



Portage County Board of Commissioners
Meeting Minutes

449 South Meridian Street
Ravenna, OH 44266

<http://www.co.portage.oh.us>

Julie Gonzales, Acting Clerk
330-297-3600

Thursday, December 12, 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 Brian Ames and Record Courier Reporter Diane Smith.

Recessed to Solid Waste Management District: 9:01 AM

Reconvened: 9:26 AM

JOB & FAMILY SERVICES

Present: Kellijo Jeffries

Discussion:

1. Data Report

Director Jeffries presented and discussed the Portage County Job and Family Services monthly Data Report for September/October 2019.

2. Three Revised Job and Family Services Job Descriptions

Director Jeffries presented 3 job descriptions that are being recommended for revision:

Eligibility Specialist

This is a bargaining unit position that determines eligibility for public welfare benefits. The predominant change on this description relates to adding language about our Shared Services Call Center, the need to specify the center's hours and the responsibility of answering remaining calls in the queue. This description was reviewed and approved by the AFSCME 1696 union board.

Clinical Services Manager

This is a newly approved Non-Bargaining position that will serve not only the youth at the group home but all children in custody that have mental health needs to assure all of the children are connected timely and receiving services to include a review of psychotropic medication for appropriateness. The description is being revised because the candidates that have applied for this position have been limited; as such the years of residential treatment

experience as well as the working hours have been modified.

Children Services Legal Specialist

For a period of time our Legal Specialist and Paralegal (Both Non-Bargaining positions) in Children Services have been assisting one another. The Paralegal duties acquired and adjusted over time align more with Legal Specialist duties. As such the Legal Specialist Job Description was modified, and color coded to reflect the duties of both roles and shared duties as well. This job description was then factored by County Human Resources and came back as a Pay Grade 7 which is the same Pay Grade of the current Legal Specialist.

However, the Paralegal is currently at a Pay Grade 4. If this job description revision is supported, Director Jeffries will reclassify the Paralegal to a Legal Specialist and in a future meeting request a pay adjustment to reflect the Pay Grade of the new position.

3. Contract Amendments for TAY Housing (Coleman) and Lighthouse

Lighthouse Family Center

At the October monthly contract meeting with the Job and Family Services Accountants and Fiscal Administrator, a review of the outcomes on this contract was completed. The volume of referrals that Job and Family Services thought would be made for psychological evaluations and parenting evaluations to this new provider did not occur in 2019. As such, Director Jeffries is moving to reduce the 2020 contract from \$55,170 to \$25,000. The provider has been notified and agrees with this change.

Coleman Transition Age Youth (TAY) Housing

Due to the state's new Bridges Program which funds housing and other support services for many youth emancipating from foster care and as a result of a new collaboration Job and Family Services has with the Portage Metropolitan Housing Authority, the need to have a contract for three apartments with Coleman is not needed. As such Director Jeffries is reducing the contract to two apartments which reduces the contract from \$24,750 to \$17,850. The partnership and relationship with Coleman TAY Housing continues to be of value for young adults that need onsite case management and mental health services when emancipating from foster care. The provider has been notified and agrees with this change.

4. Impact and Manufacturing Internship Programs Update

Impact

Beginning October 1st, Impact replaced Passages as the work readiness program for obligors in Portage County's child support system that need assistance in obtaining employment. The goal is to connect those unemployed and/or underemployed individuals with job readiness skills and help them find employment so that they can support their children by making their required child support payments. The program has received 5 referrals from the seek-work orders being issued by the agency and court system. The Ohio Means JOBS (OMJ) team is conducting outreach efforts to unemployed obligors in an attempt to get individuals through the door. OMJ and Child Support are collaborating on ways to increase enrollment in the program and ensure those in need of our workforce services are getting assistance.

Manufacturing Internship Program Update

In September 2019, Job and Family Services had 13 individuals begin the 3rd cohort of the Manufacturing Internship Program. While the program is 4 months long, the classroom training sessions are only offered for the first 8 week. Eleven of the original 13 successfully completed the classroom sessions and graduated earning Kent State University (KSU) certificates this month. Ten of those individuals are now enrolled in full-time paid internship opportunities among 10 different manufacturing employers. This session is scheduled to conclude in early January with hopes off all interns being offered full-time employment by the employers.

OMJ is already beginning recruitment efforts for cohorts 5 and 6 which are slated to begin in February 2020 and June 2020. Including the current 10, 17 additional manufacturing companies have reached out expressed interest in participating with these future cohorts. Mark Trushel, the President of Manatline Corporation, has participated in every cohort and is a strong supporter of this initiative. Among all cohorts, he has received 11 interns with a success rate of 64% -meaning 7 of those 11 interns are still employed at his company. With unemployment rates so low and the demand for skilled workers so high, those kinds of success rates explain why so many employers are expressing interest in the program.

Portage County Job and Family Services continues to look for opportunities to support Portage County citizens on their journey to self-sufficiency.

5. Group Home Update

The group home is going well.

6. Presents for Kids

Job and Family Services has received many wonderful donations from the following: the community, the Sheriff's Office staff, Job and Family Services staff, NEOMED, Hungry Howie's, 11th Frame Bowling, Kent Presbyterian Church, White Farm Supply, Wayland Community Church, New Life Church of Aurora, Loreal, Veterans Affairs, Belmont Pines, and Holy Trinity Greek Orthodox Church. Each of the children in foster care will receive at least 3 presents for Christmas this year and funding did not have to come out of Job and Family Services' operating budget.

Job and Family Services is also working with The Bike Lady and the organization has donated 30 bikes for kids in care and they will be delivered tomorrow.

7. Declare the Necessity for March 2020 – Renewal Levy .49 Mill

This levy is a renewal and Director Jeffries requests the resolution be certified so that she can deliver it to the County Auditor's Office for processing. The deadline for ballot submission is December 18th.

Commissioner Christian-Bennett motioned to pull resolution No. 17 from the Consent Agenda.

RESOLUTIONS

December 12, 2019

17. Resolution of necessity for placing a renewal of a .49 levy for the benefit of Portage County for the purpose of providing funds for the benefit of Children Services for the

care, placement and treatment of abuse, neglected and dependent children./PULLED FROM CONSENT AGENDA AND ADOPTED UNDER SEPARATE MOTION.

Motion To: Approve a Resolution of Necessity for placing a renewal of a .49 mill levy for the benefit of Portage County for the purpose of providing funds for the benefit of Children Services for the care, placement, and treatment of abuse, neglected and dependent children/19-0897

RESULT: ADOPTED

MOVED: Sabrina Christian-Bennett

SECONDED: Kathleen Clyde

AYES: Sabrina Christian-Bennett, Kathleen Clyde, Vicki A. Kline

WATER RESOURCES

Present: Gene Roberts and Deputy Director Laura Weber

Discussion:

1. Laboratory and Industrial Pretreatment Program Coordinator

With the retirement of the Laboratory Supervisor/Industrial Pretreatment Coordinator at the end of November 2019, the Department has evaluated options for effectively implementing the Water Resources Department Rules and Regulations pertaining to the Industrial Wastewater and Fats, Oils and Grease (FOG).

After analysis of the future Department needs, it is their recommendation that a Laboratory/Industrial Pretreatment Program Coordinator position be created to perform Laboratory work and effectively implement and oversee the Industrial Pretreatment Program. This position will replace the existing Laboratory Supervisor/Industrial Pretreatment Coordinator and will be under the direct supervision of the Technology Manager, Lee Benson. This newly created position will have similar job duties to the Laboratory Supervisor/Industrial Pretreatment Coordinator without supervisory tasks. The supervisory and lab management tasks which were included in the Laboratory Supervisor/Industrial Pretreatment Coordinator position will be under the Technology Manager, Lee Benson.

The Industrial Pretreatment Program is a highly regulated program and requires a knowledge of Federal and State regulations, excellent organizational skills, familiarity with industrial facilities and the ability to communicate effectively both orally and in written summary reports and letters. The implementation of rules and regulations regarding industrial facilities and FOG sites is a key function of this position that has the potential to take up a considerable amount of time. This position will be valuable in the laboratory as this individual will be performing laboratory testing procedures on both water and wastewater and communicating those sample results in an acceptable reporting format.

This position will also provide upward growth potential for the current staff

within the Department and, more specifically the Laboratory. If any of the current Laboratory staff apply for and are placed in this position, there would be a vacated position within the Laboratory that would need to be filled. The Department proposes a base wage rate of \$26.42 for this position. A cost analysis was completed using the base wage rate proposed in comparison to the existing positions within the Laboratory and also the Laboratory Supervisor/Industrial Pretreatment Coordinator. The cost analysis was completed and account benefit costs were considered, as well as, potential Professional Development Benefits that could be accrued. The result of the analysis shows a cost savings to Portage County of between 9%-12% overall with replacing the Laboratory Supervisor/Industrial Pretreatment Coordinator Position with a newly created Laboratory and Industrial Pretreatment Program Coordinator.

The analysis is shown below:

Existing and Proposed Positions to be Evaluated	Base Hourly	Professional Development Benefit (PDB)	Total Employer Cost (With Benefits)	Percent Savings From Supervisor *
Existing Lab Supervisor/IPP Coordinator	\$30.32		\$39.35	
Positions Biologist (Minimum \$0 PDB)	\$24.27	\$0	\$32.27	
Biologist (Max \$1 PDB)	\$24.27	\$1	\$33.44	
Proposed Lab IPP Coordinator (Minimum \$0 PDB) -	\$26.42		\$34.78	12%
Position Lab IPP Coordinator (Maximum \$1 PDB)	\$26.42	\$1	\$35.96	9%

Deputy Director Weber requests Board authorization to proceed in the creating of the Laboratory and Industrial Pretreatment Program Coordinator position with the eventual elimination of the Laboratory Supervisor/Industrial Pretreatment Coordinator position.

The Board agreed to move forward with the request. A journal entry will be added to the Consent Agenda on the 19th regarding the Laboratory and Industrial Pretreatment Program Coordinator.

2. Mantua Utility Merger Discussion

Director Roberts reported a special meeting of Mantua Village Council was held Tuesday night to start the process of 3 readings and a vote after the first of the year, to implement the rate structure surcharge for the merger. The Village Council knows it needs to spend money to keep their facilities open and operating. Several items came out of the meeting such as if this is retaliatory since the County is walking away on December 27th and Director Roberts noted the EPA regulations has made it all but impossible to staff the County's plants and Mantua's plant at the same time.

Director Roberts noted Mantua Village has received 100 signatures and it's in Mantua's Clerk's possession, so it will not move forward without the proper signatures.

Director Roberts noted the County will help in any way it can, but it cannot actively participate any longer. The Mayor has contacted Director Roberts wanting to re-negotiate, and he is happy to meet, but the County cannot charge any costs associated with Mantua's service delivery for Mantua customers back onto Portage County customers; it's ok to use and share, but not supplement the costs.

Commissioner Christian-Bennett asked how that will impact the citizens of the Village and Director Roberts noted they are looking at approximately \$250,000 just in labor costs and if split between the water and sewer fund, it's \$120,000 each and the County was performing the service for roughly \$40,000 each.

Per the agreement, the County will pull out December 27th or before. Director Roberts is available to meet with citizen groups not involving the council so they better understand the rest of the story.

Commissioner Christian-Bennett asked if Mantua Village has a plan moving forward after the County terminates and Director Roberts explained there are companies available that perform the service and Deputy Director Weber noted the Village has a meeting today with an operating company that can provide the service.

Director Roberts reiterated the department is open to anything that makes sense and keeps an equal playing field.

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Director Bragg asked the Board to revise the levy Resolution for Job and Family Services (Resolution No. 19-0897) as the dates should read "for the years 2020, 2021, 2022, 2023 and 2024" not 2021, 2022, 2023, 2024 and 2025.

Motion To: Adopt an amended revised Resolution No. 19-0897 to read in its entirety as follows: Resolution of necessity for placing a renewal of a .49 mill levy for the benefit of Portage County for the purpose of providing funds for the benefit of Children Services for the care, placement and treatment of abuse, neglected and dependent children./19-0916

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

INTERNAL SERVICES

Present: JoAnn Townend

Discussion:

1. Hunting on County owned property

Director Townend noted the County has never posted anything allowing the public to hunt on County property due to the liability and she will contact Mr. Pellegrini from the Ohio Department of Natural Resources advising same.

2. Hills Pond Dam

The appraiser is working on obtaining the easements and should wrap it up by the end of the year. Director Townend will reach out to him for an update.

3. Motor Pool

Since the County owns the property and is no longer using the gas tanks, the County is responsible for their removal. Emerald Environmental has been contacted and believes it will cost around \$10,000-\$15,000 for the removal. Further investigation will be needed for any possible leakage around the area, but none is anticipated.

Director Townend hasn't heard back from the Water Resources Department whether they were still interested in using part of the land for a lift station for Chinn Allotment. Commissioner Christian-Bennett believes it's still a possibility and asked Director Townend to reach out to Director Roberts.

The Water Resources Department has requested files from the Motor Pool concerning their vehicle maintenance, but Director Townend noted the majority of the Motor Pool's files can be destroyed once the vehicle is sold. Director Townend will investigate whether the Motor Pool records can be given to the Water Resources Department and what it would do to the records retention schedule of the Motor Pool and she will report back to the Board.

Commissioner Kline asked if the former Director (Joe Dillon) received all his personal inventory and Director Townend did not respond back to Mr. Dillon's request for additional items left at the Motor Pool, as she is unsure how anyone could differentiate personal tools from Motor Pool tools and believes he had ample time to remove his personal belongings.

Regarding the unused equipment at Motor Pool, for Commissioners' departments that don't have budget lines for equipment, Director Townend suggests promoting a Maintenance worker who has welding experience to aid departments in that area and have the remaining building, property, equipment and contents auctioned off. Commissioner Christian-Bennett explained the County cannot auction the building as it was investigated when looking into selling the Regional Planning Commission building.

The Board agreed to move forward with the request to remove the underground tanks and Director Townend will start the process.

4. Records Center

Neighborhood Development Services indicated their client is asking for a timeframe for the Records Center keys and an estimated time frame for ownership. Director Townend explained the County needs an appraisal and time to prepare and take sealed bids.

Iron Mountain has been contacted and the approximate cost for 7,000 boxes (1 box = 1.2 cubic feet) would be \$5,000/month for storage.

To receive and enter cartons into the computer system is \$2.87/cubic foot

To move cartons is \$10,500, plus \$65.35/hour

A retrieval service is \$3.61/cubic foot

File retrieval is \$4.85, plus refileing of the file and refileing of the carton

A rush retrieval is \$7.65/cubic foot

A file from a carton on rush is \$10.20 for the file and to refile has an additional cost

If the document is sent within ½ day it's \$66.75

Rush delivery during business day is \$132.30

Rush delivery during weekends and holidays is \$265.70, plus handling charge

Director Townend is concerned about the funding source for the record storage as every Elected official has boxes at the Records Center and each department should be responsible for its own boxes. Commissioner Kline pointed out the preparation will take a lot of time, as well.

Director Townend also pointed out the Print Shop is located at the Records Center and will need to be moved back to the Administration Building. The Print Shop is still utilized for forms, envelopes, letterhead, etc. that are printed less expensively than a local vendor could do it. It could be relocated on the other side of WIC. Commissioner Kline asked if the Print Shop would remain a full time job and Director Townend explained if the County plans to keep several years' worth of records locally, there would still be a need for a records area.

Commissioner Christian-Bennett asked if there's still storage at the bottom of the Kent Municipal Court and Director Townend replied they are keeping all of the Kent Court records on site.

Commissioner Kline asked if a letter from the Board would help facilitate the process and Director Townend responded it would.

Commissioner Kline also asked when records are destroyed, how are the departments charged back and Director Townend believes each department pays for the destruction.

Commissioner Clyde would like the annual costs of the Records Center, including maintenance, staff salaries, etc. and how it compares with Iron Mountain.

Commissioner Kline asked if any of the departments are paying for the costs at the Records Center and Director Townend noted there's a section of the Cost Allocation Plan on microfilming services, but she would have to check on chargebacks.

The Print Shop is an Internal Services fund, so Mr. Cooper is paid ½ under Internal Services and ½ under Microfilm. Ms. Walker is paid out of the General Fund Microfilm.

There is a storage garage on the site of the Records Center and Water Resources Department has a building on the property. Director Townend will need to investigate the need for the building.

Microfilming is still being done in house on an old camera, but that is something Iron Mountain can provide for an additional cost. Director Townend will contact Iron Mountain to see if they charge an additional cost for prepping the documents for scanning (ie. staple/binder removal).

Director Townend will begin the process by getting an appraisal of the Record Center building and the Board will then need to decide how much land should be offered with the property and she will then need to hire a surveyor. Commissioner Kline pointed out some of the land may need to go to the Airport Authority.

Commissioner Christian-Bennett also mentioned the Board should talk to the Department of Budget and Financial Management about the budgetary costs for record storage outside of the County. Director Townend will also investigate if there are other entities that provide the same type of storage services.

Director Townend will order an appraisal and will put together a cost analysis of the Records Center.

Mr. Ames mentioned the County could look into electronic filing to reduce costs.

5. Issues with jail construction

Director Townend has not received a listing of the issues with jail construction, but she has talked with Bob Pace, who explained he shares his concerns with Sheriff Doak and Major Kelly.

One concern was the water temperature, but inmates' showers are push button controlled and that why the hot water isn't hot enough. The jail inspector was out last week and found the jail compliant as the water temperature was within the minimal range of 102 degrees. Director Townend realizes it's still a problem and will e-mail Mr. Kacarab, Sheriff Doak, Major Kelly and Bob Pace, every Tuesday before the Thursday meeting to remind them to attend.

Commissioner Christian-Bennett asked about the damaged hot water tank and Director Townend indicated the damaged tank is a backup and what's currently at the site is more than enough to handle the hot water. Additionally, there are showers in the medical area.

The next Construction meeting is next Thursday and they meet twice a month thereafter.

DEPARTMENT OF BUDGET & FINANCE

Present: Todd Bragg

Please Add To Your Agenda Discussion:

Resolutions:

1-3: Director Bragg discussed the 4 additional resolutions that were added to the agenda and 3 of the items were related to Women Infants and Children (WIC) as the County received final reimbursement from the State. Fund 1390 was short, so the \$11,000 was a transfer for an amount not covered by the grant. The cash advance was done because the State only reimburses after the fact and there's \$350,000 sitting in a fund ready for a transfer back into the General Fund. Once the transfer has been complete, Fund 1390 will be closed.

4: Resolution No. 4 is to Fund the 2020 Workers Comp fund for \$ 350,000

Please Add To Your Agenda II Discussion:

Resolutions:

- 1: About 3 weeks ago, the Board adopted a cash advance to the Debt Fund and the Courts just sent over their order for a Transfer of Funds from Fund 1026 and 4017 to Fund 3013 GO 2001 for \$570,702.50.

Discussion:

1. Public Records Requests

Director Bragg explained most of the current Public Records Request through the Commissioners' Office are requested documents that do not document the Board's activity, they are documents of the Sheriff's Office activity. When the documents were given to the Board and then forwarded, that made them part of the Commissioners' business. The question that needs answered is which of the documents are Commissioners' documents, which should be forwarded and responded to through Public Records Requests vs. which should be referred back to the originating office.

Director Bragg reported that Attorney Meduri has asked to review all Public Records Requests beforehand due to the current lawsuit.

Mr. Ames noted a copy of a record is not a record.

Director Bragg also mentioned a second concern is where are we to send people when it's not our record? The Board should not be accepting complaints and forwarding them ourselves, we should be able to direct the public to the Sheriff's Office as the records requests are taking up a considerable amount of staff time for non-Commissioner requests.

Commissioner Clyde asked that Attorney Meduri come over next week to discuss managing public records requests.

Director Bragg noted Brimfield Township Trustees is coming on the 19th to see the Board about the Community Reinvestment Area (CRA's). Brimfield Schools has requested the Board hold off on the adoption of the CRA for Brimfield Township and Brimfield Schools and the Trustees are coming to present additional information on the 19th. Commissioner Clyde asked why they are not on the Board's calendar and Director Bragg was unsure stating the School Board President wanted to get in to see the Board before December 31st as she is leaving.

2. Tax Budget

- Raises

In order for Director Bragg to finalize the budget, the Board will need to either address employee raises or put the budget out without increases noting it will be discussed in January. Director Bragg noted employees will receive no increase in costs for health

benefits going into 2020, which is a huge benefit, and he recommends 1½% to 2½% increases. The Board will need to be careful in 2020 or it will have tougher decisions in 2021 regarding staffing levels. If the Board gives less than the recommended amount, it will help with the jail issue, but it harder on the morale of existing employees. Next year's COLA is finishing at 2.1% for the year and could come in higher.

Commissioner Christian-Bennett pointed out next week, Counties should be receiving the first check for internet sales.

Commissioner Clyde asked for 3 versions of the resolution with raises of 1½%, 2%, 2¼% and 2½% for next week.

- Portage Development Board \$25,000
The additional request of \$25,000 would take the Portage Development Board to \$75,000 and they have been receiving \$50,000. Commissioner Kline noted they haven't been specific with the additional funding request, so she recommends holding at the original \$50,000 and the Board concurred.
- Regional Planning Commission Comprehensive Plan \$50,000
Funding for the Comprehensive Plan should be placed in the Contingency line until the Board receives additional information. There's no commitment for the Plan at this point, but the Board will consider it.
- Increased Phone Bill Expenses
Director Bragg will need to alter the phone amounts.
- Changes to the Commissioners' budget
Director Bragg asked if the Board wanted a specific amount added to the Commissioners' Office budget, held in Contingency for further consideration or is the Board satisfied with the budgets as they are? Commissioner Christian-Bennett brought up the extra Maintenance person for the jail and Director Bragg explained he and Director Townend talked about the situation and the Board could inform the Sheriff that he could hire the Maintenance person and bill Director Townend for the expense. That way, the Board has some assurance that the money is only going towards a Maintenance person.

Commissioner Christian-Bennett asked if the Sheriff hires the maintenance person, is that position going to work with Internal Services Maintenance crew and Director Bragg noted at the end of the day, it's all General Fund money. The proposed salary is approximately \$40,000 and Director Bragg will move the funding into Internal Services' Maintenance budget.

- Sheriff's budget: The Board agreed the Sheriff's budget will remain unchanged.
- Treasurer's budget: The Board agreed the Treasurer's budget will remain unchanged.
- Domestic Relations budget: The Board agreed the Domestic Relations budget will remain unchanged.

- Records Center: No funding set aside in Contingency.
- Motor Pool: No funding set aside in Contingency.

Recessed: 11:46 AM
Reconvened: 1:40 PM

JOB & FAMILY SERVICES

Present: Kellijo Jeffries

Discussion:

1. Second Levy Resolution

Earlier today, the Board adopted a Resolution of Necessary for the Job and Family Services levy and it was taken to the Auditor's Office, who then issued the certificate of property tax revenue for the Board of Elections and Director Jeffries is presenting a resolution to place a renewal of a .49 mill levy on the ballot for the benefit of children services for the care, placement and treatment of abused, neglected and dependent children on the March 2020 ballot.

Motion: Placing a renewal of a .49 mill levy for the benefit of Portage County for the purpose of providing funds for the benefit of Children Services for the care, placement and treatment of abused, neglected and dependent children./19-0917

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

COMMISSIONERS:

Discussion:

1. December 3, 2019 email from Chris Meduri regarding withdrawal of enrollment (Journal Entry Requested). Does the Board of Commissioners wish to consent to having a small portion of land removed from the agricultural security area as well as the agricultural easement – Village of Hiram vs. John R. Groselle – Case No. 2019 CV 640 and approve the Portage County Prosecutor's Office to sign the agreed judgment entry and order on behalf of the Board of Commissioners./Journal Entry II.

PLEASE ADD TO YOUR AGENDA

December 12, 2019

1. Draft Resolution: Closing of Fund 1390 WIC.

Motion To: Close Fund 1390 WIC/19-0911

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

2. Draft Resolution: Transfer from Fund 0001, General Fund to Fund 1390, WIC.

Motion To: Transfer from Fund 0001, General Fund to Fund 1390, WIC/19-0912

RESULT: ADOPTED

MOVED: Sabrina Christian-Bennett

SECONDED: Kathleen Clyde

AYES: Sabrina Christian-Bennett, Kathleen Clyde, Vicki A. Kline

3. Draft Resolution: Cash advance return to Fund 0001, General Fund from Fund 1390, Women, Infants and Children.

Motion To: Cash advance return to Fund 0001, General Fund from Fund 1390, Women, Infants and Children/19-0913

RESULT: ADOPTED

MOVED: Sabrina Christian-Bennett

SECONDED: Kathleen Clyde

AYES: Sabrina Christian-Bennett, Kathleen Clyde, Vicki A. Kline

4. Draft Resolution: Transfer from Fund 7201, WC RR P General Administration to Fund 7229, Pros2020.

Motion To: Transfer from Fund 7201, WC RR P General Administration to Fund 7229, Pros2020/19-0914

RESULT: ADOPTED

MOVED: Sabrina Christian-Bennett

SECONDED: Kathleen Clyde

AYES: Sabrina Christian-Bennett, Kathleen Clyde, Vicki A. Kline

PLEASE ADD TO YOUR AGENDA II

December 12, 2019

1. Draft Resolution: Transfer from Funds 1026 and 4017 to Fund 3013 GO 2001.

Motion To: Draft Resolution: Transfer from Funds 1026 and 4017 to Fund 3013 GO 2001./19-0915

RESULT: ADOPTED

MOVED: Sabrina Christian-Bennett

SECONDED: Kathleen Clyde

AYES: Sabrina Christian-Bennett, Kathleen Clyde, Vicki A. Kline

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COMMISSIONERS' CONSENT AGENDA

December 12, 2019

1. Approval of the December 3, 2019 regular meeting minutes.

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RESOLUTIONS

December 12, 2019

Budget & Financial Management:

1. Approve the Thursday, December 12, 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./19-0881
2. Approve the Thursday, December 12, 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./19-0882
3. Approve the Thursday, December 12, 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. /19-0883
4. Approve the Thursday, December 12, 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./19-0884
5. Authorize grant application in the amount of \$23,529.00 to the Ohio Department of Natural Resources Division of Watercraft Marine Patrol Assistance Grant Program for the Portage County Sheriff./19-0885
6. Loan from Fund 0001 General Fund to Portage County Airport Authority for the purpose of emergency fuel farm repairs./19-0886
7. Amended agreement between the Portage County Board of Commissioners and the Portage County Regional Airport Authority Board of Trustees establishing the loan repayment for combined outstanding loans./19-0887
8. Amendment to the General Fund 2019 Annual Appropriation Resolution No. 18-0924, adopted December 13, 2018. /19-0888
9. Amendment to the Non General Fund 2019 Annual Appropriation Resolution No. 18-0923, adopted December 13, 2018./19-0889
10. Create Fund 1345 – PCBDD Reserve Account./19-0890
11. Transfer from Fund 1340, to Fund 1345 (\$6,850,000.00)/19-0891.
12. Transfer from Fund 1340, to Fund 4101 (\$917,500.00)./19-0892
13. Transfer from Fund 1001, Certificate of Auto Title, to Fund 0001, General Fund./19-0893
14. Accept the FY2019 Hazardous Materials Emergency Preparedness Grant (HMEP) on behalf of the Portage County Homeland Security & Emergency Management (Federal Pass-Thru #693JK31940044HMEP)./19-0894

Job & Family Services

15. Transfer from Fund 0001, General fund to Fund 1414, Child Support Administration./19-0895
16. Transfer from Fund 1413, WIA Fund to Fund 1410 Public Assistance Fund./19-0896
17. Resolution of necessity for placing a renewal of a .49 levy for the benefit of Portage County for the purpose of providing funds for the benefit of Children Services for the care, placement and treatment of abuse, neglected and dependent children. ***/PULLED FROM CONSENT AGENDA AND ADOPTED UNDER SEPARATE MOTION. 19-0897. REVISED AND ADOPTED UNDER SEPARATE SECOND MOTION. 19-0916.***

Internal Services

18. Accept contract change order no. 1 and final to the construction agreement between the Board of Portage County Commissioners and Matt Winters Excavating LLC for the Notman Road bridge replacement project in Deerfield Township, Portage County./19-0898
19. Enter into an agreement between the Portage County Board of Commissioners on behalf of the Portage County Department of Job & Family Services and the Northeast Ohio Consortium Council of Governments./19-0899
20. Enter into an agreement between the Board of County Commissioners and CompManagement, Inc. for Workers' Compensation TPA Services for 2020./19-0900
21. Agreement for legal access services from Paul M. Earle for the Portage County Justice Center./19-0901
22. Enter into an agreement between the Portage County Board of Commissioners, in conjunction with the Portage County Prosecutor and Family & Community Services, Inc. (Safer Futures)./19-0902
23. Enter into an agreement for a MARCS Mobile Voice Delivery System Advanced System Key between the Portage County Board of Commissioners on behalf of the Portage County Homeland Security & Emergency Management Agency and DAS/OIT/MARCS./19-0903
24. Approve specifications and set bid date for providing inmate food service for the Portage County Sheriff./19-0904

Water Resources Department

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 (Chadwick M. Groom & Britney Groom)./19-0905
26. 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 (Cynthia M. Parker)./19-0906
27. 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 (Shellie S. Frakes)./19-0907

28. 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 (John F. Lassak)./19-0908

Commissioners

29. Fix amount of official bonds for County Elected and Appointed Officials (Deputy Coroner)./19-0909

Motion To: Approve the Consent Agenda for December 12, 2019 as amended

RESULT: **ADOPTED**

MOVED: Sabrina Christian-Bennett

SECONDED: Kathleen Clyde

AYES: Sabrina Christian-Bennett, Kathleen Clyde, Vicki A. Kline

RESOLUTION NO. 19-0881

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 December 12, 2019 in the total payment amount of **\$649,175.60, including late fees finance charges, interest & penalties amounting to \$.01 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, December 13, 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 December 12, 2019 in the total payment amount of **\$52.40 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. 19-0882 - RE: WIRE TRANSFER APPROVED AND
CERTIFIED TO THE PORTAGE COUNTY
AUDITOR FOR PAYMENT.**

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

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee on December 12, 2019 in the total payment amount as follows:

1. \$25,887.09 to Wage Works – Contributions
2. \$167,740.79 to Medical Mutual – Claims
3. \$1,115.00 to Wage Works Admin; and

as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

RESOLVED, that the Board of Commissioners authorizes the wire transfer for the charges relating to health benefits, as presented by the Portage County Auditor's Office:

Wire Transfer on Friday, December 13, 2019	\$ 25,887.09
Wire Transfer on Friday, December 13, 2019	\$167,740.79
Wire Transfer on Friday, December 13, 2019	\$ 1,115.00

and be it further

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

Roll call vote as follows:

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

**RESOLUTION NO. 19-0883 - 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:

12/12/19	411	\$170.00
12/12/19	412	124.69
12/12/19	456	74.92
12/12/19	457	2,086.77
12/12/19	458	10,216.91
12/12/19	468	146.00
12/12/19	469	120.00
12/12/19	472	72,528.23
12/12/19	475	87,298.82
12/12/19	536	9,399.44
12/12/19	575	10,240.20
12/12/19	576	383.29
12/12/19	577	2,012.50
12/12/19	578	12,441.87
12/12/19	579	951.51
12/12/19	580	37,563.17
12/12/19	581	49,291.59
12/12/19	582	149.69
12/12/19	584	150.00
12/12/19	585	25.00
12/12/19	586	75.00
12/12/19	587	3,537.26
12/12/19	595	185.28
12/12/19	697	154.76
12/12/19	698	76.00
12/12/19	699	1,041.32
12/12/19	700	273.70
12/12/19	701	25,342.72
12/12/19	704	118.29
12/12/19	829	9,035.59
12/12/19	832	36,177.18

12/12/19	970	36,968.76
12/12/19	976	940.00
12/12/19	977	24,630.00
Total		\$433,930.46

; 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. 19-0884 - 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 **\$95,407.66** dated **December 12, 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. 19-0885 - RE: AUTHORIZE GRANT APPLICATION IN THE
AMOUNT OF \$23,529.00 TO THE OHIO
DEPARTMENT OF NATURAL RESOURCES
DIVISION OF WATERCRAFT MARINE
PATROL ASSISTANCE GRANT PROGRAM
FOR THE PORTAGE COUNTY SHERIFF.**

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

- WHEREAS,** Section 1547.67 of the Ohio Revised Code establishes a grant in-aid program for financial assistance to political subdivisions engaged in recreational boating law enforcement; and
- WHEREAS.** the Portage County Board of Commissioners strongly supports the concept of recreational boating law enforcement to monitor area lakes; and
- WHEREAS.** the Portage County Sheriff began the Watercraft Marine Patrol Program utilizing deputies that were already employed by Portage County. The Commissioners note that this program will not replace the State of Ohio's responsibility for law enforcement on Portage County lakes; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners authorizes the Portage County Sheriff to submit the Ohio Department of Natural Resources Division of Watercraft Marine Patrol Assistance Grant Application for January 1, 2020 to December 31, 2020 in the amount of \$23,529.00 from the Waterways Safety Fund. **The necessary local match of \$7,843.00 will be provided from the County General Fund,** for a total grant award of \$31,372.00. A contractual service agreement is dependent upon approval of this grant application. Continuation of the program after fiscal 2020 is dependent upon receipt of future State funding; and be it further
- RESOLVED,** that the Board of Commissioners authorizes the President or Vice President of the Board to sign any and all documents pertaining to this grant; and be it further
- RESOLVED,** that a copy of this resolution be filed with the Portage County Auditor, the Portage County Sheriff's Department and the Department of Budget & 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 a meeting open to the public in compliance and accordance 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. 19-0886 - RE: LOAN FROM FUND 0001 GENERAL FUND
TO PORTAGE COUNTY AIRPORT
AUTHORITY FOR THE PURPOSE OF
EMERGENCY FUEL FARM REPAIRS**

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

WHEREAS, the fuel farm at the Portage County Airport is in need of repair due to damage sustained during a refill at one of the tanks, and

WHEREAS, on January 14, 2003 the Portage County Board of County Commissioners adopted resolution 03-0029, which consolidated several loans extended to the Portage County Airport Authority, now therefore be it

RESOLVED, that the following loan in an amount not to exceed \$70,000 from the Fund 0001, General Fund, to the Portage County Airport Authority be and is hereby made; This loan shall be added to the balance of the loan established via resolution 03-0029, and shall accrue interest on the remaining balance, calculated annually based on the average interest rate earned on the County's portfolio in 2002, as determined by the County Treasurer, until such time as the balance is paid in full; and be it further

RESOLVED, that a certified copy of this resolution be filed with the County Auditor; and be it further

RESOLVED, that the disbursement, up to \$70,000 to the Portage County Airport Authority, is to be made as project costs are known and as requested in writing from the Portage County Airport Authority, and any unused funds from the 70,000 shall be considered paid toward the balance due; 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. 19-0887

-

RE: AMENDED AGREEMENT BETWEEN THE
PORTAGE COUNTY BOARD OF
COMMISSIONERS AND THE PORTAGE
COUNTY REGIONAL AIRPORT AUTHORITY
BOARD OF TRUSTEES ESTABLISHING THE
LOAN REPAYMENT FOR COMBINED
OUTSTANDING LOANS

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

WHEREAS, the Portage County Board of Commissioners does hereby agree to enter into this Amended Agreement with the Portage County Regional Airport Authority Board of Trustees ("PCRAA"). The Amended Agreement is attached to this Resolution as exhibit "1".

WHEREAS, the PCRAA has agreed to pay back said combined total outstanding loans in the amount of \$425,237.57 pursuant to the terms, conditions, and obligations of the Amended Agreement.

RESOLVED, that the Portage County Board of Commissioners shall hereby proceed to execute the Amended Agreement establishing the loan repayment by PCRAA for the combined outstanding loans made by this Board to the PCRAA.

RESOLVED, the combined total outstanding loan balance of 425,237.57, along with the interest as described therein, shall be paid back by PCRAA to the Portage County Board of Commissioners pursuant to the terms, conditions and obligations of the Amended Agreement.

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. 19-0888**RE: AMENDMENT TO THE GENERAL FUND 2019 ANNUAL APPROPRIATION
RESOLUTION NO. 18-0924 ADOPTED DECEMBER 13, 2018**

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

RESOLVED, that it has become necessary to amend the General Fund 2019 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below as reviewed and recommended by the Director of Budget & Financial Management:

		<i>Increase</i>	<i>Decrease</i>
	General Fund		
Fund: 0001			
	001 Commissioners		
	Commissioners Salary & Fringes		
00013		9,890	10,000
	Commissioners Contract Svcs		
00014		28,000	-
	Commissioners Materials&Suppli		
00015		1,324	-
	MEMO TOTAL	\$ 39,214	\$ 10,000
	Health Ben Adjustment		
	Office 365		
Note: Elected Adjustments			
	010 Commissioners Other		
	Commissioner Other PS		
00103		6,000	-
	Commissioner Other Contract Sv		
00104		70,000	-
	Commissioner Other Misc Expens		
00109		36,000	-
	MEMO TOTAL	\$ 112,000	\$ -
	Fair passthrough		
	WIC Unemployment		
Note: Airport Gas Tank repair			
	014 Motor Pool		
	Motor Pool PS		
00143		10,400	222,210

MEMO TOTAL	\$ 10,400	\$ 222,210
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Note: Motor Pool Cleanup

016 Building Maintenance

	Building Maint Contract Svcs		
00164		23,000	-
	Building Maint Material & Supp		
00165		1,626	-

MEMO TOTAL	\$ 24,626	\$ -
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Phones

Note: Office 365

017 Microfilm

	Micorfilm Materials & Supplies		
00175		441	-

MEMO TOTAL	\$ 441	\$ -
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Note: Office 365

018 Human Resources

	Human Resources Materials & Su		
00185		662	-

MEMO TOTAL	\$ 662	\$ -
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Note: Office 365

020 Building Regulation Inspection

	Building Dept Contract Svcs		
00204		700	-
	Building Dept Materials & Supp		
00205		1,986	-

MEMO TOTAL	\$ 2,686	\$ -
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Phones

Note: Office 365

100 Auditor

Auditor Salary & Fringes

01003		9,296	-
	Auditor Materials & Supplies		
01005		3,752	-
	MEMO TOTAL	\$ 13,048	\$ -

Note: Sick Leave Elected Adjustments Health Benifits

200 Treasurer

	Treasurer Contract Svcs		
02004		60	-
	Treasurer Materials & Supplies		
02005		1,545	-
	MEMO TOTAL	\$ 1,605	\$ -

Note: Office 365 Phones

300 Prosecutor

	Prosecutor Salary & Fringes		
03003		3,200	3,200
	Prosecutor Contract Services		
03004		11,451	20,051
	Prosecutor Materials & Supplie		
03005		18,367	-
	MEMO TOTAL	\$ 33,018	\$ 23,251

Note: Office 365 Phones

400 Recorder

	Recorder Materials & Supplies		
04005		1,045	-
	MEMO TOTAL	\$ 1,045	\$ -

Note: Office 365

500 Clerk of Courts

	Clerk of Courts Contract Svcs		
05004		1,532	-
	Clerk of Courts Materials & Su		

05005	8,107	-
MEMO TOTAL	\$ 9,639	\$ -

Phones

Note: Office 365

520 Municipal Court

	Municipal Court Contract Svcs	
05204	14,000	-
	Municipal Court Materials & Su	
05205	6,284	-
MEMO TOTAL	\$ 20,284	\$ -

Phones

Note: Office 365

530 Common Pleas Court

	Common Pleas Salary & Fringes	
05303	25,400	-
	Common Pleas Ct Contract Svcs	
05304	35	-
	Common Pleas Ct Materials & Su	
05305	4,356	-
MEMO TOTAL	\$ 29,791	\$ -

Office 365

Phones

Note: Health Benifits

550 Domestic Relations

	Domestic Ct Salary & Fringes	
05503	15,000	-
	Domestic Ct Contract Svcs	
05504	40	-
	Domestic Ct Materials & Suppli	
05505	2,207	-
MEMO TOTAL	\$ 17,247	\$ -

Office 365

Phones

Note: Health Benifits

560 Probate Court

	Probate Court Salary & Fringes		
05603		7,700	-
	Probate Court Contract Svcs		
05604		20	-
	Probate Court Materials & Supp		
05605		3,090	-
	MEMO TOTAL	\$ 10,810	\$ -

Note: Health Benifits Office 365 Phones

570 Juvenile Court

	Juvenile Court Salary& Fringes		
05703		0	7,700
	Juvenile Court Contract Svcs		
05704		14	-
	Juvenile Court Materials & Sup		
05705		6,179	14
	MEMO TOTAL	\$ 6,193	\$ 7,714

Note: fm supply line/cover expense Health Benifits Office 365

590 Adult Probation

	Adult Probation Materials & Su		
05905		7,283	-
	MEMO TOTAL	\$ 7,283	\$ -

Note: Office 365

600 Coroner

	Coroner Contract Serv		
06004		5	-
	Coroner Materials & Supplies		
06005		883	-
	MEMO TOTAL	\$ 888	\$ -

Phones

Note: Office 365

700 Sheriff's Department

	Sheriff Contract Services		
07004		168,250	186
	Sheriff Material & Supplies		
07005		31,785	-
	Sheriff Misc Expense		
07009		186	-
	MEMO TOTAL	\$ 200,221	\$ 186

Office 365

Phones

Note: Trf \$ for prior year corr

800 Engineer's Department

	Tax Map Materials & Supplies		
08305		662	-
	MEMO TOTAL	\$ 662	\$ -

Note: Office 365

902 Board Of Elections

	Bd Of Elections Contract Svcs		
09024		1,870	-
	Bd Of Elections Materials&Supp		
09025		1,986	-
	MEMO TOTAL	\$ 3,856	\$ -

Phones

Note: Office 365

903 Veterans Services Commission

	Veterans Serv Salary & Fringes		
09033		1,915	-
	Veterans Serv Contract Svcs		
09034		300	-
	Veterans Serv Materials&Suppli		
09035		1,324	-
	MEMO TOTAL	\$ 3,539	\$ -

	Office 365	Phones	
Note: Health Benifits			
915 Data Processing Board			
	ITS Salary & Fringes		
09153		1,500	-
	ITS Contract Svcs		
09154		10,240	-
	ITS Materials & Supplies		
09155		2,149	-
	MEMO TOTAL	\$ 13,889	\$ -

	Health Benifits	Office 365	
Note: Circuts			
920 Public Defender Commission			
	Public Defender Salary&Fringes		
09203		2,000	-
	Public Defender Contract Svcs		
09204		200	-
	Public Defender Materials&Supp		
09205		2,648	-
	MEMO TOTAL	\$ 4,848	\$ -

	Office 365	Phones	
Note: Health Benifits			
TOTAL MEMO BALANCE ALL AMENDMENTS		\$ 567,895	\$ 263,361

; and be it further

RESOLVED, that the notes of explanation in this resolution are for informational purposes only and are not intended to restrict the expenditure of those appropriated funds to any single purpose. Such funds are for the use of all expenditures that are lawful under the approved appropriation; and be it further

RESOLVED, that a certified copy of this resolution be filed with the 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 as Follows:

Vicki Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

RESOLUTION NO. 19-0889

**RE: AMENDMENT TO THE NON GENERAL FUND 2019 ANNUAL APPROPRIATION
RESOLUTION NO 18-0923 ADOPTED DECEMBER 13, 2018**

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

RESOLVED, that it has become necessary to amend the Non General Fund 2018 Annual Appropriation, from the unappropriated, certified fund balance in the amounts and for the purposes set forth in the enumeration shown below as reviewed and recommended by the Director of Budget & Financial Management:

		<i>Increase</i>	<i>Decrease</i>
Fund: 1026	Kent Muni Ct Projects		
520	Municipal Court		
10269	Kent Muni Ct Projects ME	40	-
	MEMO TOTAL	<u>\$ 40</u>	<u>\$ -</u>

Note:

Fund: 1166	EMPG Homeland Security Grant		
930	Emergency Management Agency		
11664	EMPG Homeland Security CS	6,000	-
11665	EMPG Homeland Security MS	-	1,500
	MEMO TOTAL	<u>\$ 6,000</u>	<u>\$ 1,500</u>

Note:

Fund: 1201	Motor Vehicle And Gas Tax		
800	Engineer's Department		
12013	Engineer MVGT Salary&Fringes	8,800	-
12014	Engineer MVGT Contract Svcs	-	8,800
	MEMO TOTAL	<u>\$ 8,800</u>	<u>\$ 8,800</u>

Note:

Fund: 1301	Marriage Licenses		
500	Clerk of Courts		
13014	Marriage Licenses CS	1,200	-
	MEMO TOTAL	<u>\$ 1,200</u>	<u>\$ -</u>

Note:

		<i>Increase</i>	<i>Decrease</i>
Fund: 1330	Dog And Kennel		
045	Dog And Kennel		
13303	Dog Warden Salary & Fringes	15,000	-
	MEMO TOTAL	\$ 15,000	\$ -

Note:

100	Auditor		
93304	Dog Kennel - Auditor CS	330	-
	MEMO TOTAL	\$ 330	\$ -

Note:

Fund: 1340	PCBDD General Administration		
905	Developmental Disabilities Bd		
13403	PCBDD Salaries & Fringes	-	46,000
13409	PCBDD General Admin ME	7,361,000	-
	MEMO TOTAL	\$ 7,361,000	\$ 46,000

Note: Budget Modification

Fund: 1343	PCBDD Part B IDEA		
905	Developmental Disabilities Bd		
13433	PCBDD Part B IDEA Fringes	11	10,740
13434	Part B IDEA Sch Camp Prog CS	-	497
13435	PCBDD Part B IDEA MS	-	33
	MEMO TOTAL	\$ 11	\$ 11,270

Note: BUDGET

Fund: 1410	Job And Family Services		
051	Job And Family Services		
14104	Job & Family Services CS	8,093	-
14105	Job & Family Services MS	-	4,100
14107	Job & Family Services OE	-	1,400
14109	Job & Family Services ME	-	2,593
	MEMO TOTAL	\$ 8,093	\$ 8,093

Note: Projected need

		<i>Increase</i>	<i>Decrease</i>
Fund:	1413 JFS WIA Allocation		
	051 Job And Family Services		
14134	JFS WIA Allocation CS	20,000	22,000
14139	JFS WIA Allocation ME	33,353	11,353
	MEMO TOTAL	\$ 53,353	\$ 33,353

Note: Projected need

Fund:	1415 Child Welfare - Special Levy		
	051 Job And Family Services		
14153	JFS Child Welfare Salary&Fring	10,000	-
14154	JFS Child Welfare Levy CS	180,792	-
14159	JFS Child Welfare Levy ME	-	190,792
	MEMO TOTAL	\$ 190,792	\$ 190,792

Note: Projected need

Fund:	1480 Violence Against Women		
	300 Prosecutor		
14803	Pros VAWA Grant Salary&Fringes	-	14,811
14804	Violence Against Women CS	-	1,330
	MEMO TOTAL	\$ -	\$ 16,141

Note:

Fund:	1481 Prosecutors State Grant		
	300 Prosecutor		
14813	Pros Victim Assist Salary&Fring	3,117	5,321
	MEMO TOTAL	\$ 3,117	\$ 5,321

Note:

Fund:	4101 PCBDD Capital Proj 2018		
	905 Developmental Disabilities Bd		
41016	Capt Proj Admin CO	660,200	-
	MEMO TOTAL	\$ 660,200	\$ -

Note: Budget Modification

		<i>Increase</i>	<i>Decrease</i>
Fund: 4248	Infirmarý Rd Resurfacing		
800	Engineer's Department		
42484	Infirmarý Rd Resurface CS	10,335	-
42486	Infirmarý Rd Resurface CO	-	10,335
	MEMO TOTAL	<u>\$ 10,335</u>	<u>\$ 10,335</u>

Note:

Fund: 7000	Central Services (Purchasing)		
012	Central Purchasing Services		
70004	Central Services Purchasing CS	-	34,200
70005	Central Services Purchasing MS	34,200	-
	MEMO TOTAL	<u>\$ 34,200</u>	<u>\$ 34,200</u>

Note:

Fund: 7228	Prospective Rating Plan 2019		
012	Central Purchasing Services		
72284	Prospective Rating 19 CS	10,000	-
	MEMO TOTAL	<u>\$ 10,000</u>	<u>\$ -</u>

Note: To pay workers comp

Fund: 7229	Prospective Rating Plan 2020		
012	Central Purchasing Services		
72294	WC Pros 20 CS	305,000	-
	MEMO TOTAL	<u>\$ 305,000</u>	<u>\$ -</u>

Note:

TOTAL MEMO BALANCE FOR ALL FUNDS	<u>\$ 8,667,471</u>	<u>\$ 365,805</u>
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Increase Decrease

; and be it further

RESOLVED, that the notes of explanation in this resolution are for informational purposes only and are not intended to restrict the expenditure of those appropriated funds to any single purpose. Such funds are for the use of all expenditures that are lawful under the approved appropriation; and be it further

RESOLVED, that a certified copy of this resolution be filed with the 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 as Follows:

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

RESOLUTION NO. 19-0890 - RE: CREATE FUND 1345 – PCBDD RESERVE ACCOUNT

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

WHEREAS, The Portage County Board of Developmental Disabilities, via resolution 19-11-03, has requested the Portage County Board of Commissioners establish a capital projects fund per ORC 5705.222 for the purposes of reserving funds not needed to pay for current operating expenses, and not deposited in a capital improvements fund, but which will be needed to pay operating expenses in the future, not to exceed forty percent of the Portage County Board of Developmental Disabilities expenditures for all services in the preceding calendar year; and

WHEREAS, Amounts in the capital improvement funds or the reserve balance fund that are not in excess of the limitations prescribed in ORC 5705.222 shall be considered reasonable and shall not be taken into consideration by the county's Budget Commission when determining whether to reduce the taxing authority of the County under ORC 5705.32; now therefore be it

RESOLVED, that Fund 1345 – PCBDD Reserve Account be created; and be it further

RESOLVED, 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. 19-0891 - RE: TRANSFER FROM FUND 1340, TO FUND 1345

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

WHEREAS, Development Disabilities' board passed resolution 19-11-02 asking the Board of Commissioners to transfer funds into reserve fund 1345, as allowed under ORC 5205.222, not to exceed 40% of expenditures for all services by the Board of DD in the preceding calendar year; therefore be it

RESOLVED, that the following transfer be made in the amount of \$6,850,000.00:

Debit A000099 910000	\$6,850,000.00
Credit E000092 280000	\$6,850,000.00

;and be it further

RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry; 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. 19-0892 - RE: TRANSFER FROM FUND 1340, TO FUND 4101

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

WHEREAS, Development Disabilities' board passed resolution 19-11-03 asking the Board of Commissioners to transfer funds into a capital fund 4101 for the purposes already defined, and which are now about to proceed; therefore be it

RESOLVED, that the following transfer be made in the amount of \$ 917,500.00:

Debit A000099 910000	\$917,500.00
Credit T000092 280000	\$917,500.00

;and be it further

RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry; 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. 19-0893 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 \$100,000 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 \$100,000 be made as follows:

FROM (Debit):

FUND 1001, Certificate of Auto Title

ORGCODE: 10014017 910000

\$100,000

To (Credit):

FUND 0001, General fund

ORGCODE: 00100002 280000

\$100,000

;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; 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. 19-0894 - RE: ACCEPT THE FY2019 HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS GRANT (HMEP) ON BEHALF OF THE PORTAGE COUNTY OFFICE OF HOMELAND SECURITY & EMERGENCY MANAGEMENT (FEDERAL PASS-THRU # 693JK31940044HMEP).

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

WHEREAS, the Board of Portage County Commissioners adopted Resolution No. 19-0275 on April 23, 2019, authorizing grant application to the Ohio Emergency Management Agency (EMA) for the FY2019 Hazardous Materials Emergency Preparedness Grant funds; and

WHEREAS, Portage County has been awarded FY2019 Hazardous Materials Emergency Preparedness Grant funds to conduct training courses including: Ohio Hazardous Materials Officer / Safety Officer, Hazardous Materials Incident Commander, and Hazardous Materials for Dispatchers; now, therefore, be it

RESOLVED, the Board of Portage County Commissioners accepts the FY2019 Hazardous Material Emergency Preparedness Grant funding [**Agreement Number 81900**] for the grant period ending September 30, 2020, in the amount of Six thousand three hundred sixty-four and 00/100 dollars (\$6,364.00) with a 20% local match obligation of One thousand five hundred ninety-one and 00/100 dollars (\$1,591), from Fund 1170 for a total project cost of \$7,955.00; and be it further

- RESOLVED,** that the Board of Portage County Commissioners authorizes the Office of Homeland Security and Emergency Management Director to sign all necessary documents associated with this grant; and be it further
- RESOLVED,** that a copy of this resolution be filed with the Portage County Auditor, the Department of Budget & Financial Management, and the Office of Homeland Security & Emergency 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. 19-0895 - RE: TRANSFER FROM FUND 0001, GENERAL FUND TO FUND 1414, CHILD SUPPORT ADMINISTRATION

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

WHEREAS, the Portage County Board of Commissioners has agreed to provide the local match for Child Support IV-D contract payments; and

WHEREAS, it is necessary to do a transfer from the General Fund; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$10,414.72 for October and November 2019 IV-D contract payments local match for the Clerk of Courts Aug & Sept 2019 services, Juvenile Court Aug & Sept 2019 and Prosecutor July 2019 services as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 0001, COUNTY GENERAL FUND

ORGCODE - 00100009

Debit Expense Account

Object: 910000- Transfer Out

\$10,414.72

TO:

FUND 1414, CHILD SUPPORT ADMINISTRATION

ORGCODE - 14140512

Revenue Account

Object: 280000 - Transfer In

Project NONE

\$10,414.72

; 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. 19-0896

**RE: TRANSFER FROM FUND 1413, WIA FUND
TO FUND 1410 PUBLIC ASSISTANCE FUND**

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

WHEREAS, the JFS WIA Fund owes the Public Assistance Fund for the WIOA RMS staff 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 \$38,198.23 for Oct adj#2 and Nov adj #1 as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 1413, JFS WIA FUND

ORGCODE - 14130519

Debit Expense Account

Object: 912000 - JFS Shared

Project 3A258

\$17,057.46

Project 3B278

\$ 4,283.23

Project 3A259

(\$99.97)

Project 3B259

(\$164.53)

Project 3B277

\$17,122.04

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 282000 - JFS Shared

Project 5SHAR

\$38,198.23

; 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. 19-0897 - RE: RESOLUTION OF NECESSITY FOR PLACING A RENEWAL OF A .49 MILL LEVY FOR THE BENEFIT OF PORTAGE COUNTY FOR THE PURPOSE OF PROVIDING FUNDS FOR THE BENEFIT OF CHILDREN SERVICES FOR THE CARE, PLACEMENT AND TREATMENT OF ABUSED, NEGLECTED AND DEPENDENT CHILDREN.

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

WHEREAS, the amount of taxes which may be raised within the ten mill limitation will be insufficient to provide an adequate amount for the necessary requirements of the Portage County Department of Job & Family Services and whom has also shown a need for a renewal of funds for the purpose of providing funds to make appropriations for the benefit of Children Services for the care, placement and treatment of abused, neglected and dependent children pursuant to R.C. 5705.24; and

WHEREAS, a resolution declaring the necessity of levying a tax under R.C. 5705.24 and 5705.25 in excess of the ten-mill limitation must be passed and certified to the county auditor of the County in order to permit the Board of County Commissioners ("Board") to consider the levy of such tax and must request the

county auditor certify to the Board the total current tax valuation of the County and the dollar amount of revenue that would be generated by the renewal of the current .49 mill levy in excess of the 10 mill limitation for the benefit of the Portage County Department of Job & Family Services for the purpose of providing funds for children services for the care, placement and treatment of abused, neglected and dependent children, now therefore be it

RESOLVED, by the Board of Portage County Commissioners, that it is necessary to levy a renewal of .49 mills, to constitute a tax in excess of the ten mill limitation for the benefit of Portage County and the Portage County Department of Job & Family Services at a rate of .49 mills and for the following purpose:

PROVIDING FUNDS FOR CHILDREN SERVICES FOR THE CARE,
PLACEMENT AND TREATMENT OF ABUSED, NEGLECTED AND
DEPENDENT CHILDREN

RESOLVED, that the renewal of the tax shall be placed upon the tax list for the tax years 2021, 2022, 2023, 2024, and 2025 if a majority of the electors voting thereon vote in favor, and be it further

RESOLVED, that the question of such tax levy shall be submitted to the electors of the County of Portage in its entirety, at the election to be held therein on March 17, 2020.

RESOLVED, that the Clerk is hereby directed to certify a copy of this Resolution to the county auditor and that the county auditor certify to this Board and to the Portage County Department of Job & Family Services the current tax valuation of the County of Portage, and the dollar amount of revenue that would be generated by a renewal levy of .49 mills if approved by the electors.

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. 19-0898

- **RE: ACCEPT CONTRACT CHANGE ORDER NO. 1
AND FINAL TO THE CONSTRUCTION
AGREEMENT BETWEEN THE BOARD OF
PORTAGE COUNTY COMMISSIONERS AND
MATT WINTERS EXCAVATING LLC FOR
THE NOTMAN ROAD BRIDGE
REPLACEMENT PROJECT IN DEERFIELD
TOWNSHIP, PORTAGE COUNTY.**

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

WHEREAS, Resolution 19-0504 accepted and awarded the bid of Matt Winters Excavating LLC for furnishing all labor, materials and equipment necessary to complete the Notman Road Bridge Replacement Project in Deerfield Township, Portage County, and

WHEREAS, a contract was entered into with Matt Winters Excavating LLC in the total amount of \$242,963.00, and

WHEREAS, modifications to the project specifications resulted in a cost increase, now therefore be it

RESOLVED, that the Board of Portage County Commissioners do hereby accept Contract Change Order No. 1 and Final to the construction contract with Matt Winters Excavating LLC covering the Notman Road Bridge Replacement Project in Deerfield Township, Portage County, and be it further

RESOLVED, that this Contract Change Order increases the contract between Matt Winters Excavating LLC and Portage County by \$2,362.73 to **\$245,325.73**, and be it further

RESOLVED, that the Board of Portage County Commissioners authorize the execution of said Contract Change Order between Matt Winters Excavating LLC and Portage County; 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. 19-0899

-

RE: ENTER INTO AN AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND THE NORTHEAST OHIO CONSORTIUM COUNCIL OF GOVERNMENTS.

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

WHEREAS, the Northeast Ohio Consortium Council of Governments (NOC COG) has been designated as the Fiscal and Administrative Agent for Title I WIA funds, WIOA funds and other workforce development activity funding sources by Geauga, Ashtabula and Portage Counties pursuant to a Governing Agreement entered into by those counties; and

WHEREAS, on September 4, 2019, the Area 19 Workforce Development Board(WDB), and the NOC COG Board, as defined under the Intergovernmental Agreement, each voted to enter into an Agreement with Portage County Job & Family Services for the provision of CCMEP WIOA Youth Services for a term commencing October 1, 2019 and ending September 30, 2020; and

RESOLVED, that the Board of Portage County Commissioners does hereby enter into an Agreement with the Northeast Ohio Consortium Council of Governments on behalf of Portage County Job & Family Services for the provision of CCMEP WIOA Youth Services for the period October 1, 2019 through September 30, 2020, in the amount of Three Hundred Forty-Two Thousand Five Hundred and 00/100 Dollars (\$342,500.00); and be it further

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

Roll call vote as follows:

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

RESOLUTION NO. 19-0900 - RE: ENTER INTO AN AGREEMENT BETWEEN THE BOARD OF COUNTY COMMISSIONERS AND COMPMANAGEMENT, INC. FOR WORKERS' COMPENSATION TPA SERVICES FOR 2020.

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

WHEREAS, the Board of Portage County Commissioners has determined that there is a need for provision of workers' compensation third party administration services; and

WHEREAS, Portage County has insured its employees for Workers' Compensation coverage as demanded by any and all federal or state statutes; and

- WHEREAS,** Portage County requires the services of an organization to process and analyze the claims filed on behalf of its employees; and
- WHEREAS,** CompManagement, Inc. administers and processes claims on behalf of employers subject to Workers' Compensation requirements within the Ohio statutes; and
- WHEREAS,** Portage County desires to have CompManagement, Inc. administer, process and analyze the claims submitted against its Workers' Compensation risk, and CompManagement, Inc. is agreeable to providing such services; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into an agreement by and between the Board of Commissioners and **CompManagement, Inc., P.O. Box 884, Dublin, Ohio 43017**, in the Amount of Twenty-five Thousand, three hundred eighty-one and 00/100 dollars (\$ 25,381.00) per year; and be it further
- RESOLVED,** that the term of the Agreement shall be for one year, effective from the 1st day of January, 2020 to the 31st of December, 2020 and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

RESOLUTION NO. 19-0901 - RE: AGREEMENT FOR LEGAL ACCESS SERVICES FROM PAUL M. EARLE FOR THE PORTAGE COUNTY JUSTICE CENTER

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

- WHEREAS,** the Board of Commissioners has need for legal assistance and clerking services in order to provide access to the legal system for inmates held in the Portage County Jail; and
- WHEREAS,** Paul M. Earle, Attorney at Law, represents that he is professionally qualified to perform the services requested under this Agreement; now therefore be it
- RESOLVED,** that the Board of Commissioners hereby agrees to enter into a Legal Access Services Agreement by and between the Board of Commissioners and Paul

M. Earle, Attorney at Law, as stipulated in the Scope of Services within said Agreement, effective January 1, 2020 through December 31, 2021 at a compensated rate of \$250.00 per visit in a total agreement amount not to exceed \$13,000.00 per year; 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. 19-0902 - RE: ENTER INTO AN AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS, IN CONJUNCTION WITH THE PORTAGE COUNTY PROSECUTOR AND FAMILY AND COMMUNITY SERVICES, INC. (SAFER FUTURES).

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

WHEREAS: Portage County has received funding from the Violence against Women (VAWA) Federal program; and

WHEREAS: Portage County and Safer Futures desires to provide services through an outreach advocacy program; and

WHEREAS: the parties wish to collaborate through the establishment and operation of a program to address domestic violence issues within the Portage County community; now therefore be it

RESOLVED: that the Portage County Board of Commissioners and Portage County Prosecutor desires to enter into an agreement with Family and Community Services, Inc. (Safer Futures) to provide such services in the amount of Twenty-eight thousand, four hundred seventy-three and 60/100 dollars (\$28,473.60) for the period of January 1, 2019 through December 31, 2019; 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. 19-0903

**- RE: ENTER INTO AN AGREEMENT FOR A
MARCS MOBILE VOICE DELIVERY SYSTEM
ADVANCED SYSTEM KEY BETWEEN THE
PORTAGE COUNTY BOARD OF
COMMISSIONERS ON BEHALF OF THE
PORTAGE COUNTY OFFICE OF HOMELAND
SECURITY AND EMERGENCY
MANAGEMENT AGENCY AND
DAS/OIT/MARCS.**

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

WHEREAS, the Portage County Office of Homeland Security and Emergency Management Agency has been the lead agency for countywide radio communications planning and facilitation; and

WHEREAS, as such, Ohio MARCS has recognized Portage County Office of Homeland Security and Emergency Management as the central agency for additional programming or other communication needs that arise throughout the year; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into an agreement for a MARCS Mobile Voice Delivery System Advance System Key terms of use with DAS/OIT/MARCS, 4200 Surface Rd., Columbus OH 43228 through April 30, 2020; and be it further

RESOLVED, that the agreement be signed by the President of the Board of Commissioners; 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. 19-0904

**- RE: APPROVE SPECIFICATIONS AND SET
BID DATE FOR PROVIDING INMATE FOOD
SERVICE FOR THE PORTAGE COUNTY
SHERIFF.**

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

- RESOLVED,** that the bid specifications for providing inmate food service for the Portage County Sheriff be and hereby are approved; and be it further
- RESOLVED,** that sealed bids, therefore, will be accepted by the Portage County Director of Internal Services, 1st floor – room 114, Portage County Administration Building, 449 South Meridian St., Ravenna, Ohio until 2:00 p.m. on January 22, 2020; and be it further
- RESOLVED,** that the notice of receiving bids shall be published in the Record Courier on December 20, 2019, posted and the County's website and a copy thereof be posted on the bulletin board of the Board forthwith; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

**RESOLUTION NO. 19-0905 - 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: Chadwick M. Groom and Britney Groom (OWNER)
Service Address: 4835 Loraine Drive
Kent, OH 44240

Parcel Number: 04-017-10-00-013-000

Property Deed Description: Situated in the Township of Brimfield, County of Portage, and State of Ohio, and described as follows: Being Lot Number(s) 45 in Oakwood Acres, as recorded in Plat Book 11, Page(s) 16, of Portage County Records, as recorded and more fully described in Instrument 201611322 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. 19-0906

**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: Cynthia M. Parker a/k/a Cynthia M. Wilson-Parker
(OWNER)

Service Address: 343 Howe Road
Kent, OH 44240

Parcel Number: 04-017-10-00-048-000

Property Deed Description: Situated in the Township of Brimfield, County of Portage, and State of Ohio: and known as being all of Lot No. 12 in Oakwood Acres as recorded in Plat Book 11, Page 16 of the Portage County Records, as recorded and more fully described in Instrument 201818339 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 December 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. 19-0907

**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: Shellie S. Frakes (OWNER)
Service Address: 333 Howe Road
Kent, OH 44240

Parcel Number: 04-017-10-00-047-000

Property Deed Description: Situated in the Township of Brimfield, County of Portage, and State of Ohio; and known as being all of Sublot No. 13 in Oakwood Acres Subdivision as recorded in Volume 11, Page 16 of the Portage County Records of Plats, as recorded and more fully described in Volume 1038, Page 999-1000 of the Portage County Record of Deeds, 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 December 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. 19-0908

-

**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: John F. Lassak (OWNER)
Service Address: 4824 Loraine Drive
Kent, OH 44240

Parcel Number: 04-017-10-00-024-000

Property Deed Description: Situated in the Township of Brimfield, County of Portage, and State of Ohio and known as being all of Lot #34 of Oakwood Acres Subdivision as recorded in Volume 11, Page 16 of the Portage County Record of Plats, as recorded and more fully described in Instrument 200904942 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 is delinquent twice in consecutive quarters on paying quarterly installments and carrying charge thereon, at which time the total unpaid balance of such connection charges shall be deemed an additional installment then due and owing in that quarter.
- AA. 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.
- 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. 19-0909 - RE: FIX AMOUNT OF OFFICIAL BONDS FOR
COUNTY ELECTED AND APPOINTED
OFFICIALS**

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

WHEREAS, the Ohio Revised Code stipulates that County Elected and Appointed Officials be bonded by a surety company and that the bond amount for the following elected and appointed officials be set by the Board of Commissioners; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby fix the amount of the Official Bonds for the following County Elected and Appointed Officials:

Elected Office	Bond Min-Max	Bond Amount	Insurance Agency/Surety Co
Deputy Coroner 2 positions	NLT \$5,000/each	\$5,000	SeibertKeck Insurance Partners Cincinnati Insurance

; 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. 19-0910

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

RESOLUTION NO. 19-0911 - RE: CLOSING OF FUND 1390 WIC

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

WHEREAS, fiscal activity has ceased in Fund 1390, all payments have been made and the Treasurer's Cash Balance for each is \$0.00; now therefore be it

RESOLVED, that Fund 1390-WIC, is hereby closed as recommended by the Director of Budget and Financial Management; and be it further

RESOLVED, 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. 19-0912 - RE: TRANSFER FROM FUND 0001, GENERAL FUND TO FUND 1390, WIC

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

WHEREAS, the Portage County Board of Commissioners has ended its participation in the WIC grant, and desires to fund the remaining non grant reimbursable expenses associated with occurring before OCT. 1, 2019, from the General Fund; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$11,569.06 to cover the sick leave conversion payments:

FROM:

FUND 0001, GENERAL FUND
 ORGCODE - 00100009
 Debit Expense Account
 Object: 910000 - Transfers Out

\$11,569.06

TO:

FUND 1390, WOMAN INFANTS AND CHILDREN
 ORGCODE - 13900532
 Credit Revenue Account
 Revenue Source: 280000 -Transfer In

\$11,569.06

;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, 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. 19-0913 - RE: CASH ADVANCE RETURN TO FUND 0001, GENERAL FUND FROM FUND 1390, WOMEN, INFANTS AND CHILDREN

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

WHEREAS, A long term cash advance was issued via resolution 16-0776 due to the State only reimbursing expenditures for the WIC grant on a quarterly, and the WIC program under the commissioners has ended as of Sept. 30, 2019, and all reimbursements have now been receive, now therefore be it;

RESOLVED, that the following cash advance be returned in the amount of \$350,000.00 as reviewed and recommended by the Director of Budget and Financial Management

FROM:

FUND 1390, WOMEN INFANTS AND CHILDREN

ORGCODE- 13900539

Debit Expense Account

Object 921000 – Advances Out Return \$350,000.00

TO:

FUND 0001, GENERAL FUND

ORGCODE - 00100002

Credit Revenue Account

Revenue Source 291000 - Advances-In Repayment \$350,000.00

;and be it further

RESOLVED, the advance will be repaid to the General Fund at the termination of the WIC Federal Grants Program, and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash advance by Journal Entry; 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. 19-0914 - RE: TRANSFER FROM FUND 7201, WC RR P
GENERAL ADMINISTRATION TO FUND
7229, PROS2020**

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

WHEREAS, an internal charge is made to County Departments for Workers Compensation expenses, and

WHEREAS, obligations may occur before crediting the 2020 monthly charges into the Prospective Workers Compensation Rating Plan, PROS2020, Fund 7229; now therefore be it

RESOLVED, that the following transfer be made in the amount of \$350,000.00 in order to finance initial Fund 7229 obligations for Fiscal Year 2020, as recommended by the Director of Budget and Financial Management:

FROM:

FUND 7201 WC RR P GENERAL ADMINISTRATION
 ORGCODE - 72010129
 Debit Expense Account
 Object 910000 - Transfers-Out \$350,000.00

TO:
 FUND 7229, PROS2020
 ORGCODE - 72290122
 Credit Revenue Account
 Revenue Source 280000 - Transfers-In \$350,000.00

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; 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. 19-0915 - RE: TRANSFER FROM FUNDS 1026 AND 4017 TO FUND 3013 GO 2001

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

WHEREAS, The Municipal courts have ordered the transfer of funds as outlined in 2018 JE 182; now therefore be it

RESOLVED, that the transfer in the amount of \$570,702.50 be made as follows:

FROM (Debit):
 ORGCODE: 40175209 910000 \$313,818.25
 ORGCODE: 10265209 910000 \$256,884.25

To (Credit):
 ORGCODE: 30130012 280000 \$570,702.50

;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; 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. 19-0916 - RE: REVISE RESOLUTION 19-0897 TO READ IN ITS ENTIRETY AS FOLLOWS:

RE: RESOLUTION OF NECESSITY FOR PLACING A RENEWAL OF A .49 MILL LEVY FOR THE BENEFIT OF PORTAGE COUNTY FOR THE PURPOSE OF PROVIDING FUNDS FOR THE BENEFIT OF CHILDREN SERVICES FOR THE CARE, PLACEMENT AND TREATMENT OF ABUSED, NEGLECTED AND DEPENDENT CHILDREN.

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

WHEREAS, the amount of taxes which may be raised within the ten mill limitation will be insufficient to provide an adequate amount for the necessary requirements of the Portage County Department of Job & Family Services and whom has also shown a need for a renewal of funds for the purpose of providing funds to make appropriations for the benefit of Children Services for the care, placement and treatment of abused, neglected and dependent children pursuant to R.C. 5705.24; and

WHEREAS, a resolution declaring the necessity of levying a tax under R.C. 5705.24 and 5705.25 in excess of the ten-mill limitation must be passed and certified to the county auditor of the County in order to permit the Board of County Commissioners ("Board") to consider the levy of such tax and must request the county auditor certify to the Board the total current tax valuation of the County and the dollar amount of revenue that would be generated by the renewal of the current .49 mill levy in excess of the 10 mill limitation for the benefit of the Portage County Department of Job & Family Services for the purpose of providing funds for children services for the care, placement and treatment of abused, neglected and dependent children, now therefore be it

RESOLVED, by the Board of Portage County Commissioners, that it is necessary to levy a renewal of .49 mills, to constitute a tax in excess of the ten mill limitation for the benefit of Portage County and the Portage County Department of Job & Family Services at a rate of .49 mills and for the following purpose:

PROVIDING FUNDS FOR CHILDREN SERVICES FOR THE CARE,
PLACEMENT AND TREATMENT OF ABUSED, NEGLECTED AND
DEPENDENT CHILDREN

RESOLVED, that the renewal of the tax shall be placed upon the tax list for the tax years 2020, 2021, 2022, 2023, and 2024, ~~and 2025~~ if a majority of the electors voting thereon vote in favor, and be it further

RESOLVED, that the question of such tax levy shall be submitted to the electors of the County of Portage in its entirety, at the election to be held therein on March 17, 2020.

RESOLVED, that the Clerk is hereby directed to certify a copy of this Resolution to the county auditor and that the county auditor certify to this Board and to the Portage County Department of Job & Family Services the current tax valuation of the County of Portage, and the dollar amount of revenue that would be generated by a renewal levy of .49 mills if approved by the electors.

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. 19-0917

**RE: PLACING A RENEWAL OF A .49 MILL LEVY
FOR THE BENEFIT OF PORTAGE COUNTY
FOR THE PURPOSE OF PROVIDING FUNDS
FOR THE BENEFIT OF CHILDREN
SERVICES FOR THE CARE, PLACEMENT
AND TREATMENT OF ABUSED,
NEGLECTED AND DEPENDENT CHILDREN.**

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

WHEREAS, the Portage County Department of Job & Family Services has shown a need for a renewal of funds for the purpose of providing funds to make appropriations for the benefit of Children Services for the care, placement and treatment of abused, neglected and dependent children pursuant to R.C. 5705.24; and

WHEREAS, the taxes within the 10 mil limitation are insufficient and a renewal of the current .49 mill levy in excess of the 10 mill limitation requires a vote of the people of Portage County in its entirety pursuant to R.C. 5705.24 and 5705.25; now therefore be it

RESOLVED, by the Board of Portage County Commissioners to certify the following language to the Board of Elections, Portage County, Ohio, for placement on the ballot of March 17, 2020:

A RENEWAL OF A TAX FOR THE BENEFIT OF PORTAGE COUNTY FOR THE PURPOSE OF PROVIDING FUNDS FOR CHILDREN'S SERVICES FOR THE CARE, PLACEMENT AND TREATMENT OF ABUSED, NEGLECTED AND DEPENDENT CHILDREN at a rate not exceeding 0.49 MILL for each one dollar of valuation, which amounts to (\$0.049) for each one hundred dollars of valuation, for five years; and be it further

RESOLVED, that the renewal of the tax shall be placed upon the tax list for the tax years commencing 2020, 2021, 2022, 2023, and 2024, first due in 2021, and be it further

RESOLVED, that Clerk of the Board of Commissioners is directed to certify a copy of this Resolution to the Board of Elections, Portage County, Ohio, before 4:00 PM on December 18, 2019, to cause notice of election on the question of levying of said tax to be given as required by law; 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;

DTE FORM 140R
Prescribed 6/00
O.R.C. §705.03 (D)

Certificate of Estimated Property Tax Revenue

(Use this form when a taxing authority certifies a millage rate and requests the revenue produced by that rate.)

The County Auditor of Portage County, Ohio does hereby certify the following:

1. On December 12, 2019, the Board of Portage County Commissioners certified a copy of its resolution or ordinance adopted December 12, 2019, requesting the county auditor to certify the current tax valuation of the subdivision and the amount of revenue that would be produced by 0.49 mill to levy a tax outside the ten-mill limitation for the purpose of Children Services, to be placed on the ballot at the March 17, 2020 election. The levy type is Renewal.
2. The estimated property tax revenue that will be produced by the stated millage, assuming the tax valuation of the subdivision remains constant throughout the life of the levy, is calculated to be \$1,159,662.
3. The total tax valuation of the subdivision used to calculate the average annual property tax levy is \$3,849,328,680.


Janet Espósito
Portage County Auditor
December 12, 2019

JOURNAL ENTRY

December 12, 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 November 2019.
2. In accordance with ORC 321.261, the Board of Commissioners acknowledged the receipt of the Portage County Prosecutor's report of activity in the DRETAC account through December 3, 2019.

Department of Budget & Finance

3. The Board of Commissioners approved the December 3, 2019 adjustments to the Portage County Recycling, Portage County Water, Portage County Sewer, and Streetsboro Sewer billing accounts as reported on the adjustment reports submitted and reviewed by the Department of Budget and Financial Management.
4. The Board of Commissioners signed the Satisfaction of Mortgage form for Joseph Earle III of 1545 Russell Drive, Streetsboro, OH 44241 to secure payment of \$1,204.00. The original document will be recorded by Neighborhood Development Services, Inc. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.

Human Resources

5. The Board of Commissioners signed the Personnel Action Form authorizing a wage increase for Scott Lazzara, PCSA 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 December 19, 2019, presented by Kellijo Jeffries, JFS Director, and Janet Kovick, Human Resources Director.
6. The Board of Commissioners signed the Personnel Action Form accepting the resignation of Scott Genova, PCSA Supervisor, for Portage County Job & Family Services, effective January 2, 2020, presented by Kellijo Jeffries, JFS Director, and Janet Kovick, Human Resources Director.
7. The Board of Commissioners signed the Personnel Requisition authorizing the three-day internal posting of the full time permanent PCSA Supervisor, replacing Scott Genova for Portage County Job & Family Services with external posting if no internal appointment is made, presented by Kellijo Jeffries, JFS Director, and Janet Kovick, Human Resources Director.

Motion To: Approve the Journal Entries for December 12, 2019

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

JOURNAL ENTRY II

December 12, 2019

1. The Board of Commissioners consented to have a small portion of land removed from the agricultural security area as well as the agricultural easements, Village of Hiram vs. John Groselle, Case No. 2019 CV 640 and approved the Portage County Prosecutor's Office to sign the agreed Judgement Entry and Order on behalf of the Board of Commissioners.

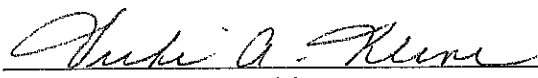
Motion To: Adopt Journal Entry II for December 12, 2019

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

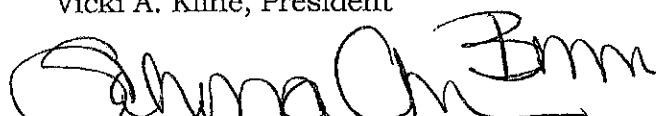
Motion To: Adjourn the Official Meeting of December 12, 2019 at 1:47 PM


RESULT: ADOPTED
MOVED: Sabrina Christian-Bennett
SECONDED: Kathleen Clyde
AYES: Sabrina Christian-Bennett, Kathleen Clyde, 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


Julie Gonzales, Acting Clerk