

Portage County Board of Commissioners

Regular Meeting

~ Minutes ~

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

JoAnn Townend, Acting Clerk
330-297-3600

Thursday, October 18, 2018

1:02 PM

Commissioners' Board Room

*The Commissioners' meeting minutes are summarized; there is an audio recording 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
Sabrina Christian-Bennett	Vice President	Present
Mike Kerrigan	Board Member	Present

Also attending throughout the day Record Courier Reporter Diane Smith.

The Commissioners meeting began today at 1:00 PM due to the Ribbon cutting ceremony for the new headquarters and the renaming of Camp Ravenna.

Recessed to Solid Waste Management District: 1:02 PM

Reconvened: 1:46 PM

ADMIN TEAM

Present: Human Resources Director Janet Kovick; Water Resources Director Gene Roberts; Department of Budget and Financial Management Director Todd Bragg and Internal Services Director JoAnn Townend

HUMAN RESOURCES:

Resolution # 15

Journal Entries - #5 & 6

Discussion:

The Board of Commissioners agreed to discuss the CMS Plan on Tuesday, October 23rd.

EXTERNAL SERVICES

Journal Entries #3 & 4

Resolution - #14

Discussion:

Commissioner Kerrigan asked Director Kovick if she reviewed the Dog Wardens new policy regarding the use of Body-Worn Cameras (Journal Entry #3). Director Kovick said she did review the policy.

AECOM 3-Party Agreement: External Services Director Roberts indicated this agreement is with the City of Streetsboro to conduct a water quality study. We would like to be involved in the discussion. The cost is \$ 35,050.00 and was initially \$70,000. The Board of Commissioners agreed for Director Roberts to present a resolution at the next Board Meeting.

DBFM:

Resolutions - #'s 1 to 7

Discussion:

Financial Management Director Bragg received a check from the title company in reference of the sale of the Med One building on State Route 59. But, the title company did not check to see if there were any outstanding amounts for water/sewer. The amount owed is \$335.07. Commissioner Christian-Bennett said it is UH's facility; they subleased the facility. Commissioner Christian-Bennett asked Director Bragg to get her copy of invoice and she would give it to University Hospital. Director Bragg said the check will be processed on Tuesday and mailed on Wednesday. Commissioner Christian-Bennett indicated she would deliver check.

INTERNAL SERVICES:

Resolutions - # 9 to 13

Discussion:

Internal Services Director Townend received a request by the Haven of Portage County for use of the Courthouse lawn on November 16th to the 17th, for an overnight stay. The Haven of Portage County is requesting the same from Ravenna Mayor Seman. Director Townend will hold the request until the City of Ravenna Mayor responds to their request. If the Board of Commissioners approves, a license agreement will need to be prepared.

Discussion: Building Department Fee:

1:58 PM Linda Markijohn, Building Department Supervisor also attending.

External Services Director Roberts indicated a letter of communication regarding the increase in building fees to the license contractors did not go out. Commissioner Kline thought we did not send letters because it was costly. Director Roberts said in all fairness a moratorium on these fees should be done. We should communicate with a letter and present a new date with the new fees. Ms. Markijohn said 188 permits have been issued with the new fee schedule. Director Bragg is not in favor of rescinding all the fees listed in the resolution. Commissioner Christian-Bennett suggested rescinding the resolution but keep the fees in place that are in reason. Commissioner Christian-Bennett spoke to some contractors regarding the electrical fees. Director Bragg said the Board did adopt a resolution to increase fees and there will be exceptions, there are consequences on any fee resolution. We shouldn't rescind a resolution for this reason. Commissioner Kline said our fees are a lot higher; you will always find somewhere cheaper somewhere else. Commissioner Kerrigan indicated that we only had three complaints out of 188 permits issued. Commissioner

Christian-Bennett said when spring time hits we will have more. She suggested reviewing the fees with the Building Department. Ms. Markijohn suggested reviewing the accessory building components. Director Bragg asked what needs to be done? Who do you want to be involved in the discussion and who's to say those fees will be appropriate. Then we rescind another resolution. Commissioner Kerrigan said corrections need to be made; a moratorium would create more issues than it solves. Commissioner Christian-Bennett suggested she, Director Roberts, Inspector Corcoran and Ms. Markijohn discuss the different components that are not working. Commissioner Kline asks if Commissioner Christian-Bennett has the expertise in this area? Commissioner Christian-Bennet said she knows the contractors and builders and their concerns. Director Bragg indicated letters to the contractors could have alleviated a lot of problems. Commissioner Kline said that was a lack of communication. Commissioner Kerrigan suggests legal council should also be involved before the Board of Commissioners adopts a revised resolution.

The Board agreed to have a conference call with Clemens-Nelson on Tuesday, October 23rd.

BOARD OF ELECTIONS COMMITTEE

Present: Budget & Financial Management Director Bragg; Denise Smith and Elaine Cross from the Board of Election Committee

Denise Smith and Elaine Cross of the Board of Elections were present to request the Board of Commissioners to establish an elections revenue fund for the Board of Elections. This will be used for election chargebacks for political subdivisions. The revenue that is accumulated would be used toward the purchase of voting machines, marking devices and other election equipment. The Board of Commissioners can terminate the Election Revenue Fund; but would have to give a 90 day written notice to the Board of Elections. Ms. Smith said there are issues with the Auditor's office, but they are willing to work through them. The money will not be collected until 2020. Commissioner Kline likes the fact it is not in stone; the Board of Commissioners could always rescind the resolution if it doesn't work. Commissioner Christian-Bennett said her concern if we pull it back it won't be as easy to take back the money. We are lucky to have the newer equipment. We are 1 of 14 counties that have the new election equipment. Ms. Smith said we have had equipment failure several years ago. Director Bragg said it wasn't because of the money. Ms. Smith indicated we are trying to alleviate these issues. Director Bragg said the Board of Elections needs to provide a 5-year plan when you replace your equipment. Commissioner Kerrigan asked if a Prosecutor's opinion was done. Ms. Smith indicated they have not researched the statutes. Commissioner Christian-Bennett has an issue with the 90 days written notice section in the resolution; perhaps omit that sentence. Commissioner Kerrigan suggested changing "shall" to "may". Denise will forward the request to Chris Meduri.

COMMISSIONERS' CONSENT AGENDA

October 18, 2018

1. Approval of the October 9, 2018 and October 11, 2018 regular meeting minutes.

RESOLUTIONS

October 18, 2018

Budget & Financial Management:

1. Approve the Thursday, October 18, 2018 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0731
2. Approve the Thursday, October 18, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. /18-0732
3. Approve the Tuesday, October 23, 2018 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0733
4. Approve the Tuesday, October 23, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0734
5. Approve the Tuesday, October 23, 2018 Then & Now Certification, as presented by the County Auditor./18-0735
6. Accept the Ohio Development Services Agency, Office of Community Development for the 2018 CDBG Community Development Allocation Program Funds./18-0736
7. Transfer from Fund 0001, General Fund to Fund 1166, EMPG Homeland Security Grant./18-0737

Job and Family Services

8. Transfer from Fund 1414, Child Support Administration, to 1410 Public Assistance Fund./18-0738

Internal Services

9. A resolution authorizing Portage County Engineer to enter into Local Public Agency (LPA) agreement no. 32851-PID # 108424 with the Director of the Ohio Department of Transportation for emergency vehicle (EV) bridge load ratings on five (5) Portage County bridges./18-0739
10. Accept proposal of Pennoni Associates, Inc. to provide professional services for emergency vehicle (EV) bridge load ratings on five (5) Portage County structures./18-0740
11. Enter into amendment no. 2 for child and adult emergency reporting services (CARES) between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Coleman Professional Services./18-0741

12. Declare obsolete and dispose of Portage County personal property located at the Portage County Board of Developmental Disabilities./18-0742
13. Rescind Resolution No. 17-0722, adopted October 11, 2018 to enter into amendment no. 2 between the Portage County Board of Commissioners on behalf of the Portage County Job & Family Services, and the Northeast Ohio Consortium Council of Governments./18-0743

External Services

14. Accept grant agreement for the FY18 Emergency Management Performance Grant (EMPG) on behalf of the Portage County Office of Homeland Security & Emergency Management (Federal Pass Thru #EMC-2018-EP-00008-S01)./18-0744

Human Resources

15. Establishing employer and employee bi-weekly contribution rates for the Portage County employee health benefit plan for calendar year 2019./18-0745

Motion To: Approve the Consent Agenda for October 18, 2018

RESULT:	ADOPTED [UNANIMOUS]
MOVED:	Sabrina Christian-Bennett
SECONDED:	Mike Kerrigan
AYES:	Sabrina Christian-Bennett, Mike Kerrigan, Vicki A. Kline

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**RESOLUTION NO. 18-0731 - RE: WIRE TRANSFER APPROVED AND CERTIFIED
TO THE PORTAGE COUNTY AUDITOR FOR
PAYMENT.**

It was moved by Mike Kerrigan, 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 Department of Budget and Financial Management, Department of Internal Services or other designee on October 18, 2018 in the total payment amount as follows:

1. \$7,585.67 to Wage Works Contributions-Fund 7101; and
2. \$88,516.81 to Medical Mutual-Claims; and

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

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

Wire Transfer on Friday, October 19, 2018	\$ 7,585.67
Wire Transfer on Friday, October 19, 2018	\$ 88,516.81

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; Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0732 - RE: APPROVAL OF JOURNAL
VOUCHERS/ENTRIES.**

It was moved by Mike Kerrigan, 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:

10/18/18	782	\$ 156.77
10/18/18	814	56.00
10/18/18	890	7,298.99
Total		\$ 7,511.76

; 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; Mike Kerrigan, Yea;

RESOLUTION NO. 18-0733 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Mike Kerrigan, 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 Department of Budget and Financial Management, Department of Internal Services or other designee on October 23, 2018 in the total payment amount of **\$2,400,738.22** 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 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; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION NO. 18-0734 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Mike Kerrigan, 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:

10/23/18	921	\$ 1,666.78
10/23/18	933	132.00
10/23/18	940	2,748.22
10/23/18	941	26,251.43
10/23/18	952	2,016.00
10/23/18	1036	24,343.46
Total		\$ 57,157.89

; 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; Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0735 - RE: ACCEPTANCE OF THEN AND NOW
CERTIFICATIONS FOR PAYMENT.**

It was moved by Mike Kerrigan, 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, attached hereto as Exhibit "A" and incorporated herein by reference, has been certified by the County Auditor according to Ohio Revised Code section 5705.41 (D)(1); now therefore be it

RESOLVED, that the expenditures listed herein are properly certified by the County Auditor in the amount of **\$88,865.37** as set forth in Exhibit "A" dated **October 23, 2018** 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;

Mike Kerrigan, Yea;

B-F-18-1CJ-1

RESOLUTION No. 18-0736

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RE: ACCEPT THE OHIO DEVELOPMENT SERVICES AGENCY, OFFICE OF COMMUNITY DEVELOPMENT FOR THE 2018 CDBG COMMUNITY DEVELOPMENT ALLOCATION PROGRAM FUNDS

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

WHEREAS, the Board of Portage County Commissioners adopted Resolution 18-0401 on June 7, 2018 and approved the filing of an application for the 2018 CDBG Community Development Allocation Program funds in the amount of \$486,000; and

RESOLVED, the Board of Portage County Commissioners accepts the 2018 CDBG Community Development Allocation Program funds in the total amount of Four Hundred Eighty-Six Thousand Dollars (\$486,000); and be it further

- RESOLVED,** that the grant period begins September 1, 2018 and ends October 31, 2020; and be it further
- RESOLVED,** Portage County agrees to comply with all State and Federal Regulations and Guidelines in the administration and implementation of these funds and designate the President of the Portage County Board of Commissioners, or his/her designee, as the Chief Elected Official to sign all necessary documents in connection with this grant; and be it further
- RESOLVED,** 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; Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0737 - RE: TRANSFER FROM FUND 0001, GENERAL FUND
TO FUND 1166, EMPG HOMELAND SECURITY
GRANT.**

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

WHEREAS, the Portage County Board of Commissioners approved an operating transfer for the purpose of meeting part of the local match requirement for the EMA grant; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$14,000.00

FROM:

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

\$14,000.00

TO:

FUND 1166, EMPG HOMELAND SECURITY GRANT
ORGCODE - 11669302
Revenue Account
Object: 280000 - Transfer In

Project: 7A042

\$14,000.00

and be it further

RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the Department of Budget and Financial Management and the Office of Homeland Security and 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 A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0738 - RE: TRANSFER FROM FUND 1414, CHILD
SUPPORT ADMINISTRATION, TO 1410
PUBLIC ASSISTANCE FUND**

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

WHEREAS, the Child Support Administration Fund owes the Public Assistance Fund for Shared Costs paid out of the Public Assistance Fund; and

WHEREAS, it is necessary to do a transfer of funds to cover these costs; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$30,017.95 for the month of September 2018 costs as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 1414, CHILD SUPPORT ADMINISTRATION

ORGCODE - 14140519

Debit Expense Account

Object: 912000 - JFS - Shared

Project 5SHAR

\$30,017.95

TO:

FUND 1410, PUBLIC ASSISTANCE

ORGCODE - 14100512

Revenue Account
 Object: 282000 – JFS - Shared
 Project 5SHAR \$30,017.95
 ; and be it further

RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the Portage County Auditor, the Portage County Job & Family Services, and the Department of Budget and Financial Management; and be it further

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION No. 18-0739 - RE: A RESOLUTION AUTHORIZING THE PORTAGE COUNTY ENGINEER TO ENTER INTO LOCAL PUBLIC AGENCY (LPA) AGREEMENT NO. 32851 – PID #108424 WITH THE DIRECTOR OF THE OHIO DEPARTMENT OF TRANSPORTATION FOR EMERGENCY VEHICLE (EV) BRIDGE LOAD RATINGS ON FIVE (5) PORTAGE COUNTY BRIDGES

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

WHEREAS, Resolution 18-0286, adopted on April 26, 2018, authorized the Portage County Engineer to enter into Local Public Agreement No. 32016 – PID No. 103460 with the Director of the Ohio Department of Transportation for SHV Bridge Load Ratings on five (5) Portage County Bridges, and

WHEREAS, the Portage County Engineer has secured additional federal funding from the County Engineer's Association of Ohio to perform Emergency Vehicle (EV) Bridge Load Ratings on the same five (5) Portage County bridges, and

WHEREAS, the Portage County Engineer has received LPA Agreement No. 32851 – PID #108424 from the Director of the Ohio Department of Transportation for EV Bridge Load Ratings on said five (5) Portage County bridges, and

WHEREAS, the LPA Agreement provides for an estimated reimbursement of \$589.50 in federal funds to the Portage County Engineer for EV Bridge Load Ratings on five (5) Portage County Bridges, now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby authorize the Portage County Engineer to enter into LPA Agreement No. 32851 – PID #108424 with the Director of the Ohio Department of Transportation to access federal funds to reimburse the Portage County Engineer for said EV Bridge Load Ratings, 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;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0740 - RE: ACCEPT PROPOSAL OF PENNONI ASSOCIATES, INC. TO PROVIDE PROFESSIONAL SERVICES FOR EMERGENCY VEHICLE (EV) BRIDGE LOAD RATINGS ON FIVE (5) PORTAGE COUNTY STRUCTURES.

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

WHEREAS, Resolution 18-0362 authorized the Portage County Engineer to accept the proposal of **Pennoni Associates, Inc.** to provide professional services for SHV Bridge Load Ratings on five (5) Portage County structures, and

WHEREAS, the Portage County Engineer has requested that **Pennoni Associates, Inc.** submit a proposal to also provide Emergency Vehicle (EV) Bridge Load Ratings on said five (5) structures, and

WHEREAS, the Portage County Engineer is in receipt of Local Public Agency (LPA) Agreement No. 32851 – PID No. 108424 with the Director of the Ohio Department of Transportation which will fund 50% of the cost of the EV Bridge Load Ratings, and

WHEREAS, a technical and fee proposal to provide professional services for said EV Bridge Load Ratings was received by the Portage County Engineer from **Pennoni Associates, Inc.,** and

WHEREAS, the Portage County Engineer, upon review of the proposal from **Pennoni Associates, Inc.**, recommends that said proposal be accepted by the Board of Portage County Commissioners; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby accept the proposal of **Pennoni Associates, Inc.** to provide professional services for EV Bridge Load Ratings on the following five (5) bridges:

- | | |
|-------------------------------------------------------------------|-------------------------------|
| • Crackel Road (<i>over Aurora Branch of Chagrin River</i>) | AUR 176 TH269 - SFN 6733328 |
| • Judson Road (<i>over Wheeling & Lake Erie Railroad</i>) | FRA 247 TH143A - SFN 6740383 |
| • Newton Falls Road (<i>over West Branch of Mahoning River</i>) | PAR 131 CH 177H - SFN 6732569 |
| • Old Forge Road (<i>over Breakneck Creek</i>) | ROO 61 CH82F - SFN 6734111 |
| • Silica Sand Road (<i>over Eagle Creek</i>) | NEL 162 CH253A - SFN 6732860 |

RESOLVED, that said services will be performed by **Pennoni Associates, Inc., 1655 West Market Street, Suite 355, Akron, Ohio 43313**, at a cost not to exceed \$1,179.00, and be it further

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0741 - RE: ENTER INTO AMENDMENT NO. 2 FOR CHILD AND ADULT EMERGENCY REPORTING SERVICES (CARES) BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND COLEMAN PROFESSIONAL SERVICES, INC.

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

WHEREAS, an agreement between the parties was entered into and known as Portage County Contract No. 20170104 (the "Original Contract") on January 24, 2017 by Resolution No. 16-1017 to provide emergency response in situations where child and adult abuse and neglect may be occurring, stabilize a family and

prevent removal of children from their homes, and link families to other community services; and

WHEREAS, an Amendment No. 1 was entered into on November 7, 2017 through Resolution No. 17-0798 to renew the agreement for one (1) additional year from October 1, 2017 through September 30, 2018; and

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

RESOLVED, that the Board of Portage County Commissioners does hereby enter into Amendment No. 2 between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Coleman Professional Services, Inc. to renew the agreement for one (1) additional year from October 1, 2018 through September 30, 2019; and be it further

RESOLVED, that the parties agree that Child and Adult Emergency Reporting Services (CARES) will be at a unit rate of Seven and 54/100 dollars (\$7.54) per unit, where a unit is defined as an hour of telephone line coverage; and be it further

RESOLVED, that the total amount of this Agreement is not to exceed Forty-nine thousand four hundred ten and 84/100 dollars (\$49,410.84); 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;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0742 - RE: DECLARE OBSOLETE AND DISPOSE OF
PORTAGE COUNTY PERSONAL PROPERTY
LOCATED AT THE PORTAGE COUNTY BOARD
OF DEVELOPMENTAL DISABILITIES**

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

WHEREAS, the Portage County personal property located at the Portage County Board of Developmental Disabilities, which is not needed for public use, or is obsolete or

unfit for the use for which it was acquired, declared as such and is ready for disposal; and

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

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

DD Tag #	Description
002649	File Cabinet, 2 drawer
002352	File Cabinet, 4 drawer
005133	File Cabinet, 4 drawer
021125	File Cabinet, 4 drawer
021195	File Cabinet, 2 drawer
021878	File Cabinet, 3 drawer
005211	File Cabinet, 2 drawer
002540	File Cabinet, 2 drawer
002896	File Cabinet, 4 drawer
005650	File Cabinet, 4 drawer
005649	File Cabinet, 4 drawer
	File Cabinet, 2 drawer
	File Cabinet, 2 drawer
	File Cabinet, 2 drawer
	File Cabinet, 2 drawer
	File Cabinet, 2 drawer
	File Cabinet, 3 drawer
	File Cabinet, 4 drawer
	File Cabinet, 4 drawer
	File Cabinet, 4 drawer
	File Cabinet, 4 drawer
	File Cabinet, 4 drawer

;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;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0743 - **RE: RESCIND RESOLUTION NO. 17-0722, ADOPTED OCTOBER 11, 2018 TO ENTER INTO AMENDMENT NO. 2 BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES, FAMILY SERVICES AND THE NORTHEAST OHIO CONSORTIUM COUNCIL OF GOVERNMENTS.**

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

WHEREAS, on October 11, 2018 the Board of Commissioners adopted Resolution No. 18-0722 and the identical resolution was adopted on September 27, 2018 by Resolution No. 18-0688; now therefore be it

RESOLVED, that the corrected Resolution shall read in its entirety by Resolution No. 18-0688 as follows:

RESOLUTION NO. 18-0688 - **RE: RESCIND RESOLUTION NO. 17-0722, ADOPTED OCTOBER 11, 2018 TO ENTER INTO AMENDMENT NO. 2 BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES, 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 Mike Kerrigan that the following resolution be adopted:

WHEREAS, Title I of the Workforce Investment Act of 1998 (WIA) and the Workforce Innovation and Opportunity Act of 2014 (WIOA) require that Area 19, which consists of Geauga, Ashtabula, and Portage Counties, must maximize employment and training resources, coordinate resources and provider service programs, including employment and training services to youth; and

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 December 16, 2016, 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 the Portage County Department of Job & Family Services for the provision of CCMEP WIOA Youth Services for a term commencing January 1, 2017 ending June 30, 2017; and

WHEREAS, on June 7, 2017, the NOC COG board and on June 21, 2017, the Area 19 Workforce Development Board (WDB) both voted to give the authority for the NOC COG to enter into a second Agreement with the Portage County Department of Job & Family Services for the provision of CCMEP WIOA youth services for a term commencing July 1, 2017 and ending June 30, 2018; and

WHEREAS, on December 6, 2017, the NOC COG Board passed a motion to amend the Agreement commencing July 1, 2017 and ending June 30, 2018. Said motion permitted the July 1, 2017, contractor agreement to be amended in writing to increase the budgets for determination of Eligibility, Framework design including case management and supportive services by a total of One Hundred Sixty Thousand Nine Hundred Ninety-Three and 32/100 dollars (\$160,993.32); and be it further

WHEREAS, on June 25, 2018, the NOC COG board and the Workforce Development Board passed a motion to amend the contractor Agreement. Both motions permitted the July 1, 2017 contractor Agreement, as amended, to be further amended in writing to change the term of the Agreement from a term of July 1, 2017 to June 30, 2018 to that of July 1, 2017 to September 30, 2018, with the provision of an additional Seventy-two Thousand Five Hundred and 00/100 Dollars (\$72,500.00) in budget.

RESOLVED, that the Board of Portage County Commissioners does hereby enter into an Amendment No. 2 with the Northeast Ohio Consortium Council of Governments on behalf of the Portage County Department of Job & Family Services for the provision of CCMEP WIOA Youth Services for the period July 1, 2017 through September 30, 2018, in the amount of Seventy-Two Thousand Five Hundred and 00/100 dollars (\$72,500.00); and be it further

RESOLVED, that the total amount of this agreement effective July 1, 2017 through September 30, 2018 shall not exceed Four Hundred Thirty-four thousand Six hundred Forty-four and 54/100 dollars(\$434,644.54); and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in 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;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0744 - RE: ACCEPT GRANT AGREEMENT FOR THE FY18
EMERGENCY MANAGEMENT PERFORMANCE
GRANT (EMPG) ON BEHALF OF THE PORTAGE
COUNTY OFFICE OF HOMELAND SECURITY &
EMERGENCY MANAGEMENT (Federal Pass
Thru #EMC-2018-EP-00008-S01).**

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

WHEREAS, the Board of Portage County Commissioners adopted Resolution No. 18-0724 authorizing the grant application to the Ohio Emergency Management Agency for the FY 2018 Emergency Management Performance Grant for the time period of October 1, 2017 through June 30, 2019, in accordance with a Work Plan created with guidance from the Ohio Emergency Management Agency; now, therefore, be it

RESOLVED, that the Board of Portage County Commissioners accepts the grant agreement for the FY 2018 Emergency Management Performance Grant for the total budgeted amount of \$204,599.00; with a grant award of \$102,299.50 and a 50% local match amount of \$102,299.50 which is to be provided by the General Fund for the grant period of October 1, 2017 through June 30, 2019; and be it further

RESOLVED, that the Board of Commissioners authorizes the President of the Board of Commissioners to sign the grant agreement documents; 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 Agency Director; 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;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0745

-

**RE: ESTABLISHING EMPLOYER AND EMPLOYEE
BI-WEEKLY CONTRIBUTION RATES FOR THE
PORTAGE COUNTY EMPLOYEE HEALTH
BENEFIT PLAN FOR CALENDAR YEAR 2019.**

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

- WHEREAS,** Ohio Revised Code ("R.C.") §§305.171 and 305.23 authorize the Portage County Board of Commissioners ("Board") to provide and manage group hospitalization, health and dental insurance plans for the employees of Portage County, on a contract or self-insured basis; and
- WHEREAS,** the Board has entered into contract with Medical Mutual Services, LLC and Delta Dental of Ohio to provide and administer group health care and dental plans for employees during calendar year 2019; and
- WHEREAS,** the Board has established the Employee Health Benefit Plan with the assumption that costs will be fairly apportioned between employer and employee for the purpose of ensuring a viable and properly funded plan; and
- WHEREAS,** Willis of Ohio, Inc., the county's Health Care Consultant, and the Human Resources Department staff have recommended revisions to the County's Employee Health Benefit Plan, as reflected herein and in the Plan Addendum attached hereto as Exhibit A and the Spousal Certification attached hereto as Exhibit B, incorporating certain changes to the Portage County Employee Health Benefit Plan (PPO Plus), now therefore be it
- RESOLVED,** that the Board has previously established and affirms as a matter of policy that total employee contributions toward the cost of the Employee Health Benefit Plan should meet or exceed ten percent (10%) of such costs, and any previous expressions of Board policy in this regard (e.g., Resolution #17-0766) are hereby super ceded; and be it further
- RESOLVED,** that the Board approves the employee contribution rates established hereinafter with the understanding that the rates are designed to generate 11.2% of total estimated costs from employee contributions, the County contribution being approximately 88.8% of the total estimated costs; and be it further
- RESOLVED,** that the Board approves the employee contribution rates established hereinafter with the understanding that the rates are designed to be applied as payroll deductions on the 26 pay periods of 2019; and be it further

RESOLVED, that the bi-weekly employee/employer contribution rates for the Portage County Employee Health Benefit Plan set forth hereinafter are hereby approved and adopted for payroll deduction applicable to pay days in calendar year 2019, as follows:

Medical/ Rx

PPO Plus

Coverage	Employee	Employer
Employee	\$38.20	\$325.62
Employee + Spouse	\$99.18	\$702.32
Employee + Child(ren)	\$68.39	\$585.41
Family = Spouse + children	\$135.24	\$956.23

; and be it further

RESOLVED, that the bi-weekly employee contribution rates for the Portage County Employee Dental Plan set forth hereinafter are hereby approved and adopted for payroll deduction applicable to pay dates in calendar year 2019, as follows:

Dental

Delta Dental

	Employee Rate
Employee Only	\$11.36
Employee + Spouse	\$20.97
Employee + Child(ren)	\$28.27
Family	\$42.14

; 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;

Mike Kerrigan, Yea;

EXHIBIT "A"

PORTAGE COUNTY PLAN ADDENDUM, 2019**INTRODUCTION**

This document is an addendum description of the Portage County Employee Health Benefit Plan. The Plan is designed to protect participants against certain catastrophic health expenses. This Addendum supersedes all previous written and unwritten Portage County Employee Health Benefit Plans that directly conflict with this 2019 Addendum.

Coverage under the Plan will take effect for an eligible Employee and eligible Dependents when the Employee and Dependents satisfy all of the eligibility requirements of the Plan.

The Portage County Board of Commissioners reserves the right to terminate, suspend, discontinue, or amend the Plan at any time and for any reason.

The Portage County Board of Commissioners reserves the right to terminate, suspend or discontinue benefits of the employee or dependent when eligibility information supporting the employee's or dependent's application for coverage is materially false or erroneous.

Changes in the Plan may occur in any or all parts of the Plan including benefit coverage, deductibles, maximums, co-payments, exclusions, limitations, definitions, eligibility or other factors at any time as determined by the Portage County Board of Commissioners.

Failure to follow the eligibility or enrollment requirements of this Plan may result in delay of coverage or no coverage. Reimbursement from the Plan can be reduced or denied because of certain provisions in the Plan, such as coordination of benefits, subrogation, exclusions, the timeliness of elections as well as COBRA elections, utilization review or other cost management requirements, lack of medical necessity, lack of timely filing of claims or lack of coverage.

The Plan will pay benefits only for the expenses incurred while this coverage is in force. No benefits are payable for expenses incurred before coverage began or after coverage is terminated, even if the expenses were incurred as a result of an accident, injury or disease that occurred, began, or existed while coverage was in force. An expense for a service or supply is incurred on the date the service or supply is furnished.

If the Plan is terminated, amended, or benefits are eliminated, the rights of the Covered Persons are limited to covered charges incurred before termination, amendment or elimination.

A Plan Participant should contact Medical Mutual, the Third Party Plan Administrator, to obtain additional information about the Plan coverage of a specific benefit, particular drug, treatment, test, or any other aspect of the Plan benefits or requirements.

Any clarification is available from the Plan Administrator and or Medical Mutual free of charge.

ENROLLMENT

An eligible employee must complete and sign an enrollment application and submit the completed application to the County Human Resources Department no later than 31 days after the person becomes eligible for coverage. If the employee fails to provide a completed application within the first 31 days, no enrollment of the employee or dependents, if any, will occur until the next Open Enrollment period, unless the eligibility of the employee or dependent is due to a qualifying event (defined below).

ELIGIBILITY

Eligible Employee: A person is eligible for employee coverage on their date of hire if he or she meets the following eligibility requirements:

The employee is a permanent full-time employee in active pay status or a benefit-eligible part-time employee. An employee is considered benefits-eligible if he or she has a regular schedule of at least 30 but less than 40 hours of work per week, or variable hours that average at least 30 hours of service per week or 130 hours of service per month during the applicable measurement period chosen by the County pursuant to 26 CFR §54.4980H-3. An employee is considered in active pay status on any day in which the employee accrues paid sick leave and paid vacation leave. An employee, once becoming eligible, who uses authorized leave under the Family and Medical Leave Act remains an eligible employee during such leave, regardless of active pay status. Elected officials are considered full-time employees provided the official is in office. Seasonal or temporary employees are not eligible.

Eligible Dependents: An eligible employee's Spouse and Children who meet the following eligibility requirements can be enrolled in the plan:

- (1) A covered employee's spouse will only be eligible if other insurance through the spouse's active employer is not available. Proof by certification will be required to establish that the employee's spouse does not have access to other insurance. Falsification of information may result in discipline of the employee up to and including dismissal, and/or loss of coverage for employee and spouse.
- (2) "Spouse" means a person to whom the employee is lawfully married under the laws of the State of Ohio, or another state or country if the marriage is recognized by the State of Ohio. Eligibility for any benefit described in this plan is subject to the submission of satisfactory evidence, such as certificate of marriage, submitted to the Human Resources Department as documentation of spousal status.
- (3) "Children" means the employee's natural or adopted children, or the spouse's children, such as stepchildren, children placed in "anticipation of adoption", legally adopted children, children for whom either the employee or employee's spouse is the legal guardian or custodian or any children who, by court order, must be provided health care coverage by the employee or the employee's

spouse. Coverage of child dependents is subject to the submission of proper legal documentation. To be considered eligible dependents, children's ages must fall within the age limit specified below.

Adult Children: A dependent adult child may be covered until the last day of the month of the child's 26th birthday and, for additional charge, to the last day of the month of the child's 28th birthday. To be eligible for coverage after age 26, the child must be the natural child, stepchild or adopted child of the employee or the employee's spouse, and must not be eligible for coverage through their employer or under Medicaid or Medicare. To be eligible for coverage between the child's 26th and 28th birthdays, the child must be 1) unmarried, 2) the natural child, stepchild or adopted child of the employee or the employee's spouse, 3) a resident of this state OR a full-time student at an accredited public or private institution of higher education, 4) not employed by an employer offering a health insurance plan under which the child would be eligible for coverage, 5) not eligible for coverage under Medicaid or Medicare. A surcharge for coverage of adult children between the ages of 26 and 28 will be established from time to time by the Board of Commissioners.

Child Support Orders: A dependent child under the age of 18 may be eligible under the terms of a court order that requires an eligible employee to provide medical coverage for his or her children in situations involving divorce, legal separation or paternity dispute. The Human Resources Department will notify an employee who becomes subject to a medical child support order received by the Department. The Department will notify each affected employee, custodial parent, or guardian of its procedures for determining whether medical child support orders are consistent with the requirements of the Plan. Within a reasonable time after receipt of such order, the Department will determine whether the order is consistent with the Plan, and shall notify each affected employee, custodial parent or guardian of its determination. Once the dependent child is enrolled under a medical child support order, the child's custodial parent or guardian will receive a copy of all pertinent information provided to the eligible employee. In addition, should the eligible employee lose eligibility status, the custodial parent or guardian will receive the necessary information regarding the dependent child's rights for continuation of coverage under COBRA.

Dependent Disability: Eligibility will continue beyond the termination age limit for eligible dependents that are 1) unmarried and 2) primarily dependent upon the employee for support due to a physical handicap or mental retardation that renders the dependent unable to work. This incapacity must have started before the age limit was reached and must be medically certified by a Physician. After a two (2) years following the date the eligible dependent meets the termination age limit, the County may annually require further proof that the dependence and incapacity continue. The County reserves the right to have such dependent examined by a Physician of the County's choice, at the County's expense, to determine the existence of such incapacity.

Married Employees: Where two eligible employees are married to each other, each employee is required to enroll in a single plan for payroll purposes only. If children are to be covered, one of the employees must enroll under "employee plus children" coverage.

ENROLLMENT ELECTION CHANGES OR QUALIFYING EVENT

An eligible employee experiencing a qualifying event is permitted to change tiers. A qualifying event is a change in marital status, a spouse or dependent losing or gaining access to coverage, birth of a child or death of a covered individual. Proof of this qualifying event will be necessary. The employee must notify the Human Resources Department within 31 days of the qualifying event to make the eligible change in coverage. If notification is not received within 31 days, the effective date of the change in coverage will not occur until the next Open Enrollment. Timely-notified changes in tiers will be effective on the date of the qualifying event, not on the date of notification.

A newborn child of a covered employee is not automatically enrolled in the plan. A newborn child or newly adopted child will be enrolled as of the date of birth or adoptive placement, provided that the employee requests enrollment from the Human Resources Department within 31 days of the date of birth or adoptive placement. If the enrollment of a newborn child is not received within the 31 days of the newborn's birth or adopted child's placement, coverage for the newborn or adopted child will not be available until the next Open Enrollment.

Coverage will continue for an adopted child unless the placement is disrupted prior to legal adoption and the child is removed from placement.

CONTRIBUTIONS

Portage County shares the cost of employee and dependent coverage under this Plan. Portage County sets and reserves the right to change the level of the employee contribution.

TERMINATION OF COVERAGE

When coverage under this Plan stops, Plan participants will receive a certificate of coverage that will show the period of coverage under this Plan. Employees should contact the Human Resources Department for further details.

Termination of Employee Coverage: Employee coverage will terminate on the last day of the payroll cycle that the employee ceases to be an eligible employee as result of termination, lay-off, reduction of full time status, or if the employee fails to pay his or her share of the required health care contribution. A covered employee will be eligible for COBRA continuation coverage. Employees should contact the Human Resources Department for a complete explanation of when COBRA continuation coverage is available, what conditions apply, and how to select coverage.

Termination of Dependent Coverage: A dependent's coverage will terminate on the date that the eligible employee's coverage under the Plan terminates for any reason including death, except that 1) termination of coverage for adult dependent children due to age will be pursuant to federal or state law as outlined under "Adult Children" above, and 2) voluntary termination of any dependent coverage by an eligible employee may occur in Open Enrollment and is effective the following January 1.

OPEN ENROLLMENT

Employees and their eligible dependents who are not currently covered under this Plan may choose to be covered under this Plan during the annual open enrollment period or as of the date of a qualifying event. Changes cannot be made during a plan year without a qualifying event.

Portage County reserves the right to require proof of all qualifying events as well as proof of dependent eligibility at any time. Audits of dependent coverage eligibility will be completed periodically.

Benefit choices made during the open enrollment period will become effective January 1 of the following year.

EXHIBIT "B"



SPOUSAL COVERAGE CERTIFICATION 2019

Employee Name

Name of Spouse

An employee's spouse is not eligible to participate in Portage County's 2019 medical plan if the spouse has access to medical coverage through his or her employer. This rule applies regardless of cost differences and/or network access between Portage County's medical plans and the plan(s) available to the spouse. If a spouse does not have access to coverage through his or her active employer, he/she is permitted to participate in Portage County's medical plan with proper proof/documentation.

☐ My spouse is **NOT** employed as of DATE: _____.

☐ My spouse **IS** employed but does **NOT** have access to medical coverage through his or her employer.

Name of Current Employer: _____

Address: _____ Telephone: _____

I understand that I am required to notify Human Resources within thirty (30) days if my covered spouse acquires access to employer-provided medical coverage from the date of this certification throughout the Plan year.

I hereby certify that the information provided above is correct. By completing this form, I attest the information on this form is accurate to the best of my knowledge. I understand if any false statement is made in this certification or information is withheld, I will be subject to appropriate discipline, up to termination and the medical coverage of my spouse and/or dependents will be terminated.

Employee Signature: _____

Spouse Signature: _____

Date: _____

Any person who, with intent to defraud or knowing that he/she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

JOURNAL ENTRY

October 18, 2018

Commissioners

1. The Board of Commissioners acknowledged the receipt of the Portage County Investment Reconciliation for the Month of September 2018, received on October 9, 2018 as presented by the County Auditor and County Treasurer.
2. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for September 2018, as presented by the Portage County Sheriff's Department.

External Services

3. The Board of Commissioners acknowledged the Dog Wardens new Policy regarding the use of Body-Worn Cameras (BWC). The Dog Warden's office will start using the Body-Worn Cameras once a records retention schedule has been approved by the BOC. This Policy has been approved as to form by the prosecutor's office as presented by the County Dog Warden.
4. The Board of Commissioners authorized Commissioner Vicki A. Kline, President of the Board, to sign the Fourth Quarter Cash Reimbursement Request in the amount of \$66,247.09 for the EMPG FY18 Q-4 Grant, as prepared by the Homeland Security and Emergency Management Office and reviewed by the Department of Budget & Financial Management, with no exceptions noted. Copies of this request will be kept on file at the Homeland Security and Emergency Management Office.

Human Resources

5. The Board of Commissioners signed the Personnel Action Form authorizing the full-time hire of Pam Keller as an Income Maintenance Aide 2, replacing Diane Rogers, for Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director. Anticipated start date is November 5, 2018. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.
6. The Board of Commissioners signed the Personnel Action Form authorizing the full-time hire of Richard Gano as a Safety & Administrative Support Supervisor, replacing Terri Armstrong, for Portage County Water Resources, as presented by Janet Kovick, Human Resources Director. Anticipated start date is November 5, 2018. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.

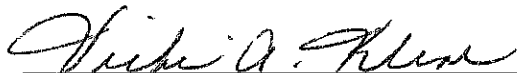
Motion To: Approve the Journal Entries for October 18, 2018

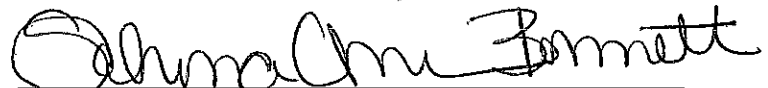
RESULT:	ADOPTED [UNANIMOUS]
MOVED:	Sabrina Christian-Bennett
SECONDED:	Mike Kerrigan
AYES:	Sabrina Christian-Bennett, Mike Kerrigan, Vicki A. Kline

Motion To: Adjourn the Official Meeting of October 18, 2018 at 2:37 PM.

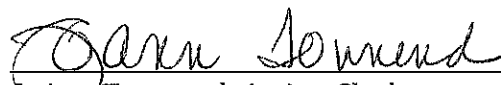
RESULT:	ADOPTED [UNANIMOUS]
MOVED:	Sabrina Christian-Bennett
SECONDED:	Mike Kerrigan
AYES:	Sabrina Christian-Bennett, Mike Kerrigan, Vicki A. Kline

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


Sabrina Christian-Bennett, Vice President


Mike Kerrigan, Board Member


JoAnn Townend, Acting Clerk