



# 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 28, 2018

9:00 AM

Commissioners' Board Room

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

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

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

Also attending throughout the day Record Courier Reporter Matt Merchant, Intern Wendy Kristell and Deerfield Township Trustee Ed Dean.

Recessed to Solid Waste Management District: 9:01 AM  
Reconvened: 9:02 AM

## ADMIN TEAM

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

## HUMAN RESOURCES:

### Journal Entries - # 3 - 7

#### Discussion:

1. Janus vs. AFSCME US Supreme Court decision  
Attorney Smith explained neither an agency fee nor any other form of payment to a public-sector union may be deducted from an employee's paycheck, nor may any other attempt be made to collect such a payment, unless the employee affirmatively consents to pay. Attorney Smith suggests the Board contact each union representative for a copy of each employee's affirmative consent, within thirty days, to allow this deduction to continue otherwise the County will have to stop the deduction.

Director Kovick will draft correspondence for Board review and she will also reach out to other Elected Officials so they can contact their union representative, as well. Attorney Smith will contact County Auditor Esposito.

2. Maplewood Career Center notice regarding Maplecrest TIF Agreement  
Attorney Smith mentioned correspondence was sent by her office that will need to be signed by the Clerk and sent to Maplewood Career Center, indicating the Board will consider a resolution for Maplecrest TIF Agreement on July 19<sup>th</sup>.
3. Personnel Policy Manual Section 11 – Communication Systems  
This revision to the personnel policy manual states that you must get the consent of an individual you wish to record. Commissioner Kerrigan suggests in Section L. Electronic Surveillance Item 4, should contain another contacting authority in case there happens to be an issue with the Human Resources Department, such as the Board of Commissioners or the Prosecutor's Office. Director Kovick will make the requested change and prepare a resolution for Board consideration.
4. Sexual Harassment Training Update  
Director Kovick is going to open up the sexual harassment training, which is mandatory for Board of Commissioners' employees, as an option to all County employees. Attorney Smith has agreed to provide the training at Maplewood Career Center and six dates have been selected in October to accommodate employees.
5. Employee Appreciation Luncheon Debriefing  
The luncheon was a great success and the only suggestion from the Board is an RSVP next year. Out of 840 burgers and Duma dogs, employees consumed 612 - 272 were sent to outside County locations for their luncheon and the administration building consumed 340.

The Human Resources Department will prepare a thank you letter to Duma Meats for their generous donations and will draft a resolution for the donation from the County to the Center of Hope.

The Board suggests the Human Resources Department verify with Elected Officials and Department Heads that the employee recognition listing is accurate each year.

#### **EXTERNAL SERVICES:**

#### **Resolution(s) – #'s 16**

1. Chinn Allotment letter  
Director Roberts presents a letter that was sent to the residents or property owners in the Chinn Allotment, indicating a kick off meeting is scheduled for July 9<sup>th</sup> at 6:00 PM at the Ravenna High School Auditorium. This is an informational meeting and is not required by the Ohio Revised Code. All three Commissioners will be attending the event.

Attorney Smith suggests the Board may want to hire two court reporters to cover the event with the amount of people that could be attending. The Board is in agreement that Water Resources is authorized to hire a court reporter(s) to cover this event to ensure accuracy of the minutes in such a large venue.

2. Oakwood Acres

Commissioner Kline mentioned she met with Nancy Capps last week and Ms. Capps was concerned because three financing options were not presented at the public hearing. Director Roberts noted a handout was presented that spelled out the financing options, but asked that Ms. Capps be referred to him for additional information.

Director Bragg pointed out the residents are hearing from both Steve Kolar and the County and may be receiving contradictory information.

**DBFM:**

**Resolution(s) - #'s 1 - 7**

Resolution No. 7's heading says **Cash Advance** from Fund 1013 HAVA to Fund 0001 General Fund and it should say **Transfer** from Fund 1013 to Fund 0001 General Fund.

Commissioner Kerrigan pointed out Resolution No. 2 says Thursday, **July 3, 2018** Journal Vouchers and should say Thursday **June 28, 2018** instead.

**Discussion:**

1. Treatment Program Transfer

Mental Health & Recovery Board Executive Director Joel Mowrey and Attorney Tim Piero have written Memorandum of Understanding (MOU) to facilitate moving of the funding. The current wording has all the money transferring up front to Mental Health and they would extend it to the agencies, but the alternative method would be to have Mental Health billing the County with installments as they pay. Director Bragg does not have a preference on how the transfer should be done. The Board agreed to provide all the money up front to the Mental Health and Recovery Board and Director Townsend will make sure the resolution is correct for the MOU and ready for adoption next week.

2. Possible shortfall in Information Technology Services (ITS) budget

Director Bragg met with County Auditor Esposito and ITS Director Lloyd Alger, concerning a possible budget shortfall in the 2018 budget. The shortfall is due to a MUNIS increase in fees for \$8,000, which can be accommodated under the contingency fund.

Several other items that will need to be addressed this year are as follows:

- Virtual server reconfiguration \$6,000 – The Board agreed this one-time expense should be done in 2018 from contingency.
- Six Tax Map computers \$,6000 – The Board agreed this one-time expense should be done in 2018 from contingency.

Any other additional items will be addressed in 2019.

3. Courtview Invoices

The Clerk has made her payment of \$90,000, Municipal Court was making their payment of

\$19,000, but the main holdup remains Juvenile Court at \$26,000, the Prosecutor's Office at \$10,000, and the Sheriff at \$24,000. The Courts are asking the Board to pay \$50,000, but when the system was purchased, it was agreed upon that the costs would come out of Court fees. Director Bragg suggests the Board refer the costs back to the Courts per the original agreement for payment.

### **MOGADORE ROAD DISCUSSION**

Present: County Engineer Mickey Marozzi, Eric Long and James Bierlair, Soil and Water Conservation, Attorney David Garnier, Jim Greener, and Water Resources Department Director Gene Roberts

County Engineer Marozzi met with the Board to discuss complaints about debris on Mogadore Road from construction of the new Klaben used car dealership in Brimfield Township. After several unsuccessful attempts to work with the Klaben Property Management, LLC, County Engineer Marozzi is requesting the Board issue a stop work order or to allow the County Engineer to proceed with efforts to get an injunction to stop the activity in the area.

After hearing the discussion and options, the Board agreed to move forward with the Prosecutor's Office seeking an injunction or other appropriate relief in the court of Common Pleas. Attorney Garnier will prepare the necessary paperwork to move forward.

In accordance with Ohio Revised Code 307.79 (F) and Resolution No. 09-0836, Rules for Illicit Discharge Detection and Elimination, Exhibit B, Item 11, the Board of Commissioners requests the Portage County Prosecutor's Office pursue injunctive relief against the property consisting of two parcels addressed at 4151 Mogadore Road, Brimfield Township, Portage County, Ohio, owned by Klaben Property Management, LLC./See Journal Entry II.

County Engineer Marozzi mentioned they are also monitoring a couple other sites that are close to violation stage and he will keep the Board advised.

### **SCHOOL SUPERINTENDENTS**

Present: Gregg Isler, Windham Village Schools; Ross Bennett, ESC-NEO; Kathly Regal and Mary McCracken, Children's Advantage; Dave Heflinger, Field Schools, Dennis Honkala, Ravenna City Schools; George Joseph, Kent City Schools, David Toth, Crestwood Schools; Shawn Braman, Waterloo Local Schools; Bob Dunn, Southeast Local Schools;

The school superintendents met with the Board to say thank you for allocating money for the grant.

Mr. Bennett also presented an update and requested meetings throughout the year with the Board to keep everyone in the loop.

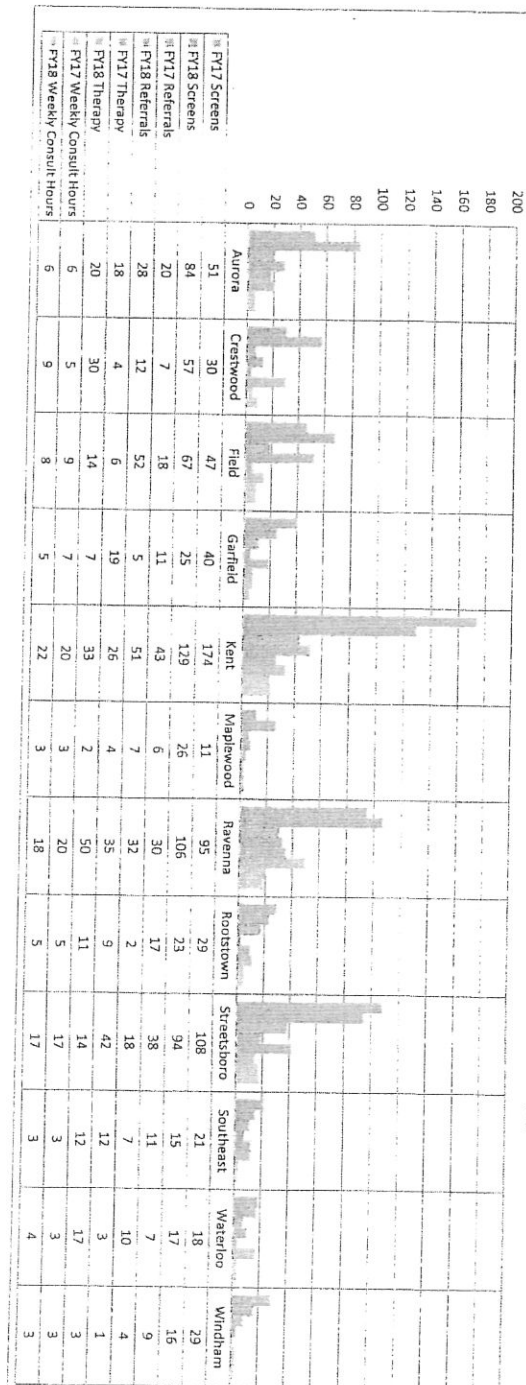
- There are over 21,000 students in the County.
- 27% of those said they felt sad, hopeless, almost every day for two weeks in a row.
  - 13 years and younger – 15%, 14-16 years – 31%, and 17 years or older - 36%



- In 2015, of the 6-12<sup>th</sup> graders, 18% had seriously considered suicide in the past year and 21% of the 9-12 grade considered suicide.
- 9% of youths attempted suicide within the past 12 months.
- Issues students have identified - anxiety, stress, depression, academic success, self image.
- 12% of the parents reported the child did not get all medical needs taken care of in the past year and increased to 24% of those households with income less than \$25,000.
  - Cost of treatment, no insurance, lack of transportation.
- In the grant, the Superintendents have proposed to hire through Children's Advantage, six full time case workers for the full year.
- Children's Advantage will be working with the students, teachers and families.
- The case workers will meet with the Superintendents to discuss their findings.
- There have been several meetings at University Hospital with Townhall II, Coleman, the superintendents, and Family and Community to discuss the issues.
- There have been a lot of positive outcomes due to the application of the grant.

6/28/18  
School  
Superintendent  
Hancock

School Years 2016/2017 & 2017/2018 School Stats for Consult and Therapy



2017-2018	Stats: Consult and Therapy			
District	Weekly Consult Hours	Screens	Referrals	Therapy
Aurora	6	84	28	20
Crestwood	9	57	12	30
Field	8	67	52	14
Kent	22	129	51	33
Garfield	5	25	5	7
Maplewood	3	26	7	2
Ravenna	18	106	32	50
Rootstown	5	23	2	11
Streetsboro	17	94	18	14
Southeast	3	15	7	12
Waterloo	4	17	10	17
Windham	3	16	4	3

## P2017-2018 End-of-Year Report

School	CA Staff	# of Screens			# of Referrals			List of Services
		Sept-Dec	Jan-May	TOTAL Screens	Sept-Dec	Jan-May	TOTAL Referrals	
Aurora								
Harmon Middle	Kristen Carmen	18	6	24	4	4	8	1 observation; consult with staff and parents; 6 students for therapy
High	Kristen Carmen	20	14	34	6	4	10	2 presentation on anxiety/career; 1 suicidal student; consult with staff/parents; 7 students seen for therapy; 2 CARES calls; Red Flags training for staff
Leighton Elem	Carmen	8	2	10	3	2	5	Consult staff/parents; 5 students therapy
Craddock	Carmen	6	3	9	0	3	3	Consult staff/parents; 4 observations; 2 students for therapy
Miller Elem	Carmen	1	6	7	0	2	2	Consult with staff/parent
Crestwood								
High School	McGrew Szydlowski	5	1	6	1	1	2	Consult with staff and parents; 1 suicidal student; 2 students seen for therapy
Middle	McGrew Szydlowski	11	2	13	8	2	10	1 self-harming student; consult with staff and parents; 5 students seen for therapy
Intermediate	McGrew Szydlowski	3	11	14	2	8	10	1 homicidal student; 5 students for therapy; consult staff/parents
Primary	McGrew Szydlowski	1	3	4	0	1	1	3 students for therapy
All CRE schools	Kelly Szydlowski	20		20	4		4	Consult with staff and parents
FIELD								15 families provided with CPST services
Middle	Laura Cianchetti	10	10	20	3	14	17	4 students for therapy; 1 suicidal student; 2 CARES calls; consult with staff and parents
Brimfield	Laura Cianchetti	11	7	18	2	14	16	7 students for therapy; 3 CARES calls; Consult with staff and parents
Suffield	Cianchetti	15	14	29	1	18	19	3 students for therapy; 3 classroom observations; 4 CARES calls; consult with staff and parents



School	CA Staff	# of Screens			# of Referrals			List of Services
		Sept - Dec	Jan - May	TOTAL Screens	Sept - Dec	Jan - May	TOTAL Referrals	
Rootstown								(# of observations, classroom presentations, consult with staff/parent, etc.)
Elementary	Dan Krause	6	7	13	0	2	2	7 students for therapy; 1 presentation on Autism; 1 advocacy meeting; 4 classroom observation; consultation with staff and parents
Middle	Dan Krause	4	6	10	1	0	1	2 students for therapy; 2 suicidal students; consultation with staff and parents
High	Dan Krause	0	0	0	0	0	0	2 students for therapy
Streetsboro								
Defer	Victoria Johnson	22	17	39	1	10	11	10 observations; 5 crisis referral to ACCESS; consult staff/parents
Elementary	Victoria Johnson	33	22	55	0	7	7	21 observations; 3 classroom presentations on bullying; 1 social skills group; 3 crisis referral to ACCESS; consult staff/parents
STS Schools	Essinger							SHS - 1 student for therapy; 7 SE Defer - 5 student; 1 SMS; total = 14
Southwest	Lisa GHolm	N/A	N/A	N/A	N/A	N/A	N/A	
High	Lisa Luchka	4	5	9	2	2	4	2 groups on anxiety/stress
Middle	Lisa Luchka	0	6	6	0	3	3	3 students for therapy
Primary/Intermediate	Lisa Luchka	0	1	0	0	0	0	3 students for therapy; 1 CARES; 1 suicidal
Waterloo								6 students for therapy
Elementary	Shannon McCreary	8	3	11	3	2	5	1 CARES call; 12 students for therapy; 1 suicidal student; consult with staff and parents
Middle	Shannon McCreary	1	1	2	1	1	2	4 students for therapy; 1 CARES call; Consult with staff and parents
High	Shannon McCreary	1	3	4	1	2	3	1 suicidal student; consult with staff and parents; 1 student for therapy



School	CA Staff	# of Screens			# of Referrals			List of Services
		Sept - Dec	Jan - May	TOTAL Screens	Sept - Dec	Jan - May	TOTAL Referrals	
Windham								(# of observations, classroom presentations, consult with staff/parent, etc.)
K.T.	Maria Aceveda	2	5	7	0	1	1	1 student for therapy; 1 CARES call; Consult with parents/staff
Jr./Sr. High	Maria Aceveda	4	6	9	0	3	3	2 students seen for therapy Consultation with staff/parents
Garfield								
High	Jeannette Silvernail	5	2	7	0	2	2	1 student for therapy Consult with staff and parents
Middle	Jeannette Silvernail	12	1	13	0	2	2	2 students for therapy Consult with staff and parents
Elementary	Jeannette Silvernail	5	0	5	1	0	1	4 students for therapy Consult with staff and parents
Maplewood	Lisa Luehka	18	8	26	3	4	7	Consultation with staff/parents Therapy with 2 students.
LEAP	Brian Pavelko	11	4	15	3	2	5	Consult with staff/parents
Biomed - Upper	Shannon McCreary	4		4	2		2	1 student seen for therapy
Biomed - Lower	Shannon McCreary	1		1	0		0	1 student; 1 CARES call; consult with staff and parents
ECMH								1 student for therapy; consult with staff and parents.
(Daycares)	Lori Pamer	3	2	5	0	0	0	38 classroom observations; 9 classroom presentations; Consultation with teachers; Community outreach on ECMH

Commissioner Christian-Bennett presented information from the DEA, of a program called Discovery Education, and at no cost, it creates a science based program for young people from ages 8-18 to combat opioid misuse.

Recessed: 10:31 AM

Reconvened: 1:03 PM

## **PORTAGE DEVELOPMENT**

Present: Director Brad Ehrhart, Tara Berthold and Jack Kohl, Jack Kohl Agency; Internal Services Director JoAnn Townend, Bob Gaetiens, and Greg Graft.

Director Ehrhart met with the Board to discuss the request for enterprise zone agreement in Rootstown Township with Shur-Co LLC tax abatement for real property only.

**Motion To:** Enter into an agreement within the rural enterprise zone of the Township of Rootstown, Ohio with Shur-Co LLC. tax abatement for real property only./18-0458

**RESULT:** ADOPTED [UNANIMOUS]

**MOVED:** Mike Kerrigan

**SECONDED:** Sabrina Christian-Bennett

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

## **INTERNAL SERVICES:**

### **Resolution(s) - #'s 8 - 15**

1. Resolution No. 13 - Subgrant Agreement on behalf of the Portage County Job and Family Services

Director Townend reported Resolution No. 13 is a duplicate of Resolution No. 15 and should be pulled from the Consent Agenda. Commissioner Kerrigan motioned to pull Resolution No. 13 from the Consent Agenda.

2. Resolution No. 14 - Authorize the application and accept 2016 Ohio Drug Law Enforcement Grant Supplement on behalf of the Portage County Drug Task Force. (Grant No. 2016-DL-LEF-5846)

Director Townend noted the Sheriff's Office has asked for an amendment to Resolution No. 14 because the Auditor's Office has requested a change in the resolution verbiage, which is now included in the first RESOLVED of the revised resolution. Commissioner Christian-Bennett motioned to pull Resolution No. 14 from the Consent Agenda, but the resolution was adopted under separate motion./18-0456.

**Motion To:** Authorize the application and accept 2016 Ohio Drug Law Enforcement Grant Supplement on behalf of the Portage County Drug Task Force. (Grant No. 2016-DL-LEF-5846)./18-0456

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

**Discussion:**

1. County Flag & label pin pricing

**Flag 3 x 5:**

50 – \$32.50 each

100 – \$29.25 each (no set up charge or shipping)

The Board agreed to order 100 County flags, paid from the Commissioners' material and supply line, to Business Works located in Garrettsville.

**Lapel pins – 1.25" x .75"**

500 \$.58 each

1,000 \$.53 each (set up charge \$55.00, plus shipping)

The Board agreed not to move forward with the purchase of lapel pins, but instead to have Director Townend investigate other promotional items.

2. Abandoned Vehicle in the Portage County Administration Building C Lot

There is an abandoned vehicle in the parking lot of the Administration Building that has been there for awhile with expired plates and the Board agreed Director Townend should coordinate removal of the vehicle.

3. Chinn Allotment

Director Townend would like Board approval to hire a Court Reporter(s), if necessary, for the Chinn Allotment kick off meeting July 9, 2018 at 6:00 PM and the Board agreed, to be paid from Water Resources funding.

4. Excessive Noise Outside the Commissioners' Boardroom

People who are waiting to see the Board are congregating and talking in the hallway outside the Boardroom and it has become very difficult and distracting to those in session. The Board agreed people waiting to see the Board will need to wait in the front hallway across from the elevators until they are called back for their appointment.

5. Tuesday's Agenda

Since the Board has no pressing items, it agreed to cancel the Board meeting July 3<sup>rd</sup>.

6. Mogadore Road

Attorney Garnier has submitted technical language the Board can use in a request for the Prosecutor's Office to pursue injunctive relief against the property owned, Klaben Property Management, LLC. Director Townend will put together correspondence for Board review.

7. Quarterly meetings with the Commissioners Leadership  
The Board has asked Director Townend to scheduled quarterly meetings with each of its Directors on Thursdays.

### **COMMISSIONERS' CONSENT AGENDA**

June 28, 2018

1. Approval of the June 21, 2018 and June 26, 2018 regular meeting minutes.

\* \* \* \* \*

### **RESOLUTIONS**

June 28, 2018

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

1. Approve the Thursday, June 28, 2018 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0443
2. Approve the Thursday, June 28, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0444
3. Approve the Tuesday, July 3, 2018 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0445
4. Approve the Tuesday, July 3, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0446
5. Approve the Tuesday, July 3, 2018 Then & Now Certification, as presented by the County Auditor./18-0447
6. Amendment to the Non General Fund 2018 annual appropriation Resolution No. 17-0955, adopted December 19, 2017./18-0448
7. Transfer from Fund 1013 Help America Vote Act (HAVA) to Fund 0001 General Fund./18-0449

#### **Internal Services**

8. Authorize and enter into an Energized Community Grant (NEC Grant) with Northeast Ohio Public Energy Council (NOPEC)./18-0450
9. Amend Resolution No. 18-0360, dated May 24, 2018, to declare obsolete and authorize the sale of equipment by public auction – Portage County Board of Developmental Disabilities./18-0451

10. Acceptance of donations to the Office of the Portage/Columbiana Counties WIC Program./18-0452
11. Declare the necessity to purchase seven (7) vehicles for use by the Portage County Water Resources./18-0453
12. Authorize the purchase, through the Ohio Department of Transportation (ODOT) Contract #800344, state term schedule #STS515 of one (1) Kobelco SK85CS-3E Excavator from Southeastern Equipment Company Inc. for use by the Portage County Engineer./18-0454
13. Enter into a subgrant agreement between the Portage County Board of Commissioners, on behalf of the Portage County Job and Family Services, and Family and Community Services, Inc., to provide Ohio early intervention service coordination./**PULL FROM CONSENT AGENDA, DUPLICATE OF RESOLUTION NO. 15.**
14. Authorize the application and accept 2016 Ohio Drug Law Enforcement Grant Supplement on behalf of the Portage County Drug Task Force. (Grant No. 2016-DL-LEF-5846)./**PULLED FROM THE CONSENT AGENDA AND ADOPTED UNDER SEPARATE MOTION./18-0456**
15. Enter into a subgrant agreement between the Portage County Board of Commissioners, on behalf of the Portage County Job and Family Services, and Family and Community Services, Inc., to provide Ohio early intervention service coordination./18-0455

#### **External Services**

16. Acceptance of donations to the Office of the Portage County Dog Warden./18-0457

**Motion To:** Approve the Consent Agenda as revised for June 28, 2018

**RESULT:** ADOPTED [UNANIMOUS]

**MOVED:** Mike Kerrigan

**SECONDED:** Sabrina Christian-Bennett

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

**RESOLUTION NO. 18-0443**

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

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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 28, 2018 in the total payment amount as follows:

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

as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

**RESOLVED,**

that the Board of Commissioners authorizes the wire transfer for the charges relating to health benefits, as presented by the Portage County Auditor's Office:

Wire Transfer on Friday, June 29, 2018                      \$ 7,664.90

; and be it further

**RESOLVED,**

that the ACH payment is approved as certified to the County Auditor for payment on or after Friday, June 29, 2018, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on June 28, 2018 in the total payment amount of **\$20.00 to Neil Group and \$1,580.95 to Moneris** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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. 18-0444**

-

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

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

**WHEREAS,**

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

**WHEREAS,**

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



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

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

06/28/18	1044	\$ 17,008.50
06/28/18	1042	20,640.99
06/28/18	1030	144.00
06/28/18	1029	56.00
06/28/18	1028	300.84
06/28/18	965	22,350.66
Total		\$ 60,500.99

; and be it further

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0445                      -                      RE:    BILLS APPROVED AND CERTIFIED TO THE  
PORTAGE COUNTY AUDITOR FOR PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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 July 3, 2018 in the total payment amount of **\$586,827.53** 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. 18-0446                      -                      RE:      APPROVAL OF JOURNAL  
VOUCHERS/ENTRIES.**

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

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

07/03/18	102	\$ 453,312.75
07/03/18	101	22.08
07/03/18	99	28.00
07/03/18	83	28,108.33
07/03/18	74	786.02
Total		\$ 482,257.18

; 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. 18-0447**

-

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

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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 **\$103,391.30** as set forth in Exhibit "A" dated **July 3, 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. 18-0448

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

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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: 1013 Help America Vote Act		
902 Board Of Elections		
10139 Help America Vote ME	14,114	-
MEMO TOTAL	<u>\$ 14,114</u>	<u>\$ -</u>

Note:

Fund: 1121 Probation Services		
590 Adult Probation		
11214 Adult Probation Service CS	1,000	-
11215 Adult Probation Services MS	1,000	-
MEMO TOTAL	<u>\$ 2,000</u>	<u>\$ -</u>

Note:

Fund: 1159 EMA Urban Search & Rescue		
930 Emergency Management Agency		
11599 EMA USAR ME	6,070	-
MEMO TOTAL	<u>\$ 6,070</u>	<u>\$ -</u>

Note: Increase for Pay In

Fund: 1201 Motor Vehicle And Gas Tax		
800 Engineer's Department		
12014 Engineer MVGT Contract Svcs	615,855	-
MEMO TOTAL	<u>\$ 615,855</u>	<u>\$ -</u>

Note: LAKEWOOD,

		<i>Increase</i>	<i>Decrease</i>
Fund: 1390	<b>Women Infants And Children</b>		
053	<i>Women, Infants &amp; Children</i>		
13904	Women Infants & Children CS	2,100	-
13905	Women Infants & Children MS	500	-
	MEMO TOTAL	<u>\$ 2,600</u>	<u>\$ -</u>

Note:

Fund: 4246	<b>Chamberlain Rd Resurface</b>		
800	<i>Engineer's Department</i>		
42464	Chamberlain Rd Resurface CS	25,000	-
42466	Chamberlain Rd Resurface CO	620,800	-
	MEMO TOTAL	<u>\$ 645,800</u>	<u>\$ -</u>

Note: CHAMBERLAIN ROAD

Fund: 4247	<b>Lakewood/Menough Resurface</b>		
800	<i>Engineer's Department</i>		
42474	Lakewood/Menough Resurface CS	25,000	-
42476	Lakewood/Menough Resurface CO	648,800	-
	MEMO TOTAL	<u>\$ 673,800</u>	<u>\$ -</u>

Note: LAKEWOOD/MENOUG

Fund: 6100	<b>SCRAM Alcohol Monitoring</b>		
590	<i>Adult Probation</i>		
61005	SCRAM Alcohol Monitor MS	1,500	-
	MEMO TOTAL	<u>\$ 1,500</u>	<u>\$ -</u>

Note:

TOTAL MEMO BALANCE FOR ALL FUNDS	<u>\$ 1,961,739</u>	<u>\$ -</u>
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*Increase**Decrease*

; and be it further

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

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

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

Roll call as Follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0449      -      RE:    TRANSFER FROM FUND 1013 HAVA, TO FUND 0001 GENERAL FUND**

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

**WHEREAS,**      The County received its last Help America Vote Act grant funds in 2014. Expenditures occurred from the County's General Fund – 0001, per the Board of Elections. However, the reimbursements were deposited into Fund 1013 – HAVA. The Board of Elections should have processed a correction moving the expenses to fund 1013 in 2014, however never did. As it is now too late to process an expense correction, and as the fund has remained with a positive balance and no activity since 2014; now therefore be it;

**RESOLVED,**      that the following transfer be made in the amount of \$ 14,113.14:

**Credit FUND 0001, GENERAL FUND**

ORGCODE- 00100002 280000 – Transfer In      \$14,113.14

**Debit: FUND 1013, HAVA**

ORGCODE – 10139029 910000 – Transfer Out      \$14,113.14

and be it further



**RESOLVED,** that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the Portage County Auditor, the Portage County Board of Elections, 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, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0450                      -                      RE:    AUTHORIZE AND ENTER INTO AN ENERGIZED  
COMMUNITY GRANT (NEC GRANT) WITH THE  
NORTHEAST OHIO PUBLIC ENERGY COUNCIL  
(NOPEC).**

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

**WHEREAS,** Portage County, Ohio is a member of the Northeast Ohio Public Energy Council (NOPEC) and is eligible for one or more NOPEC Energized Community Grant(s) for 2018 (NEC Grant(s) as provided for the NEC Grant Program guidelines; and

**WHEREAS,** Portage County wishes to enter into a grant agreement with NOPEC, Inc. to receive one or more NEC Grant(s) for 2018 and to authorize the President of the Board of County Commissioners to execute the Grant Agreement with NOPEC, Inc.; now therefore be it

**RESOLVED,** that the Board of Commissioners finds and determines that if is in the best interest of the County to accept the NEC Grant(s) for 2018 and authorizes the President of the Board to execute the grant agreement with NOPEC, Inc.; and be it further

**RESOLVED,** that a copy of this resolution be filed with the Portage County Auditor, the Department of Budget & Financial Management, and the Portage County Internal Services Department; and be it further

**RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.00 of the Ohio Revised Code.

Roll call vote as follows:

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

**RESOLUTION No. 18-0451 - RE: AMEND RESOLUTION NO. 18-0360, DATED MAY 24, 2018 DECLARE OBSOLETE AND AUTHORIZE SALE OF EQUIPMENT BY PUBLIC AUCTION.**

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

**WHEREAS,** on May 24, 2018, the Board of Commissioners declared the following obsolete and authorized the sale of the equipment by public auction on June 16, 2018:

00915	000010240	Mini-Transit Bus #17
00765	MTB#08	Mini-Transit Bus #8
00766	MTB#09	Mini-Transit Bus #9
00671	OG2815	Mini-Transit Bus #13
00708	MTB#19	Mini-Transit Bus #19
00883	000010003	Mini-Transit Bus #20
00877	000010006	Mini-Transit Bus #21
00878	000010007	Mini-Transit Bus #22; and

**WHEREAS,** the items did not get sold on that date; now therefore be it

**RESOLVED,** that the Board of Commissioners hereby amends Resolution No. 18-0360, dated May 24, 2018 to read as follows:

**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
	00915	000010240 Mini-Transit Bus #17
	00765	MTB#08 Mini-Transit Bus #8
	00766	MTB#09 Mini-Transit Bus #9
	00671	OG2815 Mini-Transit Bus #13
	00708	MTB#19 Mini-Transit Bus #19

00883	000010003	Mini-Transit Bus #20
00877	000010006	Mini-Transit Bus #21
00878	000010007	Mini-Transit Bus #22

**RESOLVED,** that said items will be sold at Public Auction, as prescribed by Section 307.12 of the Ohio Revised Code, to the highest bidder; and be it further

**RESOLVED,** that Notice of Public Auction shall be posted in the office of the Portage County Commissioners, the County's website and a Notice of Public Auction shall be published in the Record Courier on June 28, 2018.

**Date of Auction:** Saturday - July 21, 2018  
**Time of Auction:** 9:30 A.M.  
**Location:** Edinburg Auction Sales, Inc.  
 4029 State Route 14  
 Edinburg, Ohio

Said equipment may be viewed from 9:00 A.M. to 5:00 P.M. Monday, Tuesday, Thursday and Friday at Edinburg Auction Sales, Inc.; and be it further

**RESOLVED,** that a copy of this resolution be forwarded to the Portage County Auditor; and be it further

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

Roll call vote as follows:

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

**RESOLUTION NO. 18-0452 - RE: ACCEPTANCE OF DONATIONS TO THE OFFICE OF THE PORTAGE/COLUMBIANA COUNTIES WIC PROGRAM.**

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

**WHEREAS,** the Portage/Columbiana WIC Program received donation from the following for Breastfeeding Awareness Month Activities:

Name	Address	Donation
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Paramount Advantage	1901 Indian Wood Circle, Maumee, OH 43537	\$500
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; now therefore, be it

**RESOLVED,** the Board of Portage County Commissioners does hereby accept this donation in accordance with Resolution No. 13-1010, adopted on October 3, 2013, on behalf of the Portage/Columbiana WIC Program 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. 18-0453      -      RE:      DECLARE THE NECESSITY TO PURCHASE SEVEN (7) VEHICLES FOR USE BY THE PORTAGE COUNTY WATER RESOURCES DEPARTMENT.**

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

**WHEREAS,** pursuant to ORC 307.41 the Portage County Board of Commissioners declares it necessary to purchase seven (7) vehicles: three (3) 2019 Jeep Cherokee Latitudes and four (4) 2019 Ram 1500 quad cab pick-up trucks for use by the Portage County Water Resources Department; and

**WHEREAS,** the purchase of the vehicle will be from State of Ohio contract no. RS901018-7 contract; and

**WHEREAS,** payment of the vehicle will be from Water Resources funding; now therefore be it

**RESOLVED,** that the Portage County Board of Commissioners declares it necessary to purchase seven (7) vehicles: three (3) 2019 Jeep Cherokee Latitudes and four (4) 2019 Ram 1500 quad cab pick-up trucks for use by the Portage County Water Resources Department; and be it further

**RESOLVED,** that a copy of this resolution be forwarded to the Portage County Auditor and to the Internal Services Department; and be it further

**RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in 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. 18-0454                      -                      RE:    A RESOLUTION AUTHORIZING THE  
PURCHASE, THROUGH THE OHIO  
DEPARTMENT OF TRANSPORTATION (ODOT)  
- CONTRACT #800344, STATE TERM  
SCHEDULE #STS515 OF ONE (1) KOBELCO  
SK85CS-3E EXCAVATOR - FROM  
SOUTHEASTERN EQUIPMENT COMPANY, INC.  
FOR USE BY THE PORTAGE COUNTY  
ENGINEER.**

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

**WHEREAS,** pursuant to ORC 307.41 the Portage County Board of Commissioners declares it necessary to purchase one (1) **Kobelco SK85CS-3E Excavator** for use by the Portage County Engineer's road crew; and

**WHEREAS,** the Portage County Engineer, Michael A. Marozzi, wishes to purchase through the Ohio Department of Transportation (ODOT) - Contract #800344, State Term Schedule #STS515 one (1) **Kobelco SK85CS-3E Excavator**, and

**WHEREAS,** Southeastern Equipment Company, Inc. is the contractor authorized by the Ohio Department of Transportation to offer said **Kobelco SK85CS-3E Excavator** -- at the ODOT contract price of **\$94,399.20**, and

**WHEREAS,** the Portage County Engineer has requested that additional attachments, not on the State Term Schedule, be installed on the excavator at an additional cost of **\$7,968.00**; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby authorize Michael A. Marozzi, Portage County Engineer, to purchase one (1) **Kobelco SK85CS-3E**

**Excavator** from Southeastern Equipment Company, Inc., 6415 Promler Avenue, NW, North Canton, Ohio 44720 for a total cost of **\$102,367.20**; 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:

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

Vicki A. Kline, Yea;

**RESOLUTION NO. 18-0455      -      RE:    ENTER INTO A SUBGRANT AGREEMENT  
BETWEEN THE PORTAGE COUNTY BOARD OF  
COMMISSIONERS ON BEHALF OF PORTAGE  
COUNTY JOB & FAMILY SERVICES AND FAMILY  
& COMMUNITY SERVICES, INC. TO PROVIDE  
OHIO EARLY INTERVENTION SERVICE  
COORDINATION.**

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

**WHEREAS**, the Portage County Department of Job & Family Services is in need of Early 18 infants and toddlers with disabilities, ages birth through age two (2) years, and their families in Portage County; and

**WHEREAS**, Family & Community Services, Inc. is willing and able to provide these services; and

**WHEREAS**, the Subgrant Agreement attached hereto as Exhibit A will be used to detail the terms of the relationship between the Portage County Department of Job & Family Services and Family & Community Services, Inc.; now therefore be it

**RESOLVED**, that the Board of Portage County Commissioners does hereby enter into a Subgrant Agreement between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Family & Community Services, Inc. with its principal place of business located at 705 Oakwood Street, Suite #221, Ravenna, Ohio 44266, for the period July 1, 2018 through June 30, 2019; and be it further

**RESOLVED**, that annual service under this agreement shall not exceed Two hundred sixty-six thousand three hundred twenty-two and 00/100 dollars (\$266,322.00); 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 A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0456**

-

**RE: AUTHORIZE THE APPLICATION AND ACCEPT  
THE 2016 OHIO DRUG LAW ENFORCEMENT  
GRANT SUPPLEMENT ON BEHALF OF THE  
PORTAGE COUNTY DRUG TASK FORCE.  
(GRANT NO. 2016-DL-LEF-5846)**

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

**WHEREAS,** the Ohio Department of Public Safety notified the Portage County Sheriff's Office in July, 2017 that the Portage County Drug Task Force was approved to receive grant funds in the amount of \$21,731.41 with a local match of \$7,243.59 for the July 1, 2017 through June 30, 2018 grant year; and

**WHEREAS,** the Portage County Board of Commissioners strongly supports the Portage County Drug Task Force and their endeavors in fighting the war on drugs within Portage County; now therefore be it

**RESOLVED,** that the Board of Commissioners authorizes the application and accepts the 2016 Ohio Drug Law Enforcement Grant Award for the grant period of July 1, 2017 through June 30, 2018 in the amount of \$21,731.41 **with a required local match of \$7,243.59 being provided from the Portage County Drug Task Force budget.** These grant funds will be used for the purchase of a vehicle to be titled and used by a municipal member of the Portage County Drug Task Force. The recipient agency will have 100% ownership and control over the use of this vehicle. The total grant amount is \$28,975.00; and be it further

**RESOLVED,** the Board of Commissioners authorizes Commissioner Vicki A. Kline, President of the of the Board, to sign the acceptance documents; and be it further

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

Roll call vote as follows:

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

**RESOLUTION NO. 18-0457                      -                      RE:      ACCEPTANCE OF DONATIONS TO THE OFFICE  
OF THE PORTAGE COUNTY DOG WARDEN.**

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

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

Name		Address
Robert J. Craciun	1212 Cherokee Dr. Youngstown Oh 44511	\$20
Rich & Jenn Salzar	3277 Cook Rd Rootstown Oh 44272	\$15
June Morgan	4904 E. Highland Ave. Ravenna Oh 44266	\$14
Byron Bigelow Sr	1199 Apache Pass Streetsboro Oh 44241	\$40

; now therefore, be it

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

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

Roll call vote as follows:

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

Vicki A. Kline, Yea;

**RESOLUTION NO. 18-0458**

**- RE: ENTER INTO AN AGREEMENT WITHIN THE  
RURAL ENTERPRISE ZONE OF THE  
TOWNSHIP OF ROOTSTOWN, OHIO WITH  
SHUR-CO LLC TAX ABATEMENT FOR REAL  
PROPERTY ONLY**

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

- WHEREAS,** a Rural Enterprise Zone within the boundaries of the Township of Rootstown in Portage County was certified by the Ohio Department of Development on July 7, 1989 and October 18, 1990; and
- WHEREAS,** in accordance with Section 5709.63(C) of the Ohio Revised Code, the Portage County Board of Commissioners appointed the Board of Trustees of Rootstown Township as Administrator of the Enterprise Zone; and
- WHEREAS,** in accordance with Section 5709.61 to 5709.63 of the Ohio Revised Code, the Township of Rootstown and the County of Portage must approve all agreements with enterprises wishing to establish, occupy, and renovate or expand businesses within the Zone; and
- WHEREAS,** the Township of Rootstown is in receipt of an Enterprise Zone Agreement which contains all information required under Rule 122:4-3-02 of the Administrative Code from Shur-Co LLC, with its main offices located at 2309 Shur-Lok Street, Yankton, South Dakota 57078; and
- WHEREAS,** the agreement between the Township of Rootstown, Portage County and Shur-Co LLC is upon the expressed conditions herein and in the event of any substantial default by any party in the performance of those conditions, the agreement shall terminate, at the option of either party, upon thirty days written notice from the non-defaulting party without correction; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners does hereby approve the Enterprise Zone Agreement, contingent upon the Waiver of Relocation being approved by the Director of the Ohio Development Services Agency, as agreed to by and between the parties herein included; now therefore be it further
- RESOLVED,** that the Board of Portage County Commissioners finds and determines that all formal actions of the 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; now therefore be it further

**RESOLVED,** that the Portage County Board of Commissioners does hereby approve this Agreement as agreed to by and between the parties herein included.

Roll call vote as follows:

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

Recessed: 1:31 PM

Reconvened: 1:41 PM

### **REGIONAL PLANNING COMMISSION**

Present: Director Todd Peetz, Lisa Reeves, Jim DiPiola, Tom Smith and Todd Bragg

Director Peetz and Ms. Reeves met with the Board to discuss the notification process by which the Regional Planning Commission informs the community of grant opportunities offered through the County. After hearing the discussion, the Board believes the Regional Planning Commission is doing everything it needs to and believes a single entry point is important, but may not be possible because Neighborhood Development Services and the Regional Planning Commission are both administrating agencies for the County.

Director Bragg pointed out the Board decides who will receive funding, regardless of who is administering the grant. The administrators simply bring ideas to the Board and the question becomes should each entity be coming separately with their own packages or coming under one comprehensive listing of everything that qualifies under a certain criteria.

Director Peetz is open to a meeting with Neighborhood Development Services and Commissioner Christian-Bennett will help facilitate quarterly meetings between the organizations.

Director Peetz and Director Bragg also discussed the Oakwood Acres failing septic systems and County's home sewage treatment system repair/replacement programs and noted money is still available in the programs.

- **Program 1:** \$68,000 in Portage County's revolving loan funds for low to moderate income; Comprehensive Housing Improvement Program (CHIP) grant funds – first come first serve. (Contact : Neighborhood Development Services or the Portage County Health Department)
- **Program 2:** Portage County Home Improvement Program which makes \$1 million available for home improvement loan through Hometown Bank, Middlefield Banking Company, and Portage County Bank. (Contact: Portage County Treasurer)

- **Program 3:** \$500,000 from Portage County's Storm Water Management Program. A lien for the repair or replacement cost is placed on the property. (Contact: Portage County Regional Planning Commission)

Director Bragg suggested tracking the outcome of individuals who have applied for the program would be helpful.

Mr. DiPiola does not believe a single application is the solution, he believes Neighborhood Development Services and the Regional Planning Commission need to have well defined procedure on how the process works, so all offices are disseminating the same information and instructions.

The next step is to bring Neighborhood Development Services in to have the same conversation so they are aware of the Board's expectations.

Director Peetz presented two letters to the Board which the Planning Commission asked him to write, one concerning space needs for the Planning Commission and the second concerning the newspaper article from last week about the Sheriff's Office layoffs.

The Regional Planning Commission has seven office spaces that are utilized, which encompass 1,560 square feet. Last year, staffing was eight employees, but by the end of July staffing will be reduced to four based on fiscal resources. Director Peetz would be open to sharing space, but has a need for secured storage space.

The second letter references an article in the paper last week about Sheriff's Office budget shortfall and comments coming from the Budget and Financial Management Director Bragg. Director Peetz noted every time there is a budget problem, it comes back to making cuts to the Regional Planning Commission and the articles are starting to have a negative impact on staff. Mr. DiPiola noted the problem is when it is suggested the Regional Planning Commission needs to raise dues. Director Bragg responded the Regional Planning Commission isn't alone with having stressed out staff due to budget cuts, it's county-wide, and the first discussions were about laying off internally within the County.

Commissioner Christian-Bennett noted Portage Development Director Brad Ehrhart has been upset with the recent articles because one in particular indicated the Regional Planning Commission helps the Townships and Villages, but Portage Development Board only assists the cities.

Mr. Smith asked when the Board hired a 4<sup>th</sup> Commissioner because Director Bragg is quoted in the newspaper as the Commissioners' representative. Commissioner Kline explained that almost every issue the Board faces has a money component to it and that is where Director Bragg comes in. Mr. Smith went on to say they don't need someone telling them how to finance their operation, and Director Bragg responded no one has done that. Director Bragg went on to say he provides

recommendations to the Board so that it can make decisions and if the Board is unhappy with his comments in the newspaper, the Board will let him know.

## **JOURNAL ENTRY**

June 28, 2018

### **Commissioners**

1. The Board of Commissioners acknowledged receipt of the Portage County Investment Reconciliation for the month of May 2018 as presented by the County Auditor and County Treasurer.
2. The Board of Commissioners acknowledged receipt of the June 25, 2018 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate of Resources for the fiscal year beginning January 1, 2018, as presented by the Portage County Auditor's Office.

### **Human Resources**

3. The Board of Commissioners signed the Personnel Action Form authorizing the part-time hire of Jeanne Simyak as a Clerk I, replacing Carrie Quotson, for Portage County Building Department, as presented by Janet Kovick, Human Resources Director. Anticipated start date is July 16, 2018. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.
4. The Board of Commissioners approved the revised job description for the Construction Engineer position, including the change in title to Construction Supervisor, within Portage County Water Resources Department, as presented by Janet Kovick, Human Resources Director.
5. The Board of Commissioners signed the Personnel Requisition authorizing the seven day internal posting of the full time permanent Construction Supervisor, replacing David Sloan, for Portage County Water Resources Department with external posting if no internal appointment is made, presented by Janet Kovick, Human Resources Director.
6. The Board of Commissioners signed the Personnel Requisition authorizing the seven day internal posting of the full time permanent Collections System Operator I, replacing Kevin Novak, for Portage County Water Resources Department with external posting if no internal appointment is made, presented by Janet Kovick, Human Resources Director.
7. The Board of Commissioners signed Personnel Action Form for a professional development wage increase for Keith McCarter, GIS Coordinator, for Portage County Water Resources, effective July 2, 2018, for completing Step IV of the approved Professional Development step plan, presented by Janet Kovick, Human Resources Director.



**Motion To:** Approve the Journal Entries for June 28, 2018

**RESULT:** ADOPTED [UNANIMOUS]

**MOVED:** Mike Kerrigan

**SECONDED:** Sabrina Christian-Bennett

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

**JOURNAL ENTRY II:**

June 28, 2018

1. In accordance with Ohio Revised Code 307.79 (F) and Resolution No. 09-0836, Rules for Illicit Discharge Detection and Elimination, Exhibit B, Item 11, the Board of Commissioners requests the Portage County Prosecutor's Office pursue injunctive relief against the property consisting of two parcels addressed at 4151 Mogadore Road, Brimfield Township, Portage County, Ohio, owned by Klaben Property Management, LLC.

**Motion To:** Approve Journal Entry II for June 28, 2018

**RESULT:** ADOPTED [UNANIMOUS]

**MOVED:** Sabrina Christian-Bennett

**SECONDED:** Mike Kerrigan

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

**Motion To:** Adjourn the Official Meeting of June 28, 2018 at 2:33 PM

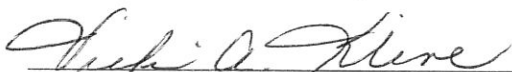
**RESULT:** ADOPTED [UNANIMOUS]

**MOVED:** Sabrina Christian-Bennett

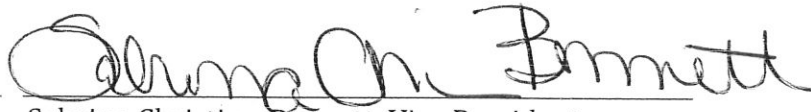
**SECONDED:** Mike Kerrigan

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

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



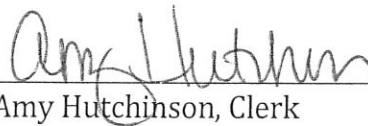
Vicki A. Kline, President



Sabrina Christian-Bennett, Vice President



Mike Kerrigan, Board Member



Amy Hutchinson, Clerk