



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 14, 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 | Present |
| Mike Kerrigan | Board Member | Present |

Also attending throughout the day Deerfield Township Trustee Ed Dean.

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, Internal Services Director JoAnn Townend, Attorney David Garnier, Mayor Linda Clark, Village of Mantua, Director Todd Peetz and Lisa Reeves, Regional Planning Commission

HUMAN RESOURCES:

Journal Entries - # 2 to 8

EXTERNAL SERVICES:

Resolution(s) – # 17 – Six month service agreement with the Village of Mantua. Agreements are in the signature file today.

Discussion:

1. Alleged Tree Damage

On January 4, 2018, the Board approved a review of the County liability for alleged damage to trees on Mr. Luketic's property located at 4534 New Milford Road.

In 2015, Mr. Luketic noticed saturation on the property from an event which caused water supplied by Rootstown Water Service Company to escape the water pipe at 4456 Hattrick Road, and flowed into the New Milford property damaging the trees.

Rootstown Water Service Company was responsible for maintaining the pipe and Portage County was under contract with Rootstown Water Service Company for operations purposes only. When the issue was discovered in 2015 by Water Resources Department, the water main was owned by Rootstown Water Service Company, and then acquired by Water Resources Department, so in essence the County inherited the liability.

The timber is managed in cooperation with the Ohio Department of Natural Resources (ODNR) State Forester and is operating for profit. Mr. Luketic's loss is not only the standing trees, but cash value of the lost lumber.

Since the Board is the current owner of the water system, it agreed the situation falls under a moral obligation and approved an offer up to \$4,000, minus any insurance payments made to Mr. Luketic. Director Roberts will reach out to the homeowner and will report back to the Board.

2. Chinn Allotment

Director Roberts proposed a date of July 9th in the evening for a kick off meeting for Chinn Allotment at the Ravenna High School. The meeting is not required by the Ohio Revised Code, but is being held for transparency reasons.

DBFM:

Resolution(s) - #'s 1 to 9

Discussion:

1. Building Inspection and Motor Pool budgets

Director Bragg explained the Motor Pool budget has improved since May's forecast and if they continue to watch their spending, the budget should be fine.

Director Bragg noted Building Regulations part time seasonal line is forecasted to be \$77,938 on an original budget of \$25,375. Labor expense is \$50,000 over budget and there isn't money in other lines to cover the shortfall.

Commissioner Kerrigan asked if the increase in fee collections will cover the shortage, and Director Bragg noted it does not cover the deficit.

Commissioner Kline asked if the Department is still conducting inspections that are not mandated by the code and Director Bragg explained the County is only required to do one final inspection and they have implemented a new fee for re-inspections to help alleviate call backs from contractors.

Commissioner Kerrigan asked if the Board relinquishes control of the commercial side to the State, would that change revenue? Director Bragg noted to the extent the fees do not cover the operations, the Department would probably come out ahead on that result, but only to the extent the Board cuts staffing to match the cut in the workload, if not, the Department would be further behind because the revenue is lost, and the expenses are not decreased. Next year, the situation may improve with the increased fees, which may justify adding positions, whereas the increased fees may just get the Department closer to breaking even.

Director Roberts explained the Department recognizes the deficit, but is increasing revenue to cover the shortfall.

Director Roberts will check with Director Corcoran to see if commercial permits provide more funding to the department than residential.

Director Bragg will sit down with Director Corcoran to discuss his budget.

2. Small Business SMBA Intent to Fund Form
Every year, the Summit Median Business Alliance applies for funding through the State and Director Bragg presents a form for Board signature indicating the Board intends to support SMBA in 2019. The Board provided funding for the past two years in the amount of \$10,000 per year and agreed to sign the form.
3. Airport Deferral Letter
The Airport is asking for a letter from the Board to defer principal and interest payments on their loan. The Board has deferred payments for the past three years, both principal and interest. The Board has the option to hold them in default, defer the payments, or forgive the payments and it agreed to defer both principal and interest payments (Journal Entry to be presented June 21st). Director Bragg will prepare a letter for Board signature.
4. Tax Budget
The Board of Commissioners reviewed the non-general fund budget and is satisfied with it, but will hold discussion on the General Fund budget until next Tuesday. Director Bragg will present a Journal Entry next Thursday asking for the tax budgets to be put on public display on June 21st, or at the latest June 28th.

INTERNAL SERVICES:

Resolution(s) - #'s 10 to 16

Discussion:

1. Airport Board Flyers
The Airport has asked if the Board would be willing to print flyers for their RunwayFest 5K Night Run Fly-In/Cruise-In events. The number of copies requested is 1,000, at a cost of \$165.00 and the Board agreed to print the flyers on behalf of the Airport.

2. Board Applications

Director Townend is compiling a packet of applications received for the Commissioners' board appointments, so the Board can decide how it would like to move forward.

3. Wage Study

Job and Family Services Director Jeffries would rather not participate in the Commissioners' wage study because she already had her own study done and she fears the new survey may jeopardize some of the union agreements. The Board does not intend to include bargaining union members in the study, but decided it would like the forty non bargaining positions to participate.

Recessed to the Public Hearing: 10:04 AM

**PUBLIC HEARING
2018 COMMUNITY DEVELOPMENT CRITICAL INFRASTRUCTURE GRANT
BAUER AVENUE, WINDHAM, OHIO
Thursday, June 14, 2018
10:00 AM
Portage County Commissioners' Office**

PRESENT: CDBG Specialist Lisa Reeves, Director Todd Peetz, Regional Planning Commission; Commissioner Kline, Commissioner Kerrigan, Commissioner Christian-Bennett, Clerk Amy Hutchinson, Department of Budget & Financial Management Director Todd Bragg, Deerfield Township Trustee Ed Dean

Commissioner Kline convened the Public Hearing at 10:04 AM on June 14, 2018.

I. INTRODUCTION – Lisa Reeves

II. PURPOSE OF THE HEARING – Lisa Reeves

The Regional Planning Commission is requesting \$300,000 in Critical Infrastructure funding, with \$20,000 in administration costs and the remaining balance going towards the project. The funds will be used for a project on Bauer Avenue, Windham Village.

III. DISCUSSION OF THE 2018 CRITICAL INFRASTRUCTURE GRANT – Lisa Reeves

Windham Village is a small rural community located in Portage County, Ohio. Once a thriving community with many residents employed by the Ravenna Arsenal, its current status has changed over the decades and it continues to struggles with limited resources including deteriorating infrastructure, lack of economic development opportunities, and loss of commercial businesses including its only grocery and hardware stores. The largest employer in Windham is Harbison Walker, an international company which is the largest supplier of refractory products and services in the United States.

The Village will use the Critical Infrastructure Program to fund a project on Bauer Avenue, located in a central residential area which retains some of the oldest waterlines partially replaced in 1980. A total of 752 linear feet of street and waterlines will be replaced. The proposed improvements consist of replacing the entire waterline including service and fire hydrants along Bauer Avenue. The roadway base will be rebuilt up to the subgrade, the pavement extending the entire length of the roadway will be removed and the roadway rebuilt with 6" of stone and 6" of asphalt. Sidewalk and 3 ADA ramps will be replaced and spot curb repairs, which provide ADA access along the corridor. New water valves and service connection will be included as part of the waterline replacement.

Bauer Avenue serves a critical area in the Village, providing access to Windham High School and Middle School which serves grades 5-12. The street is the only transportation route for the residents and general community. The current condition is so poor it presents safety and health concerns. Bauer Avenue presents a trip hazard, as it is a high pedestrian area. The street poses further concern due to the frequent need for access by bus riders, event traffic, and EMS services to school facilities and sporting events.

According to the 2015 US Census Bureau, Windham Village has 33.6% of its resident's living below poverty level; a median household income of \$37,569; and a median house value of \$97,300 which is 2/3 lower than the median house value for Portage County. The racial makeup of the village is 92.94% White, 4.92% African American, 0.21% Native American, 0.07% Asian, 0.18% from other races, and 1.67% from two or more races. Additionally, the Windham Exempted Village Schools offers 100% free lunches to students.

These upgrades are anticipated to yield the following results:

- Restore road access to the residents
- Provide safe access to the schools and homes of the users
- Eliminate the roadway and pedestrian hazards that currently exists
- Eliminate an unsafe drinking water risk to the school district
- Bring the Village into compliance with State and Federal requirements

The project will benefit the entire 2305 residents of Windham Village in one of the busiest residential areas in the community, and directly impact five family households living on the street. As a LMI community, beneficiaries will equal approximately 100% of Windham the residents.

The application has been revised to show service to Windham Village and Windham Township in its entirety.

IV. QUESTIONS

1. Commissioner Kline asked for clarification on the project cost and Ms. Reeves indicated the project request is \$285,700 and of that \$20,000 will be going towards administration.

Motion To: Adjourn the Public Hearing at 10:09 AM

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

Reconvened: 10:09 AM

Motion To: Authorize the filing of an application for the 2018 Community Development Critical Infrastructure Program Grant Funds and enter into an administrative agreement with Portage County Regional Planning Commission./18-0419

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

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Recessed: 10:11 AM

Reconvened: 10:16 AM

Recessed to Public Hearing: 10:16 AM

PUBLIC HEARING
2018 COMMUNITY DEVELOPMENT CRITICAL INFRASTRUCTURE GRANT
VINE AND GILL STREET, RAVENNA
Thursday, June 14, 2018
10:15 AM
Portage County Commissioners' Office

PRESENT: CDBG Specialist Lisa Reeves, Director Todd Peetz, Regional Planning Commission; Commissioner Kline, Commissioner Kerrigan, Commissioner Christian-Bennett, Clerk Amy Hutchinson, Department of Budget & Financial Management Director Todd Bragg, Deerfield Township Trustee Ed Dean

Commissioner Kline convened the Public Hearing at 10:16 AM on June 14, 2018.

I. INTRODUCTION – Lisa Reeves

II. PURPOSE OF THE HEARING – Lisa Reeves

The Regional Planning Commission is requesting \$500,000 in Critical Infrastructure funding, with \$30,000 going towards administration.

III. DISCUSSION OF THE 2018 CRITICAL INFRASTRUCTURE GRANT – Lisa Reeves

Vine and Gill Streets are located in the northwest quadrant of the City of Ravenna, between Highland Avenue and Main Street. The neighborhood is primarily residential, with entrances to a few commercial establishments along the southern portion of Vine Street. Several of the homes along these streets were constructed circa 1900. The streets receive primarily residential traffic. The commercial establishments in this area also have frontage on Main Street, so most of their customers use Main Street instead of Vine Street. The entire project area is encompassed within the 2010 Census Low – Moderate Income (LMI) area.

The water lines along these roads were constructed sometime between 1930 and 1970 putting them at or exceeding their 50-year design life. The water lines have experienced 14 breaks in the last 25 years, with three of those breaks within just the last 12 months. These breaks are mostly due to corrosion of the cast iron with which the lines were constructed. When these main breaks need to be repaired, the water must be shutoff, causing frequent nuisances to the residences.

The one fire hydrant within the project area was last tested to have only 10 psi pressure, half of the minimum recommended pressure for proper fire protection. This low pressure is likely also caused by corrosion within the water lines. The lower water pressure also causes a nuisance to property owners who wish to run multiple fixtures simultaneously.

The fire hydrant spacing along Vine and Gill Streets exceed the maximum recommended spacing of 500 feet. Therefore, part of this project will involve adding two additional fire hydrants, plus replacing the one existing hydrant. This will allow first responders to safely respond to fires in the neighborhood.

The road surfaces of Vine and Gill Streets are severely deteriorated due to age (they were last resurfaced 12 years ago) and due to patches made from numerous water main break repairs performed over the years. The road condition creates potentially hazardous conditions for vehicles and pedestrians due to their rough surface. Once the road is excavated to replace the failed water lines, the road surface will be restored.

The proposed scope of this project improves the unsafe conditions created by the deteriorated condition of the current water infrastructure by providing new water lines and fire hydrants. Additionally, the road condition will be improved by resurfacing following the water line construction.

In addition to replacement of the water lines the sidewalks will be restored as well as the curbs, driveway aprons and catch basins.

The construction cost of the water and associated paving improvements portion of this project is estimated to be \$550,000. Funds are being requested in the amount of \$500,000 to support this project. The City of Ravenna will provide matching funds in the amount of \$30,000 from their Water fund. Additionally, the City of Ravenna will contribute \$48,800 from its Paving funds to complete the balance of the improvements.

This project is necessary for the residents and commercial customers of Vine and Gill Streets, in order to remedy unsafe conditions of the water infrastructure. The proposed

improvements will benefit this LMI neighborhood through improved fire suppression, water services and roadways.

IV. QUESTIONS/COMMENTS

1. Commissioner Kline noted the Regional Planning Commission is requesting \$500,000 and \$30,000 in admin costs, the City of Ravenna is contributing \$48,800 and \$30,000.

Motion To: Adjourn the Public Hearing at 10:20 AM

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

Reconvened: 10:20 AM

Motion To: Authorize the filing of an application for the 2018 Community Development Critical Infrastructure Program Grant Funds and enter into an administrative agreement with Portage County Regional Planning Commission./18-0420

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

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Recessed: 10:21 AM

Reconvened: 10:23 AM

PORTAGE DEVELOPMENT

Present: Director Brad Ehrhart, Rob Peters, City of Streetsboro

Director Ehrhart and Mr. Peters met with the Board to discuss the request for enterprise zone agreement in the City of Streetsboro, Ohio with CL Acquisitions LLC tax abatement for real property only.

Motion To: Enter into an agreement within the rural enterprise zone of the City of Streetsboro, Ohio with CL Acquisitions LLC tax abatement for real property only./18-0421

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

Commissioner Kerrigan pointed out Director Ehrhart's appointment on June 28th will need to be moved from 10:30 AM to 1:00 PM and Director Ehrhart will adjust his calendar.

Recessed: 10:29 AM
Reconvened: 11:01 AM

PUBLIC COMMENT:

Present: Dick Messner

Mr. Messner met with the Board to discuss the proposed Maplecrest Shopping Center in Brimfield Township and the TIF Agreement.

The Brimfield Township Trustees would prefer to move forward with TIF Agreement as presented to the Commissioners and have the compensation plan agreements with Maplewood, Field and Brimfield. Exhibit A is nowhere to be found, but the DeHoff group will send two people to review the documents and begin the process of moving forward, which will create the legal lots in the general commercial district of the golf course.

Plan B is to enter into Township TIF, but if the Board doesn't hear anything by the next Trustees meeting, the Trustees will present a plan to move forward with the Township attorneys to create a Township TIF.

The Trustees asks if the Board hears anything to let Trustee Chairman, Mike Kostensky know.

Recess: 11:16 AM
Reconvened: 1:59 PM

SHERIFF'S OFFICE

Present: Department of Budget and Financial Management Director Todd Bragg, Office of Homeland Security and Emergency Management Director Ryan Shackelford and Cody Brookover, Internal Services Director JoAnn Townend, Major Dale Kelly, Sheriff Dale Doak, Joleen Clelland and Katie Royer.

The Board met with the Sheriff to discuss the resignation of Communications Manager/9-1-1 Coordinator Joleen Clelland. When Ms. Clelland terminates her employment with the County, that will leave the Sheriff without supervisor in Dispatch. The Sheriff met with Office of Homeland Security and Emergency Management Director Shackelford and Director Shackelford is willing to take over the 9-1-1 portion, but that still leaves the Sheriff without a supervisor in Dispatch.

Major Kelly noted they have asked the Office of Homeland Security and Emergency Management to take over 9-1-1 because (1) 9-1-1 is being funded by the Board of Commissioners, (2) the Office of Homeland Security and Emergency Management had 9-1-1 originally, and (3) Director Shackelford now has the manpower to take it back. If it is turned over to Office of Homeland Security and Emergency Management, the Sheriff's office loses a supervisor for Dispatch because Ms. Clelland performed both roles. The 9-1-1 funding paid \$60,000 of Ms. Clelland's salary and the Sheriff's Office picked up her benefits, at 18%.

Major Kelly has learned, but has not verified, the department taking over 9-1-1 has to be involved in a Public Safety Answering Point (PSAP) and if that truly is the case, Director Shackelford cannot

take it over. Ms. Clelland mentioned she could not find that stipulation spelled out in the Ohio Revised Code.

Director Shackelford reported the wireless 9-1-1 funds are paid by a surcharge from the cell phone bills and they are earmarked specifically for locations that receive wireless 9-1-1 calls only. Our County plan allows for the funding of the 9-1-1 Coordinator once the expense of the AT&T contract is paid.

Director Bragg asked about Mahoning County's 911 Coordinator and Director Shackelford replied she is now under Office of Homeland Security and Emergency Management, but just recently placed there.

Ms. Clelland mentioned Ms. Royer can do both jobs and that would solve the problem, but the position is funded by and under the direction of the Board of Commissioners. Director Bragg noted the Sheriff oversees the 9-1-1 fund, not the Commissioners in terms of spending, but the duties of 9-1-1 Coordinator are mandated by the Commissioners.

Director Shackelford pointed out that in order to move the 9-1-1 Coordinator position under the Office of Homeland Security and Emergency Management, he will need to take on the 9-1-1 funding for that position and the Commissioners will have to decide if it wants to make up the funding gap for a new dispatch supervisor for the Sheriff's Office.

Commissioner Kline asked if 9-1-1 funds can be used for a supervisor for dispatch and Director Bragg responded the Board currently pays the 9-1-1 Coordinator out of that fund, and if someone else steps into that position with the same title at or less than the same pay, there should be no problem.

Major Kelly wanted to discuss the \$75,000 and pointed out that it was said 'we are not able to pay your people unless we take \$75,000 out of the 9-1-1 funds', and that is the reason the funding was taken. Commissioner Christian-Bennett responded that the Sheriff added another dispatcher and that position wasn't in the budget, but Major Kelly disagrees with Commissioner Christian-Bennett because he feels that was not the case.

Commissioner Kerrigan pointed out the overall shortage in the Sheriff's budget and noted the \$75,000 is just the tip of the iceberg and Major Kelly responded the Sheriff's Office took a 5% reduction in the budget.

The Board asked the Sheriff if he would like to replace Ms. Clelland with Ms. Royer and continue on as usual or if the 9-1-1 Coordinator should go under Office of Homeland Security and Emergency Management and the Sheriff asked for additional time to make that decision.

Director Bragg mentioned there are proposals coming to the 9-1-1 Committee and they could be requested, if the duties go to Office of Homeland Security and Emergency Management, to continue funding a 9-1-1 Supervisor for the Sheriff's Office. Director Shackelford believes the 9-1-1 Committee should keep a surplus for the next four years because technology is advancing and funding is being reduced.

Sheriff Doak mentioned he has been meeting every two weeks with his financial manager and when they get to a point where he doesn't believe they can make it, he will begin layoffs at the Sheriff's Office. Major Kelly pointed out the layoffs will begin at the Courts. Major Kelly also noted Director Bragg's reference they are over budget, but Director Bragg pointed out the estimate is from Financial Manager Ron Rost and his estimate indicates a \$220,000 deficit. Major Kelly pointed out they were over budget last year at this time and were still able to return \$6,000, a figure Director Bragg refuted.

Director Bragg explained they have information from the Sheriff's Office that says they will exceed their budget. If the budget is not over, it is recommended that Mr. Rost submit new forms.

COMMISSIONERS' CONSENT AGENDA

June 14, 2018

1. Approval of the June 7, 2018 regular meeting minutes.

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RESOLUTIONS

June 14, 2018

Budget & Financial Management:

1. Approve the Thursday, June 14, 2018 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0402
2. Approve the Thursday, June 14, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. /18-0403
3. Approve the Tuesday, June 19, 2018 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0404
4. Approve the Tuesday, June 19, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0405
5. Approve the Tuesday, June 19, 2018 Then & Now Certification, as presented by the County Auditor./18-0406
6. Amendment to the General Fund 2018 annual appropriation Resolution No. 17-0954, adopted December 19, 2017./18-0407
7. Amendment to the Non General Fund 2018 annual appropriation Resolution No. 17-0955, adopted December 19, 2017. /18-0408
8. Approve the wire payment to Ohio Water Development Authority relating to interest and principal./18-0409

9. Amend Resolution No. 17-0833 dated November 7, 2017 accepting the FY 2018 Subsidy Grant Plan from the State of Ohio Department of Youth Services Grant (Reclaim Ohio) on behalf of the Portage County Juvenile Court./18-0410

Internal Services

10. Declare obsolete and dispose of Portage County personal property located at the Portage County Board of Developmental Disabilities./18-0411
11. Enter into lease agreement between the Portage County Board of Commissioners and the Portage County Park District for the premises located in the Township of Franklin, County of Portage known as the Brady Lake Water Plant at 2296 Ravenna Road./18-0412
12. Acceptance of cash donation from private individuals for the Portage County Job & Family Services Pathways to Independence Scholarship Fund./18-0413
13. Acceptance of cash donations from organizations, and businesses to support the Portage County Job & Family Services Annual Senior Forum Event./18-0414
14. Approve plans and specifications and set date for accepting bids for the Chamberlain Road Resurfacing Project (CH 265, Sections C and D) in Mantua Township, Portage County./18-0415
15. Approve plans and specifications and set date for accepting bids for the Lakewood, Menough and Prospect Resurfacing Project (CH 151, Sections C, D and E, CH 608 all sections, and CH 74 part of Section A) in Ravenna and Rootstown Townships, Portage County./18-0416
16. Enter into an agreement between the Portage County Commissioners on behalf of Water Resources and Zenon Environmental Corporation aka Suez Water Technologies & Solutions./18-0417

External Services

17. Enter into a water and wastewater services agreement between the Portage County Board of Commissioners and Village of Mantua./18-0418

Motion To: Approve the Consent Agenda for June 14, 2018

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

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Motion To: Approve the June 5, 2018 meeting minutes

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

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RESOLUTION NO. 18-0402

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**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 June 14, 2018 in the total payment amount as follows:

1. \$7,664.90 to Wage Works Contributions-Fund 7101; and
2. \$87,525.61 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:

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|--|--------------|
| Wire Transfer on Friday, June 15, 2018 | \$ 7,664.90 |
| Wire Transfer on Friday, June 15, 2018 | \$ 87,525.61 |

and be it further

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

Roll call vote as follows:

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

RESOLUTION NO. 18-0403

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**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:

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|----------|-----|-------------|
| 06/14/18 | 411 | \$ 6,605.76 |
| Total | | \$ 6,605.76 |

; and be it further

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0404 - 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 19, 2018 in the total payment amount of **\$763,575.28** for **Funds 0001-8299** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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

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

Roll call vote as follows:

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

**RESOLUTION NO. 18-0405 - 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:

| | | |
|---------|-----|--------------|
| 6-19-18 | 665 | \$10,527.53 |
| 6-19-18 | 662 | 17,076.73 |
| 6-19-18 | 661 | 56.00 |
| 6-19-18 | 660 | 40,168.72 |
| 6-19-18 | 498 | 252,254.54 |
| | | |
| | | |
| | | |
| Total | | \$320,083.52 |

; and be it further

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

public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0406

-

**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 **\$ 175,950.22** as set forth in Exhibit "A" dated **June 19, 2018** shall be paid; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0407

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:

| | | <i>Increase</i> | <i>Decrease</i> |
|------------|--------------------------------|-------------------|-----------------|
| Fund: 0001 | General Fund | | |
| 014 | Motor Pool | | |
| 00146 | Motor Pool CO | 39,734 | - |
| | MEMO TOTAL | <u>\$ 39,734</u> | <u>\$ -</u> |
| Note: | | | |
| 100 | Auditor | | |
| 01003 | Auditor Salary & Fringes | 0 | 1,739 |
| | MEMO TOTAL | <u>\$ -</u> | <u>\$ 1,739</u> |
| Note: | | | |
| 300 | Prosecutor | | |
| 03004 | Prosecutor Contract Services | 0 | 3,280 |
| 03005 | Prosecutor Materials & Supplie | 3,280 | - |
| | MEMO TOTAL | <u>\$ 3,280</u> | <u>\$ 3,280</u> |
| Note: | | | |
| 700 | Sheriff's Department | | |
| 07006 | Sheriff Capital Outlay | 228,241 | - |
| | MEMO TOTAL | <u>\$ 228,241</u> | <u>\$ -</u> |
| Note: | | | |

| | <i>Increase</i> | <i>Decrease</i> |
|----------------------------------|-----------------|-----------------|
| 913 Budget Commission | | |
| 09133 Budget Comm Salary&Fringes | 1,739 | - |
| MEMO TOTAL | \$ 1,739 | \$ - |

Note:

| | | |
|--|-------------------|-----------------|
| TOTAL MEMO BALANCE ALL AMENDMENTS | \$ 272,994 | \$ 5,019 |
|--|-------------------|-----------------|

; 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, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0408

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: | 1340 PCBDD General Administration | | |
| | 905 Developmental Disabilities Bd | | |
| | 13404 PCBDD General Admin CS | - | 55,000 |
| | 13407 PCBDD General Admin OE | 55,000 | - |
| | MEMO TOTAL | <u><u>\$ 55,000</u></u> | <u><u>\$ 55,000</u></u> |

Note: BUDGET

| | | | |
|-------|--|-------------------------|-------------------------|
| Fund: | 1343 PCBDD Part B IDEA | | |
| | 905 Developmental Disabilities Bd | | |
| | 13433 PCBDD Part B IDEA Fringes | 29,570 | 57,570 |
| | 13435 PCBDD Part B IDEA MS | 3,000 | - |
| | 13436 PCBDD Part B IDEA CO | 25,000 | - |
| | MEMO TOTAL | <u><u>\$ 57,570</u></u> | <u><u>\$ 57,570</u></u> |

Note: BUDGET

| | | |
|---|--------------------------|--------------------------|
| TOTAL MEMO BALANCE FOR ALL FUNDS | <u><u>\$ 112,570</u></u> | <u><u>\$ 112,570</u></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, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0409

-

RE:

**WIRE TRANSFER TO OHIO WATER
DEVELOPMENT AUTHORITY SERVICES
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 Department of Budget and Financial Management or other designee on June 14, 2018 in the total payment amount of **\$ 488,437.00 for Ohio Water Development Authority** 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 interest and principal totaling **\$ 488,437.00** as presented by the Portage County Auditor's Office. The wire transfer will be processed between Thursday, June 14, 2018 and Friday, June 29, 2018.

and be it further

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

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0410 - RE: AMEND RESOLUTION NO. 17-0833 DATED
NOVEMBER 7, 2017 ACCEPTING THE FY 2018
SUBSIDY GRANT PLAN FROM THE STATE OF
OHIO DEPARTMENT OF YOUTH SERVICES
GRANT (RECLAIM OHIO) ON BEHALF OF THE
PORTAGE COUNTY JUVENILE COURT.**

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

WHEREAS, the Board of Commissioners adopted Resolution No. 17-0833 on November 7, 2017 to accept the grant from the State of Ohio, Department of Youth Services for the Portage County Juvenile Court for the FY 2018 Tentative Base Allocation (YSG/510) for the Portage County Juvenile Court of \$222,543.00 and FY 2018 Tentative Variable Allocation (RECLAIM/401) of \$190,418.65, making the allocations subtotal \$412,961.65 with no local match for the time period of July 1, 2017 through June 30, 2018; and

WHEREAS, that the approved "carryover limit" of \$140, 556.66 and total exemptions of \$73,079.73 gives a "Total Available FY 2018 Program Funds" for the Base and Variable (YSG + RECLAIM) of \$626,598.04 and the approved "Total Estimated Expenditures" for the Ohio Department of Youth Services Base and Variable Program Costs is \$583,667.59 which is supported by allocated grant revenues and a "Total Unallocated Funds" of \$42,930.45; and

WHEREAS, the Portage County Juvenile Court has made amendment #2 to the Ohio Department of Youth Services Subsidy Grant Plan that will address adjustments to Probation Services and Community/Restitution Program to add additional funds for salaries; and

WHEREAS, it has become necessary to amend the 2018 Subsidy Grant Agreement to the Ohio Department of Youth Services for the Portage County Juvenile Court to add an additional \$1,650 to a new Program Name, Carey Guides, making that the 2nd Amendment to the Subsidy Grant; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby accepts amendment #2 to Resolution No. 17-0833 dated November 7, 2017 to

reflect additional funds of \$1,650.00 to the Program Carey Guides. The Available Program Funds is \$625,158.79. The "Total Estimated Expenditures is \$602,635.11 and the "Total Unallocated Funds" is \$34,173.68;

RESOLVED, that the Board of Commissioners authorizes the President of the Board of Commissioners, or his/her designee, to sign Amendment No. 1 [Attachment A, Page 2] to replace Attachment A. page 1 and page 2 of the Grant 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, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0411 - 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:

| County Tag # | DD Tag # | Description |
|--------------|----------|-------------|
|--------------|----------|-------------|

00236

OC8455

Dodge Van

005039

Small Cabinet

009042

Padded side chair

009045

Padded side chair

n/a

(2) padded side chairs

n/a

Large 3 x 5 bulletin board

n/a

(2) Small 2 x 3 bulletin boards

n/a

Dry erase board 2 x 3

n/a

Rolling office chair

and be it further

RESOLVED,

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0412

**RE: ENTER INTO LEASE AGREEMENT BETWEEN
THE PORTAGE COUNTY BOARD OF
COMMISSIONERS AND THE PORTAGE COUNTY
PARK DISTRICT FOR THE PREMISES LOCATED
IN THE TOWNSHIP OF FRANKLIN, COUNTY OF
PORTAGE KNOWN AS THE BRADY LAKE WATER
PLANT AT 2296 RAVENNA ROAD.**

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

WHEREAS,

the Board of Commissioners desires to lease real estate property situated in the Township of Franklin, known for street numbering purposes as 2296 Ravenna Road, Kent Ohio; and

WHEREAS,

the Portage County Park District has an interest in leasing said property and has read through, understand, agreed to the terms, and signed said lease agreement; now therefore be it

RESOLVED,

that the Board of Portage County Commissioners does hereby agree to enter into a Lease Agreement for the property listed above with the Portage County Park District for a term of five (5) years, beginning January 1, 2018 and ending December 31, 2022; and be it further

RESOLVED, that the rent shall be paid in the amount of (\$1.00) per year payable on the first day of January of each year of the term of this agreement; and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0413 - RE: ACCEPTANCE OF CASH DONATION FROM
PRIVATE INDIVIDUALS FOR THE PORTAGE
COUNTY JOB AND FAMILY SERVICES
PATHWAYS TO INDEPENDENCE
SCHOLARSHIP FUND**

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

WHEREAS, the Portage County Job & Family Services received a total of \$1,667.00 in a cash donation from private individuals; and

WHEREAS, a donation of \$1,667.00 was received from Craig and Karen Wilde on 6/4/18 to support higher education costs of two youth working with case managers at Job and Family Services; now therefore be it

RESOLVED, that, on behalf of the Portage County Job & Family Services and in accordance with Ohio Revised Code Section 9.20, the Portage County Board of Commissioners accepts the donations in the amount of \$1,667.00 from the following private individuals; and be it further

| Donor | Contact (Requirement) | Address | Donation |
|-----------------------------------|-------------------------|------------|----------|
| Craig & Karen Wilde (Scholarship) | 6164 SECOND AVE KENT OH | \$1,667.00 | |

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

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0414

RE: ACCEPTANCE OF CASH DONATIONS FROM ORGANIZATIONS, AND BUSINESSES TO SUPPORT THE PORTAGE COUNTY JOB AND FAMILY SERVICES ANNUAL SENIOR FORUM EVENT

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

WHEREAS, the Portage County Job & Family Services received a total of \$100.00 in cash donations from two organizations, and/ or businesses; and

WHEREAS, donations of \$50.00 were received from The Koewler Law Firm on 5/23/18, and from SSIP Insurance Partners on 6/4/18; now therefore be it

RESOLVED, that, on behalf of the Portage County Job & Family Services and in accordance with Ohio Revised Code Section 9.20, the Portage County Board of Commissioners accepts the donations in the amount of \$100.00 from the following organizations, and/ or businesses; and be it further

| Donor | Contact (Requirement) | Address | Donation |
|-------------------------|-----------------------|--------------------------------------|----------|
| THE KOEWLER LAW FIRM | JIM KOEWLER | PO BOX 443 RICHFIELD OH | \$ 50.00 |
| SSIP Insurance Partners | RENEE RUSSELL | 10091 ELLIMAN RD MANTUA, OH 44255 | \$ 50.00 |

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION No. 18-0415

-

RE: APPROVE PLANS AND SPECIFICATIONS AND
SET DATE FOR ACCEPTING BIDS FOR THE
CHAMBERLAIN ROAD RESURFACING PROJECT
(CH 265, SECTIONS C and D) IN MANTUA
TOWNSHIP, PORTAGE COUNTY.

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

WHEREAS, the Portage County Engineer has determined it necessary to resurface **Chamberlain Road** (CH 265, Sections C and D), from SR. 82 to Crackel Road in Mantua Township, and

WHEREAS, plans and specifications for this project have now been completed and are on file with the Portage County Commissioners and the Portage County Engineer; now therefore be it

RESOLVED, that plans and specifications, as submitted, are approved for furnishing all labor, materials and equipment necessary for the resurfacing of **Chamberlain Road** (CH 265, Sections C and D), from SR. 82 to Crackel Road in Mantua Township, and be it further

RESOLVED, that sealed bids will be accepted by the Portage County Director of Internal Services, 7th Floor, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio 44266 until **2:00 P.M., Local Time, July 11, 2018**; and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **June 22, 2018** and **June 29, 2018** and a copy thereof be posted on the Official Bulletin Board of the Board of Portage County Commissioners forthwith, and be it further

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION No. 18-0416

-

RE: APPROVE PLANS AND SPECIFICATIONS AND
SET DATE FOR ACCEPTING BIDS FOR THE
LAKEWOOD, MENOUGH AND PROSPECT
RESURFACING PROJECT (CH 151, SECTIONS C,

**D and E, CH 608 ALL SECTIONS, AND CH 74
PART OF SECTION A) IN RAVENNA AND
ROOTSTOWN TOWNSHIPS, PORTAGE
COUNTY.**

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

- WHEREAS,** the Portage County Engineer has determined it necessary to resurface **Lakewood, Menough and Prospect** (CH 151, Sections C, D and E, CH 608 All Sections, and CH 74 Part of Section A in Ravenna and Rootstown Townships, and
- WHEREAS,** plans and specifications for this project have now been completed and are on file with the Portage County Commissioners and the Portage County Engineer; now therefore be it
- RESOLVED,** that plans and specifications, as submitted, are approved for furnishing all labor, materials and equipment necessary for the resurfacing of **Lakewood, Menough and Prospect** (CH 151, Sections C, D and E, CH 608 All Sections, and CH 74 Part of Section A), CH 151 from Sandy Lake Road to Menough Road in Ravenna and Rootstown Township, CH 608 from Lakewood Road to SR. 59 in Ravenna Township, CH 74 at the Intersection of Summit, Hayes and Prospect in Ravenna Township, and be it further
- RESOLVED,** that sealed bids will be accepted by the Portage County Director of Internal Services, 7th Floor, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio 44266 until **2:30 P.M., Local Time, July 11, 2018;** and be it further
- RESOLVED,** that Notice of Receiving Bids shall be published in the Record Courier on **June 22, 2018** and **June 29, 2018** and a copy thereof be posted on the Official Bulletin Board of the Board of Portage County Commissioners forthwith, and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0417

-

**RE: ENTER INTO AN AGREEMENT BETWEEN THE
PORTAGE COUNTY BOARD OF
COMMISSIONERS ON BEHALF OF WATER**

**RESOURCES AND ZENON ENVIRONMENTAL
CORPORATION AKA SUEZ WATER
TECHNOLOGIES & SOLUTIONS.**

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

- WHEREAS,** the Portage County Water Resources Department has the need for training services to operate and manage the Portage County Randolph Wastewater Treatment Plant; and
- WHEREAS,** Zenon Environmental Corporation aka Suez Water Technologies & Solutions has the ability to provide such services; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into an agreement with Zenon Environmental Corporation; and be it further
- RESOLVED,** that the total cost of the training services shall be Seven thousand, four hundred, thirty and 00/100 dollars (\$7,430.00); and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

**RESOLUTION NO. 18-0418 - RE: ENTER INTO A WATER AND WASTEWATER
SERVICES AGREEMENT BETWEEN THE
PORTAGE COUNTY BOARD OF
COMMISSIONERS AND VILLAGE OF
MANTUA.**

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

- WHEREAS,** the Village of Mantua desires to have Portage County Water Resources act as the operator of record and have certain water and wastewater services provided by the County for the Village of Mantua; and
- WHEREAS,** Portage County Water Resources is duly qualified and able to provide the services requested in the attached agreement; now therefore be it
- RESOLVED,** that the Board of Commissioners hereby agrees to enter an agreement with the Rootstown Water Company to act as the operator of record and

provide certain water and wastewater services to commence July 1, 2018 until December 31, 2018; and be it further

RESOLVED,

that the Village of Mantua agrees to pay the Portage County Water Resources Department, One thousand four hundred sixty eight and 32/100 dollars (\$1,468.32) per week plus all other additional costs incurred by Portage County Water Resources Department as agreed to by the Village of Mantua for the term of the agreement; and be it further

RESOLVED,

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

JOURNAL ENTRY

June 14, 2018

Commissioners

1. The Board of Commissioners acknowledged the receipt of the June 8, 2018 notice from Faith Lyon and Theresa Nielsen, Portage County Board of Elections, indicating that the Board of Elections will be open to the public beyond regular business hours for the following dates and times for voting for the Special Election on Tuesday, August 7, 2018:

| | |
|-------------------------------------|-----------------------------|
| Tuesday, July 10 – Friday July 13: | 8:00 am – 5:00 pm |
| Monday, July 16 – Friday, July 20: | 8:00 am – 5:00 pm |
| Monday, July 23 – Friday, July 27: | 8:00 am – 5:00 pm |
| Monday, July 30 – Friday, August 3: | 8:00 am – 7:00 pm |
| Saturday, August 4: | 8:00 am – 4:00 pm |
| Sunday, August 5: | 1:00 pm – 5:00 pm |
| Tuesday, August 7: | 6:30 am – Election Complete |

Human Resources

2. The Board of Commissioners signed Personnel Action Form for a professional development wage increase for Jessica Wilson, Biologist, for Portage County Water Resources, effective June 4, 2018, for receiving her Class I Wastewater Analyst Certification, presented by Janet Kovick, Human Resources Director.
3. The Board of Commissioners signed the Personnel Action Form authorizing the transfer of Zara Burkett from Clerical Specialist 4 back to Child Support Specialist for Portage County Job and Family Services, effective June 11, 2018, presented by Janet Kovick, Human Resources Director.

4. The Board of Commissioners signed the Personnel Requisition authorizing the three day internal posting of the full time permanent Clerical Specialist 4, replacing Zara Burkett, for Portage County Job & Family Services with external posting if no internal appointment is made, presented by Janet Kovick, Human Resources Director.
5. The Board of Commissioners signed the Personnel Action Form authorizing the promotion of Casey Mayer from JFS Executive Assistant to Social Service Worker 3, replacing Erica Brickman, for Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director. Anticipated start date is June 18, 2018.
6. The Board of Commissioners signed the Personnel Requisition authorizing the three day internal posting of the full time permanent JFS Executive Assistant, replacing Casey Mayer, for Portage County Job & Family Services with external posting if no internal appointment is made, presented by Janet Kovick, Human Resources Director.
7. The Board of Commissioners approved the revised job description for the Child Support Enforcement Attorney position, including the change in title to Child Support Enforcement and Public Assistance Attorney, within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
8. The Board of Commissioners approved the revised job description for the Child Support Enforcement Lead Attorney position, including the change in title to Child Support Enforcement and Public Assistance Lead Attorney, within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.

Motion To: Approve the Journal Entries for June 14, 2018

RESULT: ADOPTED [UNANIMOUS]

MOVED: Mike Kerrigan

SECONDED: Sabrina Christian-Bennett

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

Motion To: Adjourn the Official Meeting of June 14, 2018 at 2:22 PM

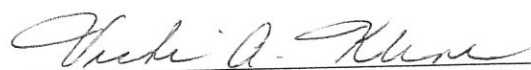
RESULT: ADOPTED [UNANIMOUS]

MOVED: Mike Kerrigan

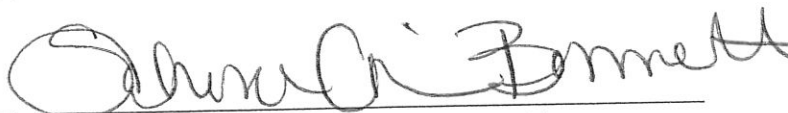
SECONDED: Sabrina Christian-Bennett

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

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



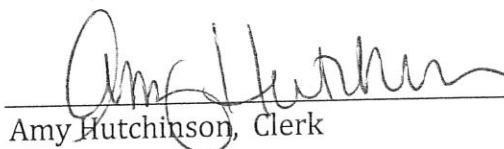
Vicki A. Kline, President



Sabrina Christian-Bennett, Vice President



Mike Kerrigan, Board Member



Amy Hutchinson, Clerk