

Portage County Board of Commissioners

Special Meeting

~ Minutes ~

0664

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

Amy Hutchinson, Clerk
330-297-3600

Wednesday, December 12, 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 Ken Lahmers

HUMAN RESOURCES

Present: Director Janet Kovick and Department of Budget and Financial Management Todd Bragg, Attorney Chris Meduri and Internal Services Director JoAnn Townend

1. Clemans Nelson

Director Kovick met with the Board to discuss the \$5,000 overage from Clemans Nelson. The Board was very disappointed it didn't receive notice before incurring the additional charges so that it could have made a decision as to whether it would move forward or not, but the decision was made by Clemans Nelson. Director Bragg pointed out the contract was an estimate only on the labor costs and they did provide a detailed report. With the increased costs, the total contract is just above \$30,000 and the Board budgeted \$25,000. Director Kovick pointed out invoices were sent directly to Director Townend and there was no indication of any overage to either her or Director Kovick. The Board agreed to process the invoice but was not pleased with the situation.

2. Water-Resources-5%

Director Roberts will discuss the proposed increase with the Board tomorrow in more detail. It appears if the language is changed to read a department head has the discretion to move an employee to midpoint and then after probation move over the midpoint, it can be done. The Board also discussed whether department heads are allowed to make probationary increases as it is not mentioned in the Board's policy and what it takes to move someone over the midpoint. Commissioner Kerrigan is of the opinion there's no more probationary increases without an increase in duties.

Commissioner Kerrigan explained when an employee is promoted, he/she will be advanced no higher than the midpoint range within the first year of that promotion. Director Bragg suggested the same language should apply to promotions, as well. Director Kovick will work on the language and will bring this item back for further discussion.

3. Media Relations Policy

Director Kovick drafted a media relations policy, but did not prepare a resolution until the Board reviews the document. A draft resolution will come before the Board in January 2019.

4. Freedom Secondary

ABC Railway has approved the agreement with the Board's changes, but the Park District's 5' easement will have to wait as Mr. Jarvis did not want to make the easement a part of this agreement because it wasn't part of the original agreement. Mr. Jarvis has mentioned to Attorney Meduri that he would be open to the easement at a later time.

9:40 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 compensation of a public employee. Also present: Human Resources Director Janet Kovick and Department of Budget & Financial Management Director Todd Bragg. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea; Vicki A. Kline, Yea;

10:36 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.

BUDGET DISCUSSION

1. Building Inspection

- a. Contractual services \$10,400 for software, denied until the Department decides what it wants
- b. Part time labor funding for \$16,776 will be put into Contingency
- c. Tablets for inspection and furniture \$15,500, denied

2. Board of Elections

- a. 3% increase, denied
- b. Specific request for \$10,320 to bring Precinct officials pay up, denied, the Board wants to review the possibility of allowing employees to double dip on Election Day prior to authorizing the \$10,320.

3. Domestic Court

- a. Increase budget \$500 for a total of \$2000 for new office chairs.

4. Sheriff

- a. Requesting \$509,000 total
 - i. \$385,000 for labor increase and of the other \$112,000, the Board should consider \$25,000 for CAD and the remainder is inmate food and medical that will be covered.
 - ii. The Sheriff's Office should ask for the \$25,000 from the 9-1-1 Committee as they consciously chose not to submit anything for 2019.
- b. The shortfall from Major Missimi's pay is gone because the Sheriff imposed layoffs. Currently, the Sheriff is below what was budgeted. There were about 6 people who received raises and they hired Pete Karcarab and that's what shorted the Sheriff's budget. Money was never taken out of the Sheriff's budget, but the starting 2018, the amount was \$70,000 less than 1.5% increased and he was advised in December about the amount he had to work with. Commissioner Kerrigan noted it's a matter of priorities and the Sheriff is putting non mandated services before mandated services.
- c. There was a fentanyl issue at the Justice Center over the weekend and the Sheriff indicated a need for more overtime because of it. Director Bragg noted every

department needs to run below your budget so that everyone can plan for unexpected emergencies. The Sheriff's Office is not a Police Department.

- d. The Board agreed to have the Sheriff ask the 9-1-1 Committee for the additional \$25,000 for the CAD.

5. Judge Berger's budget

Commissioner Christian-Bennett asked if Director Bragg heard back from the County Auditor about Judge Berger's request to move Juvenile Detention Center funding from his budget and Commissioner Kline responded the County Auditor is working on it noting Judge Berger will still be responsible for the payment, but it will be removed from his budget.

6. Judge Poland

Commissioner Kline mentioned she spoke to Judge Poland and he's had 2 employees transfer into his department that made more money and the salary didn't follow them. Director Bragg responded the key to the Municipal Court move was that 2 employees doing the same job swapped departments and the funding was traded because they are doing the same job because it's wasn't a performance issue, but a personality issue. For the Commissioners to pay \$2,500 more a year to settle a personal dispute so they could provide raises was not something the Board was willing to do. At the end of the day, the Court will not be over budget.

Commissioner Kline indicated Judge Poland explained the note on new the Kent Courthouse is \$580,000 and the Court's obligation is \$450,000, but they are paying the full \$580,000 to save the County money. Director Bragg is appreciative that they pay the \$580,000, but the agreement indicates they have to pay \$450,000 and anything not paid in addition to that will be tacked on at the end and they are still responsible for the amount.

7. Courtview

Commissioner Christian-Bennett asked if anyone knows the final breakdown on the figures and Commissioner Kerrigan remarked that is a dispute between Information Technology and the Common Pleas Court. The General Fund will need to pay \$23,790.91 for 2018 and in 2019 the cost will be \$25,276.00. Director Bragg pointed out the General Fund amount is broken down across a variety of departments. Commissioner Kerrigan pointed out in 2019, they are asking the General Fund to be the 3rd highest contributor, almost the same as the Municipal Court.

Motion To: Adjourn the Official Meeting of Wednesday, December 12, 2018 at 11:13 AM

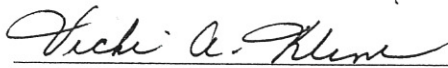
RESULT: ADOPTED [UNANIMOUS]

MOVED: Mike Kerrigan

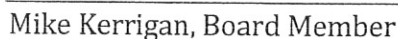
SECONDED: Sabrina Christian-Bennett


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