

Portage County Board of Commissioners

Regular Meeting

~ Minutes ~

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

Amy Hutchinson, Clerk
330-297-3600

Thursday, August 23, 2018

9:03 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, Deerfield Township Trustee Ed Dean, Tony Badalamenti and Ken Howe.

Recessed to Solid Waste Management District: 9:03 AM
Reconvened: 9:04 AM

ADMIN TEAM

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

HUMAN RESOURCES:

Resolution - # 17
Journal Entries - #5 to 7

EXTERNAL SERVICES

Resolutions - # 18 & 19

1. Building Department

A full time clerical staff member will be out on medical leave for approximately thirteen weeks and Director Roberts is asking to extend Carrie Quotson's employment with the Building Department in her absence. Ms. Quotson will be working on an as needed basis Mondays and Tuesdays, with an anticipated additional cost of personnel and potential overtime of \$4,100. Director Roberts will provide the necessary paperwork and Journal Entry for Board consideration next week.

DBFM:

Resolutions - #'s 1 to 6
Journal Entry - # 4

INTERNAL SERVICES:

Resolutions - # 8 to 15

The County Engineer's Office asked that Resolution No. 8 be pulled from today's Agenda. A motion was made by Commissioner Kerrigan to pull Resolution No. 8 from the Consent Agenda:

RESOLUTION:

8. The Portage County Board of Commissioners certifies to the Portage County Auditor annual maintenance assessments for County assessed ditches to be levied on the 2018 tax duplicate payable in 2019./***PULLED FROM THE CONSENT AGENDA***

Discussion:

1. Portage County Administration Building 1st Floor Public Meeting Room
The carpeting is adequate in the room, but several walls will need to be repaired due to water damage. Room 605 has training tables that could be relocated to the first floor's public meeting room and the Board agreed to have them moved.
2. Portage County Administration Building 7th Floor
Director Townend has spoken with the 7th floor staff and everyone seems content with the addition of the Human Resources Department and the Department of Budget & Financial Management to the 7th floor.
3. Portage County Administration Building 6th Floor
Director Townend will be ordering partitions and the carpet has been scheduled for the 6th floor renovation. The Regional Planning Commission rooms are ready for occupancy and September 19th is the bid opening for the Regional Planning Commission building.

COMMISSIONERS' CONSENT AGENDA

August 23, 2018

1. Approval of the August 15, 2018 special meeting minutes and August 16, 2018 regular meeting minutes.

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RESOLUTIONS

August 23, 2018

Budget & Financial Management:

1. Approve the Thursday, August 23, 2018 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0587

2. Approve the Thursday, August 23, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. /18-0588
3. Approve the Tuesday, August 28, 2018 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0589
4. Approve the Tuesday, August 28, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0590
5. Approve the Tuesday, August 28, 2018 Then & Now Certification, as presented by the County Auditor./18-0591
6. Transfer from Fund 5200, PCS General Administration to Fund 5322. /18-0592

Job and Family Services

7. Transfer from fund 1414, Child Support Administration, to 1410 Public Assistance Fund./18-0593

Internal Services

8. The Portage County Board of Commissioners certifies to the Portage County Auditor annual maintenance assessments for County assessed ditches to be levied on the 2018 tax duplicate payable in 2019./**PULLED FROM THE CONSENT AGENDA**
9. The Portage County Board of Commissioners certifies to the Portage County Auditor the storm water user fees./18-0595
10. Enter into an agreement between the Portage County Board of Commissioners in conjunction with the Portage County Prosecutor and the Portage County Sheriff with Family and Community Services, Inc. (Safer Futures)./18-0596
11. Enter into an amendment for drug and alcohol testing between University Hospitals, and the Portage County Board of Commissioners on behalf of the Portage County Engineer./18-0597
12. Enter into a copier lease agreement between the Portage County Board of Commissioners and Wells Fargo Leasing, Inc. in behalf of the Portage County Sheriff./18-0598
13. Enter into amendment no. 1 between the Portage County Board of Commissioners and the Portage County Regional Planning Commission./18-0599
14. Designation of authorized county representative for Maplecrest TIF Project./18-0600
15. Enter into an agreement between the Portage County Board of Commissioners on behalf of the Water Resources Department and WSOS Communication Action Commission./18-0601

Commissioners

16. Fix amount of continuation bond for the Director of County Department Job & Family Services./18-0602

Human Resources

17. To accept classification plan including numerical classification numbers and class series assignment./18-0603

External Services

18. General sewer agreement for sanitary sewer improvements to Meadow View Subdivision-Phase 8, Portage County Water Resources Department Project No. ST-4 18-050-P./18-0604
19. Accept bids and award contract for project no. CH-1 (15-050), Countryside Estates Wastewater Treatment Plant Tank Replacement and outfall repair, in the Portage County Regional Sewer District, Charlestown Township./18-0605

Motion To: Approve the Consent Agenda as revised for August 23, 2018

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

PLEASE ADD TO YOUR AGENDA

August 23, 2018

Motion To: Transfer from Fund 1201, Motor Vehicle Gas Tax to Funds 4246 (Chamberlain Road Resurfacing), 4247 (Lakewood Road/Menough Road Resurfacing)./18-0607

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

Motion To: Cash Advance from Fund 0001 General to Fund 1481/18-0608

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

RESOLUTION NO. 18-0587

**RE: WIRE TRANSFER AND ACH 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 August 23, 2018 in the total payment amount as follows:

1. \$141,167.60 to Medical Mutual Claims-Fund 7101; and
2. 7,664.90 to Wage Works Contributions; 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, August 24, 2018	\$ 141,167.60
Wire Transfer on Friday, August 24, 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, August 24, 2018, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on August 23, 2018 in the total payment amount of **\$1,971.65 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

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. 18-0588 - 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:

08/23/18	1014	\$ 14,218.97
08/23/18	1002	107,194.41
08/23/18	916	140.00
08/23/18	873	57,332.58
Total		\$ 178,885.96

; 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. 18-0589

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**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

August 28, 2018 in the total payment amount of **\$789,562.79** 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. 18-0590 - 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:

08/28/18	1236	\$ 54,480.47
08/28/18	1235	183.12
08/28/18	1234	10,021.29
08/28/18	1233	28,421.47
08/28/18	1232	24,581.27
08/28/18	1231	1,013.44
08/28/18	1230	4,104.74
08/28/18	1227	76.00
08/28/18	1223	256.80

08/28/18	1219	23.30
08/28/18	1214	5,643.39
08/28/18	1212	364,735.00
Total		\$493,540.29

; 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. 18-0591 - 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 **\$65,866.97** as set forth in Exhibit "A" dated **August 28, 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. 18-0592 - RE: TRANSFER FROM FUND 5200, PCS GENERAL
ADMINISTRATION TO FUND 5322, Oakwood**

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

WHEREAS, The Oakwood sewer project has OPWC funding, which requires tracking in a separate fund; now therefore be it

RESOLVED, that the following transfer be authorized in the amount of \$992,700

FROM:

FUND 5200, PCS GENERAL ADMINISTRATION

ORGCODE: 52004009

Debit Expense Account

Object: 910000 Transfers Out \$992,700

TO:

FUND 5322, Oakwood

ORGCODE: 53220602

Credit Revenue Account

Revenue Source: 280000 Transfer In \$992,700

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 and the Water Resources Department; and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0593 - RE: TRANSFER FROM FUND 1414, CHILD
SUPPORT ADMINISTRATION, TO 1410
PUBLIC ASSISTANCE FUND**

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

WHEREAS, the Child Support Administration Fund owes the Public Assistance Fund for Shared Costs paid out of the Public Assistance Fund; and

WHEREAS, it is necessary to do a transfer of funds to cover these costs; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$18,235.79 for the month of July 2018 costs as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 1414, CHILD SUPPORT ADMINISTRATION

ORGCODE - 14140519

Debit Expense Account

Object: 912000 - JFS - Shared

Project 5SHAR

\$18,235.79

TO:

FUND 1410, PUBLIC ASSISTANCE

ORGCODE - 14100512

Revenue Account

Object: 282000 - JFS - Shared

Project 5SHAR

\$18,235.79

; 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 Job & Family Services, 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 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. 18-0594

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

**RESOLUTION No. 18-0595 - RE: THE PORTAGE COUNTY BOARD OF
COMMISSIONERS CERTIFIES TO THE
PORTAGE COUNTY AUDITOR THE STORM
WATER USER FEES**

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

WHEREAS, the Portage County Board of Commissioners wishes to certify to the Portage County Auditor the Portage County Storm Water user fees which are to be levied on the 2018 tax duplicate payable in 2019; now therefore be it

RESOLVED, that this Board hereby certifies to the Portage County Auditor the Portage County Storm Water User Fees which are to be levied on the 2018 tax duplicate payable in 2019, as indicated on the attached lists; and be it further

RESOLVED, that a copy of this Resolution be filed with the Portage County Auditor's Office; and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION No. 18-0596 - RE: ENTER INTO AN AGREEMENT BETWEEN THE
PORTAGE COUNTY BOARD OF
COMMISSIONERS, IN CONJUNCTION WITH**

**THE PORTAGE COUNTY PROSECUTOR AND
THE PORTAGE COUNTY SHERIFF WITH
FAMILY AND COMMUNITY SERVICES, INC.
(SAFER FUTURES).**

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

WHEREAS: Portage County has received funding from the Violence against Women (VAWA) Federal program; and

WHEREAS: Portage County and Safer Futures desires to provide services through an outreach advocacy program; and

WHEREAS: the parties with to collaborate through the establishment and operation of a program to address domestic violence issues within the Portage County community; now therefore be it

RESOLVED: that the Portage County Board of Commissioners, Portage County Prosecutor and Portage County Sheriff desires to enter into an agreement with Family and Community Services, Inc. (Safer Futures) to provide such services in the amount of Twenty-seven thousand, seven hundred fifty-four and 92/100 dollars (\$27,754.92) for the period of January 1, 2018 through December 31, 2018; and be it further

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0597

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**RE: ENTER INTO AN AMENDMENT FOR DRUG AND
ALCOHOL TESTING BETWEEN UNIVERSITY
HOSPITALS, AND THE PORTAGE COUNTY
BOARD OF COMMISSIONERS ON BEHALF OF
THE PORTAGE COUNTY ENGINEER.**

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

WHEREAS, the Board of Portage County Commissioners on behalf of the Portage County Engineer has a need to comply with federal drug and alcohol testing regulations; and

WHEREAS, University Hospitals is a third party administrator with the capability to perform the required testing for consortium members; and

WHEREAS, the parties wish to enter into an amendment to the Drug and Alcohol Testing Consortium agreement dated January 1, 2017; and

WHEREAS, the fee schedule of the agreement is as follows:

Specimen Collection, shipping to laboratory for testing and medical review processing for:

Urine Drug Testing: \$50.00/person – NIDA panel

Breath Alcohol Testing: \$30.00/person

On-site collection services (to employer's location) \$100.00/hr.

RESOLVED, that the Board of Portage County Commissioners hereby agrees to enter into the amendment for Drug and Alcohol Testing on behalf of the Portage County Engineer for the referenced testing within the statement of work and in the amounts indicated in the agreement in a total amount not to exceed \$2,000.00; and be it further

RESOLVED, that the Portage County Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting opened 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. 18-0598 - RE: ENTER INTO A COPIER LEASE AGREEMENT
BETWEEN THE PORTAGE COUNTY BOARD OF
COMMISSIONERS AND WELLS FARGO
LEASING, INC. ON BEHALF OF THE PORTAGE
COUNTY SHERIFF.**

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

WHEREAS, the Portage County Sheriff wishes to lease a copier for the medical department; and

WHEREAS, Wells Fargo Leasing desires to lease the copier to the Portage County Sheriff for a period of thirty-nine (39) months at the amount of \$91.26 per month; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a copier lease with Wells Fargo Leasing, 800 Walnut, 4th floor, Des Moines, Iowa 50309 to provide the copier as stipulated in the lease agreement; and be it further

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0599

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**RE: ENTER INTO AMENDMENT NO. 1 BETWEEN
THE PORTAGE COUNTY BOARD OF
COMMISSIONERS AND THE PORTAGE
COUNTY REGIONAL PLANNING COMMISSION**

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

WHEREAS, an agreement between the Portage County Board of Commissioners and the Portage County Regional Planning Commission was entered into on December 8, 2016, through resolution 16-0900 known as Portage County Contract 20160451 and for identification purposes in 2018 has been assigned the additional number 20180320 for the purpose of performing certain administrative duties of the Storm Water Septic Assistance Program, accepting and reviewing applications, verification of meeting program requirements, the hiring of licensed contractors, working with applicable agencies to determine work has been satisfactorily completed and coordinate the payments for completed projects as required by Portage County's Ohio Environmental Protection Agency (OEPA) National Pollution Discharge Elimination System (NPDES) Phase II Permit; and

WHEREAS, the parties desire to amend the Original Contract to complete the performance of its duties under the agreement before the contract performance and date of December 31, 2017; and

WHEREAS, the Agreement would have terminated in accordance with its terms on December 31, 2017; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby agree to enter into an Amendment Agreement 1 between the Portage County Board of Commissioners and the Portage County Regional Planning Commission by amending the completion date to December 31, 2018; 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 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. 18-0600 - RE: DESIGNATION OF AUTHORIZED COUNTY REPRESENTATIVE FOR MAPLECREST TIF PROJECT.

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

WHEREAS, this Board by Resolution No. 18-0521, adopted July 19, 2018, for and in relation to the Maplecrest TIF Project ("Project"), adopted a resolution declaring improvements to certain parcels of real property to be a public purpose; describing the public improvements to be made to directly benefit those parcels; requiring the owners of the improvements thereon to make service payments in lieu of taxes, establishing a county public improvement tax increment equivalent fund for the deposit of such service payments, approving a revenue sharing agreement with Field Local School District, and related authorizations pursuant to Revised Code sections 5709.77, 5709.78, 5709.79, and 5709.80; providing for certain public improvements to be made on behalf of the County by the Development Finance Authority of Summit County ("DFA"); authorizing the execution and delivery of a revenue sharing agreement with Brimfield Township; and approving other actions; and

WHEREAS, this Board entered into a Tax Increment Financing and Cooperative Agreement, ("Cooperative Agreement"), dated as of July 1, 2018, by and among the County, DFA, Maplecrest, LLC, and other interested parties, in connection with the Project; and

WHEREAS, DFA and Maplecrest, LLC entered into a Construction Manager Agreement, ("Construction Manager Agreement"), dated as of July 1, 2018, in

connection with the Project; and

- WHEREAS,** this Board, in accordance with and pursuant to the above-referenced Resolution, Cooperative Agreement, and Construction Manager Agreement, has designated Authorized County Representative(s), for the purposes set out in said resolution and agreements; now therefore be it
- RESOLVED,** that the Authorized County Representative(s) for the purposes set out in the above-referenced Resolution, Cooperative Agreement, and Construction Manager Agreement shall be JoAnn Townend, Portage County Internal Services Director, and Todd Bragg, Portage County Department of Budget and Financial Management Director; and be it further
- RESOLVED,** that either Ms. Townend or Mr. Bragg, or both of them together, is authorized and directed to act in said capacity; and be it further
- RESOLVED,** that this Board of Commissioners approves the "Designation of Authorized County Representatives," which is attached to this resolution as Exhibit "A" and fully incorporated herein; and be it further
- RESOLVED,** that the Clerk of this Board is hereby directed to send a certified copy of this resolution to DFA; 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;

EXHIBIT "A"

\$3,640,000

**Development Finance Authority of Summit County
Jobs & Investment Fund Program Tax-Exempt Development Revenue Bonds, Series 2018D
(Portage County - Maplecrest TIF Project)**

DESIGNATION OF AUTHORIZED COUNTY REPRESENTATIVES

Pursuant to the Construction Manager Agreement dated as of July 1, 2018 between the Development Finance Authority of Summit County and Maplecrest, LLC entered into in connection with the captioned Project, the following individuals have been designated as the Authorized County Representatives and the signature set opposite each person's name is such person's true signature.

Name	Office	Signature
JoAnn Townend, Director	Internal Services Portage County	
Todd Bragg, Director	Finance & Budget Portage County	

**RESOLUTION NO. 18-0601 - RE: ENTER INTO AN AGREEMENT BETWEEN THE
PORTAGE COUNTY BOARD OF
COMMISSIONERS ON BEHALF OF WATER
RESOURCES AND WSOS COMMUNITY ACTION
COMMISSION.**

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

WHEREAS, the Portage County Water Resources Department has the need for GIS consulting and GIS data collection services; and

WHEREAS, WSOS Community Action Commission has the ability to provide such services; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into an agreement with WSOS Community Action Commission; and be it further

RESOLVED, that the total cost of the services shall not exceed Forty-five thousand and 00/100 dollars (\$45,000.00); and be it further

RESOLVED, that the term of the contract is August 1, 2018 through August 1, 2020; and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0602

-

**RE: FIX AMOUNT OF CONTINUATION BOND FOR
THE DIRECTOR OF COUNTY DEPARTMENT OF
JOB & FAMILY SERVICES.**

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

WHEREAS, Ohio Revised Code Section 329.01 stipulates that the Director of County Department of Job & Family Services shall give bond in a sum fixed by the Board of County Commissioners, conditioned for the faithful performance of those official duties, in such sum as fixed by the Board of Commissioners; and

WHEREAS, Ohio Revised Code Sections 5153.13, 5153.10, 3929.14, and 3929.17 stipulates that the Executive Director of the Portage County Children's Services Agency shall give bond in a sum fixed by the Board of County Commissioners, conditioned for the faithful performance of those official duties, in such sum as fixed by the Board of Commissioners; now therefore be it

RESOLVED, that the Board of Commissioners does hereby fix the amounts for the Director of County Department of Job & Family Services bonds, effective September 8, 2018 through September 8, 2019, as follows:

Position	Name	Bond Amount	Insurance Agency	Underwritten With
Director of County Department of Job & Family Services	Kellijo Jeffries	\$10,000.00 Continuation Certificate	Edward H. Sutton Insurance Agency Inc.	Western Surety Company
Executive Director/Children's Services Agency	Kellijo Jeffries	\$10,000.00 Continuation Certificate	Edward H. Sutton Insurance Agency Inc.	Western Surety Company

;and be it further

RESOLVED, that the expense or premium shall be paid from the appropriation for administrative expenses of the department to the E. H. Sutton Insurance Agency; and be it further

RESOLVED, that a certified copy of this resolution, along with the Original bond, be deposited with the Portage County Treasurer and a copy forwarded to the Portage County Job & Family Services; 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. 18-0603 - RE: TO ACCEPT CLASSIFICATION PLAN INCLUDING
NUMERICAL CLASSIFICATION NUMBERS AND
CLASS SERIES ASSIGNMENT.**

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

WHEREAS, the Portage County Board of Commissioners has the authority to employ and set compensation for their employees Per the Ohio Revised Code 305.17, 325.17, & 325.27; and

WHEREAS, the Board has the authority to classify their employees per R.C. 124.14(B)(3), as well as, Ohio case law authority and;

WHEREAS, this classification plan will supersede any classification plans previously approved and; now therefore be it

RESOLVED, that the Board of County Commissioners does hereby adopt the attached classification plan, including but not limited to the numerical classification numbers and class series assignments - a class series being the classification that bear the same first four digits; and be it

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;

APPOINTING AUTHORITY	DEPT	SUB-DEPT	CLASS SERIES	CLASS LEVEL	IGN	CLASS/POSITION TITLE
Commissioners	Job & Family Services	Clerical	1020	1	1020-1-08	Clerical Specialist 3-JFS
Commissioners	Job & Family Services	Clerical	1020	1	1020-1-09	Clerical Specialist 3-JFS
Commissioners	Job & Family Services	Clerical	1020	2	1020-2-01	Clerical Specialist 4-JFS
Commissioners	Job & Family Services	Clerical	1020	2	1020-2-02	Clerical Specialist 4-JFS
Commissioners	Job & Family Services	Clerical	1020	2	1020-2-03	Clerical Specialist 4-JFS
Commissioners	Job & Family Services	Clerical	1020	2	1020-2-04	Clerical Specialist 4-JFS
Commissioners	Job & Family Services	Clerical	1020	2	1020-2-05	Clerical Specialist 4-JFS
Commissioners	Job & Family Services	CSEA	1030	1	1030-1-01	CSEA Attorney
Commissioners	Job & Family Services	CSEA	1030	1	1030-1-02	CSEA/PA Attorney
Commissioners	Job & Family Services	CSEA	1030	2	1030-2-01	CSEA Lead Attorney
Commissioners	Job & Family Services	CSEA	1031	1	1031-1-01	CSEA Lead Supervisor
Commissioners	Job & Family Services	CSEA	1035	1	1035-1-01	JFS Division Admin - CSEA
Commissioners	Job & Family Services	CSEA	1040	1	1040-1-01	Child Support Specialist-JFS
Commissioners	Job & Family Services	CSEA	1040	1	1040-1-02	Child Support Specialist-JFS
Commissioners	Job & Family Services	CSEA	1040	1	1040-1-03	Child Support Specialist-JFS
Commissioners	Job & Family Services	CSEA	1040	1	1040-1-04	Child Support Specialist-JFS
Commissioners	Job & Family Services	CSEA	1040	1	1040-1-05	Child Support Specialist-JFS
Commissioners	Job & Family Services	CSEA	1040	1	1040-1-06	Child Support Specialist-JFS
Commissioners	Job & Family Services	CSEA	1040	1	1040-1-07	Child Support Specialist-JFS
Commissioners	Job & Family Services	CSEA	1040	1	1040-1-08	Child Support Specialist-JFS
Commissioners	Job & Family Services	CSEA	1040	1	1040-1-09	Child Support Specialist-JFS
Commissioners	Job & Family Services	CSEA	1040	1	1040-1-10	Child Support Specialist-JFS
Commissioners	Job & Family Services	CSEA	1040	1	1040-1-11	Child Support Specialist-JFS
Commissioners	Job & Family Services	CSEA	1040	1	1040-1-12	Child Support Specialist-JFS
Commissioners	Job & Family Services	CSEA	1040	1	1040-1-13	Child Support Specialist-JFS
Commissioners	Job & Family Services	CSEA	1040	1	1040-1-14	Child Support Specialist-JFS
Commissioners	Job & Family Services	CSEA	1040	1	1040-1-15	Child Support Specialist-JFS
Commissioners	Job & Family Services	CSEA	1040	1	1040-1-16	Child Support Specialist-JFS
Commissioners	Job & Family Services	CSEA	1040	1	1040-1-17	Child Support Specialist-JFS
Commissioners	Job & Family Services	CSEA	1040	1	1040-1-18	Child Support Specialist-JFS
Commissioners	Job & Family Services	CSEA	1040	1	1040-1-19	Child Support Specialist-JFS
Commissioners	Job & Family Services	CSEA	1040	1	1040-1-20	Child Support Specialist-JFS
Commissioners	Job & Family Services	CSEA	1040	2	1040-2-01	Lead Child Support Specialist
Commissioners	Job & Family Services	Custodial	1050	1	1050-1-01	Custodial Worker-JFS
Commissioners	Job & Family Services	Custodial	1050	1	1050-1-02	Custodial Worker-JFS
Commissioners	Job & Family Services	Fiscal	1060	1	1060-01-01	Fiscal Supervisor-JFS
Commissioners	Job & Family Services	Fiscal	1060	2	1060-2-01	Fiscal Officer
Commissioners	Job & Family Services	Fiscal	1060	3	1060-3-01	JFS Budget & Finance Admin
Commissioners	Job & Family Services	Fiscal	1061	1	1061-1-01	Account Clerk 2-JFS
Commissioners	Job & Family Services	Fiscal	1061	1	1061-1-02	Account Clerk 2-JFS
Commissioners	Job & Family Services	Fiscal	1061	1	1061-1-03	Account Clerk 2-JFS
Commissioners	Job & Family Services	Fiscal	1061	1	1061-1-04	Account Clerk 2-JFS
Commissioners	Job & Family Services	Fiscal	1061	2	1061-2-01	Account Clerk 3-JFS
Commissioners	Job & Family Services	Fiscal	1061	2	1061-2-02	Account Clerk 3-JFS
Commissioners	Job & Family Services	Fiscal	1062	1	1062-1-01	Accountant-JFS
Commissioners	Job & Family Services	Fiscal	1062	1	1062-1-02	Accountant-JFS
Commissioners	Job & Family Services	Fiscal	1063	1	1063-1-01	Fiscal/Elig Specialist-JFS
Commissioners	Job & Family Services	Fiscal	1064	1	1064-1-01	JFS Fiscal Specialist
Commissioners	Job & Family Services	Fiscal	1065	1	1065-1-01	PCSA Fiscal Supervisor
Commissioners	Job & Family Services	Fiscal	1066	1	1066-1-01	PCSA/SACWIS Program Evaluator
Commissioners	Job & Family Services	Fiscal	1067	1	1067-1-01	Fiscal Eligibility Specialist
Commissioners	Job & Family Services	Fiscal	1067	1	1067-1-02	Fiscal Eligibility Specialist
Commissioners	Job & Family Services	Fiscal	1067	1	1067-1-03	Fiscal Eligibility Specialist
Commissioners	Job & Family Services	Fiscal	1068	1	1068-1-01	CSEA Fiscal Supervisor
Commissioners	Job & Family Services	MIS	1070	1	1070-1-01	IT Specialist-JFS
Commissioners	Job & Family Services	MIS	1070	1	1070-1-02	IT Specialist-JFS
Commissioners	Job & Family Services	MIS	1070	2	1070-2-01	MIS Coordinator-JFS
Commissioners	Job & Family Services	MIS	1071	1	1071-1-01	JFS IT Solutions Developer
Commissioners	Job & Family Services	OMJ	1080	1	1080-1-01	JFS Comp Case Mgmt Supervisor
Commissioners	Job & Family Services	OMJ	1080	2	1080-2-01	JFS Division Admin - OMJ
Commissioners	Job & Family Services	OMJ	1081	1	1081-1-01	JFS Intensive Case Mgr
Commissioners	Job & Family Services	OMJ	1081	1	1081-1-02	JFS Intensive Case Mgr
Commissioners	Job & Family Services	OMJ	1081	1	1081-1-03	JFS Intensive Case Mgr
Commissioners	Job & Family Services	OMJ	1081	1	1081-1-04	JFS Intensive Case Mgr
Commissioners	Job & Family Services	OMJ	1082	1	1082-1-01	CSEA Jobs Counselor

APPOINTING AUTHORITY	DEPT	SUB DEPT	CLASS SERIES	CLASS LEVEL	PCN	CLASS/POSITION/TITLE
Commissioners	Women, Infants & Children		0046	1	0046-1-03	Dietetic Technician
Commissioners	Women, Infants & Children		0046	1	0046-1-04	Dietetic Technician
Commissioners	Women, Infants & Children		0046	1	0046-1-05	Dietetic Technician
Commissioners	Women, Infants & Children		0046	3	0046-3-01	Project Coordinator
Commissioners	Women, Infants & Children		0048	1	0048-1-01	Nutrition Associate
Commissioners	Women, Infants & Children		0048	1	0048-1-02	Nutrition Associate
Commissioners	Women, Infants & Children		0048	1	0048-1-01	Breastfeeding Peer Helper
Commissioners	Women, Infants & Children		0048	1	0048-1-02	Breastfeeding Peer Helper
Commissioners	Women, Infants & Children		0048	2	0048-2-01	Lead Breastfeeding Peer Helper
Commissioners	Women, Infants & Children		0049	1	0049-1-01	Medical Assistant
Commissioners	Women, Infants & Children		0049	1	0049-1-02	Medical Assistant
Commissioners	Women, Infants & Children		0049	1	0049-1-03	Medical Assistant
Commissioners	Women, Infants & Children		0050	1	0050-1-01	Intake Clerk
Commissioners	Women, Infants & Children		0050	1	0050-1-02	Intake Clerk
Commissioners	Women, Infants & Children		0050	2	0050-2-01	Administrative Secretary/Intake Clerk
Commissioners	Women, Infants & Children		0050	2	0050-2-02	Administrative Secretary/Intake Clerk
Commissioners	Women, Infants & Children		0050	3	0050-3-01	Intake Clerk II - WIC
Commissioners	Women, Infants & Children		0046	2	0046-2-01	Dietitian

RESOLUTION NO. 18-0604

- **RE: GENERAL SEWER AGREEMENT FOR SANITARY
SEWER IMPROVEMENTS TO MEADOW VIEW
SUBDIVISION - PHASE 8, PORTAGE COUNTY
WATER RESOURCES DEPARTMENT PROJECT
NO. ST-4 18-050-P.**

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

WHEREAS, Frontier MV, LLC (OWNER) will construct 2,448 linear feet of 8-inch sanitary sewer and 1,102 linear feet of 6-inch sanitary sewer and all necessary appurtenances to provide sanitary sewer service to (70) sub-lots, within the Meadow View Subdivision - Phase 8, situated in the City of Streetsboro, Original Lot 66, Portage County, Ohio; and

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

WHEREAS, the OWNER has prepared plans and specifications for the MEADOW VIEW SUBDIVISION - PHASE 8 (PROJECT), County Project Number ST-4 18-050-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 Agreement with the OWNER; and be it further

RESOLVED, the PROJECT will be constructed at the OWNER'S expense, for the sum of Two Hundred Eight Thousand Seven Hundred Sixty Eight Dollars and Zero Cents (\$208,768.00); and be it further

RESOLVED, this Board authorizes the OWNER to begin construction of the PROJECT to provide sanitary sewer service to (70) sub-lots, within the Meadow View Subdivision - Phase 8, situated in the City of Streetsboro, Original Lot 66, 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.

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0605

-

**RE: ACCEPT BIDS AND AWARD CONTRACT FOR
PROJECT NO. CH-1 (15-050), COUNTRYSIDE
ESTATES WASTEWATER TREATMENT PLANT
TANK REPLACEMENT AND OUTFALL REPAIR,
IN THE PORTAGE COUNTY REGIONAL SEWER
DISTRICT, CHARLESTOWN TOWNSHIP.**

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

WHEREAS, this Board by Resolution No. 74-78, adopted April 11, 1974, established Portage County Regional Sewer District, hereinafter called the "SEWER DISTRICT"; and

WHEREAS, this Board by Resolution 18-0479 adopted, July 5, 2018, set the date and time for bidding of Project No. CH-1 (15-050), "Countryside Estates Wastewater Treatment Plant Tank Replacement and Outfall Repair", hereinafter referred to as the "PROJECT"; and

WHEREAS, the notice of accepting bids was advertised in the Record Courier Newspaper on July 16 and July 23, 2018; and

WHEREAS, five (5) potential bidders received plans and specifications for the PROJECT; and

WHEREAS, three (3) bids were received, opened and tabulated by the Department of Internal Services on July 8, 2018; as follows:

Roma Designs LLC	\$ 374,000.00
Workman Industrial Services, Inc.	\$ 384,345.00
Stanley Miller Construction Co.	\$ 384,400.00

WHEREAS, the Engineer's Estimate was \$ 350,000.00; and

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

RESOLVED, that the bid received from Roma Designs LLC, 6414 St. Clair Avenue, Cleveland, Ohio 44103 in the amount of \$ 374,000.00 be accepted and awarded as the lowest and best bid received; and be it further

RESOLVED, that the Water Resources Department is hereby authorized and directed to issue the Notice of Award to Roma Designs LLC; and be it further

RESOLVED, that the funds to cover the cost of the PROJECT are budgeted in Fund 5200, Org. 520040P6, Object 684000, Project No. 15050; and be it further

RESOLVED, that the Clerk of this Board is hereby directed to certify a copy of this Resolution to the County Auditor and the Department of Budget and Financial Management within 15 days after its passage; and be it further

RESOLVED, it is hereby found and determined 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 that all deliberations of this Board and of 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.

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0606 - RE: ENTER INTO A COMMUNITY REINVESTMENT AREA AGREEMENT WITHIN COMMUNITY REINVESTMENT AREA #8, CONFIRMATION - AREA NO. 133-53858-186 LOCATED IN NELSON TOWNSHIP, PORTAGE COUNTY OHIO, WITH BRIAN ROSS RACING AND NELSON SPORTS, INC.

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

WHEREAS, Community Reinvestment Area #8 within the corporate boundaries of the Township of Nelson, Portage County, Ohio, was confirmed by the Ohio Department of Development as Confirmation - Area No. 133-53858-186 on April 17, 2018; and

WHEREAS, in accordance with Section 3735.65 through 3735.70 of the Ohio Revised Code, the Portage County Board of Commissioners appointed Bradford Ehrhart as Housing Officer for Community Reinvestment Area #8; and

WHEREAS, in accordance with Section 3735.671 of the Ohio Revised Code, the County of Portage must approve in writing all agreements within Community Reinvestment Area #8 wishing to establish, occupy, and renovate or expand businesses within the area; and

WHEREAS, the County of Portage is in receipt of an agreement which contains all information required under Section 3735.671 of the Ohio Revised Code from

Brian Ross Racing with their main offices located at 1990 Niles-Cortland Road, Cortland, Ohio 44410 and Nelson Sports, Inc. with their main offices located at 12301 Larchmere Blvd., Cleveland, Ohio 44120; and

WHEREAS, this agreement between Portage County, Brian Ross Racing and Nelson Sports, Inc. is upon the expressed conditions herein and in the event of any substantial default by any party in the performance of those conditions, this 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 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 Kline, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

* * * * *

Commissioner Kerrigan had a question on the figures in Journal Entry No. 1 (Sheriff's monthly transporting report) and Director Townend believes several of the high tolls/meals may include airfare, but she will investigate and get back to the Board.

9:13 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the Board of Commissioners move into executive session for the compensation of a public employee. Also present: Department of Budget & Financial Management Director Todd Bragg, Internal Services Director JoAnn Townend, and Water Resources Department Director Gene Roberts. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea; Vicki A. Kline, Yea;

9:36 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

Recessed: 9:37 AM

Reconvened: 9:53 AM

COMMUNITY REINVESTMENT AREA AGREEMENT FOR NELSON TWP

Present: Portage Development Director Brad Ehrhart, Fred Wolfe, Ken Howe, Nelson Township Trustee Joe Leonard

There are plans to construct seven new structures at 10342 State Route 305 in Nelson Township for equipment maintenance, a tech center, a daily garage, concessions/shelter, employee training, storage, a timing tower and display barn over the next three years. The project will take place at the Nelson Ledges Road Course. The activity at the site will be retail, racing instruction, track rental, events and automobile testing.

Proposed investments include:	<u>Amount of Investments</u>	<u>Eligible Amounts</u>
New Construction	\$ 980,000	\$ 980,000
Improvements to existing bldg.	<u>\$ 150,000</u>	<u>\$ 150,000</u>
Total Project	\$1,130,000	\$1,130,000

Jobs related to project include:	<u>Jobs</u>	<u>Payroll</u>
New jobs within 3 years	1	\$280,000
Retained jobs	6	<u>\$ 10,000</u>
Total retained jobs & payroll	<u>1</u> 17	\$290,000

Proposed tax exemption:	<u>Percent</u>	<u>Term</u>
Real Property	50%	7 years

Trustee Leonard mentioned the Nelson Township Trustees support the agreement.

Director Ehrhart explained the Board will need to establish a Tax Incentive Review Council for Nelson Township. Three appointments will be needed by the Commissioners, two by the Township Trustees, one by the County Auditor (or designee), one by James A. Garfield Local School District and one by Maplewood Career Center (if they wish, not mandated). The appointments will need to be made by the end of 2018 to meet the first quarter of 2019./Referred to Internal Services Director Townend.

Motion To: Enter into a Community Reinvestment Area Agreement within Community Reinvestment Area #8, confirmation – area no. 133-53858-186, located in Nelson Township, Portage County, Ohio, with Brian Ross Racing and Nelson Sports, Inc./18-0606

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

Recessed: 10:21 AM
Reconvened: 10:31 AM

EXIT AUDIT MEETING

Present: State Auditors Jim Shaw, Michelle Sweitzer, Michele Porter and Kevin Head; County Auditor Janet Esposito, Director of Fiscal Operations Rebecca Ritterbeck, Appropriations Coordinator Maureen Bennett, Auditor's Office; Attorney Denise Smith; Department of Budget & Financial Management Todd Bragg; Internal Services Director JoAnn Townend; County Treasurer Brad Cromes; Information Technology Services Lloyd Alger; Administrative Advisor Pete Karcarab, Financial Manager Ron Rost, Sheriff Dave Doak, Sheriff's Office; Benefits Coordinator Susan Lynn, Human Resources Department

10:32 AM In accordance with the Ohio Revised Code 121.22(D)(2), it was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the Board of Commissioners move into executive session to discuss an audit conference conducted by the Auditor of State or independent Certified Public Accountants with officials of the public office that is the subject of the audit. Also present: Present: State Auditors Jim Shaw, Michelle Sweitzer, Michele Porter and Kevin Head; County Auditor Janet Esposito, Director of Fiscal Operations Rebecca Ritterbeck, Appropriations Coordinator Maureen Bennett, Auditor's Office; Attorney Denise Smith; Department of Budget & Financial Management Todd Bragg; Internal Services Director JoAnn Townend; County Treasurer Brad Cromes; Information Technology Services Lloyd Alger; Administrative Advisor Pete Karcarab, Financial Manager Ron Rost, Sheriff Dave Doak, Sheriff's Office; Benefits Coordinator Susan Lynn, Human Resources Department. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea; Vicki A. Kline, Yea;

11:17 AM Upon conclusion of the above referenced discussion, it was moved by Mike Kerrigan, seconded by Sabrina Christian-Bennett that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

JOURNAL ENTRY

August 23, 2018

Commissioners

1. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Transporting Report for May, June and July 2018, as presented by the Portage County Sheriff's Department.

2. The Board of Commissioners acknowledged the receipt of the Portage County Investment Reconciliation for the Month of July 2018, received on August 15, 2018 as presented by the County Auditor and County Treasurer.
3. The Board of Commissioners acknowledged receipt of the August 17, 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.

Department of Budget & Financial Management

4. The Board of Commissioners signed the Satisfaction of Mortgage form for Harold Spengler & Marie Spengler of 1698 Evergreen Drive, Streetsboro, OH 44241 to secure payment of \$4,045.00. The original document will be recorded by Neighborhood Development Services, Inc. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.

Human Resources

5. The Board of Commissioners signed the Personnel Action Form accepting the resignation of Terri Armstrong, Safety & Administrative Support Supervisor, for Portage County Water Resources, effective August 24, 2018, presented by Janet Kovick, Human Resources Director. The Board acknowledges that Ms. Armstrong will transition to part-time, working 20 hours per week, for six months until her replacement has been trained.
6. The Board of Commissioners signed the Personnel Action Form accepting the resignation of Britni Boston, Breastfeeding Peer Helper, for Portage/Columbiana County WIC, effective August 21, 2018, presented by Janet Kovick, Human Resources Director.
7. The Board of Commissioners signed the Personnel Requisition authorizing the external posting of the part time permanent Breastfeeding Peer Helper, replacing Britni Boston, for Portage/Columbiana County WIC, presented by Janet Kovick, Human Resources Director. The position will be posted until filled.

Motion To: Approve the Journal Entries for August 23, 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 August 23, 2018 at 11:18 AM

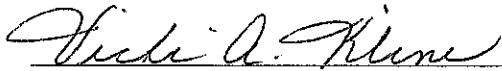
RESULT: ADOPTED [UNANIMOUS]

MOVED: Mike Kerrigan

SECONDED: Sabrina Christian-Bennett

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

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



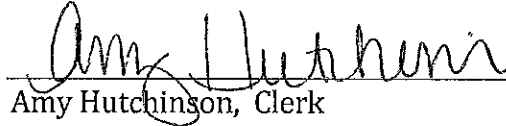
Vicki A. Kline, President



Sabrina Christian-Bennett, Vice President



Mike Kerrigan, Board Member



Amy Hutchinson, Clerk