



# Portage County Board of Commissioners

Regular Meeting

~ Minutes ~

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

Amy Hutchinson, Clerk  
330-297-3600

Thursday, March 1, 2018

9:01 AM

Commissioners' Board Room

*The Commissioners' meeting minutes are summarized; there is an audio recording available.  
Please contact the Commissioners' Office for specific details.*

The Portage County Board of Commissioners' meeting came to order with the following members present:

Attendee Name	Title	Status
Vicki A. Kline	President	Present
Sabrina Christian-Bennett	Vice President	Present
Mike Kerrigan	Board Member	Present

Also attending throughout the day Record Courier Reporter Matt Merchant.

Recessed to Solid Waste Management District: 9:01 AM

Reconvened: 9:02 AM

## **ADMIN TEAM**

Present: Human Resources Director Janet Kovick, Water Resources Director Gene Roberts, Department of Budget and Financial Management Director Todd Bragg, Internal Services Director JoAnn Townend and Susan Monegan

## **EXTERNAL SERVICES:**

Resolution(s) - # 15

Journal Entry - # 6

## **HUMAN RESOURCES:**

Journal Entries - # 4 & 5

## **DBFM:**

Resolution(s) - #'s 1 to 8

## **Discussion:**

1. 2018 Brimfield Chamber of Commerce Invoice: The Board agreed to pay the invoice for 2018 Membership \$100.00.
2. Budget Meetings: Director Bragg has started budget meetings and the list is growing for additional appointments.

3. Work Assignments/Work Flow: Director Bragg suggests the Board revisit projects assigned to the Admin Team and the Board agreed to discuss further on Tuesday.
4. Freedom Secondary Rail Tax Bill: The agreement with Akron Barberton Cluster (ABC) never specified who should pay the taxes because the parcels were tax exempt for twenty years. The County has paid the taxes for the past two years, but Wheeling Lake Erie, who oversees the ABC, continues to receive the tax bill because Akron Barberton Cluster is listed as owner. The Board agreed either Director Townend or Director Bragg will contact the Akron Barberton Cluster to advise them to contact the Portage County Treasurer's Office to change the mailing address of the tax bill so they come directly to Portage County for payment. The property is no longer tax exempt because it is only allowed two ten year tax exemptions.

The ABC contract has expired and they are interested in renewing, but everything will need to be reviewed (ie. operating fees, cart fee, taxes, etc). Director Townend advised the contract has been sent to the Prosecutor's Office for review.

Mr. Harner, owner of the former General Electric facility in Ravenna, is interested in a small section of railroad and not the entire seven miles the County owns, but the Board will need to know how much of the railroad is going to be used in order to estimate the proper fees. Mr. Harner would like to have his agreement with the County sooner than later, but the County cannot enter into an agreement with Mr. Harner until it has an agreement in place with ABC.

Director Bragg reminded the Board if the County is going to own the railroad long term, it must come to the reality of what it takes to maintain it (road, crossings, culverts, taxes, etc). The County receives \$800 per year from the billboard and the taxes are \$4,500 per year and currently only one business (Smurfit Stone) uses the railroad and they are not paying anything towards use of the railroad.

There is also a bike trail that runs beside the railroad and if the Board decides to run traffic on the railroad, it will need to make some type of provision for the safety of those on the trail.

If the Board abandons the railroad, it still is responsible for the ties, rails, everything. There is a \$300,000 salvage value estimated on the steel and the ties, but it would cost about \$500,000 for the removal.

Director Bragg believes the Board should start the process with an inventory of infrastructure so it can determine what the costs are. Director Bragg will prepare an analysis on what the Board has spent over the past ten years on crossings and culverts for Tuesday's discussion and Director Townend will invite Mr. Harner back to discuss. In the meantime, Director Townend will also reach out to ABC railroad to schedule a time for the Board to tour the seven mile area of railroad and will request a report showing rail usage. Director Roberts suggests asking the County Engineer for rail maps that would show storm

water running underneath the area and would provide some idea of what the Board is responsible for and Director Bragg mentioned ABC may have something as well.

### **INTERNAL SERVICES:**

Resolution(s) - #'s 9 to 14

### **Discussion:**

1. April 5, 2018 Leadership: Since the Board will be attending the Leadership Meeting on Thursday, April 5, 2018, it will cancel the regularly scheduled meeting, but will still hold session on Tuesday, April 3, 2018. Clerk to send advertisement to the Record Courier.
2. Regional Planning Commission move: The Regional Planning Commission would like something in writing from the Board as to what the County is willing to offer them in terms of space and utilities at the Portage County Administration Building, if they decide to move here. They are also planning on contacting Spaulding/Emig to do an appraisal of the current location.

The Board will still need to determine where Regional Planning Commission would be located in the Administration Building.

The Board also talked about Information Technology Services (ITS) and the vacant Chief Information Officer position and agreed to invite County Auditor Esposito to meet with the Board to discuss funding sources for that position.

3. Armed Guard at the Administration Building: Since additional money has been freed up from the Workers Comp fund, the Board discussed the possibility of utilizing a Sheriff's Officer and after some discussion, it was decided that it would be best to hire through an outside agency.
4. CCAO Northeast District Quarterly Event: The event will be held at the Perry Nuclear Power Plant and if the Board is interested in attending, it needs to contact CCAO directly. Commissioner Kline will not attend, but Commissioner Kerrigan and Commissioner Christian-Bennett will be attending.
5. CCAO Northeast District Tour of Airport Wayne County: On Monday, September 24, 2018 at 10:00 AM, the CCAO Northeast District will be touring the Airport at Wayne County to discuss operation, funding and plans, and then will meet for a discussion with Wayne County Economic Development and the Board would like Director Bragg to attend.

### **ALL INCLUSIVE PLAYGROUND DISCUSSION**

Present: Susan Monegan; David Williams, Game Time

Ms. Monegan met with the Board to discuss her idea of establishing a playground for all children, including accommodations for children with special needs, and is looking for property in Brimfield or Suffield and support from the Board.

The total cost of the project is approximately \$400,000, but does not cover sidewalks, a handicapped accessible bathroom, on-going costs and land acquisition.

The County has a grant writer that is available to the Trustees and Ms. Monegan will check with Brimfield, Rootstown, and Suffield Township Trustees, along with Kent State University for any additional leads.

The Board supports the idea and realizes the need for such a playground in the community.

#### **UNIVERSITY HOSPITAL MEDICAL CENTER DISCUSSION – ADDICTION SPECIALTY UNIT**

Present: Shawn Gordon and Renee Klaric, University Hospital; Larry Lohman, Rotary Club of Kent;

Ms. Gordon explained they are collaborating on a grant and request a letter of support for the creation of a specialized unit to assist with medically managed withdraw treatment for persons who are healing and transitioning from opioid addiction.

After hearing about the program, the Board agreed to support the application. Ms. Gordon will forward a draft letter for Board consideration.

#### **PUBLIC COMMENT**

Present: Mark Smith

Mr. Smith met with the Board to discuss his employer, Xoom Energy, which is energy supplier of gas and electricity, to help him with his mission of helping the community in which he lives. At this time, the County is involved with the County Commissioners' Association of Ohio's energy savings plan and is not eligible to participate. Mr. Smith noted personal and residential customers also qualify.

The Board directed Mr. Smith to Internal Services Director Townend, to provide contact information to County Commissioners' Association of Ohio.

#### **COMMISSIONERS' CONSENT AGENDA**

March 1, 2018

1. Approval of the February 22, 2018 regular meeting minutes.

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#### **RESOLUTIONS**

March 1, 2018

#### **Budget & Financial Management:**

1. Approve the Thursday, March 1, 2018 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0159

2. Approve the Thursday, March 1, 2018 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0160
3. Approve the Thursday, March 1, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. /18-0161
4. Approve the Thursday, March 6, 2018 Then & Now Certification, as presented by the County Auditor./18-0162
5. Approve the Tuesday, March 6, 2018 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0163
6. Approve the Tuesday, March 6, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0164
7. Approve the Tuesday, March 6, 2018 Then & Now Certification, as presented by the County Auditor./18-0165
8. Create Fund 4247, Lakewood and Menough Rd resurfacing./18-0166

#### **Internal Services**

9. Enter into amendment no. 1 between the Board of Commissioners on behalf of the Portage County Department Job & Family Services and Family & Community Services, Inc. to provide early intervention service coordination./18-0167
10. Enter into an amendment no. 3 between the Portage County Board of Commissioners on behalf of the Portage County Department of Job & Family Services and the Portage County Sheriff. /18-0168
11. Enter into agreement for professional services between the Portage County Board of Commissioners and Ronald J. Habowski, Attorney./18-0169
12. Enter into amendment no. 6 between Portage County Board of Commissioners on behalf of the Portage County Department of Job & Family Services and the Portage County Prosecuting Attorney./18-0170
13. Award and enter into contract with S4 Water Sales & Service for the Shalersville WTP filter media replacement project./18-0171
14. Enter into an agreement for security officer services between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and SACS Consulting & Investigative Services, Inc. and Typhon Security./18-0172

#### **External Services**

15. Acceptance of donations to the Office of the Portage County Dog Warden./18-0173

**Motion To:** Approve the Consent Agenda for March 1, 2018

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVED:</b>	Sabrina Christian-Bennett
<b>SECONDED:</b>	Mike Kerrigan
<b>AYES:</b>	Sabrina Christian-Bennett, Mike Kerrigan, Vicki A. Kline

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RESOLUTION NO. 18-0159

RE: **BILLS APPROVED AND ACH CERTIFIED TO  
THE PORTAGE COUNTY AUDITOR FOR  
PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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 1, 2018 in the total payment amount of **\$529,067.12** 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 ACH payment is approved as certified to the County Auditor for payment on or after Friday, March 2, 2018, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on January 12, 2018 in the total payment amount of **\$20.00 to Neil Group** 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;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0160

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

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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 1, 2018 in the total payment amount as follows:

1. \$1,778,281.16 to Medical Mutual Claims-Fund 7101; and
2. \$ 186,018.42 to Medical Mutual Admin; 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, March 2, 2018	\$ 1,778,281.16
Wire Transfer on Friday, March 2, 2018	\$ 186,018.42

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;                      Sabrina Christian-Bennett, Yea;                      Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0161**

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

**RESOLUTION NO. 18-0162                      -                      RE:    ACCEPTANCE OF THEN AND NOW  
CERTIFICATIONS FOR PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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 **\$2,205,562.09** as set forth in Exhibit "A" dated **March 1, 2018** 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;                      Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0163                      -                      RE:    BILLS APPROVED AND CERTIFIED TO THE  
PORTAGE COUNTY AUDITOR FOR PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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 6, 2018 in the total payment amount of **\$94,619.71** 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;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0164**

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

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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:

03/06/18	132	\$ 108,148.85
03/06/18	125	8,359.44
03/06/18	124	2,971.73
03/06/18	122	200.00
03/06/18	84	5,370.22
03/06/18	83	4,085.39
03/06/18	82	4,283.97
03/06/18	81	56.00
Total		\$ 133,475.60

; 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;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0165

-

RE: ACCEPTANCE OF THEN AND NOW  
CERTIFICATIONS FOR PAYMENT.

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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 **\$15,240.38** as set forth in Exhibit "A" dated **March 6, 2018** 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;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0166

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RE: CREATE FUND 4247, LAKEWOOD AND  
MENOUGH RD RESURFACING

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

- WHEREAS,** it has become necessary to create a new fund in order to properly control the processing of financial related transactions related to the Lakewood and Menough Road Resurfacing Project, now therefore be it

**RESOLVED,** that Fund 4247, Lakewood and Menough Road Resurfacing be created, and be it further

**RESOLVED,** that a certified copy of this resolution be filed with the Portage County Auditor, the Portage County Engineer, 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;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0167       -       RE:    ENTER INTO AMENDMENT NO. 1 BETWEEN  
THE PORTAGE COUNTY BOARD OF  
COMMISSIONERS ON BEHALF OF THE  
PORTAGE COUNTY DEPARTMENT OF JOB &  
FAMILY SERVICES AND FAMILY &  
COMMUNITY SERVICES, INC. TO PROVIDE  
EARLY INTERVENTION SERVICE  
COORDINATION.**

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

**WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20170329 (the "Original Subgrant Agreement") on July 18, 2017 by Resolution No. 17-0508 to provide Early Intervention service coordination services, evaluation and assessment and for eligible infants and toddlers with disabilities, ages birth through age two (2) year, and their families in Portage County; and

**WHEREAS,** the parties desire to amend the Original Subgrant Agreement to continue such services; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby enter into Amendment No. 1 between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Family & Community Services, Inc.; and be it further

- RESOLVED,** that the Ohio Department of Developmental Disabilities (DODD) was given authority to provide a subsidy to county Family & Children First Council administrative agencies to support Early Intervention child find outreach activities; and be it further
- RESOLVED,** that Portage County was allocated Fourteen thousand eight hundred eighteen and 00/100 dollars (\$14,818.00) in outreach subsidy for the 2018 state fiscal year; and be it further
- RESOLVED,** that the subsidy must be used (1) to support outreach for Ohio's Early Intervention program; (2) in accordance with any relevant federal regulations governing states' Part C Early Intervention programs (34 CFR 303); and, (3) in accordance with any local policies and procedures; and be it further
- RESOLVED,** that Family & Community Services, Inc. agrees to utilize the subsidy funds to pay for personnel costs, promotional materials, advertising, and other appropriate activities related to outreach for Ohio's Early Intervention program in Portage County; and be it further
- RESOLVED,** that the parties agree to an increase of Fourteen thousand eight hundred eighteen and 00/100 dollars (\$14,818.00) as a result of the additional subsidy funding issued by DODD for the period July 1, 2017 through June 30, 2018; and be it further
- RESOLVED,** that maximum consideration paid under this Subgrant Agreement shall not exceed Two hundred eighty-one thousand one hundred forty and 00/100 dollars (\$281,140.00) for the period July 1, 2017 through June 30, 2018; 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 A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0168**

-

**RE: ENTER INTO AN AMENDMENT NO. 3  
BETWEEN THE PORTAGE COUNTY BOARD OF  
COMMISSIONERS ON BEHALF OF THE  
PORTAGE COUNTY DEPARTMENT OF JOB &  
FAMILY SERVICES AND THE PORTAGE  
COUNTY SHERIFF**

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

- WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20150217 (the "Original Contract") on March 19, 2015 by Resolution No. 15-0147 to provide investigation and presentation of evidence in cases alleging the abuse, neglect or dependency of children and abuse, neglect and/or exploitation of senior adults; and
- WHEREAS,** an Amendment No. 1 was entered into on February 4, 2016 through Resolution No. 16-0068; and
- WHEREAS,** an Amendment No. 2 was entered into on February 9, 2017 through Resolution No. 16-0068; and
- WHEREAS,** the parties desire to amend the Amendment No. 2 and increase the budget by One Thousand Two hundred 00/100 dollars (\$1,200.00) for said Amendment; now therefore be it;
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Amendment No. 3 between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and the Portage County Sheriff, to increase the Amendment NO. 2 by One Thousand Two hundred 00/100 (\$1,200.00) for the period of January 1, 2017 through December 31, 2017; and be it further
- RESOLVED,** that the actual costs of this agreement shall not exceed One Hundred Seventy-One Thousand One Hundred Eighteen and 00/100 Dollars (\$171,118.00); 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 adopting 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;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0169**

-

**RE: ENTER INTO AGREEMENT FOR  
PROFESSIONAL SERVICES BETWEEN  
THE PORTAGE COUNTY BOARD OF  
COMMISSIONERS AND RONALD J.  
HABOWSKI, ATTORNEY.**

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

- WHEREAS,** the Board of Portage County Commissioners has determined that there is a need for various public sector labor relations legal advice; and
- WHEREAS,** Ronald J. Habowski is an attorney licensed to practice law in the State of Ohio and desires to provide such services; and now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into a professional services Agreement by and between the Board of Commissioners and Ronald J. Habowski as an Independent Contractor, in the amount of Three thousand, seven hundred fifty and 00/100 dollars (\$3,750.00) per month for services performed; and be it further
- RESOLVED,** that in the event that Portage County requests additional labor relation services before a third party decision maker (Arbitrator, a State or Federal Administrative Agency or a State or Federal Court), Ronald Habowski shall provide such additional services at a rate of One hundred fifty and 00/100 dollars (\$150.00) per hour; and be it further
- RESOLVED,** that this is the final year (January 1, 2018 through December 31, 2018) of a three-year Agreement; 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;                      Sabrina Christian-Bennett, Yea;                      Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0170                      -                      RE:    ENTER INTO AMENDMENT NO. 6 BETWEEN  
THE PORTAGE COUNTY BOARD OF  
COMMISSIONERS ON BEHALF OF THE  
PORTAGE COUNTY DEPARTMENT OF JOB &  
FAMILY SERVICES AND THE PORTAGE  
COUNTY PROSECUTING ATTORNEY.**

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



- WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20120351 (the "Original Contract") by Resolution No. 12-0674 to provide the Portage County Department of Job & Family Services with full time assistance from the Portage County Prosecuting Attorney to ensure compliance with State, Federal and Local laws in the context of risk management; and
- WHEREAS,** an Amendment No. 1 was entered into on February 5, 2013 through Resolution No. 13-0080; and
- WHEREAS,** an Amendment No. 2 was entered into on February 10, 2014 through Resolution No. 14-0061; and
- WHEREAS,** an Amendment No. 3 was entered into on March 17, 2015 through Resolution No. 15-0177; and
- WHEREAS,** an Amendment No. 4 was entered into on March 17, 2016 through Resolution No. 16-0067; and
- WHEREAS,** an Amendment No.5 between the parties was entered into on February 16, 2017 through Resolution No. 17-0093; and
- WHEREAS,** the parties desire to amend the Amendment No. 5 to increase the budget by One Thousand One hundred 00/100 dollars (\$1,100.00) to cover increased cost to employee's insurance; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into Amendment No. 6 between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and the Portage County Prosecuting Attorney to increase the agreement by One Thousand One hundred 00/100 dollars (\$1,100.00) for the time period beginning January 1, 2017 through December 31, 2017; and be it further
- RESOLVED,** that the actual costs of this agreement shall not exceed Ninety-Four Thousand Three Hundred eight and 00/100 dollars (\$94,308.00); 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 adopting 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;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0171                      -                      RE:    AWARD AND ENTER INTO CONTRACT WITH  
S4 WATER SALES & SERVICE FOR THE  
SHALERSVILLE WTP FILTER MEDIA  
REPLACEMENT PROJECT.**

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

**WHEREAS,** official Bid forms and specifications were requested from (15) contractors and (1) plan house for the Shalersville WTP Filter Media Replacement Project; and

**WHEREAS,** three (3) bids was received for the project, opened and tabulated by the Department of Internal Services on February 14, 2018; and

**WHEREAS,** upon review of the bids received, it is the recommendation of the Portage County Director of Internal Services and Water Resources Operations Division Manager that the bid of S4 Water Sales & Service be accepted as the lowest and best bid received for the project; now therefore be it

**RESOLVED,** that the Portage County Board of Commissioners award the bid and enter into a contract with S4 Water Sales & Service, 160 Vanderbilt Court, Bowling Green, KY 42103 in the amount of Ninety-two thousand, two hundred sixty-five dollars and 00/100 (\$92,265.00); 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 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;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0172                      -                      RE:    ENTER INTO AN AGREEMENT FOR SECURITY  
OFFICER SERVICES BETWEEN THE BOARD OF  
COMMISSIONERS ON BEHALF OF THE  
PORTAGE COUNTY DEPARTMENT OF JOB &  
FAMILY SERVICES AND SACS CONSULTING &  
INVESTIGATIVE SERVICES, INC. AND TYPHON  
SECURITY.**

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

**WHEREAS,** the Portage County Department of Job & Family Services is in need of after hour Security Officer Services at the Portage County Administration Building complex, Monday through Friday from 4:30 p.m. to 7:30 p.m.; and

**WHEREAS,** SACS Consulting & Investigative Services, Inc. and its sister company Typhon Security has the expertise and skill to perform such services; and

**WHEREAS,** the Agreement will be used to detail the terms of the relationship between the Portage County Department of Job & Family Services and SACS Consulting & Investigative Services, Inc. and Typhon Security; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and SACS Consulting & Investigative Services, Inc. with its principal place of business located at 520 South Main Street, Canal Place Suite 2516, Akron, Ohio 44311, and Typhon Security with its principal place of business located at 1826 South Main Street, Suite #5, Akron, Ohio 44301, for the period March 1, 2018 through December 31, 2018, with the option to renew two (2) additional years; and be it further

**RESOLVED,** that the total amount of this Agreement is not to exceed Sixteen thousand five hundred and 00/100 dollars (\$16,500.00); 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 A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0173                      -                      RE:    ACCEPTANCE OF DONATIONS TO THE OFFICE  
OF THE PORTAGE COUNTY DOG WARDEN.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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	
Pam Owsowitz	554 Hartzell Rd Po Box 316 N. Benton Oh 44449	\$25
Tom & Cathy Monaco	8480 Center St Garrettsville Oh 44231	\$20

; 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 A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

#### **JOURNAL ENTRY**

March 1, 2018

#### **Commissioners**

1. The Board of Commissioners acknowledged receipt of the February 20, 2018 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, 2018, as presented by the Portage County Auditor's Office.
2. 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 2018.
3. The Board of Commissioners acknowledged receipt of the February 26, 2018 Certificate of the County Auditor that the Total Appropriations from each fund DO EXCEED the Official Estimate Resources for the fiscal year beginning January 1, 2018, as presented by the Portage County Auditor's Office.

#### **Human Resources**

4. The Board of Commissioners signed the Personnel Action Form authorizing the promotion of Kaylyn Kane from Social Service Worker 3 to PCSA Supervisor - Temporary, new position, for the Portage County Department of Job & Family Services effective March 19, 2018, presented by Janet Kovick, Human Resources Director.

5. The Board of Commissioners signed the Personnel Requisition authorizing the seven day internal posting of the full time permanent Collections System Mechanic, new position, Portage County Water Resources with external posting if no internal appointment is made, presented by Janet Kovick, Human Resources Director.

**External Services**

6. The Board of Commissioners approved the Portage County Dog Warden's Office request to inoculate The Dog Warden's Office personnel with the Rabies and Hepatitis vaccine. This would consist of two employees and any new hires for both vaccines and two employees who need Hepatitis series only. The Board authorized the administering of the vaccinations from the Portage County Health Department. Funds for this expenditure will be paid from the Dog Warden Budget.

**Motion To:** Approve the Journal Entries for March 1, 2018

**RESULT:** ADOPTED [UNANIMOUS]

**MOVED:** Sabrina Christian-Bennett

**SECONDED:** Mike Kerrigan

**AYES:** Sabrina Christian-Bennett, Mike Kerrigan, Vicki A. Kline

**Motion To:** Adjourn the Official Meeting of March 1, 2018 at 11:19 AM

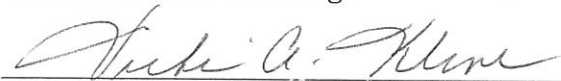
**RESULT:** ADOPTED [UNANIMOUS]

**MOVED:** Sabrina Christian-Bennett

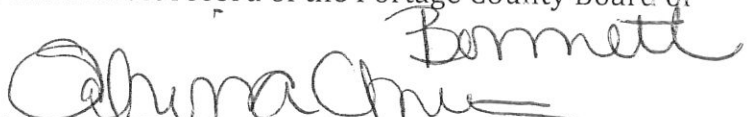
**SECONDED:** Mike Kerrigan

**AYES:** Sabrina Christian-Bennett, Mike Kerrigan, Vicki A. Kline

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



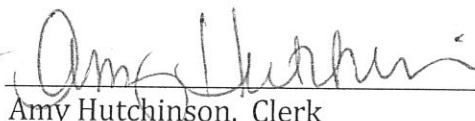
Vicki A. Kline, President



Sabrina Christian-Bennett, Vice President



Mike Kerrigan, Board Member



Amy Hutchinson, Clerk