

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

0060

Tuesday, March 26, 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
Sabrina Christian-Bennett	Vice President	Present
Kathleen Clyde	Board Member	Attending 9:01 AM

Also attending throughout the day Internal Services Director JoAnn Townend, Department of Budget and Financial Management Director Todd Bragg, Solid Waste Management Director Bill Steiner, and Water Resources Director Gene Roberts

Commissioner Kline was able to contact Sheriff Doak, who was under the impression when a vehicle is sent to a vendor for service, they automatically do whatever is needed to that vehicle. Commissioner Kline explained to him that he does have a say in what is done to the vehicle and if a vendor makes suggestions on what is needed, it is still ultimately up to the Sheriff. Director Townend also mentioned if a department wants to know the cost of a repair ahead of time, the vendor will call with the requested information.

DISCUSSION

1. Vehicle Use Policy

Commissioners' suggested changes to the policy:

- Page 2, A6 Regulations – Tobacco Products: The Board agreed to add verbiage that prohibits vaping products in all County owned or leased vehicles.
- Page 3, A11 Regulations – Motorcycles: Commissioner Christian-Bennett suggests Director Townend contact Human Resources Department Director Janet Kovick to send a reminder to employees noting the Commissioners prohibit the use of motorcycles when traveling on County business.
- Page 6, F8 Regulations - Parking, Moving Violations, and Other Fines: The policy reads '...fines received during the operation of a County vehicle are the responsibility of the operator,' but the Board has made an exception recently and authorized Job and Family Services to pay for an EZ pass/toll error made by an employee picking up a youth.

Director Bragg mentioned the policy includes the new telematics units (Page 3, A12 Regulations), which are GPS tracking units for vehicles.

Director Townend will make the adjustments and present a resolution for the next consent agenda.

2. Credit Card

The Enterprise credit card for fuel is referred to in the Vehicle Use Policy under the Fueling Vehicle (Page 4, C 1-2). The credit card policy presented today is for the bank card the County holds for travel expenses.

The Vehicle Use Policy states each office/department assigned a vehicle(s) will be provided a fuel card(s) and a Driver ID PIN number that enables an employee to purchase fuel at any retailer participating in the Wright Express (WEX) program. This system will provide specific details on fuel consumption for chargeback to departments. The fuel card is only designed for the purchase of gasoline and car washes for County vehicles.

The credit card policy for travel has been updated based on the newest version of the Ohio Revised Code and Best Practices. The Board approved the policy and Director Townend will prepare a draft resolution for Board consideration.

3. Amend Resolution No. 18-0137, Appointments to Various Public Boards (Procedure)

Director Townend contacted 18 counties having similar population and only one performs background checks, but only on employees, not for Boards and Commissions. Fairfield County has a stipulation when grant funding is involved with a Board, a background check is put back on the receiving Board to perform.

The Board agreed to remove background checks for Board appointments, and agreed interviews are optional, but applications are required.

Director Townend will add a draft resolution to the next Consent Agenda.

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There hasn't been any discussion about extending radios to the new POD area, so Director Townend will have a study performed to see what's involved, and she will report back once additional information has been received. The Sheriff wants MARCs radios, to keep everyone connected to the same frequency.

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Water Resources Department Director Gene Roberts presented a March 18, 2019 correspondence from John Trew, Village of Mantua, noting the Village has received the County's inquiry on the issue of land ownership and Council and the Administration will evaluate all proposals and exceptions as noted in the Request for Proposal/Request for Qualifications document. Director Roberts explained the Department is proceeding as if the County will be taking ownership.

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9:41 AM In accordance with the Ohio Revised 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:

Board of Commissioners only. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

9:52 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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9:53 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 employment of a public employee. Also present: Water Resources Department Director Gene Roberts, Human Resources Department Director Janet Kovick, and Solid Waste Management District Director Bill Steiner. Roll call vote: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

10:15 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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10:16 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 discuss compensation of a public employee. Also present: Human Resources Department Director Janet Kovick. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

10:39 AM Upon conclusion of the above referenced discussion, it was moved by Kathleen Clyde, seconded by Sabrina Christian-Bennett that the Board of Commissioners move out of executive session. Roll call vote: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

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10:40 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 discuss employment of a public employee. Also present: Board of Commissioners only. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

11:43 AM Commissioner Kline left the meeting.

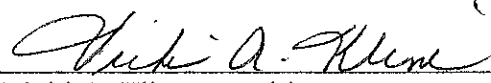
11:43 AM Upon conclusion of the above referenced discussion, it was moved by Kathleen Clyde, seconded by Sabrina Christian-Bennett that the Board of Commissioners move out of executive session. Roll call vote: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Absent;

After exiting executive session, the Board took no action.

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Motion: by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the Board adjourn the Meeting of March 26, 2019 at 11:43 AM.

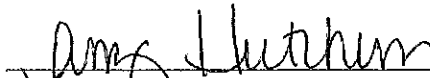
Roll call vote: Commissioner Christian-Bennett, Yea;
Commissioner Clyde, Yea;
Commissioner Kline, Absent;

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of March 26, 2019.


Vicki A. Kline, President


Kathleen Clyde, Vice President


Sabrina Christian-Bennett, Board Member


Amy Hutchinson, Clerk