



Portage County Board of Commissioners
Meeting Minutes

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

Amy Hutchinson, Clerk
330-297-3600

Thursday, February 7, 2019

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
Kathleen Clyde	Vice President	Present
Sabrina Christian-Bennett	Board Member	Present

Also attending throughout the day Record Courier Reporter Diane Smith and Barb Tittle.

Recessed to Solid Waste Management District: 9:01 AM

Reconvened: 9:03 AM

ADMIN TEAM

Present: 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 - #'s 8-10

Discussion:

1. HR Annual Report
Director Kovick discussed the first ever 2018 Human Resources Annual Report, showing accomplishments, goals and personnel changes.
2. Performance Evaluations for 2019
According to the Commissioners' Personnel Policy Manual, Directors are to do Performance Evaluations every two years and 2019 is the year evaluations should be completed. The Board agreed it would like copies of the current evaluation, the evaluation created from the City of Kent's model, and the one from February 2018.

Commissioner Clyde asked to have a meeting with Human Resources Department and Department of Budget and Financial Management to discuss the Clemans Nelson study.

EXTERNAL SERVICES

Resolution - # 19

Journal Entries - #'s 11 & 12

Discussion:**1. Emergency Project - Shalersville Well No. 3**

The Water Resources Department noticed the well was bringing up sand and gravel into the plant, so an evaluation was completed. The evaluation determined the pump needed to be replaced, but when the new pump failed to resolve the problem, it was recommended the well be redeveloped. The Ohio Drilling Company provided a quote, that was under \$100,000, and Deputy Director Weber recommends the project begin. Director Townend shared that if a project is declared an emergency, the County must receive three quotes. Director Roberts and Deputy Director Weber will obtain the additional quotes needed and will return with a draft resolution to declare an emergency.

2. Sewer Back Up Claim Request (JE#12)

Joe Repasky of 3931 Sunnybrook Road, Franklin Township, Kent, has filed a Morals Claim with Water Resources Department, regarding a sanitary sewer backup on December 28, 2018 for \$360.00. The cause of the backup has been documented as a Tiger Tail into the sanitary sewer main and not an act of negligence by Water Resources Department. Director Roberts reported the Department is working on the systemwide correction to the issue./Journal Entry #12.

DBFM:

Resolutions - #'s 1-9

Journal Entry - # 13

Discussion:**1. Ohio Public Defender Reimbursement**

The Ohio Public Defender will be increasing the maximums rates they are willing to reimburse for hourly in and out of court rates from \$60/\$40 to \$75/\$75. The County currently pays at a rate of \$50/\$40.

INTERNAL SERVICES:

Resolutions - #'s 10-18

1. Labor attorney services

Director Townend presents resumes for three possible labor attorneys to replace Ron Habowski, who is planning to retire. The Clerk will schedule interviews once the Board has reviewed.

MENTAL HEALTH AND RECOVERY BOARD AND TOWNHALL II

Present: Karyn Kravetz, Mental Health & Recovery Board, Sarah McCully, Townhall II, and Department of Budget & Financial Management Director Todd Bragg

Ms. Kravetz and Ms. McCully met with the Board to report on the drug prevention programming funded with sales tax revenue. Commissioner Kline noted sales tax revenue was primarily focused on the Justice Center's new POD, but moving forward it will shift towards prevention and education.

Ms. Kravetz mentioned the Addiction Awareness event February 27, 2018, 6:00-8:00 PM, at Crestwood Primary Schools.

EDUCATIONAL SERVICES CENTER OF NORTHEAST OHIO

Present: Pat Ciccantelli, Aurora City Schools; Russ Bennett, Educational Services Center of Northeast Ohio; Mary McCracken, Children's Advantage; Mike Daulbaugh, Streetsboro City School; Andrew Hawkins, Rootstown School; Ted Lysiak, James A. Garfield, Shawn Braman, Waterloo School; Bob Dunn, Southeast School; Laura Amero, Windham School; Randy Griffin, Maplewood Career Center; David Toth, Crestwood Local Schools; Dennis Honkala, Ravenna Schools; George Joseph, Kent City Schools, Stephanie Tutkovics, Streetsboro Elementary; Gina Brown, Portage County Board of Developmental Disabilities; Peter Hoffer, Rootstown Schools; Bob Doak, Southeast Local Schools.

The superintendents met with the Board to provide an update on the progress of the case worker grant, the mental health of the students and the impact the grant and social workers have made.

The Board heard from the following:

1. Russ Bennett
2. Mary McCracken
3. Stephanie Tutkovics
4. George Joseph
5. Randy Griffin
6. Dennis Honkala

Commissioner Kline explained the sales tax renewal could go on the ballot in November 2019 and if it doesn't pass, it could return in 2020. Commissioner Christian-Bennett pointed out the new levy will not be one-quarter of a percent, it will be one-tenth of a percent and instead of generating \$5 million a year, it will generate \$2 million.

The funding generated with the new levy could assist with personnel costs at the Justice Center and will go towards prevention, education, recovery and addiction services.

Mr. Bennett has offered his time and expertise with the levy process and the superintendents are willing to provide testimonials of what has been accomplished with the extra funding.

Mr. Honkala asked about the County's fiscal year, as theirs is July 1st through June 30th. Director Bragg explained the contracts were for one year and the Board is aware of the gap in funding for the time period, but additional discussion is still needed. Most contracts utilizing sales tax funding expire in June/July 2019 and there has been no discussion about pro-rating funding. Once a schedule has been developed, the Board will provide copies.

PUBLIC COMMENT:

Present: Gwen Fischer, Lori Babbey, Damen Rae, Kathy Schumann, Austin Bashore,

1. Ms. Fischer met with the Board to discuss several issues the Portage Community Rights Group are addressing:

- A. Portage County Solar Coop Initiative

The Coop is for individual businesses and residents providing support to co-op participants through each stage of the process of going solar. Additional information can be found at www.solarunitedneighbors.org/ohio/go-solar-in-ohio/go-solar-in-a-ohio-group/portage-county-solar-co-op/.

- B. House Bill 393/Senate Bill 165

Legislation is under consideration in Columbus authorizing oil and gas waste to be used as de-icer and road dust suppressant and it is being sold under the name of AquaSalina/Nature's Own Source. The Ohio Department of Natural Resources has tested the product and found it to contain radioactive material.

Ms. Fischer would like the Board to consider a resolution banning this product in Portage County and to provide that Resolution to other local entities.

The Portage Community Rights Group is also trying to obtain authority for the Commissioners to pass law and is working on a charter type of government. Ms. Fischer noted the Ohio Community Rights Network is filing a Federal Civil Rights case because they have been kept off the ballot, even with the adequate number of signatures.

Commissioner Clyde noted she voted against brine legislation and the process has been reset because session ended, even if it passed the House previously. She urges anyone concerned with this issue to contact State Representatives and the State Senator as they can cast a vote on this legislation.

The Board agreed it will need time to research this issue in more detail.

2. Ms. Babbey

Ms. Babbey is concerned about use of oil and gas waste on the roadways and mentioned it is very destructive to the health of the soil, also. Ms. Babbey is requesting the Board adopt a permanent resolution banning the use of oil and gas waste products as de-icers or dust suppressants on all Portage County roadways, which should include, but not be limited to, the product AquaSalina.

3. Damen Rae

Mr. Rae is concerned at the idea the government wants to allow radioactive toxic waste on the roads that could lead to cancer. The water used in fracking is not pure water, it has harsh chemicals in it and if it's put on the roads, it will deteriorate them, the bottom of the cars, and the health of people working on the vehicles. Mr. Rae would like to start a citizen initiative to ban AquaSalina in the County, but the County doesn't have a charter.

4. Kathy Schumann

Ms. Schumann noted most people don't know what's going on and they have a right to know about this. The product is currently being made and sold locally and is being used on the roadways.

5. Austin Bashore

Mr. Bashore is asking for the Board to oppose legislation that allows contaminants from fracking sites to be sold to the public. This would allow poisonous chemicals into the waterways and drinking water as radium can be found in the brine.

Mr. Bashore would also like to close nuclear power plants in the State of Ohio and begin a transfer to green energy.

The Board agreed it would contact the County Engineer to see if there are any requirements to use certain products on the roadways.

ADMIN TEAM – CONT.**COMMISSIONERS****Discussion:**

1. 2019 Board Appointments.

Commissioner Christian-Bennett needs additional time to find a replacement for her alternate, Jim Greener on the AMATS Policy Board.

2. Director Jeffries' memo dated January 24, 2019 re: a request to retain longevity scale, work independently on Merit Based Project for Non-Bargaining Employees, and to provide year 2 and 3 increases in 2019 to 10 Non-Bargaining Unit employees to bring them to the minimum level of the new scale.

The Board agreed to hold discussion until March 2019.

11:32 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the Board of Commissioners move into executive session for dismissal of a public employee or official, licensee, or regulated individual. Also present: Internal Services Director JoAnn Townend. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

11:49 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

INTERNAL SERVICES DIRECTOR**Discussion:**

1. Fund 7002

Originally, Fund 7002 was an Internal Services Fund set up to chargeback departments for labor and parts. In 2013, the fund was closed, but it needs to be re-established to pay for enterprise charges. Since the Board intends to chargeback each department for gasoline and repairs, the Board agreed to re-establish Fund 7002 Central Vehicle Maintenance. Director Townend will prepare a resolution for Board approval next week.

2. PureWater Inc.

PureWater is a purifying water system that installs to an existing water source and purifies the water through their equipment. This type of system alleviates the need for rented water bottles and coolers. Director Townend explained the trial basis is free of charge and would be set up on the 7th floor. The Board agrees to the free trial and Director Townend will coordinate.

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COMMISSIONERS' CONSENT AGENDA

February 7, 2019

1. Approval of the January 24, 2019 and January 29, 2019 and February 5, 2019 regular meeting minutes.

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RESOLUTIONS

February 7, 2019

Budget & Financial Management:

1. Approve the Thursday, February 7, 2019 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./19-0080
2. Approve the Thursday, February 7, 2019 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. /19-0081
3. Approve the Tuesday, February 12, 2019 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./19-0082
4. Approve the Tuesday, February 12, 2019 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./19-0083
5. Approve the Tuesday, February 12, 2019 Then & Now Certification, as presented by the County Auditor./19-00084
6. Amendment to the General Fund 2019 Annual Appropriation Resolution No. 18-0924, adopted December 13, 2018./19-0085
7. Amendment to the Non-General Fund 2019 Annual Appropriation Resolution No. 18-0923, adopted December 13, 2018./19-0086

8. Create Fund 4248 – Infirmary Rd. Resurfacing/19-0087
9. Closing of Fund 4245 Mishler Rd. Resurfacing. /19-0088

Internal Services

10. Enter into an agreement between the Portage County Board of Commissioners, on behalf of the Portage County Department of Job & Family Services, the Northeast Ohio Consortium Council of Governments and Family & Community Services, Inc. for the Comprehensive Case Management & Employment Program (CCMEP)./19-0089
11. Appointment to the Portage County Law Library Resources Board./19-0090
12. Enter into Amendment No. 1 between the Portage County Board of Commissioners and Ronald J. Habowski./19-0091
13. Accept Contract Change Order No. 1 to the Construction Agreement between the Board of Portage County Commissioners and Karvo Companies, Inc. for the project known as Lakewood, Menough and Prospect resurfacing (CH151), Sections C, D and E CH 74 Part of Section A) in Ravenna and Rootstown Townships, Portage County./19-0092
14. Approve specifications for bituminous liquids and bituminous materials for use by the Portage County Engineer and set time for receiving bids for same./19-0093
15. Approve specifications for acrylic water base traffic paint for use for the Portage County Engineer and set time and date for receiving bids for same./19-0094
16. Approve specifications for various aggregate materials for use by the Portage County Engineer and set time for receiving bids for same./19-0095
17. Approve specifications for various highway materials for use by the Portage County Engineer and set time for receiving bids for same./19-0096
18. Approve specifications and set the proposal date for commissary software and services for the Portage County Sheriff./19-0097

External Services

19. Acceptance of donations to the Office of the Portage County Dog Warden./19-0098

Motion: by Sabrina Christian-Bennett, seconded by Kathleen Clyde to approve the Consent Agenda as amended for February 7, 2019

Roll call vote: Commissioner Christian-Bennett, Yea;
 Commissioner Clyde, Yea;
 Commissioner Kline, Yea;

RESOLUTION NO. 19-0080

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

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde 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 February 7, 2019 in the total payment amount as follows:

1. \$2,165.00 to Wage Works Admin-Fund 7101; and
2. \$8,986.50 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, February 8, 2019	\$ 2,165.00
Wire Transfer on Friday, February 8, 2019	\$ 8,986.50

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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0081

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

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde 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:

02/07/19	185	\$ 60,906.57
02/07/19	186	195.84
02/07/19	187	957.58
02/07/19	188	8,708.61
02/07/19	189	4,069.29
02/07/19	190	28,621.65
02/07/19	194	196.00
02/07/19	195	10,777.88
02/07/19	196	76.00
Total		\$ 114,509.42

; 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;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0082 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde 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 February 12, 2019 in the total payment amount of **\$920,427.75** 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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0083 - RE: APPROVAL OF JOURNAL
VOUCHERS/ENTRIES.**

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde 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:

02/12/19	331	\$ 10,017.20
Total		\$ 10,017.20

; 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 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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0084 - RE: ACCEPTANCE OF THEN AND NOW
CERTIFICATIONS FOR PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde 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 **\$454,688.18** as set forth in Exhibit "A" dated **February 12, 2019** 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; Kathleen Clyde, Yea;

RESOLUTION NO. 19-0085**RE: AMENDMENT TO THE GENERAL FUND 2019 ANNUAL APPROPRIATION RESOLUTION
NO. 17-0924 ADOPTED DECEMBER 13, 2018**

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

RESOLVED, that it has become necessary to amend the General Fund 2019 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below as reviewed and recommended by the Director of Budget & Financial Management:

	<u>Increase</u>	<u>Decrease</u>
Fund: 0001 General Fund		
530 Common Pleas Court		
05304 Common Pleas Ct Contract Svcs	2,160	-
05305 Common Pleas Ct Materials & Su	0	2,160
MEMO TOTAL	<u>\$ 2,160</u>	<u>\$ 2,160</u>

Note:

550 Domestic Relations		
05504 Domestic Ct Contract Svcs	0	5,434
05505 Domestic Ct Materials & Suppli	5,434	-
MEMO TOTAL	<u>\$ 5,434</u>	<u>\$ 5,434</u>

Note: To correct budget lines To correct budget lines

TOTAL MEMO BALANCE ALL AMENDMENTS	<u>\$ 7,594</u>	<u>\$ 7,594</u>
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Fund: 0002 General Fund 5739.026		
012 Central Purchasing Services		
20124 GF Int Svcs 5739.026 CS	28,000	-
20125 GF 5739.026 Purch MS	150,000	-
MEMO TOTAL	<u>\$ 178,000</u>	<u>\$ -</u>

Note:

TOTAL MEMO BALANCE ALL AMENDMENTS	<u>\$ 178,000</u>	<u>\$ -</u>
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IncreaseDecrease

; 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 Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RE: AMENDMENT TO THE NON GENERAL FUND 2019 ANNUAL APPROPRIATION
RESOLUTION NO. 18-0923 ADOPTED DECEMBER 13, 2018.**

RESOLVED, that it has become necessary to amend the Non General Fund 2019 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:

Note: Addtl appr needed for

		<i>Increase</i>	<i>Decrease</i>
Fund: 1121	Probation Services		
590	Adult Probation		
11214	Adult Probation Service CS	1,000	-
11215	Adult Probation Services MS	1,000	-
11217	Adult Probation Services OE	1,000	-
11219	Probation Services ME	100	-
	MEMO TOTAL	\$ 3,100	\$ -

Note:

Fund: 1149	Felony Delinque Care & Custody		
570	Juvenile Court		
11493	Juv Feny Delnq Care Salary&Fri	128,358	-
11494	Juv Feny Delnq Care CS	12,300	-
	MEMO TOTAL	\$ 140,658	\$ -

Note: expense to end of fy cover expenses to end
of FY

Fund: 1160	Hazmat Operations		
930	Emergency Management Agency		
11604	Hazmat Operation CS	64,000	-
	MEMO TOTAL	\$ 64,000	\$ -

Note: Hazmat Cost Recovery

Fund: 1201	Motor Vehicle And Gas Tax		
800	Engineer's Department		
12013	Engineer MVGT Salary&Fringes	10,000	-
	MEMO TOTAL	\$ 10,000	\$ -

Note:

Fund: 1251	CDBG County Formula		
081	Community Development		
12514	CDBG Conty Formula CS	443,233	-
	MEMO TOTAL	\$ 443,233	\$ -

Note: Set appropriations

		<i>Increase</i>	<i>Decrease</i>
Fund: 1266	LGIP Innovation Study		
081	Community Development		
12664	LGIP Innovation Study CS	30,910	-
	MEMO TOTAL	<u>\$ 30,910</u>	<u>\$ -</u>

Note: Set appropriations

Fund: 1267	CDBG Critical Infrastructure		
081	Community Development		
12674	Critical Infrastructure CS	200,000	-
	MEMO TOTAL	<u>\$ 200,000</u>	<u>\$ -</u>

Note: Set appropriations

Fund: 1340	PCBDD General Administration		
905	Developmental Disabilities Bd		
13403	PCBDD Salaries & Fringes	35,383	670,078
13404	PCBDD General Admin CS	-	1,660,440
13405	PCBDD General Admin MS	-	12,030
13406	PCBDD General Admin CO	-	290,000
13407	PCBDD General Admin OE	1,700	11,000
13409	PCBDD General Admin ME	452,500	-
	MEMO TOTAL	<u>\$ 489,583</u>	<u>\$ 2,643,548</u>

Note: BUDGET

Fund: 1343	PCBDD Part B IDEA		
905	Developmental Disabilities Bd		
13433	PCBDD Part B IDEA Fringes	12,733	-
13434	Part B IDEA Sch Camp Prog CS	3,000	-
13435	PCBDD Part B IDEA MS	2,570	-
	MEMO TOTAL	<u>\$ 18,303</u>	<u>\$ -</u>

Note: TEMP BUDGET

		<i>Increase</i>	<i>Decrease</i>
Fund: 1390	Women Infants And Children		
053	<i>Women, Infants & Children</i>		
13904	Women Infants & Children CS	8,000	-
	MEMO TOTAL	<u>\$ 8,000</u>	<u>\$ -</u>

Note:

Fund: 4101	PCBDD Capital Proj 2018		
905	<i>Developmental Disabilities Bd</i>		
41014	Capt Proj Admin CS	25,000	-
41016	Capt Proj Admin CO	323,200	-
	MEMO TOTAL	<u>\$ 348,200</u>	<u>\$ -</u>

Note: BUDGET

Fund: 4240	Center Rd Widen/Bridge Rplcm		
800	<i>Engineer's Department</i>		
42404	Center Rd Widening CS	-	43,785
42406	Center Rd Widening CO	-	5,533
42409	Center Rd Widening ME	49,318	-
	MEMO TOTAL	<u>\$ 49,318</u>	<u>\$ 49,318</u>

Note:

Fund: 4241	Brady Lake Rd (A&B) Resurface		
800	<i>Engineer's Department</i>		
42419	Brady Lake Rd Resurface ME	-	4,284
	MEMO TOTAL	<u>\$ -</u>	<u>\$ 4,284</u>

Note: CLOSING FUND

Fund: 4242	Liberty St Bridge Rplcmt		
800	<i>Engineer's Department</i>		
42429	Liberty St Bridge ME	7,301	-
	MEMO TOTAL	<u>\$ 7,301</u>	<u>\$ -</u>

Note: CLOSING FUND

		<i>Increase</i>	<i>Decrease</i>
Fund: 4243	Newton Falls Rd Resurfacing		
800	Engineer's Department		
42434	Newton Falls Rd Resurfacing CS	-	1,000
42436	Newton Falls Rd Resurfacing CO	-	4,785
42439	Newton Falls Rd Resurf ME	17,432	-
	MEMO TOTAL	<u>\$ 17,432</u>	<u>\$ 5,785</u>

Note: CLOSING FUND

Fund: 4244	Peck Rd/Lovers Ln Resurfacing		
800	Engineer's Department		
42444	Peck Rd/Lovers Ln Resurface CS	-	1,300
42446	Peck Rd/Lovers Ln Resurface CO	-	2
42449	Peck Rd/Lovers Ln Resurf ME	9,499	-
	MEMO TOTAL	<u>\$ 9,499</u>	<u>\$ 1,302</u>

Note: CLOSING FUND

Fund: 6800	Storm Water Management		
800	Engineer's Department		
68004	Storm Water Mgmt CS	300,000	-
	MEMO TOTAL	<u>\$ 300,000</u>	<u>\$ -</u>

Note: SPTIC ASSIST PRGM

Fund: 8105	Sheriff Gifts & Donations DARE		
700	Sheriff's Department		
81054	Sheriff Gift Donation DARE CS	1,000	-
81055	Sheriff Gift Donation DARE MS	4,000	-
	MEMO TOTAL	<u>\$ 5,000</u>	<u>\$ -</u>

Note: Initial 2019 approp

Fund: 8106	Sheriff Gifts & Donations K-9		
700	Sheriff's Department		
81064	K-9 Gifts & Donations CS	228	-
81065	K-9 Gifts & Donations MS	1,800	-
	MEMO TOTAL	<u>\$ 2,028</u>	<u>\$ -</u>

Note: Initial 2019 approp.

		<i>Increase</i>	<i>Decrease</i>
Fund: 8107	Vets Memorial		
001	Commissioners		
81074	Vets Memorial CS	3,000	-
	MEMO TOTAL	<u>\$ 3,000</u>	<u>\$ -</u>

Note:

TOTAL MEMO BALANCE FOR ALL FUNDS	<u>\$ 2,188,405</u>	<u>\$ 2,710,237</u>
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; 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 Kline, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0087 - RE: CREATE FUND 4248 - Infirmary Rd. resurfacing

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

WHEREAS, A request for a new project fund was received from the County Engineer, therefore be it

RESOLVED, that Fund 4248 – Infirmary Rd. Resurfacing be created for the purposes of accounting for revenues and expenditures associated with this project, and be it further

RESOLVED, that a certified copy of this resolution be filed with 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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0088 - RE: CLOSING OF FUND 4245 MISHLER RD. RESURFACING

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

WHEREAS, fiscal activity has ceased in Fund 4245, all payments have been made and the Treasurer's Cash Balance for each is \$0.00; now therefore be it

RESOLVED, that Fund 4245 Mishler Rd. Resurfacing, is hereby closed as recommended by the Director of Budget and Financial Management; and be it further

RESOLVED, that a certified copy of this resolution be filed with 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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0089 - RE: ENTER INTO AN AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES, AND THE NORTHEAST OHIO CONSORTIUM COUNCIL OF GOVERNMENTS AND FAMILY AND COMMUNITY SERVICES, INC. FOR THE

**COMPREHENSIVE CASE MANAGEMENT &
EMPLOYMENT PROGRAM (CCMEP)**

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

- WHEREAS,** portage county job & family services and the northeast ohio consortium council of governments (noccog) are in need of tutoring and study skills training, paid and unpaid work experience, mentoring, counseling & treatment, a financial literacy program and a re-entry program to eligible portage county residents that will help eligible recipients of portage county, ages 16 – 24, to overcome barriers to employment and develop skills local employers seek
- WHEREAS,** Family & Community Services, Inc. is willing and able to provide these services; and
- WHEREAS,** on September 5, 2018, the Area 19 Workforce Development Board (WDB) and the NOCCOG Board voted to give the authority for the NOC COG to enter into this Agreement with PCJFS, and the CONTRACTOR for the provision of the services pursuant to the terms and conditions set forth within this Agreement; and
- WHEREAS,** the Agreement will be used to detail the terms of the relationship between the NOCCOG, Portage County Job & Family Services and Family & Community Services, Inc.; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners on behalf of Portage County Job & Family Services does hereby enter into an Agreement with the Northeast Ohio Consortium Council of Governments and Family & Community Services, Inc. with its principal place of business located at 705 Oakwood Street, Suite 221, Ravenna, Ohio 44266, for the period October 1, 2018 through September 30, 2019, with the option to extend one (1) additional term; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed Four hundred Ninety-eight Thousand Six Hundred seventeen and 00/100 dollars (\$498,617.00); 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 Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0090

-

**RE: APPOINTMENT TO THE PORTAGE COUNTY
LAW LIBRARY RESOURCES BOARD.**

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

- WHEREAS,** Ohio Revised Code 307.511 establishes the requirements for members of the Law Library Resources Board who shall be residents of Portage County; and
- WHEREAS,** this Board is a public agency that will manage the legal resource needs of the county, including the county law library and have its budget approved by the Board of County Commissioners; and
- RESOLVED,** that the Portage County Board of Commissioners does hereby reappoint the following member to an additional five year term that began January 1, 2019 and expires December 31, 2023:
- Scott Joseph Flynn
220 Frances Dr.
Kent, OH 44240
- ;and be it further
- RESOLVED,** all appointments are subject to the result of a background check; 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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0091 - RE: ENTER INTO AN AMENDMENT NO. 1
BETWEEN THE PORTAGE COUNTY BOARD
OF COMMISSIONERS AND RONALD J.
HABOWSKI.**

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

- WHEREAS,** an agreement between the parties was entered into on February 23, 2016 through resolution 16-0121 and known as Portage County Contract 20160231 for various County labor relations legal advice; and
- WHEREAS,** the parties wish to extend said agreement for an additional three (3) months, to commence on January 1, 2019 and terminate on March 31, 2019; and

WHEREAS, in consideration of the services to be provided the County shall pay Ronald J. Habowski the amount not to exceed Three thousand, seven hundred-fifty and 00/100 (\$3,750.00) per month from the general fund; and

WHEREAS, all other terms and conditions remain the same as the original agreement; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby enter into amendment no. 1 with the Ronald J. Habowski in the amount not to exceed Three thousand, seven hundred-fifty and 00/100 (\$3,750.00) per month from the general fund for the term of January 1, 2019 through March 31, 2019; 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 Kline, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION No. 19-0092 - RE: ACCEPT CONTRACT CHANGE ORDER NO. 1 TO THE CONSTRUCTION AGREEMENT BETWEEN THE BOARD OF PORTAGE COUNTY COMMISSIONERS AND KARVO COMPANIES, INC. FOR THE PROJECT KNOWN AS LAKEWOOD, MENOUGH AND PROSPECT RESURFACING (CH 151, SECTIONS C, D AND E, CH 608 ALL SECTIONS, AND CH 74 PART OF SECTION A) IN RAVENNA AND ROOTSTOWN TOWNSHIPS, PORTAGE COUNTY.

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

WHEREAS, Resolution 18-0513 accepted and awarded the bid of Karvo Companies, Inc. for furnishing all labor, materials and equipment necessary to complete the project known as **Lakewood, Menough and Prospect Resurfacing (CH 151, Sections C, D and E, CH 608 All Sections and CH 74 part of Section A)** in Ravenna and Rootstown Townships, Portage County, and

WHEREAS, a contract was entered into with Karvo Companies, Inc. in the total amount of \$534,374.14, and

WHEREAS, modifications to the project specifications resulted in cost underruns totaling \$3,153.97, and

WHEREAS, it was necessary to extend the project completion date by six (6) days, from October 31, 2018 to November 6, 2018; now therefore be it

RESOLVED, that the Board of Portage County Commissioners do hereby accept Contract Change Order No. 1 to the construction contract with Karvo Companies, Inc. covering the **Lakewood, Menough and Prospect Resurfacing (CH 151, Sections C, D and E, CH 608 All Sections and CH 74 part of Section A)** in Ravenna and Rootstown Townships, Portage County, Portage County, and be it further

RESOLVED, that this Contract Change Order decreases the contract between Portage County and Karvo Companies, Inc. by the cost underrun amount of \$3,153.97 to **\$531,220.17**, and be it further

RESOLVED, that the original contract completion date of October 31, 2018 be extended by six (6) days to November 6, 2018, and be it further

RESOLVED, that the Board of Portage County Commissioners authorizes the execution of said Contract Change Order between Karvo Companies, Inc. and Portage County; 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;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION No. 19-0093 - RE: APPROVE SPECIFICATIONS FOR
BITUMINOUS LIQUIDS AND BITUMINOUS
MATERIALS FOR USE BY THE PORTAGE
COUNTY ENGINEER AND SET TIME FOR
RECEIVING BIDS FOR SAME.**

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

WHEREAS, Specifications have been submitted to this Board of Portage County Commissioners for approval for the purchase of **Bituminous Liquids** and **Bituminous Materials**; now therefore be it

RESOLVED, that the Specifications, as submitted for the purchase of **Bituminous Liquids** and **Bituminous Materials** for use by the Portage County Engineer, be and the same are hereby approved; and be it further

RESOLVED, that sealed bids for said **Bituminous Liquids** and **Bituminous Materials** for use by the Portage County Engineer will be accepted by the Director of the Portage County Office of Internal Services, 1st Floor, Room 114 (behind the elevators), Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until **2:00 P.M. on Wednesday, April 10, 2019** and publicly opened and read for same and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **March 25, 2019** and **April 1, 2019**, and the Clerk of this Board is directed to post said Notice on the County Commissioners' Official Bulletin Board.

RESOLVED, that the District 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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION No. 19-0094 - RE: APPROVE SPECIFICATIONS FOR ACRYLIC WATER BASE TRAFFIC PAINT FOR USE BY THE PORTAGE COUNTY ENGINEER AND SET TIME AND DATE FOR RECEIVING BIDS FOR SAME.

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

WHEREAS, Specifications have been submitted to this Board of Portage County Commissioners for approval for the following:

Acrylic Water Base Traffic Paint

;now therefore be it

RESOLVED, that the specifications, as submitted for the aforementioned ***Acrylic Water Base Traffic Paint*** for use by the Portage County Engineer, be and are hereby approved; and be it further

RESOLVED, that sealed bids for said ***Acrylic Water Base Traffic Paint*** for the Portage County Engineer will be accepted by the Director of the Portage County Office of Internal Services, 1st Floor, Room 114 (behind the elevators), Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until **2:00**

P.M. on Wednesday, March 20, 2019 and publicly opened and read for same;
and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **March 4, 2019** and **March 11, 2019** and the Clerk of this Board is directed to post said Notice on the County Commissioners' Official Bulletin Board.

RESOLVED, that the District 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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION No. 19-0095 - RE: APPROVE SPECIFICATIONS FOR VARIOUS
AGGREGATE MATERIALS FOR USE BY THE
PORTAGE COUNTY ENGINEER AND SET
TIME FOR RECEIVING BIDS FOR SAME.**

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

WHEREAS, Specifications have been submitted to this Board of Portage County Commissioners for approval for various **Aggregate Materials** for use by the Portage County Engineer; now therefore be it

RESOLVED, that the Specifications, as submitted for various **Aggregate Materials** for use by the Portage County Engineer, be and the same are hereby approved; and be it further

RESOLVED, that sealed bids for said **Aggregate Materials** for use by the Portage County Engineer will be accepted by the Director of the Portage County Office of Internal Services, 1st Floor, Room 114 (behind the elevators), Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until **2:00 P.M. on Wednesday, March 27, 2019**, and publicly opened and read for the following:

Various Sizes of Gravel
Various Sizes of Slag
Various Sizes of Limestone

;and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **March 11, 2019** and **March 18, 2019** and the Clerk of this Board is directed to post said Notice on the County Commissioners' Official Bulletin Board.

RESOLVED, that the District 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:

RESOLUTION No. 19-0096 - RE: APPROVE SPECIFICATIONS FOR VARIOUS HIGHWAY MATERIALS FOR USE BY THE PORTAGE COUNTY ENGINEER AND SET TIME FOR RECEIVING BIDS FOR SAME.

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

WHEREAS, Specifications have been submitted to this Board of Portage County Commissioners for approval for various **Highway Materials** for use by the Portage County Engineer; now therefore be it

RESOLVED, that the Specifications, as submitted for various **Highway Materials** for use by the Portage County Engineer, be and are hereby approved; and be it further

RESOLVED, that sealed bids for said **Highway Materials** for the Portage County Engineer will be accepted by the Director of the Portage County Office of Internal Services, 1ST Floor, Room 114 (behind the elevators), Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until **2:00 P.M.** on **Wednesday, April 3, 2019** and publicly opened and read for the following:

Various sizes of Storm Sewer Pipe (*corrugated metal pipe, aluminized steel pipe and plastic pipe*)

Guard Rail

Bridge Decking

;and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **March 18, 2019** and **March 25, 2019**, and the Clerk of this Board is directed to post said Notice on the County Commissioners' Official Bulletin Board.

Roll call vote as follows:

Vicki Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

RESOLUTION No. 19-0097

RE: APPROVE SPECIFICATIONS AND SET THE PROPOSAL DATE FOR COMMISSARY SOFTWARE AND SERVICES FOR THE PORTAGE COUNTY SHERIFF.

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

RESOLVED, that the specifications for receiving proposals for commissary software and services for the Portage County Sheriff be and hereby are approved; and be it further

RESOLVED, that sealed proposals, therefore, will be accepted by the Portage County Director of Internal Services, 7th floor - room 114, Portage County Administration Building, 449 South Meridian St., Ravenna, Ohio until 2:00 p.m., E.S.T. on February 27, 2019; and be it further

RESOLVED, that the notice of receiving bids shall be published in the Record Courier on February 12, 2019, a copy posted on the bulletin board of the Board and the County's website forthwith; 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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0098

RE: ACCEPTANCE OF DONATIONS TO THE OFFICE OF THE PORTAGE COUNTY DOG WARDEN.

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde 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	
Sherry Blasens	8545 Tallmadge Rd Diamond Oh 44412	\$15
Jill Calkins	7869 St Rt 305 Garrettsville Oh 44231	\$20
Stephen & Delinda Finkel	650 Martin Rd Mogadore Oh 44260	\$25

Beth Wunderlich	5869 Rhodes Rd Kent Oh 44240	\$1,000
Donny Hope Shanan Sells	10468 South St Garrettsville Oh 44231	\$130
Sherry Rose	1768 Elm Dr Kent Oh 44240	\$25
Pat Hutchison	1684 Swartz Rd Mogadore Oh 44260	\$10
Ruth Boshinsky	7201 Salem Tr Ravenna Oh 44266	\$25
Nancy Grant	3712 St Rt 14 Rootstown Oh 44272	\$100
Dona McGuire	10664 St Rt 82 Windham Oh 44288	\$50
Deborah Hall	84 New Hudson Rd Aurora Oh 44202	\$50
David Maxwell	300 N. Lincoln Kent Oh 44240	\$15
Luda Leontieva	1320 Sunset Way Blvd. Kent Oh 44240	\$25
Janice Clark	7039 Hudson Rd Kent Oh 44240	20
Gary & Kelley Labajetta	540 Roosevelt Ave. Kent Oh 44240	\$25
Pamela Gardner	2056 Cisar Dr. Streetsboro Oh 44241	\$25

; 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:

Vicki Kline, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

Director Bragg and Director Kovick attending for clarification on the January 24, 2019 Job and Family Services correspondence concerning the longevity scale, merit-based system, year 2 and 3 increases to 10 non-bargaining unit employees, and COLA increases. Commissioner Clyde has spoken with Director Jeffries and indicated the Board will need additional time to discuss. The Board agreed her request should be returned for further discussion in March.

If departments have wage increases, they should be brought to the Board on a case by case basis.

JOURNAL ENTRY

February 7, 2019

Commissioners

1. The Board of Commissioners acknowledged receipt of the January 23, 2019 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, 2019, as presented by the Portage County Auditor's Office.
2. In accordance to Chapter II of the Requirements of the draw down system procedures manual, the Board of Commissioners signed the Ohio Development Services Agency Authorized Signature Cards for Request for Payment and Status of Funds Report for ICJ as presented by the Regional Planning Commission.
3. In accordance with ORC 311.20, the Board of Commissioners acknowledged receipt of the Portage County Sheriff's Monthly Jail Reports for expenditures and food costs for prisoners for December 2018.
4. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for December 2018, as presented by the Portage County Sheriff's Department.
5. The Board of Commissioners signed the Point & Pay Indemnification Notice for payment processing as presented by Portage County Treasurer Brad Cromes. This Notice has been approved as to form by the Prosecutor's Office.
6. The Board of Commissioners acknowledged receipt of the February 4, 2019 Amended Certificate of Estimated Resources for the year beginning January 1, 2019 as submitted by the Portage County Budget Commission.
7. In accordance with ORC 311.20, the Board of Commissioners acknowledged the receipt of the Portage County Sheriff's Monthly Jail Reports for expenditures and food costs for prisoners for January 2019.

Human Resources

8. The Board of Commissioners approved the revised job description for the Design Technician I position within Portage County Water Resources Department, as presented by Janet Kovick, Human Resources Director.
9. The Board of Commissioners signed the Personnel Action Form authorizing a wage increase for Richard Gano, Safety & Administrative Support Supervisor for Portage County Water Resources due to successfully obtaining the "Train the Trainer" certificate, effective January 28, 2019, presented by Janet Kovick, Human Resources Director.
10. The Board of Commissioners signed the Personnel Action Form authorizing the part-

time, seasonal hire of Karen Dodds as an Apiary Inspector, replacing Tracy Alarcon for Portage County Department of Budget and Finance, as presented by Janet Kovick, Human Resources Director. Anticipated start date is February 19, 2019. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.

External Services

11. The Board of Commissioners signed the correspondence to Frontier MV, LLC, advising that the Portage County Water Resources Department's records indicate Project No. ST-4 18-050-P, Meadow View Subdivision – Phase 8 has been completed, including construction of all sanitary sewer lines, testing, and adjustment of manholes to final grade and restoration. All conditions of the General Sewer and Water Agreement have been met and the project is accepted by Portage County subject to the usual one year guarantee of workmanship and material, as presented by Water Resources Department Director Gene Roberts.
12. The Board of Commissioners approved a Morals Claim for reimbursement to Mr. Joe Repasky, 3931 Sunnybrook Road, (Franklin Township) Kent, Ohio 44240 for a sewer backup on Friday, December 28, 2018 in the amount of \$360.00, for the paid invoice to Allen Drain, as presented by the Water Resources Department Director. Forwarded to the Internal Services Department to prepare the necessary Settlement Agreement.

Department of Budget & Financial Management

13. The Board of Commissioners approved the January 2019 adjustments to the Portage County Water, Portage County Sewer, and Streetsboro Sewer billing accounts as reported on the adjustment reports submitted and reviewed by the Department of Budget and Financial Management.

Motion: by Sabrina Christian-Bennett, seconded by Kathleen Clyde to approve the Journal Entries for February 7, 2019

Roll call vote: Commissioner Christian-Bennett, Yea;
Commissioner Clyde, Yea;
Commissioner Kline, Yea;

Recess: 12:02 PM

Reconvened: 12:59 Commissioner Clyde not in attendance.

12:59 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline that the Board of Commissioners move into executive session to consider the employment, dismissal, promotion, demotion of a public employee, official, licensee, or regulated individual. Also present: Randy Roberts, Building Department and Water Resources Department Director Gene Roberts. Roll call vote: Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea; Kathleen Clyde, Absent;

1:48 PM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline that the Board of Commissioners move out of


executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea; Kathleen Clyde, Absent;

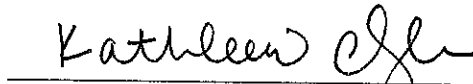
After exiting executive session, the Board took no action.

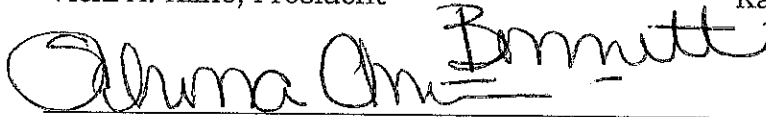
Motion: by Sabrina Christian-Bennett, seconded by Vicki A. Kline to adjourn the Official Meeting of February 7, 2019 at 1:48 PM

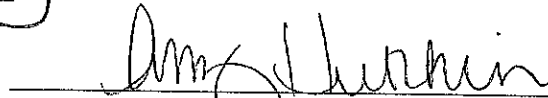
Roll call vote: Commissioner Christian-Bennett, Yea;
Commissioner Kline, Yea;
Commissioner Clyde, Absent;

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of February 7, 2019.


Vicki A. Kline, President


Kathleen Clyde, Vice President


Sabrina Christian-Bennett, Board Member


Amy Hutchinson, Clerk