



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

Thursday, November 29, 2018

9:00 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	Absent
Sabrina Christian-Bennett	Vice President	Present
Mike Kerrigan	Board Member	Present

Recessed to Solid Waste Management District: 9:00 AM

Reconvened: 9:47 AM

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

COMMISSIONERS

Discussion:

1. October 25, 2018 email from County Engineer Marozzi, regarding Joe Repasky ditch issue./Hold for additional information from Portage Soil and Water Conservation.

EXTERNAL SERVICES

Discussion:

1. Technology Division Memo (JE#12)

Director Roberts recommends a new division be created in the Water Resources Department, in which the responsibilities for the Department's various current and future technologies will be housed.

Water Resources is a highly regulated industry which daily is becoming more complex with regard to operational requirements both in reporting detail and frequency. There are two methods to meet the ever changing regulatory requirements, hire more staff or harness technology wherever possible. By way of example, one of the most recent new regulations require Water Resources to

enter into their current monthly electronic monitoring reports the time an individual staff member spends at a specific facility even though each on site facility logs have the same information recorded upon arrival and at departure by Water Resources staff.

In order to offset the cost associated with implementing current and new regulations, staff recommends harnessing technology where ever possible to meet the regulatory needs. Seven years ago, staff purchased a software package named Express Maintenance, however, the software package was never fully deployed. The Express Maintenance software package was written for the purpose of tracking maintenance completed and to predict when preventative maintenance would be needed next. The software's initial purpose was expanded to include additional software package add-ons such as time tracking and budget trending.

Previously, the Board of Commissioners approved, the expansion of the use of Express Maintenance to fully integrate the daily operational tasks completed at each of the Water Resources' 120 facilities and 408 miles of buried pipes. By gathering data at the point of task completion, staff time will be saved but equally important is the accuracy of the data will be higher. The retrieval of information will be as needed by field staff saving time documenting what equipment was repaired or maintained and providing information in a real time setting as opposed to old paper records. It is the automation between data gathering, historical records retrieval and required regulatory reporting that the first savings in time will occur.

The second benefit will be the use of hard data to support well informed administrative decisions leading to the best defensible answer to simple questions such as which pump has the least life cycle cost or what maintenance frequency cost less when compared to another. All of this adds up to the ability of the Department to deliver the highest quality of service at the least possible price.

Staff requests approval by the Board of Commissioners to create a new Technology Division in Water Resources tasked with the responsibility for Water Resources' new initiative for data driven decisions. The proposed new Division would include the current responsibilities of the Water Resources' Operating Division's Facilities, Laboratory and SCADA Sections, all of which are the current center of the data gathering for Water Resources. This new Division will not eliminate the need for the Operations Division but will augment the Operating Division's data gathering ability. By placing all data gathering, warehousing, analysis and reporting into a single Divisional area of responsibility a central area of expertise will be created thus freeing up Operation Division staff to work in their respective areas of expertise.

To manage the new Technology Division, staff recommends Lee Benson be transferred from his current position as Operations Manager to the new Technology Division as Manager. Further, staff recommends John Leiendecker be promoted from his current position as Regional Wastewater Treatment Supervisor to the Operations Manager position. Director Roberts believes both men have the "skills and experience" necessary to move Water Resources forward into the future. Mr. Leiendecker's current position as Regional Wastewater Treatment Supervisor would be backfilled through the County's standard advertising procedures.

Commissioner Christian-Bennett noted Director Roberts has not had his meeting with Clemans Nelson, regarding the compensation plan, but Director Roberts noted through discussions he believes supervisors and managers were being undercompensated and the Board addressed that previously with the engineers. Director Roberts noted the total budget impact will be under \$90,000 (including benefits) if backfilling positions down to the laborer.

The Board discussed the specific positions and pay bands in more detail and Commissioner Christian Bennett motioned to pull Journal Entries No. 6-9, 11 and 12 until next week.

JOURNAL ENTRY

November 29, 2018

6. *The Board of Commissioners approved the revised Organization Chart within Portage County Water Resources Department, as presented by Gene Roberts, Director. The revised Organization Chart provides for the new Technology Division which includes the responsibility for all related technology supporting the Department and includes the Facilities, Lab, and SCADA Sections. /PULLED FROM THE CONSENT AGENDA*
7. *The Board of Commissioners signed the Personnel Action Form authorizing the lateral transfer of Lee Benson from Operations Division Manager to Technology Division Manager for Portage County Water Resources effective December 3, 2018, presented by Janet Kovick, Human Resources Director. /PULLED FROM THE CONSENT AGENDA*
8. *The Board of Commissioners signed the Personnel Action Form authorizing the promotion of John Leiendecker from Portage County Wastewater Treatment Plant Supervisor to Operations Division Manager, replacing Lee Benson, for the Portage County Water Resources Department, effective December 3, 2018, as presented by Janet Kovick, Human Resources Director. /PULLED FROM THE CONSENT AGENDA*
9. *The Board of Commissioners authorized advertisement to fill the position previously held by John Leiendecker as the Portage County Wastewater Treatment Plant Supervisor as he accepted the position of Operations Division Manager effective December 3, 2018. /PULLED FROM THE CONSENT AGENDA*
11. *The Board of Commissioners approved the revised job description for the Operations Manager position within Portage County Water Resources Department, as presented by Janet Kovick, Human Resources Director. /PULLED FROM THE CONSENT AGENDA*
12. *The Board of Commissioners approved the new job description for the Technology Division Manager position within Portage County Water Resources Department, as presented by Janet Kovick, Human Resources Director. /PULLED FROM THE CONSENT AGENDA*

Discussion:

1. Camp James A. Garfield (CJAG)

The County has a new re-chlorinization station inside the military base (formerly Camp Ravenna) and the military would like to put the letters 'CJAG' on the side of the building at their expense. Director Roberts has no problem with them moving forward and the Board concurred.

2. American Red Cross

The Board discussed the frequency of future blood drives and thought about hosting twice a year (June and December), but agreed to wait and see what the participation looks like after the upcoming event. Director Bragg asked if the Board clarified whether it will allow employees to give blood during their breaks or on their lunchtime and the Board agreed to defer to its Directors on how they wish to handle the situation. Director Kovick will prepare an e-mail to the Commissioners' Leadership team.

HUMAN RESOURCES:

Journal Entries - #6 to 12 - Journal Entries 6-9 and 11-12 were pulled from the Consent Agenda.

DBFM:

Resolutions - #'s 1 to 16

Commissioner Kerrigan motion to Pull Resolution Nos. 12 and 13 from the Consent Agenda.

RESOLUTION

November 29, 2018

12. Amendment to the General Fund 2018 annual appropriation Resolution No. 17-0954, adopted December 19, 2017./PULLED FROM CONSENT AGENDA AND ADOPTED UNDER SEPARATE MOTION. 18-0843

13. Amendment to the Non General Fund 2018 annual appropriation Resolution No. 17-0955, adopted December 19, 2017./PULLED FROM CONSENT AGENDA AND ADOPTED UNDER SEPARATE MOTION. 18-0844

Commissioner Kerrigan motion to Pull Resolution No. 16 from the Consent Agenda.

RESOLUTION

November 29, 2018

16. Annual transfer from Fund 5600, STS General Administration to Funds: 5642 STS OWDA 2000, 5671 STS OPWC 1998 CG008, 5675 STS OPWC 2015 CG26Q, 5674 STS 09 CG./PULLED FROM CONSENT AGENDA AND ADOPTED UNDER SEPARATE MOTION. 18-0847

Motion To: *Amend the General Fund 2018 annual appropriation Resolution No. 17-0954, adopted December 19, 2017/ 18-0843*

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

Motion To: *Amend the Non General Fund 2018 annual appropriation Resolution No. 17-0955, adopted December 19, 2017/18-0844*

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

Motion To: *Annual transfer from Fund 5600, STS General Administration to Funds: 5642 STS OWDA 2000, 5671 STS OPWC 1998 CG008, 5675 STS OPWC 2015 CG26Q, 5674 STS 09 CG as revised./18-0847*

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

1. End of year blank resolutions
Typically, the Board adopts blank resolutions for fund transfers, cash advance, and budget amendments in case they are needed for year-end housekeeping. In the past, if they are used, the Board is notified and the resolution is processed. After some discussion, the Board agreed to have Director Bragg contact Attorney Meduri to inquire whether the Board should take an official action after the fact to acknowledge the action once it convenes again in January.
2. OSU rent at Oakwood (November 21, 2018 e-mail)
The OSU Extension pays \$2,400 in rent and their legal department charges them \$300, but will increase to \$2,500 next year. The Board agreed it will include \$90,000 to the Extension Office in the draft 2019 budget, pending further budget discussions with Elected Officials and departments.

INTERNAL SERVICES:

Resolutions - #'s 20 to 23

COMMISSIONERS' CONSENT AGENDA

November 29, 2018

1. Approval of the November 15, 2018, November 20, 2018 and November 27 regular meeting minutes.

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RESOLUTIONS

November 29, 2018

Budget & Financial Management:

1. Approve the Thursday, November 29, 2018 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0832
2. Approve the Thursday, November 29, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. /18-0833
3. Approve the Tuesday, December 4, 2018 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0834
4. Approve the Tuesday, December 4, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0835
5. Approve the Tuesday, December 4, 2018 Then & Now Certification, as presented by the County Auditor./18-0836
6. Transfer from Fund 1201, Motor Vehicle Gas Tax, to Fund 4240, Center Road (\$21,162.00)./18-0837
7. Transfer from Fund 4241, Brady Lake Road Resurfacing Project, to Fund 1201, Motor Vehicle (9,361.60)./18-0838
8. Transfer from Fund 4239, 2015 culvert replacement, to Fund 1201, Motor Vehicle and Gas Tax (\$35,787.40)./18-0839
9. Transfer from Fund 0001, General Fund to Fund 1390, WIC (3,248.46)./18-0840
10. Closing of Fund 4013 Capt. Task./18-0841
11. Cash advance return from Fund 4013, Task Capt to 0001, GF (284,775.00)./18-0842
12. Amendment to the General Fund 2018 annual appropriation Resolution No. 17-0954, adopted December 19, 2017./***PULLED FROM CONSENT AGENDA AND ADOPTED UNDER SEPARATE MOTION. 18-0843***
13. Amendment to the Non General Fund 2018 annual appropriation Resolution No. 17-0955, adopted December 19, 2017./***PULLED FROM CONSENT AGENDA AND ADOPTED UNDER SEPARATE MOTION. 18-0844***
14. Annual transfer from fund 5400, PCW General Administration to Funds: 5413, PCW Revenue bonds 2001, 5415, PCW Revenue bonds 2010./18-0845

15. Annual transfer from fund 5200, pcs general administration to funds: 5211, PCS revenue bonds 2001, 5212, PCS revenue bonds 2001 summit, 5214, PCS revenue bonds 2007, 5215, PCS revenue bonds 2007 USDA, 5216, PCS revenue bonds 2009 USDA, 5217, PCS revenue bonds 2010, 5218, PCS revenue bonds 2011 USDA, 5244 PCW OWDA 2001, 5245 PCS OWDA Ravenna, 5246 PCS OWDA 2003 Mantua, 5270 PCS OPWC 998 CG008, 5275 PCS OPWC 2006 CG02B, 5277 PCS OPWC 2010 CG04J, 5278 PCS OPWC 2011 CG21I, 5279 PCS OPWC 2014 CG58M, 5280 PCS OPWC 2014 CG12N./18-0846

16. Annual transfer from Fund 5600, STS General Administration to Funds: 5642 STS OWDA 2000, 5671 STS OPWC 1998 CG008, 5675 STS OPWC 2015 CG26Q, 5674 STS 09 CG./***PULLED FROM CONSENT AGENDA AND ADOPTED UNDER SEPARATE MOTION. 18-0847***

Job and Family Services

17. Transfer from Fund 0001, General Fund to Fund 1414, Child Support Administration./18-0848

18. Transfer from Fund 1414, Child Support Administration, to 1410 Public Assistance Fund. /18-0849

19. Transfer from Fund 1415, Child Welfare Special Levy Fund to Fund 1410 Public Assistance Fund./18-0850

Internal Services

20. Enter into amendment no. 2 for Title XX Adult Day Services between the Board of Commissioners on behalf of the Portage County Job & Family Services and Coleman Professional Services d.b.a. Coleman Day Services./18-0851

21. Enter into amendment no. 1 for Prevention, Retention and Contingency (PRC) family support services between the Board of Commissioners on behalf of the Portage County Job & Family Services and Coleman Professional Services./18-0852

22. Authorize the Portage County Engineer to accept current statements of qualification from design firms seeking to provide professional services during the years 2019 and 2020./18-0853

23. Accept proposal of EMH&T for providing "on call" consulting services, relating to the administration of the Portage County Storm Water District./18-0854

Motion To: Approve the Consent Agenda for November 29, 2018 as Revised

;and be it further

RESOLVED, that the ACH payment is approved as certified to the County Auditor for payment on or after Friday, November 30, 2018, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on November 29, 2018 in the total payment amount of **\$20.00 to Neil Group** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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

Roll call vote as follows:

Vicki A. Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0833 - 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:

11/29/18	1197	\$ 15,654.25
11/29/18	1303	131.93
11/29/18	1304	167.26
11/29/18	1308	184,848.65
Total		\$ 200,802.09

; 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, Absent; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION NO. 18-0834 - 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 December 4, 2018 in the total payment amount of **\$7,354,779.72** 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, Absent; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION NO. 18-0835 - 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:

12/4/08	138	\$ 1,216,857.53
12/4/08	141	17.53
12/4/08	142	1,055.74
12/4/08	143	56.00
12/4/08	146	87,500.00
12/4/08	147	660.24
12/4/08	148	119.76
12/4/08	149	299.42
12/4/08	150	8,258.67
12/4/08	151	64.00
12/4/08	153	846.39
Total		\$ 1,315,735.28

; 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, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0836 - 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 **\$60,602.05** as set forth in Exhibit "A" dated **December 4, 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, Absent; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION NO. 18-0837 - RE: Transfer From Fund 1201, Motor Vehicle Gas Tax To Fund 4240, Center Road

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; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$21,162.00:

FROM:

FUND 1201, Motor Vehicle Gas Tax Fund

ORGCODE- 12018109

Debit Expense Account

Object: 910000 - Transfers Out \$21,162.00

TO:

FUND 4240, Center Road Improvement Project

ORGCODE - 42408102

Credit Revenue Account

Object: 280000 - Transfer In

Project: 93078 \$21,162.00

;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 County Engineer and the Department of Budget and Financial Management, and be it further

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

Roll call vote as follows:

Vicki Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0838 - RE: Transfer From Fund 4241, Brady Lake Road Resurfacing Project, To Fund 1201, Motor Vehicle And Gas Tax

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

WHEREAS, the **Brady Lake Resurfacing Project** has been completed, all payments have been made on behalf of said project and all costs have been booked, and

WHEREAS, the Portage County Engineer has requested an operating transfer to debit all remaining funds in Fund 4241, **Brady Lake Road Resurfacing Project**, and credit Fund 1201, Motor Vehicle and Gas Tax, and

WHEREAS, the Portage County Board of Commissioners has approved said operating transfer; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$9,361.60:

FROM:

FUND 4241, Brady Lake Road Resurfacing Project

ORGCODE- 42418109

Debit Expense Account

Object: 910000 - Transfers Out \$9,361.60

TO:

FUND 1201, Motor Vehicle and Gas Tax

ORGCODE - 12018102

Credit Revenue Account

Object: 280000 - Transfer In \$9,361.60

;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 County Engineer and the Department of Budget and Financial Management, and be it further

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

Roll call vote as follows:

Vicki Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0839 - RE: Transfer From Fund 4239, 2015 Culvert Replacement, To Fund 1201, Motor Vehicle and Gas Tax

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

WHEREAS, the **2015 Culvert Replacement Project** has been completed, all payments have been made on behalf of said project and all costs have been booked, and

WHEREAS, the Portage County Engineer has requested an operating transfer to debit all remaining funds in Fund 4239, **2015 Culvert Replacement**, and credit Fund 1201, Motor Vehicle and Gas Tax, and

WHEREAS, the Portage County Board of Commissioners has approved said operating transfer; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$35,787.40:

FROM:

FUND 4239, 2015 Culvert Replacement

ORGCODE- 42398109

Debit Expense Account

Object: 910000 – Transfers Out \$35,787.40

TO:

FUND 1201, Motor Vehicle and Gas Tax

ORGCODE – 12018102

Credit Revenue Account

Object: 280000 - Transfer In \$35,787.40

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 County Engineer and the Department of Budget and Financial Management, and be it further

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

Roll call vote as follows:

Vicki Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0840 - RE: TRANSFER FROM FUND 0001, GENERAL FUND
TO FUND 1390, WIC**

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

WHEREAS, Employees of the Women Infants and Children Grant have participated in the sick leave conversion policy and,

WHEREAS, Sick leave conversion payments are not an eligible grant expenses, and

WHEREAS, the Portage County Board of Commissioners desires to fund the retirement payoff and sick leave conversion from the General Fund; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$3,248.46 to cover the sick leave conversion payments:

FROM:

FUND 0001, GENERAL FUND

ORGCODE - 00100009

Debit Expense Account

Object: 910000 - Transfers Out

\$3,248.46

TO:

FUND 1390, WOMAN INFANTS AND CHILDREN

ORGCODE - 13900532

Credit Revenue Account

Revenue Source: 280000 -Transfer In

\$3,248.46

;and be it further

RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor and WIC, 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, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0841

- **RE: CLOSING OF FUND 4013 CAPT. TASK**

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

WHEREAS, fiscal activity has ceased in Fund 4013, all payments have been made and the Treasurer's Cash Balance for each is \$0.00; now therefore be it

RESOLVED, that Fund 4013 – Capt. Task, are hereby closed as recommended by the Director of Budget and Financial Management; and be it further

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

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

Roll Call Vote as Follows:

Vicki Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0842

- **RE: CASH ADVANCE RETURN FROM FUND 4013, TASK CAPT TO 0001, GF**

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

WHEREAS, the Drug Task Force remodeling is completed and reimbursement from the State has been received; now therefore be it;

RESOLVED, that the following cash advance be returned in the amount of \$284,775.00:

FROM:
FUND 4013, Task Capt.
ORGCODE- 40137009

Debit Expense Account
Object 920000 - Advances-Out \$284,775.00

TO:
FUND 0001, General Fund
ORGCODE - 00100002
Credit Revenue Account
Revenue Source 290000 - Advance-In \$284,775.00

;and be it further

RESOLVED, the advance will be repaid to the General Fund when grant revenue is received,
and be it further

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

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of
this Board concerning and relating to the adoption of this resolution were taken
in an open meeting of this Board and that all deliberations of this Board that
resulted in those formal actions were in 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, Absent; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION NO. 18-0843

**RE: AMENDMENT TO THE GENERAL FUND 2018 ANNUAL APPROPRIATION RESOLUTION
NO. 17-0954 ADOPTED DECEMBER 19, 2017**

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

RESOLVED, that it has become necessary to amend the General Fund 2018 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		
300	Prosecutor		
03004	Prosecutor Contract Services	0	1,000
03005	Prosecutor Materials & Supplie	1,000	-
	MEMO TOTAL	<u>\$ 1,000</u>	<u>\$ 1,000</u>

Note:

700	Sheriff's Department		
07005	Sheriff Material & Supplies	32,136	-
07006	Sheriff Capital Outlay	0	32,136
	MEMO TOTAL	<u>\$ 32,136</u>	<u>\$ 32,136</u>

Note: Trf Equip \$ to Prov. & Unif

TOTAL MEMO BALANCE ALL AMENDMENTS	<u>\$ 33,136</u>	<u>\$ 33,136</u>
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Increase

Decrease

; and be it further

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

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

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

Roll call as Follows:

Vicki Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0844

RE: **AMENDMENT TO THE NON GENERAL FUND 2018 ANNUAL APPROPRIATION RESOLUTION NO. 17-0955 ADOPTED DECEMBER 19, 2017**

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

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

		<i>Increase</i>	<i>Decrease</i>
Fund: 1001	Certificate Of Title Administr		
500	Clerk of Courts		
10013	Cert Of Title Salary & Fringes	11,820	-
10014	Certificate Of Title Admin CS	-	2,119
10015	Certificate Of Title Admin MS	-	2,701
	MEMO TOTAL	\$ 11,820	\$ 4,820

Note:

Fund: 1004	DTAC - Treasurer		
200	Treasurer		
10043	DTAC TreasurerSalary&Fringes	4,000	-
	MEMO TOTAL	\$ 4,000	\$ -

Note:

Fund: 1105	Traffic Enforcement Program		
700	Sheriff's Department		
11053	Traffic Enforcem Salary&Fringes	5,424	19,145
11055	Traffic Enforcement Program MS	224	855
	MEMO TOTAL	\$ 5,648	\$ 20,000

Note: Reduce to actual

		<i>Increase</i>	<i>Decrease</i>
Fund:	1107		
	700		
	Byrne Justice Grant (JAG)		
	11006		
	Sheriff's Department		
	Concealed Handgun Licenses CO	20,000	-
	11074		
	Byrne Justice Grant (JAG) CS	10,000	-
	MEMO TOTAL	\$ 30,000	\$ -

Note: MDT equipment MDT setup & services
per grant

Fund:	1149		
	570		
	Felony Delinque Care & Custody		
	Juvenile Court		
	11493		
	Juv Feny Delnq Care Salary&Fri	21,439	-
	MEMO TOTAL	\$ 21,439	\$ -

Note: cover expense to yr end

Fund:	1201		
	800		
	Motor Vehicle And Gas Tax		
	Engineer's Department		
	12013		
	Engineer MVGT Salary&Fringes	173,399	-
	MEMO TOTAL	\$ 173,399	\$ -

Note:

Fund:	1251		
	081		
	CDBG County Formula		
	Community Development		
	12514		
	CDBG Conty Formula CS	12,500	21,698
	MEMO TOTAL	\$ 12,500	\$ 21,698

Note: set appropriations

Fund:	1266		
	081		
	LGIP Innovation Study		
	Community Development		
	12664		
	LGIP Innovation Study CS	-	30,909
	MEMO TOTAL	\$ -	\$ 30,909

Note: Pull down Appropriations

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

Note:

Fund:	1390	Women Infants And Children		
	053	Women, Infants & Children		
	13904	Women Infants & Children CS	3,700	-
		MEMO TOTAL	\$ 3,700	\$ -

Note:

Fund:	4013	Drug Task Force Capital Grant		
	700	Sheriff's Department		
	40139	Drug Task Force Capital Gr ME	284,775	-
		MEMO TOTAL	\$ 284,775	\$ -

Note: Advance return

Fund:	4101	PCBDD Capital Proj 2018		
	905	Developmental Disabilities Bd		
	41014	Capt Proj Admin CS	30,000	-
		MEMO TOTAL	\$ 30,000	\$ -

Note: NEW CAPITAL FUND

Fund:	4228	Rock Spring Rd Bridge Rplcmt		
	800	Engineer's Department		
	42287	Rock Spring Rd Bridge Rplmt OE	-	21,013
	42289	Rock Spring Rd Brg Rplcmt ME	21,013	-
		MEMO TOTAL	\$ 21,013	\$ 21,013

Note:

		<i>Increase</i>	<i>Decrease</i>
Fund: 4238	Tallmadge Rd Corridor Improv		
800	Engineer's Department		
42384	Tallmadge Rd Corridor Imprv CS	131,368	-
	MEMO TOTAL	<u>\$ 131,368</u>	<u>\$ -</u>

Note: TO BOOK ODOT

Fund: 4239	2015 Culvert Replcmt		
800	Engineer's Department		
42394	2015 Culvert Replcmt CS	1	-
42396	2015 Culvert Replcmt CO	-	1
	MEMO TOTAL	<u>\$ 1</u>	<u>\$ 1</u>

Note:

Fund: 4240	Center Rd Widen/Bridge Rplcm		
800	Engineer's Department		
42406	Center Rd Widening CO	49,318	-
42409	Center Rd Widening ME	-	28,156
	MEMO TOTAL	<u>\$ 49,318</u>	<u>\$ 28,156</u>

Note:

Fund: 4243	Newton Falls Rd Resurfacing		
800	Engineer's Department		
42434	Newton Falls Rd Resurfacing CS	-	930
42439	Newton Falls Rd Resurf ME	8,259	-
	MEMO TOTAL	<u>\$ 8,259</u>	<u>\$ 930</u>

Note: TO BOOK OPWC
REIMBURSEMENT

Fund: 4245	Mishler Rd Resurfacing		
800	Engineer's Department		
42456	Mishler Rd Resurfacing CO	-	8,488
42459	Mishler Rd Resurfacing ME	8,488	-
	MEMO TOTAL	<u>\$ 8,488</u>	<u>\$ 8,488</u>

Note: TO BOOK OPWC

		<i>Increase</i>	<i>Decrease</i>
Fund:	6200 Electronic Fingerprinting		
	700 Sheriff's Department		
	62004 Electronic Fingerprinting CS	1,000	-
	62006 Electronic Fingerprinting CO	-	1,000
	MEMO TOTAL	\$ 1,000	\$ 1,000

Note: Addtl \$ needed for Dec.

Fund:	8106 Sheriff Gifts & Donations K-9		
	700 Sheriff's Department		
	81064 K-9 Gifts & Donations CS	-	85
	81065 K-9 Gifts & Donations MS	-	651
	MEMO TOTAL	\$ -	\$ 736

Note: Reduce to actual

TOTAL MEMO BALANCE FOR ALL FUNDS	\$ 797,928	\$ 137,751
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Increase

Decrease

; and be it further

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

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

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

Roll call as Follows:

Vicki Kline, Absent

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0845

-

**RE: ANNUAL TRANSFER FROM FUND 5400, PCW
GENERAL ADMINISTRATION TO FUNDS:
5413, PCW REVENUE BONDS 2001
5415, PCW REVENUE BONDS 2010**

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

WHEREAS, in order to meet our bond retirement obligations, it is necessary to transfer funds in the amount of \$149,348.76 to Funds 5413, and 5415 as reviewed and recommended by the Director of Budget and Financial Management; now therefore be it

RESOLVED, that the following transfer of funds in the amount of \$149,348.76 be made as follows:

FROM:

FUND 5400, PCW GENERAL ADMINISTRATION
ORG CODE - 54004009
Debit Expense Account
Object 910000 - Transfer Out

\$149,348.76

TO:

FUND 5413, PCW REVENUE BONDS 2001
ORG CODE - 54130602
Credit Revenue Account

Revenue Source 280000 - Transfer In	\$ 42,380.00
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FUND 5415, PCW REVENUE BOND 2010
ORG CODE - 54150602

Credit Revenue Account Revenue Source 280000 - Transfer In	\$106,968.76
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TOTAL TRANSFERS IN	\$149,348.76
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;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 Water Resources Department, 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, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0846

- **RE: ANNUAL TRANSFER FROM FUND 5200, PCS
GENERAL ADMINISTRATION TO
FUNDS:
5211, PCS REVENUE BONDS 2001
5212, PCS REVENUE BONDS 2001 SUMMIT
5214, PCS REVENUE BONDS 2007
5215, PCS REVENUE BONDS 2007 USDA
5216, PCS REVENUE BONDS 2009 USDA
5217, PCS REVENUE BONDS 2010
5218, PCS REVENUE BONDS 2011 USDA
5244 PCW OWDA 2001
5245 PCS OWDA Ravenna
5246 PCS OWDA 2003 Mantua
5270 PCS OPWC 1998 CG008
5275 PCS OPWC 2006 CG02B
5277 PCS OPWC 2010 CG04J
5278 PCS OPWC 2011 CG21L
5279 PCS OPWC 2014 CG58M
5280 PCS OPWC 2014 CG12N**

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

WHEREAS,

in order to meet our debt obligations, it is necessary to transfer funds in the amount of \$1,461,494.00 to Funds 5211, 5212, 5214, 5215, 5216, 5217, 5218, 5244, 5245, 5246, 5270, 5275, 5277, 5278, 5279, 5280 as reviewed and recommended by the Director of Budget and Financial Management; now therefore be it

RESOLVED,

that the following transfer of funds in the amount of \$1,461,494.00 made as follows:

FROM:

FUND 5200 PCS GENERAL ADMINISTRATION

ORG CODE- 52004009

Debit Expense Account

Object: 910000 – Transfer Out

\$1,461,494.00

TO:

FUND 5211, PCS REVENUE BONDS 2001

ORG CODE - 52110602

Credit Revenue Account

Revenue Source 280000 – Transfer In

\$ 57,817.80

FUND 5212, PCS REVENUE BONDS 2001 SUMMIT

ORG CODE - 52120602

Credit Revenue Account

Revenue Source 280000 – Transfer In

\$191,036.68

FUND 5214, PCS REVENUE BONDS 2007

ORG CODE -52140602

Credit Revenue Account

Revenue Source 280000 – Transfer In

\$327,817.33

FUND 5215, PCS REVENUE BONDS 2007 USDA

ORG CODE – 52150602

Credit Revenue Account

Revenue Source 280000 – Transfer In

\$173,802.50

FUND 5216, PCS REVENUE BONDS 2009 USDA

ORG CODE – 52160602

Credit Revenue Account

Revenue Source 280000 – Transfer In

\$ 65,146.50

FUND 5217, PCS REVENUE BONDS 2010

ORG CODE – 52170602

Credit Revenue Account

Revenue Source 280000 – Transfer In

\$ 37,575.00

FUND 5218, PCS REVENUE BONDS 2011 USDA ORG CODE - 52180602 Credit Revenue Account Revenue Source 280000 - Transfer In	\$ 22,816.75
FUND 5244, PCS OWDA 2001 ORG CODE - 52440602 Credit Revenue Account Revenue Source 280000 - Transfer In	\$ 24,531.76
FUND 5245, PCS OWDA 2005 RAVENNA ORGCODE - 52450602 Credit Revenue Account Revenue Source 280000 - Transfer In	\$460,761.06
FUND 5246, PCS OWDA 2003 MANTUA ORGCODE - 52460602 Credit Revenue Account Revenue Source 280000 - Transfer In	\$ 23,216.92
FUND 5270, PCS OPWC 1998 CG008 ORG CODE - 52700602 Credit Revenue Account Revenue Source 280000 - Transfer In	\$23,051.50
FUND 5275, PCS OPWC 2006 CG02B ORG CODE - 52750602 Credit Revenue Account Revenue Source 280000 - Transfer In	\$22,500.00
FUND 5277, PCS OPWC 2010 CG04J ORG CODE - 52770602 Credit Revenue Account Revenue Source 280000 - Transfer In	\$ 4,440.00
FUND 5278, PCS OPWC 2011 CG21L ORG CODE - 52780602 Credit Revenue Account Revenue Source 280000 - Transfer In	\$15,000.00
FUND 5279, PCS OPWC 2014 CG58M ORG CODE - 52790602 Credit Revenue Account Revenue Source 280000 - Transfer In	\$ 6,980.20
FUND 5280, PCS OPWC 2014 CG12N ORG CODE - 52800602	

Credit Revenue Account
Revenue Source 280000 – Transfer In \$ 5,000.00

TOTAL TRANSFERS IN \$1,461,494.00

;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 Water Resources Department, 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, Absent; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION NO. 18-0847 - RE: ANNUAL TRANSFER FROM FUND 5600, STS GENERAL ADMINISTRATION TO FUNDS:
5642 STS OWDA 2000
5671 STS OPWC 1998 CG008
5675 STS OPWC 2011 CG07K
5676 STS OPWC 2015 CG26Q
5674 STS 09 CG

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

WHEREAS, in order to pay our annual loan payments to the Ohio Public Works Commission and Summit County for the OWDA shared loan, it is necessary to transfer funds in the amount of \$526,559.16 to Funds 5642, 5671, 5675 and 5676; as reviewed and recommended by the Director of Budget and Financial Management; now therefore be it

RESOLVED, that the following transfer of funds in the amount of \$526,559.16 be made as follows:

FROM:
FUND 5600, STS GENERAL ADMINISTRATION
ORG CODE - 56004009
Debit Expense Account

Object 910000 – Transfer Out \$526,559.16

TO:

Credit Revenue Account

FUND 5642, STS OWDA 2000

ORG CODE - 56420602

Revenue Source 280000 – Transfer In \$ 510,459.48

FUND 5671, STS OPWC 1998 CG008

ORG CODE - 56710602

Credit Revenue Account

Revenue Source 280000 – Transfer In \$ 2,595.50

FUND 5674, STS OPWC 1998 CG008

ORG CODE - 56740602

Credit Revenue Account

Revenue Source 280000 – Transfer In \$ 2.00

FUND 5675, STS OPWC 2011 CG07K

ORG CODE - 56750602

Credit Revenue Account

Revenue Source 280000 – Transfer In \$ 8,502.18

FUND 5676, STS OPWC 2015 CG26Q

ORG CODE - 56760602

Credit Revenue Account

Revenue Source 280000 – Transfer In \$ 5,000.00

TOTAL TRANSFERS IN \$526,559.16

;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 Water Resources Department; 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 was as follows:

Vicki Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0848

RE: TRANSFER FROM FUND 0001, GENERAL FUND
TO FUND 1414, CHILD SUPPORT
ADMINISTRATION

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

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

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

RESOLVED, that the following transfer of funds be made in the amount of \$10,658.28 for November 2018 IV-D contract payment local match for the CSEA Domestic July 2018 services, CSEA Juvenile Aug & Sept 2018 and Clerk of Courts Aug & Sept 2018 as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 0001, COUNTY GENERAL FUND

ORGCODE - 00100009

Debit Expense Account

Object: 910000- Transfer Out \$10,658.28

TO:

FUND 1414, CHILD SUPPORT ADMINISTRATION

ORGCODE - 14140512

Revenue Account

Object: 280000 - Transfer In

Project NONE \$10,658.28

; and be it further

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

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

Roll call vote as follows:

Vicki Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0849 - 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 \$19,827.36 for the month of October 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

\$19,827.36

TO:

FUND 1410, PUBLIC ASSISTANCE

ORGCODE - 14100512

Revenue Account

Object: 282000 - JFS - Shared

Project 5SHAR

\$19,827.36

; and be it further

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

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

Roll call vote as follows:

Vicki Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0850

**RE: TRANSFER FROM FUND 1415, CHILD WELFARE
SPECIAL LEVY FUND TO FUND 1410 PUBLIC
ASSISTANCE FUND**

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

WHEREAS, the Child Welfare Special Levy Fund owes the Public Assistance Fund for Shared Costs and Social Services cost pool 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 \$180,000.00 for the 1st Qtr SFY19 Est. #2 as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 1415, CHILD WELFARE SPECIAL LEVY FUND

ORGCODE - 14150519

Debit Expense Account

Object: 912000 – JFS Shared

Project 5SHAR

\$180,000.00

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 282000 – JFS Shared

Project 5SHAR

\$180,000.00

; 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 Portage County Auditor, the Portage County Job & Family Services, and the Department of Budget and Financial Management; and be it further

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

Roll call vote as follows:

Vicki Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0851 - RE: ENTER INTO AMENDMENT NO. 2 FOR TITLE XX ADULT DAY SERVICES BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND COLEMAN PROFESSIONAL SERVICES d.b.a. COLEMAN ADULT DAY SERVICES.

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. 20170447 (the "Original Contract") on November 7, 2017 by Resolution No. 17-0839 to provide Title XX Adult Day Services for eligible Portage County adults (age 60 and over) who have moderate to severe disabilities in order to increase their opportunities to participate in physical, cultural, creative, cognitive and social development activities to help improve or maintain functioning as well as support increased opportunities for caregivers to engage in physical, social or work-related activities knowing their loved one is in a safe and supportive environment; and

WHEREAS, an Amendment No. 1 was entered into on September 20, 2018 through Resolution No. 18-0672 to amend the Original Contract to increase the budget by Eight Thousand dollars (\$8,000.00) to cover the cost of expansion of participation by eligible Portage County residents for the time period beginning October 1, 2017 through September 30, 2018; now therefore be it

~~**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 d.b.a. Coleman Adult Day Services to extend the agreement by one (1) additional year from October 1, 2018 through September 30, 2019

RESOLVED, that the total amount of this Agreement is not to exceed Sixty-six thousand eight hundred ten and 00/100 dollars (\$66,810.00); and be it further

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

public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0852

- **RE: ENTER INTO AMENDMENT NO. 1 FOR PREVENTION, RETENTION AND CONTINGENCY (PRC) FAMILY SUPPORT SERVICES BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND COLEMAN PROFESSIONAL SERVICES**

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. 20180222 (the "Original Contract") on February 15, 2018 by Resolution No. 18-0041 to provide PRC Family Support Services for eligible Portage County residents; and

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

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

RESOLVED, that total service under this agreement shall not exceed Seventy-five thousand and 00/100 dollars (\$75,000.00); and be it further

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

Roll call vote as follows:

Vicki Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION No. 18-0853 - RE: AUTHORIZE THE PORTAGE COUNTY ENGINEER TO ACCEPT CURRENT STATEMENTS OF QUALIFICATION FROM DESIGN FIRMS SEEKING TO PROVIDE PROFESSIONAL SERVICES DURING THE YEARS 2019 AND 2020.

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

- WHEREAS,** the Portage County Engineer wishes to maintain a file of pre-qualified design firms seeking to provide professional services during the years 2019 and 2020; and
- WHEREAS,** the Portage County Engineer, as per ORC 153.68, has instituted pre-qualification requirements for design firms seeking to provide professional services; now therefore be it
- RESOLVED,** that Board of Portage County Commissioners authorizes the Portage County Engineer to accept current statements of qualification from design firms seeking to provide professional services during the year 2019 and 2020; and be it further
- RESOLVED,** that an announcement requesting statements of qualification will be posted on the Ohio Department of Transportation website, 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, Absent; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION No. 18-0854 - RE: ACCEPT PROPOSAL OF EMH&T FOR PROVIDING "ON CALL" CONSULTING SERVICES, RELATING TO THE ADMINISTRATION OF THE PORTAGE COUNTY STORM WATER DISTRICT.

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

- WHEREAS,** the Portage County Engineer has determined that it will be necessary to acquire the Services of a consultant to provide "on call" professional services relating to the administration of the Portage County Storm Water District; and

WHEREAS, the Portage County Engineer requested a proposal from EMH&T to provide said professional services; and

WHEREAS, the Portage County Engineer, upon review of the proposal from EMH&T, recommends that said proposal be accepted by the Board of Portage County Commissioners; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby accept the proposal of EMH&T and authorizes the Portage County Engineer to sign said proposal for providing "on call" professional services relating to the administration of the Portage County Storm Water District; and be it further

RESOLVED, that said professional services will be performed by EMH&T, 5500 New Albany Road, Columbus, Ohio 43054 at a not to exceed cost of \$17,500.00, and be it further

RESOLVED, that Portage County Board of Commissioners authorizes the Portage County Engineer to generate a purchase order in the amount of \$17,500.00 from Portage County Storm Water Fund #6800, 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:

Vicki Kline, Absent;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

DOG WARDEN QUARTERLY UPDATE

Present: Dave McIntyre, Department of Budget and Financial Management Todd Bragg, Chief Building Department Director Charles Corcoran.

- To date, there have been 2,205 calls to the Dog Warden's office.
- The Office took in 480 dogs in 2017 and has currently taken in 408.
- There are 25 dogs in the shelter and Mr. McIntyre will soon run a promotion for Christmas.
- 423 dogs have been released from the shelter by adoptions or return to owners.
- 184 dogs have been returned to owners.
- 150 more tags have been sold than last year.
- The Department will need to replace a vehicle in 2019 and Mr. McIntyre has spoken with Director Bragg, who will start the process.

BUILDING DEPARTMENT QUARTERLY UPDATE

Present: Director Charles Corcoran

COMMERCIAL BUILDINGS

Maplecrest Development

- Had several meetings and phone conversations with the Meijer team and have been advised that submittals are coming soon for the store and gas station. Anticipate a spring 2019 ground breaking.
- The Developer advised the other out buildings will also be submitted very soon. Anticipate a spring 2019 ground breaking.

County Jail Expansion

- Numerous re-submittals have been received and are in line to be reviewed. The submittals should resolve the outstanding code issues and provide additional clarification.
- Work and inspections are progressing, subject to weather conditions.

Schools

- Numerous school systems have submitted applications for special locking arrangements and these applications are in progress.

Garrettsville Village

- Working with the Owner, Zoning and Fire Department regarding an illegal creation of additional residential units in a commercial structure.

Mantua Township

- High Hazard Occupancy (from prior quarterly report) has been submitted and is under review.

Rootstown Township

- Received a submittal for an approx. 33,000 square foot manufacturing building and it is under review.

Windham Village

- Unofficially working with the designer regarding the proposed apartment buildings (6), club house and other structures in the Village. Cannot officially be put into the system until addresses and parcel numbers are assigned.

Ravenna Township

- Allen Aircraft building expansions are nearing completion. Initial reviews and re-submittals are completed in approximately 7 to 10 days of submittal.

RESIDENTIAL BUILDINGS

- Large numbers of new residential projects in developments are being submitted and processed weekly. Work flow is steady with a slight increase.
 - Major work areas continue to be Brimfield and Rootstown.
- Numerous individual smaller projects (decks, additions, accessory buildings, etc) are being

submitted daily. Work flow is steady.

- Working in conjunction with numerous Zoning Departments in the County non-approved and non-permitted projects/occupancies that are found under construction are being identified and addressed. Many require stop work orders being issued.
- Residential reviews are completed in approximately 3 to 4 days of submittal/re-submittal.
- Based on discussions with numerous residential contractors, the projected residential construction outlook appears very exciting into mid 2019.
- Flood Plain Administration
 - We continue to receive flood plain applications (work being done in FEMA established flood plains). This includes work by First Energy, Dominion Gas and private individuals.
 - Army Corp of Engineers has adjusted the Berlin Lake flood elevation and has additional issues around the lake which are holding up Flood Plain approval of projects. Anticipate this issue to be resolved in the next couple of weeks.
- Personnel
 - Part-time clerical staff member Carrie Quotson has official retired. Current clerical staff includes two full time, one part-time and one office manager.
 - Part-time inspector has received an additional certification from the State of Ohio Board of Building Standards – This now allows the department to utilize him broader withinin the department (both residential building and electrical)
 - Department staff levels should be at full capacity mid December.
- Vehicles
 - All three department vehicles are being utilized.
 - Oldest vehicle has been identified to have an issue with the transmission (still working but "low growl"). Working to get this issue diagnosed.
- Building Department "Numbers"
 - Year to date Activity Summary – thru end of October 2018
 - Continue to work closely with the Zoning Departments and the Fire Departments within the County regarding numerous issues.

PORTAGE COUNTY BUILDING DEPARTMENT MONTHLY/TO END OF MONTH REPORT 2018

INPUT IN YELLOW AREA ONLY

REPORT IN YELLOW AREA ONLY

A. PERSONAL ACTIVITY - Individual

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2017	7	7	13	10	7	21	27	15	15	11			180
2018	7	7	6	3	7	5	5	5	5	5			57
2019	7	7	17	17	17	17	17	17	17	17			515
2020	7	7	17	17	17	17	17	17	17	17			615
2021	7	7	17	17	17	17	17	17	17	17			615
2022	7	7	17	17	17	17	17	17	17	17			615
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2097	7	7	17	17	17	17	17	17	17	17			615
2098	7	7	17	17	17	17	17	17	17	17			615
2099	7	7	17	17	17	17	17	17	17	17			615
2100	7	7	17	17	17	17	17	17	17	17			615

B. PERSONAL ACTIVITY - Group

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2017	7	7	13	10	7	21	27	15	15	11			180
2018	7	7	6	3	7	5	5	5	5	5			57
2019	7	7	17	17	17	17	17	17	17	17			515
2020	7	7	17	17	17	17	17	17	17	17			515
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2055	7	7	17	17	17	17	17	17	17	17			515
2056	7	7	17	17	17	17	17	17	17	17			515
2057	7	7											

Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Building	77	88	103	110	123	174	214	151	158	212	296	317	1710
Equipment	81	97	128	139	140	135	135	139	139	139	139	139	1390
IT/Office	39	53	49	60	41	41	41	77	80	103	103	103	1030
2016 Monthly Totals	207	248	279	289	312	349	390	367	377	454	538	559	3139
2017 Monthly Totals	207	248	279	289	312	349	390	367	377	454	538	559	3139
2018 Monthly Totals	207	248	279	289	312	349	390	367	377	454	538	559	3139
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2074 Monthly Totals	207	248	279	289	312	349	390	367	377	454	538	559	3139
2075 Monthly Totals	207	248	279	289	312	349	390	367	377	454	538	559	3139
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2090 Monthly Totals	207	248	279	289	312	349	390	367	377	454	538	559	3139
2091 Monthly Totals	207	248	279	289	312	349	390	367	377	454	538	559	3139
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2097 Monthly Totals	207	248	279	289	312	349	390	367	377	454	538	559	3139
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2100 Monthly Totals	207	248	279	289	312	349	390	367	377	454	538	559	3139
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2103 Monthly Totals	207	248	279	289	312	349	390	367	377	454	538	559	3139
2104 Monthly Totals	207	248	279	289	312	349	390	367	377	454	538	559	3139
2105 Monthly Totals	207	248	279	289	312	349	390	367	377	454	538	559	3139
2106 Monthly Totals	207	248	279	289	312	349	390	367	377	454	538	559	3139
2107 Monthly Totals	207	248	279	289	312	349	390	367	377	454	538	559	3139
2108 Monthly Totals	207	248	279	289	312	349	390	367	377	454	538	559	3139
2109 Monthly Totals	207	248	279	289	312	349	390	367	377	454	538	559	3139
2110 Monthly Totals	207	248	279	289	312	349	390	367	377	454	538	559	3139
2111 Monthly Totals	207	248	279	289	312	349	390	367	377	454	538	559	3139
2112 Monthly Totals	207	248	279	289	312	349	390	367	377	454	538	559	3139
2113 Monthly Totals	207	248	279	289	312	349	390	367	377	454	538	559	3139
2114 Monthly Totals	207	248	279	289	312	349	390	367	377	454	538		

Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Residential	\$ 16,111.00	\$ 16,105.66	\$ 16,019.62	\$ 16,244.03	\$ 17,492.68	\$ 28,902.37	\$ 17,943.27	\$ 25,468.10	\$ 24,968.21	\$ 28,813.42	\$ 28,813.42	\$ 28,813.42	\$ 210,354.76
Commercial	\$ 5,559.40	\$ 16,318.62	\$ 11,811.33	\$ 16,551.01	\$ 17,482.00	\$ 13,480.44	\$ 8,427.68	\$ 7,945.97	\$ 7,945.97	\$ 16,813.42	-	-	\$ 117,313.65
Industrial	\$ 1,842.00	\$ 2,153.60	\$ 1,802.58	\$ 2,884.00	\$ 2,884.00	\$ 2,163.00	\$ 801.45	\$ 3,712.50	\$ 6,103.00	\$ 1,903.79	-	-	\$ 23,503.30
Manufacturing	\$ 15,500.00	\$ 9,500.00	\$ 4,500.00	\$ 1,500.00	\$ 500.00	\$ 2,800.00	\$ 3,600.00	\$ 5,100.00	\$ 6,100.00	\$ 2,900.00	-	-	\$ 43,400.00
Other	\$ 75.00	-	-	-	\$ 75.00	-	-	-	-	-	-	-	\$ 150.00
Subtotal	\$ 39,087.40	\$ 44,077.88	\$ 34,133.53	\$ 46,569.04	\$ 58,753.68	\$ 54,448.81	\$ 36,774.43	\$ 42,230.57	\$ 45,080.18	\$ 59,430.63	\$ 59,430.63	\$ 59,430.63	\$ 434,652.71
Other	\$ 50.00	-	-	-	-	-	-	-	-	-	-	-	\$ 50.00
Subtotal	\$ 50.00	-	-	-	-	-	-	-	-	-	-	-	\$ 50.00
Grand Total	\$ 39,137.40	\$ 44,077.88	\$ 34,133.53	\$ 46,569.04	\$ 58,753.68	\$ 54,448.81	\$ 36,774.43	\$ 42,230.57	\$ 45,080.18	\$ 59,430.63	\$ 59,430.63	\$ 59,430.63	\$ 434,702.71
2017 Monthly % Increase/Decrease from 2017	11.43%	23.44%	6.73%	27.65%	33.84%	39.86%	33.47%	31.27%	30.48%	30.48%	30.48%	30.48%	30.48%
2017 Monthly % Increase/Decrease from 2016	11.43%	23.44%	6.73%	27.65%	33.84%	39.86%	33.47%	31.27%	30.48%	30.48%	30.48%	30.48%	30.48%
2017 Monthly % Increase/Decrease from 2015	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 2014	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 2013	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 2012	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 2011	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 2010	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 2009	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 2008	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 2007	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 2006	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 2005	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 2004	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 2003	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 2002	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 2001	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 2000	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1999	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1998	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1997	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1996	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1995	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1994	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1993	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1992	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1991	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1990	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1989	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1988	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1987	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1986	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1985	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1984	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1983	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1982	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1981	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1980	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1979	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1978	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1977	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1976	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1975	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1974	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1973	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1972	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1971	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1970	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1969	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1968	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1967	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1966	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1965	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1964	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1963	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1962	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%
2017 Monthly % Increase/Decrease from 1961	29.24240%	29.24240%	29.24240%	29.24240%	29.24240%								

Director Corcoran noted a colleague of his explained that the BWC has a \$4 million dollar matching grant that can go to school systems for safety-type upgrades and Commissioner Christian-Bennett will mention that to the superintendents that are coming in right after Director Corcoran's meeting.

The department is having temporary spacing problems and Commissioner Christian-Bennett mentioned there is vacant space available on the 1st floor and Director Corcoran will inquire with Internal Services Director Townend.

The oldest vehicle in the department has a transmission problem and the Board pointed out that vehicle is one of the first vehicles to be replaced through the enterprise plan. Director Bragg pointed out that Director Corcoran has also requested an additional vehicle, but the Board would like the department to remain at 3, with one being a new vehicle.

Commissioner Kerrigan asked if the Enterprise plan will take old vehicles and sell them and Director Bragg stated at this point they will, but they will let us know if it will continue.

Recessed: 10:40 AM

Reconvened: 11:01 PM

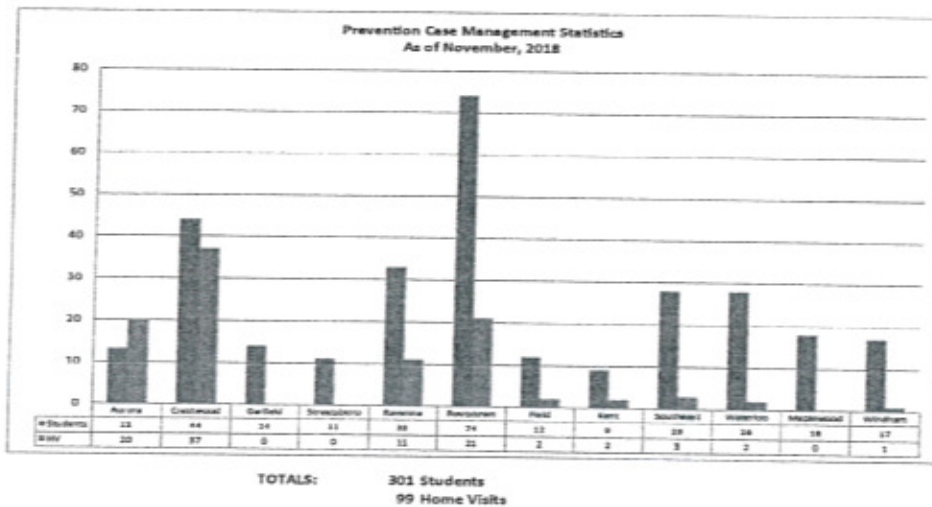
EDUCATIONAL SERVICES CENTER OF NORTHEAST OHIO

Present: Briana Barle, Record Courier; Pat Ciccantelli, Aurora City Schools; Russ Bennett, Educational Services Center of Northeast Ohio; Mary McCracken, Children's Advantage; Mike Daulbaugh, Streetsboro City School; Andrew Hawkins, Rootstown School; Ted Lysiak, Garfield School, Shawn Braman, Waterloo School, Gregg Isler, Windham School; Bob Dunn, Southeast School; Laura Amero, Windham School; Randy Griffith, Maplewood Career Center; Dennis Hluch, Ravenna Schools; George Joseph, Kent City Schools, Heather Jackson and Kelly Szydlowski

- Mr. Bennett thanked the Board for supporting the initiative.
- Ms. McCracken thanked the Board for funding the prevention program and for addressing the opioid epidemic with prevention.
- Children's Advantage is working with children that are affected by the opioid epidemic.
- There are 6 case managers and Children's Advantage saw 301 students already and they have gone into homes over 99 times.
- They are setting up success plans for the children to help them improve their functioning in schools, the home, and in the community.
- Ms. Jackson, who is a case manager, works in the Ravenna and Rootstown School District.
- She has referred many of the students or clients that she works with for Mental Health Care or school based therapy or therapy through Children's Advantage.
- She works with many students in both school districts who witness family members become addicted to drugs and alcohol and being in that type of environment traumatizes them.

- She helps with families who need assistance with emergent needs such as food, clothing, and utilities.
- Ms. Jackson works with 33 children in Ravenna and 77 in Rootstown.
- Ms. Selowski, a second case worker for Children's Advantage, works in the Aurora and Crestwood School Districts, detailed two cases she has been involved with and both had positive outcomes.
- Children's Advantage provides home based services working with the families.
- During the visits, they focus on personal goals, identifying weaknesses within the family, goal planning, play family bonding games, and are also trying to build trust.
- Communication is effective and they are focusing on the positive.
- Mr. Sicientelli mentioned this is a much needed program and it is impacting every community across geographical/social economic lines.
- Children's Advantage services are needed.
- The biggest change he's noticed in 36 years is the number of students and families who need mental health services.
- The proactive ability to have this addressed before they become school violence issues or drug addiction issues is the way to go.
- The programs are impacting the Districts.
- Mr. Hawkins noted the effect the grant has on the Rootstown community is wonderful.
- Rootstown had the most referrals of any school district.
- There are 77 Rootstown families receiving services they would not receive without the grant.
- Would like to see the grant continue because it has had such a great impact on families.
- Mr. Bennett mentioned during a Cleveland presentation, he share the model for Portage County, which is very different from other counties.
- The program is a collective County initiative which meets monthly with all superintendents and Children's Advantage and it's much stronger because of the County grant.
- Mr. Bennett explained you cannot get to the education piece unless you take care of the emotional piece.
- Would love to have it continue and appreciates the Board being part of it.
- Commissioner Kerrigan noted the Board is just a conduit to the grant and the sales tax is funding the opportunity.
- Commissioner Kerrigan asked if the students who attend Maplewood are being served in their home districts and are they receiving services at Maplewood?
- Mr. Griffith noted they are receiving the services at Maplewood and they share a person (Rebecca Muldowny) with Windham.

- Mr. Griffith noted the most important piece of the program is the home visit, which allows you to learn a lot more about what's going on with the student.
- The Children's Advantage is servicing their basic needs such as clothing, shoes, etc.
- Director Bragg shared that it's the Board's intention to put the sales tax initiative on the ballot in November 2019 and having data on what the money has done for the community would really assist in the effort. He would like to get packet of information to distribute to the communities and asked if the District would assist by spreading the word that the money isn't only going towards the jail.
- Mr. Griffith noted when starting a new program, there is hesitancy in terms of the people responding to it.
- If we continue the program, the number of families we can impact will grow.
- A few years ago, they started a free drug testing program for the kids at Maplewood and the first year they had about 120, the second year had 178, and now there is about 190 students participating.
- Reporting helps sustain the program and keeps the reality that the basics have to be met.
- Commissioner Christian-Bennett mentioned when she heard 77 families in 3 months, she was devastated. By reporting this type of information, it will help the Board sustain the program by passing the levy.
- Mr. Bennett noted what makes the difference is the great superintendents pulling together for a good cause.
- Mr. Bennett also mentioned Laura Amero will be the new superintendent in Windham when Mr. Isler retires in a few weeks.
- Mr. Bennett would like to return after the New Year with additional information to share with the Board for the renewal.
- Commissioner Christian-Bennett reported some of the schools are inquiring about permits for safety features or locks for the schools, and Chief Building Official Charles Corcoran has said the Bureau of Workers Compensation's website has match funding available.



JOURNAL ENTRY
November 29, 2018

Commissioners

1. 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.

2. The Board of Commissioners authorized the electronic submission of the Ohio Office of Criminal Justice Services Quarterly Subgrant Report for Domestic Violence Intervention Project, Grant No. 2017-WF-VA8-8222 for the period ending September 30, 2018 as presented by Donya Buchanan, Family & Community Services.
3. The Board of Commissioners acknowledged receipt of the November 20, 2018 correspondence from the County Engineer's Office including the 2018 Inventory of Road Machinery, Tools and Equipment, as required by Ohio Revised Code § 5549.01, as presented by the Portage County Engineer.
4. The Board of Commissioners acknowledged receipt of the November 21, 2018 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2018, as presented by the Portage County Auditor's Office.
5. The Board of Commissioners acknowledged receipt of the November 27, 2018 Amended Certificate of Estimated Resources for the year beginning January 1, 2018 as submitted by the Portage County Budget Commission.

Human Resources

6. Organization Chart within Portage County Water Resources Department. ***/PULLED FROM THE CONSENT AGENDA***
7. Personnel Action Form authorizing the lateral transfer of Lee Benson Water Resources. ***/PULLED FROM THE CONSENT AGENDA***
8. Personnel Action Form authorizing the promotion of John Leiendecker Water Resources. ***/PULLED FROM THE CONSENT AGENDA***
9. Advertisement to fill the position previously held by John Leiendecker as the Portage County Wastewater Treatment Plant Supervisor effective December 3, 2018. ***/PULLED FROM THE CONSENT AGENDA***
10. The Board of Commissioners signed the Personnel Action Form authorizing the full-time hire of James Markijohn as a Collection System Operator in Training, replacing Joseph Townsend, for Portage County Water Resources, as presented by Janet Kovick, Human Resources Director. Anticipated start date is on or before December 17, 2018. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.
11. Revised job description for the Operations Manager position within Portage County Water Resources Department. ***/PULLED FROM THE CONSENT AGENDA***
12. New job description for the Technology Division Manager position within Portage County Water Resources Department. ***/PULLED FROM THE CONSENT AGENDA***

Motion To: Approve the Journal Entries for November 29, 2018 as Revised

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

Motion To: Adjourn the Official Meeting of November 29, 2018 at 11:27 AM

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

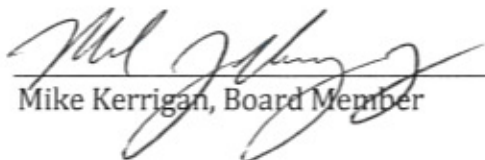
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting.

-----ABSENT-----

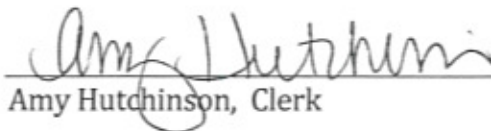
Vicki A. Kline, President



Sabrina Christian-Bennett, Vice President



Mike Kerrigan, Board Member



Amy Hutchinson, Clerk