



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 21, 2018

9:01 AM

Commissioners' Board Room

*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 and Intern Wendy Kristell.

Recessed to Solid Waste Management District: 9:01 AM

Reconvened: 9:02 AM

ADMIN TEAM

Present: Water Resources Director Gene Roberts; Internal Services Director JoAnn Townend; Susan Lynn, Human Resources Department; Michelle Crombie, Internal Services

EXTERNAL SERVICES:

Resolution(s) - # 17 to 19

Discussion:

1. Oakwood Acres

The questionnaire results are in and out of fifty-six that were mailed, twenty-eight, or 50%, responded - two being in favor of the assessment and twenty-six being in favor of the surcharge. Director Roberts recommends the Board move forward with the resolution to enter into the agreement to accept bid and award contract.

Commissioner Kline noted Nancy Capps expressed concern about having only one financial alternative and Director Roberts replied the one offered was the least expensive to the residents. Ms. Capps may be concerned about writing off the sewer charge on her taxes, but that option is not possible because property improvements are not tax deductible. Commissioner Kerrigan thought she may have been part of the group interested in paying monthly instead of quarterly and Director Roberts said initially she was.

Motion To: Accept Bids and award contract for Project No. BR-2 (12-140), Oakwood Acres Subdivision sanitary sewer improvements, in the Portage County Regional Sewer District, Brimfield Township./18-0442

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

2. **Chinn Allotment kick off meeting**

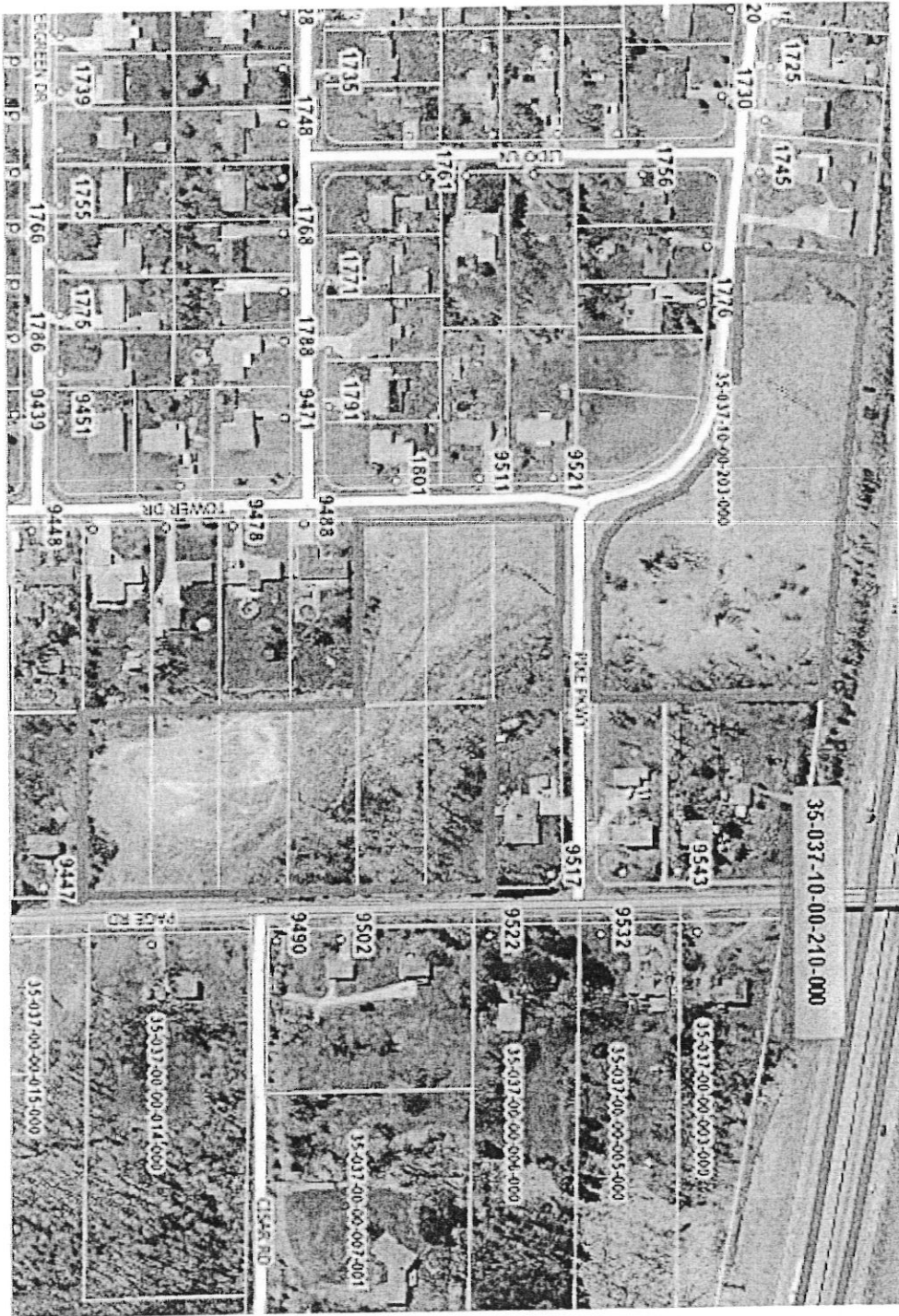
The Chinn Allotment kick off meeting has been scheduled for July 9th 6:00 PM at Ravenna High School. After talking to Attorney Garnier, Director Roberts explained it is not a formal meeting required by the Ohio Revised Code, but meeting minutes would be helpful for the project. The Board agreed the clerk will attend the meeting and take minutes.

3. **Vehicle purchase for Water Resources Department**

The Vision, Chrysler, Dodge, Jeep and Ram dealer has dissolved their business, so the state has decided to go back out to bid. The original vehicle cost of \$200,000 is now reduced to \$197,000. Director Townend will prepare the resolution for Board consideration next week, on behalf of Water Resources.

4. **County Owned Land/City of Streetsboro**

Mayor Broska is interested in County owned property abutting the City's property that used to be a County wastewater plant as well as several residential parcels in the area of Page Rd & Tower Dr. The residential lots are not buildable as the area is under high tension lines, but could be used as a park for the City of Streetsboro. The County is spending money to maintain the area and Director Roberts recommends the property be presented to the City of Streetsboro. The Board agreed to offer the parcels as one transfer to the City of Streetsboro and Director Roberts will prepare the necessary information for Board action.



Owner Name

YEAGER JAMES A & GLORIA J (J&S)

HUMAN RESOURCES:

Journal Entry(ies) - # 7 to 14

Discussion:

1. **Employees purchasing their own office furniture (ie: stand up desks).**

Ms. Lynn met with the Board to discuss the request for stand up desks by a Job and Family Services employee. This issue was brought before the Board in 2017, but no formal action was ever taken. Ms. Lynn has received doctor's notes from several employees requesting stand up desks, but pointed out the County is only liable to accommodate a person with a disability; if a doctor orders the desk, that is a different issue, but so far that has not happened.

Ms. Crombie shared if an injury occurs within the course and scope of employment, it is the County's injury and the employee cannot waive the right to a workers' comp claim.

Ms. Crombie has three medical studies indicating stand up desks do not have any long term benefit on an employee and the Board is interested in reviewing the studies before rendering a decision.

Ms. Lynn also recommends if the Board changes its Personnel Policy, not to limit the wording to stand up desks exclusively, but office furniture in general.

The Board would like time to review Ms. Crombie's medical studies and Ms. Lynn will send additional information to the Board for consideration.

DBFM:

Resolution(s) - #'s 1 to 10

INTERNAL SERVICES:

Resolution(s) - #'s 11 to 16

COMMISSIONERS' CONSENT AGENDA

June 21, 2018

1. Approval of the, June 12, 2018, June 14, 2018 and June 19, 2018 regular meeting minutes.

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RESOLUTIONS

June 21, 2018

Budget & Financial Management:

1. Approve the Thursday, June 21, 2018 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0422

2. Approve the Thursday, June 21, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0423
3. Approve the Tuesday, June 26, 2018 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./14-0424
4. Approve the Tuesday, June 26, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0425
5. Approve the Tuesday, June 26, 2018 Then & Now Certification, as presented by the County Auditor./18-0426
6. Authorize the Portage County Prosecutor to submit the 2018-2019 electronic grant application to the Crime Victims Assistance Office of the Attorney General of Ohio (Continuation Program)./18-0427
7. Amendment to the General Fund 2018 annual appropriation Resolution No. 17-0954, adopted December 19, 2017./18-0428
8. Amendment to the Non General Fund 2018 annual appropriation Resolution No. 17-0955, adopted December 19, 2017./18-0429
9. Cash advance from fund 0001, general fund to fund 3213, SA PS OWD 98./18-0430
10. Authorize the application & agreement to enter into an agreement between the Board of Commissioners on behalf of the Common Pleas Court and the Supreme Court for technology grant./18-0431

Internal Services

11. Agree to accept the maintenance bond for the construction of street, storm sewer and drainage improvements for the Maplecrest Parkway Subdivision No. 1 Brimfield Township, Portage County./18-0432
12. Agree to accept the maintenance bond for the construction of the Tallmadge Road improvements for Maplecrest Parkway Subdivision No. 1 Brimfield Township, Portage County./18-0433
13. Acceptance of cash donations from organizations, and businesses to support the Portage County Job & Family Services Annual Senior Forum Event./18-0434
14. Amend Resolution No. 18-0107 adopted February 8, 2018, Portage County Board of Commissioners appointments for year 2018./18-0435
15. Accept proposal from John Wackerly Inspection, LLC for providing professional services for the Portage County Annual Bridge Inspection Program./18-0436

16. Accept and award the bid of the Shelly Company for the Waterloo Road (CH 87, Sections I, J & Part of K) resurfacing project located in Randolph Township./18-0437

External Services

17. General Sewer & Water agreement for Sanitary Sewer & Water Improvements to Maplecrest Development, Portage County Water Resources Department Project No. BR-2 17-160-P/18-0438
18. Declaring the Board of County Commissioners willingness and approval to accept a sanitary sewer easement being part of original lot 21 of the Township of Franklin, Portage County, Ohio, as part of County Project, "Raising Cane's Sewer Extension", County Project No. FR-1-18-030-P./18-0439
19. Amend resolution no. 18-0418, dated June 14, 2018 to enter into a water and wastewater services agreement between the Portage County Board of Commissioner and Village of Mantua./18-0440

Motion To: Approve the Consent Agenda for June 21, 2018

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

RESOLUTION NO. 18-0422

This resolution was inadvertently omitted. This is for numbering purposes only.

**RESOLUTION NO. 18-0423 - 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:

6-21-18	740	\$64,886.27
6-21-18	738	105,122.48
6-21-18	737	45,000.00
Total		\$215,008.75

; 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. 18-0424

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RE: BILLS APPROVED AND ACH 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 21, 2018 in the total payment amount of **\$863,852.08** for **Funds 0001-8299** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

RESOLVED,

that the ACH payment is approved as certified to the County Auditor for payment on or after June 27, 2018, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on June 21, 2018 in the total payment amount of **\$1,977.23 to OPERS** 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. 18-0425

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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:

6-26-18	896	\$ 4,058.34
6-26-18	895	100,000.00
6-26-18	868	9,933.81
6-26-18	865	538.32
6-26-18	864	1,365.00
6-26-18	859	1,127.00
6-26-18	858	262.57
6-26-18	857	164.25
6-26-18	855	25,629.96
6-26-18	853	6,973.98
6-26-18	851	31,461.45
Total		\$ 181,514.68

; 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. 18-0426

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**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 **\$ 210,077.15** as set forth in Exhibit "A" dated **June 26, 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. 18-0427

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**RE: AUTHORIZE THE PORTAGE COUNTY
PROSECUTOR TO SUBMIT THE 2018-2019
ELECTRONIC GRANT APPLICATION TO THE**

**CRIME VICTIMS ASSISTANCE OFFICE OF THE
ATTORNEY GENERAL OF OHIO
(CONTINUATION PROGRAM).**

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

WHEREAS, the Portage County Prosecutor recommends that the Board of Commissioners authorize an application to the Crime Victims Assistance Office of the Attorney General of Ohio, to fund 6 full-time positions, and continue to pay/purchase I phones/I pads and a desktop scanner.

1. Victim/Witness Assistance Office Director/common please advocate
2. Administrative Assistance in the notification program
3. Advocate Position for Juvenile/Kent Courts
4. Advocate Position for Common pleas courtroom
5. Advocate for Ravenna Municipal court A/Domestic violence victims
6. Advocate for Ravenna Municipal court B/Domestic violence victims and

WHEREAS, the state has instituted an electronic process for the VOCA/SVAA grant application for the 2018-2019 grant period; now therefore be it

RESOLVED, the Board of the Portage County Commissioners does hereby authorize the electronic submission of the continuation application to the Crime Victims Assistance Office of the Attorney General of Ohio, on behalf of the Portage County Prosecutor's Office, with a **VOCA request of \$289,839.16 and a General Fund local match of \$72,459.80 for a project total of \$362,298.96 and SVAA grant funding of \$10,156.68, with no local match;** and be it further

RESOLVED, the Portage County Board of Commissioners authorizes the Portage County Prosecutor's Office to insert the name of the President of the Board as the electronic signatory on the grant application for the 2018-2019 Grant application for VOCA/SVAA funds, as presented for the grant period of **October 1, 2018 through September 30, 2019;** and be it further

RESOLVED, that a certified copy of this resolution be filed with the Portage County Auditor, the Portage County Prosecutor's Office-Victim Assistance and the Portage County Department of Budget and Financial Management; and be it further

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

Roll Call Vote as follows:

Mike Kerrigan, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Absent;

RESOLUTION NO. 18-0428

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 Vicki A. Kline that the following resolution be adopted:

RESOLVED, that it has become necessary to amend the General Fund 2018 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below as reviewed and recommended by the Director of Budget & Financial Management:

		<u>Increase</u>	<u>Decrease</u>
Fund: 0001	General Fund		
530	Common Pleas Court		
05306	Common Pleas Ct Capital Outlay	18,482	-
	MEMO TOTAL	<u>\$ 18,482</u>	<u>\$ -</u>
Note:			
560	Probate Court		
05605	Probate Court Materials & Supp	2,664	-
	MEMO TOTAL	<u>\$ 2,664</u>	<u>\$ -</u>
Note: grant\$-time stamps			
	TOTAL MEMO BALANCE ALL AMENDMENTS	<u>\$ 21,146</u>	<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 A. Kline, Yea;

Sabrina Christian-Bennett, Absent;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0429

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 Vicki A. Kline 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: 1149	Felony Delinque Care & Custody			
570	Juvenile Court			
11493	Juv Feny Delnq Care Salary&Fri	4,007	-	
	MEMO TOTAL	<u>\$ 4,007</u>	<u>\$ -</u>	
Note:	cover expense to end of			
Fund: 1201	Motor Vehicle And Gas Tax			
800	Engineer's Department			
12014	Engineer MVGT Contract Svcs	59,138	-	
12016	Engineer MVGT Capital Outlay	457,919	-	
	MEMO TOTAL	<u>\$ 517,057</u>	<u>\$ -</u>	
Note:	LIBERTY STREET	RAV RD BRDG FEASIBILITY STUDY	See Add'l Description	Waterloo Road Resurfacing
Fund: 7101	Health Benefits Program			
018	Human Resources			
71014	HR Health Benefits CS	300,000	-	
71019	HR Health Benefits ME	1,100,000	-	
	MEMO TOTAL	<u>\$ 1,400,000</u>	<u>\$ -</u>	
Note:				
	TOTAL MEMO BALANCE FOR ALL FUNDS	<u>\$ 1,921,064</u>	<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 A. Kline, Yea;

Sabrina Christian-Bennett, Absent;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0430 - RE: CASH ADVANCE FROM FUND 0001, GENERAL
FUND TO FUND 3213, SA PCS OWD 98**

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

WHEREAS, the Special Assessment Portage County Sewer OWD 98 fund's current obligations are exceeding actual revenue therefore; the fund is in need of an interim cash until receipt of assessment revenues are received; now therefore be it;

RESOLVED, that the following cash advance be made in the amount of \$ 10,037:

FROM:

FUND 0001, GENERAL FUND

ORGCODE- 00100009

Debit Expense Account

Object 920000 - Advances-Out

\$10,037.00

TO:

FUND 3213, PCS OWD 98

ORGCODE - 32130102

Credit Revenue Account

Revenue Source 290000 - Advance-In

\$10,037.00

and be it further

- RESOLVED,** the advance will be repaid to the General Fund when assessment revenue is received, and be it further
- RESOLVED,** that the County Auditor is hereby requested to make said cash advance by Journal Entry, and that a certified copy of this resolution be filed with the Portage County Auditor, the Portage County Prosecutor and the Department of Budget & Financial Management; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

RESOLUTION NO. 18-0431 - RE: RESOLUTION THAT AUTHORIZES APPLICATION AND AGREE TO ENTER INTO AN AGREEMENT BETWEEN THE BOARD OF PORTAGE COUNTY COMMISSIONERS (ON BEHALF OF THE PORTAGE COUNTY COMMON PLEAS COURT) AND THE SUPREME COURT FOR TECHNOLOGY GRANT.

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

- WHEREAS,** the Portage County Common Pleas Court is seeking ways to improve technology needed by the court; and Supreme Court has awarded the Portage County Common Pleas Court a technology grant to procure and implement new technology by providing funds for local government court technology projects, and
- WHEREAS,** the Portage County Board of Commissioners recognizes the appropriateness of the grant to assist the technology needs of the Portage County Common Pleas Court; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners does hereby agree to accept and support the grant application in the amount of \$18,482.00 from the Ohio Supreme

Court on behalf of the Portage County Common Pleas Court for the following project with ***no local match*** and be it further;

RESOLVED, that the grant period for this grant is from the time of acceptance through April 30, 2019, and be it further

RESOLVED, that Judge Laurie J. Pittman is authorized to sign the application documents, and be it further

RESOLVED, that a certified copy of this resolution be filed with the County Auditor, the Portage County Common Pleas Court, and the Department of Budget and Financial Management, and be it further

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

Roll Call Vote as follows:

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

RESOLUTION NO. 18-0432 - RE: AGREE TO ACCEPT THE MAINTENANCE BOND FOR THE CONSTRUCTION OF STREET, STORM SEWER AND DRAINAGE IMPROVEMENTS FOR MAPLECREST PARKWAY SUBDIVISION NO. 1 IN BRIMFIELD TOWNSHIP, PORTAGE COUNTY.

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

RESOLVED, that, upon the recommendation of the Portage County Engineer and the Portage County Prosecutor's Office, the Board of Portage County Commissioners does hereby agree to accept the Maintenance Bond for the construction of Street, Storm Sewer and Drainage Improvements for Maplecrest Parkway Subdivision No. 1 in Brimfield Township, Portage County, and be it further

RESOLVED, that said bond is between Maplecrest, LLC (Developer) and The Hartford Insurance Company in the full and just sum of Thirty Five Thousand Eight Hundred Thirty Two and 29/100 (\$35,832.29); and be it further

RESOLVED, the Board of Commissioners accept the Maintenance Bond as approved by the Portage County Prosecutor's Office; and be it further

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

Voice Vote as Follows:

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

RESOLUTION NO. 18-0433 - RE: AGREE TO ACCEPT THE MAINTENANCE BOND FOR THE CONSTRUCTION OF THE TALLMADGE ROAD IMPROVEMENTS FOR MAPLECREST PARKWAY SUBDIVISION NO. 1 IN BRIMFIELD TOWNSHIP, PORTAGE COUNTY.

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

RESOLVED, that, upon the recommendation of the Portage County Engineer and the Portage County Prosecutor's Office, the Board of Portage County Commissioners does hereby agree to accept the Maintenance Bond for the construction of the Tallmadge Road Improvements for Maplecrest Parkway Subdivision No. 1 in Brimfield Township, Portage County, and be it further

RESOLVED, that said bond is between Maplecrest, LLC (Developer) and The Hartford Insurance Company in the full and just sum of Forty Eight Thousand Two Hundred Forty Four Dollars and 47/100 (\$48,244.47); and be it further

RESOLVED, the Board of Commissioners accept the Maintenance Bond as approved by the Portage County Prosecutor's Office; and be it further

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

Voice Vote as Follows:

Mike Kerrigan, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Absent;

RESOLUTION NO. 18-0434

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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 Vicki A. Kline to approve 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, Absent;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0435

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RE: AMEND RESOLUTION NO. 18-0107 ADOPTED FEBRUARY 8, 2018, PORTAGE COUNTY

COMMISSIONERS BOARD APPOINTMENTS FOR YEAR 2018.

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

WHEREAS, the Board of Commissioners adopted Resolution No. 18-01070 on February 8, 2018, making various board appointments for year 2018; and

WHEREAS, Ohio Revised Code Section 128.06 indicates the president or other presiding officer of the Board of Commissioners shall serve as the chairperson of the 9-1-1 Planning Committee; now therefore be it

RESOLVED, that the Board of Commissioners agrees to amend Resolution 18-0107, Board Appointments for 2018, by appointing Vicki A. Kline as representative and Mike Kerrigan as alternate on the 9-1-1 Planning Committee; and be it further

RESOLVED, by the Board of County Commissioners, Portage County, Ohio, that the following board appointments be made:

BOARD	REPRESENTATIVE	ALTERNATE
911 Planning Committee	Vicki A. Kline	Mike Kerrigan
Presiding Officer		
AMATS Citizen Involvement Committee	Audrey Kessler	N/A
AMATS Policy Committee	Vicki A. Kline	Melissa Long
3 Board of Commissioners	Sabrina Christian-Bennett	Jim Greener
	Mike Kerrigan	Frank Hairston
AMATS Technical Advisory Committee (TAC)		
Portage County Township Association	John Kovacich	Jim Greener
Board of Revisions	Vicki A. Kline	Tom Medzie
Designee		
Combined General Health District Advisory Council	Vicki A. Kline	N/A
President		
Community Corrections Board	Vicki A. Kline	Sabrina Christian-Bennett

BOARD	REPRESENTATIVE	ALTERNATE
Community Improvement Corporation of Summit, Medina and Portage Counties (CIC) (Greater Akron Chamber)	Brad Ehrhart	N/A
Representative and Voting Member		
County Commissioners' Assoc Ohio (CCAO) Membership Meetings for 2018	Sabrina Christian-Bennett	Vicki A. Kline
Designate of official representative and alternate		
County Commissioners' Assoc Ohio Service Corp. (CCAOSC) Energy Comm	Michelle Crombie	JoAnn Townend
Appointing Representative & Alt to Natural Gas Purchase Program		
Data Processing Board	Mike Kerrigan	Vicki A. Kline
Direction Home Areawide And County Advocacy (fka: Area Advisory Council of Area Agency on Aging)	Melissa Long	N/A
Emergency Food and Shelter Board of Portage County (Fed Bd)		
President	Vicki A. Kline	Kellijo Jeffries
Required	Ryan Shackelford	N/A
Emergency Management Agency Advisory Council	Vicki A. Kline	N/A
3 Board of Commissioners	Sabrina Christian-Bennett	N/A
	Mike Kerrigan	N/A
Family and Children's First Council	Vicki A. Kline	Mike Kerrigan
Investment Advisory Committee	Vicki A. Kline	N/A
President & Vice President	Sabrina Christian-Bennett	N/A

Landbank Board of Directors	Vicki A. Kline	Sabrina Christian-Bennett
Two Commissioners and One Alternate	Mike Kerrigan	
Local Emergency Planning Commission	Vicki A. Kline	N/A
3 Board of Commissioners	Sabrina Christian-Bennett	N/A
	Mike Kerrigan	N/A
BOARD	REPRESENTATIVE	ALTERNATE
Northeast Ohio Consortium Council of Government (NOC COG)	Sabrina Christian-Bennett	Mike Kerrigan
Local Elected Official (LEO)		
Northeast Ohio Four County Regional Planning and Development Org (NEFCO)	Gene Roberts	Tia Rutledge
Board of Commissioners has 6 aptm	Todd Peetz	Patrick Holland
	Joseph Diorio	Mary Helen Smith
	John Zizka	N/A
	Mike Kerrigan	Vicki A. Kline
	James Bierlair	Jim Greener
Northeast Ohio Four County Regional Planning and Development Org (NEFCO) Environmental Technical Advisory Committee (ETAC)	Ron Etling	N/A
Ongoing term (Resolution No. 16-0106)		
Northeast Ohio Four County Regional Planning and Development Org (NEFCO) Comprehensive Economic Development Strategy (CEDS) Committee	Brad Ehrhart	Diana Fierle
Ohio Public Works District 7 Integrating Committee	Mike Kerrigan	Gene Roberts
See Resolution No. 18-0043, 1-11-18 & 16-0679 set 3 year term expiring 5-30-2018	Mickey Marozzi	Mike Collins
Portage Development Board	Sabrina Christian-Bennett	Vicki A. Kline
Portage-Geauga Joint Board	Vicki A. Kline	N/A
3 Board of Commissioners	Sabrina Christian-Bennett	N/A
	Mike Kerrigan	N/A

Portage Metropolitan Housing Authority (PMHA) Housing Services Council	Audrey Kessler	N/A
See Resolution No. 13-0450 with no term expiration date		
Ravenna Arsenal Restoration Advisory Board (RAB)	Ryan Shackelford	N/A
Records Commission	Vicki A. Kline	N/A
President		
BOARD	REPRESENTATIVE	ALTERNATE
Regional Planning Commission	Vicki A. Kline	Terry Montz
3 Board of Commissioners	Sabrina Christian-Bennett	Matt Adelman
	Mike Kerrigan	Jim Greener
	Gene Roberts	Tia Rutledge
	Mickey Marozzi	Dan Jendrisak
	James Bierlair	Eric Long
Regional Planning Commission Executive Committee	Sabrina Christian-Bennett	N/A
(Appointed by Exec Comm President)		
Sales and Use Tax Advisory Oversight Subcommittee		
See Resolution No. 16-0542, dated 6-28-16; 5 year term expiring 12-31-2020	Vicki A. Kline	Sabrina Christian-Bennett
President		
Vice President, Alternate		
Solid Waste Management District Policy Committee		
(As designated by Board President)	Mike Kerrigan	N/A
Storm Water Task Force		
	Vicki A. Kline	Jim Greener

; and be it further

RESOLVED, that a copy of this resolution be forwarded to the Clerk, Internal Services Director, Record Courier Newspaper and all members listed on the Resolution; 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 was as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Absent;

Mike Kerrigan, Yea;

RESOLUTION No. 18-0436

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RE: ACCEPT PROPOSAL FROM JOHN WACKERLY INSPECTION, LLC FOR PROVIDING PROFESSIONAL SERVICES FOR THE PORTAGE COUNTY ANNUAL BRIDGE INSPECTION PROGRAM.

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

WHEREAS, the Portage County Engineer received a proposal from John Wackerly Inspection, LLC to perform bridge inspections on the County's 169 bridges; and

WHEREAS, it is the recommendation of the Portage County Engineer that the proposal of John Wackerly Inspection, LLC be accepted to perform said bridge inspections; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby accept the proposal of John Wackerly Inspection, LLC, 6270 Legends Court, Westerville, OH 43082, to perform bridge inspections on the County's 169 bridges at a cost of \$12,160.00, and be it further

RESOLVED, that a purchase order will be created to cover the cost of said inspections (\$65.00 per bridge x 164 bridges + \$300 per truss bridge x 5 bridges); 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.

Upon call of the roll, vote was as follows:

Mike Kerrigan, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Absent;

RESOLUTION No. 18-0437

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**RE: ACCEPT AND AWARD THE BID OF THE
SHELLY COMPANY FOR THE WATERLOO
ROAD (CH 87, SECTIONS I, J & PART OF K)
RESURFACING PROJECT LOCATED IN
RANDOLPH TOWNSHIP, PORTAGE COUNTY.**

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

WHEREAS, notice of Receiving Bids for the **Waterloo Road (CH 87, Sections I, J & Part of K) Resurfacing Project** was published in the Record Courier on May 25, 2018 and June 1, 2018, and

WHEREAS, six (6) sealed bids were received and grand totals were tabulated and recorded on June 13, 2018 for furnishing all labor, materials and equipment necessary to complete the project known as **Waterloo Road (CH 87, Sections I, J & Part of K) Resurfacing**; and

WHEREAS, after reviewing said bids, it is the recommendation of the Portage County Engineer that the bid of **The Shelly Company** be accepted as the lowest and best bid received; now therefore be it

RESOLVED, that the bid of **The Shelly Company, 8920 Canyon Falls Boulevard, Suite 120, Twinsburg, Ohio 44087**, be accepted and awarded as the lowest and best bid received in accordance with specifications and plans prepared for the **Waterloo Road (CH 87, Sections I, J & Part of K) Resurfacing Project** in Randolph Township, Portage County; and be it further

RESOLVED, that a contract be entered into with **The Shelly Company** in the total amount of **\$266,296.87**, 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.

Upon call of the roll, vote was as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Absent;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0438**RE: GENERAL SEWER & WATER AGREEMENT FOR
SANITARY SEWER AND WATER
IMPROVEMENTS TO MAPLECREST
DEVELOPMENT, PORTAGE COUNTY WATER
RESOURCES DEPARTMENT PROJECT NO. BR-2
17-160-P.**

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

WHEREAS, Maplecrest, LLC (OWNER) will construct 969 linear feet of 10-inch sanitary sewer, 2,916 linear feet of 8-inch sanitary sewer, 7 linear feet of 6-inch sanitary sewer, 6,211 linear feet of 8-inch water line, and all necessary appurtenances and any pump station upgrades or improvements to provide sanitary sewer and water service to the Maplecrest Development, situated in the Township of Brimfield, Original Lot 36, Portage County, Ohio; and

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

WHEREAS, the OWNER has prepared plans and specifications for the MAPLECREST DEVELOPMENT (PROJECT), County Project Number BR-2 17-160-P, per the Portage County Water Resources Department (PCWR) standards and specifications; now therefore be it

RESOLVED, that this Board does hereby agree to enter into a General Sewer & Water Agreement with the OWNER; and be it further

RESOLVED, the PROJECT will be constructed at the OWNER'S expense, for the sum of ONE MILLION NINETY TWO THOUSAND NINE HUNDRED TWENTY EIGHT DOLLARS AND ZERO CENTS (\$1,092,928.00); and be it further

RESOLVED, this Board authorizes the OWNER to begin construction of the PROJECT to provide sanitary sewer and water service to Maplecrest Development, situated in the Township of Brimfield, Original Lot 36, Portage County, Ohio; and be it further

RESOLVED, that after construction, to the satisfaction of the Director of PCWR, the Board will accept the PROJECT as a gift to own, operate and maintain; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relation to the adoption of this resolution were adopted in an open meeting of this Board and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Voice Vote as Follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Absent;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0439

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RE: A RESOLUTION DECLARING THE BOARD OF PORTAGE COUNTY COMMISSIONERS WILLINGNESS AND APPROVAL TO ACCEPT A SANITARY SEWER EASEMENT BEING PART OF ORIGINAL LOT 21 OF THE TOWNSHIP OF FRANKLIN, PORTAGE COUNTY, OHIO, AS PART OF COUNTY PROJECT, "RAISING CANE'S SEWER EXTENSION", COUNTY PROJECT NO. FR-1 18-030-P.

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

- WHEREAS,** Kent Real Estate Holdings, LLC, an Ohio limited liability company, the "Grantor" for and in consideration for One Dollar (\$1.00) and other valuable consideration, does hereby give and grant unto the Board of County Commissioners, Portage County, Ohio, the "Grantee", it's successors and assigns the perpetual right to a permanent sanitary sewer easement, situated in Original Lot 21, Township of Franklin, Portage County, Ohio; and
- WHEREAS,** a sanitary sewer line was constructed for County Project, "Raising Cane's Sewer Extension," County Project No. FR-1 18-030-P; and
- WHEREAS,** the sanitary sewer easement will allow the County to provide sanitary sewer service and maintenance to multiple commercial properties along State Route 59 for future development; and
- WHEREAS,** the sanitary sewer easement shall be 20' in width and 166.20' in length containing 0.0763 acres; and
- WHEREAS,** the Grantor has prepared the sanitary sewer easement legal description and exhibit for acceptance according to the State of Ohio standards by a registered Professional Surveyor; and
- WHEREAS,** the Portage County Sanitary Engineer has reviewed the legal description and exhibit for the sanitary sewer easement as marked and attached in Exhibit A and Exhibit B; and
- WHEREAS,** the Portage County Sanitary Engineer recommends approval of the sanitary sewer easement; now therefore be it

RESOLVED, that this Board hereby ratifies and accepts the recommendation of the Sanitary Engineer to the sanitary sewer easement as presented; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Voice vote was as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Absent;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0440

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RE: AMEND RESOLUTION NO. 18-0418, DATED JUNE 14, 2018 TO 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 Vicki A. Kline that the following resolution be adopted:

WHEREAS, on June 14, 2018, the Board of Commissioners entered into an water and wastewater services agreement between the Portage County Board of Commissioners and the Village of Mantua; and

WHEREAS, upon inspection, it was found that a portion of Resolution No. 18-0418 referred to Rootstown Water Company instead of the Village of Mantua; now therefore be it

RESOLVED, that the Board of Commissioners hereby amends Resolution No. 18-0418, dated June 14, 2018 to correct the verbiage from Rootstown Water Company to the Village of Mantua to read as follows:

***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 **Village of Mantua** 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.

Voice vote as follows:

Mike Kerrigan, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Absent;

Recessed: 9:31 AM

Reconvened: 11:10 AM

JOB AND FAMILY SERVICES

Present: Kellijo Jeffries

1. JFS Data Report

Director Jeffries discussed the Job and Family Services Data Report for March and April 2018 as follows:

Portage County JFS Monthly Data Report
March / April 2018

Public Assistance

OWF – Cash Assistance	March 2018	April 2018
Number of Individuals on OWF	750	728
Number of Families on OWF	439	432
Amount Issued	\$155,432.00	\$155,650.00

Food Assistance	March 2018	April 2018
Individuals	13,664	13,282
Families	6,927	6,717
Amount Issued	\$1,638,967.00	\$1,575,259.00

Medicaid	March 2018	April 2018
MAGI Adult Expansion	7,858	7,794
Non-MAGI Adult	6,610	6,671
Family Medicaid	15,947	15,860
Total Medicaid Recipients	30,415	30,325
Total Amount of received Medicaid Services	\$39,419,053.81	\$42,348,796.53

Child Care	March 2018	April 2018
Children	669	702
Public Funds Used	\$254,408.30	\$315,060.40

NET Transportation	March 2018	April 2018
Total NET Transportation Related Calls Received	988	827
Total Amount of Emerald Trips	127	107
Total Amount of Swift Care Trips	137	98
Total Amount of PARTA Trips	31	36
Total Amount of Gas Card Trips	364	408
Total Amount of Ticket Trips	264	248

Intake Appts	March 2018	April 2018
Total	104 (Walk-in) 287 (By Phone)	95 (Walk-in) 292 (By Phone)

Customer Service Center	March 2018	April 2018
Total Calls Received	4,790	5,315
Total Clients Seen	1,433	1,097

State Hearings	March 2018	April 2018
Hearing Completed	7	21
Hearings Withdrawn	35	26

Benefit Recovery	March 2018	April 2018
Total Amount Calculated	\$35,228.00	\$24,591.00
Total Amount Collected (fiscal-cash, TOP/Benefit Reduction and Incentives)	\$103,272.86	\$22,763.55

Ohio Means JOBS / WIOA/ Work Experience Program

	March 2018	April 2018
First Time OMJ Center Customers	61	64
Total OMJ Center Customers	315	288

Total Size of WIOA A&DW Caseload	73	80
Total Services Provided to OMJ Center Customers	736	714
Number of Active ITA's	4	7
WIOA Orientation Sessions Held	12	17
Total Number of customers receiving unemployment	72	68
Referrals to Unemployment	0	0
Referrals to OOD	3	2
Veteran Job Placements	0	n/a
WIOA Customers Reported Employment	4	7
Total number of Business Services Provided	68	46
Total Number of Job Orders Posted	16	19
Total Number of Hiring Events/Job Fairs/Career Fairs (Events)	4	4
Total Number of Hiring Event Attendees	10	6
Total Number of Employers At Events	78	4
Monthly Unemployment Rate	4.5%	n/a
Work Experience Programs (JOBS), CCMEP, and Supportive Services	March 2018	April 2018

ABAWD Job Placements	2	10
OWF Job Placements	1	6
Job Club Job Placements	2	0
Total Number of OWF Participants- All Family	55	47
Total Number of OWF Participants-2 Parent	5	3
All Family Participation Rate	52.73%	n/a
2-Parent Participation Rate	20%	n/a
ABAWD Participants	125	115
ABAWD Participation Rate	81%	85%
Number of Work Experience Sites (WEP)	34	35
Number of Active WEP Participants	112	104
New WEP Site Contracts	0	0
Job Club Participants	12	7
CCMEP Job Placements	3	0
Number of CCMEP Youth in Pre-Enrollment Services (used to be Referrals)	22	25
Number of CCMEP Youth in Framework Design Services	8	9
Number of CCMEP Youth Enrolled in Services	166	169
CCMEP Youth Total (Includes Pre Enrollment/Framework Design/Services)	196	203
CCMEP In-School Youth Total	96	99

CCMEP Out-of-School Youth Total	79	79
Total number of CCMEP Services	297	332
Number of Participants in Supportive Employment Program	6	4
PRC Applications Received	72	106

Children Services

	March 2018	April 2018
New Cases Assigned	116	115
Ongoing Cases	217	229
Adoption Cases	15	20
Adoptions Finalized	0	0
Children Leaving Custody	21	17
Children Entered Custody	29	17
Total Children in Custody	244	258
APS Cases Assigned	15	12
Family Team Meetings Held	100	97
Children in Kinship Care/Relative Care	85	90
Children placed in Agency Foster Homes	48	44
Children placed in Residential Treatment	19	21
Children Placed in Group Homes or Therapeutic Foster Homes	69	67

Child Support

	March 2018	April 2018
Total Calls Received by Customer Service	1,920	1,845
Total Clients Seen in Customer Service	496	467
Total CSEA Responses to Web Portal Inquiries	276	278
Number of Individual Enrolled In Passages Program (applications approved for the month)	4	7
Number of Enrolled Individuals that secured employment	1	3
Passages: Currently employed: Made less than 6 months of payments	10	7
Passages: Currently employed who have made 6 months or more of consistent payments	1	2
Passages: Monthly Collections	\$1,838.40	\$2,435.75
Cases where Paternity was Established	28	20
Modified Child Support Cases	22	20
Total Number of Active Cases	9,387	9,339
Total Amount of Child Support that was disbursed	\$2,070,390.82	\$2,225,326.39

Human Resources

	March 2018	April 2018
Total Number of Employees	189	190
Number of New Hires	1	1
Number of Promotions	5	0
Number of Resignations/Retire/Rescinds	2	3
Number of Job Postings	7	3

IT

	March 2018	April 2018
Helpdesk tickets closed	468	341

Community Outreach and Public RelationsMarch 2018

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

April 2018

- April was Child Abuse and Neglect Month!
- Children Services Planted Pinwheels with the Children's Advocacy Center on Thursday, April 5, 2018.
- Children Services hosted a Family Fun Day on Saturday, April 14 in which families were invited to listen to speakers regarding Shaken Baby Syndrome and Positive Parenting. They could also visit community partner tables, have their family photo taken and play games!
- Started filming for OhioMeansJobs In-demand job week in April.
- Bring Your Child To Work Day was held on Thursday, June 26, 2018.
- Planning for the 2018 Senior Forum continued.

2. Revised PRC Plan

The Prevention, Retention and Contingency (PRC) program is designed to serve low income families who may or may not currently be receiving Ohio Works First (OWF) cash assistance. OWF encourages family self sufficiency through employment while it meets temporary needs through cash assistance. The common thread between these programs is self sufficiency, which is defined as the ability to sustain and maintain one's family independently, without need for or reliance on governmental or community agencies.

The PRC program is a tool to encourage families to attain and retain employment, prevent dependency, and promote family stability within the context of community priorities and needs. PRC makes it possible to meet the needs of low income families through supportive services and/or short term cash related payments to that they do not need OWF cash assistance. Specifically, the PRC program falls into three categories:

Prevention Services – designated to divert families from ongoing cash assistance by providing short term assistance when crises arise.

Retention Services – provided to assist an employed member of the family in maintaining employment

Contingency Services – provided to meet an emergent need which, if left unattended, threatens the safety, health or well-being of one or more family members.

Each year, Job and Family Services hosts a meeting to allow the Community Planning Committee of Portage County to understand recommendations being made to modify the plan by Job and Family Services and each member has an opportunity to make suggested changes that will ensure we meet the community needs necessary to move families towards self sufficiency. The meeting is chaired by the Director of the local Community Action Council. The meeting in 2018 was held on May 22nd. The PRC plan was revised in accordance with chapter 5108 of the Ohio Revised Code and reviewed by the county Community Planning Committee.

Motion To: Approve the Revised Prevention, Retention and Contingency Plan, effective October 1, 2018 for Portage County Job and Family Services./18-0441

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

3. Emerald Transportation

Family and Community Services Director Mark Frisone, who runs Emerald Transportation Services, is reducing the per mile rates rate from \$0.77/mile to \$0.70/mile, has extended his hours and will also run the transportation company on federal holidays. Director Jeffries will be sending through an amendment to the contract with Emerald Transportation within the next few weeks.

4. Ohio Means JOBS new initiative

- *Manufacturing Internship:*

About three months ago, Director Jeffries held a meeting with key manufacturers in the area to discuss an internship program and there are eight local companies interested in participating. Kent State University will provide a curriculum with approximately six to eight weeks of soft skill and classroom training relevant to manufacturing and equipment. The internship program will begin in August for 120 days at a cost of less than \$2,000 a person, paid for by Job and Family Services. The commitment from the manufacturing company will be full time employment after successfully completing the 120 day internship. The next meeting is in two weeks to discuss the Memorandum of Understanding (MOU) and the Board is in full support of the program.

- *Stark State Initiative:*

The Windham superintendent contacted Job and Family Services with concerns for a core group of student and their ability to graduate. There is a new initiative under the Department of Education that allows certain workforce training to be a pathway to achieving a diploma. Job and Family Services has met with Stark State and has committed to subsidizing transportation costs for manufacturing (welding program) and STNA (nurses aid program) as part of this initiative. Eight individuals will begin the initiative in August and Director Jeffries will provide additional information on the program next month.

JOURNAL ENTRY

June 21, 2018

Commissioners

1. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for May 2018, as presented by the Portage County Sheriff's Department.
2. The Board of Commissioners acknowledged receipt of the June 15, 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.

Budget & Financial Management:

3. Beginning June 22, 2018, the Board of Commissioners authorized the display of the County's proposed 2019 tax budget and advertising of its availability for public viewing. The public hearing and adoption of the tax budget will occur on July 12, 2018.
4. The Board of Commissioners authorized the Director of Budget & Finance to sign and submit a letter of intent to support the Small Business Alliance in 2019 up to \$10,000.00. This does not assure funding, only considering by the Board of Commissioners.
5. The Board of Commissioners agreed to defer the interest and principal payments on their loan with the Portage County Airport for 2018 as presented by the Director of Budget & Finance.
6. The Board of Commissioners agreed to remove all fees associated with recycling for 1423 Ravenna Road. The property is owned by the City of Akron and the buildings on the property are vacant and fenced off from the public entrance, as presented by the Director of Budget & Finance.

Human Resources:

7. The Board of Commissioners signed the Personnel Requisition authorizing the two week external posting of the full time permanent CSEA/PA Attorney, new position, for Portage County Job & Family Services, presented by Janet Kovick, Human Resources Director.
8. The Board of Commissioners approved the revised job description for the JFS Executive Assistant position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
9. The Board of Commissioners approved the revised job description for the Assistant Director position within Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director.
10. The Board of Commissioners signed the Personnel Action Form accepting the resignation of Theresa Criscione, Eligibility Specialist for Portage County Job & Family Services, effective June 29, 2018, as 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 Eligibility Specialist, replacing Theresa Criscione, for Portage County Job & Family Services with external posting if no internal appointment is made, presented by Janet Kovick, Human Resources Director.
12. The Board of Commissioners signed the Personnel Action Form authorizing the termination of Diane Jones, Child Support Specialist for Portage County Job & Family Services, based on documentation that she will not be back to work as she has been out on leave for an extended

period of time, as presented by Janet Kovick, Human Resources Director. Her last day employed will be June 29, 2018.

13. The Board of Commissioners signed the Personnel Requisition authorizing the three day internal posting of the full time permanent Child Support Specialist, replacing Diane Jones, for Portage County Job & Family Services with external posting if no internal appointment is made, presented by Janet Kovick, Human Resources Director.

14. The Board of Commissioners authorized an unpaid leave of absence for familial purposes for a JFS employee, presented by Janet Kovick, Human Resources Director.

Motion To: Approve the Journal Entries for June 21, 2018

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

Motion To: Adjourn the Official Meeting of June 21, 2018 at 11:35 AM

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

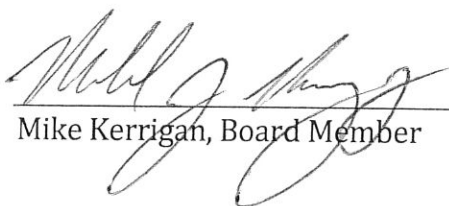
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting.



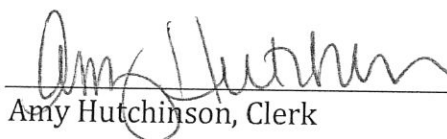
Vicki A. Kline, President

-----ABSENT-----

Sabrina Christian-Bennett, Vice President



Mike Kerrigan, Board Member



Amy Hutchinson, Clerk