

# 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

November 21, 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 Sheila Moore, Brian Ames, John Zizka, Barb Tittle, Elayne Cross, and Record Courier Reporter Diane Smith

Recessed to Solid Waste Management District: 9:01 AM

Reconvened: 9:09 AM

### HUMAN RESOURCES

Present: Director Janet Kovick

#### Discussion:

1. Probationary Period and Performance Evaluation for Water Resources  
Director Kovick is bringing forth a discussion to finalize the transition plan for Water Resources Deputy Director. The last portion of the plan will have Laura Weber become Interim Director and during that phase, Director Kovick recommends a probationary period and an evaluation. Standard probationary periods for classified employees have a 120 day probationary period, but as Interim, Ms. Weber will be considered unclassified. Normally when Directors are hired, there isn't a probationary period because they are unclassified and considered 'at will' employees.

Director Kovick also recommends a performance evaluation in order to structure and formalize the process as part of the transition plan.

Director Kovick will finalize the plan by adding a probationary period of 120 days and by adding the performance evaluation process.

### WATER RESOURCES

Present: Director Gene Roberts

#### Discussion:

1. Brimfield Township proposed water service area boundary change between Portage County and Aqua, Inc (Journal Entry #4).

Lemon Development, LLC is in the process of preparing a site plan for a 210 unit multi-family apartment complex in the Brimfield Township Town Center. The parcel is located south east of the intersection of I-76 and State Route 43 at the north end of Town Square Drive.

Public water in this area of Brimfield Township is solely supplied by Portage County. Aqua Ohio purchases bulk water from Portage County and resales to residential and commercial properties within an established water service area; primarily the Brimfield Township Town Center. Portage County provides water service to properties outside of the Aqua Ohio, Inc boundary.

During the due diligence process for the proposed development, it was discovered the water service area boundary between Portage County and Aqua Ohio goes through the parcel of the proposed development; however, most of the development will be within the Aqua Ohio, Inc Water Service Area (approximately 60 apartments units are within the Portage County Service Area).

Given the Water Service Area Boundary does not follow the parcel line, most of the development is within the Aqua Ohio Service Area and Portage County Water Resources (PCWR) sells the bulk water to Aqua Ohio. PCWR recommends the Water Service Area Boundary be modified to match the parcel line to put the entire parcel within the Aqua Ohio Water Service Area. Approximately half of the proposed area is considered a wetland and is expected not to be developed in the future.

Allowing for this project to move forward at the developer's request will increase the property value for taxation purposes by over 6,000% based on similar improved parcels in Brimfield Township.

Commissioner Christian-Bennett noted Brimfield Township is serviced by multiple water suppliers other than Aqua Ohio and Director Roberts noted private wells, Aqua Ohio and Portage County are the three he is aware of.

Director Roberts is recommending permission to move forward by modifying the Water Service Area Agreement to reflect the recommended change.

The Board agreed to move forward with the request and Director Roberts will bring back changes to the map after meeting with Aqua Ohio.

Recessed: 9:18 AM

Reconvened: 9:25 AM

#### **JOB & FAMILY SERVICES**

Present: Director Kellijo Jeffries and Human Resources Director Janet Kovick

9:26 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Kathleen Clyde, seconded by Sabrina Christian-Bennett that the Board of Commissioners move into executive session to consider the compensation of a public employee. Also present: Director

Kellijo Jeffries and Human Resources Director Janet Kovick. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

9:31 AM Upon conclusion of the above referenced discussion, it was moved by Kathleen Clyde, seconded by Sabrina Christian-Bennett that the Board of Commissioners move out of executive session. Roll call vote: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

9:32 AM In accordance with the Ohio Rev. Code 121.22(G)(4), it was moved by Kathleen Clyde, seconded by Sabrina Christian-Bennett that the Board of Commissioners move into executive session to reviewing negotiations or bargaining sessions with public employees concerning their compensation. Also Present: Director Kellijo Jeffries and Human Resources Director Janet Kovick. Roll call vote: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

9:36 AM Upon conclusion of the above referenced discussion, it was moved by Kathleen Clyde, seconded by Sabrina Christian-Bennett that the Board of Commissioners move out of executive session. Roll call vote: Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board acted by adopting Journal Entry II for Job and Family Services.

Recessed: 9:39 AM  
Reconvened: 9:53 AM

#### **WATER RESOURCES, JOB & FAMILY SERVICES, COUNTY ENGINEER, AND REGIONAL PLANNING COMMISSION**

Present: Water Resources Department Director Gene Roberts, Job and Family Services Director Kellijo Jeffries, Larry Jenkins, County Engineer's Office, Regional Planning Commission Director Todd Peetz and Department of Budget and Financial Management Director Todd Bragg, Evelyn Beeman, Regional Planning Commission,

Several months ago, Director Jeffries contacted the Regional Planning Commission for assistance with grant writing, but Director Peetz no longer had a person on staff to assist. Although she does not have enough grant work for a full time position, she would be interested in a shared position with other County departments.

Director Peetz mentioned the Regional Planning Commission, the Commissioners, represented by Director Bragg and Neighborhood Development Services formed a group called the Portage County Community Development Steering Committee (PCCDSC) and they have met with communities, non-profits, and departments to determine their current needs and how they could assist. Next week, the group will compile the information, noting the burden will be placed back on Neighborhood Development Services and Regional Planning Commission to assist with the requests.

It's possible a part time grant writer could be hired to assist the full time position or possibly two full time grant writers if and when additional departments decide to join in.

Departments and agencies will contribute what they are able to in terms of funding for the position with the expectation they will receive time and resources to work on grants for their department.

The agreement would be done through a Memorandum Of Understanding and will include the following:

- 3-year funding commitment, with annual reviews or additional reviews if necessary.
- The department or agency Director must approve grants that are being pursued.
- That the grant writer(s) works primarily in the Regional Planning Commission Office and/or share an office with partnering department or agency with appropriate time constraints, if requested. But the grant writer(s) will be considered employed by Regional Planning with their benefits package (same as County).
- The participating agencies and departments will review the job description and be involved in the hiring process.
- The employee in addition to writing the grants will need to be able to assist with contracts, implementation, monitoring and submitting invoices as appropriate.
- Current partners and their proposed contributions:
  - Job and Family Services \$25,000
  - Portage County Water Resources \$25,000
  - Portage County Regional Planning \$12,000
  - Portage County Engineer's Office \$12,000
  - Portage County Building Department \$3,000-\$6,000.

Commissioner Christian-Bennett noted the Building Department decided not to participate, but Director Peetz explained the deficit should be covered even without their portion.

Commissioner Christian-Bennett stated all agencies are County agencies and why would it be beneficial that the grant writer be under the Regional Planning Commission versus having that person do grant writing for the County? Director Peetz noted if the position is utilized by all County departments, the grant writer will defuse the person's time and ability to work on projects. Additionally, if the position falls under the Regional Planning Commission, the Planning Commission Board is also in need of a grant writer, and Director Peetz will also be able to provide an additional resource, oversight and will be accountable to the members for the position.

Commissioner Kline asked about the total cost of \$74,000 and Director Peetz explained the former grant writer position was \$75,000, and the employee received \$48,000, along with healthcare, PERS, etc. The departments would like to hire someone for around \$40,000 to \$45,000.

Commissioner Christian-Bennett asked if Technical Assistance (TA) hours could be utilized towards the grant writer and Director Peetz explained if this is done utilizing TA hours, it eliminates the Townships, Villages and Cities assistance and doesn't help the Planning Commission board. Commissioner Christian-Bennett doesn't want to see County

departments supplementing Townships or Villages. Director Roberts mentioned since they are Enterprise Funds, he needs to demonstrate to the Board and customers that the \$25,000 came back to the department in terms of grants noting some might not be successful, but the effort was put forth. Director Roberts noted the department will ultimately still need to go through the Regional Planning Commission to get the needed data, regardless. Director Jeffries stated for audit purposes, whatever amount they contribute, the department needs to correlate it to a certain amount of hours the person presents in the form of a time sheet and is physically presence at the department.

Commissioner Kline would like to move forward with the request and Director Peetz explained they can try the position under the Regional Planning Commission and if it doesn't work, it could be moved under the Commissioners.

Director Jeffries noted all contributors will be vested in the interview and selection process, as well as accountability.

Director Roberts explained his department is looking within the next three years, of writing upwards of \$6 million dollars in grants for Mantua Village (if they transition to Portage County) and every million dollars equates to \$7.23 per month off their bill, so there is a return on the investment back to the residents. Additionally, Chinn Allotment and Bryn Mawr are other projects coming for the Water Resources Department.

Commissioner Clyde asked how technical someone has to be to write the grants and Director Roberts responded he writes the technical aspect of the grants and then turns them over to someone who can finish the additional information. The scoping portion is also done by the department, but they do not have the ability to get to the next level to reduce operating costs by getting a grant.

Director Peetz would like to get the process started soon as the grant season starts in February.

Mr. Jenkins added there are Community Development Block Grants and Ohio Public Work grants that might happen, but there are many others the Engineer's Office does not have the manpower to get and this will help offset and allow the department to utilize local funding.

The Board agreed to move forward with the request and Director Peetz will work with the Prosecutor's Office on the Memorandum of Understanding and he will also advertise and begin the interviewing process.

Recessed: 10:30 AM

Reconvened: 11:01 AM

#### **PUBLIC COMMENT**

Present: John Zizka

On Tuesday, Mr. Zizka went to the Building Department to look at an application for a building permit to verify square footage. When he made the request, he was asked to complete a Public Records Request form. Mr. Zizka advised the clerk that he didn't have to complete the form and he was told that the County Commissioners require the form to be

completed. Mr. Zizka came to the 7<sup>th</sup> floor and spoke with Todd Bragg as he was standing at the counter. Director Bragg attempted to call the building department on two separate numbers but was unable to reach anyone in the department. Director Bragg proceeded to take Mr. Zizka down to the Building Department to discuss the situation.

Mr. Zizka was disturbed because this is a public department and this is not the Director's first term and he wanted to find out if this is a directive from the Commissioners.

Commissioners Kline spoke with Director Roberts who knew of the incident and had contacted the Prosecutor's Office and assured her the situation would be handled. Commissioner Christian-Bennett mentioned she also spoke with Director Roberts who pointed out on the top of the form it also indicates that unless you are requesting copies, it's not required complete the form.

Mr. Zizka requested an apology and assurance that this won't happen again. Commissioner Clyde noted it's a good reminder to the Board to check in with all departments to make sure they are not requiring or putting burdens up in front of people in their right to transparency.

#### **PUBLIC COMMENT**

Present: Sheila Moore

Ms. Moore asked about the recycling program and how it will affect Windham Village if they do not want curbside recycling. The Village currently has drop offs that they share with Windham Township for a total cost of \$2,400 per year. Commissioner Christian-Bennett responded the drop off program needs to be economically feasible for the County and currently it isn't and the curbside program is supplementing the drop offs. For example, Windham Township and Village have four containers total and the actual costs to the County is \$15,980.00. Ms. Moore asked if the curbside program is going to be mandatory and Commissioner Kline noted it is not, but the price of the drop off may increase.

Ms. Moore also asked about the grant writer for the Regional Planning Commission and asked where the community stands in terms of utilizing that person and Commissioner Kline explained that's one of the reasons Director Peetz wanted a grant writer. Ms. Moore asked how much time would be allotted to the community for the grant writer and Commissioner Christian-Bennett responded it's a pilot program and the Board has agreed to try it and see how it goes.

#### **PUBLIC COMMENT**

Present: Barb Tittle

Ms. Tittle noted that in order for the EPA to approve the County's recycling plan, she thought 90% of the communities had to participate and the Commissioners agreed.

#### **Commissioners**

#### **Discussion:**

1. November 18, 2019 email from Marino Pellegrini, Ohio Division of Natural Resources, Division of Wildlife: How does the Board wish to respond to incidents about hunting on

county property./Clerk will forward to the Prosecutor's Office for a response and Internal Services to ascertain whether the County has a property management policy.

2. November 18, 2019 email from Chris including an email from Stephen Colecchi, Brennan, Manna & Diamond, LLC regarding opioid litigation. How does the Board of Commissioners wish to respond to Mr. Colecchi? The Board does not wish to opt out./Journal Entry III

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

November 21, 2019

1. Approval of the November 14, 2019 regular meeting minutes.

\* \* \* \* \*

#### **RESOLUTIONS**

November 21, 2019

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

1. Approve the Thursday, November 21, 2019 bills/ACH payments as presented by the County Auditor and reviewed by the Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee./19-0831
2. Approve the Thursday, November 21, 2019 wire transfers for health benefits as presented by the County Auditor and reviewed by the Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee./19-0832
3. Approve the Thursday, November 21, 2019 Journal Vouchers, as presented by the County Auditor and reviewed by the Board of Commissioners Department of Budget and Financial Management, Department of Internal Services or other designee. /19-0833
4. Approve the Thursday, November 21, 2019 Then & Now Certification, as presented by the County Auditor and reviewed by the Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee./19-0834
5. Approve the Thursday, November 21, 2019 wire transfer to Huntington National Bank, as presented by the County Auditor./19-0835
6. Apply and authorize the acceptance of grant award and execution of necessary documents to the Ohio Attorney General's Office pertaining to the purchase of 10 body armor vests that will replace old ones that are no longer under warranty./19-0836
7. Cash advance from Fund 0001, General Fund to Fund 1162 FEMA./19-0837
8. Transfer from Fund 1001, Certificate of Auto Title, to Fund 0001, General Fund./19-0838

#### **Job & Family Services**

9. Transfer from Fund 1414, Child Support Administration, to 1410 Public Assistance Fund./19-0839

**Internal Services**

10. Enter into amendment no. 1 for Prevention, Retention and Contingency (PRC) Home Repair Services between the Board of Commissioners on behalf of the Portage County Job & Family Services and Community Action Council of Portage County (\$20,000)./19-0840
11. Enter into amendment no. 1 for Prevention, Retention and Contingency (PRC) Housing Assistance between the Board of Commissioners on behalf of Portage County Job & Family Services and Family & Community Services (\$100,000)./19-0841
12. Enter into an agreement for domestic violence services (Safer Solutions for Men/Peaceful Solutions for Woman) between the Board of Commissioners on behalf of Portage County Job & Family Services and Family & Community Services (\$14,063.95)./19-0842
13. Enter into an agreement for parenting services (Parenting Toward Solutions) between the Board of Commissioners on behalf of Portage County Job & Family Services and Family & Community Services, Inc. (\$20,000)./19-0843
14. Enter into amendment no. 2 between the Board of Commissioners on behalf of Portage County Job & Family Services and Family & Community Services Inc. for an intensive intervention case management/therapeutic intervention program (\$47,297.44)./19-0844
15. Enter into an agreement for Prevention, Retention and Contingency (PRC) family support services for Child Support Enforcement Agency (CSEA) Division between the Board of Commissioners on behalf of Portage County Job & Family Services and Family & Community Services, Inc. (\$49,996.18)./19-0845
16. Enter into amendment no. 2 for Title XX Adult Protective Case Management Services between the Board of Commissioners on behalf of Portage County Job & Family Services and Family & Community Services, Inc. (\$29,165.81)./19-0846
17. Enter into amendment no. 1 for Prevention, Retention and Contingency (PRC) Moral Renation Therapy (MRT) between the Board of Commissioners on behalf of Portage County Job & Family Services and Coleman Professional Services (\$12,072.17)./19-0847
18. Enter into amendment no. 2 for Title XX Senior Recreation Services between the Board of Commissioners on behalf of Portage County Job & Family Services and Family & Community Services, Inc. (\$70,000)./19-0848
19. Enter into amendment no. 1 for Prevention, Retention and Contingency domestic violence services entitled "Safer Futures" between the Board of Commissioners on behalf of Portage County Job & Family Services and Family & Community Services, Inc. (\$149,859.93)./19-0849

**Water Resources Department**

20. Amendment to Resolution No. 19-0703 to enter into an agreement between the Portage County Board of Commissioners on behalf of Water Resources and CTI Engineers, Inc. for engineering services./19-0850



21. Approving a request for installment payments of connection charges for connections to the sanitary sewerage system in the Portage County Regional Sewer District and establishing the terms and conditions of the same (Ana B. Myers & Destiny R. Myers)./19-0851
22. Approving a request for installment payments of connection charges for connections to the sanitary sewerage system in the Portage County Regional Sewer District and establishing the terms and conditions of the same (Drew B. Kryah)./19-0852
23. Approving a request for installment payments of connection charges for connections to the sanitary sewerage system in the Portage County Regional Sewer District and establishing the terms and conditions of the same (Howard C. Hayford & Sudi M. Hayford)./19-0853
24. Approving a request for installment payments of connection charges for connections to the sanitary sewerage system in the Portage County Regional Sewer District and establishing the terms and conditions of the same (Jerome J. Simon & Donna L. Simon)./19-0854
25. Approving a request for installment payments of connection charges for connections to the sanitary sewerage system in the Portage County Regional Sewer District and establishing the terms and conditions of the same (Diane J. Boothe)./19-0855

**Motion To:** Approve the Consent Agenda for November 21, 2019

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

**RESOLUTION NO. 19-0831      -      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 Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee on November 21, 2019 in the total payment amount of **\$1,214,358.64, including late fees finance charges, interest & penalties amounting to \$2.56 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, November 22, 2019, contingent upon the

review of the Portage County Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee on November 21, 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, Yea; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0832 - RE: WIRE TRANSFER APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.**

It was moved by Kathleen Clyde, seconded by Sabrina Christian-Bennett 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 Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee on November 21, 2019 in the total payment amount as follows:

1. \$92,474.96 to Medical Mutual - Admin
2. \$223,987.11 to Medical Mutual - Claims; 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, November 22, 2019 \$ 92,474.96  
Wire Transfer on Friday, November 22, 2019 \$223,987.11

;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. 19-0833      -      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:

11/21/19	740	\$7,779.49
11/21/19	741	8,458.19
11/21/19	781	8.96
11/21/19	782	6,605.76
11/21/19	783	3,140.20
11/21/19	784	9,614.75
11/21/19	785	7,600.00
11/21/19	786	14,000.00
Total		\$57,207.35

; 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. 19-0834 - 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 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 are properly certified by the County Auditor in the amount of **\$127,937.80** dated **November 21, 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. 19-0835 - 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 Department of Budget &

Financial Management or other designee on November 21, 2019 in the total payment amount as follows:

- 1) \$214,870.78 to Huntington National Bank for various purpose improvement and refunding bond series 2010 PORTGEVVPF10; and
- 2) \$277,458.13 to Huntington National Bank for various purpose bond series 2007 PORTAGEVP07; and
- 3) \$1,716,159.85 to Huntington National Bank for various purpose improvement and refunding bond series 2014 – PORTGEVPI14; 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 transfers for the payment of bond interest costs as follows, as presented by the Portage County Auditor's Office:

Wire Transfer on Friday, November 22, 2019	\$ 214,870.78
Wire Transfer on Friday, November 22, 2019	\$ 277,458.13
Wire Transfer on Friday, November 22, 2019	\$ 1,716,159.85

;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. 19-0836**

-

**RE: APPLY AND AUTHORIZE THE ACCEPTANCE OF GRANT AWARD AND EXECUTION OF NECESSARY DOCUMENTS TO THE OHIO ATTORNEY GENERAL'S OFFICE PERTAINING TO THE PURCHASE OF 10 BODY ARMOR VESTS THAT WILL REPLACE OLD ONES THAT ARE NO LONGER UNDER WARRANTY.**

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

**WHEREAS,**

the Portage County Sheriff's Office is seeking ways to fund the replacement of body armor vests to enhance the safety of and prevent injury to law enforcement officers; and

- WHEREAS,** the Ohio Attorney General's Office has a grant program providing funds for Ohio Sheriff's Offices that are in good standing with the Ohio Bureau of Workers' Compensation; and
- WHEREAS,** the Ohio Attorney General's Office has approved the grant application in the amount of \$5,415.00 for Body Armor Vests; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners does hereby support the grant application for \$5,415.00 to Ohio Attorney General's Office on behalf of the Portage County Sheriff's Office for the Body Armor Program. **The necessary local match of \$1,805.00 will be provided from the County General Fund,** for a total grant award of \$7,220.00; and be it further
- RESOLVED,** that the Portage County Board of Commissioners accepts the Ohio Attorney General's Office grant award for the Portage County Sheriff's Office in the amount of \$5,415.00 with a local match requirement of \$1,805.00, for Body Armor Vests; and be it further
- RESOLVED,** the service period for this grant is from the time of acceptance on October 8, 2019 through September 30, 2020; and be it further
- RESOLVED,** that the Portage County Board of Commissioners authorizes Sheriff David W. Doak to sign the application documents; and be it further
- RESOLVED,** that a copy of this resolution and the agreement be forwarded to the Portage County Sheriff, Portage County Auditor, 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 meetings open to the public in compliance with the 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. 19-0837 - RE: CASH ADVANCE FROM FUND 0001,  
GENERAL FUND TO FUND 1162 FEMA**

It was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline that the following

**WHEREAS,** The fund requires a cash advance in the amount of \$7,239.47, to be paid back as assessment collections are received; now therefore be it;

**RESOLVED,** that the following advance of funds be made:

Debit: 00100009 920000	\$7,239.47
Credit: 31700102 290000	\$7,239.47

;and be it further

**RESOLVED,** that the County Auditor is hereby requested to make said cash advance by Journal Entry, and that a certified copy of this resolution be filed with the Portage County Auditor; and be it further

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

Roll call vote as follows:

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

**RESOLUTION NO. 19-0838 - RE: TRANSFER FROM FUND 1001,  
CERTIFICATE OF AUTO TITLE, TO FUND  
0001, GENERAL FUND**

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

**WHEREAS,** the Clerk of Courts has declared \$357,000 in fund 1001 certificate of auto title to be in excess of what is needed for operations, as outlined in ORC 325.33; now therefore be it

**RESOLVED,** that the transfer in the amount of \$357,000 be made as follows:

FROM (Debit):	
FUND 1001, Certificate of Auto Title	
ORGCODE: 10014017 910000	\$357,000
To (Credit):	
FUND 0001, General fund	
ORGCODE: 00100002 280000	\$357,000

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

**RESOLUTION NO. 19-0839 - 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 \$24,012.88 for October 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

\$24,012.88

**TO:**

FUND 1410, PUBLIC ASSISTANCE

ORGCODE - 14100512

Revenue Account

Object: 282000 - JFS - Shared

Project 5SHAR

\$24,012.88

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

**RESOLUTION NO. 19-0840 - RE: ENTER INTO AMENDMENT NO. 1 FOR PREVENTION, RETENTION AND CONTINGENCY (PRC) HOME REPAIR SERVICES BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY JOB & FAMILY SERVICES AND COMMUNITY ACTION COUNCIL OF PORTAGE COUNTY.**

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

**WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20190149 (the "Original Contract") on November 15, 2018 by Resolution No. 18-0820 to provide PRC Home Repair Services for eligible Portage County residents; and

**WHEREAS,** the parties desire to amend the Original Contract; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby enter into Amendment No. 1 between the Board of Commissioners on behalf of Portage County Job & Family Services and Community Action Council of Portage County to extend the agreement for one (1) additional year from October 1, 2019 through September 30, 2020; and be it further

**RESOLVED,** that total service under this agreement shall not exceed Twenty thousand and 00/100 dollars (\$20,000.00); and be it further

**RESOLVED,** that funding for this agreement will come from Job & Family Services fund 1410; 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. 19-0841 - RE: ENTER INTO AMENDMENT NO. 1 FOR PREVENTION, RETENTION AND CONTINGENCY (PRC) HOUSING ASSISTANCE BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC.**

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

**WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20190225 (the "Original Contract") on January 17, 2019 by Resolution No. 19-0047 to provide PRC Housing Assistance for eligible Portage County residents; and

**WHEREAS,** the parties desire to amend the Original Contract; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby enter into Amendment No. 1 between the Board of Commissioners on behalf of Portage County Job & Family Services and Family & Community Services, Inc. to extend the agreement for one (1) additional year from October 1, 2019 through September 30, 2020; and be it further

**RESOLVED,** that annual service under this agreement shall not exceed One hundred thousand and 00/100 dollars (\$100,000.00); and be it further

**RESOLVED,** that funding for this agreement will come from Job & Family Services fund 1410; 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. 19-0842 - RE: ENTER INTO AN AGREEMENT FOR DOMESTIC VIOLENCE SERVICES (SAFER SOLUTIONS FOR MEN/PEACEFUL**

**SOLUTIONS FOR WOMEN) BETWEEN THE  
BOARD OF COMMISSIONERS ON BEHALF  
OF PORTAGE COUNTY JOB & FAMILY  
SERVICES AND FAMILY & COMMUNITY  
SERVICES, INC.**

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

- WHEREAS,** Portage County Job & Family Services is in need of Domestic Violence Services to stabilize families and prevent removal of children from their homes and reunify children that have been removed from their homes by providing domestic violence assessment, counseling and other treatment; and
- WHEREAS,** Requests for Proposals were sent to thirteen (13) potential service providers; and
- WHEREAS,** one (1) proposal was received, opened and tabulated for Domestic Violence Services on July 17, 2019; and
- WHEREAS,** Family & Community Services, Inc. is willing and able to provide these services utilizing the "Safer Solutions for Men/Peaceful Solutions for Women" programs; and
- WHEREAS,** the Agreement will be used to detail the terms of the relationship between Portage County Job & Family Services and Family & Community Services, Inc.; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of Portage County Job & Family Services and Family & Community Services, Inc. with its principal place of business located at 705 Oakwood Street, Ravenna, OH 44266, for the period October 1, 2019 through September 30, 2020, with the option to renew the agreement two (2) additional years; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed Fourteen thousand sixty-three and 95/100 dollars (\$14,063.95); and be it further
- RESOLVED,** that funding for this agreement will come from Job & Family Services fund 1415; 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. 19-0843      -      RE:      ENTER INTO AN AGREEMENT FOR PARENTING SERVICES (PARENTING TOWARD SOLUTIONS) BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC.**

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

**WHEREAS,** Portage County Job & Family Services is in need of Parenting Services to stabilize families and prevent removal of children from their homes and reunify children that have been removed from their homes by providing parenting assessment, treatment and other instruction services; and

**WHEREAS,** Requests for Proposals were sent to thirteen (13) potential service providers; and

**WHEREAS,** four (4) proposals were received, opened and tabulated for Parenting Services on July 17, 2019; and

**WHEREAS,** Family & Community Services, Inc. is willing and able to provide these services utilizing the "Parenting Toward Solutions" program; and

**WHEREAS,** the Agreement will be used to detail the terms of the relationship between Portage County Job & Family Services and Family & Community Services, Inc.; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of Portage County Job & Family Services and Family & Community Services, Inc. with its principal place of business located at 705 Oakwood Street, Ravenna, OH 44266, for the period October 1, 2019 through September 30, 2020, with the option to renew the agreement two (2) additional years; and be it further

**RESOLVED,** that the total amount of this Agreement is not to exceed Twenty thousand and 00/100 dollars (\$20,000.00); and be it further

**RESOLVED,** that funding for this agreement will come from Job & Family Services fund 1415; 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. 19-0844 - RE: ENTER INTO AMENDMENT NO. 2 BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC. FOR AN INTENSIVE INTERVENTION CASE MANAGEMENT/THERAPEUTIC INTERVENTION PROGRAM.**

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

**WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20180299 (the "Original Contract") on April 12, 2018 by Resolution No. 18-0264 to provide an Intensive Intervention Case Management/Therapeutic Intervention Program for parents who have recently lost custody of their children or are trying to prevent the removal of their children from the home and need additional support to complete case plan services during the reunification or prevention process; and

**WHEREAS,** Amendment No. 1 between the parties was entered into on November 1, 2018 through Resolution 18-0770 to extend the agreement for an additional year from October 1, 2018 through September 30, 2019 and total amount of this Agreement not to exceed Sixty-four thousand fifty-one and 39/100 dollars (\$64,051.39); and

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

**RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Amendment No. 2 between the Board of Commissioners on behalf of Portage County Job & Family Services and Family & Community Services, Inc. with its principal place of business located at 705 Oakwood Street, Suite 221, Ravenna, Ohio 44266, for the period October 1, 2019 through September 30, 2020; and be it further

- RESOLVED,** that the total amount of this Agreement is not to exceed Forty-seven thousand two hundred ninety-seven and 44/100 dollars (\$47,297.44); and be it further
- RESOLVED,** that funding for this agreement will come from Job & Family Services fund 1415; 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. 19-0845      RE: ENTER INTO AN AGREEMENT FOR PREVENTION, RETENTION AND CONTINGENCY (PRC) FAMILY SUPPORT SERVICES FOR CHILD SUPPORT ENFORCEMENT AGENCY (CSEA) DIVISION BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC.**

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

- WHEREAS,** Portage County Job & Family Services is in need of Prevention, Retention and Contingency (PRC) Family Support Services for Child Support Enforcement Agency (CSEA) Division for eligible Portage County residents; and
- WHEREAS,** Requests for Proposals were sent to twelve (12) potential service providers; and
- WHEREAS,** one (1) proposal was received, opened and tabulated for PRC Family Support Services for CSEA Division on August 7, 2019; and
- WHEREAS,** Family & Community Services, Inc. is willing and able to provide these services; and
- WHEREAS,** the Agreement form attached hereto as Exhibit A will be used to detail the terms of the relationship between Portage County Job & Family Services and Family & Community Services, Inc.; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of Portage County Job & Family Services and Family & Community Services, Inc. with its principal place of business located at 705 Oakwood Street, Suite 221, Ravenna, Ohio 44266, for the period October 1, 2019 through September 30, 2020, with the option to renew one (1) additional year; and be it further

**RESOLVED,** that the total amount of this Agreement is not to exceed Forty-nine thousand nine hundred ninety-six and 18/100 dollars (\$49,996.18); and be it further

**RESOLVED,** that funding for this agreement will come from Job & Family Services fund 1410; 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. 19-0846 - RE: ENTER INTO AMENDMENT NO. 2 FOR TITLE XX ADULT PROTECTIVE CASE MANAGEMENT SERVICES BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC.**

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

**WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20170448 (the "Original Contract") on November 14, 2017 by Resolution No. 17-0858 to provide Title XX Adult Protective Case Management Services for eligible Portage County adults (age 60 and over) who have moderate to severe disabilities in order to increase their opportunities to participate in physical, cultural, creative, cognitive and social development activities to help improve or maintain functioning as well as support increased opportunities for caregivers to engage in physical, social or work-related activities knowing their loved one is in a safe and supportive environment; and

- WHEREAS,** Amendment No. 1 was entered into on October 11, 2018 through Resolution No. 18-0723 to extend the agreement by one (1) additional year from October 1, 2018 through September 30, 2019.
- WHEREAS,** the parties desire to amend the Original Contract; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into Amendment No. 2 between the Board of Commissioners on behalf of Portage County Job & Family Services and Family & Community Services, Inc. to extend the agreement by one (1) additional year from October 1, 2019 through September 30, 2020; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed Twenty-nine thousand one hundred sixty-five and 81/100 dollars (\$29,165.81); and be it further
- RESOLVED,** that funding for this agreement will come from Job & Family Services fund 1410; 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.

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Roll call vote as follows:

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

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**RESOLUTION NO. 19-0847 - RE: ENTER INTO AMENDMENT NO. 1 FOR PREVENTION, RETENTION AND CONTINGENCY (PRC) MORAL RECONATION THERAPY (MRT) BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY JOB & FAMILY SERVICES AND COLEMAN PROFESSIONAL SERVICES.**

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

**WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20190224 (the "Original Contract") on January 17, 2019 by Resolution No. 19-0048 to provide Moral Reconation Therapy (MRT) for eligible non-custodial parents residing in Ohio who have been referred for Prevention, Retention and Contingency (PRC) Child Support Enforcement Agency (CSEA) Supportive Services; and



- WHEREAS,** the parties desire to amend the Original Contract; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Amendment No. 1 between the Board of Commissioners on behalf of Portage County Job & Family Services and Coleman Professional Services, Inc. to renew the agreement one (1) additional year from October 1, 2019 through September 30, 2020; and be it further
- RESOLVED,** that Portage County Job & Family Services agrees to pay Coleman Professional Services, Inc. for MRT at a unit rate of Ninety-nine and 25/100 dollars (\$99.25) per two (2) hour group session and Twenty-five and 00/100 dollars (\$25.00) per MRT Client Workbook/Manual distributed to PRC eligible clients; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed Twelve thousand seventy-two and 17/100 dollars (\$12,072.17); and be it further
- RESOLVED,** that funding for this agreement will come from Job & Family Services fund 1410; 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. 19-0848       -       RE:   ENTER INTO AMENDMENT NO. 2 FOR  
TITLE XX SENIOR RECREATION SERVICES  
BETWEEN       THE       BOARD       OF  
COMMISSIONERS       ON       BEHALF       OF  
PORTAGE COUNTY JOB & FAMILY  
SERVICES AND FAMILY & COMMUNITY  
SERVICES, INC.**

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

**WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20170442 (the "Original Contract") on October 31, 2017 by Resolution No. 17-0822 to provide Title XX Senior Recreation Services for eligible Portage County adults (age 60 and over) who have moderate to severe disabilities in order to increase their opportunities to participate in physical, cultural, creative, cognitive and social development activities to help improve or maintain functioning as well as

support increased opportunities for caregivers to engage in physical, social or work-related activities knowing their loved one is in a safe and supportive environment; and

**WHEREAS,** Amendment No. 1 between the parties was entered into on October 11, 2018 through Resolution No. 18-0721 to amend the Original Contract to extend the agreement by one (1) additional year from October 1, 2018 through September 30, 2019; and

**WHEREAS,** the parties desire to amend the Original Contract; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby enter into Amendment No. 2 between the Board of Commissioners on behalf of Portage County Job & Family Services and Family & Community Services, Inc. to extend the agreement by one (1) additional year from October 1, 2019 through September 30, 2020; and be it further

**RESOLVED,** that the total amount of this Agreement shall not to exceed Seventy thousand and 00/100 dollars (\$70,000.00); and be it further

**RESOLVED,** that funding for this agreement will come from Job & Family Services fund 1410; 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. 19-0849      -      RE:    ENTER INTO AMENDMENT NO. 1 FOR PREVENTION, RETENTION AND CONTINGENCY (PRC) DOMESTIC VIOLENCE SERVICES ENTITLED "SAFER FUTURES" BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC.**

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

**WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20190113 (the "Original Contract") on December 6,

2018 by Resolution No. 18-0877 to provide PRC Domestic Violence Services entitled "Safer Futures" for eligible Portage County residents; and

- WHEREAS,** the parties desire to amend the Original Contract; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into Amendment No. 1 between the Board of Commissioners on behalf of Portage County Job & Family Services and Family & Community Services, Inc. to extend the agreement for one (1) additional year from October 1, 2019 through September 30, 2020; and be it further
- RESOLVED,** that annual service under this agreement shall not exceed One hundred forty-nine thousand eight hundred fifty-nine and 93/100 dollars (\$149,859.93); and be it further
- RESOLVED,** that funding for this agreement will come from Job & Family Services fund 1410; 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. 19-0850 - RE: AMENDMENT TO RESOLUTION NO. 19-0703 TO ENTER INTO AN AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF WATER RESOURCES AND CTI ENGINEERS, INC. FOR ENGINEERING SERVICES.**

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

- WHEREAS,** the Board of Commissioners has adopted Resolution No. 19-0703 to enter into an Agreement with CTI Engineers, Inc. for engineering services; and
- WHEREAS,** it has become necessary to amend said RESOLUTION due to the noted incorrect total cost of the engineering services approved in said resolution; now therefore be it.
- RESOLVED,** that this Board does hereby agree to accept an amendment to Resolution No. 19-0703 for the Agreement for Engineering Services for the corrected total cost

amount of the engineering services agreement, and the text of the amended resolution shall read as follows:

- WHEREAS,** the Portage County Water Resources Department has the need for engineering services for the Shalersville Water Treatment Plant Aeration and Ion Exchange System Improvement Project; and
- WHEREAS,** CTI Engineers, Inc. has the ability to provide such services; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into an agreement with CTI Engineers, Inc., One Cascade Plaza, Suite 710, Akron OH 44308; and be it further
- RESOLVED,** that the total cost of the engineering services shall be **Eighty-nine thousand, four hundred ninety-two and 87/100 dollars (\$89,492.87);** and be it further
- RESOLVED,** that water resource departmental funds will be used for payment of this agreement; and
- 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. 19-0851      -      RE:      APPROVING A REQUEST FOR  
INSTALLMENT PAYMENTS OF CONNECTION  
CHARGES FOR CONNECTIONS TO THE  
SANITARY SEWERAGE SYSTEM 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 system in the Portage County Regional Sewer District and has provided therein that the applicant in order to purchase a permit for such connection 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 a sanitary sewer permit and have now requested in writing the option of paying the sewer connection charges, applicable to the following described property, in installments; and

Applicant: Ana B. Myers and Destiny R. Myers (OWNERS)  
Service Address: 309 Howe Road  
Kent, OH 44240

Parcel Number: 04-017-10-00-001-000

Property Deed Description: Situated in the Township of Brimfield, County of Portage, and State of Ohio: and known as being all of Lot Number 57 in Oakwood Acres, Volume 11, Page 16, and further known as 309 Howe Road, Kent, Ohio, as recorded and more fully described in Instrument Number 201800116 of the Portage County Records, which description is hereby incorporated as though fully rewritten herein.

**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 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 \$5,580.00.
- B. The connection charges shall be payable in 100 quarterly installments beginning with the first sanitary sewer billing after completion of this agreement, unless pursuant to Paragraph H of this section, the OWNER are 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 1.27% percent per annum (based on  $\frac{1}{2}$  of the Ohio Water Development Authority for the month of November 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 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 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. 19-0852**

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**RE: APPROVING A REQUEST FOR  
INSTALLMENT PAYMENTS OF CONNECTION  
CHARGES FOR CONNECTIONS TO THE  
SANITARY SEWERAGE SYSTEM 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 system in the Portage County Regional Sewer District and has provided therein that the applicant in order to purchase a permit for such connection 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 a sanitary sewer permit and have now requested in writing the option of paying the sewer connection charges, applicable to the following described property, in installments; and

Applicant: Drew B. Kryah (OWNER)  
Service Address: 352 Stillwood Drive  
 Kent, OH 44240

Parcel Number: 04-017-10-00-032-000

Property Deed Description: Situated in the Township of Brimfield, County of Portage, and State of Ohio; and known as being all of Lot No. 26 in Oakwood Acres Subdivision as platted, numbered and recorded in Plat Book 11, Page 16, Portage County Record of Plats, as recorded and more fully described in Instrument 201906600 of the Portage County Records, which description is hereby incorporated as though fully rewritten herein.

**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 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.

- I. The total amount of such connection charges to be financed is \$5,580.00.
- J. The connection charges shall be payable in 100 quarterly installments beginning with the first sanitary sewer billing after completion of this agreement, unless pursuant to Paragraph H of this section, the OWNER are 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.

- K. A carrying charge shall be paid equal to 1.27% percent per annum (based on  $\frac{1}{2}$  of the Ohio Water Development Authority for the month of November 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.
- L. The quarterly installment and the carrying charges thereon shall be included as separate quarterly bills.
- M. 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.
- N. 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.
- O. 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.
- P. 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 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 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. 19-0853**

**RE: APPROVING A REQUEST FOR  
INSTALLMENT PAYMENTS OF CONNECTION  
CHARGES FOR CONNECTIONS TO THE  
SANITARY SEWERAGE SYSTEM 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 system in the Portage County Regional Sewer District and has provided therein that the applicant in order to purchase a permit for such connection 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 a sanitary sewer permit and have now requested in writing the option of paying the sewer connection charges, applicable to the following described property, in installments; and

Applicant: Howard C. Hayford and Sudi M. Hayford, Trustees  
(OWNERS)

Service Address: 4751 Mogadore Road  
Kent, OH 44240

Parcel Number: 04-017-10-00-058-000

Property Deed Description: Situated in the Township of Brimfield, County of Portage, and State of Ohio; and known as being all of Lot Number Five (5) of Oakwood Acres Allotment as the same is recorded in Volume 11, Page 16, Portage County Records of Plats, as recorded and more fully described in Instrument 201008752 of the Portage County Records, which description is hereby incorporated as though fully rewritten herein.

**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 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.

- Q. The total amount of such connection charges to be financed is \$5,580.00.
- R. The connection charges shall be payable in 100 quarterly installments beginning with the first sanitary sewer billing after completion of this agreement, unless pursuant to Paragraph H of this section, the OWNER are 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.
- S. A carrying charge shall be paid equal to 1.27% percent per annum (based on  $\frac{1}{2}$  of the Ohio Water Development Authority for the month of November 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.
- T. The quarterly installment and the carrying charges thereon shall be included as separate quarterly bills.
- ~~U. 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.~~
- ~~V. 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.~~
- W. 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.
- X. 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 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 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. 19-0854      -      RE:    APPROVING A REQUEST FOR  
INSTALLMENT PAYMENTS OF CONNECTION  
CHARGES FOR CONNECTIONS TO THE  
SANITARY SEWERAGE SYSTEM 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 system in the Portage County Regional Sewer District and has provided therein that the applicant in order to purchase a permit for such connection 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 a sanitary sewer permit and have now requested in writing the option of paying the sewer connection charges, applicable to the following described property, in installments; and

Applicant: Jerome J. Simon and Donna L. Simon (OWNERS)

Service Address: 351 Stillwood Drive  
Kent, OH 44240

Parcel Number: 04-017-10-00-027-000

Property Deed Description: Situated in the Township of Brimfield, County of Portage, and State of Ohio; and known as being all of Lot No. 31 in Oakwood Acres Allotment as recorded in Plat Book 11,

Page 16 of the Portage County Records of Plats, as recorded and more fully described in Instrument 9922442 of the Portage County Records, which description is hereby incorporated as though fully rewritten herein.

**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 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.

- Y. The total amount of such connection charges to be financed is \$5,580.00.
- Z. The connection charges shall be payable in 100 quarterly installments beginning with the first sanitary sewer billing after completion of this agreement, unless pursuant to Paragraph H of this section, the OWNER are 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.
- AA. A carrying charge shall be paid equal to 1.24% percent per annum (based on  $\frac{1}{2}$  of the Ohio Water Development Authority for the month of October 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.
- BB. The quarterly installment and the carrying charges thereon shall be included as separate quarterly bills.
- CC. 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.
- DD. 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.
- EE. 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.

FF. 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 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 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. 19-0855       -       RE:   APPROVING A REQUEST FOR  
INSTALLMENT PAYMENTS OF CONNECTION  
CHARGES FOR CONNECTIONS TO THE  
SANITARY SEWERAGE SYSTEM 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 system in the Portage County Regional Sewer District and has provided therein that the applicant in order to purchase a permit for such connection 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 a sanitary sewer permit and have now requested in writing the option of paying the sewer connection charges, applicable to the following described property, in installments; and

Applicant: Diane J. Boothe, Trustee (OWNER)  
Service Address: 4785 Loraine Drive  
Kent, OH 44240

Parcel Number: 04-017-10-00-008-000

Property Deed Description: Situated in the Township of Brimfield, County of Portage, and State of Ohio; and known as being all of Lot No. 50 in Oakwood Acres Subdivision as recorded in Plat Book 11, Page 16 of the Portage County Records, as recorded and more fully described by Instrument Number 201905491 of the Portage County Records, which description is hereby incorporated as though fully rewritten herein.

**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 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.

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GG. The total amount of such connection charges to be financed is \$5,580.00.

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HH. The connection charges shall be payable in 100 quarterly installments beginning with the first sanitary sewer billing after completion of this agreement, unless pursuant to Paragraph H of this section, the OWNER are 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.

II. A carrying charge shall be paid equal to 1.27% percent per annum (based on  $\frac{1}{2}$  of the Ohio Water Development Authority for the month of November 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.

JJ. The quarterly installment and the carrying charges thereon shall be included as separate quarterly bills.

KK. 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.

LL. 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.

MM. 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.

NN. 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 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 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;

#### **JOURNAL ENTRY**

November 21, 2019

#### **Commissioners**

1. 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 October 2019.
2. The Board of Commissioners acknowledged the receipt of the Portage County Investment Reconciliation for the Month of October 2019, received on November 14, 2019 as presented by the County Auditor and County Treasurer.

3. The Board of Commissioners acknowledged receipt of the November 15, 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.

#### **Water Resources**

4. The Board of Commissioners authorized the Portage County Water Resources Department to start discussions with Aqua Ohio Inc. to modify the Water Service Area Boundary Agreement in Brimfield Township to parcel level accuracy to support the Lemon Development and prevent future water service conflicts.

#### **Human Resources**

5. The Board of Commissioners signed the Personnel Action Form authorizing a wage increase for Laura Esposito, PCSA Training Supervisor, for Portage County Job & Family Services, due to successfully completing 20 years of service in the JFS Non-Bargaining Unit, as supported by the JFS Wage Policy 010-23, effective December 1, 2019, presented by Kellijo Jeffries, JFS Director, and Janet Kovick, Human Resources Director.
6. The Board of Commissioners signed the Personnel Action Form authorizing a wage increase for Sharon Spence, JFS Supervisor, for Portage County Job & Family Services, due to successfully completing 10 years of service in the JFS Non-Bargaining Unit, as supported by the JFS Wage Policy 010-23, effective November 23, 2019, presented by Kellijo Jeffries, JFS Director, and Janet Kovick, Human Resources Director.
7. The Board of Commissioners signed the Personnel Action Form authorizing the full time hire of Antonette Scharsu as a Clerical Specialist 4, replacing the position previously held by Donna Buteau, for Portage County Job & Family Services, as presented by Kellijo Jeffries, JFS Director, and Janet Kovick, Human Resources Director. Anticipated start date is December 9, 2019. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.

#### **Department of Budget & Finance**

8. The Board of Commissioners signed on the Satisfaction of Mortgage form for Shirley Ann Steiner 4542 Laubert Road, Atwater, OH 44201 to secure payment of \$19,700.00. The original document will be recorded by Neighborhood Development Services, Inc. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.

**Motion To:** Approve the Journal Entries for November 21, 2019

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

#### **JOURNAL ENTRY II**

November 21, 2019

1. After exiting Executive Session, the Board of Commissioners approved the wage reopener settlement between Portage County Job and Family Services and ASFCME Council 8

Local 1696. Both parties have ratified a wage increase for Local 1696 with a wage increase of 2% and a \$350.00 signing bonus for all covered bargaining union members. The reopener is effective January 1, 2020.

**Motion To:** Approve the Journal Entry II for November 21, 2019

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

### JOURNAL ENTRY III

November 21, 2019

1. The Board of Commissioners agreed to remain in the pending consolidated opioid litigation presently pending in Case No. 17-MD-2804 in the United States District Court for the Northern District of Ohio.

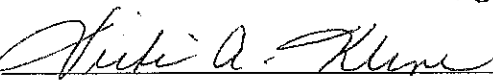
**Motion To:** Approve the Journal Entry III for November 21, 2019

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

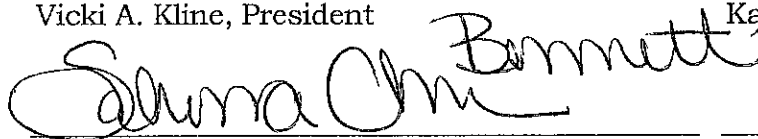
**Motion To:** Adjourn the Official Meeting of November 21, 2019 at 11:17 AM

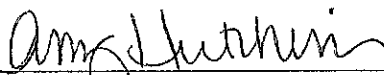
<b>RESULT:</b>	<b>ADOPTED</b>
<b>MOVED:</b>	Kathleen Clyde
<b>SECONDED:</b>	Sabrina Christian-Bennett
<b>AYES:</b>	Kathleen Clyde, Sabrina Christian-Bennett, Vicki A. Kline

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

  
Vicki A. Kline, President

  
Kathleen Clyde, Vice President

  
Sabrina Christian-Bennett, Board Member

  
Amy Hutchinson, Clerk