

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;

Wire Resolution:

RESOLUTION NO. 20-0070

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

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

RESOLVED,

that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee on February 6, 2020 in the total payment amount as follows:

1. \$985.00 to Wage Works – Admin
2. \$9,055.24 to Wage Works – Contributions; 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, February 7, 2020	\$ 985.00
Wire Transfer on Friday, February 7, 2020	\$9,055.24

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:

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

JV Resolution:

**RESOLUTION NO. 20-0071 - RE: APPROVAL OF JOURNAL
VOUCHERS/ENTRIES.**

It was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett 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:

02/06/20	65	\$3,244.40
02/06/20	70	7,033.03
02/06/20	72	750.00
02/06/20	74	5,371.78
02/06/20	79	2,561.14
02/06/20	125	238.00
02/06/20	126	19,923.10
02/06/20	127	7,893.11
02/06/20	129	846.39
02/06/20	130	27,361.05
02/06/20	147	1,922.00
02/06/20	180	1,919.35
02/06/20	181	2,090.85

02/06/20	251	194.19
Total		\$74,348.39

; 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:

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

Then & Now Resolution:

Some of the amounts on the Then and Now are there because the purchase orders haven't been put into place yet. Water Resources and Job and Family Services have the highest number of Then & Now's because of the nature of their business. The County Engineer had one for \$30.00 because of the bill pay shut down and there were also 2 payments overdue for Maintenance to the City of Kent for late fees of \$24.00 and \$5.00. There were 6 bills on the list that were late.

RESOLUTION NO. 20-0072 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

It was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett 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 **\$232,441.31** dated **February 6, 2020** 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:

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

General Fund Resolution:

- The \$243,285 is for six Sheriff's vehicles. The order went in slightly later than expected and they were supposed to be delivered by August and then Ford delayed until October and then to November, and the County is just now receiving the vehicles. There are 6 for the 2020 purchase, but a local dealership had 15 available on the lot, so the Office decided to try Chevy Tahoe vehicles and they will be delivered in a couple of weeks. The Sheriff agreed to use the Tahoes in order to avoid further delay from Ford.
- The transport van was purchased from Sarchione, who offered a lower price than the State minimum, so the County purchased the vehicle outright.
- The Tahoes are being paid through the 'self-funded program' and the County pays the leases down.
- Commissioner Christian-Bennett asked about the overall experience with Enterprise and Director Bragg noted from a budget standpoint it's been very positive with savings on the maintenance costs of almost \$200,000 over prior years. Service wise, no one has complained and Sarchione has done a wonderful job coming to the County and picking up the vehicles so County employees don't have to take them to Randolph.
- The jail contract amount is just about finished as the entire amount of remodeling wasn't encumbered because there wasn't enough funding to complete it.

RESOLUTION NO. 20-0073

RE: AMENDMENT TO THE GENERAL FUND 2020 ANNUAL APPROPRIATION RESOLUTION
NO. 19-0947 ADOPTED DECEMBER 19, 2019

It was moved by Vicki A. Kline, seconded by Kathleen Clyde that the following resolution be adopted:

RESOLVED, that it has become necessary to amend the General Fund 2020 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:

	<u>Increase</u>	<u>Decrease</u>
Fund: 0001 General Fund		
700 Sheriff's Department		
07006 Sheriff Capital Outlay	243,285	-
MEMO TOTAL	<u>\$ 243,285</u>	<u>\$ -</u>

Note: 6 Tahoes and 1 van

TOTAL MEMO BALANCE ALL AMENDMENTS	<u>\$ 243,285</u>	<u>\$ -</u>
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Fund: 0002 General Fund 5739.026		
010 Commissioners Other		
20109 GF 5739.026 ME	0	538,017
MEMO TOTAL	<u>\$ -</u>	<u>\$ 538,017</u>

Note: Jail Contracts

012 Central Purchasing Services		
20124 GF Int Svcs 5739.026 CS	65,629	-
20126 GF 5739.026 CO	1,079,016	-
MEMO TOTAL	<u>\$ 1,144,645</u>	<u>\$ -</u>

Note: Jail Contracts

TOTAL MEMO BALANCE ALL AMENDMENTS	<u>\$ 1,144,645</u>	<u>\$ 538,017</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:

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

Non General Fund Resolution:

- The Board received notice from the County Auditor's Office that the appropriations exceeded certifications and that was due to the Budget Commission lowering cash balances. The Solid Waste and the Non General Fund request simply bring the funds back into alignment. The CDBG portion (\$197,100) was partly encumbered last year, so the amount is the difference in the contract, not a reduction in the service from the fund.
- Additionally, Neighborhood Development Services sent their admin bills for the revolver funds and that amount comes out of the prior year so the invoice can get paid.

RESOLUTION NO. 20-0074

RE: AMENDMENT TO THE NON GENERAL FUND 2020 ANNUAL APPROPRIATION RESOLUTION NO. 19-0948 ADOPTED DECEMBER 19, 2019

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

RESOLVED, that it has become necessary to amend the Non General Fund 2020 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: 1251 CDBG County Formula		
081 Community Development		
12514 CDBG Conty Formula CS	-	197,100
MEMO TOTAL	<u>\$ -</u>	<u>\$ 197,100</u>

Note: Dec for last years

Fund: 1271 RLF CDBG Housing		
001 Commissioners		
12714 RLF CDBG Housing CS	4,118	-
MEMO TOTAL	<u>\$ 4,118</u>	<u>\$ -</u>

Note: Prior Year Admin

Fund: 1272 RLF Section 17		
001 Commissioners		
12724 RLF Section 17 CS	5,362	-
MEMO TOTAL	<u>\$ 5,362</u>	<u>\$ -</u>

Note: Prior Year Admin

		<i>Increase</i>	<i>Decrease</i>
Fund: 1275	RLF CDBG Economic Devlpmt		
001	Commissioners		
12754	RLF CDBG Economic Devlpmt CS	3,128	-
	MEMO TOTAL	<u>\$ 3,128</u>	<u>\$ -</u>

Note: Prior Year Admin

TOTAL MEMO BALANCE FOR ALL FUNDS	<u>\$ 12,608</u>	<u>\$ 197,100</u>
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; 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:

Kathleen Clyde, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Commissioner Christian-Bennett noted the Commissioners have a Journal Entry on today where the Board acknowledged the total appropriations **do exceed** certification and that's why the funds were decreased. Director Bragg noted it's rare that the County receives a 'do exceed' notice, but generally when it does it's at the beginning of the year when cash balances are adjusting.

Discussion:

Journal Entry:

At the end of the month, the Board approves the adjustments to the bills. The Commissioners' policy allows staff to waive one late fee every 2 years to a citizen as a courtesy and those are included in the Journal Entry. Any non-payment adjustment that goes to a residential account show up on the report.

JOURNAL ENTRY: The Board of Commissioners approved the January 2020 adjustments to the Portage County Water, Portage County Sewer, and Streetsboro Sewer billing accounts as reported on the adjustment reports submitted and reviewed by the Department of Budget and Financial Management.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Clyde, Yea;
Commissioner. Kline, Yea;

Motion Carries

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Commissioner Christian-Bennett asked the Clerk to schedule Brimfield Township and the school board to present the CRA Agreement. Commissioner Christian-Bennett noted Portage Development does not need to be invited to the meeting.

PUBLIC BIDS, CONTRACTS, PURCHASING & COUNTY FACILITIES

Present: Director JoAnn Townend

Director Townend discussed the following:

Delta Dental Resolution:

This resolution is for an agreement for employee voluntary dental insurance.

RESOLUTION NO. 20-0076 - RE: ENTER INTO AN AGREEMENT WITH DELTA DENTAL OF OHIO FOR VOLUNTARY GROUP DENTAL INSURANCE FOR 2020.

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

- WHEREAS,** the Portage County Board of Commissioners is desirous to provide voluntary dental insurance coverage for County employees and their families who elect such coverage, the cost of which is paid by the employees; and
- WHEREAS,** Delta Dental of Ohio is both qualified and interested in providing said voluntary employee dental insurance coverage; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners enters into an agreement with Delta Dental of Ohio, Fifth Third Center, Suite 2600, 600 Superior Ave., Cleveland, OH 44114, to provide voluntary dental insurance coverage for all permanent full-time County employees who elect such coverage for the period January 1, 2020 through December 31, 2020; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

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JOB & FAMILY SERVICES

Present: Sue Brannon, Job and Family Services Budget and Financial Manager, JoAnn Townend Internal Services Director

Transfer 0001-1410:

This resolution is the monthly share the Commissioners are mandated to provide the Public Assistance Fund for February in the amount of \$30,404.51.

RESOLUTION NO. 20-0075 - RE: TRANSFER FROM FUND 0001, GENERAL FUND TO FUND 1410, PUBLIC ASSISTANCE FUND

It was moved by Vicki A. Kline, seconded by Kathleen Clyde that the following resolution be adopted:

- WHEREAS,** the Portage County Board of Commissioners are mandated to provide payment of the county share of public assistance expenditures in accordance with section 5101.161 of the Ohio Revised code; and

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

RESOLVED, that the following transfer of funds be made in the amount of \$30,404.51 for the month of February 2020 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

\$30,404.51

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 280000 – Transfer In

Project: NONE

\$30,404.51

;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:

Kathleen Clyde, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

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PUBLIC BIDS, CONTRACTS, PURCHASING & COUNTY FACILITIES - CONT.

Present: Director JoAnn Townend

Sagamore Hills Police Department:

This is an agreement for the use of the County's firearm training facility on Coit Road with Sagamore Hills Police Department.

RESOLUTION NO. 20-0077

**RE: ENTER INTO LICENSE AGREEMENT
BETWEEN THE PORTAGE COUNTY
COMMISSIONERS AND THE SAGAMORE
HILLS POLICE DEPARTMENT.**

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

- WHEREAS,** the County owns property located at 9640 Coit Road, at this location is the Portage County Training Facility and Firing Range; and
- WHEREAS,** the SAGAMORE HILLS POLICE DEPARTMENTS wishes to use the training facility for firearms training and classroom activities from 8:00 a.m. to 4:00 p.m. as scheduled with the Sheriff's office; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into a License Agreement between the Board and the SAGAMORE HILLS POLICE DEPARTMENT for use of the training facility and firing range from 8:00 a.m. to 4:00 p.m. for firearms training and classroom activities as scheduled with the Sheriff's office; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

Northeast Ohio Medical University (NEOMED):

This is an agreement for the use of the County's firearm training facility on Coit Road with the Northeast Ohio Medical University.

RESOLUTION NO. 20-0078

**RE: ENTER INTO LICENSE AGREEMENT
BETWEEN THE PORTAGE COUNTY
COMMISSIONERS AND NORTHEAST OHIO
MEDICAL UNIVERSITY.**

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

- WHEREAS,** the County owns property located at 9640 Coit Road, at this location is the Portage County Training Facility and Firing Range; and
- WHEREAS,** the NORTHEAST OHIO MEDICAL UNIVERSITY wishes to use the training facility for firearms training and classroom activities from 8:00 a.m. to 4:00 p.m. as scheduled with the Sheriff's office; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into a License Agreement between the Board and the NORTHEAST OHIO MEDICAL UNIVERSITY for use of the training facility and firing range from 8:00 a.m. to 4:00 p.m. for firearms training and classroom activities as scheduled with the Sheriff's office; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

State Auditor:

The County has an Agreement with the State Auditor's office for auditing the 2019 financials. Every year, the County has its financial records audited and typically, the State Auditor's office completes it one year and then an outside auditing firm does it the next year. This year, the State Auditor's Office is conducting the audit and they will be looking at outside checking accounts as well as inside items. After the audit has been conducted, they will follow up with the Board about any findings.

RESOLUTION NO. 20-0079 - RE: ENTER INTO A LETTER OF ARRANGEMENT BETWEEN PORTAGE COUNTY AND THE AUDITOR OF STATE TO AUDIT THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2019.

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

WHEREAS, Portage County must have an audit of the financial statements as of and for the year ended December 31, 2019; and

- WHEREAS,** the Auditor of State will provide the services needed to meet the needed requirements; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into a letter of arrangement with the Auditor of State of Ohio for the completion financial statements for the year ended December 31, 2019; and be it further
- RESOLVED,** that the service under this agreement shall not exceed One hundred thirteen thousand, four hundred eighty-eight and 00/100 dollars (\$113,488.00); 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:

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

Sheriff Vehicles (6):

This year, the Sheriff's Office is getting Chevy Tahoes. Last year, the County used Enterprise, but Ford had a problem building and delivering the police interceptors. The interceptors have been built, but still haven't been received. When the Tahoes became available, Director Townend reached out to the Sheriff's Department to see if they wanted to try them and they agreed. Enterprise has a pay down option whereby the County can essentially buy them direct, with the exception of \$1.00, and that's what the County's doing. This will be 6 more vehicles plus the 5 that are still coming.

RESOLUTION NO. 20-0080 - RE: DECLARE THE NECESSITY TO PURCHASE SIX (6) VEHICLES FOR USE BY THE PORTAGE COUNTY SHERIFF'S DEPARTMENT.

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

WHEREAS, pursuant to ORC 307.41 the Portage County Board of Commissioners declares it necessary to purchase six (6) 2020 Chevrolet Tahoe Police Interceptor Utility vehicles for use by the Portage County Sheriff's Department; and

- WHEREAS,** the vehicles will be purchased through Enterprise Fleet Management utilizing the pay down option; and
- WHEREAS,** the capitalized price for one (1) 2020 Chevrolet Tahoe Police Interceptor Utility vehicle is Thirty-six thousand, two hundred ninety-eight and 00/100 (\$36,298.00) for a total of Two hundred seventeen thousand, seven hundred eighty-eight and 00/100 (\$217,788.00) for all six (6) vehicles; and
- WHEREAS,** the cost will be expensed from the general fund; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners declares it necessary to purchase six (6) 2020 Chevrolet Tahoe Police Interceptor Utility vehicles for use by the Portage County Sheriff's Department; and be it further
- RESOLVED,** that a copy of this resolution be forwarded to the Portage County Auditor; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

Sheriff Vehicles (1):

Sarchione Ford had a transport van at a cost lower than what the County would pay under the State purchasing contract. The vehicle would be used to transport inmates from the jail site to the local Courthouse.

**RESOLUTION NO. 20-0081 - RE: DECLARE THE NECESSITY TO PURCHASE
ONE (1) VEHICLE FOR USE BY THE
PORTAGE COUNTY SHERIFF.**

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

- WHEREAS,** pursuant to ORC 307.41 the Portage County Board of Commissioners declares it necessary to purchase one (1) 2019 Ford Transit Connex XL for use by the Portage County Sheriff; and
- WHEREAS,** the purchase of the vehicle will be made from Sarchione Ford; and

- WHEREAS,** the cost of the 2019 Ford Transit Connect XL vehicle is Twenty seven thousand, six hundred, seventy-four and 00/100 (\$27,674.00), now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners declares it necessary to purchase (1) 2019 Ford Transit Connect XL for the Portage County Sheriff at a cost of Twenty seven thousand, six hundred, seventy-four and 00/100 (\$27,674.00), the funding to be provided from the general fund; now therefore be it
- RESOLVED,** that a copy of this resolution be forwarded to the Portage County Auditor; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

Brimfield Police:

This is an agreement for the use of the County's firearm training facility on Coit Road with Brimfield Police Department.

**RESOLUTION NO. 20-0082 - RE: ENTER INTO LICENSE AGREEMENT
BETWEEN THE PORTAGE COUNTY
COMMISSIONERS AND THE BRIMFIELD
POLICE DEPARTMENT.**

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

- WHEREAS,** the County owns property located at 9640 Coit Road, at this location is the Portage County Training Facility and Firing Range; and
- WHEREAS,** the BRIMFIELD POLICE DEPARTMENTS wishes to use the training facility for firearms training and classroom activities from 8:00 a.m. to 4:00 p.m. as scheduled with the Sheriff's office; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a License Agreement between the Board and the BRIMFIELD POLICE DEPARTMENT for use of the training facility and firing range from 8:00 a.m. to 4:00 p.m. for firearms training and classroom activities as scheduled with the Sheriff's office; and be it further

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

Roll call vote as follows:

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

County Engineer Traffic Paint:

The Ohio Revised Code stipulates anything purchased by the County over \$50,000 needs to go out for bid, and this resolution sets the date and time for receiving bids for acrylic water based traffic paint on behalf of the County Engineer.

RESOLUTION No. 20-0083 - RE: APPROVE SPECIFICATIONS FOR ACRYLIC WATER BASE TRAFFIC PAINT FOR USE BY THE PORTAGE COUNTY ENGINEER AND SET TIME AND DATE FOR RECEIVING BIDS FOR SAME.

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

WHEREAS, Specifications have been submitted to this Board of Portage County Commissioners for approval for the following:

Acrylic Water Base Traffic Paint

;now therefore be it

RESOLVED, that the specifications, as submitted for the aforementioned ***Acrylic Water Base Traffic Paint*** for use by the Portage County Engineer, be and are hereby approved; and be it further

RESOLVED, that sealed bids for said ***Acrylic Water Base Traffic Paint*** for the Portage County Engineer will be accepted by the Director of the Portage County Office of Internal Services, 1ST Floor, Room 114, Portage County Administration Building,

449 South Meridian Street, Ravenna, Ohio until **2:00 P.M.** on **Wednesday, March 18, 2020** and publicly opened and read for same; and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **March 2, 2020** and **March 9, 2020** and the Clerk of this Board is directed to post said Notice on the County Commissioners' Official Bulletin Board.

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:

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

County Engineer Aggregate Materials:

This resolution is to set up the time and date for the public bid for the various aggregate materials the County Engineer's Office will be using.

RESOLUTION No. 20-0084 - RE: APPROVE SPECIFICATIONS FOR VARIOUS AGGREGATE MATERIALS FOR USE BY THE PORTAGE COUNTY ENGINEER AND SET TIME FOR RECEIVING BIDS FOR SAME.

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

WHEREAS, Specifications have been submitted to this Board of Portage County Commissioners for approval for various **Aggregate Materials** for use by the Portage County Engineer; now therefore be it

RESOLVED, that the Specifications, as submitted for various **Aggregate Materials** for use by the Portage County Engineer, be and the same are hereby approved; and be it further

RESOLVED, that sealed bids for said **Aggregate Materials** for use by the Portage County Engineer will be accepted by the Director of the Portage County Office of Internal Services, 1ST Floor, Room 114, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until **2:30 P.M.** on **Wednesday, March 18, 2020**, and publicly opened and read for the following:

Various Sizes of Gravel

Various Sizes of Slag
Various Sizes of Limestone

;and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **March 2, 2020** and **March 9, 2020** and the Clerk of this Board is directed to post said Notice on the County Commissioners' Official Bulletin Board.

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:

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

County Engineer Highway Materials:

This resolution is to set the time and date for bids on items the County Engineer uses on his road projects such as pipes, guardrail, and decking.

**RESOLUTION No. 20-0085 - RE: APPROVE SPECIFICATIONS FOR VARIOUS
HIGHWAY MATERIALS FOR USE BY THE
PORTAGE COUNTY ENGINEER AND SET
TIME FOR RECEIVING BIDS FOR SAME.**

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

WHEREAS, Specifications have been submitted to this Board of Portage County Commissioners for approval for various **Highway Materials** for use by the Portage County Engineer; now therefore be it

RESOLVED, that the Specifications, as submitted for various **Highway Materials** for use by the Portage County Engineer, be and are hereby approved; and be it further

RESOLVED, that sealed bids for said **Highway Materials** for the Portage County Engineer will be accepted by the Director of the Portage County Office of Internal Services, 1ST Floor, Room 114, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until **2:00 P.M. on Wednesday, March, 25 2020** and publicly opened and read for the following:

Various sizes of Storm Sewer Pipe (*corrugated*)

metal pipe, aluminized steel pipe and plastic pipe)

Guard Rail

Bridge Decking

;and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **March 9, 2020** and **March 16, 2020**, and the Clerk of this Board is directed to post said Notice on the County Commissioners' Official Bulletin Board.

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:

Kathleen Clyde, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Bituminous Liquids & Material:

This resolution sets the date and time for receiving bids for the County Engineer for bituminous liquids and material.

**RESOLUTION No. 20-0086 - RE: APPROVE SPECIFICATIONS FOR
BITUMINOUS LIQUIDS AND BITUMINOUS
MATERIALS FOR USE BY THE PORTAGE
COUNTY ENGINEER AND SET TIME FOR
RECEIVING BIDS FOR SAME.**

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

WHEREAS, Specifications have been submitted to this Board of Portage County Commissioners for approval for the purchase of **Bituminous Liquids** and **Bituminous Materials**; now therefore be it

RESOLVED, that the Specifications, as submitted for the purchase of **Bituminous Liquids** and **Bituminous Materials** for use by the Portage County Engineer, be and the same are hereby approved; and be it further

RESOLVED, that sealed bids for said **Bituminous Liquids** and **Bituminous Materials** for use by the Portage County Engineer will be accepted by the Director of the Portage County Office of Internal Services, 1ST Floor, Room 114, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until **2:30 P.M. on Wednesday, March 25, 2020** and publicly opened and read for same and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **March 9, 2020** and **March 16, 2020**, and the Clerk of this Board is directed to post said Notice on the County Commissioners' Official Bulletin Board.

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:

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

Norfolk Southern Railway:

The County Engineer's office completed a Request for Proposals (RFP) and decided they wanted to negotiate with Prime AE Group to get the design services for the Ravenna Road bridge replacement that's located over the Norfolk Southern Railway in Franklin Township. This resolution is to accept the proposal and enter into the actual contract.

RESOLUTION No. 20-0087 - RE: ACCEPT PROPOSAL OF *PRIME AE GROUP* AND ENTER INTO AGREEMENT TO PROVIDE PROFESSIONAL DESIGN SERVICES FOR THE RAVENNA ROAD BRIDGE REPLACEMENT (FRA 248 CH145G), OVER THE NORFOLK SOUTHERN RAILWAY IN FRANKLIN TOWNSHIP, PORTAGE COUNTY, OHIO.

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

WHEREAS, the Portage County Board of Commissioners, by Resolution No. 19-0531, authorized the announcement of the request for proposals for providing professional design services for the project known as Ravenna Road Bridge Replacement (FRA 248 CH145G), located over the Norfolk Southern Railway in Franklin Township, Portage County, Ohio; and

WHEREAS, the Portage County Board of Commissioners authorized the Portage County Engineer, by Resolution No. 19-0666, to enter into contract negotiations between the Portage County Commissioners and **Prime AE Group** to provide professional design services for the project known as Ravenna Road Bridge Replacement (FRA 248 CH145G), located over the Norfolk Southern Railway in Franklin Township, Portage County, Ohio; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby accept the proposal of **Prime AE Group** and authorizes the Portage County Engineer to enter into an agreement to provide professional design services for the project known as Ravenna Road Bridge Replacement (FRA 248 CH145G), located over the Norfolk Southern Railway in Franklin Township, Portage County, Ohio; and be it further

RESOLVED, that said professional services will be performed by **Prime AE Group**, 540 White Pond Drive, Suite E, Akron Ohio 44320 at a cost of \$252,744.00, and be it further

RESOLVED, that the Portage County 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:

Kathleen Clyde, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Water Resources Department - Burgess & Niple:

Water Resources discussed this issue with the Board back in January. The Streetsboro-Hudson Regional Wastewater Treatment Plant needs to have its NPDES permit reviewed by an outside party and this resolution sets up the contract to enter into an agreement with Burgess & Niple for that service.

RESOLUTION NO. 20-0088

**RE: ENTER INTO AN AGREEMENT FOR
PROFESSIONAL ENGINEERING SERVICES
BETWEEN THE PORTAGE COUNTY BOARD
OF COMMISSIONERS ON BEHALF OF THE
PORTAGE COUNTY WATER RESOURCES
DEPARTMENT AND BURGESS & NIPLE,
INC.**

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

- WHEREAS,** the Portage County Water Resources Department has the need to evaluate and justify the industrial wastewater local limits as required in the Streetsboro Hudson Regional Wastewater Treatment Plant National Pollutant Discharge Elimination System Permit; and
- WHEREAS,** the Portage County Water Resources Department owns and operates the Streetsboro Hudson Regional Wastewater Treatment Plant located at 9501 Jefferson Drive, Streetsboro, Ohio; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into an Agreement for Professional Engineering Services with Burgess & Niple, Inc., Akron Centre Plaza, 50 South Main Street, Suite 600, Akron, Ohio 44308; and be it further
- RESOLVED,** that the total service amount under this agreement shall be Eleven Thousand and 00/100 dollars (\$11,000); 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:

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

Willis Towers Watson:

This resolution is to enter into an agreement with Willis Towers Watson Midwest for consulting services for the health benefit plan for 2020, with no increase in price.

RESOLUTION NO. 20-0089 - RE: ENTER INTO AN AGREEMENT WITH WILLIS TOWERS WATSON MIDWEST, INC. FOR PROVISION OF HEALTH BENEFIT PLAN CONSULTING SERVICES FOR 2020.

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

WHEREAS, the Portage County Board of Commissioners desires on-going consulting services regarding health benefit plan design services, review of provider services, evaluation of proposals submitted by vendors of voluntary benefit plans and development of wellness initiatives for the Portage County

Employee Health Benefit Plan as required by the Ohio Revised Code, Section 307.86(F); now therefore be it

RESOLVED, that the Portage County Commissioners agree to enter into an agreement, with **Willis Towers Watson Midwest, Inc., 1001 Lakeside Avenue, Suite 1600, Cleveland, Ohio 44114**, to provide Health Care Consulting Services for the Portage County Employee Health Benefit Plan for a total cost not to exceed twenty-four thousand and 00/100 dollars (\$24,000.00), and be it further

RESOLVED, that the term of this agreement is January 1, 2020 through December 31, 2020; and be it further

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

Roll call vote as follows:

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

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PLEASE ADD TO YOUR AGENDA

February 6, 2020

1. Draft Resolution to Enter into a Roadway Use and Maintenance Agreement (RUMA) with American Transmission Systems, Inc. to upgrade the Farrow-Shalersville 69 kV transmission line in certain portions of Portage County (County Engineer). Attorney Meduri indicated the agreement looks good.

RESOLUTION NO. 20-0093 - RE: ENTER INTO A ROADWAY USE AND MAINTENANCE AGREEMENT (RUMA) WITH AMERICAN TRANSMISSION SYSTEMS, INC., TO UPGRADE THE DARROW-SHALERSVILLE 69 kV TRANSMISSION LINE IN CERTAIN PORTIONS OF PORTAGE COUNTY.

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

WHEREAS, the Portage County Board of Commissioners' has jurisdiction over the roads and public rights-of-ways comprising the county highway system; the Portage County Engineer has the authority to maintain and repair county roads; and

WHEREAS, American Transmission Systems, Inc., whose address is 76 South Main St., Akron, OH 44308, intends to upgrade its electric transmission lines in project identified as the **Darrow-Shalersville 69 kV Transmission Line**; and

WHEREAS, in order to ingress and egress the sites, American Transmission Systems and its subcontractors intend to use various roads as listed in Exhibit A of the agreement, which are within **Portage County's** highway system (Ravenna and Ferguson Roads); and

WHEREAS, the above mentioned roads have not been designed for the type and nature of use anticipated by American Transmission Systems and its subcontractors traveling to and from the sites; now therefore be it

RESOLVED, that the Board of Commissioners agrees to enter into a compensation agreement with American Transmission Systems, Inc. 76 South Main St., Akron OH 44308, detailing the process for American Transmission Systems, Inc. to compensate Portage County for maintenance, repair, and restoration of affected Portage County roads resulting from the operator's use; and be it further

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

MISCELLANEOUS ACTION ITEMS

The Board of Commissioners approves the January 30, 2020 regular meeting minutes.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Clyde, Yea;
Commissioner. Kline, Yea;

Motion Carries

Dog Warden

1. Accept the donation to the Office of the Portage County Dog Warden.

RESOLUTION NO. 20-0090 -

**RE: ACCEPTANCE OF DONATIONS TO THE
OFFICE OF THE PORTAGE COUNTY DOG
WARDEN.**

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

WHEREAS, the Portage County Dog Warden received a donation from the following for the Spay/ Neuter / Medical fund program:

Name	Address	
Charles & Loretta Stone	360 Griggy Rd NE Hartville Oh 44632	\$30
Denny & Susan Porter	1331 Kennedy Rd Streetsboro, Oh 44241	\$50
Mark Kibler	2775 ST RT 44 Rootstown Oh 44272	\$25
Diana McMillan	5778 Lakewood Rd Ravenna Oh 44266	\$5
Shirley Riemenschneider	4754 Laubert Rd Atwater Oh 44201	\$30
William & Leona Pinter	11055 Asbury Rd Hiram Oh 44234	\$100
Richard & Jennifer Salzer	3277 Cook Rd Atwater Oh 44201	\$15
Hope Donaldson	1451 River Park Dr Kent Oh 44240	\$10

; now therefore, be it

RESOLVED, the Board of Portage County Commissioners does hereby accept this donation in accordance with Resolution No. 13-1011, adopted on October 3, 2013, on behalf of the Office of the Portage County Dog Warden; and be it further

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

Roll call vote as follows:

Kathleen Clyde, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Water Resources

A. RESOLUTION:

1. The Board of Commissioners approves the 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 for Dorothy E. Costen.

**RESOLUTION NO. 20-0091 - 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 Vicki A. Kline, and seconded by Sabrina Christian-Bennett 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 has now requested in writing the option of paying the sewer connection charges, applicable to the following described property, in installments; and

Applicant: Dorothy E. Costen (OWNER)
Service Address: 4734 Loraine Drive
 Kent, OH 44240

Parcel Number: 04-017-10-00-046-000

Property Deed Description: Situated in the Township of Brimfield, County of Portage, State of Ohio; and known as being all of Lot No. 14 in Oakwood Acres as recorded in Volume 11, Page 16 of the Portage County Record of Plats, as recorded and more fully described by Instrument Number 201608230 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 is delinquent twice in consecutive quarters on paying quarterly installments and carrying charge thereon, at which time the total unpaid balance of such connection charges shall be deemed an additional installment then due and owing in that quarter.
- C. A carrying charge shall be paid equal to 1.21% percent per annum (based on $\frac{1}{2}$ of the Ohio Water Development Authority for the month of January 2020, 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 permit, 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 is 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:

Kathleen Clyde, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Human Resources

JOURNAL ENTRY: The Board of Commissioners accepts the resignation of Madison Talley, Eligibility Specialist, for Portage County Job & Family Services, effective February 28, 2020, presented by Kellijo Jeffries, Job and Family Services Director, and Janet Kovick, Human Resources Director.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Clyde, Yea;
Commissioner. Kline, Yea;

Motion Carries

JOURNAL ENTRY: The Board of Commissioners agrees to authorize the three-day internal posting of the full time Eligibility Specialist, replacing Madison Talley for Portage County Job & Family Services with external posting if no internal appointment is made, presented by Kellijo Jeffries, Job and Family Services Director, and Janet Kovick, Human Resources Director.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Clyde, Yea;
Commissioner. Kline, Yea;

Motion Carries

JOURNAL ENTRY: The Board of Commissioners agrees to authorizing a wage increase for Darlene Baad, PCSA Division Administrator for Portage County Job & Family Services, due to

successfully completing 1 year of service in the JFS Non-Bargaining Unit, as supported by the JFS Wage Policy 010-23, effective February 4, 2020, presented by Kellijo Jeffries, Job and Family Services Director, and Janet Kovick, Human Resources Director.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Clyde, Yea;
Commissioner. Kline, Yea;

Motion Carries

Commissioners

A. RESOLUTIONS:

1. The Board of Commissioners agrees to amend Resolution No. 18-0347: appointing Assistant County Engineer Larry Jenkins as alternate for County Engineer Michael Marozzi, and Commissioner Vicki A. Kline as alternate for Sabrina Christian-Bennett to the District No. 7 Integrating Committee of Ohio Public Works Commission.

**RESOLUTION NO. 20-0092 - RE: AMEND RESOLUTION NO. 18-0347:
APPOINTMENTS TO DISTRICT NO. 7
INTEGRATING COMMITTEE OF OHIO
PUBLIC WORKS COMMISSION.**

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

WHEREAS, on May 15, 2018, the Board of Portage County Commissioners confirmed the appointment of Commissioner Sabrina Christian-Bennett, and County Engineer Michael Marozzi, as representatives of Portage County on the District No. 7 Integrating Committee of the Ohio Public Works Commission regarding the State Issue 2 Infrastructure Bond Issues; and

WHEREAS, to ensure that all interests are represented at all meetings and to ensure meeting quorums, the Board of Commissioners confirmed the appointment Michael Collins, Project Manager, as alternate for County Engineer Michael Marozzi and Commissioner Vicki A. Kline, as an alternate for Commissioner Sabrina Christian-Bennett; and

WHEREAS, there is a need to amend Resolution No. 18-0347, in order to make the alternate for County Engineer Michael Marozzi the Assistant County Engineer Larry Jenkins for the remainder of the three year term (May 31, 2018 through May 30, 2021); now therefore be it

RESOLVED, that the Board of Commissioners amends Resolution No. 18-0347, dated May 15, 2018, to confirm the appointment of Commissioner Sabrina

Christian-Bennett, and County Engineer Michael Marozzi, as representatives of Portage County on the District No. 7 Integrating Committee of the Ohio Public Works Commission regarding the State Issue 2 Infrastructure Bond Issues; and be it further

RESOLVED, that the Board of Commissioners appoints Assistant County Engineer Larry Jenkins as alternate for County Engineer Michael Marozzi and Commissioner Vicki A. Kline, as an alternate for Commissioner Sabrina Christian-Bennett effective immediately for the remainder of a three year term ending May 30, 2021; and be it further

RESOLVED, that the appointments will be incorporated into the Board Appointment resolution for tracking purposes, typically adopted on the Commissioners' Organizational Day; 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:

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

B. JOURNAL ENTRIES:

Discussion:

Commissioner Christian-Bennett explained the property is Hills Pond Dam/Pretty Glenn dam.

JOURNAL ENTRY: The Board of Commissioners acknowledges receipt of the January 29, 2020 correspondence from Testa Enterprises, notifying the Board that Testa Enterprises plans to be the managing member of a residential rental development located in or within a one-half mile radius of the Commissioners' political jurisdiction and has submitted an application to utilize the multifamily funding programs of the Ohio Housing Finance Agency (OHFA) for the development of this property.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Clyde, Yea;
Commissioner. Kline, Yea;

Motion Carries

Discussion:

Commissioner Christian-Bennett asked what property this is for Neighborhood Development Services and she will inquire with them directly.

JOURNAL ENTRY: The Board of Commissioners acknowledges receipt of the January 27, 2020 correspondence from Neighborhood Development Services, notifying the Board that Neighborhood Development Services plans to be the managing member of a residential rental development located in or within a one-half mile radius of the Commissioners' political jurisdiction and has submitted an application to utilize the multifamily funding programs of the Ohio Housing Finance Agency (OHFA) for the development of this property.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Clyde, Yea;
Commissioner. Kline, Yea;

Motion Carries

JOURNAL ENTRY: The Board of Commissioners' acknowledgement of receipt of the February 3, 2020 Certificate of County Auditor that the total appropriations from each fund **do exceed** the official estimate of resources as presented by the County Auditor's office. A copy was given to Director Bragg of Budget & Financial Management.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Clyde, Yea;
Commissioner. Kline, Yea;

Motion Carries

JOURNAL ENTRY: The Board of Commissioners acknowledges receipt of the February 3, 2020 notice from Faith Lyon and Theresa Nielsen, Portage County Board of Elections, indicating the days and hours that the Board of Elections will be open to the public in preparation for the March 17, 2020 Primary Election.

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Clyde, Yea;
Commissioner. Kline, Yea;

Motion Carries

Recessed: 9:49 AM

Reconvened: 11:00 AM

PUBLIC COMMENT

Present: Brian Ames

Mr. Ames indicated he will be working with journalists to create a webinar to explain what he's been doing in regard to the Open Meetings Act and he wanted to present the opportunity to anyone who wants to present their side so they are not singled out during his presentations or that he doesn't make any statements unfairly.

Mr. Ames also talked about the incident involving a Solid Waste truck, school bus and a passenger car. He is concerned because he doesn't want to see a news article about school children injured or worse because of our trucks. He understands the drivers are working as much as 15 hours a day and that's humanly impossible to do safely. Changing the statute

doesn't change the driver or make us anymore safe when we overwork ourselves. The County should not create situations to put people at risk.

PUBLIC COMMENT

Present: Thomas Campbell

Mr. Campbell discussed the common property on Wintergreen Estates in the Wintergreen Point Development. The common property is behind the homes on Ivy Trail. The Developer and/or Ryan Homes pushed trees, logs, debris, etc. onto the common property and left it in piles. There is also a problem with a ditch that was created along the back of the properties and dirt piles and brush were left to drain spoutings and sump pumps for the homes. Mr. Campbell would like the Board to be aware of the problems before anything is turned over to the Township.

Mr. Campbell also mentioned when Mr. Bossow turned over the property to the Home Owners Association, the documents in some areas were incomplete and they are now working with a Home Owners Association firm out of Cleveland trying to update the documents at a cost of \$2,500-\$3,000 if the residents pass the documents at 75% approval rate.

The election of officers is another area of concern. They have been operating under the assumption that when starting up, they would start by electing 3 officers (President, Secretary and Treasurer) and they were chosen on a first, second and third year term, but that was an assumption that was not in the documents, they are all one year terms. Mr. Campbell has been President for two years and he's been trying to figure out what are their responsibilities, but they had nothing to do with any of the problems within the development. Currently, they are clarifying their documents so they know what they should be doing and what the community can expect. On top of that, Mr. Bossow allowed homeowners to essentially do whatever they wanted like putting sheds up near holding pond 1, which is on land that is not theirs.

Mr. Campbell noted the terrain has changed from the plot that was agreed to initially by the County Engineer and the water draining should have been draining into some type of laterals that tied in the storm sewers. The Soil and Water Conservation wasn't too concerned because 'the water will go somewhere', but the houses on Misty Glen are being flooded with the water coming down the hill. Some work has been done and he has not spoken to the homeowners yet to see whether it was adequate.

Mr. Campbell just wanted to register the concern before the property is turned over and Commissioner Clyde noted the item was pulled from today's agenda and the Board appreciates him coming today.

Commissioner Christian-Bennett explained she is a Rootstown resident and is very familiar with the development and Rootstown Township Trustee Dave McIntyre provided additional information for Board's review before it's accepted. She believes Ryan Homes is working with the County Engineer's Office to try to get some of the items fixed.

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Commissioner Christian-Bennett wanted to discuss next week's meeting because Commissioner Kline will not be present and Commissioner Christian-Bennett will be attending an event next Thursday. The Board agreed to move the Commissioners' regular meeting from Thursday to Tuesday morning and the Clerk will send the proper notices.

Motion To: Adjourn the Official Meeting of ~~February~~ 6, 2020 at 11:20 AM

RESULT: ADOPTED

MOVED: Commissioner Kline

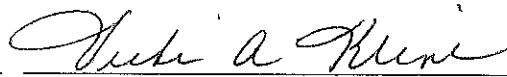
SECONDED: Commissioner Clyde

AYES: Commissioner Kline; Commissioner Clyde; Commissioner Christian-Bennett

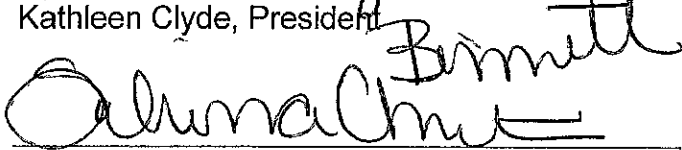
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting.



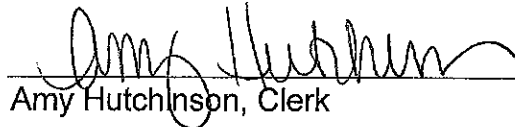
Kathleen Clyde, President



Vicki A. Kline, Vice President



Sabrina Christian-Bennett, Board Member



Amy Hutchinson, Clerk