



Portage County Board of Commissioners

Regular Meeting

~ Minutes ~

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

Amy Hutchinson, Clerk
330-297-3600

0262

Thursday, May 9, 2019

9:00 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	Present
Kathleen Clyde	Vice President	Present
Sabrina Christian-Bennett	Board Member	Present

Also attending throughout the day: Human Resources Director Janet Kovick, Department of Budget & Financial Management Director Todd Bragg, Internal Services Director JoAnn Townend, Bobby DiMauro, Jennifer Babcock, Brian Ames, Record Courier Reported Diane Smith, Bruce Smith, Steve English, and Barb Tittle

Recessed to Solid Waste Management District: 9:00 AM
Reconvened: 10:03 AM

CONSENT AGENDA QUESTIONS:

Director Townend answered several questions from Commissioner Clyde about the following Consent Agenda items:

1. Resolution No. 8, Agreement with Cuyahoga County Medical Examiner's Office:
 - How many contracts does the County have as far as the Coroner's Office is concerned?
 - The County has agreements with Summit and Cuyahoga County.
2. Resolution No. 9, Unused Excess Property owned by Portage County and set bid date for sale:
 - Has the County been unable to sell real estate in the past?
 - This is the first property the County tried to sell, and it didn't.
 - Commissioner Christian-Bennett noted \$250,000 is the minimum bid and that will still cover everything.
 - Commissioner Clyde asked how the amount was determined
 - Director Townend explained an appraisal was done setting the original bid at \$299,000, but no bids were received. It was advertised as required and no additional responses were received. The Regional Planning Commission Board met and agreed to lower the price, but it is much less than the appraisal's value.
 - Commissioner Christian-Bennett mentioned Kiko's said the County would be lucky to receive \$150,000-\$200,000, so the bid was lowered

to \$250,000. The only way the County can dispose of the building is through the bid process and possibly by lowering the sale price to get it sold.

WATER RESOURCES DEPARTMENT

Present: Director Gene Roberts and Deputy Director Laura Weber

Discussion:

1. Beechcrest Pump Station, Brimfield Twp

The Water Resources Department was notified by the Tax Lien Coordinator of a parcel the County may have interest in obtaining (parcel 04-049-10-00-164-000). Currently, the County has a sewer easement running through the property back to the Beechcrest pump station. Director Roberts mentioned if the County does acquire the property, it could have a portion removed and offered back to the adjoining property owners by sale or gift, while still maintaining the County's entrance point to the facilities. The Board agreed Water Resources Department should move forward with the request to obtain the property.

2. Draft Resolution: Authorizing the execution of a Memorandum of Understanding with the Village of Mantua (Water Resources).

Commissioner Christian-Bennett pointed out several typos on the document and Director Roberts will review the document and make the corrections.

Motion To: Authorize the execution of a Memorandum of Understanding between Portage County Board of Commissioners and the Village of Mantua, on behalf of the Water Resources Department as amended./19-0320

RESULT:	ADOPTED
MOVED:	Sabrina Christian-Bennett
SECONDED:	Kathleen Clyde
AYES:	Sabrina Christian-Bennett, Kathleen Clyde, Vicki A. Kline

10:13 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the Board of Commissioners move into executive session to consider the compensation of a public employee. Also present: Human Resources Director Janet Kovick, Director Gene Roberts and Deputy Director Laura Weber. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

10:18 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

Commissioner Clyde asked for additional information on Resolution 13: Approving a request for installment payments of connection charges for connections to the sanitary sewerage and water systems in the Portage County Regional Sewer District and establishing the terms and conditions of the same.

- Is the \$7,679.00 connection fee a standard amount?
 - Director Roberts reported it is a standard amount offered to private property residential and commercial.

DOG WARDEN

Present: Chief Dog Warden Dave McIntyre and Human Resources Director Janet Kovick

The Department needs another part-time Canvasser as several applicants have not followed through with the hiring process. Warden McIntyre would like the Board to approve the following:

1. Rescind Hire – C. Reardon as Part Time Seasonal Canvasser./Journal Entry II
2. Recommend Hire – A. Higgins as Part Time Seasonal Canvasser./Journal Entry III

COMMISSIONERS' MEETING

Discussion:

1. Tuesday Discussion Items

Commissioner Christian-Bennett explained before the Board can make any decision on funding, it needs to have information from the Sheriff's Office in regard to staffing.

Commissioner Clyde has asked Department of Budget & Financial Management Director Todd Bragg to approach the Sheriff to schedule a meeting to discuss his staffing needs and budget with the opening of the new jail. Commissioner Clyde will meet with the Sheriff on Monday.

The Board agreed it would discuss the Sales and Use Tax proposals and the results of the Sheriff's meeting with Commissioner Clyde on Tuesday, May 21, 2019.

Commissioner Clyde has asked Director Bragg to draft a memo to the Board going over the sales and use tax levy options and citing the Ohio Revised Code, so the Board can consider all options moving forward.

The Board agreed to cancel its meeting on Tuesday, May 14, 2019 and the Clerk will provide the required notice.

Recessed: 10:29 AM

Reconvened: 11:00 AM

PUBLIC COMMENT

Present: Brian Ames

Mr. Ames spoke about contamination and Solid Waste and noted there is a penalty for the third and fourth offense for contaminating recyclables, where the fourth offense is a six-month penalty. Mr. Ames wondered if there's an equivalent penalty for contaminating Solid

Waste with partisan politics, which is what he sees happening. He noticed there was an incident with Solid Waste on April 1st, where a truck was struck and fortunately nobody was injured. There was probably some down time because Director Bill Steiner had to make a trip out there. Mr. Ames is concerned that if we allow partisan politics to interfere with the hiring of truck drivers when you need them, then we expose the drivers to risk because they are overworked to cause an accident, or be unable to avoid an accident. This is contamination of the process for Solid Waste and it puts the Solid Waste Department at risk of not being able to complete the routes. Mr. Ames feels strongly about this issue and believes we need to make a resolution that all actions must come before the Board and no single Commissioner will be concerning themselves with the qualifications of people being hired because it's totally inappropriate.

Mr. Ames went on to say that it seemed like after the Executive Session, a decision had been made in Executive Session and the decision was announced afterwards. That isn't allowed, you are only allowed to consider items, you are not allowed to come to a decision in Executive Session. There was no discussion outside of the Executive Session that showed where you reached that decision, and that's a violation of the law.

PUBLIC COMMENT

Present: Steve English

Mr. English explained his family has been affected by opioid epidemic and he would like to see the Administration Building turned into a drug rehab facility and the County could build a new facility behind the Courthouse. Commissioner Christian-Bennett mentioned there are several people looking into this issue, but it's not public knowledge yet and there are no plans to turn this building into a rehab facility. Mr. English asked if he could go to the State to voice his concerns and present his story and Commissioner Clyde explained the House of Representatives is a public body and he is welcome to go there and follow the procedures with hearings when they allow witnesses to testify and she encourages him to view their website at www.Ohiohouse.gov.

Mr. English asked why the County doesn't have a YMCA for the kids and Commissioner Kline explained it's probably the lack of funding. Commissioner Christian-Bennett noted the proposed area was a wetland and after reviewing the site, it was determined the area was not conducive for a YMCA.

Mr. English wanted to be on records as he presented the Commissioners with a donation to turn the Administration Building into a drug rehab hospital. Commissioner Clyde encouraged Mr. English to hold on to his funding and noted he is on the record today with his comments.

COMMISSIONERS' CONSENT AGENDA

May 9, 2019

1. Approval of the May 2, 2019 regular meeting minutes.

*

*

*

*

*

RESOLUTIONS

May 9, 2019

Budget & Financial Management:

1. Approve the Thursday, May 9, 2019 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./19-0303
2. Approve the Thursday, May 9, 2019 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. /19-0304
3. Approve the Tuesday, May 14, 2019 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./19-0305
4. Approve the Tuesday, May 14, 2019 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./19-0306
5. Approve the Tuesday, May 14, 2019 Then & Now Certification, as presented by the County Auditor./19-0307

Job and Family Services

6. Acceptance of cash donations from organizations, and businesses to support the Portage County Job & Family Services Annual Senior Forum Event./19-0308

Internal Services

7. Declare obsolete and dispose of Portage County personal property located at the Portage County Board of Developmental Disabilities./19-0309
8. Enter into agreement between the Cuyahoga County Medical Examiner's Office and the Portage County Coroner./19-0310
9. Declare unused/excess property owned by Portage County and the set bid date for the sale of unused/excess real estate located in Ravenna City owned by Portage County Commissioners./19-0311
10. Approve specifications and set date for the rebid of the Coleman Professional Services Rehab Project in Franklin and Edinburg Townships./19-0312

Water Resources

11. Performance bond agreement for sanitary sewer improvements for Lynn Road sewer extension-Shur-Co Project, Portage County Water Resources Project No. RV-O 18-140-P./19-0313
12. Authorizing the preparation of plans, specifications and estimate of cost for project no. SH-W (19-100), 2019 Sanitary Sewer Maintenance Program in the Portage County Regional Sewer District, Portage County, Ohio./19-0314
13. Approving a request for installment payments of connection charges for connections to the sanitary sewerage and water systems in the Portage County Regional Sewer District and establishing the terms and conditions of the same./19-0315

Homeland Security & Emergency Management Agency

14.Appointment to the Portage County Emergency Management Agency (EMA) Advisory Committee./19-0316

Human Resources

15.Enter into a memorandum of understanding between the Board of Commissioners, Portage County Building Department and Teamsters Local #436./19-0317

16.Accept and enter into a successor collective bargaining agreement between the Portage County Board of Commissioners and Teamsters Local Union No. 436 for employees in the Office of the Portage County Building Department./19-0318

Commissioners

17.Portage County Board of Commissioners appointment to the Tax Incentive Review Council for Nelson and Rootstown Townships and the cities of Streetsboro and Ravenna./19-0319

Motion To: Approve the Consent Agenda for May 9, 2019

RESULT:	ADOPTED
MOVED:	Sabrina Christian-Bennett
SECONDED:	Kathleen Clyde
AYES:	Sabrina Christian-Bennett, Kathleen Clyde, Vicki A. Kline

* * * * *

**RESOLUTION NO. 19-0303 - 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 May 9, 2019 in the total payment amount as follows:

1. \$184,789.54 to Wage Works Claims-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, May 10, 2019 \$ 184,789.54

and be it further

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

Roll call vote as follows:

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

RESOLUTION NO. 19-0304 - 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:

05/09/19	336	\$2,396.82
Total		\$2,396.82

; and be it further

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

Roll call vote as follows:

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

RESOLUTION NO. 19-0305 - 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 May 14, 2019 in the total payment amount of **\$435,404.97** 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, May 15, 2019, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on May 14, 2019 in the total payment amount of **\$35.30 to Neil Group** and **\$1,870.03 to Moneris** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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

Roll call vote as follows:

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

RESOLUTION NO. 19-0306 - 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:

05/14/19	399	\$ 112.00
05/14/19	400	168.00
05/14/19	401	9,049.70
05/14/19	404	1,011.93
05/14/19	405	118.80
05/14/19	406	288.30
05/14/19	407	525.27
Total		\$11,274.00

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

RESOLUTION NO. 19-0307 - 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 **\$61,246.43** as set forth in Exhibit "A" dated **May 14, 2019** shall be paid; and be it further

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

Roll call vote as follows:

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

RESOLUTION NO. 19-0308 - RE: ACCEPTANCE OF CASH DONATIONS FROM ORGANIZATIONS, AND BUSINESSES TO SUPPORT THE PORTAGE COUNTY JOB AND FAMILY SERVICES ANNUAL SENIOR FORUM EVENT.

It was moved by Sabrina Christian-Bennett seconded by Kathleen Clyde to approve the following resolution:

WHEREAS, the Portage County Job & Family Services received a total of \$50.00 in cash donations from one organization, and/ or business; and

WHEREAS, donation of \$50.00 was received from Ohio Health Benefits in April 2019; now therefore be it

RESOLVED, that, on behalf of the Portage County Job & Family Services and in accordance with Ohio Revised Code Section 9.20, the Portage County Board of Commissioners accepts the donation in the amount of \$50.00 from the following organization, and/ or business; and be it further

Donor	Contact (Requirement)	Address	Donation
Ohio Health Benefits	Jeff Rinearson	11681 Hayden St. Hiram, Ohio 44234	\$50.00

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

Roll call vote as follows:

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

RESOLUTION NO. 19-0309 - 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
	004269	Amana Refrigerator

;and be it further

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

Roll call vote as follows:

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

**RESOLUTION NO. 19-0310 - RE: ENTER INTO AN AGREEMENT BETWEEN
THE CUYAHOGA COUNTY MEDICAL
EXAMINER'S OFFICE AND THE PORTAGE
COUNTY CORONER.**

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

- WHEREAS,** the Cuyahoga County Medical Examiner's office provides autopsy and other scientific testing services for surrounding counties when requested; and
- WHEREAS,** each surrounding county receiving said services agrees to pay the set fee and/or a per-test fee for additional scientific and identification services that may be required; and
- WHEREAS,** the services offered by the Medical Examiner's Office will benefit the public and result in effective and efficient administration of justice in the region; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby approve the agreement and further approves the Portage County Coroner to sign the agreement effective July 1, 2019; and be it further
- RESOLVED,** the fee associated per autopsy shall be \$1,475.00 each through December 31, 2022 and fees associated for additional related testing shall be per the fee schedule attached to the 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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0311 - RE: DECLARE UNUSED/EXCESS PROPERTY
OWNED BY PORTAGE COUNTY AND THE
SET BID DATE FOR THE SALE OF THE
UNUSED/EXCESS REAL ESTATE LOCATED
IN RAVENNA CITY OWNED BY THE
PORTAGE COUNTY COMMISSIONERS**

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

- RESOLVED,** that parcel no. 31-349-04-00-217-000 (known as 122, 124, 126 and 128 North Prospect St.) consisting of approximately .3760 acres located in Ravenna City, Ohio be declared as County owned unused/excess property under the jurisdiction of the Board of Commissioners; and be it further
- RESOLVED,** that the Portage County Commissioners set a minimum bid of \$250,000.00; and be it further
- RESOLVED,** that the parcel is for sale to be sold to the highest bidder; and be it further;
- RESOLVED,** that sealed bids, 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., E.S.T. on, June 12, 2019; and be it further
- RESOLVED,** that the notice of receiving bids shall be published in the Record Courier on May 15, 21, 27, and June 3, 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, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

RESOLUTION NO: 19-0312 - RE: APPROVE SPECIFICATIONS AND SET DATE FOR THE REBID OF THE COLEMAN PROFESSIONAL SERVICES RHEAB PROJECT IN FRANKLIN AND EDINBURG TOWNSHIP

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

RESOLVED, that the bid specifications, as submitted for receiving bids for the rebid to be approved for the labor and materials to tear off and replace decking at the Rhodes House located at 5974 Rhodes Road in Franklin Township. At the Edinburg House located at 4155 State Route 14 in Edinburg Township the following is proposed: Replace kitchen sink and faucet, replace dishwasher, replace hot water tank with 50-gallon electric and install new panel for power, replace tub/shower and faucet in both bathrooms, replace bathroom sink with new sink and vanity, faucets and shut-off valves; Replace supply lines, toilets,

grab bars, new fans and paint both bathrooms; Replace upper bath sink with new handicap wall sink and faucet; Install grab bars; Replace front porch decking surface and hangers and repair the handrail; and be it further

RESOLVED, that sealed bids, therefore, will be accepted by the Director of the Portage County Office of Internal Services, 1st floor, Room 114, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until 2:00 p.m., May 29, 2019 and publicly opened and read; and be it further

RESOLVED, that the notice of receiving bids shall be published in the Record Courier on May 12, 2019 and the County's website and a copy thereof be posted on the bulletin board of the Board forthwith; and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0313 - RE: PERFORMANCE BOND AGREEMENT FOR
SANITARY SEWER IMPROVEMENTS FOR
LYNN ROAD SEWER EXTENSION-SHUR-CO
PROJECT, PORTAGE COUNTY WATER
RESOURCES PROJECT NO. RV-O 18-140-P.**

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

WHEREAS, SHUR-CO, LLC (OWNER), has established a Performance Bond Account in the amount of Twenty One Thousand, Seven Hundred Twenty five Dollars and Zero Cents (\$21,725.00) at (BANK); and

WHEREAS, the Performance Bond Account has been set up at the BANK for the purpose of guaranteeing the construction of sewer main improvements for Project No. **RV-O 18-140-P, "Lynn Road Sewer Extension-SHUR-CO"** (PROJECT); and

WHEREAS, the PROJECT will provide sewer service to one (1) parcel along Lynn Road, permanent parcel number 32-016-00-00-028-002, situated in the Township of Rootstown, Original Lot 16, Portage County, Ohio; and

WHEREAS, the Director of Water Resources is required to approve invoices to be paid from the Performance Bond Account as established at the BANK in order to control release of contractor payments; now therefore be it

RESOLVED, that this Board hereby agrees to enter into a Performance Bond Agreement with the OWNER and BANK for the benefit of Portage County; and be it further

RESOLVED, the amount of Twenty One Thousand, Seven Hundred Twenty Five Dollars and Zero Cents (\$21,725.00) to be held in a Performance Bond Account by the BANK is for the express purpose of guaranteeing the construction of the PROJECT within the public right of way; and be it further

RESOLVED, that the Director of the Portage County Water Resources Department shall be the signatory agent representing the Board regarding approval of invoices to be paid from the Performance Bond Account as established at the BANK in order to control release of contractor payments; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relation to the adoption of this resolution were adopted in an open meeting of this Board and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0314 - RE: AUTHORIZING THE PREPARATION OF PLANS, SPECIFICATIONS AND ESTIMATE OF COST FOR PROJECT NO. PC-W (19-100), 2019 SANITARY SEWER MAINTENANCE PROGRAM, IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT, PORTAGE COUNTY, OHIO.

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

WHEREAS, this Board by Resolution No. 74-78, adopted April 11, 1974, established Portage County Regional Sewer District, hereinafter called the "SEWER DISTRICT"; and

WHEREAS, the Portage County Water Resources Department requests authorization to prepare plans, specifications and estimate of cost for the Project No. 19-100, "2019 Sanitary Sewer Maintenance Program" referred to as the "PROJECT"; and

WHEREAS, the PROJECT is necessary because of the volume of Inflow and Infiltration (I&I) found in the Portage County Sanitary Sewers causing sanitary sewer overflows, increasing operating costs and decreasing capacity for new customers; and

WHEREAS, the PROJECT will identify specific areas of highest flows and design a Program to mitigate I&I to reduce operating costs, occurrences of sanitary sewer overflows and restore capacity in the sanitary sewer collection systems; now therefore be it

WHEREAS, the PROJECT is essential to maintaining and operating a reliable wastewater collection system; now therefore be it

RESOLVED, by the Board of Commissioners of Portage County, Ohio:

Section 1. That said authorization to prepare plans, specifications and estimate of cost for said PROJECT is hereby given.

Section 2. That the Clerk of this Board is hereby directed to certify a copy of this Resolution to the Department Of Budget and Financial Management within 15 days after its passage.

Section 3. That it is hereby found and determined that all formal actions of this Board concerning and relation to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

**RESOLUTION NO. 19-0315 - RE: APPROVING A REQUEST FOR
INSTALLMENT PAYMENTS OF
CONNECTION CHARGES FOR
CONNECTIONS TO THE SANITARY
SEWERAGE AND WATER SYSTEMS IN THE
PORTAGE COUNTY REGIONAL SEWER
DISTRICT AND ESTABLISHING THE TERMS
AND CONDITIONS OF THE SAME.**

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

WHEREAS, this Board by Resolution No. 12-1138, adopted December 18, 2012, has established connection charges for connection to the sanitary sewerage and water systems in the Portage County Regional Sewer District and has provided therein that the applicant in order to purchase permits for such connections may submit a written request to the Board requesting that such connection charges be paid in installments; and

WHEREAS, the following named applicant, being the (OWNER) of the property hereafter described applied for sanitary sewer and water permits and has now requested in writing the option of paying the sewer and water connection charges, applicable to the following described property, in installments; and

Applicant: Michael N. Genova (OWNER)

Service Address: 2469 Hazelnut Road
Ravenna, OH 44266

Parcel Number: 04-010-10-00-072-018

Property Deed Description: Situated in Brimfield Township, County of Portage, and State of Ohio: And known as being a 0.326 acre parcel of land, platted as part of the Butternut Ridge Subdivision Phase 4, being sub-lot 87, (Plat 2004, Page 27) of Original Lot 10, as recorded by Instrument Number 201906316, of the Portage County Recorder's office.

WHEREAS, this Board, on the basis of all relevant facts and circumstances, hereby determines that the granting of such request would be equitable pursuant to the following terms and conditions that are determined to be fair and appropriate; now therefore be it

RESOLVED, that this Board agrees to accept the request of the above named OWNER for installment payments of the sewer and water connection charges established pursuant to Resolution No. 12-1138, adopted December 18, 2012, with respect to the property described in this Resolution and is hereby approved subject to the following terms and conditions.

- A. The total amount of such connection charges to be financed is \$7,679.00.
- B. The connection charges shall be payable in 40 quarterly installments beginning with the first sanitary sewer/water billing after completion of this agreement, unless pursuant to Paragraph H of this section, the OWNER is delinquent twice in consecutive quarters on paying quarterly installments and carrying charge thereon, at which time the total unpaid balance of such connection charges shall be deemed an additional installment then due and owing in that quarter.
- C. A carrying charge shall be paid equal to 1.67% percent per annum (based on Ohio Water Development Authority for the month of April 2019, for owner occupied homes), on the unpaid balance of the total connection charges due and owing computed from the date of the payment of the preceding quarterly installment.
- D. The quarterly installment and the carrying charges thereon shall be included as separate quarterly bills.
- E. In the event any installment or the carrying charge thereon are not paid within 21 days after the quarterly billing date, a penalty of ten (10) percent of the amount then due and owing shall be charged.
- F. The OWNER, prior to the issuance of the permits, may be required by the Board to give security, which may include the requirement of a surety Bond sufficient to assure the payment of all such installments.

- G. The OWNER or successors, in title to the property (SUCCESSOR), at their option may, at any time, make payment of the unpaid balance of the connection charges and carrying charges provided for herein, provided that if such prepayment option is elected, the carrying charges provided for herein shall be computed and paid only to the date of payment of the unpaid balance.
- H. In the event the OWNER or SUCCESSOR are delinquent twice in consecutive quarters on paying quarterly installments and the carrying charge thereon, the Board may by notice in writing to the OWNER or SUCCESSOR, declare the unpaid balance of the connection charges to be due and payable immediately as an additional installment then due and owing in that quarter and upon such declaration such installment shall become due and payable, provided that the OWNER or SUCCESSOR, may cure such default and acceleration of the additional installment by paying, within 15 days of such carrying charges thereon together with the penalty applicable thereto. Such written notice shall be given to the OWNER or SUCCESSOR, by registered or certified mail, postage prepaid at the address set forth in the following approval of terms and conditions. It shall be the obligation of the OWNER or SUCCESSOR to notify the Sanitary Engineer of any difference of address to which such notice shall be sent. In the event such default is not cured by such payment within the specified period, the installments which are delinquent, together with any unpaid carrying charges and penalty and the balance of the connection charges, all of which are due and payable by reason of such declaration, shall be certified by this Board to the County Auditor who shall place the same upon the real property tax list and duplicate against the property served by such connection and such charge shall be a lien on such property from the date the same are placed on the real property tax list and duplicate by the Auditor and shall be collected in the same manner as other taxes; and be it further

RESOLVED, the Sanitary Engineer acting on behalf of the Board, is hereby authorized and directed to certify to the County Auditor such information as will identify the parcel of property to be served by the connection to be paid in installments pursuant to this resolution, the total amount of the connection charges to be paid in installments, the amount of each installment and the total number of installments to be paid. The County Auditor shall record such information in the sewer improvement record provided for in Section 6117.33, Ohio Revised Code, for the Sewer District, and/or a water-works record provided for in Section 6103.16 of the Ohio Revised Code, and maintain such record until the connection charges are paid in full; and be it further

RESOLVED, the Sanitary Engineer shall present a certified copy of this Resolution to the OWNER referred to herein. The OWNER shall execute thereon an endorsement that the terms and conditions set forth in the resolution are satisfactory to the OWNER and that the resolution and the terms and conditions thereof, constitute an agreement between the OWNER and the County. Upon the execution by the OWNER of the approval of such terms and conditions, the

OWNER can execute an affidavit pursuant to Section 5301.252, Ohio Revised Code, for recording pursuant to Section 317.08, Ohio Revised Code, with respect to the right of Portage County to acquire a lien against the above described property in the event of the failure of the OWNER or SUCCESSOR, to pay when due as provided herein. Such affidavit shall, among other things, identify the property to which such lien may attach and shall have attached to it a true and correct copy of this Resolution, including the approval of the terms and conditions by the OWNER and such County. Upon the receipt of the Resolution with such endorsement executed by the OWNER and the execution of such affidavit, the Sanitary Engineer is authorized to issue to the OWNER the permit provided for in Section 1402 and 1403 of Resolution No. 12-1138; and be it further

RESOLVED, that the Clerk of this Board is hereby directed to file a certified copy of this resolution with the Auditor of this County for recording pursuant to Section 319.61, Ohio Revised Code. In the event the Board declares the unpaid balance to be due and payable pursuant Paragraph H of this Resolution and the default is not cured, a certified copy of the Resolution providing for the acceleration of the unpaid balance shall so be certified to the County Auditor for recording pursuant to such section; and be it further

RESOLVED, Permits issued after this date shall be governed by the current rate resolution in effect at the time of purchase; and be it further

RESOLVED, it is hereby found and determined 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, and that all deliberations of this Board and of any of its committees that resulted in those formal actions, were in meetings open to the public, in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

**RESOLUTION No. 19-0316 - RE: APPOINTMENT TO THE PORTAGE COUNTY
EMERGENCY MANAGEMENT AGENCY
(EMA) ADVISORY COMMITTEE.**

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

WHEREAS, the Portage County Emergency Management Agency Advisory Committee assists and provides direction to the Portage County Emergency Management Agency to reduce the loss of life and property and protects institutions from all hazards by leading and supporting Portage County in a comprehensive, risk-based emergency management program; and

WHEREAS, in accordance with Portage County Commissioners Resolution 89-122 creating the Portage County Emergency Management Agency the Board of Commissioners agreed that the Council will be comprised of the specified officials and private citizens appointed or required; and

WHEREAS, it has become necessary to add members to the Portage County Emergency Management Agency Advisory Committee; and

WHEREAS, the Portage County Emergency Management Agency Advisory Committee by unanimous vote of members present at the May 1, 2019, meeting nominated the members indicated below for appointment; now, therefore, be it

RESOLVED, the following members are hereby appointed to serve out a term commencing immediately and expiring December 31, 2020:

Nominee	Representing
Dean DePerro (Primary)	Portage County Coroner Elected Official
Michael J. Halas (Alternate)	Portage County Coroner's Office

; 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 121.00 of the Ohio Revised Code.

Roll call vote as follows:

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

RESOLUTION NO. 19-0317 - RE: ENTER INTO A MEMORANDUM OF UNDERSTANDING BETWEEN THE BOARD OF COMMISSIONERS, PORTAGE COUNTY BUILDING DEPARTMENT AND TEAMSTERS LOCAL #436.

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

WHEREAS, the Collective Bargaining Agreement between the Board of Commissioners, Portage County Building Department and Teamsters local #436 was entered into on May 9, 2019; and

WHEREAS, the parties mutually desire to amend the Original Contract Article 15 to add section 15.04 which will read:

Non-exempt employees may earn compensatory time in lieu of cash overtime pay.

- Compensatory time will be awarded in lieu of overtime pay only upon request and consent of the employee before the overtime work is performed.
- Compensatory time is accrued at the rate of 1-1/2 hours of time per hour of overtime worked.
- No employee shall accrue and have on the books more than two hundred forty (240) hours of accrued compensatory time. If a request to earn compensatory time in lieu of overtime would exceed this limit, the excess will be paid as overtime compensation.
- Compensatory time earned in any pay period must be used within one hundred eighty (180) days of that pay period. A request to use compensatory time off shall be granted by the employee's supervisor subject to the operational needs of the department.
- Compensatory time is to be used prior to taking vacation leave. Use of compensatory time-off shall be deducted from the oldest time accrued on the record.
- Compensatory time not used within one hundred eighty (180) days of its accrual will be cashed out at the employee's then-current rate of pay; and

WHEREAS, the parties mutually desire to amend the Original Contract Article 17 to revise section 17.02 to read:

Earned vacation shall be accrued on an hourly basis, based on the employee's anniversary date in accordance with the above schedule, providing the employee is employed by the Employer at that time. An employee who is not in active pay status for a portion of a bi-weekly pay period shall earn a pro-rated amount of vacation leave for that period. Vacation may be taken in not less than one-quarter ($\frac{1}{4}$) hour increments. Employees must take vacation within twelve (12) months of which it is earned or forfeit such.

Vacation schedules are subject to the approval of the Board of Commissioners and department Director.

- Vacations are scheduled in accordance with workload requirements and/or training requirements of the individual department or office.
- Vacation requests for three (3) days or less should be made at least one (1) week in advance of proposed starting dates.
- Vacation requests for one (1) week or more should be made at least thirty (30) days in advance of the proposed starting date.
- Vacation leave is granted in a minimum of one-quarter (1/4) hour.
- Employees are expected to use accrued vacation leave in the year in which it accrues and prior to the employee's next anniversary date. An employee may carry over earned vacation leave for a period not to exceed three (3) years from the employee's anniversary date with the approval of the Board of Commissioners. Vacation credit in excess of three (3) years of accrual will be eliminated; and

WHEREAS,

the parties mutually desire to amend the Original Contract Article 17 to revise section 17.04 to read:

Prior service, with a political subdivision of the State of Ohio, shall be used in determining service credit for purposes of vacation accumulation for all employees provided the employee was hired on or before January 1, 2019. Employees hired after such date are entitled only to prior service with Portage County; now therefore be it

RESOLVED,

that the Board of Portage County Commissioners does hereby agree to enter into a Memorandum of Understanding between the Portage County Board of Commissioners, Portage County Building Department and Teamsters Local #436; and be it further

RESOLVED,

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

Roll call vote as follows:

Vicki Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

RESOLUTION No. 19-0318

- **RE:**

**ACCEPT AND ENTER INTO A SUCCESSOR
COLLECTIVE BARGAINING AGREEMENT
BETWEEN THE PORTAGE COUNTY BOARD**

**OF COMMISSIONERS AND TEAMSTERS
LOCAL UNION NO. 436 FOR EMPLOYEES IN
THE OFFICE OF THE PORTAGE COUNTY
BUILDING DEPARTMENT.**

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

WHEREAS, the Collective Bargaining Agreement between the Portage County Commissioners and the Teamsters Local Union No. 436 for employees in the office of the Portage County Building Department expired on December 31, 2018; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby accept and agree to enter into a successor Collective Bargaining Agreement between the Portage County Commissioners and the Teamsters Local Union No. 436 as negotiated and accepted by vote of the Bargaining Unit; and be it further

RESOLVED, that this agreement shall be effective January 1, 2019 and shall continue in full force and effect through December 31, 2021; and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION NO 19-0319 - RE: PORTAGE COUNTY BOARD OF
COMMISSIONERS APPOINTMENT TO THE
TAX INCENTIVE REVIEW COUNCIL FOR
NELSON AND ROOTSTOWN TOWNSHIPS
AND THE CITIES OF STREETSBORO AND
RAVENNA.**

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

WHEREAS, the Tax Incentive Review Council (TIRC) is an inter-jurisdictional body created to review and evaluate the performance of each Enterprise Zone Agreement; and

WHEREAS, the council is to annually review each Enterprise Zone Agreement and determine whether or not businesses have complied with the terms and conditions of the agreement; and

WHEREAS, the following have vacancies on their councils: Nelson and Rootstown Townships, and the Cities of Streetsboro and Ravenna; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby appoint the following Portage County resident to the Nelson Township, Rootstown Township, City of Streetsboro and the City Ravenna TIRC's:

Diana Fierle
1283 Gale Drive
Kent, Oh 44240

; and be it further

RESOLVED, that the above mentioned board member serve an unexpired term commencing immediately; 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;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0320 - RE: AUTHORIZING THE EXECUTION OF A
MEMORANDUM OF UNDERSTANDING
BETWEEN PORTAGE COUNTY BOARD OF
COMMISSIONERS AND THE VILLAGE OF
MANTUA.**

It was moved by Sabrina Christian-Bennett, and seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, the County and the Village entered into a Water and Wastewater Contract Services Agreement, as amended for the third time extending the original Agreement through July 31, 2019; and

WHEREAS, County authorized the Water Resources Department to prepare a Statement of Qualifications and a Proposal in response to the Village of Mantua's Request for Qualification and Request for Proposals to determine the viability of another party to take over the Village of Mantua's Water and Wastewater Facilities; and

WHEREAS, the County has requested that the Village enter into an Memorandum of Understanding to negotiate the merger of the Village's Water and Wastewater Facility or finalize an understanding that an Agreement to merge is not viable for either party; and

WHEREAS, the Village of Mantua by Resolution 2019-16 authorized the Village Mayor to execute the Memorandum of Understanding; now therefore be it

RESOLVED, by the Board of Commissioners of Portage County, Ohio:

Section 1. That the Board of Commissioners will execute the Memorandum of Understanding on behalf of Portage County.

Section 2. That the Clerk of this Board is hereby directed to certify a copy of this Resolution to the Village of Mantua within 15 days after its passage.

Section 3. That it is hereby found and determined that all formal actions of this Board concerning and relation to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

JOURNAL ENTRY

May 9, 2019

Commissioners

1. The Board of Commissioners approved the April 2019 adjustments to the Portage County Water, Portage County Sewer, and Streetsboro Sewer billing accounts as reported on the adjustment reports submitted and reviewed by the Department of Budget and Financial Management.
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 April 2019.
3. The Board of Commissioners acknowledged receipt of the May 3, 2019 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2019, as presented by the Portage County Auditor's Office.

Department of Budget & Financial Management

4. The Board of Commissioners authorized Commissioner Kline, President of the Board to sign the Ohio Department of Public Safety Subgrant Award Agreement for the Domestic Violence Intervention Project, Grant No. 2018-WF-VA8-8222 , as presented by Donya Buchanan, Family & Community Services. Documents reviewed by the Department of Budget & Finance with no exceptions noted.
5. The Board of Commissioners authorized Commissioner Kline to sign three United States Bankruptcy Court, Northern District of Ohio Proof of Claims, as presented by the Department of Budget & Finance for unpaid water and/or sewer bills as follows:

Name	Address	Amount	Account Number
Patrick & Patricia Riordan	6519 Church Street, Kent, OH	\$486.30	204-05510-00
Marcus & Monica Peters	1405 Gillie Drive, Streetsboro, OH	\$519.34	402-03020-01
Shardena Perry	10187 Ridgeview Ct., Streetsboro, OH	\$365.26	402-37090-01

Human Resources

6. The Board of Commissioners signed the Personnel Action Form accepting the resignation of Kate Fahey, Independent Living Coordinator, for Portage County Job & Family Services, effective May 3, 2019, presented by Janet Kovick, Human Resources Director.
7. The Board of Commissioners signed the Personnel Requisition authorizing the three-day internal posting of the full time permanent Independent Living Coordinator, replacing Kate Fahey for Portage County Job & Family Services with external posting if no internal appointment is made, presented by Janet Kovick, Human Resources Director.
8. The Board of Commissioners signed the Personnel Action Form recommending the termination of Stacy Brouillette, Eligibility Specialist for Portage County Job & Family Services, effective April 30, 2019, presented by Janet Kovick, Human Resources Director.
9. The Board of Commissioners signed the Personnel Requisition authorizing the three-day internal posting of the full-time permanent Eligibility Specialist replacing Stacy Brouillette for Portage County Job & Family Services with external posting if no internal appointment is made, presented by Janet Kovick, Human Resources Director.
10. The Board of Commissioners signed the Personnel Action Form authorizing the promotion of Joseph Bodnar from part-time Commercial Plans Examiner to full-time Deputy Director for the Portage County Building Department effective May 10, 2019, as presented by Janet Kovick, Human Resources Director.

Motion To: Approve the Journal Entries for May 9, 2019

RESULT: ADOPTED
MOVED: Sabrina Christian-Bennett
SECONDED: Kathleen Clyde
AYES: Sabrina Christian-Bennett, Kathleen Clyde, Vicki A. Kline

JOURNAL ENTRY II

May 9, 2019

1. The Board of Commissioners agreed to rescind Journal Entry No. 12, dated May 2, 2019, to hire Cristin Reardon for the part-time, Seasonal Canvasser position, for the Portage County Dog Warden, presented by Janet Kovick, Human Resources Director.

Motion To: Approve Journal Entry II for May 9, 2019

RESULT: ADOPTED
MOVED: Sabrina Christian-Bennett
SECONDED: Kathleen Clyde
AYES: Sabrina Christian-Bennett, Kathleen Clyde, Vicki A. Kline

JOURNAL ENTRY III

May 9, 2019

1. The Board of Commissioners signed the Personnel Action Form authorizing the part-time hire of Amanda Higgins as a Seasonal Canvasser for the Portage County Dog Warden, as presented by Janet Kovick, Human Resources Director. Anticipated start date is May 15, 2019. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.

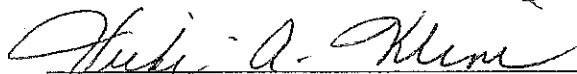
Motion To: Approve the Journal Entry III for May 9, 2019


RESULT: ADOPTED
MOVED: Sabrina Christian-Bennett
SECONDED: Kathleen Clyde
AYES: Sabrina Christian-Bennett, Kathleen Clyde, Vicki A. Kline

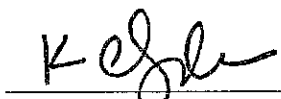
Motion To: Adjourn the Official Meeting of May 9, 2019 at 11:22 AM


RESULT: ADOPTED
MOVED: Kathleen Clyde
SECONDED: Sabrina Christian-Bennett
AYES: Kathleen Clyde, Sabrina Christian-Bennett, Vicki A. Kline

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of May 9, 2019.


 Vicki A. Kline, President


 Sabrina Christian-Bennett, Vice President


 Kathleen Clyde, Board Member


 Amy Hutchinson, Clerk