

Portage County Board of Commissioners
Meeting Minutes

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

Amy Hutchinson, Clerk
330-297-3600

Thursday, April 18, 2019

9:12 AM

Commissioners' Board Room

*The Commissioners' meeting minutes are summarized; Audio recordings and backup material are 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	Absent
Kathleen Clyde	Vice President	Present
Sabrina Christian-Bennett	Board Member	Present

Also attending throughout the day Commissioners' Administrative Assistant Julie Gonzales and Record Courier Reporter Diane Smith.

Recessed to Solid Waste Management District: 9:13 AM
Reconvened: 9:14 AM

COMMISSIONERS

Present: Department of Budget & Financial Management Director Todd Bragg and Internal Services Director JoAnn Townend

Discussion

1. April 11, 2019 email from Rhonda Slauterbeck, Ottawa County Commissioners regarding Nuclear Energy support resolution. Does the Board of Commissioners wish to participate? The Board agreed to review the draft resolution and let staff know if there is interest in proceeding.
2. Tuesday Discussion
Since Commissioner Clyde has been asked to testify at a Congressional field hearing on Thursday in Cleveland, the Board agreed it would cancel Thursday's meeting and it will conduct its regular business on Tuesday, April 23, 2019.

Commissioner Christian-Bennett indicated her interest in discussing the Sales and Use tax proposals on Tuesday, April 30, 2019.
3. County Maps
The Board asked the Clerk to check with the County Engineer to find out how many were ordered in the past and the cost.
4. Public Records Request from re: City of Aurora/Mantua Township Norfolk Southern Railway

The Commissioners responded they do not have any e-mail in their archives regarding the issue.

JOB AND FAMILY SERVICES

Present: Kellijo Jeffries and Budget and Financial Administrator Sue Brannon

Discussion

1. Data Report

Director Jeffries presented discussed the Monthly Data Report for January/February 2019

2. Career Connections Job Fair

Job and Family Services has a job fair coming up in May at NEOMED and she will send additional information on the event to the Board.

3. Group Home Discussion

Approximately six months ago, the Board authorized Job and Family Services to move forward with the concept of starting a co-ed group home contingent upon leasing the facility instead of buying. Director Jeffries was able to locate a 6 bedroom 2-1/2 bath home on in Ravenna with an acre of land. The lease amount is \$2,100 per month and once everything is finalized, the term would begin June 1, 2019. Director Jeffries noted it would be a substantial cost savings for the Department. The Board has no reservations with the department moving forward.

4. Prevention, Retention and Contingency Program (PRC) Plan

Director Jeffries explained a revised PRC Plan will be coming to the Board based on new statute from the State, which states effective March 22, 2019, all Job and Family Services are allowed to utilize TANF dollars to support child care services for kinship families for 4 out of 12 months and Job and Family Services will continue to support the families for the remaining 8 months. A resolution will be coming back to the Board for consideration to amend the PRC Plan next week.

Recessed: 10:08 AM

Reconvened: 10:09 AM

NEIGHBORHOOD DEVELOPMENT SERVICES (NDS)

Present: Erica Sadaj and Liz Atkins

Discussion

1. Community Housing Impact and Preservation Program (CHIP) application legislation
Neighborhood Development Services is applying for the 2019 CHIP, that requires the County to enter into partnership with the City of Ravenna and the City of Streetsboro. Portage County is eligible for \$400,000 and if received, would provide 6 private rehabs and 10 home repairs for the community. The deadline for application is May 3, 2019. The agreement has been forwarded to the Department of Budget & Financial Management and the Prosecutor's Office for review before the Resolution will be adopted.

WATER RESOURCES DEPARTMENT

Present: Gene Roberts and Laura Weber

Discussion

1. Rave Mobile Safety – Emergency Notification System

The Water Resources staff reviewed several Emergency Notification Systems and found that Rave Mobile Safety met their needs. The total staff time to complete customer notifications in 2018 was \$8,876. The Rave Mobile Safety annual cost provided for 15,000 customers is \$7,500. There is an additional one-time charge of \$1,800, which includes populating the system with customers whom have phone lines identified in the County's utility billing system. Once the system is operational anyone can then be added selecting the method by which they would prefer notification, voice message, text message, email or some combination.

Director Roberts requested approval to proceed with implementing this Emergency Notification system and the Board concurred. A Journal Entry will be on the Consent Agenda next week.

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A motion was made by Commissioner Christian-Bennett to pull Resolution No. 7.

RESOLUTION

April 18, 2019

7. *Amendment to the Non-General Fund 2019 Annual Appropriation Resolution No. 18-0923, adopted December 13, 2018./***PULLED FROM THE CONSENT AGENDA**

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COMMISSIONERS' CONSENT AGENDA

April 18, 2019

1. Approval of the April 11, 2019 and April 16, 2019 regular meeting minutes.

RESOLUTIONS

April 18, 2019

Budget & Financial Management:

1. Approve the Thursday, April 18, 2019 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./19-0240
2. Approve the Thursday, April 18, 2019 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./19-0241

3. Approve the Tuesday, April 23, 2019 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./19-0242
4. Approve the Tuesday, April 23, 2019 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./19-0243
5. Approve the Tuesday, April 23, 2019 Then & Now Certification, as presented by the County Auditor./19-0244
6. Accept the grant award from the Ohio Department of Natural Resources Division of Watercraft Marine Patrol Assistance Grant Program for the Portage County Sheriff./19-0245
7. Amendment to the Non-General Fund 2019 Annual Appropriation Resolution No. 18-0923, adopted December 13, 2018./**PULLED FROM THE CONSENT AGENDA**

Job and Family Services

8. Transfer from Fund 1415, Child Welfare Special Levy Fund to Fund 1410 Public Assistance Fund (110,000.00)./19-0247
9. Transfer from Fund 1414, Child Support Administration, to Fund 1410 Public Assistance Fund (24,346.41)./19-0248

Internal Services

10. Declare obsolete and dispose of Portage County personal property located at the Portage County Board of Developmental Disabilities./19-0249
11. Accept bid for furnishing corrugated metal bridge flooring and bridge replacement beams for use by the Portage County Engineer./19-0250
12. Accept bid for furnishing guard rail and curved end treatments for use by the Portage County Engineer./19-0251
13. Accept bids for furnishing various sizes of storm sewer pipe for use by the Portage County Engineer./19-0252
14. Declare the necessity to lease one (1) vehicle for use by the Portage County Building Department, two (2) vehicles for the Portage County Adult Probation Office and two (2) vehicles for the Portage County Prosecutor./19-0253
15. Enter into a participation agreement for the self-insurance pool administered by the County Risk Sharing Authority (CORSA) for county insurance for the period of 2019-2022./19-0254
16. Award and enter into contract with Parella-Pannunzio, Inc. for the West Highland Avenue pavement replacement project, Ravenna, OH 44266./19-0255

17. Approve specifications and set the proposal date for the multisystemic therapy for the Portage County Department of Job & Family Services./19-0256
18. Enter into agreement for professional services between the Portage County Board of Commissioners and James P. Wilkins, Attorney./19-0257

Board of Commissioners

19. Amend Resolution No. 16-0962: appointment to the Western Reserve Resource Conservation & Development Council (RC&D)./19-0258

Motion: by Sabrina Christian-Bennett, seconded by Kathleen Clyde to approve the Consent Agenda for March 18, 2019 as amended.

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

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Recessed: 10:27 AM

Reconvened: 11:02 AM

RESOLUTION NO. 19-0240 - RE: WIRE TRANSFER APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

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

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on April 18, 2019 in the total payment amount as follows:

1. \$8,822.50 to Wage Works Contributions-Fund 7101; 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, April 19, 2019 \$ 8,822.50

and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this

resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

RESOLUTION NO. 19-0241 - 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:

04/18/19	542	\$ 2,701.48
04/18/19	692	22,364.78
04/18/19	693	32,791.46
04/18/19	696	122.00
04/18/19	697	197.00
04/18/19	698	227.00
Total		\$ 58,403.72

; 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, Absent;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0242 - RE: BILLS APPROVED AND ACH 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 April 23, 2019 in the total payment amount of **\$789,623.55** 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 Wednesday, April 24, 2019, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on April 23, 2019 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, Absent;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0243 - 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:

04/23/19	753	\$ 20,206.15
04/23/19	820	103.89
04/23/19	821	3,986.08
04/23/19	822	24.32
Total		\$ 24,320.44

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

RESOLUTION NO. 19-0244 - 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 **\$359,235.64** as set forth in Exhibit "A" dated **April 23, 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, Absent; Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea;

**RESOLUTION NO. 19-0245 - RE: ACCEPT THE GRANT AWARD FROM THE
OHIO DEPARTMENT OF NATURAL
RESOURCES DIVISION OF WATERCRAFT
MARINE PATROL ASSISTANCE GRANT
PROGRAM FOR THE PORTAGE COUNTY
SHERIFF.**

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

WHEREAS, Section 1547.67 of the Ohio Revised Code establishes a grant-in-aid program for financial assistance to political subdivisions engaged in recreational boating law enforcement; and

WHEREAS, the Portage County Board of Commissioners strongly supports the concept of recreational boating law enforcement to monitor area lakes; and

WHEREAS, on December 6, 2018, the Board of Commissioners adopted Resolution No. 18-0883 authorizing the FY 2019 Ohio Department of Natural Resources Division of Watercraft Marine Patrol Assistance Grant Application for the grant period January 1, 2019 to December 31, 2019 for assistance of \$21,990.00 from the Waterways Safety Fund. The necessary General Fund Local Match Appropriation requested was \$7,330.00 for a total grant award of \$29,320.00. A contractual service agreement is dependent upon approval of this grant application. Continuation of the program after fiscal 2019 is dependent upon receipt of future State funding; and

- WHEREAS,** the Ohio Department of Natural Resources has awarded the Portage County Sheriff's Department Twenty One Thousand Nine Hundred Ninety Dollars and No Cents, (\$21,990.00), with a local match obligation of Seven Thousand Three Hundred Thirty Dollars and No Cents (\$7,330.00); from the General Fund, and
- WHEREAS,** the Portage County Sheriff began the Watercraft Marine Patrol Program utilizing deputies that were already employed by Portage County. The Commissioners note that this Portage County program will not replace the State of Ohio responsibility for law enforcement on Portage County lakes; now therefore be it
- RESOLVED,** that the Board of Commissioners accepts the Ohio Department of Natural Resources Division of Watercraft Marine Patrol Assistance Grant Award for January 1, 2019 - December 31, 2019 for \$21,990.00 from the Waterways Safety Fund on behalf of the Portage County Sheriff; and be it further
- RESOLVED,** that the necessary local match of \$7,330.00 will come from the County General Fund for a total grant award of \$29,320.00. Continuation of the program after Fiscal Year 2019 is dependent upon the receipt of future State funding; and be it further
- RESOLVED,** that the Board of Commissioners authorizes the President or Vice-President of the Board Commissioners to sign the award documents; and be it further
- RESOLVED,** that a copy of this resolution will be filed with the Portage County Auditor's Office, Portage County Department of Budget & Financial Management and the Portage County Sheriff's Department; 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 was as follows:

Vicki A. Kline, Absent; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0246

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

RESOLUTION NO. 19-0247

**RE: TRANSFER FROM FUND 1415, CHILD
WELFARE SPECIAL LEVY FUND TO FUND
1410 PUBLIC ASSISTANCE FUND**

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

WHEREAS, the Child Welfare Special Levy Fund owes the Public Assistance Fund for Shared Costs and Social Services cost pool 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 \$110,000.00 for the 2nd Qtr SFY19 Est#4 as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 1415, CHILD WELFARE SPECIAL LEVY FUND

ORGCODE - 14150519

Debit Expense Account

Object: 912000 - JFS Shared

Project 5SHAR

\$110,000.00

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 282000 - JFS Shared

Project 5SHAR

\$110,000.00

; and be it further

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, Absent;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0248 - 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 \$24,346.41 for the month of March 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

\$24,346.41

TO:

FUND 1410, PUBLIC ASSISTANCE

ORGCODE - 14100512

Revenue Account

Object: 282000 - JFS - Shared

Project 5SHAR

\$24,346.41

; and be it further

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 Kline, Absent;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0249

**RE: DECLARE OBSOLETE AND DISPOSE OF
PORTAGE COUNTY PERSONAL PROPERTY
LOCATED AT THE PORTAGE COUNTY
BOARD OF DEVELOPMENTAL
DISABILITIES**

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

WHEREAS, the Portage County personal property located at the Portage County Board of Developmental Disabilities, which is not needed for public use, or is obsolete or unfit for the use for which it was acquired, declared as such and is ready for disposal; and

WHEREAS, the estimated fair market value of this personal property is valued below \$2,500.00; now therefore be it

RESOLVED, that, in accordance with the Ohio Revised Code Section 307.12, the Board of County Commissioners authorizes the request to dispose of the following inventory:

County Tag #	DD Tag #	Description
	008087	Tumble Form
	010133	Wheelchair
	021409	Tumble Form
	021828	Tumble Form

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

RESOLUTION No. 19-0250

**RE: ACCEPT BID FOR FURNISHING
CORRUGATED METAL BRIDGE FLOORING
AND BRIDGE REPLACEMENT BEAMS FOR
USE BY THE PORTAGE COUNTY
ENGINEER.**

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

WHEREAS, Notice of Receiving Bids to furnish **Corrugated Metal Bridge Flooring and Bridge Replacement Beams** for use by the Portage County Engineer was published in the Record Courier on **March 18, 2019** and **March 25, 2019** and

WHEREAS, one (1) sealed bid for furnishing **Corrugated Metal Bridge Flooring and Bridge Replacement Beams** for use by the Portage County Engineer was received, tabulated and recorded on April 03, 2019 and

WHEREAS, after reviewing said bid, the Portage County Engineer recommended the bid of **Ohio Bridge Corporation, DBA U.S. Bridge** be accepted as the lowest and best bid received for furnishing **Corrugated Metal Bridge Flooring and Bridge Replacement Beams** in accordance with the following:

1. All bridge flooring and bridge replacement beams to be ordered as needed and in quantities needed at that time.
2. Payment of the order is to be made upon receipt of the invoice after the delivery of the materials.

;now therefore be it

RESOLVED, that the bid of **Ohio Bridge Corporation, DBA U.S. Bridge, 201 Wheeling Avenue, P. O. Box 757, Cambridge, Ohio 43725** be and hereby is accepted for furnishing **Corrugated Metal Bridge Flooring and Bridge Replacement Beams** as follows:

Corrugated Metal Bridge Flooring

Gauge:	3	
Corrugation:	3" x 9"	
Width:	18"	\$21.00 Per Sq. Ft.
Gauge:	5	
Corrugation:	3" x 9"	
Width:	18"	\$19.00 Per Sq. Ft.

BRIDGE REPLACEMENT BEAMS

Steel Beams	\$ 1.59 Per Pound
Galvanizing	\$ 0.28 Per Pound

;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, Absent;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION No. 19-0251 - RE: ACCEPT BID FOR FURNISHING GUARD
RAIL AND CURVED END TREATMENTS FOR
USE BY THE PORTAGE COUNTY
ENGINEER.**

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

WHEREAS, Notice of Receiving Bids to furnish **Guard Rail and Curved End Treatments**
for use by the Portage County Engineer was published in the Record Courier on
March 18, 2019 and **March 25, 2019**, and

WHEREAS, two (2) sealed bids for furnishing **Guard Rail and Curved End Treatments** for
use by the Portage County Engineer were received, tabulated and recorded on
April 03, 2019; and

RESOLVED, after reviewing said bid, the Portage County Engineer recommended the bid of
Chemung Supply Corp. be accepted as the lowest and best bid received for
furnishing straight guard rail and curved end treatments in accordance with
the following:

1. All guard rail and curved end treatments to be ordered as needed and in
quantities needed at that time.
2. Payment of the order is to be made upon receipt of the invoice after the
delivery of the materials.

now therefore be it

RESOLVED, that the bid of **Chemung Supply Corp., P.O. Box 527, Elmira, New York
14902** be and hereby is accepted for furnishing **Guard Rail and Curved End
Treatments** as follows:

3,000 L.F., 12 Gauge, Galvanized Guard Rail -	\$10.95/L.F.
Curved End Treatments	
60 - Convex -	\$95.00/Each
60 - Concave -	\$95.00/Each
100 Half Wraps -	\$32.00/Each

and be it further

RESOLVED, that the following bids submitted by Firelands Supply Co., 18 South Norwalk
Road, Norwalk, Ohio 44857 be accepted as **ALTERNATE** bids:

3,000 L.F., 12 Gauge, Galvanized
Guard Rail -

\$12.85/L.F.

Curved End Treatments

60 - Convex -

\$112.00/Each

60 - Concave -

\$112.00/Each

100 Half Wraps -

\$38.00/Each

;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, Absent;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0252 - RE: ACCEPT BIDS FOR FURNISHING VARIOUS
SIZES OF STORM SEWER PIPE FOR USE BY
THE PORTAGE COUNTY ENGINEER.**

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

WHEREAS, Notice of Receiving Bids to furnish **Storm Sewer Pipe** for use by the Portage County Engineer was published in the Record Courier on **March 18, 2019** and **March 25, 2019**, and

WHEREAS, three (3) sealed bids for furnishing various sizes of **Storm Sewer Pipe** for use by the Portage County Engineer were received, tabulated and recorded on April 03, 2019; and

WHEREAS, after reviewing said bids, the Portage County Engineer recommended the following bids
be accepted as the lowest and best bids received in accordance with the following:

1. All pipe to be ordered as needed and in quantities needed at that time.
2. Payment of the order is to be made upon receipt of the invoice after the delivery of the pipe.
3. Bids of alternate suppliers be accepted to ensure continuity of the Engineer's work program.

now therefore be it

RESOLVED, that the bid of **Chemung Supply Corp., P.O. Box 527, Elmira, New York 14902** be accepted as the *lowest and best* bid received for furnishing **CORRUGATED METAL PIPE AND ALUMINIZED STEEL PIPE**, per specifications, as follows:

Corrugated Metal Pipe (CMP) Aluminized Steel Pipe (AS)	CMP (Per Ft.)	Bands (Each)	AS (Per Ft)	Bands (Each)
12", 16 Ga.	7.30	14.60	8.15	16.30
15", 16 Ga.	8.80	17.60	9.80	19.60
18", 16 Ga.	10.95	21.90	12.20	24.40
21", 14 Ga.	14.70	29.40	16.35	32.70
24", 14 Ga.	16.80	33.60	18.70	37.40
30", 14 Ga.	21.00	42.00	23.35	46.70
36", 12 Ga.	34.80	69.60	38.70	77.40
48", 12 Ga.	46.15	92.30	51.30	102.60

;and be it further

RESOLVED, that the bid submitted by the following supplier be accepted as **ALTERNATES** for furnishing **CORRUGATED METAL PIPE AND ALUMINIZED STEEL PIPE**, per specifications:

Core and Main, LP
320 Tallmadge Road
Kent, OH 44240

Corrugated Metal Pipe (CMP) Aluminized Steel Pipe (AS)	CMP (Per Ft.)	Bands (Each)	AS (Per Ft)	Bands (Each)
12", 16 Ga.	8.50	15.25	8.50	17.00
15", 16 Ga.	10.00	18.35	10.25	20.50
18", 16 Ga.	12.00	22.85	12.75	25.50
21", 14 Ga.	15.50	30.65	17.05	34.15
24", 14 Ga.	18.00	35.00	19.50	40.00
30", 14 Ga.	22.25	43.75	24.35	50.00
36", 12 Ga.	35.90	72.50	40.35	80.00
48", 12 Ga.	47.60	96.15	53.55	110.00

and be it further

RESOLVED, that the bids submitted by the following supplier be accepted as the *lowest and best* bid received for furnishing the following **PLASTIC PIPE** per specifications, as follows:

Marlboro Supply (Michael Lins)
9271 Edison Street
Louisville, OH 44641

Plastic Pipe	PP (Per Foot)	Bands/Connectors (Each)
12"	4.19	4.95
15"	5.45	9.70
18"	8.17	14.06
24"	13.56	19.84
30"	20.39	58.80
36"	24.65	64.14
42"	32.26	98.67
48"	41.38	110.21
54"	NO BID	NO BID
60"	73.58	244.00

;and be it further

RESOLVED, that the bids submitted by the following supplier be accepted as **ALTERNATES** for furnishing **PLASTIC PIPE**, per specifications:

Chemung Supply Corp.
P.O. Box 527
Elmira, NY 14902

Plastic Pipe	PP (Per Foot)	Bands/Connectors (Each)
12"	4.23	5.00
15"	5.50	11.75
18"	8.23	15.05
24"	13.65	20.00
30"	20.55	59.20
36"	24.80	64.50
42"	32.50	99.50
48"	42.15	99.25
54"	NO BID	NO BID
60"	73.95	245.00

Roll call vote as follows:

Vicki Kline, Absent;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0253

-

RE: DECLARE THE NECESSITY TO LEASE ONE (1) VEHICLE FOR USE BY THE PORTAGE COUNTY BUILDING DEPARTMENT, TWO (2) VEHICLES FOR THE PORTAGE COUNTY ADULT PROBATION OFFICE AND TWO (2) VEHICLES FOR THE PORTAGE COUNTY PROSECUTOR.

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

- WHEREAS,** pursuant to ORC 307.41 the Portage County Board of Commissioners declares it necessary to lease one (1) 2019 F-150 truck for the Portage County Building Dept.; two (2) 2020 Ford Explorers for the Portage County Adult Probation Dept.; and two (2) 2020 Police Interceptor utility vehicles for the Portage County Prosecutor; and
- WHEREAS,** the lease of the vehicles will be with Enterprise Fleet Management; and
- WHEREAS,** the lease cost of one (1) 2019 Ford 150 truck is \$520.99; the lease cost of one (1) 2020 Ford Explorer (no partition) for the Adult Probation office is \$522.17; the lease cost of one (1) 2020 Ford Explorer (with partition) for the Adult Probation Office is \$535.08; and the lease cost for two (2) 2020 Police Interceptor utility vehicles for the Portage County Prosecutor is \$555.39 per month for sixty (60) months, and
- WHEREAS,** the lease costs will be expensed from the general fund; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners declares it necessary to lease one (1) 2019 F-150 truck for the Portage County Building Dept.; two (2) 2020 Ford Explorers for the Portage County Adult Probation Dept.; and two (2) 2020 Police Interceptor utility vehicles for the Portage County Prosecutor; and now therefore be it
- 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, Absent; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0254 - RE: ENTER INTO A PARTICIPATION AGREEMENT FOR THE SELF-INSURANCE POOL ADMINISTERED BY THE COUNTY RISK SHARING AUTHORITY (CORSA) FOR COUNTY INSURANCE FOR THE PERIOD 2019 -2022.

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

- WHEREAS,** the Portage County Board of Commissioners is desirous of having insurance coverage for the protection of Portage County; and
- WHEREAS,** The County Risk Sharing Authority is both qualified and interested in providing said coverage for Portage County; now therefore be it
- RESOLVED,** that the Board of County Commissioners does hereby enter into a participation agreement for the provision of Property, Liability, Crime, and Time element Insurance by the County Risk Sharing Authority, Inc., 209 E. State St., Columbus, OH 43215, for the period May 1, 2019 through April 30, 2022; 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 a 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, Absent; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION No. 19-0255 - RE: AWARD AND ENTER INTO CONTRACT WITH PARELLA-PANNUNZIO, INC. FOR THE WEST HIGHLAND AVENUE PAVEMENT REPLACEMENT PROJECT, RAVENNA, OHIO 44266

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

- WHEREAS,** official Bid forms and specifications were requested from eight (8) contractors and two (2) plan houses for the West Highland Avenue Pavement Replacement Project, Ravenna, Ohio; and
- WHEREAS,** seven (7) bids were received for the West Highland Avenue Pavement Replacement Project, opened and tabulated by the Department of Internal Services on April 3, 2019; and
- WHEREAS,** upon review of the bids received, it is the recommendation of the Portage County Director of Internal Services that the bid of Parella-Pannunzio, Inc. be accepted as the lowest and best bid received; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners enter into a contract with Parella-Pannunzio, Inc., 720 North Meridian Road, Youngstown, Ohio 44509 in

the amount of One Hundred Twenty-Eight Thousand Eighteen Dollars and 50/100 (\$128,018.50); and be it further

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

Roll call vote as follows:

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

RESOLUTION No. 19-0256 - RE: APPROVE SPECIFICATIONS AND SET THE PROPOSAL DATE FOR MULTISYSTEMIC THERAPY FOR THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES

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

RESOLVED, that the specifications for receiving proposals for multisystemic therapy for the Portage County Department of Job & Family Services be and hereby are approved; and be it further

RESOLVED, that sealed proposals, therefore, will be accepted by the Portage County Director of Internal Services, 1st floor - room 114, Portage County Administration Building, 449 South Meridian St., Ravenna, Ohio until 2:00 p.m. on May 22, 2019; and be it further

RESOLVED, that the notice of receiving bids shall be published in the Record Courier on April 25, 2019 and a copy thereof be posted on the County's website and 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, Absent; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0257 - RE: ENTER INTO AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS AND JAMES P. WILKINS, ATTORNEY.

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde 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,** James P. Wilkins 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 James P. Wilkins as an Independent Contractor, in the amount of Two hundred fifty and 00/100 dollars (\$250.00) per hour for services performed; and be it further
- RESOLVED,** that the Board of Portage County Commissioners shall reimburse James P. Wilkins for mandatory expenses incurred during the performance of the duties outlined in the agreement; and be it further
- RESOLVED,** that the term of the agreement shall be April 15, 2019 through March 31, 2020; 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, Absent; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0258 - RE: AMEND RESOLUTION NO. 16-0962:
APPOINTMENT TO THE WESTERN
RESERVE RESOURCE CONSERVATION &
DEVELOPMENT COUNCIL (RC&D).**

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

- WHEREAS,** on November 17, 2016, the Board of Commissioners appointed Commissioner Vicki A. Kline as its representative and Patrick Lorch as her alternate to the Western Reserve Resource Conservation and Development Council (RC&D) for a three year term effective January 1, 2017 through December 31, 2019; and
- WHEREAS,** in 2018, the Board did not renew its membership with Western Reserve RC&D; now therefore be it

- RESOLVED,** that the Board of Commissioners agrees to amend Resolution No. 16-0962, dated November 17, 2016, to change the term of the appointment *from January 1, 2017 through December 31, 2019 to January 1, 2017 through December 31, 2017*; and be it further
- RESOLVED,** that a certified copy of this resolution be filed with Commissioner Kline, the Commissioners Clerical Specialist, and alternate Patrick Lorch; 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, Absent; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

JOURNAL ENTRY

April 18, 2019

Commissioners

1. The Board of Commissioners acknowledged receipt of the 2018 Annual Report, as presented by the Portage County Probate/Juvenile Court Division Judge Robert W. Berger.
2. Pursuant to 3501.17(J) of the Ohio Revised Code, the Board of Commissioners acknowledged receipt of the notice of cost estimate for a special election scheduled August 6, 2019, as presented by the Portage County Board of Elections.
3. The Board of Commissioners acknowledged receipt of the April 15, 2019 Certificate of 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.
4. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for March 2019, as presented by the Portage County Sheriff's Department.

Homeland Security & Emergency Management

5. The Board of Commissioners authorized Commissioner Kathleen Clyde, Vice-President of the Board, to sign the Sixth Quarter Cash Reimbursement Request in the amount of \$62,286.80 for the EMPG FY18 Q-6 Grant, as prepared by the Homeland Security and Emergency Management Office and reviewed by the Department of Budget & Financial Management, with no exceptions noted. Copies of this request will be kept on file at the Homeland Security and Emergency Management Office.

Human Resources

6. The Board of Commissioners signed the Personnel Action Form authorizing the seasonal hire of Meaghan Hahn as a Canvasser for the Portage County Dog Warden, as presented by Janet Kovick, Human Resources Director. Anticipated start date is May 6, 2019. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.
7. The Board of Commissioners signed the Personnel Action Form authorizing the seasonal hire of Brianna Vanderpool as a Canvasser for the Portage County Dog Warden, as presented by Janet Kovick, Human Resources Director. Anticipated start date is May 6, 2019. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.
8. The Board of Commissioners signed the Personnel Action Form authorizing the seasonal hire of Jackson Ingram as a Canvasser for the Portage County Dog Warden, as presented by Janet Kovick, Human Resources Director. Anticipated start date is May 13, 2019. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.
9. The Board of Commissioners signed the Personnel Action Form authorizing the full time hire of David Krise as a Design Technician, replacing Jonathon Szalay, for Portage County Water Resources, as presented by Janet Kovick, Human Resources Director. Anticipated start date is May 6, 2019. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.
10. The Board of Commissioners signed the Personnel Action Form authorizing the promotion of Melissa Boyd from Clerical Specialist 3 to PCSA Administrative Assistant, replacing Reva Weekley, for Portage County Job & Family Services effective April 29, 2019, presented by Janet Kovick, Human Resources Director.
11. The Board of Commissioners signed the Personnel Requisition authorizing the three-day internal posting of the full time permanent Clerical Specialist 3, replacing Melissa Boyd, for Portage County Job & Family Services with external posting if no internal appointment is made, presented by Janet Kovick, Human Resources Director.
12. The Board of Commissioners signed the Personnel Action Form authorizing a wage increase for Louise Feciuch, JFS Supervisor for Portage County Job & Family Services, due to successfully completing 5 years of service in the JFS Non-Bargaining Unit, as supported by the JFS Wage Policy 010-23, effective April 27, 2019, presented by Janet Kovick, Human Resources Director.
13. The Board of Commissioners signed the Personnel Action Form authorizing a wage increase for Kelli Jo Jeffries, Director for Portage County Job & Family Services, due to successfully completing 5 years of service in the JFS Non-Bargaining Unit, as supported by the JFS Wage Policy 010-23, effective April 27, 2019, presented by Janet Kovick, Human Resources Director.
14. The Board of Commissioners signed Personnel Action Form for a professional development wage increase for John Evans, Permit/Project Coordinator II for Portage

County Water Resources, effective July 2, 2018, for the Professional Development programs achieved, presented by Janet Kovick, Human Resources Director.

15. The Board of Commissioners signed Personnel Action Form for a professional development wage increase for Christian Cline, Design Technician II for Portage County Water Resources, effective July 2, 2018, for the Professional Development programs achieved, presented by Janet Kovick, Human Resources Director.
16. The Board of Commissioners signed Personnel Action Form for a professional development wage increase for Jacob Workman, Engineering Technician III for Portage County Water Resources, effective July 2, 2018, for the Professional Development programs achieved, presented by Janet Kovick, Human Resources Director.
17. The Board of Commissioners signed Personnel Action Form for a professional development wage increase for Harry Carpenter, Engineering Technician III for Portage County Water Resources, effective July 2, 2018, for the Professional Development programs achieved, presented by Janet Kovick, Human Resources Director.
18. The Board of Commissioners signed Personnel Action Form for a professional development wage increase for Matthew DeWalt, Engineering Technician I for Portage County Water Resources, effective March 1, 2019, for the Professional Development programs achieved, presented by Janet Kovick, Human Resources Director.

Motion: by Kathleen Clyde, seconded by Sabrina Christian-Bennett to approve the Journal Entries for April 18, 2019.

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

Motion: by Sabrina Christian-Bennett, seconded by Kathleen Clyde to adjourn the Official Meeting of April 18, 2019 at 11:02 AM

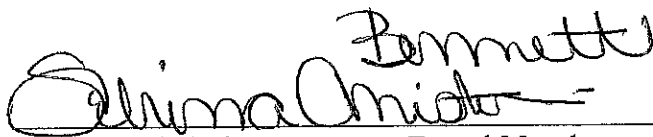
Roll call vote: Commissioner Christian-Bennett, Yea;
Commissioner Clyde, Yea;
Commissioner Kline, Absent;

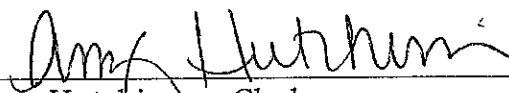
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting.

-----ABSENT -----

Vicki A. Kline, President


Kathleen Clyde, Vice President


Sabrina Christian-Bennett, Board Member


Amy Hutchinson, Clerk