



# Portage County Board of Commissioners

Regular Meeting

~ Minutes ~

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

Amy Hutchinson, Clerk  
330-297-3600

0478

Tuesday, November 13, 2018

9:30 AM

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.

## MOTOR POOL

Present: Director Joe Dillon, Eric Dillon, Richard Hose Jr., Ricky Raber, Motor Pool; Internal Services Director JoAnn Townend, Human Resources Director Janet Kovick, Department of Budget & Financial Management Director Todd Bragg and Attorney Chris Meduri.

Commissioner Kline explained the decision has been made to abolish the Portage County Motor Pool. The Board will provide paid administrative leave until December 31, 2018, health care until January 13, 2019, a letter of recommendation and unemployment will not be opposed if employees apply after their administrative leave expires. The decision is purely a financial one as the Board cannot afford another building at a cost of \$3.5 million dollars.

Director Dillon noted the following:

- The last time he was in, the Board discussed a study group, but he was disappointed he wasn't involved in any of the discussion to change direction of the Motor Pool.
- If it is beneficial to dissolve the Motor Pool and outsource to enterprise fleet management, it should be good for other Non-General Fund departments because they are doing the same thing (ie. County Engineer, Solid Waste, and Water Resources).
- The Motor Pool was on track to save \$75,000 this year.
- The share of road patrol cars are averaging \$0.10 per mile less than the national average cost per mile for vehicle management.
- Upset that his recommendations were not put into place before the Board made the decision.
- The Non-General Fund departments are not pulling their weight.
- Would like to see enterprise fleet management's estimate to provide the services, their cost savings and their guarantee.
- Staff is using their own tooling, equipment, their own time and money, and Director Dillon's father has donated many items to the Motor Pool.

- The Board doesn't fully understand everything at the Motor Pool - such as the level of service it provides and the genuine concern for safety of County employees.
- There will be downtime to take vehicles or waiting on another shop to complete the task.
- Every year with fleet management, the cost will go up because of new technology, training, parts, and equipment.
- The staff's hands were tied on what they could provide for the County because of budget constraints.
- Mr. Hose added the Board needs to look long term, the staff tried to do their best and it feels like the Board is hitting the easy button.
- It's disappointing they've been led to believe staff was doing everything right and there's light at the end of the tunnel and now with no notice, the department has been abolished.
- Mr. Hose is convinced the fleet will go in the wrong direction. Staff provided a level of service not seen in any other department.
- It's a bad decision overall for the County and in the overall thirty year picture, having a well equipped internal Motor Pool is better.
- Shouldn't have several different departments doing the same work, there should be one centralized facility.
- It's disheartening to say the least.

Commissioner Kerrigan noted the decision has been made and the Board is moving forward, but when it comes to cost savings, Director Dillon's recommendations all came with a cost. There's also a savings with the purchase of vehicles through Enterprise, it's not just about maintenance.

Mr. Hose asked about picking up their personal tools and toolboxes and the Board agreed they should make arrangements through Director Townend.

**Motion To:** Approve job abolishment and subsequent layoff of positions at the Portage County Motor Pool./18-0806

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

**RESOLUTION NO. 18-0806      -      RE:      APPROVE JOB ABOLISHMENT AND  
SUBSEQUENT LAYOFF OF POSITIONS IN THE  
PORTAGE COUNTY MOTOR POOL  
DEPARTMENT.**

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

**WHEREAS,**      Portage County currently does all its fleet management operations in-house. Upon review, the current maintenance and repair facility, along with the



refueling system, are at their useful life's end, and in need of replacement. In addition, space limitations at the existing location prohibit expansion requiring new construction at another location if we are to maintain our in-house fleet management services; and

**WHEREAS,** the private sector offers fleet management services that match and, in many cases, exceed our current abilities, allowing for services at multiple locations permitting more convenient, efficient services than we can offer in-house; and

**WHEREAS,** the Portage County Board of Commissioners has reviewed the Statement of Rationale and has determined that a department-wide job abolishment due to reorganization for efficient operations is necessary; now therefore be it

**RESOLVED,** that the Portage County Board of Commissioners does hereby adopt the attached Statement of Rationale; and be it further

**RESOLVED,** that the Board of Portage County Commissioners does hereby approve the job abolishment and layoff of the following positions within the Motor Pool Department effective at close of business day of December 31, 2018:

- Motor Pool Director;
- Assistant Motor Pool Director;
- Motor Pool Mechanics (2 employees);

and be it further

**RESOLVED,** that the Board of Portage County Commissioners agrees to paid administrative leave for the four (4) employees that hold the above positions beginning at the start of the day on November 14, 2018 through the close of business on December 31, 2018; 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;



**Board of Commissioners**

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Vicki A. Kline

Sabrina Christian-Bennett

**Department of Internal Services**

JoAnn Townend, Director  
e-mail: [jtownend@portageco.com](mailto:jtownend@portageco.com)

To: Portage County Board of Commissioners  
From: JoAnn Townend, Director of Internal Services  
Date: November 8, 2018  
Re: Statement of Rationale for Department Reorganization

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**STATEMENT OF RATIONALE**

Portage County currently does all its fleet management operations, including maintenance, repairs, and refueling, in-house. The current maintenance and repair facility, along with the refueling system, are at their useful life's end, and in need of replacement. Space limitations at the existing location prohibit expansion requiring new construction at another location if the County wishes to continue providing this service inhouse.

In conjunction with this, the private sector now offers fleet management services that match and, in many cases, exceed our current abilities, particularly in terms of data collection. These providers allow for services at multiple locations allowing for more convenient, and sometimes faster, service than the County could provide on our own. Web based data distribution will allow department heads real time access to data relevant to their vehicles, allowing for more efficient and timely distribution of data, assisting in better decision making.

As a result, the Portage County Commissioners have decided to reorganize their fleet management process, moving away from in-house delivery of services in favor of market provided services. This reorganization will produce a more efficient operation with better services delivered to the affected entities within Portage County Government.

This reorganization will result in eliminating the positions of: Motor Pool Director, Motor Pool Assistant Director, and Motor Pool Mechanic.





**JOURNAL ENTRY**

November 13, 2018

1. The Board of Commissioners authorized the abolishment of the Portage County Motor Pool and the layoffs of four current staff members, effective at close of business December 31, 2018.

**Motion To:** Approve the Journal Entry for November 13, 2018

**RESULT:** ADOPTED [UNANIMOUS]

**MOVED:** Mike Kerrigan

**SECONDED:** Sabrina Christian-Bennett

**AYES:** Mike Kerrigan, Sabrina Christian-Bennett, Vicki A. Kline

**JOURNAL ENTRY II**

November 13, 2018

1. The Board of Commissioners authorized Commissioner Vicki A. Kline, President of the Board, to sign the State of Ohio Development Services Agency Office of Community Development Request for Release of Funds (RROF) and Certification for Federally Funded State Projects for Performance Elastomers Project Acquisition, 1205 Danner Drive, Aurora, Ohio 44202, in the amount of \$300,000 from the Economic Development Revolving Loan Funds, as presented by Neighborhood Development Services. Documents reviewed by Department of Budget & Financial Management with no exceptions noted.

**Motion To:** Approve the Journal Entry II for November 13, 2018

**RESULT:** ADOPTED [UNANIMOUS]

**MOVED:** Mike Kerrigan

**SECONDED:** Sabrina Christian-Bennett

**AYES:** Mike Kerrigan, Sabrina Christian-Bennett, Vicki A. Kline

**Motion To:** Adjourn the Official Meeting of Tuesday November 13, 2018 at 10:03 AM

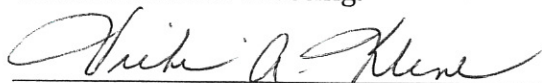
**RESULT:** ADOPTED [UNANIMOUS]

**MOVED:** Mike Kerrigan

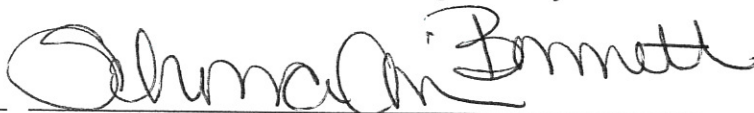
**SECONDED:** Sabrina Christian-Bennett

**AYES:** Mike Kerrigan, Sabrina Christian-Bennett, Vicki A. Kline

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



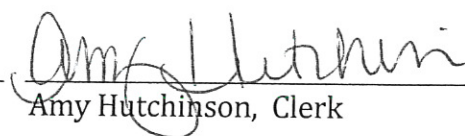
Vicki A. Kline, President



Sabrina Christian-Bennett, Vice President



Mike Kerrigan, Board Member



Amy Hutchinson, Clerk