecutive quarters on paying quarterly installments and carrying charge thereon, at which time the total unpaid balance of such connection charges shall be deemed an additional installment then due and owing in that

quarter:

- C. A carrying charge shall be paid equal to 0.98% percent per annum (based on $\frac{1}{2}$ of the Ohio Water Development Authority for the month of November 2020, for owner occupied homes), on the unpaid balance of the total connection charges due and owing computed from the date of the payment of the preceding quarterly installment.
- D. The quarterly installment and the carrying charges thereon shall be included as separate quarterly bills.
- E. In the event any installment or the carrying charge thereon are not paid within 21 days after the quarterly billing date, a penalty of ten (10) percent of the amount then due and owing shall be charged.
- F. The OWNERS, prior to the issuance of the permit, may be required by the Board to give security, which may include the requirement of a surety Bond sufficient to assure the payment of all such installments.
- G. The OWNERS or successors, in title to the property (SUCCESSOR), at their option may, at any time, make payment of the unpaid balance of the connection charges and carrying charges provided for herein, provided that if such prepayment option is elected, the carrying charges provided for herein shall be computed and paid only to the date of payment of the unpaid balance.
- H. In the event the OWNERS or SUCCESSOR are delinquent twice in consecutive quarters on paying quarterly installments and the carrying charge thereon, the Board may by notice in writing to the OWNERS or SUCCESSOR, declare the unpaid balance of the connection charges to be due and payable immediately as an additional installment then due and owing in that quarter and upon such declaration such installment shall become due and payable, provided that the OWNERS or SUCCESSOR, may cure such default and acceleration of the additional installment by paying, within 15 days of such carrying charges thereon together with the penalty applicable thereto. Such written notice shall be given to the OWNERS or SUCCESSOR, by registered or certified mail, postage prepaid at the address set forth in the following approval of terms and conditions. It shall be the obligation of the OWNERS or SUCCESSOR to notify the Sanitary Engineer of any difference of address to which such notice shall be sent. In the event such default is not cured by such payment within the specified period, the installments which are delinquent, together with any unpaid carrying charges and penalty and the balance of the connection charges, all of which are due and payable by reason of such declaration, shall be certified by this Board to the County Auditor who shall place the same upon the real property tax list and duplicate against the property served by such connection and such charge shall be a lien on such property from the date the same are placed on the real property tax list and duplicate by the Auditor and

shall be collected in the same manner as other taxes; and be it further

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

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

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

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

RESOLVED, it is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations of this Board, and that all deliberations of this Board and of any of its committees that resulted in those formal actions, were in

meetings open to the public, in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

3. The Board of Commissioners agrees the general sewer & water improvements to Cranberry Creek Subdivision Phase 4, Portage County Water Resources Department Project No. BR-2 19-030P./20-0790

RESOLUTION NO. 20-0790 - RE: GENERAL SEWER & WATER AGREEMENT FOR SANITARY SEWER AND WATER IMPROVEMENTS TO CRANBERRY CREEK SUBDIVISION PHASE 4, PORTAGE COUNTY WATER RESOURCES DEPARTMENT PROJECT NO. BR-2 19-030-P.

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

WHEREAS, Cranberry Farm, LLC (OWNER) will construct 857 linear feet of 8-inch sanitary sewer, 1,232 linear feet of 6-inch sanitary sewer, 6 sanitary manholes, and 1,338 linear feet of 8-inch water line and all necessary appurtenances to provide sanitary sewer and water service to 30 sub-lots of the Cranberry Creek Subdivision Phase 4, situated in the Township of Brimfield, Original Lots 10, 11, 26 & 27, Portage County, Ohio; and

WHEREAS, after construction, the OWNER will convey the sanitary sewer and water improvements as a gift to Portage County to own, operate, and maintain; and

WHEREAS, the OWNER has prepared plans and specifications for the Cranberry Creek Subdivision Phase 4 (PROJECT), County Project Number BR-2 19-030-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 Two Hundred Twelve Thousand Five Hundred Twenty Three Dollars and Zero Cents (\$212,523.00); and be it further

RESOLVED, this Board authorizes the OWNER to begin construction of the PROJECT to provide sanitary sewer and water service to Cranberry Creek Subdivision Phase

4, situated in the Township of Brimfield, Original Lots 10, 11, 26 & 27, 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:

Kathleen Clyde, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

4. The Board of Commissioners adopts the revised rules and regulations for the construction, maintenance, operation, use and protection of sanitary sewer systems and Waterworks Systems under the jurisdiction of the Board of Portage County Commissioners (Village of Mantua)./20-0791

RESOLUTION NO. 20-0791 - RE: ADOPTING REVISED RULES AND REGULATIONS FOR THE CONSTRUCTION, MAINTENANCE, OPERATION, USE AND PROTECTION OF SANITARY SEWER SYSTEMS AND WATERWORKS SYSTEMS UNDER THE JURISDICTION OF THE BOARD OF PORTAGE COUNTY COMMISSIONERS.

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

WHEREAS, this Board of Commissioners, by Resolution No. 12-0552 adopted June 19, 2012 modified Item 1401, by Resolution No. 12-1071 adopted December 04, 2012 modified Item 1010, by Resolution 17-0937, adopted December 14, 2017 last modified Item 1009, Item 1300, Item 1402, Item 1403 and Item 1406 and Resolution No, 19-0757 Modified Item 1405 adopted rules and regulations for the construction, maintenance, operation, use and protection of sanitary sewer systems and waterworks systems under the jurisdiction of this Board, hereinafter called "RULES"; and

WHEREAS, it is necessary to amend the RULES to provide for the Transfer Agreement between the Village of Mantua and Portage County Board of Commissioners; and

WHEREAS, changes are required to the following specific RULES: Section 1009, 1010, 1300, 1401, 1402, 1403, 1405 and 1406; now therefore be it

RESOLVED, that this Board adopts the attached RULES Sections Section 1009, 1010, 1300, 1401, 1402, 1403, 1405 and 1406 in its entirety, and it shall take effect and be in full force on the day of passage by this Board; 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 adopted in an open meeting of this Board and of 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:

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

DEPARTMENT OF BUDGET & FINANCE

Present: Todd Bragg

Discussion:

1. 2021 Budget Discussion

Non General:

The Board had no questions or comments on the Non General fund.

General Fund:

Director Bragg noted the Board has 3 options when considering the General Fund resolution:

Option A - includes a possible 1.5% COLA adjustment - Total: \$51,108,511

Option B – 0% COLA but includes a fully funded additional sales tax personnel with the understanding that the Board needs to work with the departments over 2021 to work out a solution - Total: \$50,762,405

Option C – 0% COLA and the sales tax positions funded at 50% - Total: \$50,241,778

Commissioners' Other – 010

- In the 4th line, there's currently \$3,369,400, for actual passage, but Director Bragg would like that changed to \$2 million. The Board actually needs \$3 million but must fit within certification.
- Line 7 currently has \$2,431,000 and it should be changed to \$500,000. A very conservative tax budget was turned in with a conservative cash balance, so the alternations get us within the certification and we will receive an adjusted cash balance in January and then the lines will be moved back to the current values.
- Director Bragg indicated the changes will move Fund 001 Commissioners' Other total line to \$5,801,740; Total \$51,108,511 for Option A, Option B would be changed to \$50,762,405 and Option C would be \$50,241,778.

- Commissioner Clyde asked for the General Fund total budgeted amount for 2020 and Director Bragg indicated the County is ending the year with \$53,875,116.
- Commissioner Clyde asked what December's 2019 Resolution indicates and Director Bragg replied we started 2020 with \$48,528,941.
- Commissioner Clyde asked how we got to \$53 million and Director Bragg responded some of it was similar to what we are doing now. There's a reserve waiting on a cash adjustment that will be put in in January and there were a couple of adjustments to the transfers out (\$1.5 million). Starting in January, we did \$1.5 million on top of that figure for some of the carry over purchase orders and Commissioners' Other was lowered to fit within certification. The tax budget estimated we would have \$6 million dollars but will end the year with closer to \$15 million. There's going to be a \$9 million dollar cash adjustment adopted January 1, 2021 by the Budget Commission.
- Director Bragg indicated Option A is recommended. It was estimated there would be trouble in March and June, but that didn't happen and that would allow a COLA to employees with the understanding that while it didn't happen in 2020, it may still happen in 2021. It's possible in February there may be a downturn in property taxes.
- Director Bragg explained rather than estimating revenues and raises based on that, he started providing recommendations for raises based on prior year collections. If you look at the finances, there's the ability to get through 2021 with the proposed expenses. If things do turn out worse in 2021, that will affect what we do in 2022.
- Commissioner Christian-Bennett asked if the Board provides the COLA, will the unions receive the increase and Director Bragg noted in prior years since he's been here, there's only been one instance where that happened and the Board went to the Unions and offered an amendment that they could either accept or decline, it wasn't a negotiated change in wages. The Sheriff's union hasn't even agreed yet and there's currently no offer, so Director Bragg suggests the Board include the 1.5% in the offer. Some of the funds like Solid Waste and Job and Family Services that are tight already, the Director and the Board will have to discuss whether the increases are feasible.
- Commissioner Clyde noted the sales tax is just part of the picture and we don't know where we are on the property taxes. Director Bragg explained for 2020 there was no indication of a problem and that was true even with August taxes. If we do see property taxes fall in February, next year is when he would be sending a cautious message for 2022.
- Director Bragg explained interest did not fall as anticipated, property taxes and sales tax were doing better than anticipated and at worst, the funds held even.
- As the state budgets its budget, Counties will see the repercussion.
- Cities and the state in particular have been hit harder via income tax than Counties have via the sales tax. Income tax has reduced partly because the unemployment benefits don't register as income on the tax side, but they spend the money on the sales tax side.
- Commissioner Clyde appreciates the recommendations but feels most comfortable with Option C in part because it would be wise not to do a COLA at this time but look at the COLA in March after property taxes are in hand and the Board knows more about the state level and sees the pandemic through the projected peak of January. The Elected Officials had a lot of warning about the tightness of the budget, the pandemic related recession, the unknowns in the budget revenues and the fact that residents are losing jobs and are being impacted by this pandemic economically, so at this time for the Board moving forward without the property tax number seems premature.

- Commissioner Clyde noted it's wise to add the \$400,000 to the Sheriff's budget even though that revenue is ending at the end of this year from the temporary sales tax, but she doesn't believe the full amount of \$800,000 should be done because the revenue stream has ended and it's not responsible budgeting.
- Commissioner Clyde is in favor of Option C and she hopes the Board will review this after the property taxes come in and then do a spring COLA based on a fuller picture of the finances.
- Commissioner Christian-Bennett asked what the carryover is expected to be and Director Bragg noted it's somewhere between \$13-15 million and it may be higher.
- Commissioner Kline mentioned she's called some of the Elected Officials and she agrees the Board should do 50% and if something happens through the year they can provide additional funding later, but we are sending the message the sales tax is still continuing if they are funded 100%.
- Commissioner Christian-Bennett stated the Board had 5 years and a plan was in place that 2 years in the Board was going to pass a renewal and the Board did nothing and to wait to 2 weeks before the end of the year with a new incoming Sheriff and tell him that we are cutting his budget in ½ is unfair to employees and the new Sheriff.
- Commissioner Christian-Bennett suggests funding the whole amount and work with the new Sheriff. Commissioner Christian-Bennett pointed out that it's insane that the Board hasn't even had the Sheriff come in to discuss. Commissioner Christian-Bennett brought this issue up numerous times to put the levy on the ballot and it was always pushed off to another time. Thinking about the employees and what message it's sending other than the Board did not prepare for this as leaders in the County and there were options the Board chose not to utilize.
- Director Bragg pointed out when he and Administrator Roberts met with the Sheriff, he indicated he was going to need more staff not less once the jail's full and Hank Gibson needs more staff at Adult Probation due to the caseloads and those are the two departments that are getting ready to be cut. The balance is available to give them that time so that it happens thoughtfully and in the best interest of the people they serve, but it's ultimately up to the Board on how you want to fund it.
- Commissioner Christian-Bennett noted when the Board budgeted for additional 15 people, the Board funded them an extra million, the first year was \$500,000 and at no point in time did the Board mentioned it would be reducing the funds moving forward even though it was understood that it wasn't a permanent fix and the Sheriff, through attrition over 5 years, was to make adjustments, not two weeks. Commissioner Christian-Bennett is concerned with all the employees that are going to get laid off during a pandemic because the Board waiting two weeks before the end of the year. It's not fair to new Sheriff and the Board had other options to resolve this situation. If you do half now and then an amendment in January, it sends a bad message.
- Director Bragg recommends if the Board is cutting the budget, cut the whole amount. There's a large carry over because during the good times, the Board was able to go to the Elected Officials advising caution in order to store up funding and they did, so money was stored.
- Director Bragg explained if the Board does Option C, he suggests no COLA and not increase the amount and be clear that this is the funding amount for 2021. If the intention is

Services or other designee on December 17, 2020 in the total payment amount of **\$5,949,813.92, including late fees finance charges, interest & penalties amounting to \$38.04 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 Friday, December 18, 2020, contingent upon the review of the Portage County Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee on December 17, 2020 in the total payment amount of **\$20.00 to Neil Group** 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:

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

RESOLUTION NO. 20-0793 - RE: WIRE TRANSFER APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

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

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee on December 17, 2020 in the total payment amount as follows:

1. \$9,066.97 to Wage Works – Contributions
2. \$228,886.92 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, December 18, 2020 \$ 9,066.97
Wire Transfer on Friday, December 18, 2020 \$228,886.92

and be it further

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

Roll call vote as follows:

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

RESOLUTION NO. 20-0794 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

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

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

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

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

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

12/17/20	1114	\$152,165.74
12/17/20	1119	162,717.17
12/17/20	1267	34.00
12/17/20	1272	249.46

12/17/20	1290	8,441.75
12/17/20	1291	861.81
12/17/20	1292	33,309.86
12/17/20	1293	16,615.92
12/17/20	1294	49,224.28
12/17/20	1295	58,080.46
12/17/20	1296	26,337.63
12/17/20	1297	2,812.85
12/17/20	1298	26,626.02
12/17/20	1309	56,851.54
12/17/20	1317	22,791.46
12/17/20	1357	10,383.63
12/17/20	1498	89,791.49
12/17/20	1503	92,170.89
12/17/20	1507	20,654.67
Total		\$830,120.63

; and be it further

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

Roll call vote as follows:

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

RESOLUTION NO. 20-0795 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

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

WHEREAS, Ohio Revised Code Section 5705.41 (D)(1) authorizes the expenditure of moneys, provided a certificate of the County Auditor is supplied stating that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances (Then and Now Certification); and

- WHEREAS,** the Then and Now Certification is recommended by the State Auditor's Office, the Portage County Auditor's Office, and the Portage County Prosecutor's Office; and
- WHEREAS,** a listing of expenditures has been certified by the County Auditor according to Ohio Revised Code section 5705.41 (D)(1); now therefore be it
- RESOLVED,** that the expenditures listed are properly certified by the County Auditor in the amount of **\$3,861,075.00** dated **December 17, 2020** shall be paid; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

1. The Board of Commissioners agrees to approve the wire transfer to OWDA loan, as presented by the County Auditor and reviewed by the Department of Budget and Financial Management./20-0796
 - This is the last of the loan payment series for the year for the OWDA loans. Solid Waste has approximately \$100,000 payment for two trucks and the rest is for various Water Resource projects.

RESOLUTION NO. 20-0796 - RE: WIRE TRANSFER APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT TO THE OHIO WATER DEVELOPMENT AUTHORITY (OWDA).

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

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee on December 17, 2020 in the total payment amount as follows:

1. \$89,662.01 to OWDA - Loan
2. \$366,823.11 to OWDA - Loan

3. \$18,037.77 to OWDA - Loan; 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 Ohio Water Development Authority (OWDA) loan, as presented by the Portage County Auditor's Office:

Wire Transfer on Friday, December 18, 2020 \$ 89,662.01

Wire Transfer on Friday, December 18, 2020 \$366,823.11

Wire Transfer on Friday, December 18, 2020 \$ 18,037.77

;and be it further

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

Roll call vote as follows:

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

- 2. The Board of Commissioners agrees to the cash advance repayment for \$49,530.00 from Fund 1107, Byrne Justice Grant (JAG) to Fund 0001, General Fund./20-0797
 - This is for the Sheriff's Office tasers that goes back about 3 years and the cash advance is ready to be returned.

RESOLUTION NO. 20-0797 - RE: CASH ADVANCE REPAYMENT FROM FUND 1107, BYRNE JUSTICE GRANT (JAG) TO FUND 0001, GENERAL FUND

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

WHEREAS, Via resolution 18-0768 a cash advance for \$30,000 was given to fund 1107, and via resolution 19-0128 a cash advance for \$19,530 was given to fund 1107, both from Fund 0001, General Fund, and

WHEREAS, these advances are no longer needed by the fund; now therefore be it

RESOLVED, that the following cash advance repayment be made in the amount of \$49,530 as recommended by the Director of Budget & Financial Management:

FROM:

FUND 1107, BYRNE JUSTICE GRANT (JAG)
ORGCODE - 11077009
Debit Revenue Account
Revenue Source 921000 – Advance out \$ 49,530.00

TO:

FUND 0001, GENERAL FUND
ORGCODE - 00100002
Credit Expense Account
Object 291000 – Advance In Repayment \$ 49,530.00

;and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash advance repayment by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the Portage County Sheriff and the Department of Budget & Financial Management, and be it further

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

Roll call vote as follows:

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

3. The Board of Commissioners agrees to transfer \$25,127.49 from Fund 5800, Freedom RR to Fund 0001, General Fund./20-0798
 - The Board sold the railroad and held on to the cash balance to ensure no other additional liabilities were owed, so the balance will be liquidated and the fund will be closed.

RESOLUTION NO. 20-0798 - RE: TRANSFER FROM FUND 5800, FREEDOM RR, TO FUND 0001, GENERAL FUND

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

WHEREAS, the Freedom RR is no longer owned nor operated by the county, and all know obligations of the county have now been paid from the fund; now therefore be it

RESOLVED, that the cash balance in fund 5800, Freedom RR, through a residual equity transfer, be placed in fund 0001, General Fund in the amount of \$25,127.49 be made as follows:

FROM (Debit):
 FUND 5800, Freedom RR
 ORGCODE: 580001096 910000 \$25,127.49

To (Credit):
 FUND 0001, General fund
 ORGCODE: 00100002 280000 \$25,127.49

;and be it further

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

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

Roll call vote as follows:

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

4. The Board of Commissioners agrees to the cash advance repayment for \$3,714,000.00 from Fund 0002, GF 5739.02 to Fund 0001, General Fund./20-0799
- There's currently around \$15 million cash in the main General Fund and around \$1.5 in encumbrances. This will add to that cash balance.
 - This is money the original General Fund gave to the additional General Fund at the start of the building project because the revenues didn't come in fast enough to meet the obligations of the contractor.
 - Director Townend is comfortable with the funds she's encumbered and this resolution returns the cash advance. Some funding will be left over in the general sales tax fund and next year Director Bragg will recommend the Board use the funding to purchase the radio replacement project.

RESOLUTION NO. 20-0799 - RE: CASH ADVANCE REPAYMENT FROM FUND 0002, GF 5739.02, TO FUND 0001, GENERAL FUND

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

WHEREAS, fund 0002 was extended cash advances via resolutions: 18-0649 for \$3,000,000.00, 19-0350 for \$314,000, and 19-0521 for \$400,000 from 0001, General Fund, and

WHEREAS, these advances are no longer needed as sufficient revenues have been received; now therefore be it

RESOLVED, that the following cash advance repayment be made in the amount of \$3,714,000.00 as recommended by the Director of Budget & Financial Management:

FROM:

FUND 0002, GF 5739.02

ORGCODE - 20100009

Debit Revenue Account

Revenue Source 921000 – Advance out \$ 3,714,000.00

TO:

FUND 0001, GENERAL FUND

ORGCODE - 00100002

Credit Expense Account

Object 291000 – Advance In Repayment \$ 3,714,000.00

;and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash advance repayment by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, and the Department of Budget & Financial Management, and be it further

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

Roll call vote as follows:

Kathleen Clyde, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

9. The Board of Commissioners agrees to amend the General Fund 2020 Annual Appropriation Resolution No. 19-0947, adopted December 19, 2019./20-0800
- This resolution is an amendment to the current year's General Fund resolution.
 - Internal Services Director was able to complete the Office 365 chargeback which makes up the bulk of the lines in the resolution.
 - This also helps fund a couple phoneline and charges and generally cleans up the fund for 2020.

RESOLUTION NO. 20-0800

RE: AMENDMENT TO THE GENERAL FUND 2020 ANNUAL APPROPRIATION RESOLUTION NO. 19-0947 ADOPTED DECEMBER 19, 2019.

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

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

		<i>Increase</i>	<i>Decrease</i>
Fund: 0001	General Fund		
	017 Microfilm		
00173	Microfilm Salary & Fringes	9,000	-
	MEMO TOTAL	<u><u>\$ 9,000</u></u>	<u><u>\$ -</u></u>

Note:

	100 Auditor		
01003	Auditor Salary & Fringes	4,981	-
	MEMO TOTAL	<u><u>\$ 4,981</u></u>	<u><u>\$ -</u></u>

Note:

	200 Treasurer		
02005	Treasurer Materials & Supplies	2,100	-
	MEMO TOTAL	<u><u>\$ 2,100</u></u>	<u><u>\$ -</u></u>

Note:

	300 Prosecutor		
03005	Prosecutor Materials & Supplie	4,950	-
	MEMO TOTAL	<u><u>\$ 4,950</u></u>	<u><u>\$ -</u></u>

Note:

	<i>Increase</i>	<i>Decrease</i>
400 Recorder		
04005 Recorder Materials & Supplies	1,075	-
MEMO TOTAL	<u><u>\$ 1,075</u></u>	<u><u>\$ -</u></u>

Note:

520 Municipal Court		
05204 Municipal Court Contract Svcs	1,980	-
05205 Municipal Court Materials & Su	930	-
MEMO TOTAL	<u><u>\$ 2,910</u></u>	<u><u>\$ -</u></u>

Note:

560 Probate Court		
05605 Probate Court Materials & Supp	3,200	-
MEMO TOTAL	<u><u>\$ 3,200</u></u>	<u><u>\$ -</u></u>

Note:

580 Juvenile Probation		
05805 Juvenile Prob Materials & Supp	110	-
MEMO TOTAL	<u><u>\$ 110</u></u>	<u><u>\$ -</u></u>

Note:

590 Adult Probation		
05903 Adult Probation Salary&Fringes	13,260	-
MEMO TOTAL	<u><u>\$ 13,260</u></u>	<u><u>\$ -</u></u>

Note:

915 Data Processing Board		
09155 ITS Materials & Supplies	700	-
MEMO TOTAL	<u><u>\$ 700</u></u>	<u><u>\$ -</u></u>

Note:

	<i>Increase</i>	<i>Decrease</i>
920 Public Defender Commission		
09204 Public Defender Contract Svcs	16,000	-
MEMO TOTAL	<u>\$ 16,000</u>	<u>\$ -</u>

Note:

TOTAL MEMO BALANCE ALL AMENDMENTS	<u>\$ 58,286</u>	<u>\$ -</u>
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Fund: 0002 General Fund 5739.026

010 Commissioners Other

20109 GF 5739.026 ME

	19,362	-
MEMO TOTAL	<u>\$ 19,362</u>	<u>\$ -</u>

Note:

590 Adult Probation

25903 GF Adult Prob Salary/Fringes

	0	19,362
MEMO TOTAL	<u>\$ -</u>	<u>\$ 19,362</u>

Note:

TOTAL MEMO BALANCE ALL AMENDMENTS	<u>\$ 19,362</u>	<u>\$ 19,362</u>
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*Increase**Decrease*

; and be it further

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

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

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

Roll call as Follows:

Kathleen Clyde, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

10. The Board of Commissioners agrees to amend the Non General Fund 2020 Annual Appropriation Resolution No. 19-0948, adopted December 19, 2019./20-0801

- This is an amendment to this year's Non General fund funds.
- A lot of the amendment is general cleanup for the Byrne Grant and Job and Family Services.
- The resolution was changed this morning to reflect Fund 1310 at an addition.

RESOLUTION NO. 20-0801

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

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

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

	<i>Increase</i>	<i>Decrease</i>
Fund: 1107 Byrne Justice Grant (JAG)		
700 Sheriff's Department		
11079 Byrne Justice Grant (JAG) ME	49,530	-
MEMO TOTAL	<u>\$ 49,530</u>	<u>\$ -</u>

Note:

Fund: 1267 CDBG Critical Infrastructure		
081 Community Development		
12674 Critical Infrastructure CS	-	83,387
MEMO TOTAL	<u>\$ -</u>	<u>\$ 83,387</u>

Note: Pull down appropriations

Fund: 1310 Mental Health & Recovery Board		
904 Mental Health & Recovery Board		
13103 Mental Health Bd SalaryFringes	30,000	-
MEMO TOTAL	<u>\$ 30,000</u>	<u>\$ -</u>

Note:

Fund: 1413 JFS WIA Allocation		
051 Job And Family Services		
14134 JFS WIA Allocation CS	99,242	99,242
14135 JFS WIA Allocation MS	9,521	9,521
14139 JFS WIA Allocation ME	45,214	45,214
MEMO TOTAL	<u>\$ 153,977</u>	<u>\$ 153,977</u>

Note: PROJECTED NEED

11. The Board of Commissioners agrees to adopt the Non-General Fiscal Year 2021 Annual Appropriation Measure./20-0803

		<i>Increase</i>	<i>Decrease</i>
Fund: 5800	Freedom Secondary Railroad		
010	Commissioners Other		
58009	Freedom Secondary Railroad ME	25,128	-
	MEMO TOTAL	<u><u>\$ 25,128</u></u>	<u><u>\$ -</u></u>

Note:

TOTAL MEMO BALANCE FOR ALL FUNDS	<u><u>\$ 258,635</u></u>	<u><u>\$ 237,364</u></u>
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; and be it further

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

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

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

Roll call as Follows:

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

RESOLUTION NO. 20-0803

**- RE: NON-GENERAL FUNDS FISCAL YEAR
2021 ANNUAL APPROPRIATION
MEASURE**

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

WHEREAS, Ohio Revised Code (ORC) 5705.38 (A) stipulates that the taxing authority for the County (the Portage County Board of Commissioners) shall approve annual appropriation (budgets) measures on or about the first day of each year, and

WHEREAS, ORC 5705.38 (C) states that "Appropriation measures shall be classified so as to set forth separately the amounts appropriated for each office, department, and division, and, within each, the amount appropriated for personal services.", now therefore be it

RESOLVED, that elected officials and department directors having management control over funds, departments, sub departments and other chart of account elements are hereby authorized to draw warrants against appropriations; and be it further

RESOLVED, that all requests for Capital Expenditures as defined in Sections 5705.38 and 5705.39 of the Ohio Revised Code shall require the approval of the County Board of Commissioners; and be it further

RESOLVED, by the Board of County Commissioners of Portage County, Ohio that to provide for the current expenses and other expenditures of said County, during Fiscal 2021, beginning January 1, 2021 and ending December 31, 2021, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year, **AS PROVIDED IN THE FOLLOWING ENUMERATION BEGINNING WITH FUND 1000 (RECORDER EQUIPMENT) AND ENDING WITH FUND 8201 (RODMAN DET HOME BEQUEST (WILL));**

1000	249,919
(blank)	249,919
3	17,970
4	152,749
5	59,200
6	20,000
9	0
1001	1,079,501
(blank)	1,079,501
3	674,052
4	33,220
5	15,229
6	0

7	0
9	357,000
1003	1,469,840
100	944,711
3	519,746
4	408,620
5	16,320
6	0
7	25
915	525,129
3	259,129
4	98,500
5	167,500
6	0
1004	519,915
(blank)	519,915
3	125,665
4	392,250
5	2,000
6	0
7	0
1005	216,521
(blank)	216,521
3	211,521
4	0
5	5,000
6	0
1006	91,424
(blank)	91,424
3	17,724
4	35,700
5	23,000
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1019	26,187

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7223	5,000
(blank)	5,000

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7224	50,000
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7228	150,000
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5	0
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4	0
8200	0
(blank)	0
5	0
8201	0
(blank)	0
4	0
5	0

;and be it further

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

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

Roll call vote as Follows:

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

12. The Board of Commissioners agrees to adopt the General Fund Fiscal Year 2021 Annual Appropriation Measure.

- Commissioner Clyde would like to adopt the resolution with Option C with consideration of the COLA after property tax information becomes available. It was very clear the sales tax funding was temporary funding, so the notice was there that the revenue stream expired at the end of this year. The Board would not cut the entire amount with Option C so they will still receive ½ the funding. This option provides time to figure out the staffing situation and layoffs aren't necessarily in the cards based on recent conversations. The County shouldn't spend money it doesn't have in 2021 from that revenue stream any longer. It was temporary and it expires, it's reasonable to provide ½ of the request to allow a 6 month window for the Sheriff to get adjusted.
- Commissioner Clyde went on to say that it would be more responsible for the Board to wait for a better sense of the finances. She's talked to Elected Officials and the Union employees don't expect a raise this year due to the difficult financial situation.
- Commissioner Clyde sticks by Option C with the asterisk of encouraging the COLA conversation earlier in 2021 once the Board has information about the property tax revenue.
- Commissioner Kline has reviewed the options and after thinking about the carry over of \$13-\$15 million, she is concerned on how it's going to look. Commissioner Kline asked what capital projects are planned next year and Director Bragg replied the Airport, Riddle Block and the fuel tanks removal at the Motor Pool and this has all been taken into account in his recommendation. The 2020 raises are based on 2019's actual finances and he would be basing 2021 raises from 2020 actuals. If property taxes fall in 2021, the number affects the 2022 recommendation. By keeping this process, it ensure the County has money in hand even if 2021 goes south, there will still be money, it's 2022 that will need to be cautious.
- Director Bragg mentioned part of the fiscal plan was to be cautious with raises over the last 7 year, but the idea behind that was to build a reserve for whenever the recession came. He agrees with Commissioner Clyde that the logic is there to proceed with caution, but if it falls in 2021, we will need to make adjustments which is a fair message to send. There are some Elected Officials who are providing bonuses at the end of this year, but Director Bragg advocates trying to limit them.
- Administrator Roberts noted \$3-4 million dollars will be needed for the Airport and they will need money to close out this year which speaks to the larger problem that needs to be corrected.

The Pretty Glen Dam is another big ticket item and not seeing a plan and knowing how that will unfold, creates some concerns.

If you spent it and commit it for future years, and the economic turndown occurs, you will need to go back to people and say – will you take less or you need to start laying off. That's a worse message than saying we have a \$15 million dollar carryover because last year's carryover, taking into account the cash balances that were due, was considerably higher than what was listed in the books.

- Director Bragg explained he's been a very cautious Finance Director over the years and that's why we have the balances we do and he doesn't make recommendations that need to be revoked later. The Pretty Glen dam has funding that's been set aside even

though the Board delayed the project the funding was left untouched and the projects are accounted into this recommendation.

- Administrator Roberts asked what's the total capital exposure including the Airport, but not thinking of improvements to the Airport, but getting it right side up and Director Bragg explained he's set aside \$2-3 million and that should get us through 5-10 years, and the next big commitment would be to extend the runway and the \$2-3 million will create a project that will tell us whether the next step is worth taking.
- Director Bragg mentioned vehicle replacements, Pretty Glen dam, Riddle Block, Motor Pool, and Records Center are all on the radar and some are included in the carry over and funding is set aside. There is a possibility as Water Resources upgrades the Streetsboro plant, they may be able to obtain grant funding and that will free up funding set aside for that project.
- Director Bragg reported there are several items that need addressed in this building such as the Board of Elections, the elevators and the Annex building.
- When we say we've got \$18-19 million cash on hand at the end of the year, there's a lot we need to get done, but Director Bragg has accounted for those items in the recommendation, as well.
- Director Bragg never projects a grant until we receive the grant and he's confident they can handle the projects even without the grants.
- Commissioner Christian-Bennett is recommending Option A.
- Commissioner Clyde is in favor of Option C.
- Commissioner Kline was leaning towards Option C originally with 50% of the current level and revisiting the COLA in March, but she understands how it's going to be perceived by employees. Many are not expecting a raise.
- Commissioner Clyde believes many are happy to have a job and she doesn't believe this is the time or the year to do a COLA.
- Commissioner Christian-Bennett noted when the Board was talking to Elected Officials, their #1 request was raises and Commissioner Kline didn't hear that from the Officials she spoke with and Commissioner Clyde remembered just one Elected Official that wanted raises. Director Bragg heard from several wanting raises. Public perception is one thing and it should play a role, but we are in the financial state that we are in because we've had a plan in place.
- Commissioner Christian-Bennett contacted Ashtabula County and they are doing a 1.5% increase and Geauga County is doing a 3% because they didn't give any increase last year and Director Bragg indicated Summit County announced 0% back in September of 2019.
- Director Bragg is on the conservative side and he believes we can do more because there's been a plan in place. Looking at the numbers for 2020, you don't see any indication of a recession or a problem and we also asked a lot of employees to step up. It's fair, not necessary and the Board won't be villains if they don't provide increases.
- Commissioner Clyde asked how Director Bragg can say there's no sign of a downturn and Director Bragg indicated by look at the data. Remove the fact that businesses were shutting down, if you look at the County's revenues interested didn't fall very much and property taxes didn't fall but stayed the same. Commissioner Clyde indicated the Board doesn't know on property tax the toughest stretch of the pandemic, and Director Bragg

indicated the plan works by watching the 2022 raises based on what happens during 2021. There may still be a downfall as evictions begins. Commissioner Clyde explained with the mid-year property tax there was a stimulus payment and the enhanced unemployment amount and that ended in July so there could be a different picture and Director Bragg agrees. If there is a downturn, that should be considered in the 2022 and you won't be able to present at the end of 2021 a very accurate picture that says we did see this downfall. This year, the data supports the recommendation, next year bad things may come, but it will affect the following year's recommendation.

- Commissioner Kline pointed out that Social Security was up 1.3% for next year and Director Bragg stated inflation is around 1.5% which is higher than it's been in the last five years and the economic indicators are that we've weathered the recession so far, but economically speaking from the County's standpoint, we've weathered it through 2020.
- Commissioner Kline agreed to support Option A.

Resolution:

12. The Board of Commissioners agree to adopt the General Fund FY2021 Annual Appropriation Measure utilizing Option A with the changes to the Commissioners' Other department as indicated during the meeting of \$2 million on the 4 line and \$500,000 on the 7 line./20-0802

RESOLUTION NO. 20-0802

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**RE: GENERAL FUND FISCAL YEAR 2021
ANNUAL APPROPRIATION MEASURE**

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

WHEREAS, Ohio Revised Code (ORC) 5705.38 (A) stipulates that the taxing authority for the County (the Portage County Board of Commissioners) shall approve annual appropriation (budgets) measures on or about the first day of each year, and

WHEREAS, ORC 5705.38 (C) states that "Appropriation measures shall be classified so as to set forth separately the amounts appropriated for each office, department, and division, and, within each, the amount appropriated for personal services.", now therefore be it

RESOLVED, that the Portage County Board of Commissioners authorizes the annual appropriation measure for the General Fund for Fiscal Year 2021 beginning on January 1, 2021 and concluding on December 31, 2021, and be it further

RESOLVED, that elected officials and department directors having management control over funds, departments, sub departments and other chart of account elements are hereby authorized to draw warrants against the annual appropriations; and be it further

RESOLVED, that all requests for Capital Expenditures as defined in Sections 5705.38 and 5705.39 of the ORC shall require the approval of the County Board of Commissioners; and be it further

RESOLVED, that the Fiscal Year 2021 General Fund annual appropriation measure is enumerated below; and be it further

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

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

2021 Budget

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001 - Commissioners	801,265
3	501,165
4	285,875
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7	225
010 - Commissioners	
other	5,801,740

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9	2,898,740
012 - Int Services GF	402,403
4	248,671
6	153,732
016 Building Maint	2,589,012
3	665,059
4	1,739,020
5	178,933
6	6,000
7	0
9	0
017 - Microfilm	140,164
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4	27,970
5	3,650
6	0
018 - HR	177,658
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4	23,060
5	18,566
7	0
020 - Bldg Insp	608,674
3	560,624
4	24,050
5	24,000
6	0
7	0
030 - JDC	2,099,763
4	2,099,763
100 - Auditor	828,812
3	750,427
4	55,570
5	22,315
6	0
7	500
200 - Treasurer	492,286
3	386,786

4	99,200
5	6,300
6	0
7	0
300 - Prosecutor	3,057,125
3	2,765,814
4	211,766
5	67,145
6	12,400
7	0
9	0
400 - Recorder	312,607
3	297,658
4	6,524
5	7,778
9	647
500 - Clerk of Courts	2,731,348
3	2,386,541
4	222,371
5	122,436
6	0
7	0
510 - Crt of App	120,000
4	120,000
7	0
520 - Muni	1,351,828
3	1,196,233
4	121,313
5	34,282
6	0
9	0
530 - Comm Pleas	1,134,200
3	991,461
4	85,410
5	57,329
6	0
7	0
9	0
540 - Jury Comm	4,559
3	4,067
4	492
5	0

550 - Domestic	868,146
3	740,772
4	51,750
5	75,624
6	0
7	0
560 - Probate	1,086,134
3	1,008,899
4	52,735
5	24,500
6	0
7	0
570 - Juv	1,498,814
3	1,145,964
4	296,350
5	51,500
6	5,000
7	0
9	0
580 - Juv Prob	482,547
3	446,197
4	30,250
5	6,100
6	0
590 - Prob	1,676,281
3	1,475,394
4	141,200
5	53,687
6	6,000
7	0
9	0
600 - Coroner	485,747
3	315,062
4	157,485
5	13,200
6	0
700 - Sheriff	17,335,289
3	13,506,929
4	2,783,825
5	790,500
6	243,285
7	750

9	10,000
800 - Tax map	228,931
3	196,631
4	3,200
5	29,100
6	0
902 - BOE	1,645,463
3	1,042,463
4	374,000
5	149,000
6	80,000
7	0
9	0
903 - Veterans	770,988
3	454,038
4	276,800
5	40,150
6	0
7	0
9	0
913 - Bud Comm	66,189
3	60,757
4	4,682
5	750
6	0
915 - IT	1,181,682
3	652,794
4	508,638
5	20,250
6	0
7	0
920 - Pub Def	1,113,856
3	995,306
4	107,150
5	11,400
6	0
7	0
9	0
930 - EMA GF	15,000
4	7,500
5	7,500

Roll call vote as Follows:

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

MISCELLANEOUS ITEMS

The Board of Commissioners approves the December 10, 2020 regular meeting minutes.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

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

Motion Carries

Commissioners

Discussion:

1. First Meeting in 2021

The Organizational meeting is scheduled on January 11, 2021 and the Board agreed its first regular meeting will be January 14, 2021.

Resolutions:

1. The Board of Commissioners agrees to appoint Jack Schmidt to the Portage County Regional Airport Board of Trustees./20-0804

RESOLUTION NO. 20-0804 - RE: APPOINTMENT TO THE PORTAGE COUNTY REGIONAL AIRPORT AUTHORITY BOARD OF TRUSTEES

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

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

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

RESOLVED, that the Portage County Board of Commissioners does hereby appoint the following member to a 3-year term beginning immediately and ending November 5, 2023:

Jack Schmidt
9535 Nighthawk Dr.
Bainbridge, OH 44203

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

Roll call vote as follows:

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

2. The Board of Commissioners agrees to appoint Michelle Sahr to the Portage County Board of Developmental Disabilities (DD)./20-0805
 - Commissioner Christian-Bennett received a call from DD Director John Vanetti and he was shocked to see Mike DeLuke and Michael Dailey on the agenda for adoption because neither applicant reached out to DD, but back on October 27th, Director Vanetti sent a resume for Tom Grist and on November 24th he sent one for Maureen Haska. Normally when there's multiple applicants, the Board reviews them ahead of time. There was also concern about Mike DeLuke because of his involvement in the Union and Director Vanetti asked that the Board hold the appointments as the DD's first meeting is not until January 20th so he can reach out to the new applicants. The extra time would also allow the Commissioners to review the applications because there are 3 opening, actually 2 because Michelle Sahr is going to be reappointed on with 2 additional opening. Since there's 4 applicants for the 2 openings, the Board may want to interview or at least talk to all 4 candidates.

Commissioner Clyde explained she heard from John Vanetti and he did not express a problem to her about the appointments and these are 3 strong applicants.

Commissioner Clyde believes these are the right people and Commissioner Christian-Bennett pointed out she received a call from the Director at 8:38 AM this morning asking the Board to hold off. Commissioner Christian-Bennett also received a text and a call during session from Michelle Sahr with the same concerns. In the past, if there were multiple applicants, the Board would interview.

Commissioner Clyde noted these people applied, they are in the packet, they are qualified and she's had back and forth with Director Vanetti about the applications and did not hear those reservations. Commissioner Clyde would like to move forward with this action because their seats expire at the end of the year. Commissioner Christian-Bennett wasn't able to review the applications and wonders why did these two applicants were chosen over the others submitted October 27th and November 24th? Who picked these two out of four applicants because the other two were just as

Disabilities commencing January 1, 2021 and expiring December 31, 2025:

Name	Position
Michelle L. Sahr 1366 Nicholas Dr., Kent, OH 44240	Immediate Family Member of DD person eligible for and/or receiving Adult Services; and an Interested Knowledge Resident

; and be it further

RESOLVED,

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

Roll call vote as follows:

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

3. The Board of Commissioners agrees to appoint Michael DuLuke to the Portage County Board of Developmental Disabilities./**Hold.**

RESOLUTION NO. 20-0806

This resolution was omitted. Appointment to Portage County Board of Developmental Disabilities pulled. This is for numbering purposes only.

4. The Board of Commissioners agrees to appoint Michael Dailey to the Portage County Board of Developmental Disabilities./**Hold.**

RESOLUTION NO. 20-0807

This resolution was omitted. Appointment to Portage County Board of Developmental Disabilities pulled. This is for numbering purposes only.

5. The Board of Commissioners agrees to accept the CORSA's Employee and Faithful Dishonesty of Duty Policy instead of individual surety bonds for officers, employees, and appointees./20-0808

RESOLUTION NO. 20-0808

RE: ACCEPTANCE OF CORSA'S EMPLOYEE
DISHONESTY AND FAITHFUL
PERFORMANCE OF DUTY POLICY INSTEAD
OF INDIVIDUAL SURETY BONDS FOR
OFFICERS, EMPLOYEES, AND
APPOINTEES.

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

WHEREAS, on July 25, 2019, the Board of Commissioners adopted Resolution No. 19-0530 authorizing the use of an "employee dishonesty and faithful performance of duty policy" instead of individual surety bonds for officers, employees, and appointees who are otherwise required by law to give bond before entering upon the discharge of duties, said Resolution No. 19-0530 is attached and is incorporated by reference herein; and

WHEREAS, Portage County's "employee dishonesty and faithful performance of duty policy" through the CORSA coverage document complies with ORC §3.061; now therefore be it

RESOLVED, that the Board of Commissioners of Portage County, Ohio hereby authorize the use of the county's "employee dishonesty and faithful performance of duty policy". Specifically authorized are: County Commissioners, Prosecutor & Prosecutor FOJ, Sheriff & Sheriff FOJ, Coroner, Engineer, Recorder, Auditor, Treasurer, Clerk of County Courts, Clerk of Common Pleas Court, DJFS Director and Dog Warden & Deputy Wardens, Probate Judge, Juvenile Court Judge acting as the Clerk of the Juvenile Court; and be it further

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

Roll call vote as follows:

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

JOURNAL ENTRY: The Board of Commissioners acknowledged receipt of the December 11, 2020 Certificate of County Auditor that the total appropriations from each fund *do exceed* the official estimate of resources as presented by the County Auditor's office.

Motion: **Commissioner Kline**

Seconded: **Commissioner Christian-Bennett**

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

MISCELLANEOUS ITEMS

DOG WARDEN

RESOLUTION NO. 20-0810 - RE: ACCEPTANCE OF DONATIONS TO THE OFFICE OF THE PORTAGE COUNTY DOG WARDEN.

It was moved by Kathleen Clyde, seconded by Vicki A. Kline that the following resolution be adopted:

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

Name	Address	
Hazel Tacket	240 Lincoln St. Ravenna Oh 44266	\$100
LaVella Fronck	996 Frost Rd Streetsboro Oh 44241	\$50
Dawn Burkholder	305 N. Diamond St Ravenna Oh 44266	\$50
Patricia Dorron	641 Woodside Kent Ohio 44240	\$20
Lee Ann Petroff	4995 Newton Falls Rd Ravenna Oh 44266	\$75
Betty Janakovich	8449 Center St Garrettsville Oh 44231	\$20
Lori Babbey	10524 McClintocksburg Rd Newton Falls Oh 44444	\$30
Cathy & Matt Garrett	750 Woodside Ave Ravenna Oh 44266	\$20
Cass Mayfield	1314 N. Mantua St Kent Oh 44240	\$25
Jess & Teresa Camera	11151 Wheeler Rd Garrettsville Oh 44231	\$100
Karen Piwonka	1130 Crackel Rd Aurora Oh 44202	\$50
Mike & Lanna Omlor	500 Allen Dr Kent Ohio 44240	\$50
Kim Hagan	9549 Bear Hollow Deerfield Oh 44411	\$100
Marjorie O'Connor	1349 Brookwood Dr Mogadore, Oh 44266	\$25
Gary & Laura Vargo	2848 Pioneer Tr Aurora Oh 44202	\$50
Mary Ann Howitt	8108 St Rt 43 Streetsboro Oh 44241	\$100
Barrie Forner	7052 Peck Rd Ravenna Oh 44266	\$20
Josh & Shannon Hagen	1239 Meadow Dr. Kent Oh 44240	\$10
Alan Mail	521 Pioneer Ave Kent Oh 44240	\$100
John Gunstad	1310 Mockingbird Dr Kent Oh 44240	\$250
John Perry	125 S. Mantua St. Kent Ohio 44240	\$500
Sandra Fargo	6202 bRamona St Atwater Oh 44201	\$20
Elizabeth Siman	P.O. Box 418 Hiram Oh 44234	\$20
John Zajicek	1731 St Rt 225 Deerfield Oh 44411	\$20

Wayne Rogers	5476 Beechwood Rd Ravenna Oh 44266	\$10
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; now therefore, be it

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

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

Roll call vote as follows:

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

CHIEF ADMINISTRATOR

Present: Gene Roberts

1. CARES Update
The project was completed on Monday and there are still several questions bouncing around from reporters, but the work group will discuss and address.
2. December 29th Commissioners' Special Meeting.
The Board agreed to start the meeting at 9:00 AM.

Motion: by Commissioner Kline, seconded by Commissioner Christian-Bennett that the Board adjourn the Meeting of December 17, 2020 at 11:32 AM.

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

Motion Carries

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of December 17, 2020.

Kathleen Clyde, President

Vicki A. Kline

Vicki A. Kline, Vice President

Sabrina Christian-Bennett
Sabrina Christian-Bennett

Sabrina Christian-Bennett, Board Member

Amy Hutchinson

Amy Hutchinson, Clerk