



Portage County Board of Commissioners

Regular Meeting

~ Minutes ~

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

Amy Hutchinson, Clerk
330-297-3600

Thursday, May 31, 2018

9:00 AM

Commissioners' Board Room

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

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

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

Also attending throughout the day Record Courier Reporter Matt Merchant and Tony Badalamenti.

Recessed to Solid Waste Management District: 9:30 AM

Reconvened: 9:04 AM

ADMIN TEAM

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

HUMAN RESOURCES:

Journal Entries - # 5

Discussion:

1. Compensation Study

Director Kovick has ten participants interested in the Compensation study (Prosecutor, Auditor, Treasurer, Adult Probation, County Engineer, Tax Map, Recorder, ITS, Clerk of Courts, Sheriff and all Commissioners' Departments). The deadline is tomorrow, but she hasn't heard back from Common Pleas, Domestic, Municipal, Veteran Services, and Board of Elections. Juvenile and Probate Court, along with the Coroner's Office have declined participation.

Director Kovick will send out a reminder today to those who have not responded.

EXTERNAL SERVICES:

Resolution(s) - # 15 - PULLED FROM THE CONSENT AGENDA

Commissioner Kerrigan motioned to pull Consent Agenda Resolution No. 15 as follows:

15. Accept bids and award contract for Project No. BR-2 (12-140), Oakwood Acres Subdivision sanitary sewer improvements, in the Portage County Regional Sewer District, Brimfield Township./PULLED FROM THE CONSENT AGENDA.

Director Roberts is asking to enter into contract authorization and presented a handout of the actual bid tab for the project. The low bidder came in at \$794,682.24.

After the meeting, it was determined since there wasn't any agricultural property, the agricultural requirement was bypassed by the Department. When notice was sent out, the Department was envisioning surcharge, because it's the cheapest process, but the public notice did not say assess and according to Ohio Revised Code it should have been publically stated that it is an assessment project. Notice of time would need to be completed, and it was done, and the five days post meeting for written objection.

There is still the potential for an assessment project if all fifty six property owners agree to be assessed. Director Roberts presents draft correspondence that addresses the issue, along with a draft survey for Board review. If all fifty six property owners agree, the project can be assessed, but with an assessment, the project cost increases by 2 ½ % (at minimum), and could range anywhere from \$15,000-\$150,000 on top of the project for bond counsel.

In order for the project to be an assessment, there needs to be 100% consensus from all the property owners. Director Roberts will include language in the letter about the additional bonding costs, indicating it could reach an amount of up to \$150,000 (\$30,000 towards a note and \$120,000 for a bond next year), and if the amount comes in cheaper, it would be considered a bonus. Director Roberts will also include the cost breakdown by parcel for each property if the project turns into an assessment.

The Board needs to wait until the survey comes back before moving forward to know the exact cost or the best estimated cost of the project. Director Roberts pointed out that by waiting, the price could increase. Director Townend asked if language was included in their bid specifications indicating it could be extended by mutual consent and Director Roberts will have to check.

The surveys will go out with a response deadline of June 15th.

Commissioner Christian-Bennett asked if this project has been deemed a nuisance and Director Roberts explained it has not. Director Roberts also mentioned that is another topic the Board will need to discuss for Chinn Allotment in order to get the nuisance declaration by the Health Department in place, which then trips additional items at the EPA to the Commissioners as Findings and Orders.

Director Bragg asked if Attorney Garnier specifically commented on whether having 100% agreement after the fact would allow us to award the contract and Director Roberts responded not specifically. Director Bragg asked if award of the contract is an Ohio Revised Code trigger and whether that by itself would exempt the County from assessing later, even if the County has 100% assessment.

Director Roberts reported that Attorney Garnier indicated if all property owners could agree to go forward as an assessment project, including agreement on the tentative amount, they could submit documentation pursuant to R.C. 6117.28, in which case the County could proceed without the notices and opportunity to object and appeal otherwise required.

The Board agreed to hold off on adoption the resolution today, and in the meantime, Director Roberts will check with Attorney Smith and will reach out to the successful bidder to see if he is willing to extend the bid for an additional week. Director Roberts will also reach out to the Health Commissioner, regarding a nuisance complaint for Chinn Allotment.

DBFM:

Resolution(s) - #'s 1 to 10

Journal Entries - #'s 3 to 4

Discussion

1. Request to waive late fees for sewer bill

Director Bragg reported that a resident purchase property a year ago which he intends to turn into a rental property, but the property has been vacant for a year. During that time, they resident did not realize they were responsible for sewer bills and have also incurred additional late fees. At the request of the homeowner, Director Bragg is asking if the Board would waive the late fees, but the Board agreed it must follow its policy and decided not to waive the fees.

2. Oakwood project monthly invoicing

Commissioner Kerrigan asked how the County would handle Oakwood residents who request monthly billing. Director Bragg reported the County does not issue monthly billings, it issues quarterly billings (although it could), but it would be done by hand and to be fair, that option should be extended to all 14,000 customers.

Almost the entire County (residentially) is on a fixed rate sewer, the only variable is the water. There are approximately 6,000 water customers and approximately 14,000 sewer customers and there is an overlap of about 4,000-5,000 that have both and 1,000 that are water only.

INTERNAL SERVICES:

Resolution(s) - #'s 11 to 14

Discussion:

1. Procedures for Boards and Commissions

Director Townend presented a draft advertisement Judy Common created for vacant Board appointments. Director Townend has received requests for reappointment and wants to know how the Board would like to move forward. The Board agreed if someone is interested in reappointment, they should complete the application form and Director

Townend will send them out today. Commissioner Kerrigan noted it's to their discretion if they want to obtain a recommendation letter to be reappointed.

Director Townend will bring the advertisement back next week when Commissioner Kline returns for further discussion.

Commissioner Kerrigan mentioned it would be nice to have the wording of the advertisement available on the website for all board the Commissioners appoint to, with specific focus on Board vacancies. Commissioner Christian-Bennett pointed out the application should include verbiage that says something to the effect of 'if this Board is not available, would you consider another Board' and Director Townend pointed out there is a spot on the application to write down all Board an applicant is interested in.

Director Townend will have any recommendations from Board Presidents ready for next week's discussion.

Recessed: 9:34 AM

Reconvened: 9:47 AM

WINDHAM CRITICAL INFRASTRUCTURE DISCUSSION

Present: Director Todd Peetz and Lisa Reeves, Regional Planning Commission; Department of Budget and Financial Management Director Todd Bragg, Job and Family Services Director Kellijo Jeffries and Human Resources Department Director Janet Kovick

Director Peetz received correspondence from the Ohio Development Services Agency on two Critical Infrastructure grants they applied for, one for Ravenna City and one for Windham Village. Windham Village was not funded because the Planning Commission only included the Village by itself, but the improvements would actually impact the school, so the service area technically should be the Township. The Planning Commissioner will research the area as it may go into Nelson, as well. A second finding was a discrepancy in the letter for Windham, but that was a minor change and it has been completed.

Hiram Village is asking for assistance for a water tower, but that won't be until the next round of funding in November.

Director Bragg asked if the old projects were being resubmitted under the 2018 Critical Infrastructure Grant and Ms. Reeves indicated they were. Director Bragg remembered the Board wanted a process wherein everyone could turn in applications and the Board would consider all of them. Now the Planning Commissioner is presenting two old projects under the new grant period without giving other communities an opportunity to apply. Ms. Reeves pointed out no other projects have been received with the exception of Hiram Village, but Director Bragg stated no one has asked. Ms. Reeves explained Critical Infrastructure would only be applicable to projects with 51% low to moderate income (LMI) and the reason it would be considered 2018 Critical Infrastructure funds is because they've already changed the cycle.

Director Peetz explained the two grants in question are due June 15th and he knows of one other community who is looking for the funding, but is not ready because an income survey is still needed.

Director Bragg asked if the Planning Commission is actively soliciting and Ms. Reeves noted the General CDBG hearing was published in the newspaper, the Board had the public hearing and information was distributed to all communities regarding the availability of grant funding for the Formula Allocation, as well as the General CDBG public hearing, which discussed all of the others.

The next cycle is in November (for 2018 funds) and the Regional Planning Commission will put out a notice so that everyone knows about the opportunity.

Director Peetz pointed out they will not receive 2019 funding for General CDBG, but will be eligible for Critical Infrastructure funding.

Commissioner Kerrigan asked who would qualify that they have surveys from and Director Peetz indicated Kent, Ravenna City, Charlestown Township, Windham Village are the only communities that qualify without having to do a survey; Oakwood Estates, Brady Lake area and Mantua Village were the last surveys completed.

The Board agreed the Regional Planning Commission could submit the pre application for both the City of Ravenna and Windham Village.

JOB AND FAMILY SERVICES

Present: Kellijo Jeffries, Human Resources Department Director Janet Kovick, Attorney Chris Meduri and County Engineer Mickey Marozzi

10:01 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Mike Kerrigan, seconded by Sabrina Christian-Bennett that the Board of Commissioners move into executive session to consider the compensation of a public employee or official. Also present: Job and Family Services Director Kellijo Jeffries, Human Resources Department Director Janet Kovick. Roll call vote: Mike Kerrigan, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Absent;

10:12 AM Upon conclusion of the above referenced discussion, it was moved by Mike Kerrigan, seconded by Sabrina Christian-Bennett that the Board of Commissioners moves out of executive session. Roll call vote: Mike Kerrigan, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Absent;

After exiting executive session, the Board took no action.

1. February/March 2018 Job and Family Services Data Report

Director Jeffries presented and discussed the Portage County Job and Family Services Monthly Data Report for February and March 2018 as follows:

Director Peetz explained the two grants in question are due June 15th and he knows of one other community who is looking for the funding, but is not ready because an income survey is still needed.

Director Bragg asked if the Planning Commission is actively soliciting and Ms. Reeves noted the General CDBG hearing was published in the newspaper, the Board had the public hearing and information was distributed to all communities regarding the availability of grant funding for the Formula Allocation, as well as the General CDBG public hearing, which discussed all of the others.

The next cycle is in November (for 2018 funds) and the Regional Planning Commission will put out a notice so that everyone knows about the opportunity.

Director Peetz pointed out they will not receive 2019 funding for General CDBG, but will be eligible for Critical Infrastructure funding.

Commissioner Kerrigan asked who would qualify that they have surveys from and Director Peetz indicated Kent, Ravenna City, Charlestown Township, Windham Village are the only communities that qualify without having to do a survey; Oakwood Estates, Brady Lake area and Mantua Village were the last surveys completed.

The Board agreed the Regional Planning Commission could submit the pre application for both the City of Ravenna and Windham Village.

JOB AND FAMILY SERVICES

Present: Kellijo Jeffries, Human Resources Department Director Janet Kovick, Attorney Chris Meduri and County Engineer Mickey Marozzi

10:01 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Mike Kerrigan, seconded by Sabrina Christian-Bennett that the Board of Commissioners move into executive session to consider the compensation of a public employee or official. Also present: Job and Family Services Director Kellijo Jeffries, Human Resources Department Director Janet Kovick. Roll call vote: Mike Kerrigan, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Absent;

10:12 AM Upon conclusion of the above referenced discussion, it was moved by Mike Kerrigan, seconded by Sabrina Christian-Bennett that the Board of Commissioners moves out of executive session. Roll call vote: Mike Kerrigan, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Absent;

After exiting executive session, the Board took no action.

1. February/March 2018 Job and Family Services Data Report

Director Jeffries presented and discussed the Portage County Job and Family Services Monthly Data Report for February and March 2018 as follows:

Portage County JFS Monthly Data Report
February / March 2018

Public Assistance

OWF – Cash Assistance	February 2018	March 2018
Number of Individuals on OWF	732	750
Number of Families on OWF	427	439
Amount Issued	\$155,489.00	\$155,432.00

Food Assistance	February 2018	March 2018
Individuals	13,544	13,664
Families	6,860	6,927
Amount Issued	\$1,579,656.00	\$1,638,967.00

Medicaid	February 2018	March 2018
MAGI Adult Expansion	7,902	7,858
Non-MAGI Adult	6,400	6,610
Family Medicaid	15,919	15,947
Total Medicaid Recipients	30,182	30,415
Total Amount of received Medicaid Services	\$24,577,913.80	\$39,419,053.81

Child Care	February 2018	March 2018
Children	707	669
Public Funds Used	\$249,035.57	\$254,408.30

NET Transportation	February 2018	March 2018
Total NET Transportation Related Calls Received	760	988
Total Amount of Emerald Trips	119	127
Total Amount of Swift Care Trips	114	137
Total Amount of PARTA Trips	19	31
Total Amount of Gas Card Trips	304	364
Total Amount of Ticket Trips	240	264

Intake Appts	February 2018	March 2018
Total	107 (Walk-in) 312 (By Phone)	104 (Walk-in) 287 (By Phone)

Customer Service Center	February 2018	March 2018
Total Calls Received	4,128	4,790
Total Clients Seen	1,235	1,433

State Hearings	February 2018	March 2018
Hearing Completed	26	7
Hearings Withdrawn	25	35

Benefit Recovery	February 2018	March 2018
Total Amount Calculated	\$34,739.00	\$35,228.00
Total Amount Collected (fiscal-cash, TOP/Benefit Reduction and Incentives)	\$31,639.27	\$103,272.86

Ohio Means JOBS / WIOA/ Work Experience Program

	February 2018	March 2018
First Time OMJ Center Customers	72	61
Total OMJ Center Customers	338	315

Total Size of WIOA A&DW Caseload	71	73
Total Services Provided to OMJ Center Customers	828	736
Number of Active ITA's	5	4
WIOA Orientation Sessions Held	14	12
Total Number of customers receiving unemployment	115	72
Referrals to Unemployment	0	0
Referrals to OOD	2	3
Veteran Job Placements	4	0
WIOA Customers Reported Employment	5	4
Total number of Business Services Provided	23	68
Total Number of Job Orders Posted	18	16
Total Number of Hiring Events/Job Fairs/Career Fairs (Events)	2	4
Total Number of Hiring Event Attendees	0	10
Total Number of Employers At Events	0	78
Monthly Unemployment Rate	5	n/a
Work Experience Programs (JOBS), CCMEP, and Supportive Services	February 2018	March 2018

ABAWD Job Placements	2	n/a
OWF Job Placements	3	1
Job Club Job Placements	1	2
Total Number of OWF Participants- All Family	51	54
Total Number of OWF Participants-2 Parent	4	5
All Family Participation Rate	52.83%	52.73%
2-Parent Participation Rate	25%	20%
ABAWD Participants	121	125
ABAWD Participation Rate	79%	81%
Number of Work Experience Sites (WEP)	37	34
Number of Active WEP Participants	111	112
New WEP Site Contracts	0	0
Job Club Participants	12	12
CCMEP Job Placements	3	3
Number of CCMEP Youth in Pre-Enrollment Services (used to be Referrals)	21	22
Number of CCMEP Youth in Framework Design Services	8	8
Number of CCMEP Youth Enrolled in Services	167	166
CCMEP Youth Total (Includes Pre Enrollment/Framework Design/Services)	196	196
CCMEP In-School Youth Total	101	96

CCMEP Out-of-School Youth Total	77	79
Total number of CCMEP Services	278	297
Number of Participants in Supportive Employment Program	7	6
PRC Applications Received	56	72

Children Services

	February 2018	March 2018
New Cases Assigned	129	116
Ongoing Cases	208	217
Adoption Cases	17	15
Adoptions Finalized	1	0
Children Leaving Custody	12	21
Children Entered Custody	29	29
Total Children in Custody	238	244
APS Cases Assigned	14	15
Family Team Meetings Held	77	100
Children in Kinship Care/Relative Care	85	85
Children placed in Agency Foster Homes	51	48
Children placed in Residential Treatment	32	19
Children Placed in Group Homes or Therapeutic Foster Homes	45	69

Child Support

	February 2018	March 2018
Total Calls Received by Customer Service	1,749	1,920
Total Clients Seen in Customer Service	437	496
Total CSEA Responses to Web Portal Inquiries	259	276
Number of Individual Enrolled In Passages Program (applications approved for the month)	6	4
Number of Enrolled Individuals that secured employment	3	1
Passages: Currently employed: Made less than 6 months of payments	10	10
Passages: Currently employed who have made 6 months or more of consistent payments	0	1
Passages: Monthly Collections	\$5,322.96	\$1,838.40
Cases where Paternity was Established	31	28
Modified Child Support Cases	14	22
Total Number of Active Cases	9,345	9,387
Total Amount of Child Support that was disbursed	\$1,882,550.67	\$2,070,390.82

Human Resources

	February 2018	March 2018
Total Number of Employees	196	189
Number of New Hires	0	1
Number of Promotions	1	5
Number of Resignations/Retire/Rescinds	1	2
Number of Job Postings	3	7

IT

	February 2018	March 2018
Helpdesk tickets closed	230	468

Community Outreach and Public Relations

February 2018

- Website updates continued
- Finalized 2017 Annual Report
- Planning for upcoming Career Connections event on March 14
- Support is Key 5k planning continued
- Planning continued for Child Abuse and Neglect month as well as the Family Fun Day on April 14th
- Pathways to your independence event planning continued
- Independent Living Program classes:
 - February 6- The teenagers learned about human development, health, and relationships
 - February 15- The teenagers participated in a cooking class and learned how to make a pasta dish
 - February 21- Social event; Roller Hutt
- CSEA and OMJPC Employer Outreach event planning continued
- PCJFS received Wayland Community Church donation with book bags full of stuffed animals, blankets, hygiene products and more!

March 2018

- Children Services received 100 "comfort kits" from Making Kids count.
- The Succession Planning graduates deployed the Carousel of Information to the Windham Renaissance Center.
- OMJPC hosted the Career Connections Expo at NEOMED New Center on Wednesday, March 14, 2018.
- Planning for Senior Forum began.
- Planning for Family Fun Day continued.
- PCJFS participated in the King Kennedy Center Business Casual Fair on March 28th, 2018.
- Independent Living Classes:
 - March 6- Social event-Black panther movie night
 - March 14- OhioMeansJobs Career Connections Expo (optional)
 - March 20- KSU Cooking Class- the teens cooked calzones from scratch
 - March 29- Banking and Saving Accounts hosted by Seven Seventeen Bank

Commissioner Christian-Bennett mentioned she went to the Riddle Block Child Support office the other day for a proclamation presentation and noted she had to take the steps to the fourth floor as the elevator is still down and will take fourteen weeks to repair. She noted there's a sign in the stairway that says "please do not sit on the steps" and since there's no ventilation in the stairwell area, it may be difficult for people to walk up the stairs without resting. Commissioner Christian-Bennett asked Director Jeffries to investigate who put the sign up and to report back to the Board.

Director Jeffries noted there are several Job and Family Services employees working at the Riddle Block with medical limitations that have been placed temporarily at the Administration Building and staff members will go downstairs to assist any customer who is not able to use the stairs until the elevators are fixed.

2. New Kiosk in Public Assistance Division

A few metro counties have had great success with Northwood's Kiosk product, which is a free standing kiosk that will go in the Portage County Administration Building's second floor lobby. Instead of waiting in line, the new kiosk will allow customers to scan documents, provide updates, and check in through the system, which will reduce wait time and demands on staff, thereby improving overall efficiencies. The cost is approximately \$10,000 to purchase and Director Jeffries has decided on the lease-to-purchase option. In 2018, the Department will pay \$ 5,000 for the first year and \$2,500 for the following two years and after year three, Job and Family Services will own the product.

3. Pathways to Independence Invitation

The event is on Friday, June 8, 2018, from 11:00 AM-2:00 PM, 253 S. Chestnut Street, Ravenna – relocated First Congressional Church (across the street from original location).

There are fifty youth committed to coming to the event and fifteen young people that are graduating from high school. Since the event is larger than anticipated, it has been moved across the street to the First Congressional Church. Director Jeffries extends an invitation to the Board to attend and speak, if interested.

Commissioner Christian-Bennett asked housing through Coleman and Director Jeffries reported they have a contract with Coleman for three apartments for their youth and they have on site case management services to check on the youth and the Social workers stay connected, as well.

4. Additional Attorney to be hired at Child Support

As of June 30, 2018, Job and Family Services and the Portage County Prosecutor's Office will be terminating a contract between the two organizations that paid half of the salary of an employee of the Prosecutor's office that was performing investigative research for Child Support Cases.

Portage County Job and Family Services is also prepared to start filing civil and criminal complaints against citizens who have overpayment claims with the Public Assistance Division and who have made payment arrangements and have forfeited on those arrangements.

As a result of these changes, Director Jeffries would like to add a Job and Family Services attorney to the table of organization. Job descriptions will be modified for all Job and Family Services attorneys to reflect legal work for both Child Support and Public Assistance Divisions.

Director Jeffries has met with the Prosecutor to finalize the contract change and provide insight into the new position and the filings of complaints on overpayment claims.

The Board is in agreement with the hire and Director Jeffries will begin moving forward.

Recessed to the Public Hearing: 10:31 AM

**PUBLIC HEARING
PROPOSED PARTIAL ROAD VACATION OF
PROSPECT ROAD (TH 1776)
ROOTSTOWN TOWNSHIP, PORTAGE COUNTY
May 31, 2018**

Commissioner Christian-Bennett opened the public hearing at 10:31 AM.

Present: Commissioner Mike Kerrigan; Commissioner Christian-Bennett; County Engineer Michael Marozzi; Attorney Chris Meduri, Portage County Prosecutor's Office; Director Gene Roberts, Portage County Water Resources Department; Record Courier Reporter Matt Merchant, Tony Badalamenti and Clerk Amy Hutchinson

I. OPENING – Commissioner Christian-Bennett

Section 5553.045 of the Ohio Revised Code specifies that a Board of Township Trustees may petition the Board of County Commissioners to vacate a township road or a portion of the road by passing a resolution that requests the vacation and includes a description of the general route and termini of the road or portion of the road.

On April 30, 2018, the Board of Commissioners received Rootstown Township's Resolution No. 2017-130 dated August 22, 2017 and Resolution No. 2018-044, dated February 27, 2018, requesting the partial road vacation of Prospect Road (TH 1776), Rootstown Township, Portage County.

II. PURPOSE OF THE HEARING – Commissioner Christian-Bennett

The purpose of the hearing is to hear any testimony bearing upon the necessity of the improvement for the public convenience or welfare and offered either for or against proceeding with the improvement by any interested persons.

III. SWEARING IN OF THOSE WHO ARE SPEAKING - Commissioner Christian-Bennett

- Do you solemnly swear that the testimony you are about to give shall be the truth, the whole truth, and nothing but the truth, if so please respond I do.

IV. COUNTY ENGINEER'S REPORT - Mickey Marozzi

County Engineer Marozzi reported that based on review and analysis of the plat and description, as prepared by the owner's surveyor, there are no concerns or objections to the proposed vacation.

V. WATER RESOURCES REPORT - Director Gene Roberts

Director Roberts explained the force main that is located within the property will revert back to an easement and with that modification and language, Water Resources Department has no objections to the proposed vacation.

VI. PROSECUTOR'S OFFICE - Attorney Chris Meduri

The former Planning and Design Engineer Anthony Zumbo started this process and did a lot of work on the project.

VII. PUBLIC COMMENT

For the proposed partial vacation - N/A
Against the proposed partial vacation - N/A

VIII. CLOSING STATEMENT - Commissioner Christian-Bennett

If the Board of Commissioners finds such improvements will serve the public convenience and welfare, it shall adopt a resolution by majority vote declaring the road or portion to be vacated and file a certified copy of the resolution with the petitioner Board of Township Trustees, the County Recorder and the County Engineer within 45 days after receipt of the petition (45 days = June 14, 2018).

If the Board finds such improvements will not serve the public convenience and welfare, it shall refuse to proceed.

The Board will be prepared to consider a draft resolution during its next regularly scheduled Thursday meeting.

Hearing no further discussion, the Public Meeting was adjourned at 10:36 AM.

Reconvened Commissioners' meeting: 10:36 AM

Recessed: 10:36 AM

Reconvened: 10:38 AM

WATER RESOURCES

Present: Gene Roberts

- Director Roberts was able to contact Attorney Smith, who confirmed the Board can if 100% of the people elect to go into an alternative method.
- The Contractor has agreed to hold for an additional thirty (30) days.
- Letters will be finalized, including one piece and the graph from the public hearing, and it will show the cost based on surcharge and the cost based on assessment.
- The Board agreed to hold the resolution to accept the bid and award contract for the project since the Contractor has agreed to hold the price for an additional thirty (30) days.

Recessed: 10:39 AM

Reconvened: 11:01 AM

COMMISSIONERS' CONSENT AGENDA

May 31, 2018

1. Approval of the May 24, 2018 regular meeting minutes.

*

*

*

*

*

RESOLUTIONS

May 31, 2018

Budget & Financial Management:

1. Approve the Thursday, May 31, 2018 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0371
2. Approve the Thursday, May 31, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0372
3. Approve the Thursday, May 31, 2018 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0373
4. Approve the Tuesday, June 5, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0374
5. Approve the Tuesday, June 5, 2018 Then & Now Certification, as presented by the County

Auditor./18-0375

6. Amendment to the General Fund 2018 annual appropriation Resolution No. 17-0954, adopted December 19, 2017./18-0376
7. Amendment to the Non General Fund 2018 annual appropriation Resolution No. 17-0955, adopted December 19, 2017./18-0377
8. Resolution that authorizes application and agree to enter into an agreement between the Board of Commissioners (on behalf of the Portage County Probate Court) and the Supreme Court for Technology Grant for Time Stamp Machines for the Common Pleas Court, Probate and Juvenile Division, Portage County, Ohio./18-0378
9. Authorize electronic application to the Ohio Office of Criminal Justice Services' Department of Justice Program, Violence Against Women Grant (VAWA), Domestic Violence Intervention Project./18-0379
10. Approve the Thursday, May 31, 2018 ACH payment to the Neil Group, LLC for \$20.00, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0380

Internal Services

11. Agreement for security officer services between the Portage County Board of Commissioners and Metro Security & Investigations, Inc. for security of Portage County Administration Building, 449 South Meridian Street, Ravenna./18-0381
12. Enter into an agreement for a modification/enhancement for our custom iPhone and Android mobile application for emergency management related information between the Portage County Board of Commissioners on behalf of the Portage County Emergency Management Agency and OCV, LLC./18-0382
13. Create fund 7228, Prospective Rating Plan 2019./18-0383
14. Declare obsolete and dispose of Portage County personal property located at the Portage County Board of Developmental Disabilities./18-0384

External Services

15. Accept bids and award contract for Project No. BR-2 (12-140), Oakwood Acres Subdivision sanitary sewer improvements, in the Portage County Regional Sewer District, Brimfield Township./**PULLED FROM THE CONSENT AGENDA FOR CONSIDERATION AT A LATER TIME.**

Motion To: Approve the REVISED Consent Agenda for May 31, 2018

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

**RESOLUTION NO. 18-0371 - RE: WIRE TRANSFER APPROVED AND CERTIFIED
TO THE PORTAGE COUNTY AUDITOR FOR
PAYMENT.**

It was moved by Mike Kerrigan, 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 Department of Budget and Financial Management, Department of Internal Services or other designee on May 31, 2018 in the total payment amount as follows:

1. \$950.00 to Wage Works Admin-Fund 7101; and
2. \$7,768.90 to Wage Works Contributions; and
3. \$82,232.59 to Medical Mutual Admin; and
4. \$130,394.40 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, June 1, 2018	\$ 950.00
Wire Transfer on Friday, June 1, 2018	\$ 7,768.90
Wire Transfer on Friday, June 1, 2018	\$ 82,232.59
Wire Transfer on Friday, June 1, 2018	\$ 130,394.40

and be it further

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

Roll call vote as follows:

Vicki A. Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0372**RE: APPROVAL OF JOURNAL
VOUCHERS/ENTRIES.**

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

- WHEREAS,** the Ohio Revised Code requires that warrants be approved by the Board of Commissioners prior to their issuance; and
- WHEREAS,** there are other similar financial transactions defined as journal vouchers/entries that are dissimilar in that they are used to pay for charges for services from one county department and/or fund to another department and/or fund and thus are processed in lieu of issuing a warrant; and
- WHEREAS,** the Journal Vouchers/Entries are recommended by the County Auditor's Office for review and approval by the Board of Commissioners; now therefore be it
- RESOLVED,** that the Board of Commissioners approves the following Journal Vouchers/Entries, as presented by the County Auditor's Office:

05/31/18	1188	\$ 8,863.75
05/31/18	1187	4,225.38
05/31/18	1186	6,265.48
05/31/18	1185	16,553.61
05/31/18	1184	12,792.00
Total		\$ 48,700.22

; and be it further

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

Roll call vote as follows:

Vicki A. Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0373**RE: BILLS APPROVED AND CERTIFIED TO THE
PORTAGE COUNTY AUDITOR FOR PAYMENT.**

It was moved by Mike Kerrigan, 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 Department of Budget and Financial Management, Department of Internal Services or other designee on June 5, 2018 in the total payment amount of **\$869,669.59** for **Funds 0001-8299** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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

Roll call vote as follows:

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

RESOLUTION NO. 18-0374 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Mike Kerrigan, 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:

06/05/18	126	\$ 3,385.00
06/05/18	125	420.00
06/05/18	124	56.00
06/05/18	123	252.00
06/05/18	122	76.00

06/05/18	121	76.00
06/05/18	109	331.65
06/05/18	13	58,349.34
Total		\$ 62,945.99

; and be it further

RESOLVED,

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

Roll call vote as follows:

Vicki A. Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0375

-

**RE: ACCEPTANCE OF THEN AND NOW
CERTIFICATIONS FOR PAYMENT.**

It was moved by Mike Kerrigan, 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, attached hereto as Exhibit "A" and incorporated herein by reference, has been certified by the County Auditor according to Ohio Revised Code section 5705.41 (D)(1); now therefore be it

RESOLVED,

that the expenditures listed herein are properly certified by the County Auditor in the amount of **\$38,946.43** as set forth in Exhibit "A" dated **June 5, 2018** shall be paid; and be it further

RESOLVED,

that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken

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

Roll call vote as follows:

Vicki A. Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0376

**RE: AMENDMENT TO THE GENERAL FUND 2018 ANNUAL APPROPRIATION RESOLUTION
NO. 17-0954 ADOPTED DECEMBER 19, 2017**

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

RESOLVED, that it has become necessary to amend the General Fund 2018 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:

		<u>Increase</u>	<u>Decrease</u>
Fund: 0001	General Fund		
010	Commissioners Other		
00103	Commissioner Other Contract Sv	1,978	-
	MEMO TOTAL	<u>\$ 1,978</u>	<u>\$ -</u>
Note: Delinquent OPERS			
100	Auditor		
01005	Auditor Materials & Supplies	0	11,000
01006	Auditor Capital Outlay	11,000	-
	MEMO TOTAL	<u>\$ 11,000</u>	<u>\$ 11,000</u>
Note: Sealer over 5000			
903	Veterans Services Commission		
09034	Veterans Serv Contract Svcs	7,800	-
	MEMO TOTAL	<u>\$ 7,800</u>	<u>\$ -</u>
Note: Delinquent OPERS			
TOTAL MEMO BALANCE ALL AMENDMENTS		<u>\$ 20,778</u>	<u>\$ 11,000</u>

*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:

Vicki Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0377

**RE: AMENDMENT TO THE NON GENERAL FUND 2018 ANNUAL APPROPRIATION
RESOLUTION NO 17-0955 ADOPTED DECEMBER 19, 2017**

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

RESOLVED, that it has become necessary to amend the Non General Fund 2018 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: 1165	Homeland Security B (SHSP)		
930	<i>Emergency Management Agency</i>		
11655	Homeland Security B (SHSP) MS	11,299	-
	MEMO TOTAL	\$ 11,299	\$ -

Note: Transfer from 5's

Fund: 1166	EMPG Homeland Security Grant		
930	<i>Emergency Management Agency</i>		
11663	EMPG Homeland Sec Salary&Fring	8,300	-
11664	EMPG Homeland Security CS	8,000	-
11665	EMPG Homeland Security MS	-	16,300
	MEMO TOTAL	\$ 16,300	\$ 16,300

Note: Transfer from 5's Transfer to other Object

Fund: 1210	Safety Studies		
800	<i>Engineer's Department</i>		
12104	Safety Studies CS	12,000	-
	MEMO TOTAL	\$ 12,000	\$ -

Note: BRIDGE LOAD

		<i>Increase</i>	<i>Decrease</i>
Fund: 1482	Drug Task Force		
700	Sheriff's Department		
14826	Drug Task Force CO	28,975	-
	MEMO TOTAL	<u>\$ 28,975</u>	<u>\$ -</u>
Note:	Grant Eqpt Approp.		
TOTAL MEMO BALANCE FOR ALL FUNDS		<u>\$ 68,574</u>	<u>\$ 16,300</u>

; and be it further

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

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

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

Roll call as Follows:

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

RESOLUTION NO. 18-0378 - RE: RESOLUTION THAT AUTHORIZES APPLICATION AND AGREE TO ENTER INTO AN AGREEMENT BETWEEN THE BOARD OF PORTAGE COUNTY COMMISSIONERS (ON BEHALF OF THE PORTAGE COUNTY PROBATE COURT) AND THE SUPREME COURT FOR TECHNOLOGY GRANT FOR TIME STAMP MACHINES FOR COMMON PLEAS COURT, PROBATE AND JUVENILE DIVISION, PORTAGE COUNTY, OHIO

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

WHEREAS, the Portage County Probate Court is seeking ways to improve technology needed by the court; and Supreme Court has awarded the Portage County Probate Court a technology grant to procure and implement new technology by providing funds for local government court technology projects; and

WHEREAS, the Portage County Board of Commissioners recognizes the appropriateness of the grant to assist the technology needs of the Portage County Probate Court; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby agree to accept and support the grant application in the amount of \$2,664.00 from the Ohio Supreme Court on behalf of the Portage County Probate Court for the following project with ***no local match***

3 RAPID PRINT AR-E TIME STAMPS	\$2,250
3 2 LINE UPPER DIE PLATES	\$ 165
3 3 LINE UPPER DIE PLATES	\$ 195
3 SHIPPING COSTS	\$ 54

and be it further;

RESOLVED, that the grant period for this grant is from the time of acceptance through June 30, 2018, and be it further

RESOLVED, that Judge Robert Berger is authorized to sign the application documents, and be it further

RESOLVED, that a certified copy of this resolution be filed with the County Auditor, the Portage County Common Pleas Court, Probate Division, the Clerk of Courts for Portage County Probate Court 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 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, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0379

-

**RE: AUTHORIZE ELECTRONIC APPLICATION TO
THE OHIO OFFICE OF CRIMINAL JUSTICE**

**SERVICES' DEPARTMENT OF JUSTICE
PROGRAM, VIOLENCE AGAINST WOMEN
GRANT (VAWA), DOMESTIC VIOLENCE
INTERVENTION PROJECT.**

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

- WHEREAS,** Safer Futures a program of Family & Community Services, the Prosecutor's Office, the Sheriff's Department, and the Board of Commissioners have been working together to implement and maintain the Violence Against Women Program; and
- WHEREAS,** at the request of the OCJS, Family & Community Services, Inc. is submitting a grant application under the same sub grant number 2017-WF-VA2-8222; now therefore be it
- RESOLVED,** that the Board of Commissioners authorizes the electronic application to **the United States Department of Justice and Ohio Office of Criminal Justice Services (OCJS) Violence Against Women Act (VAWA) for the Domestic Violence Intervention Project** on behalf of the Portage County Prosecutor's Office, implementing agency for the grant. The grant is effective January 1, 2019 through December 31, 2019 with an **Office of Criminal Justice Services total fund award amount of Fifty-Nine Thousand and Nine-Hundred Ninety-Eight Dollars and thirteen cents (\$59,998.13)** with a required General Fund cash match of **Nineteen Thousand and Nine-Hundred Ninety-Nine Dollars and thirty-eight cents (\$19,999.38)** for a **Total Budget of Seventy-Nine Thousand and Nine-Hundred Ninety-Seven Dollars and fifty-one cents (\$79,997.51)**; and be it further
- RESOLVED,** that a transfer from the General Fund in the amount of not to exceed \$40,000.00 to cover additional program costs will be utilized for this program; and be it further
- RESOLVED,** that the Board of Commissioners authorizes the submission of the electronic application to the Ohio Criminal Justice Services by the Sub grantee for this grant; and be it further
- RESOLVED,** that a copy of this resolution will be filed with the Portage County Prosecutor's Office, the Portage County Department of Budget and Financial Management and the Portage County Auditor's Office; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this

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

Roll call vote as follows:

Vicki Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0380

-

**RE: ACH APPROVED AND CERTIFIED TO THE
PORTAGE COUNTY AUDITOR FOR PAYMENT.**

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

RESOLVED,

that the ACH payment is approved as certified to the County Auditor for payment on or after Friday, June 1, 2018, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on May 31, 2018 in the total payment amount of **\$20.00 to the 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:

Vicki Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18 -0381

-

**RE: AGREEMENT FOR SECURITY OFFICER
SERVICES BETWEEN THE PORTAGE COUNTY
BOARD OF COMMISSIONERS AND METRO
SECURITY & INVESTIGATIONS, INC. FOR
SECURITY OF PORTAGE COUNTY
ADMINISTRATION BUILDING, 449 SOUTH
MERIDIAN STREET, RAVENNA.**

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

WHEREAS,

the Portage County Board of Commissioners has a need for security services at the Portage County Administration Building, 449 S. Meridian St., Ravenna; and

- WHEREAS,** one full-time armed security officer and one part-time un-armed security officer will be required; and
- WHEREAS,** Metro Security & Investigations, Inc. is qualified to perform the services requested; now therefore be it
- RESOLVED,** that the Board of Commissioners hereby agrees to enter into an agreement by and between the Board of Commissioners and Metro Security & Investigations, Inc., 4125 St. Rt. 43, Kent OH 44240, effective June 4, 2018 through June 3, 2019 at the compensated rates of Eighteen dollars and 25/100 (\$18.25) per hour for an armed security officer and Fifteen dollars and 25/100 (\$15.25) per hour for an un-armed security officer; 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, Absent; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0382 - RE: ENTER INTO AN AGREEMENT FOR A
MODIFICATION/ENHANCEMENT OF OUR
CUSTOM iPHONE AND ANDROID MOBILE
APPLICATION FOR EMERGENCY
MANAGEMENT RELATED INFORMATION
BETWEEN THE PORTAGE COUNTY BOARD OF
COMMISSIONERS ON BEHALF OF THE
PORTAGE COUNTY EMERGENCY
MANAGEMENT AGENCY AND OCV, LLC.**

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

- WHEREAS,** the Portage County Emergency Management Agency requested and the Board of Commissioners approved the development of a custom iPhone and Android mobile application for emergency management related information; and
- WHEREAS,** a modification/enhancement was requested to the iPhone and Android mobile application to collect information from existing sources (facebook, twitter, blogs, etc.) and present them within the app; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into an agreement for the modification/enhancement of our custom iPhone and android mobile application between the Board and OCV, LLC, 660 North College St., Suite C, Auburn AL 36830 for the term of July 1, 2018 through June 30, 2019; and be it further

RESOLVED, that the total service amount under this Agreement shall not exceed Three thousand four hundred fifty and 00/100 dollars (\$3,450.00) to be invoiced quarterly; and be it further

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

Roll call vote as follows:

Vicki Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0383 - RE: CREATE FUND 7228, PROSPECTIVE RATING PLAN 2019.

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

WHEREAS, it has become necessary to create a new fund in order to properly control the processing of financial related transactions related to the WC Prospective Rating Plan, 2019; now therefore be it

RESOLVED, that Fund 7228, WC Prospective Rating Plan 2019 be created, and be it further

RESOLVED, that a certified copy of this resolution be filed with the Portage 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:

Vicki Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0384

**- RE: DECLARE OBSOLETE AND DISPOSE OF
PORTAGE COUNTY PERSONAL PROPERTY
LOCATED AT THE PORTAGE COUNTY BOARD
OF DEVELOPMENTAL DISABILITIES**

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

WHEREAS, the Portage County personal property located at the Portage County Board of Developmental Disabilities, which is not needed for public use, or is obsolete or unfit for the use for which it was acquired, declared as such and is ready for disposal; and

WHEREAS, the estimated fair market value of this personal property is valued below \$2,500.00; now therefore be it

RESOLVED, that, in accordance with the Ohio Revised Code Section 307.12, the Board of County Commissioners authorizes the request to dispose of the following inventory:

DD Tag #	Description
021849	Desk
021850	Desk
021960	Desk
021961	Desk Organizer/Shelf
000010076	Printer/Fax
021860	Carousel Chart Rack
002387	Cabinet, Storage
000010023	Loft, Toddler, Mainstream Adventurer 10
008671	Loft, Toddler, Nursery Maid
008174	Loft, Toddler, Child Tech
021839	Refrigerator, Amana
021989	Table (with wheels)
	Cart, Plastic, Small
	Cart, Medicine, Large
	Refrigerator, 2.7 cu ft with lock
	Refrigerator, Tappan

;and be it further

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

Roll call vote as follows:

Vicki Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

JOURNAL ENTRY

May 31, 2018

Commissioners

1. The Board of Commissioners acknowledged receipt of the 2017 Annual Report, as presented by Michael Marozzi, Portage County Engineer.
2. The Board of Commissioners acknowledged receipt of the May 29, 2018 Amended Certificate of Estimated Resources for the year beginning January 1, 2018 as submitted by the Portage County Budget Commission.

Department of Budget & Financial Management

3. The Board of Commissioners signed the Satisfaction of Mortgage form for Miller Farm Lands, Ltd. of 3272 Industry Road, Rootstown, OH 44272 to secure payment of \$65,000.00. The original document will be recorded by Neighborhood Development Services, Inc. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.
4. The Board of Commissioners signed the Satisfaction of Mortgage form for Michael Carter of 309 South Park Drive, Aurora, OH 44202 to secure payment of \$2,253.00. The original document will be recorded by Neighborhood Development Services, Inc. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.

Human Resources

5. The Board of Commissioners approved the job description for the Deputy Director position within the Portage County Water Resources Department, as presented by Janet Kovick, Human Resources Director.

Motion To: Approve the Journal Entries for May 31, 2018

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

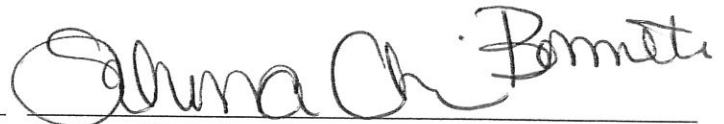
Motion To: Adjourn the Official Meeting of May 31, 2018 at 11:01 AM

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

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

-----ABSENT-----

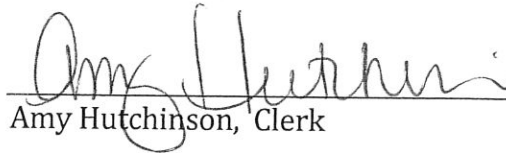
Vicki A. Kline, President



Sabrina Christian-Bennett, Vice President



Mike Kerrigan, Board Member



Amy Hutchinson, Clerk