



Portage County Board of Commissioners

Regular Meeting

~ Minutes ~

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

JoAnn Townend, Acting Clerk
330-297-3600

0282

Tuesday, October 16, 2018

9:33 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 Diane Smith.

Commissioner Kline indicated a political group would like to pass out literature and to put a tent up at the Administration Building. Commissioner Christian-Bennett said there is not enough room for a tent and they have to be 100 feet from the Board of Elections. She believes we cannot stop them. Mike will contact the Board of Elections.

DISCUSSION:

Present: Human Resources Department Director Janet Kovick, Department of Budget & Financial Management Director Todd Bragg.

1. Wage Study

The Board of Commissioners discussed the Compensation Plan Structure and Administration as presented by Clemans-Nelson & Associates, Inc. The plan is broken down by each department. Director Kovick is concerned about how it will affect the Payroll Department. Director Kovick said Clemens-Nelson will recommend the pay scale chart they think is appropriate. Director Bragg indicated the Prosecutor's Office factoring is higher. Director Kovick said these job descriptions will be given back to Clemans for point factoring. Director Bragg said a lot of the increases are for part-time employees and that the market based data should be included with any raises above \$2.00. Commissioner Kerrigan is opposed to give increases to grant funded positions; but would be open for discussion. Director Bragg said some departments would be giving employees substantial increases. He indicated that a majority of the employees on the chart would be at mid-point and that some would be under the pay scale even if they have been here 10 years.

10:07 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 to consider the employment, compensation and discipline of a public employee.

Also present: Budget & Financial Management Director Todd Bragg, Human Resources Director Janet Kovick and Internal Services Director JoAnn Townend. Roll call vote: Mike Kerrigan, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

10:47 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the Board of Commissioners moves out of executive session. Roll call vote: Mike Kerrigan, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

Director Bragg indicated that the Veterans Services Board increases would come out of the General Fund. Their budget for 2019 has already been set. The Public Defender chose not to participate in the wage study. Director Bragg said after meeting last week with the Public Defender; they were able to come to a conclusion on their increases. Commissioner Kline indicated that two dispatchers at the Sheriff's Office have quit. Director Bragg is not aware of that; he indicated that there are guidelines for dispatching and they would need to be trained. Commissioner Kline also said we need to encourage a meeting with the Prosecutor and Public Defender.

Sabrina Christian-Bennett received an e-mail from Darlene Pepper of Common Pleas Court regarding CourtView. Director Bragg spoke to Lloyd from IT and he has been working with the judges. No solution had been made and there is nothing for Board of Commissioners to do at this time.

Director Townend discussed the escort issue at the jail. A purchase order has been processed for \$100,000 based on the previous discussion with the Board. The escort services were originally included in the construction manager's contract but the Sheriff's office indicated they could do it cheaper and it was pulled from Granger's contract. After further discussion the Sheriff's office opted for those funds to be used for the purchase of a body scanner. Dale Kelly said the Sheriff's office hired former employees to escort the contractors as he did not want to provide jail keys for access to non-employees. In the meantime, Granger is in process of conducting a background check to provide an escort throughout building. Director Bragg said that Granger was using their engineers to escort contractors through building. Commissioner Christian-Bennett said he will have to find money to pay the two new employees. Director Townend has a meeting at the jail this afternoon and will relay the information.

Director Townend received utility bills for the Regional Planning Commission old offices and asks if the Maintenance budget should pay these or Regional Planning Commission. Commissioner Christian-Bennett said that the Regional Planning Commission needs to pay any utilities for that property.

2. Budget

Director Bragg said there are additional budget issues that need to be discussed. He suggested scheduling a couple sessions on a Wednesday to discuss the budgets. The Board agreed to

schedule Wednesday, October 24th and Wednesday, October 31st beginning at 9:30 AM. JoAnn will prepare a meeting notice.

The Board of Commissioners would like the Prosecutor's wage factoring from Clemens-Nelson. Commissioner Kerrigan said there needs to be guidelines indicating that factoring does not include part-time or retire/rehire employees.

Sabrina Christian-Bennett would like to discuss the Building Department fees with Gene Roberts at our Board Meeting on Thursday. She indicated that our fees are tremendously higher than other building departments because actual costs of running the department are high. She noted that some of the contractors were not notified of the increase that went into effect on October 1st. Furtier, she noted that other building departments (City of Kent, Streetsboro, Ravenna) absorb the costs. Commissioner Christian-Bennett will notify Mr. Roberts.

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Motion To: Adjourn the Official Meeting of Tuesday October 16, 2018 at 11:31 AM

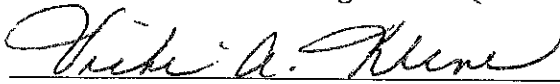
RESULT: ADOPTED [UNANIMOUS]

MOVED: Sabrina Christian-Bennett

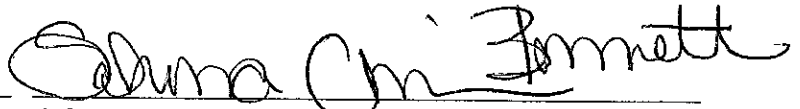
SECONDED: Mike Kerrigan

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



JoAnn Townsend, Acting Clerk