



# 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, June 7, 2018

9:01 AM

Commissioners' Board Room

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

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

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

Also attending throughout the day Record Courier Reporter Matt Merchant.

Recessed to Solid Waste Management District: 9:01 AM

Reconvened: 9:02 AM

## ADMIN TEAM

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

## HUMAN RESOURCES:

Journal Entries - # 6 to 14

## Discussion:

### 1. Compensation Study

- Twenty-five departments are interested in participating in the Compensation Study and there are two hundred thirteen job classes and roughly one hundred job descriptions have been revised.
- The Board agreed to invite the Elected Officials and Department Heads to the Kick Off meeting with Clemans Nelson, even if they declined to participate in the study.
- The County does not have a contract with Clemans Nelson for the Compensation Study because it needs to provide a correct scope of service for the agreement to move forward.

- The Clemans Nelson retainer agreement has been reviewed by the Prosecutor's Office.
  - Director Roberts suggested adding a clause to the agreement that if a department wants to join after the study begins, a 'per job description' cost could be included. If that happens, Commissioner Kerrigan suggested it could be billed against the retainer.
  - Director Kovick will send Director Townend an e-mail on how many job descriptions will be included in the study and Director Townend will contact Clemans Nelson for pricing.
2. Supervisor Training  
The first session of the eight-week course for supervisor training started yesterday and Director Kovick has received a lot of positive feedback. Yesterday's course focused on FMLA training as presented by Susan Lynn, and the training runs through August 8<sup>th</sup> with eighteen participants.
  3. Employee Appreciation Luncheon  
Director Kovick heard back from two of the three Commissioners about participating in the Appreciation Day luncheon and Commissioner Kline replied that she would like to be a server during the event.

#### **EXTERNAL SERVICES:**

Resolution(s) - # 15 & 16

Journal Entries - #2

Director Roberts explained Journal Entry No. 2 (Delinquent Time Payment Plan Assessments for Dustin Laflin, 6244 Stone Road, Hudson, Ohio) is located in the Hudson sewer area that feeds into the Streetsboro Plant and the property taxes will be charged through Summit County. There are approximately twenty-five to fifty houses in Summit County that Portage County services.

Director Roberts pointed out the tabled Oakwood project contract will be coming back before the Board. On June 1, 2018, notice was sent to the residents with a response date of June 15<sup>th</sup>; to date only one has been returned and was not in favor of the assessment.

#### **DBFM:**

Resolution(s) - #'s 1 to 8

Journal Entries - # 1

#### **Discussion:**

1. Adult Probation

If the Board provides money for the Drug Probation Officer, Judge Doherty has indicated the Court will continue to investigate grant opportunities to fund the position in the future. She did not offer that the Court will increase its fees to cover the expense and the Municipal Court has offered the same response concerning the SCRAM bracelets and believes their fees are tapped out, as well.

The Probation Officer is \$82,000 and the SCRAM bracelets are \$18,000 (Muni Court) and \$14,000 (Common Pleas).

The Board agreed to approve the requests and asked Director Bragg to prepare correspondence to the Courts indicating the requests will be covered by sales and use tax money and if it goes on the ballot and does not pass, funding will be eliminated.

2. General Fund Tax Budget

Commissioner Kerrigan noticed on Page 3, there is a negative cash balance of \$4 million and Director Bragg responded if we spend everything that has been requested, the County would be \$4 million in the red. Commissioner Kerrigan asked if the Board could propose a tax budget like that and Director Bragg responded we never have, but we can and this tax budget shows we cannot meet all the obligations people have asked for. Director Bragg pointed out this budget is a request for \$46,973,196 in certification and that is the amount the Board must work with in order to appropriate by December.

Commissioner Kline asked after the money is certified, what happens if a Judge court orders a budget and Director Bragg responded the Board still needs to fit within the original budgeted amount, so the amount court ordered will need to be taken from other funds.

**INTERNAL SERVICES:**

Resolution(s) - #'s 9 to 14

Recessed: 9:28 AM

Reconvened: 10:34 AM

Recessed to the Public Hearing 10:34 AM

**2018 PORTAGE COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT  
COMMUNITY DEVELOPMENT PROGRAM  
COMMUNITY DEVELOPMENT ALLOCATION GRANT  
PUBLIC HEARING  
JUNE 7, 2018**

**PRESENT:** CDBG Specialist Lisa Reeves, Director Todd Peetz, Regional Planning Commission; Commissioner Kline, Commissioner Kerrigan, Clerk Amy Hutchinson, Record Courier Reporter Matt Merchant, Ron Habowski, Dick Messner and Internal Services Director JoAnn Townend

Commissioner Kline convened the Public Hearing at 10:34 AM on June 7, 2018.

## **I. Introduction – Lisa Reeves**

## **II. Purpose of the Hearing – Commissioner Kline**

The purpose of the hearing is to seek citizen input and discussion of the 2018 Community Development Allocation Grant. The proposed 2018 CDBG Community Development Allocation Grant activities include the following:

## **III. Discussion of the Grant Programs – Lisa Reeves**

Ms. Reeves noted the award amounts have been changed because of the need for round numbers in the State's computer system.

### **Private Rental Rehab – Coleman Professional Services Edinburg House/Rhodes House - \$ 38,100 (CDBG)**

The supportive living site located at 4155 State Route 14 in Edinburg Township is home to 5 aging adults with severe and persistent mental illness and may have other disabilities, including mobility or medical concerns. They may suffer from decreased depth perception or neuropathy and can trip over worn carpeting and threshold plates set at different levels. It is best practice to have the same flooring throughout.

The other supportive living facility located at 5982 Rhodes Road in Franklin Township has 6 individuals with similar demographics. All have mental health disabilities and are low to very low income. Several also have physical, medical, sensory or cognitive disabilities. Both are residential and clinical service sites and must be maintained in a healthful and safe manner. Residents receive multiple visits each day by both clinicians and housing technicians.

Funds in the amount of \$38,100 are being requested to increase the energy efficiency and safety by replacing features of the water system at a supportive living site located in Edinburg Township and Franklin Township. Iron is common in Edinburg Township's well water. As a result it has formed deposits of rust in plumbing fixtures, reducing water flow and severely staining the sinks, toilets, showers and even laundry. The supply lines need to be replaced. Clogged pipes can cause costly repairs and reduce water pressure, increasing the energy needed to push the water through. The damaged 13-year old water heater and dishwasher need to be replaced, along with the bathtubs, toilets and sinks. In addition, there are safety/accessibility structural renovations proposed. Plywood decking on the ramp/porch need to be replaced with stronger planked flooring and assorted carpeting throughout the common areas also need to be replaced with more stable, level and cleanable vinyl flooring.

The funds will also be used to tear off and replace the decking and ramp at the Rhodes House in Franklin Township.



The estimated project cost includes the following:

Edinburg House

1. Remove all carpeting from the living area and bedrooms. Install new plank flooring and new base trim all over.
2. Replace kitchen sink and faucet.
3. Replace dishwasher.
4. Replace front porch decking surface, install new hangers and repair hand rail.
5. Replace hot water tank with 50 gallon electric and install new sub panel for power.
6. Replace tub/shower and faucet in both bathrooms.
7. Replace bathroom sink with new sink and vanity, faucets and shut-off valves.
8. Replace supply lines, toilets, grab bars, new fans and paint both bathrooms.
9. Replace upper bath sink with new handicap wall sink and faucet.
10. Install grab bars in showers.
11. Install new plywood decking on the ramp/porch.

Rhodes Road House

1. Demo decking and ramp and dispose of the old wood.
2. Install new decking, ramp and steps using existing post and joist.

At the Edinburg house this request would serve 5 adults with severe and persistent mental illness and at the Rhodes Road house the request would serve 6 adults with mental health disabilities and are low to very low-income.

**Neighborhood Facility/Community Center – Family & Community Services Chiller System - \$85,000 (CDBG) + \$5,000 (Family & Community Services)**

Family and Community Services is a diverse social service agency that operates 71 programs with nearly 600 staff members and extends to 26 counties in Ohio and 3 counties in Michigan. Over 100,000 adults and children were served in 2017. The agency offers many services including but not limited to, hot meals, emergency groceries, shelters for the homeless, emergency housing assistance, services for children, support for victims of domestic violence, Veteran's assistance, community and senior outreach and full clinical services including counseling, case management, psychiatry and addiction services.

Funds in the amount of \$85,000.00 is being requested to replace the 80-ton chiller system to prevent the inevitable unit failure and replace it before it breaks down completely, leaving the building without air conditioning. While this is not a concern in the winter months, it is a major concern in late spring, summer and early fall, when many senior citizens, children, families, staff and community members utilize the building. In addition to normal office work, the building is used to house senior exercise classes, health department trainings, child visitation appointments, weekly senior Bingo games, senior art classes, board meetings, employee and other community held gatherings. If the chiller system fails, these types of functions would mostly likely be cancelled due to excessive heat and the health effects that can result.

Replacing the chiller system at the building will ensure that the building has a dependable air-conditioning system during critical summer months for the staff and community members that use the building on a daily basis. Annually it is estimated that over 5,000 low-income, disabled and/or elderly individuals visit one of the social services programs, such as Housing & Emergency Support Services and the Portage County Senior Center. The building also has several meeting rooms that are used by the public on a daily and weekly basis, as well as other non-Family and Community Services programs and agencies. Out of all of the uses for the building a total of nearly 8,000 individuals visit the course of a year. Furthermore, nearly 200 staff works out of the building each day, with a total of 350 – 500 visitors daily.

The following Family & Community Service programs are housed at 705 Oakwood Street, Ravenna:

- **Housing & Emergency Support Services** – Provides emergency hotel and housing assistance for individuals in a housing crisis and is one of two Portage County Access Points for HUD's Homeless and Housing Coordinated Entry System. The program serves 3,500 individuals a year.
  - **Portage County Senior Center** – Offers daily lunches to local seniors, as well as recreational and social activities to 230 seniors a year.
  - **Consumer Credit Counseling and Payee Program** – Offers financial counseling, budgeting classes, debt management support, bankruptcy counseling and payee services to low-income individuals. 600 individuals are served annually.
  - **Emerald Transportation** – Provides transportation services to 315 disabled, elderly and low-income individuals a year.
  - **Place of Peace** – Offers a safe space for visitation and exchange of 700 families of domestic violence each year.
  - **Supportive Services for Veteran Families** – Offers housing support for low-income and homeless Veterans and serves 200 households annually.
  - **Community Transition Program** – Provides housing support to 45 ex-offenders with substance abuse and addiction problems a year.
  - **Unified Resources** – Offers recreational and employment support for adults with developmental disabilities to 100 individuals each year.
  - **Big Brothers and Big Sisters** – Provides mentoring opportunities to 100-low income or at risk youth annually.
  - **Youth Development Program (CCMEP)** – Provides employment, educational and mentoring opportunities to 75 low-income or at risk youth each year.
- Family & Community Services will provide \$6,710.00 toward the total project cost of \$90,000. The estimated project costs include:
- a. Drain the water from the existing 80-ton TRANE Chiller split system
  - b. Reclaim the refrigerant from the system as per EPA guidelines
  - c. Remove the outdoor condensing unit
  - d. Place an 80-ton CARRIER packaged air-cooled chiller on the old condensing unit's pad
  - e. Install 4" piping and fittings to connect to the existing supply and return pipes

- f. Insulate the necessary piping
- g. Re-use the existing chiller pump(s)
- h. Fill the system with water containing 20% glycol
- i. Power and control wiring
- j. Crane
- k. Permit
- l. Start/Check

A \$5,000 asbestos abatement allowance is included in the budget price. The asbestos abatement will be performed by a licensed contractor.

The project is located in Census Tract 6009.01 and is considered to be 60.76% LMI and will benefit 5,865 LMI persons.

**Neighborhood Facility/Community Center – Portage Private Industry Council  
Waterline - \$77,400 (CDBG) + \$4,107 (Portage Private Industry Council)**

Portage Learning Center is the grantee for Head Start and Early Head Start for Portage County. Early Head Start is a year-round child development program for pregnant women, infants and toddlers. This program is designed to promote the development of infants and toddlers to enable parents to fulfill their roles as parents and move toward self-sufficiency through a relationship-centered approach to services.

Head Start is a comprehensive child development program which serves children 3 – 5 years of age who are not eligible for Kindergarten and their families. It is child-centered and has the overall goals of enhancing social competence and school readiness of young children in low-income families.

Portage Learning Center serves 240 Head Start children and 84 Early Head Start children and pregnant women.

Portage Learning Center owns this facility and currently the water to the facility is provided via a well. Over the past few years Portage Learning Center has experienced many issues with their well, including not having adequate water pressure and sufficient water to the facility. According to a well contractor the well isn't deep enough and a new well would need to be drilled or they need to tap into the City of Ravenna's water system. In addition, in order to operate a well, Portage Learning Center must maintain a Certified Class A Operator and abide by the Ohio EPA as it relates to water testing.

Funds in the amount of \$77,400 are being requested to run a water line that will enable our Ravenna Head Start facility, located at 4833 Harding Avenue in Ravenna Township to tap into the City of Ravenna water system. Portage Learning Center will provide \$4,107.00 toward the total project cost of \$81,507.

At least 121 Head Start children and their families will benefit. Eighty-five children attend pre-school at the facility on a daily basis and 36 children attend socializations at the facility.

**Public Facilities – Ravenna City Highland Avenue Concrete Replacement - \$133,300 (CDBG) + \$6,700 (Ravenna City)**

The City of Ravenna is proposing to replace approximately 565 linear feet of deteriorated concrete roadway on West Highland Avenue between North Diamond Street and Franklin Street. The concrete is approximately 49 years old, well exceeding its 30 year design life. This is a continuation of a previously CDBG which replaced concrete on Highland Avenue between Oakwood and Franklin Street.

The project will involve removal of the existing concrete roadway and aprons and replacement with 7" thick concrete which dowel bars to tie the concrete slabs together and maintain roadway integrity. The existing concrete drive aprons will be replaced with 6" thick concrete.

The estimated cost of the project is \$138,865 and the City of Ravenna will contribute \$6,700.

This project will increase the safety of the neighborhood by providing a smooth, safe concrete roadway and aprons that have a design life of 30+ years.

This project will serve an area that is 60.76% LMI and will directly benefit 16 households.

**Clearance/Demolition - Windham Township - \$55,000 (CDBG)**

Currently at 10352 Silica Sand Road in Windham Township there is a residential structure and a former church located on one piece of property that is zoned residential. The former church also located on the property was constructed in the early 1900's and has started to decay, is now to the point of collapse and now is a blight to the neighborhood. Due to the unsafe nature of the structure the entire structure must be considered Regulated Asbestos Containing Material (RACM) as an environmental survey cannot be performed given the state of the structure.

Funds in the amount of \$55,000 are being requested in order to dismantle and haul-off the building's structural components to an approved landfill, pump, crush and fill the septic system and fill, grade and seed the site in order to eliminate a blight to the neighborhood.

**Fair Housing - \$10,000**

Fair housing services including landlord/tenant information, discrimination complaints, training, posters and brochures will be provided for the residents of Portage County, excluding the City of Kent.

**Administration - \$87,200**

Administration and Implementation of the grant includes grant preparation, project management and bidding, completion of reports and day-to-day oversight of the projects.

**IV. Questions/Comment**

Neighborhood Facility/Community Center - Family & Community Services Chiller System:

1. Commissioner Kerrigan asked if there is any way to include tenants in the building and Ms. Reeves noted figures are based on everyone enrolled in the program and in the description to the State, Ms. Reeves lists every department that is there.
2. Director Bragg asked if there is a stipulation that says you cannot increase rent for so many years if using CDBG money on an improvement and Ms. Reeves responded if you do some type of rental housing they might, but in this particular instance, she does not believe so.

#### Windham Township

3. Director Bragg asked if Windham Township owns the property and Ms. Reeves responded no, it's a private individual, and before the bidding is done, she will contact him in order to allow the County to do the work.
4. Director Bragg asked if there is a second round of funding for the Critical Infrastructure and Ms. Reeves indicated in November.
5. Director Bragg asked if the County could apply for Critical Infrastructure funding on the 2019 grant and Ms. Reeves responded the Critical Infrastructure in November is for 2018 and the funding we are applying for on June 15<sup>th</sup> is 2018 monies. There will be 2019 funding in March and the County can apply for funding even though we are not in that cycle, but March 2020 will be the next CDBG funding round.

Director Bragg pointed out the Board may want to review how people are provided access to grants and the Board agreed to schedule a meeting with Regional Planning Commission Director Peetz on June 21, 2018 to discuss.

**Motion To:** Adjourn the Public Hearing at 10:46 AM

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

Reconvened: 10:46 AM

**Motion To:** Authorize the filing of an application with the Ohio Development Services Agency, Office of Community Development, for the 2018 CDBG Community Development Allocation Funds/18-0401.



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

10:47 AM In accordance with the Ohio Rev. Code 121.22(G)(4), it was moved by Mike Kerrigan, seconded by Vicki A. Kline that the Board of Commissioners move into executive session preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment. Also Present: Ron Habowski, Department of Budget & Financial Management Director Todd Bragg and Human Resources Director Janet Kovick. Roll call vote: Mike Kerrigan, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Absent;

11:02 AM Upon conclusion of the above referenced discussion, it was moved by Mike Kerrigan, seconded by Vicki A. Kline that the Board of Commissioners moves out of executive session. Roll call vote: Mike Kerrigan, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Absent;

After exiting executive session, the Board took no action.

#### **PUBLIC COMMENT**

Present: Dick Messner, Human Resources Director Janet Kovick, Department of Budget and Financial Management Director Todd Bragg, Ron Habowski, David Mangold, and Steve English

##### **1. PUBLIC COMMENT – Dick Messner**

Mr. Messner received a phone call from Mr. DeHoff and from Attorney George Sarkis, regarding the Revenue Sharing agreement submitted for the new Brimfield shopping center on State Route 18. Mr. Messner noted there is nothing listed in Ohio Revised Code Section 5709 that addressed compensation for the Township, but he knows it has been done before in other communities.

Mr. Messner suggests an amendment to the TIF agreement, Section 6, adding verbiage that states '*as per the Revenue Sharing agreement*', as it would be the easiest way to alleviate the problem. A second option to consider would be a Brimfield TIF agreement rather than a County TIF.

Mr. Messner understands Squires Patton Boggs will be coming back to the Board with the recommendation not to enter into the Revenue Sharing agreement with Brimfield Township, but the Board has not heard anything from Squires Patton Boggs about this issue.

Mr. Messner also mentioned there is no legal description for the property to attach as Exhibit A to the Revenue Sharing agreement.

Commissioner Kerrigan spoke to the Prosecutor's Office yesterday and noted everyone wants Brimfield Township to receive compensation from the agreement, but it's just a matter of what is



the best and most cost-effective way to get there. The most direct path may be to switch from a County TIF to a Township TIF. Mr. Messner noted if it becomes a Township TIF, the service payment will be removed for the Township General Fund.

## **2. PUBLIC COMMENT - David Mangold**

Mr. Mangold met with the Board to discuss the abandonment of 5.5 miles of railroad track in Aurora Township to the east side of Mantua Township that has been approved by the Surface Transportation Board for abandonment. Mr. Mangold requests the letter he submitted to the Board be modified, if necessary, and forwarded to the Ohio Rail Development Commission.

## **3. PUBLIC COMMENT - Steve English**

Mr. English met with the Board to discuss the following:

- An old Akron Beacon Journal newspaper article from 1981 concerning Brady Lake owners throughout the years.
- The phone numbers Commissioner Christian-Bennett provided him a few weeks ago in regards to a home for a Veteran did not help because no one returned his calls.
- The home for a Veteran was donated to a needy Veteran, but that person was unable to handle the fees established by the trailer park. Mr. English will be researching the possibility of having the home inspected and approved for Portage Metropolitan Housing Authority.
- Still fighting with Veterans Services and Job and Family Services about his Aunt and believes he is getting the run around.
- Wants to give back to the children of Portage County and wonders why Portage County doesn't have more in the community for the children.
- For Ravenna Balloon A Fair's 40<sup>th</sup> Anniversary, he would like to create a hometown tree decorated in hot air balloons.

11:47 AM In accordance with the Ohio Rev. Code 121.22(G)(4), it was moved by Mike Kerrigan, seconded by Vicki A. Kline that the Board of Commissioners move into executive session preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment. Also Present: Ron Habowski, Department of Budget & Financial Management Director Todd Bragg and Human Resources Director Janet Kovick. Roll call vote: Mike Kerrigan, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Absent;

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

After exiting executive session, the Board took no action.

### **COMMISSIONERS' CONSENT AGENDA**

June 7, 2018

1. Approval of the May 31, 2018 regular meeting minutes.

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### **RESOLUTIONS**

June 7, 2018

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

1. Approve the Thursday, June 7, 2018 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0385
2. Approve the Thursday, June 7, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. /18-0386
3. Approve the Tuesday, June 12, 2018 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0387
4. Approve the Tuesday, June 12, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0388
5. Approve the Tuesday, June 12, 2018 Then & Now Certification, as presented by the County Auditor./18-0389
6. Authorize the grant agreement and funding application for the Ohio Department of Youth Services Subsidy Grant (Reclaim Ohio) on behalf of the Portage County Juvenile Court./18-0390
7. Accept first amendment to the grant agreement number 75022, FY 15 State Homeland Security Program (SHSP), on behalf of the Portage County Homeland Security & Emergency Management Office (Federal Pass through #EMW-2015-SS-00086)./18-0391
8. Transfer from fund 0001, General Fund to fund 1166, EMPG Homeland Security Grant./18-0392

#### **Internal Services**

9. Enter into an agreement between the Portage County Board of Commissioners on behalf of the Portage County Job & Family Services and Swift Care Transport, L.L.C. to provide transportation services./18-0393

10. Declare the necessity to purchase vehicles for use by the Portage County Sheriff and Motor Pool Departments./18-0394
11. Enter into a septic assistance program agreement between the Portage County Board of Commissioners, the Portage County Regional Planning Commission and Werab Enterprises, LLC for a septic system replacement./18-0395
12. Approve the partial road vacation Prospect Road (TH 1776), Rootstown Township, Portage County./18-0396
13. Accept bids for furnishing various sizes of limestone for use by the Portage County Engineer./18-0397
14. Accept proposal of Greenman-Pedersen, Inc. and enter into agreement for providing professional construction inspection services for the project known as Tallmadge Road widening/Maplecrest Phase 1 improvements in Brimfield Township, Portage County./18-0398

#### **External Services**

15. Accept bids and award contract for Project No. SH-W (18-010), Shalersville Water Treatment Plant Chemical Improvements, in the Portage County Regional Sanitary Sewer District./18-0399
16. Acceptance of donations to the Office of the Portage County Dog Warden./18-0400

**Motion To:** Approve the Consent Agenda for June 7, 2018

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

**RESOLUTION NO. 18-0385**

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

It was moved by Mike Kerrigan, seconded by Vicki A. Kline 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 7, 2018 in the total payment amount as follows:

1. \$193,413.35 to Wage Works Claims-Fund 7101; 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 8, 2018

\$ 193,413.35

and be it further

**RESOLVED,**

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Absent;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0386**

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**RE: APPROVAL OF JOURNAL  
VOUCHERS/ENTRIES.**

It was moved by Mike Kerrigan, seconded by Vicki A. Kline 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:

06/07/18	232	\$ 30,154.32
06/07/18	231	100,000.00
06/07/18	229	124.69
06/07/18	228	37,728.94
06/07/18	227	7,239.06
06/07/18	175	180.85
06/07/18	171	8,182.02
06/07/18	170	74.92
06/07/18	169	4,185.86
06/07/18	168	124.69
Total		\$ 187,995.35

; and be it further

**RESOLVED,**

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Absent;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0387**

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

It was moved by Mike Kerrigan, seconded by Vicki A. Kline 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 12, 2018 in the total payment amount of **\$708,504.78** for **Funds 0001-8299** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

**RESOLVED,**

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Absent;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0388****RE: APPROVAL OF JOURNAL  
VOUCHERS/ENTRIES.**

It was moved by Mike Kerrigan, seconded by Vicki A. Kline 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:

06/12/18	322	\$ 6,101.87
06/12/18	321	17,535.53
06/12/18	318	31,297.25
06/12/18	315	846.39
06/12/18	313	1,505.99
06/12/18	309	8,622.35
06/12/18	298	133.83
06/12/18	14	21,940.83
Total		\$ 87,984.04

; and be it further

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

Roll call vote as follows:



Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Absent;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0389**

-

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

It was moved by Mike Kerrigan, seconded by Vicki A. Kline 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 **\$37,359.82** as set forth in Exhibit "A" dated **June 12, 2018** shall be paid; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Absent;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0390**

-

**RE: AUTHORIZE THE GRANT AGREEMENT AND  
FUNDING APPLICATION FOR THE OHIO  
DEPARTMENT OF YOUTH SERVICES SUBSIDY  
GRANT (RECLAIM OHIO) ON BEHALF OF THE  
PORTAGE COUNTY JUVENILE COURT.**

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

- WHEREAS,** this program has been established in Portage County to provide such services such as:
- To provide training for staff who need to be aware of the issues facing youth and how those issues impact behavior
  - To provide highly structured supervision to youthful at the greatest risk of incarceration at a state facility
  - To provide structure supervision to youthful offenders and prevent the youth from progressing within the Juvenile Justice System, improving community safety
  - To provide an alternate to detention utilizing an electronic monitoring system
  - To provide on-site urine screens to assist in determining drug use among court-involved youth
  - To provide community service and restitution investigations, and
- WHEREAS,** FY 2019 ***Tentative Base Allocation*** (YSG/510) for Portage County is **\$222,543.00** and FY 2019 ***Tentative Variable Allocation*** (Reclaim/401) is **\$377,188.46** (for an allocations subtotal of **\$599,731.46**) with no local match and
- WHEREAS,** the tentative Subsidy Grant Carryover (YSG + Reclaim) is **\$59,308.00**, making the total available FY 2019 Program funds to be \$659,039.46;
- WHEREAS,** that the total ***Subsidy Grant Estimated Program Costs*** (YSG + Reclaim) and total estimated expenditures for the Portage County Juvenile Court application is **\$634,457.62**, and
- WHEREAS,** leaving a balance of **\$24,581.84** in the Subsidy Grant Unallocated Funds (YSG & Reclaim), making it possible to make amendments to the Grant if need be; and
- RESOLVED,** that the Board of Commissioners does hereby support this program and authorizes the Juvenile Court Grant Agreement and Funding Application to the Ohio Department of Youth Services for the FY 2019 ***tentative Base Allocation*** (YSG/510) for Portage County is **\$222,543.00** and FY 2019 ***tentative variable allocation*** (Reclaim/401) up to **\$377,188.46** (for an Allocation Subtotal of **\$599,731.46**) with no local match, and be it further
- RESOLVED,** the tentative Subsidy Grant Carryover (YSG + Reclaim) is **\$59,308.00**, making the total available FY 2019 Program funds to be **\$659,039.46**;

- RESOLVED,** that the estimated base and variable estimated program costs and total estimated expenditures in the grant application is **\$634,457.62** and a thereby leaving a balance of **\$24,581.84** in the base and variable Reclaim total unallocated funds, and be it further
- RESOLVED,** that the Board of Commissioners authorizes the President of the Board of Commissioners Vicki A. Kline, or his/her designee, to sign the Grant Agreement and Funding Application for the FY 2019 Subsidy Grant for Reclaim Ohio grant; and be it further
- RESOLVED,** that the State of Ohio, Department of Youth Services will provide the base and variable allocations for the fiscal year for the biennial period beginning July 1, 2017 and ending June 30, 2019 subject to the terms and conditions of the agreement; and be it further
- RESOLVED,** that a certified copy of this resolution be filed with the County Auditor, Department of Budget and Financial Management, and 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:

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

**RESOLUTION NO. 18-0391                      -                      RE:    ACCEPT FIRST AMENDMENT TO THE GRANT AGREEMENT NUMBER 75022, FY 15 STATE HOMELAND SECURITY PROGRAM (SHSP), ON BEHALF OF THE PORTAGE COUNTY HOMELAND SECURITY AND EMERGENCY MANAGEMENT OFFICE (FEDERAL PASS THROUGH #EMW-2015-SS-00086).**

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

**WHEREAS,** the Portage County Board of Commissioners adopted Resolution 18-0155 on February 22, 2018 accepting the FY 15 State Homeland Security Program (SHSP) on behalf of the Portage County Homeland Security and

Emergency Management Office (Federal Pass Through #EMW-2015-SS-00086), in the amount of \$11,298.14 for the grant period of February 12, 2018 to May 31, 2018; and

**WHEREAS,** on May 29, 2018, Portage County received notice of the approval of an extension of this grant until July 31, 2018; now, therefore, be it

**RESOLVED,** the Board of Portage County Commissioners accepts the first extension of Agreement Number 75022 as the first amendment of the FY 15 State Homeland Security Program (SHSP) on behalf of the Portage County Homeland Security and Emergency Management Office (Federal Pass Through #EMW-2015-SS-00086), changing the grant performance end date from May 31, 2018 to July 31, 2018; and be it further

**RESOLVED,** that the Homeland Security and Emergency Management Office Director is authorized to sign and return the first amendment; and be it further

**RESOLVED,** that a copy of this resolution be filed with the Department of Budget & Financial Management, the Portage County Auditor and the Office of Homeland Security and Emergency 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 121.00 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Absent;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0392**

-

**RE: TRANSFER FROM FUND 0001, GENERAL FUND  
TO FUND 1166, EMPG HOMELAND**

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

**WHEREAS,** the Portage County Board of Commissioners approved an operating transfer; now therefore be it

**RESOLVED,** that the following transfer of funds be made in the amount of \$50,000.00

**FROM:**

FUND 0001, GENERAL FUND  
ORGCODE- 00100009  
Debit Expense Account  
Object: 910000 – Transfers Out

\$50,000.00

**TO:**

FUND 1166, EMPG HOMELAND SECURITY GRANT  
ORGCODE – 11669302  
Revenue Account  
Object: 280000 - Transfer In  
Project: 6A042

\$50,000.00

and be it further

**RESOLVED,**

that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the Department of Budget and Financial Management and the Office of Homeland Security and Emergency Management, and be it further

**RESOLVED,**

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Absent;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0393**

**RE:**

**ENTER INTO AN AGREEMENT BETWEEN THE  
PORTAGE COUNTY BOARD OF  
COMMISSIONERS ON BEHALF OF PORTAGE  
COUNTY JOB & FAMILY SERVICES ("PCJFS")  
AND SWIFT CARE TRANSPORT, L.L.C TO  
PROVIDE TRANSPORTATION SERVICES.**

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

**WHEREAS,**

Portage County Job & Family Services (PCJFS) is in need of shuttle/door-to-door Transportation Services of the following: Medicaid eligible consumers to and from medical appointments for ongoing treatment, including pregnancy related services; Temporary Assistance for Needy Families (TANF) eligible individuals to and from their place of employment and/or

training site and/or child care provider; PCJFS Workforce Innovation and Opportunity Act (WIOA) Youth to and from their place of employment and/or training site; PCJFS WIOA Adult and Dislocated Workers to and from place of employment and/or training site; and, Loop services to Supportive Employment Program (SEP) to and from designated employer and/or training sites; and

- WHEREAS,** Requests for Proposals were sent to fourteen (14) potential service providers; and
- WHEREAS,** six (6) proposals were received, opened and tabulated on February 28, 2018; and
- WHEREAS,** Swift Care Transport L.L.C, is willing and able to provide these services; and
- WHEREAS,** the Agreement will be used to detail the terms of the relationship between Portage County Job & Family Services and Swift Care Transport L.L.C.; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of Portage County Job & Family Services and Swift Care Transport L.L.C., with its principal place of business located at 70 West McKinley Way Suite #13 Youngstown, Ohio 44514, for the period May 1, 2018 through April 30, 2019, with a two (2) year extension option; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed Eighty Thousand and 00/100 dollars (\$80,000.00); and be it further
- RESOLVED,** that the Board of Commissioners finds and 18determines 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, Absent;                      Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0394                      -                      RE:    DECLARE THE NECESSITY TO PURCHASE  
VEHICLES FOR USE BY THE PORTAGE COUNTY  
SHERIFF AND MOTOR POOL DEPARTMENTS.**

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



- WHEREAS,** pursuant to ORC 307.41 the Portage County Board of Commissioners declares it necessary to purchase vehicles for use by the Portage County Sheriff and Motor Pool Departments; and
- WHEREAS,** the purchase of the vehicles will be from the CUE (Community, University and Education) Purchasing Association vehicle contract; and
- WHEREAS,** payment of the vehicles will be from the general fund at an estimated total cost of \$267,974.86; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners declares it necessary to purchase Eight (8) (3 detective and 5 road patrol) vehicles for the Sheriff; and two (2) Pool cars for use by all departments; and be it further
- RESOLVED,** that a copy of this resolution be forwarded to the Portage County Auditor; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

**RESOLUTION NO. 18-0395                      -                      RE:                      ENTER INTO A SEPTIC ASSISTANCE PROGRAM AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS, THE PORTAGE COUNTY REGIONAL PLANNING COMMISSION AND WERAB ENTERPRISES LLC FOR A SEPTIC SYSTEM REPLACEMENT.**

It was moved by Mike Kerrigan, seconded by Vicki A. Kline that the following Resolution be adopted:

- WHEREAS,** an agreement was entered into between the Portage County Board of Commissioners and the Portage County Regional Planning Commission for the purpose of administration and coordination as it relates to the execution of the responsibilities of the Storm Water Septic Assistance Program, and
- WHEREAS,** the Portage County Regional Planning Commission and the Portage County Health Department have determined that the septic system owned by Tony and Tanya

Romanini, 3859 Industry Road, Rootstown, Ohio qualifies for replacement under this program, and

**WHEREAS,** Werab Enterprises LLC, a licensed and certified contractor in the State of Ohio to install and remove home septic tank systems and related activities, has submitted an estimate to replace said septic system at a cost of \$12,200.00 now therefore be it

**RESOLVED,** that the Board of Commissioners agrees to enter into an agreement with the Regional Planning Commission and Werab Enterprises LLC in the amount of \$12,200.00 to perform the agreed upon services; and be it further

**RESOLVED,** that payment for said services will be paid out of Fund 6800 Storm Water; and be it further

**RESOLVED,** that a certified copy of this resolution shall be forwarded to the Portage County Engineer, the Portage County Regional Planning Commission and the Portage County Health 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 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, Absent;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0396**

-

**RE: APPROVE THE PARTIAL ROAD VACATION  
PROSPECT ROAD (TH 1776), ROOTSTOWN  
TOWNSHIP, PORTAGE COUNTY**

It was moved by Mike Kerrigan, seconded by Vicki A. Kline that the following Resolution be adopted:

**WHEREAS,** by Resolution 18-0315 dated May 3, 2018, the Portage County Board of Commissioners agreed to consider if it will be for the public convenience and welfare to vacate a portion of Prospect Road (TH 1776), Rootstown Township, Portage County; and

**WHEREAS,** the Portage County Board of Commissioners held a public hearing on May 31, 2018 in the Portage County Administration Building, 7th Floor Commissioners' Boardroom, 449 South Meridian Street, Ravenna, Ohio 44266, to hear comment on this proposed vacation; now therefore be it

**RESOLVED,** that the Portage County Board of Commissioners does find that such improvements will serve the public convenience and welfare, and does hereby approve the partial road vacation of Prospect Road (TH 1776) in Rootstown Township, Portage County, as further detailed in the plat map as attached; and be it further

**RESOLVED,** that a certified copy of this resolution be filed with the Portage County Engineer, Director of Natural Resources, Portage County Recorder, Portage County Auditor, Portage County Board of Elections, Portage County Building Department, Rootstown Township Trustees, abutting property owners, petitioner, Portage County Water Resources, Portage County Prosecutor's Office and Rootstown Township Road Supervisor; and be it further

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Absent;

Mike Kerrigan, Yea;



RESOLUTION No. 18-0397

RE: ACCEPT BIDS FOR FURNISHING VARIOUS  
SIZES OF LIMESTONE FOR USE BY THE  
PORTAGE COUNTY ENGINEER.

It was moved by Mike Kerrigan, seconded by Vicki A. Kline that the following Resolution be adopted:

- WHEREAS,** notice of receiving bids for furnishing various Aggregate Materials for use by the Portage County Engineer was published in the Record Courier on **March 12, 2018** and **March 19, 2018**, and
- WHEREAS,** four (4) sealed bids for furnishing **Various Sizes of Limestone** for use by the Portage County Engineer were received, tabulated and recorded on March 28, 2018; and
- WHEREAS,** after reviewing said bids, the Portage County Engineer recommended the following bids be accepted as the lowest and best bids received in accordance with the following stipulations:
1. All limestone is to be ordered as needed and in quantities needed at that time.
  2. Payment of the order is to be made upon receipt of the invoice of the delivered material.
  3. Bids of alternate suppliers be accepted to ensure continuity of the Engineer's work program;
- ; now therefore be it

**RESOLVED,** that bids be awarded as follows to the listed vendors:

**The Arms Trucking Co.**  
14818 Mayfield Road  
E. Claridon, Ohio 44033

**Shelly Materials, Inc.**  
8920 Canyon Falls Blvd., Suite 120  
Twinsburg, OH 44087

**6,000 Tons, More or Less, #8**

	<b><u>FOB Plant</u></b>	<b><u>Del. To Newton Falls Road</u></b>	<b><u>Del. To Various Sites</u></b>
<b>The Arms Trucking Company</b>	*****	<b>\$23.25/Ton (LOW)</b>	<b>\$23.65/Ton (LOW)</b>

2,000 Tons, More or Less, #57

	<u>FOB Plant</u>	<u>Del. To Newton Falls Road</u>	<u>Del. To Various Sites</u>
Shelly Materials, Inc.	\$18.85/Ton (LOW)	\$22.85/Ton (LOW)	\$23.45/Ton (LOW)
The Arms Trucking Company  (ALTERNATE)	*****	\$23.25/Ton (ALTERNATE)	\$23.65/Ton

2,000 Tons, More or Less, #67

	<u>FOB Plant</u>	<u>Del. To Newton Falls Road</u>	<u>Del. To Various Sites</u>
The Arms Trucking Company	*****	\$23.25/Ton (LOW)	\$23.65/Ton (LOW)

4,000 Tons, More or Less, #304

	<u>FOB Plant</u>	<u>Del. To Newton Falls Road</u>	<u>Del. To Various Sites</u>
Shelly Materials, Inc.	\$15.15/Ton (LOW)	\$18.25/Ton (LOW)	\$18.35/Ton (LOW)
The Arms Trucking Company  (ALTERNATE)	*****	\$18.65/Ton (ALTERNATE)	\$19.05/Ton

2,000 Tons, More or Less, #617

	<u>FOB Plant</u>	<u>Del. To Newton Falls Road</u>	<u>Del. To Various Sites</u>
The Arms Trucking Company	*****	\$18.70/Ton (LOW)	\$19.10/Ton (LOW)
Shelly Materials, Inc.  (ALTERNATE)	\$16.25/Ton (LOW)	\$19.60/Ton (ALTERNATE)	\$20.20/Ton



and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Absent;

Mike Kerrigan, Yea;

**RESOLUTION No. 18-0398       -       RE:    ACCEPT PROPOSAL OF GREENMAN-PEDERSEN, INC. AND ENTER INTO AGREEMENT FOR PROVIDING PROFESSIONAL CONSTRUCTION INSPECTION SERVICES FOR THE PROJECT KNOWN AS TALLMADGE ROAD WIDENING/MAPLECREST PHASE 1 IMPROVEMENTS IN BRIMFIELD TOWNSHIP, PORTAGE COUNTY**

It was moved by Mike Kerrigan, seconded by Vicki A. Kline that the following Resolution be adopted:

**WHEREAS,** the Portage County Board of Commissioners, by Resolution No. 18-0228, authorized the announcement of the request for proposals for professional construction inspection services for the project known as Tallmadge Road Widening/Maplecrest Phase 1 Improvements; and

**WHEREAS,** the Portage County Board of Commissioners authorized the Portage County Engineer, by Resolution No. 18-0331, to enter into contract negotiations between the Portage County Commissioners and Greenman-Pedersen Inc. to provide professional construction inspection services for said project; now therefore be it

**RESOLVED,** that the Portage County Board of Commissioners does hereby accept the proposal of Greenman-Pedersen, Inc. and authorizes the Portage County Engineer to enter into an engineering agreement for providing professional construction inspection services for the project known as Tallmadge Road Widening/Maplecrest Phase 1 Improvements; and be it further

**RESOLVED,** that said professional services will be performed by Greenman-Pedersen Inc., 601 West Bagley Road, Berea Ohio at a cost of \$119,919.00; 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:

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

**RESOLUTION NO. 18-0399                      -                      RE:                      ACCEPT BIDS AND AWARD CONTRACT FOR PROJECT NO. SH-W (18-010), SHALERSVILLE WATER TREATMENT PLANT CHEMICAL IMPROVEMENTS, IN THE PORTAGE COUNTY REGIONAL SANITARY SEWER DISTRICT.**

It was moved by Mike Kerrigan, and seconded by Vicki A. Kline that the following resolution be adopted:

**WHEREAS,**                      this Board by Resolution No. 18-0314 adopted May 3, 2018, set the date and time for bidding of Project No. SH-W (18-010), SHALERSVILLE WATER TREATMENT PLANT CHEMICAL IMPROVEMENTS, hereinafter referred to as the PROJECT; and

**WHEREAS,**                      the notice of accepting bids was advertised in the Record Courier Newspaper on May 14 and May 21, 2018; and

**WHEREAS,**                      two potential bidders purchased plans and specifications for the PROJECT; and

**WHEREAS,**                      this Board received one sealed bid for the contract on May 30, 2018, as named below;

H. LULI CONSTRUCTION

\$ 75,690.85

**WHEREAS,**                      based upon the analysis of the bids received (bid tabulation attached), the Portage County Water Resources has made a recommendation for award; now therefore be it

**RESOLVED,**                      by the Board of Commissioners of Portage County, Ohio:

Section 1.                      That this Board does hereby award the contract to the responsive bid of H. Luli Construction in the bid amount of \$ 75,690.85.

Section 2. That the Water Resources Department is hereby authorized and directed to issue the Notice of Award to the contractor named in Section 1 in the total amount of \$ 75,690.85.

Section 3. That the funds to cover the cost of the PROJECT will be budgeted in the Shalersville Water Treatment Plant Chemical Improvements, Fund 5400 Org. 540040W6 Object 685000.

Section 4. That the Clerk of this Board is hereby directed to certify a copy of this Resolution to the County Auditor and the Department of Budget and Financial Management within 15 days after its passage.

Section 5. That the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Absent;

Mike Kerrigan, Yea;

## PORTAGE COUNTY REGIONAL SEWER DISTRICT

## SHALERSVILLE WATER TREATMENT PLANT CHEMICAL IMPROVEMENTS

PROJECT NO. SH-W (18-010)

ENGINEER'S ESTIMATE: \$75,000.00

May 30, 2018

I HEREBY CERTIFY THAT THIS IS A TRUE AND  
 CORRECT COPY OF THE BIDS RECEIVED FOR THE  
 SHALERSVILLE WATER TREATMENT PLANT CHEMICAL IMPROVEMENTS  
 PROJECT NO. SH-W (18-010) AT 2:00 P.M. ON May 30, 2018

*Greg Robens, P.E. Director*  
 Portage County Water Resources

DATE 6.5.18

*John Kene, P.E.*  
 Engineering Division Manager  
 DATE 6.5.18

Item No. / Description		QTY	UNIT	CONTRACTOR/SURETY			
Shalersville WTP Chemical Improvements, Complete		1	LS	1			
				White Price			
				Labor			
				Material			
				Total Unit Price			
				Total Price			
SUBTOTAL							\$72,690.85
ADDITIONAL WORK CASH ALLOWANCE							\$3,000.00
PROJECT TOTAL							\$75,690.85

RE: ACCEPTANCE OF DONATIONS TO THE OFFICE  
OF THE PORTAGE COUNTY DOG WARDEN.

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

Name	Address	
Carol Hughes	3077 St Rt 225 Diamond Oh 44412	\$80
Portage Co. Treasures Office	449 S. Meridian St Ravenna Oh 44266	\$50
Dale & Laura Hudec	2454 Porter Rd Atwater Oh 44201	\$15

**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

Roll call vote as follows:

\* \* \* \*

June 7, 2018

**Department of Budget & Financial Management**

1. The Board of Commissioners approved the May 2018 adjustments to the Portage County Water, Portage County Sewer, and Streetsboro Sewer billing accounts as reported on the adjustment reports submitted and reviewed by the Department of Budget and Financial Management.

2. The Board of Commissioners signed the June 7, 2018 correspondence to Dustin Laflin, 6244 Stone Road, Hudson, Ohio, regarding the delinquent time tap-in payment plan assessments to

be collected with real estate taxes if not received prior to August 21, 2018 in the amount of \$463.50, as presented the Portage County Water Resources Department.

### **Commissioners**

3. In accordance with ORC 311.20, the Board of Commissioners acknowledged receipt of the Portage County Sheriff's Monthly Jail Reports for expenditures and food costs for prisoners for March, April and May 2018.
4. The Board of Commissioners acknowledged receipt of the June 1, 2018 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2018, as presented by the Portage County Auditor's Office.
5. The Board of Commissioners acknowledged receipt of the 2017 Annual Report of the Portage Development Board.

### **Human Resources**

6. The Board of Commissioners signed the Personnel Action Form authorizing the promotion of Glenna McCoy from Income Maintenance Aide 2 to Clerical Specialist 4, new position, for Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director. Anticipated start date is June 25, 2018.
7. The Board of Commissioners signed the Personnel Requisition authorizing the three day internal posting of the full time permanent Income Maintenance Aide 2, replacing Glenna McCoy, for Portage County Job & Family Services with external posting if no internal appointment is made, presented by Janet Kovick, Human Resources Director.
8. The Board of Commissioners signed the Personnel Action Form accepting the resignation of Shynice Steward, Social Service Worker 2, for Portage County Job & Family Services, effective June 1, 2018, presented by Janet Kovick, Human Resources Director.
9. The Board of Commissioners signed the Personnel Requisition authorizing the three day internal posting of the full time permanent Social Service Worker 2, replacing Shynice Steward, for Portage County Job & Family Services with external posting if no internal appointment is made, presented by Janet Kovick, Human Resources Director.
10. The Board of Commissioners signed the Personnel Action Form accepting the resignation of Susan Morgan, Income Maintenance Aide 2, for Portage County Job & Family Services, effective May 30, 2018, presented by Janet Kovick, Human Resources Director.
11. The Board of Commissioners signed the Personnel Requisition authorizing the three day internal posting of the full time permanent Income Maintenance Aide 2, replacing Susan Morgan, for Portage County Job & Family Services with external posting if no internal appointment is made, presented by Janet Kovick, Human Resources Director.

12. In relation to the refactoring of the JFS Training Specialist job description, the Board of Commissioners signed Personnel Action Form for a wage increase for Theresa Besaw, JFS Training Specialist, for Portage County Job & Family Services, effective June 11, 2018, presented by Janet Kovick, Human Resources Director.
13. The Board of Commissioners signed the Personnel Action Form authorizing the wage reduction from \$23.96/hr to \$23.66/hr and change in title from Treatment Plant Operator II to Treatment Plant Operator I for Brandon Fitzpatrick, in the Portage County Water Resources Department, effective May 21, 2018, presented by Janet Kovick, Human Resources Director. The wage reduction and change in class title are a result of not possessing the required certification for the position.
14. The Board of Commissioners signed the Personnel Action Form authorizing the full-time hire of Laura Weber as the Deputy Director for the Portage County Water Resources Department, as presented by Janet Kovick, Human Resources Director. The Board of Commissioners agreed that this position offer will remain available for a period of six months allowing Ms. Weber to provide her current employer ample time to secure her replacement as needed. The Board of Commissioners also agreed this hire is contingent upon the applicant successfully passing the required pre-employment testing.

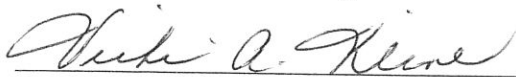
**Motion To:** Approve the Journal Entries for June 7, 2018

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

**Motion To:** Adjourn the Official Meeting of June 7, 2018 at 12:10 PM

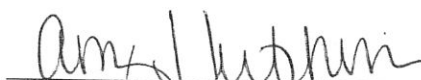
<b>RESULT:</b>	<b>ADOPTED</b>
<b>MOVED:</b>	Mike Kerrigan
<b>SECONDED:</b>	Vicki A. Kline
<b>AYES:</b>	Mike Kerrigan, Vicki A. Kline
<b>ABSENT:</b>	Sabrina Christian-Bennett

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

  
Vicki A. Kline, President

-----ABSENT-----  
Sabrina Christian-Bennett, Vice President

  
Mike Kerrigan, Board Member

  
Amy Hutchinson, Clerk