



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 28, 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.

Recessed to Solid Waste Management District: 9:02 AM

Reconvened: 9:31 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 - #3

Discussion:

1. BOC Table of Organization

The Commissioners' Organization Chart was discussed, and the Board agreed to remove 'Gateway for Outside Services Agency' and added Safety and Risk Management to Internal Services. Director Kovick will make the changes and bring back next week for adoption.

EXTERNAL SERVICES:

Discussion:

1. Shalersville Water Treatment Plant Chemical Improvements, Project No. SH-W (18-010)

The Water Resources Department requests additional funding for the purchase of a new 1550 gallon, HDPE 1.9SG, inner replacement tank used to store

Sodium Hypochlorite at the Shalersville Water Treatment Plant. The cost to cover the tank replacement is \$6,646.00. One of the existing tanks intending to be reused had several stress fractures and is unfit for reuse. This purchase will revise the total contract value to \$84,725.85. Internal Services will prepare the necessary purchase order on behalf of the Department.

9:34 AM In accordance with the Ohio Rev. Code 121.22(G)(2), it was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the Board of Commissioners move into executive session to consider the purchase of property for public purposes. Also present: Water Resources Director Gene Roberts, Human Resources Director Janet Kovick and Attorney David Garnier. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

9:47 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; Maureen T. Frederick, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

DBFM:

Resolutions - #'s 1-9

Journal Entry - #4

Director Bragg received a call from Peter John Hannagan, who stated he continues to receive his water/sewer invoice a month after it's been mailed. Director Bragg suggested he sign up for ACH automatic payment withdrawals (which he did) and the Board agreed to waive the one-time late fee of \$ 19.74./Journal Entry #4.

INTERNAL SERVICES:

Resolutions - #'s 11-14

1. Water Cooler

The Board is satisfied with the trial period and agreed Director Townend should contact Pure Water about permanently installing the unit on the 7th floor. Director Townend will also work with Job and Family Services to switch their units over and will compile a cost savings analysis for the Board. Director Townend will also handle the cancellation of the 7th floors Distillata and Culligan contracts.

9:54 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Kathleen Clyde, seconded by Sabrina Christian-Bennett that the Board of Commissioners move into executive session to consider the employment of a public employee. Also present: Human Resources Director Janet Kovick, Solid Waste Management Director Bill Steiner and Water Resources Director Gene Roberts. Roll call vote: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

10:04 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.

DOG WARDEN

Present: Dave McIntyre and Water Resources Director Gene Roberts

Chief McIntyre met with the Board to provide a quarterly update on the Dog Warden's Office.



Board of Commissioners

Vicki A. Kline, President
Kathleen Clyde, Vice President
Sabrina Christian-Bennett, Board Member

Dave McIntyre
Chief Dog Warden
8120 Infirmary Rd.
Ravenna, Ohio 44266
(330) 297-6924

Highlights 2019 Portage County Dog Wardens Office and Shelter

405 Dogs in the county that were brought into the shelter a 9% Decrease from 2017

- 196 Dogs or 48.4% of dogs Returned to their owner from our shelter in Portage County
- 96 Dogs or 23.7% of dogs Adopted from our Shelter
- 67 Dogs or 16.5% of dogs Rescued from our shelter
- 6 Dogs or 1.4 % of adoptable dogs Transferred to the Animal Protective League
- 9 Dogs or 2.2 % of Dogs Euthanized due to being Sick
- 30 Dogs or 7.4 % of Dogs Euthanized due to being Vicious

We impounded a total of 455 dogs in 2016 a 17% decrease over 2017!!

- ❖ 96 Dogs were surrendered by their owner
- ❖ 68 Reported dog bites. Out of those 6 were Pit mix type dogs or 8.8% breakdown later.
- ❖ 2,473 Complaints came through this office we investigated- this does not include Lost/Found Dogs!

- ✓ F.O.P.- Friends of the pound Volunteer Group helps with:
- ✓ Rabies Clinic's, Fair, Parades, Internet, Adoptions, Walking dogs, Grooming dogs, Farmers markets.
- ✓ Medical transports, Take photos of dogs and post to Facebook.
- ✓ Spay/ Neuter/ Medical fund- We received \$17,000 from the mallers in 2016 (mostly used for spay/ neuter).
- ✓ In the 11 years I have been Dog Warden we have never had to buy Dog Food!!
- ✓ Hire (3) seasonal employees for canvassing. 1 to start April the other 2 to start early May and all to end Sept. 13th, 2019
- ✓ Increase of License tag sales to over 30,564 (2007 total tag sales were 22,000)
- ✓ Our \$15 license fee is still in the bottom of all Ohio counties tag fees. Other counties as high as \$25 per tag
- ✓ Need to fix the dam on the pond for the walking trail (bridge fell in)



Portage County- Dog Warden's Stat Sheet

1990	Total	%
Returned to Owner	275	15%
Adopted	241	13%
Sent to Rescue	0	0%
Euthanized	1371	72%
Impounded	1893	

1998	Total	%
Returned to Owner	344	19%
Adopted	318	18%
Sent to Rescue	0	0%
Euthanized	1137	63%
Impounded	1799	

2006	Total	%
Returned to Owner	249	23%
Adopted	214	20%
Sent to Rescue	226	21%
Euthanized	385	36%
Impounded	1,074	

1991	Total	%
Returned to Owner	265	15%
Adopted	187	11%
Sent to Rescue	0	0%
Euthanized	1260	74%
Impounded	1,712	

1999	Total	%
Returned to Owner	237	15%
Adopted	339	22%
Sent to Rescue	0	0%
Euthanized	961	63%
Impounded	1537	

2007	Total	%
Returned to Owner	227	24%
Adopted	185	19%
Sent to Rescue	244	26%
Euthanized	295	31%
Impounded	951	

1992	Total	%
Returned to Owner	314	16%
Adopted	300	15%
Sent to Rescue	0	0%
Euthanized	1380	69%
Impounded	1994	

2000	Total	%
Returned to Owner	203	14%
Adopted	244	17%
Sent to Rescue	0	0%
Euthanized	986	69%
Impounded	1433	

2008	Total	%
Returned to Owner	231	25%
Adopted	254	28%
Sent to Rescue	227	25%
Euthanized	175	19%
Impounded	919	

1993	Total	%
Returned to Owner	389	20%
Adopted	259	13%
Sent to Rescue	0	0%
Euthanized	1345	67%
Impounded	1993	

2001	Total	%
Returned to Owner	206	15%
Adopted	239	18%
Sent to Rescue	15	1%
Euthanized	897	66%
Impounded	1357	

2009	Total	%
Returned to Owner	220	26%
Adopted	279	33%
Sent to Rescue	212	25%
Euthanized	169	17%
Impounded	970	

1994	Total	%
Returned to Owner	385	18%
Adopted	286	14%
Sent to Rescue	0	0%
Euthanized	1428	68%
Impounded	2099	

2002	Total	%
Returned to Owner	261	22%
Adopted	376	32%
Sent to Rescue	0	0%
Euthanized	535	46%
Impounded	1,177	

2010	Total	%
Returned to Owner	188	27.4%
Adopted	229	33.5%
Sent to Rescue	206	30%
Euthanized	61	8.9%
Impounded	684	

1995	Total	%
Returned to Owner	389	20%
Adopted	325	16%
Sent to Rescue	0	0%
Euthanized	1268	64%
Impounded	1982	

2003	Total	%
Returned to Owner	226	21%
Adopted	282	27%
Sent to Rescue	122	12%
Euthanized	425	40%
Impounded	1,055	

2011	Total	%
Returned to Owner	287	36.0%
Adopted	294	36.0%
Sent to Rescue	172	21%
Euthanized	65	8%
Impounded	837	

1996	Total	%
Returned to Owner	373	22%
Adopted	268	16%
Sent to Rescue	0	0%
Euthanized	1,077	63%
Impounded	1,718	

2004	Total	%
Returned to Owner	225	17%
Adopted	335	27%
Sent to Rescue	142	10%
Euthanized	573	46%
Impounded	1,165	

2012	Total	%
Returned to Owner	272	35.5%
Adopted	221	28.9%
Sent to Rescue	205	26.8%
Euthanized	68	9%
Impounded	766	

1997	Total	%
Returned to Owner	319	19%
Adopted	237	14%
Sent to Rescue	0	0%
Euthanized	1088	66%
Impounded	1644	

2005	Total	%
Returned to Owner	275	23%
Adopted	252	21%
Sent to Rescue	118	1%
Euthanized	560	46%
Impounded	1,205	

2013	Total	%
Returned to Owner	267	38%
Adopted	190	27%
Sent to Rescue	168	24%
Euthanized	77	10.9%
Impounded	702	

* %'s above do not include Pit Bulls or owner surrender dogs to be euthanized

** 19 dogs still in kennel impounded no disposition as of yet in 2013

2014	Total	%
Returned to Owner	285	38.7%
Adopted	173	25.3%
Sent to Rescue	168	24.6%
Euthanized	78	11.4%
Impounded	684	

2015	Total	%
Returned to Owner	216	39.3%
Adopted	138	25.1%
Sent to Rescue	124	22.5%
Euthanized	72	13.0%
Impounded	550	

2016	Total	%
Returned to Owner	198	41.8%
Adopted	121	25.5%
Sent to Rescue	109	23.0%
Euthanized	46	9.7%
Impounded	474	

2017	Total	%
Returned to Owner	203	45.8%
Adopted	103	23.2%
Sent to Rescue	63	14.2%
Euthanized	52	11.7%
Impounded	443	

2018	Total	%
Returned to Owner	196	48.4%
Adopted	96	23.7%
Sent to Rescue	67	16.5%
Euthanized	39	9.6%
Impounded	405	

2019	Total	%
Returned to Owner		
Adopted		
Sent to Rescue		
Euthanized		
Impounded		

2020	Total	%
Returned to Owner		
Adopted		
Sent to Rescue		
Euthanized		
Impounded		

2021	Total	%
Returned to Owner		
Adopted		
Sent to Rescue		
Euthanized		
Impounded		

The Department will be hiring three additional season canvassers, one in April and two in May.

The Dog Warden's office has a pond that needs repaired. The dog walkers are unable to use the trails because the water has eroded the banks and the bridge is no longer there. Chief McIntyre has reached out to the County Engineer, but the office cannot assist because the locations of the ponds is off the public road right of way, but Water Resources Department can. The Board is pleased to hear about the collaboration and Chief McIntyre will work with Director Roberts to coordinate the renovation.

Chief McIntyre asked if in his absence, that Director Townend could sign his payroll and the Board concurred.

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WOMEN, INFANTS AND CHILDREN (WIC)

Present: Director Amy Cooper and Human Resources Director Janet Kovick

The Board discussed the future of WIC Program and the WIC Lisbon facility now that the FY2020 competitive 3-year grant application is slated to be released in early April 2019. The Ohio Department of Health will award the grant to the best applicant and the Portage County Combined General Health District has made application to become the recipient of the grant.

10:26 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 to consider the employment of a public employee. Also present: Director Amy Cooper and Human Resources Director Janet Kovick. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

10:58 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.

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COMMISSIONERS:

Discussion:

1. Does Board of Commissioners wish to re-appoint, interview, and BCI check for David Gynn to the PARTA Board?/The Board agreed to hold to see if additional applications are received as his term doesn't begin until July 1, 2019.

The Board discussed Board appointments, background checks and the most recent advertisements for openings and agreed it would discuss further on Tuesday.

2. Tuesday Discussion item – WIC Lisbon building and Board member process. Commissioner Christian-Bennett will contact both Director Bragg and Director Townend to prepare information for Tuesday's meeting.

JOB AND FAMILY SERVICES

Present: Kellijo Jeffries, Kaleigh Wallace, and Darlene Baad

Director Kelly introduced the new Children Services Administrator Darlene Baad to the Board.

1. Data Report

Director Jeffries discussed the Job and Family Services Data Report for December 2018 and January 2019

2.

Portage County JFS Monthly Data Report
December 2018/January 2019

Public Assistance

OWF – Cash Assistance	December 2018	January 2019
Number of Individuals on OWF	776	766
Amount Issued	\$162,607.00	\$163,015.00

Food Assistance	December 2018	January 2019
Individuals	13,438	13,550
Amount Issued	\$1,546,343.00	\$1,679,821.00

Medicaid	December 2018	January 2019
MAGI Adult Expansion	7,232	n/a
Non-MAGI Adult	6,528	n/a
Family Medicaid	16,474	n/a
Total Medicaid Recipients	29,232	n/a
Total Amount of received Medicaid Services	n/a	n/a

Child Care	December 2018	January 2019
Children	753	729

Public Funds Used	\$350,718.80	\$266,996.49
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NET Transportation	December 2018	January 2019
Total NET Transportation Related Calls Received	122	176
Total Amount of Emerald Trips	111	134
Total Amount of PARTA Trips	181	202
Total Amount of Gas Card Trips	302	296
Total Amount of Ticket Trips	0	0

Intake Appts	December 2018	January 2019
Total	3 (Walk-in) 10 (By Phone)	6 (Walk-in) 604 (By Phone)

Customer Service Center	December 2018	January 2019
Total Calls Received	3,194	2,568
Total Clients Seen	920	1,578

State Hearings	December 2018	January 2019
Hearing Completed	13	11
Hearings Withdrawn	20	28

Benefit Recovery	December 2018	January 2019
Total Amount Calculated	\$20,065.00	\$37,864.00
Total Amount Collected (fiscal-cash, TOP/Benefit Reduction and Incentives)	\$15,166.00	\$17,205.22

Ohio Means JOBS / WIOA/ Work Experience Program

	December 2018	January 2019
First Time OMJ Center Customers	39	40
Total OMJ Center Customers	229	287
Total Size of WIOA A&DW Caseload	108	90
Total Services Provided to OMJ Center Customers	557	583
Number of Active ITA's	7	16
WIOA Orientation Sessions Held	"Held every Monday"	3 sessions held
Total Number of customers receiving unemployment	122	185
Referrals to Unemployment	0	0
Referrals to OOD	0	0
Veteran Job Placements	0	n/a
WIOA Customers Reported Employment	1	2
Total number of Business Services Provided	56	163
Total Number of Job Orders Posted	30	95
Total Number of Hiring Events/Job Fairs/Career Fairs (Events)	3	2
Total Number of Hiring Event Attendees	21	3

Work Experience Programs (JOBS), CCMEP, and Supportive Services	December 2018	January 2019
ABAWD Job Placements	3	4
OWF Job Placements	1	4
Job Club Job Placements	3	0
Total Number of OWF Participants- All Family	48	n/a
Total Number of OWF Participants-2 Parent	4	n/a
All Family Participation Rate (50%)	Not available at this time	n/a
2-Parent Participation Rate (90%)	Not available at this time	n/a
ABAWD Participants	94	96
ABAWD Participation Rate	88%	80%
Number of Work Experience Sites (WEP)	37	33
Number of Active WEP Participants	76	73
New WEP Site Contracts	0	0
Job Club Participants (AKA Work Readiness Workshop Participants)	15	11
CCMEP Job Placements	2	1
Number of CCMEP Youth In Pre-Enrollment Services (used to be Referrals)	26	23

Number of CCMEP Youth In Framework Design Services	9	5
Number of CCMEP Youth Enrolled In Services	225	220
CCMEP Youth Total (Includes Pre Enrollment/Framework Design/Services)	260	248
CCMEP In-School Youth Total	137	135
CCMEP Out-of-School Youth Total	88	86
Total number of CCMEP Services	330	356
Number of Participants in Supportive Employment Program	2	2
PRC Applications Received	48	n/a

Children Services

	December 2018	January 2019
New Cases Assigned	97	124
Ongoing Cases	221	262
Adoption Cases	14	16
Adoptions Finalized	1	0
Children Leaving Custody	27	25
Children Entered Custody	14	21
Total Children In Custody	218	234
APS Cases Assigned	16	11
Family Team Meetings Held	75	78

Children in Kinship Care/Relative Care	85	81
Children placed in Agency Foster Homes	43	54
Children placed in Residential Treatment	15	11
Children Placed in Group Homes or Therapeutic Foster Homes	46	36

Child Support

	December 2018	January 2019
Total Calls Received by Customer Service	1,414	1,514
Total Clients Seen in Customer Service	406	374
Total CSEA Responses to Web Portal Inquiries	276	324
Number of Individuals Enrolled In Passages Program (applications approved for the month)	1	5
Number of Enrolled Individuals that secured employment	2	3
Passages: Currently employed: Made less than 6 months of payments	12	9
Passages: Currently employed who have made 6 months or more of consistent payments	0	1
Passages: Monthly Collections	\$4,123.79	\$2,883.57
Cases where Paternity was Established	38	38
Modified Child Support Cases	18	13
Total Number of Active Cases	9,296	9,193
Total Amount of Child Support that was disbursed	\$1,878,097.93	\$1,831,322.09

Human Resources

	December 2018	January 2019
Total Number of Employees	193	194
Number of New Hires	2	3
Number of Promotions		
Number of Resignations/Retire/Rescinds	2	1
Number of Job Postings	1	3

IT

	December 2018	January 2019
Helpdesk tickets closed	261	264

Community Outreach and Public Relations

December 2018

- PCJFS participated in the first annual Jolly Jamboree hosted by OhioCAN on Saturday, December 8th.
- Kinship and foster families were invited to the annual Kinship/Foster holiday party at the 11th frame bowling ally on Sunday, December 9.
- Warm Hands Warm Hearts invited community members in need of coats, mittens, gloves, hats and scarves to on Saturday, December 15th.
- Interviews were completed and the Portage Prosper video was finalized.
- Presents for Presents for Kids 2018 were due on Tuesday, December 4th.
- Donations were picked up from various community agencies for Presents for Kids during the week of December 3rd.
- The PCJFS Community Resource Guide was updated.
- Planning for the pajama drive began.

January 2019

- On Thursday, January 10, OhioMeansJobs held a Lunch and Press meeting to discuss future plans for continuation of the 2019 Manufacturing Internship pilot
- Began planning for the following events:
 - BeAHero4Kids- Friday, April 5 and Saturday, April 6
 - Family Fun Day- Saturday, April 13
 - Bring Your Child to Work Day- Thursday, April 25
 - OMJ Career Connections Event- Wednesday, May 8
 - Pathways to your Independence Event- Friday, May 24
 - Senior Forum- Wednesday, June 26

2. Proposed Contract Amendment IV D

The Portage County Child Support Division has had a historic contract with the Prosecutor's Office to provide investigative support to the Child Support Division. The contract for the period of July 1, 2017 through June 30, 2018 covered salaries of one and one-half employees with benefits and administrative costs for a total of \$133,877.33. When the part-time employee left employment, the contract was reduced to \$105,506.47 for the period of July 1, 2018 through June 30, 2019, covering the salary, benefits and administrative costs for one employee, the current investigator.

On February 6, 2019, Prosecutor Vigluicci contacted Job and Family Services and noted the current investigator has been extremely busy with an ever-increasing case load and asked that the contract be increased to include a second investigator. If the contract is amended, it would increase the contract from \$105,506.47 to \$213,883.20, and it would increase the County's contribution from \$35,872 to approximately \$72,720.28.

The Board agreed it will refer the request to Director Bragg for further discussion on Thursday, March 7, 2019 and the Board will report back to Director Jeffries.

3. Upcoming Events:

- 5th Annual Senior Forum, Wednesday, June 26, 2019, 9:00 AM-1:00 PM, Maplewood Career Center.
- Be A Hero 4 Kids event, Friday, April 5, 2019, 4:00 PM-9:00 PM and Saturday, April 6, 2019, 12:00 Noon-5:00 PM, Ravenna 7 Movie Theater.
- Career Connections Expo, Wednesday, May 8, 2019, 9:30 AM-1:00 PM, The NEW Center at NEOMED.

4. Bake Sale

Job and Family Services would like to have a bake sale on Thursday, March 14, 2019 and a second sale on Thursday, June 13, 2019, to support the upcoming Children Services Levy Campaign. The sale will be held in the Portage County Administration Building 1st floor lobby area and the Board agreed.

Director Jeffries mentioned an invitation to Senator Eklund, Representative Sarah LaTourette and Representative Randi Clites will be sent explaining Job and Family Services is 15th in the nation for child welfare funding. Once the meeting has been scheduled, an invitation will be sent to the Board.

11:29 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 to consider compensation of a public employee. Also present: Director Kellijo Jeffries, Human Resources Director Janet Kovick and Department of Budget & Financial Management Director Todd Bragg. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

12:59 PM 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.

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COMMISSIONERS' CONSENT AGENDA

February 28, 2019

1. Approval of the February 21, 2019 regular meeting minutes.

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RESOLUTIONS

February 28, 2019

Budget & Financial Management:

1. Approve the Thursday, February 28, 2019 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./19-0138
2. Approve the Thursday, February 28, 2019 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. /19-0139
3. Approve the Tuesday, March 5, 2019 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./19-0140
4. Approve the Tuesday, March 5, 2019 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./19-0141
5. Approve the Tuesday, March 5, 2019 Then & Now Certification, as presented by the County Auditor./19-0142
6. Entering into contract with the Portage County Regional Planning Commission for administration of the 2018 CDBG Community Development Grant Program Funds for the Village of Windham./19-0143
7. Amendment to the General Fund 2019 Annual Appropriation Resolution No. 18-0924, adopted December 13, 2018./19-0144
8. Amendment to the Non-General Fund 2019 Annual Appropriation Resolution No. 18-0923, adopted December 13, 2018./19-0145
9. Closing of Fund 4242 Liberty St. Bridge and 4240 Center Rd. Imp./19-0146

Job and Family Services

10. Transfer from Fund 1414, Child Support Administration, to 1410 Public Assistance Fund./19-0147

Internal Services

11. Enter into an agreement with the Ohio Department of Development for revolving loan fund administration./19-0148

- Motion:** by Sabrina Christian-Bennett, seconded by Kathleen Clyde to approve the Consent Agenda for February 28, 2019

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

RESOLUTION NO. 19-0139 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:

02/28/19	876	\$ 27,227.20
02/28/19	877	170.96
02/28/19	878	60,855.15
02/28/19	879	10,270.75
02/28/19	880	3,702.57

02/28/19	881	108,649.18
02/28/19	882	76.00
02/28/19	931	11,129.20
02/28/19	932	6,627.47
Total		\$ 228,708.48

; 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. 19-0140 - 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 March 5, 2019 in the total payment amount of **\$503,690.01** 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. 19-0141 - 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:

03/05/19	37	\$ 978.59
03/05/19	38	7.46
03/05/19	39	14,405.14
Total		\$ 15,391.19

; 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. 19-0142 - 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 **\$223,161.16** as set forth in Exhibit "A" dated **March 5, 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. 19-0143 - RE: ENTERING INTO CONTRACT WITH THE
PORTAGE COUNTY REGIONAL PLANNING
COMMISSION FOR ADMINISTRATION OF
THE 2018 CDBG COMMUNITY
DEVELOPMENT GRANT PROGRAM FUNDS
FOR THE VILLAGE OF WINDHAM**

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

WHEREAS: Portage County has received 2018 CDBG Critical Infrastructure Grant Program Funds for the Village of Windham; and

WHEREAS: Portage County desires to contract with the Portage County Regional Planning Commission to administer and implement this grant, now therefore be it;

RESOLVED: that the Portage County Board of Commissioners desires to enter into contract with Portage County Regional Planning Commission to provide such services in the amount of \$20,000.00 to provide grant application preparation, administration as allowed in the 2018 CDBG Critical Infrastructure Grant Program; and be it further

RESOLVED: that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken

in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in 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. 19-0144

**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

		<i>Increase</i>	<i>Decrease</i>
Fund: 0002	General Fund 5739.026		
012	Central Purchasing Services		
20124	GF Int Svcs 5739.026 CS	1,500,000	-
20126	GF 5739.026 CO	0	1,558,800
	MEMO TOTAL	<u>\$ 1,500,000</u>	<u>\$ 1,558,800</u>
Note: Transfer to architect services			
590	Adult Probation		
25904	GF Adult Prob CS	58,800	-
	MEMO TOTAL	<u>\$ 58,800</u>	<u>\$ -</u>
Note:			
	TOTAL MEMO BALANCE ALL AMENDMENTS	<u>\$ 1,558,800</u>	<u>\$ 1,558,800</u>

Increase

Decrease

; and be it further

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

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

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

Roll call as Follows:

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

RESOLUTION NO. 19-0145

**RE: AMENDMENT TO THE NON GENERAL FUND 2019 ANNUAL APPROPRIATION
RESOLUTION NO. 18-0923 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 Non General Fund 2018 Annual Appropriation, from the unappropriated, certified fund balance in the amounts and for the purposes set forth in the enumeration shown below as reviewed and recommended by the Director of Budget & Financial Management:

		<i>Increase</i>	<i>Decrease</i>
Fund: 1014	Common Pleas Tech Spec Proj		
530	Common Pleas Court		
10145	Common Pleas Tech Spec Proj MS	-	10,000
10146	Common Pleas Tech Spec Proj CO	10,000	-
	MEMO TOTAL	<u>\$ 10,000</u>	<u>\$ 10,000</u>

Note:

Fund: 1103	Drug Abuse Resistance Educatio		
700	Sheriff's Department		
11033	DARE Program Salary&Fringes	-	17,522
11034	Sheriff-DARE Program CS	17,522	-
	MEMO TOTAL	<u>\$ 17,522</u>	<u>\$ 17,522</u>

Note: Trf \$ to return grant

Fund: 1107	Byrne Justice Grant (JAG)		
700	Sheriff's Department		
11076	Byrne Justice Grant (JAG) CO	19,530	-
	MEMO TOTAL	<u>\$ 19,530</u>	<u>\$ -</u>

Note: Final approp needed for

Fund: 1149	Felony Delinque Care & Custody		
570	Juvenile Court		
11494	Juv Feny Delnq Care CS	2,000	-
	MEMO TOTAL	<u>\$ 2,000</u>	<u>\$ -</u>

Note: cover expenses to end

		<i>Increase</i>	<i>Decrease</i>
Fund: 1210	Safety Studies		
800	Engineer's Department		
12104	Safety Studies CS	38,714	-
	MEMO TOTAL	<u>\$ 38,714</u>	<u>\$ -</u>

Note: TO BOOK ODOT

Fund: 1390	Women Infants And Children		
053	Women, Infants & Children		
13905	Women Infants & Children MS	20,000	-
	MEMO TOTAL	<u>\$ 20,000</u>	<u>\$ -</u>

Note:

Fund: 4238	Tallmadge Rd Corridor Improv		
800	Engineer's Department		
42384	Tallmadge Rd Corridor Imprv CS	300,000	-
	MEMO TOTAL	<u>\$ 300,000</u>	<u>\$ -</u>

Note: TO BOOK ODOT

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

Note:

Fund: 4247	Lakewood/Menough Resurface		
800	Engineer's Department		
42476	Lakewood/Menough Resurface CO	247,364	-
	MEMO TOTAL	<u>\$ 247,364</u>	<u>\$ -</u>

Note:

		<i>Increase</i>	<i>Decrease</i>
Fund: 4248	Infirmary Rd Resurfacing		
800	Engineer's Department		
42484	Infirmary Rd Resurface CS	14,000	-
42486	Infirmary Rd Resurface CO	791,000	-
	MEMO TOTAL	<u>\$ 805,000</u>	<u>\$ -</u>

Note:

Fund: 7002	Central Vehicle Maintenance		
011	Budget & Financial Management		
70024	Vehicle Maint CS	225,000	-
70025	Vehicle Maint MS	175,000	-
	MEMO TOTAL	<u>\$ 400,000</u>	<u>\$ -</u>

Note:

TOTAL MEMO BALANCE FOR ALL FUNDS	<u>\$ 1,864,414</u>	<u>\$ 27,522</u>
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Increase

Decrease

; and be it further

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

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

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

Roll call as Follows:

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

RESOLUTION NO. 19-0146 - RE: CLOSING OF FUND 4242 LIBERTY ST. BRIDGE, AND 4240 CENTER RD. IMP.

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

WHEREAS, fiscal activity has ceased in Funds 4242 AND 4240, all payments have been made and the Treasurer's Cash Balance for each is \$0.00; now therefore be it

RESOLVED, that Funds 4242 Liberty St. Bridge, and 4240 Center Road Improvement project, are 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. 19-0147 - RE: TRANSFER FROM FUND 1414, CHILD
SUPPORT ADMINISTRATION, TO 1410
PUBLIC ASSISTANCE FUND**

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde 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 \$18,858.01 for the month of January 2019 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

\$18,858.01

TO:

FUND 1410, PUBLIC ASSISTANCE
ORGCODE - 14100512
Revenue Account
Object: 282000 - JFS - Shared
Project 5SHAR
; and be it further

\$18,858.01

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 A. Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0148 - RE: ENTER INTO AN AGREEMENT WITH THE
OHIO DEPARTMENT OF DEVELOPMENT**

**FOR REVOLVING LOAN FUND
ADMINISTRATION.**

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

WHEREAS, the Ohio Department of Development through its Office of Community Partnerships (OCD) administers the federal Community Development Block Grant (CDBG) Program and the HOME Investment Partnerships program for the State of Ohio; and

WHEREAS, the Portage County Board of Commissioners has been determined to be an eligible recipient of CDBG and/or HOME funds; and

WHEREAS, the Portage County Board of Commissioners has been awarded CDBG and/or HOME funds from the Ohio Department of Development for use to finance eligible activities that may generate program income; and

WHEREAS, the Ohio Department of Development has permitted the establishment of Housing Revolving Loan Funds within local political subdivisions to meet the primary goals of improving the affordable housing stock and providing for the affordable housing needs of low and moderate income persons in designated areas of the Housing Revolving Loan Fund; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into an Agreement between the Board and the Ohio Department of Development for Revolving Loan Fund Administration for the period beginning January 1, 2019 and ending December 31, 2021; 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. 19-0149

**RE: ENTER INTO AN AGREEMENT BETWEEN
THE BOARD OF COMMISSIONERS AND
FAMILY & COMMUNITY SERVICES OF
PORTAGE COUNTY, INC. FOR ANGER
MANAGEMENT & DOMESTIC VIOLENCE
GROUP COUNSELING SERVICES AT THE
PORTAGE COUNTY JUSTICE CENTER.**

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

- WHEREAS,** Portage County desires to provide professional anger management & domestic violence group counseling service programs for all detainees within its physical control; and
- WHEREAS,** the objective of Portage County is to provide for the overall well-being by providing access to group counseling services; and
- WHEREAS,** Portage County desires to enter into an agreement with Family & Community Services of Portage County Inc., to achieve these objectives; and
- WHEREAS,** Family & Community Services of Portage County, Inc., is in the business of providing group counseling services, and desires to provide such services for the County; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into an Agreement between the Board and Family & Community Services of Portage County, Inc. for a period of two (2) years beginning on January 1, 2019 and ending on December 31, 2020, in an amount of \$168.00 per each session (anger management & domestic violence) per week not to exceed \$17,472.00 per year; 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. 19-0150 - RE: APPROVE SPECIFICATIONS AND SET DATE FOR THE WEST HIGHLAND AVENUE PAVEMENT REPLACEMENT PROJECT, RAVENNA, OHIO

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

- RESOLVED,** that the bid specifications, for receiving bids for the labor and materials to complete 2,075 square yards of 7" concrete roadway replacement and associated work items along West Highland from Franklin Street to Diamond Street, Ravenna, Ohio be approved; and be it further

RESOLVED, that sealed bids, therefore, will be accepted by the Director of the Portage County Office of Internal Services, 1st floor, Room 114, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until 2:30 p.m., April 3, 2019 and will be publicly opened and read aloud in Room 134 on the 1st Floor of the County Administration Building; and be it further

RESOLVED, that the notice of receiving bids shall be published in the Record Courier on March 10, 2019 and the County's website and a copy thereof be posted on the bulletin board of the Board 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. 19-0151 - RE: DECLARE OBSOLETE AND AUTHORIZE SALE OF EQUIPMENT BY PUBLIC AUCTION.

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

WHEREAS, the Portage County Board of Commissioners has equipment and vehicles that are obsolete and unfit for the use for which it was acquired; now therefore be it

RESOLVED, that the Board of Portage County Commissioners has determined that the items described below are obsolete and unfit for the use for which said item was acquired:

Item

2005 Ford Crown Victoria	VIN 2FAFP71W05X102933
2008 Ford Crown Victoria	VIN 2FAFP71V08X100739
2013 Ford Taurus	VIN 1FAHP2M84DG143045
2010 Ford Crown Victoria	VIN 2FABP7BVXAX129796
2009 Ford Crown Victoria	VIN 2FAHP71V39X128156

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

RESOLVED, that Notice of Public Auction shall be posted in the office of the Portage County Commissioners, the County's website and a Notice of Public Auction shall be published in the Record Courier on June 1, 2018.

Date of Auction: Saturday - March 16, 2019

Time of Auction: 9:30 A.M.
Location: Edinburg Auction Sales, Inc.
 4029 State Route 14
 Edinburg, Ohio

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

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

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

Roll call vote as follows:

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

JOURNAL ENTRY

February 28, 2019

Commissioners

1. The Board of Commissioners authorized Commissioner Kline, President of the Board, to sign the State of Ohio Office of Community Development Request for Payment and Status of Funds Report Draw No. 1, as presented by the Regional Planning Commission as follows:

Grant No.	Activity Name	Activity No.	Amt Requested
B-X-18-1CJ-1	Administration	1	\$2,500.00
Total			\$2,500.00

2. The Board of Commissioners acknowledged receipt of the February 25, 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.

Human Resources

3. The Board of Commissioners signed the Personnel Requisition authorizing the seven-day internal posting of the full-time permanent Collection Systems Operator, new position, for Portage County Water Resources with external posting if no internal appointment is made, presented by Janet Kovick, Human Resources Director.

Department of Budget & Financial Management

4. The Board of Commissioners agreed to waive the water/sewer late fee in the amount of

\$19.74 for Peter John Hannagan, 2212 Dorchester Drive, Kent, OH 44240, as presented by Budget and Financial Management Director Bragg.

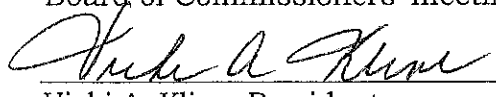
Motion: by Sabrina Christian-Bennett, seconded by Kathleen Clyde to approve the Journal Entries for February 28, 2019

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

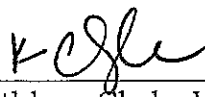
Motion: by Sabrina Christian-Bennett, seconded by Kathleen Clyde to adjourn the Official Meeting of February 28, 2019 at 1:00 PM

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

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



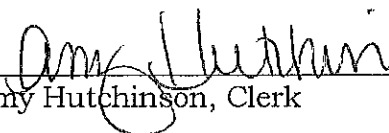
Vicki A. Kline, President



Kathleen Clyde, Vice President



Sabrina Christian-Bennett, Board Member



Amy Hutchinson, Clerk