



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, December 13, 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	Present
Sabrina Christian-Bennett	Vice President	Present
Mike Kerrigan	Board Member	Present

Also attending throughout the day Charles Corcoran, Department of Budget & Financial Management Director Todd Bragg, Water Resources Director Gene Roberts, Office of Homeland Security and Emergency Management Director Ryan Shackelford and Deputy Director Cody Brookover, Internal Services Director JoAnn Townend, Record Courier Reporter Ken Lahmers and Deerfield Township Trustee Ed Dean

Recessed to Solid Waste Management District: 9:00 AM
Reconvened: 9:52 AM

BUILDING DEPARTMENT

1. City of Ravenna Electrical Inspections

Director Corcoran has been approached by Robert Finney, Ravenna City Engineer, asking if the County would be interested in providing electrical safety inspections to the City.

- The City has approximately 180 inspections per year, both residential and commercial, which equates to approximately 15 inspections per month.
- The City pays \$30.00 per inspection to their employees.
- Director Corcoran said they could provide the service as long as they keep the additional electrical safety inspector on until the end of this year.
- The Building Department cannot take on additional inspections with the current load and projections with the single electrical safety inspector.
- The City's payment will help offset the costs of the additional electrical safety inspector.

- The County will be spending money to help the City inspect and Director Corcoran noted this issue would need to be discussed in more detail with the City to see if the \$30.00 would could be adjusted to reflect time on the job or at bear minimum to cover the inspector.
 - The Board agreed to work with the City, but doesn't want the County to come up short.
 - Director Bragg will provide additional numbers for the inspector.
 - Director Bragg asked if the funding for the part time inspector is in the Building Department's 2019 request and it is. If the Board does not fund the part time inspector, Director Corcoran cannot assist the City.
 - Director Corcoran plans to continue using the part time inspector 3 days a week (24 hours).
 - Based on the cost of \$40.00 per hour (with benefits), the County can provide 45 minutes of inspections without losing money. If inspections are averaging 35 minutes, the County will be ahead, if they are 55 minutes, it will be behind.
 - The Board agreed to move forward with the City on a temporary basis (one year) with the County creating the contract that includes a termination clause.
 - Director Corcoran will notify the City of Ravenna.
2. Special Permit for Southeast Schools Special Locking Devices on classrooms and other specific doors throughout the High School, Middle and Elementary School buildings.
- The locking devices will be utilized during a special lock down situation at the schools (ie. active shooter) and the current Building Department's fee schedule (Alteration) would place a significant financial burden on the School District.
 - The Board of Commissioners, upon request of the Building Department's Director, may consider a modification to the established fee schedules in certain circumstances for tax-paying entities.
 - The Board agreed to have the Building Department work with the Prosecutor's Office to create a resolution for Board consideration.
 - Since Southeast would like to install devices over Christmas break, the Board agreed to the following:

Proposed Alternative Fee Schedule - Estimate
(actual fees will vary based on actual time needed to complete the inspection)

Building	Square Footage	Costs	State Fee (3%)	Total
High School	118,911	\$90 (application fee) + \$150 = \$240 +	\$7.20	\$247.20
Middle School	77,243	\$ 90 (application fee) + \$150 = \$240 +	\$7.20	\$247.20
Elementary	122,347	\$90 (application fee) + \$150 = \$240 +	\$7.20	\$247.20
Total				\$741.60

/Journal Entry II.

10:07 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the Board of Commissioners move into executive session to discuss compensation of a public employee, official, licensee, or regulated individual. Also present: Water Resources Director Gene Roberts, Office of Homeland Security and Emergency Management Director Ryan Shackelford and Assistant Director Cody Brookover. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea; Vicki A. Kline, Yea;

10:20 AM Upon conclusion of the above referenced discussion, it was moved by Mike Kerrigan, seconded by Sabrina Christian-Bennett that the Board of Commissioners move out of executive session. Roll call vote: Mike Kerrigan, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

JOB AND FAMILY SERVICES

Present: Director Kelli Jo Jeffries

Commissioner Kline noted the longevity chart used in Job and Family Services for non-bargaining employees is not factored into the new pay scale. Director Jeffries asked since longevity is being taken away from the managers, could she provide the 2% increases proposed last week, and the Board responded it is not able to provide the increases, but will consider merit increases next year. Director Jeffries doesn't do merit increases, but does something that hasn't been proposed to the Board yet. The Board desires to use merit instead of longevity. Commissioner Christian-Bennett indicated the Board would like Director Jeffries to work with other directors to come up with a County plan, not just a Job and Family Services plan. Commissioner Kerrigan noted the next step of the compensation study is to move into performance based evaluations and convening a group, with Director Jeffries and Director Kovick's assistance, of other Elected Officials and Department Heads around the County with the whole goal of better reflecting pay within the County with the market everywhere else. The trend has been not to reward time in chair, but to reward performance.

Director Jeffries is disappointed knowing the bargaining staff will receive a 2.25% increase and it will take a toll on morale with the rest of the managers. Their funding is not General Fund monies and the department has conserved money drastically and she wants to provide something to say thank you to employees. Commissioner Kline asked if there's room for bonuses, but Commissioner Kerrigan noted the problem with bonuses is the same problem with not being able to go above the 1%. The Board cannot use the General Fund vs. Non-General Fund argument for everyone because it causes problems.

Director Jeffries will provide feedback because the premise behind a wage study and balancing wages is retention and you can provide lovely performance evaluations, but if it's not rewarded with something, you could lose employees. Director Jeffries also mentioned middle management does not receive enough accolades because they balance the work with the line staff and answer to upper management.

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Commissioner Kline pointed out the \$500 bonuses the Board of Elections provided their employees and Commissioner Christian-Bennett noted it was from extra money in their Personnel Line, totaling \$4,000, yet they are coming to the Commissioners asking for \$10,000. Commissioner Kerrigan noted it's different because they don't have any control over that Department.

EXTERNAL SERVICES

Resolution - #38

10:30 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the Board of Commissioners move into executive session to discuss compensation of a public employee. Also present: Water Resources Director Gene Roberts and Department of Budget & Financial Management Director Todd Bragg. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea; Vicki A. Kline, Yea;

11:01 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took the following action:

Commissioner Kerrigan motioned to pull Journal Entry Nos. 11-13.

JOURNAL ENTRY

December 13, 2018

11. *The Board of Commissioners approved the revised Organizational Chart within Portage County Water Resources Department./PULLED FROM JOURNAL ENTRIES.*
12. *The Board of Commissioners approved the revised job description for the Operations Manager position within Portage County Water Resources Department./PULLED FROM JOURNAL ENTRIES.*
13. *The Board of Commissioners approved the new job description for the Technology Division Manager position within Portage County Water Resources Department./PULLED FROM JOURNAL ENTRIES.*

Commissioner Christian-Bennett asked if Director Roberts received a call from Mayor Linda Clark, Village of Mantua, concerning a contract extension. Director Roberts does not recommend extending the contract on a month to month basis, but would extend the cost and agreement by three weeks./Journal Entry III. Commissioner Christian-Bennett will relay the message to Mayor Clark.

DBFM:

Resolutions - #'s 1 to 23

Journal Entry - #10

Director Bragg asked the Board to pull Resolutions No. 19 and 20 from the Consent Agenda.

A motion was made by Sabrina Christian-Bennett to pull Resolutions No. 19 and 20 from the Consent Agenda.

RESOLUTIONS

December 13, 2018

19. Amendment to the General Fund 2018 annual appropriation Resolution No. 17-0954, adopted December 19, 2017./**PULLED FROM THE CONSENT AGENDA.**

20. Amendment to the Non General Fund 2018 annual appropriation Resolution No. 17-0955, adopted December 19, 2017./**PULLED FROM THE CONSENT AGENDA.**

PLEASE ADD TO YOUR AGENDA

December 13, 2018

1. Amendment to the General Fund Resolution (Previous Resolution No. 19).

Motion To: Amendment to the General Fund 2018 annual appropriation Resolution No. 17-0954, adopted December 19, 2017./18-0902

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

2. Amendment to the Non General Fund Resolution (Previous Resolution No. 20).

Motion To: Amendment to the Non General Fund 2018 annual appropriation Resolution No. 17-0955, adopted December 19, 2017./18-0903

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

Discussion:

1. Apiary Inspector
There is an Apiary Inspector meeting in March 2019 and the State is requesting the name of Portage County's new Apiary Inspector by January 2019.

11:09 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the Board of Commissioners move into executive session to discuss employment. Also present: Department of Budget & Financial Management Director Todd Bragg. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea; Vicki A. Kline, Yea;

11:16 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

2. Small Business Development Center at Summit Medina Business Alliance
The Small Business Development Center called inquiring about the \$10,000 the Board provides to the Summit Medina Business Alliance. The Federal government cut funding to the State, so the State cut funding to the Small Business Development Center in the amount of \$25,000. The \$10,000 would come out of the Revolving Loan Funds, but Director Bragg does not recommend the Board fund them and the Board agreed.
3. Municipal Court
The Court is fine for 2018, but Director Bragg asked for clarification for the Court's 2019 budget. Commissioner Kerrigan spoke with Judge Poland and he is requesting a change to the staffing line, plus the 1%, and to fully fund them would be an additional \$1,100 to keep the raises and give 1% in 2019. The Board agreed to increase the 2019 budget in the amount of \$1,100.

Commissioner Kline asked Commissioner Kerrigan what new information did he receive to make the Board act on this request today and Commissioner Kerrigan explained he spoke with Judge Poland and after looking into the issue, he realized the request was for less money than he realized (\$1,100) for 2019 and no additional appropriations were needed for 2018.

COURTVIEW DISCUSSION

Present: Domestic Court Judge Paula Giulitto; Chief Information Officer Lloyd Alger, Department of Budget & Financial Management Director Todd Bragg and Bruce Smith

- Commissioner Kline asked if the County is staying with Courtview and Judge Giulitto reported Judge Pittman has put Gordon Fischer in charge of a work group to investigate other companies and there hasn't been any significant change, but the process is on-going for 2019.
- Upon the direction of the Board, Director Bragg asked Director Alger to look into different ways to fund Courtview if General Fund dollars were going to be needed.
- The County needs to find a standardized method the State will accept so a portion of the expense could be charged back to other funds (ie. Job and Family Services).
- The Courts are requesting a contribution from General Fund agencies as it is a multi-department software.
- There is significant use from Job and Family Services, Adult Probation, Sheriff's Office, and the Prosecutor's Office.
- Director Alger presented a breakdown of the costs by agency.
- Accounts don't necessarily equate to licenses.
- The County has the ability to have 160 Courtview users on the system at any given time, but have more than 160 users in the system, somewhere around 220.
- At any given time, there's about 140-145 maximum on the system.

- The numbers are based on time log in, which are generally twice a day, with the exception of the Clerks.
- Very few departments get on, get off, and then get back on again, with the exception of the Clerks, whose usage is a little bit higher.
- The numbers are also based on a tier approach of who has read access and who has modified access, etc.
- All three approaches (user, usage and tier) did not work out very well.
- Common Pleas earns less money in their Court fees than any other Court.
- The old system tried to take into account all of the Court fees brought in throughout the year to make sure no Court was being charged more than they earned. Common Pleas has always had an issue because it was always being charged more than it was earning in any given year.
- The goal is to find an achievable sustainable approach.
- On the chart, there's no amount given for Juvenile Clerk, Juvenile Victim Assistance, Probate Clerk, and the Sheriff and it's because Courtview identifies them in combination with a different department in the system. Juvenile Clerk is combined with Juvenile Court inside of the software. The recommendation is that they be split.
- The only formula that operated well was the historical approach, which is no charge to General Fund, which is not what the Courts wanted, they wanted a contribution from the General Fund, but the Courts agreed to a funding formula highlighted in yellow on the chart (Balanced Tiered Case Approach 2018).
- This approach is detailed in the Courtview Invoice Chargeback Methodology and Agreement attachment and the methodology was to group the different tiers of users depending on their access.
- The first grouping is the Clerk's group and they are responsible for 30% of the licenses and covering 86% of the auxiliary services of the software, contributing 58%-60% of the entire invoice.
- Courts are responsible for 23.39% of the licenses, they pay no auxiliary services and total contribution range is 23% to 25% of the entire invoice.
- Tier 1 Other are individual groups that have the ability to write in the software (ie. Victim Assistance, Juvenile, Prosecutor, Probation, Civil Sheriff) and they should contribute more since they are using the software more. Tier 1 Other would be responsible for 2.51% of the license fee and 2%-4% of the total contribution range.
- Tier 2 Other's (Sheriff, Job and Family Services, Public Defender, Prosecutor) access is to read cases with no modifications. Tier 2 Other would be responsible for 9.34% of the license fee, 14% of the auxiliary services, and 14%-16% of the total contribution range.
- The intent is trying to accomplish a General Fund contribution that makes sense and that is uniform across the Board for those General Fund departments that use Courtview software as a case management software to conduct many of their existing functions. The Courts are trying to take some of the burden off them so they can continue to enhance and modify the existing software.
- The current funding formula was working and at the rate the invoice is increasing, they would no longer be able to maintain, buy updates or additional services in the software to answer the various needs of the departments using it.
- The formula only breaks out the main bill, the Prosecutor's component is only used by the Prosecutor's Office, and Jailview is used by the Sheriff's Office, with some Courts viewing it, as well.

- The only reason the different agencies are listed for Courtview is because the Board made a request for Judge Giulitto and Director Alger to come up with a formula. The previous formula presented several months ago did not break out all of the agencies. The formula was a request for the General Fund to fund a certain amount of money on behalf of other users. A formal response was never received from the Board, but informally Judge Giulitto and Director Alger were requested to do a breakdown evaluation and study as to what the other agencies have and how they used it.
- On behalf of all the Judges, the Clerk, and Director Alger, they are not asking the Board chargeback the departments, they are simply providing the information and are asking for a General Fund contribution on behalf of all of the agencies.
- Director Bragg asked if it makes sense to break out Jailview similar to Courtview and Director Alger noted in Jailview, the County is not charged for any view access, but in Courtview the County must pay for view access.
- In Jailview, all view access licenses were provided for free because the users already paid for a Courtview license. If someone with Jailview access wanted to view, access or modify Courtview, Jailview does charge those individuals for the service.
- The Prosecutor's piece is only used by the Prosecutors and is not used by any other group. It is a tailored version of Jailview and Director Bragg asked why does the Department need both views and Judge Giulitto responded the Prosecutor's component can track notes and other confidential information in the system.
- This has been signed off by the Judges and Clerk, but has not been presented to anyone outside the Courthouse because the Judges are not asking for anyone to make a contribution, except the General Fund.
- About \$7,000 of the \$25,000 is a single line item associated with the bill on public access and public e-pay, so Judge Giulitto is asking on behalf of all the other agencies, for an additional \$18,000 for the access.
- It appears most of Juvenile and Probate seem to be higher than what ended up in their balance. Judge Giulitto pointed out Juvenile Detention \$1,800 is by contract and the Board wondered when the contract expires. Juvenile Court has access to 2,729 cases and it was based on how many cases they are accessing and modifying. Juvenile Court has 38 users in the system who are managing those 2,729 cases.
- If the Board approves this approach going forward, Commissioner Kerrigan would like to see a Memorandum of Understanding with the Judges for the formula in 2019 and 2020 and to identify who is paying.
- Information Technology Services has no problem taking the bill, breaking down the formula, and distributing e-mail reminders to individual agencies to cut their check for the service.
- The Clerk of Courts was interested in making sure this approach did not hold her down to 100% of any future enhancement and upgrade.
- The biggest problem was trying to understand how the invoice was broken down in the past.
- Regular review of the formula will be necessary.
- Courtview charges by the number of licenses and auxiliary services.
- A new edition to the bill coming in 2019.
- There are 160 licenses and the invoice is made up of license fees (\$97,595), non license related fees such as access, payment, and the unit are being paid by the Clerk of Court for public access and e-payment (\$7,000-\$8,000), by being charged to the General Fund. All other non license related costs (\$44,000) are being paid by the Clerk of Courts. After that, all that's left is to

divide up the 160 licenses and based upon the tier you are in, you are charged a 'per case' fee and that's how the Courts get paid.

- The proposed amount to the General Fund can be charged back to Non General Fund Department such as Job and Family Services, Adult Probation, Public Defender, and Victim Assistance. If those departments don't want to pay their portion, the amount doesn't go down.
- Judge Giulitto reiterated the fact that they are simply asking the General Fund to pay and the Judges and the Clerk are not asking other agencies to pay this expense from their budget, this information is just for the Board.
- The Board will need \$23,817.91 for this 2018 and all other checks have been deposited by Courtview.
- Anticipating \$25,276.30 for 2019.

The Board discussed the \$50,000 request and agreed to cover the expense. A Memorandum of Understanding will prevent this situation from happening and will establish parameters on how and when to negotiate and if the parties can't agree, there's a fallback plan. Director Bragg will place the \$50,000 into Information Technology's budget for the 2018 and 2019 payment since they pay MUNIS and Director Alger stated he doesn't mind making the payment so long as there's money in the account to pay for it and he doesn't have to worry about charge backs. Director Alger will discuss with the County Auditor.

The Memorandum of Understanding needs to include verbiage on what happens if a department drops off or if a department gets added or a new service gets added. The Board agreed Director Bragg and Director Alger will work with the Prosecutor's Office to get the Memorandum started.

The 2018 invoice is due in January 2019.

CourtView Invoice Chargeback Methodology and Agreement

Methodology

The new Court View chargeback model assigns a dollar figure to each case accessible to each department using the system. The number of accessible cases per department is determined using permissions already set inside of CourtView by each department using the system. This report is generated by Robyn Godfrey. Departments are organized into four groups based on user access (Tier 1 Modify, Tier 2 Read Only) and ORC responsibility. Dollar figures assigned to each group are weighted toward Clerk Tier 1. The chart below shows the contribution of each group toward the Licenses, Auxiliary Services, and the anticipated future range of contribution of the whole invoice. Dollar figures are assigned to each group with the intent to keep each group's contribution within the Total Contribution Range.

Groups	License %	Auxiliary Services %	Total Contribution Range %
Tier 1: Clerk	30.01%	86%	58-60%
Tier 1: Courts	23.39%	0%	23- 25%
Tier 1: Other	2.51%	0%	2-4%
Tier 2: Other	9.34%	14%	14-16%

Agreement

The new Methodology for CourtView invoice chargebacks was designed with a pay-to-participate model. Instead of viewing CourtView as a Clerks/Courts-only software, the view is broadened to recognize that the system is truly a multi-agency case management system. This system enables multiple departments to easily perform their own core functions. While up until now the Clerks and Courts have fully funded the system, the Clerks and Courts recognize that court fees alone will not enable them to keep up with the increasing cost to purchase, maintain, and enhance this software. Support of the other participating agencies is requested.

This agreement has the full support of the Clerk of Courts, Common Pleas, Domestic Relations, Juvenile Court, Municipal Court, Probate Court judges. It is understood that any new enhancement added to CourtView would be reviewed by all parties to this agreement, and new contribution terms would be agreed upon by all parties. The Clerk of Courts, although currently assuming all responsibilities for the non-public auxiliary services, will not be expected to incur 100% of all future enhancements without a separate agreement.

Fund Allocations	Anticipated	4 Year Average	Balanced Tiered Case	Balanced Tiered Case	Tiered Case
	Revenue	Expense	Approach 2019	Approach 2018	Reconciliation 2018
001 General Fund1	\$ -		\$ 25,776.43	\$ 24,555.88	\$ 24,555.88
1006 Municipal Court2	\$ 80,000.00	\$ 21,775.97	\$ 25,592.06	\$ 24,733.80	\$ - Paid
1007 Common Pleas Court3	\$ 7,000.00	\$ 10,587.23	\$ 6,321.23	\$ 6,140.94	\$ (737.97) Paid
1008 Clerk - Common Pleas4	\$ 37,000.00	\$ 19,570.52	\$ 17,182.71	\$ 16,693.28	\$ - Paid
1009 Probate Court5	\$ 30,000.00	\$ 5,363.91	\$ 31,049.07	\$ 3,058.93	\$ - Paid
1010 Clerk - Municipal Court6	\$ 300,000.00	\$ 78,282.08	\$ 83,740.21	\$ 66,773.14	\$ - Paid
1011 Juvenile Court7	\$ 13,000.00	\$ 9,031.00	\$ 5,002.64	\$ 4,859.03	\$ - Paid
8400 Juvenile Detention8	\$ -	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ - Paid
			TOTAL REMAINING		\$ 23,817.91 Commissioners

INTERNAL SERVICES:

Resolutions - #'s 28 to 37

Discussion:

1. Resolution: Freedom Secondary Agreement and Addendum.

Motion To: Enter into a purchase and sale agreement by and between the Board of Commissioners and the Akron Barberton Cluster Railway Company regarding the Freedom Secondary Rail Line./18-0922

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

HUMAN RESOURCES:

Journal Entries - #11 to 17

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COMMISSIONERS' CONSENT AGENDA

December 13, 2018

1. Approval of the December 6, 2018 regular meeting minutes and December 12, 2018 Special Meeting.

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RESOLUTIONS

December 13, 2018

Budget & Financial Management:

1. Approve the Thursday, December 13, 2018 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0884
2. Approve the Thursday, December 13, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0885
3. Approve the Tuesday, December 18, 2018 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0886
4. Approve the Tuesday, December 18, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0887
5. Approve the Tuesday, December 18, 2018 Then & Now Certification, as presented by the County

Auditor./18-0888

6. Approve the Tuesday, December 18, 2018 wire transfers to the Ohio Public Works Commission as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0889
7. Approve the Thursday, December 20, 2018 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0890
8. Approve the Thursday, December 20, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0891
9. Approve the Thursday, December 27, 2018 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0892
10. Approve the Thursday, December 27, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0893
11. Create Fund 8107, Vets Memorial./18-0894
12. Closing of Funds 1013 Help Vote, 1482 Drug Tack, 4214 Crain Brdg, and 4228 Rock Sprin./18-0895
13. Reopen Fund 4237 Sandy Lke./18-0896
14. Transfer from fund 1001, Certificate of Auto Title, to Fund 0001, General Fund./18-0897
15. Transfer from Fund 4007, Kent Cap Proj and 4017 Kent Muni to Fund 3013 GO2001./18-0898
16. Return cash advance made from Fund 0001, General Fund to Fund 3013, GO2001./18-0899
17. Closing of Funds 4007, Kent Cap Project./18-0900
18. Authorizing a new pay scale for full time and part time non-bargaining employees of those county departments for which the Board of Commissioners is the appointing authority or co-appointing authority./18-0901
19. Amendment to the General Fund 2018 annual appropriation Resolution No. 17-0954, adopted December 19, 2017./18-0902
20. Amendment to the Non General Fund 2018 annual appropriation Resolution No. 17-0955, adopted December 19, 2017. /18-0903
21. Transfer of funds./18-0904

22. Amendment to the General Fund 2018 annual appropriation Resolution No. 17-0954, adopted December 19, 2017./18-0905
23. Amendment to the Non General Fund 2018 annual appropriation Resolution No. 17-0955, adopted December 19, 2017./18-0906

Job and Family Services

24. Transfer from Fund 0001, General Fund to Fund 1414 Child Support Administration./18-0907
25. Transfer from Fund 1414, Child Support Administration, to 1410 Public Assistance Fund./18-0908
26. Transfer from Fund 1415, Child Welfare Special Levy Fund to Fund 1410 Public Assistance Fund./18-0909
27. Transfer from Fund 1415, Child Welfare Special Levy Fund to Fund 1410 Public Assistance Fund./18-0910

Internal Services

28. Enter into amendment no. 2 for parenting services ("Nurturing Parent") between the Board of Commissioners on behalf of the Portage County Job & Family Services and The Bair Foundation./18-0911
29. Enter into an agreement for Prevention, Retention and Contingency (PRC) Child Support Enforcement Agency (CSEA) supportive services entitled "Jobs for Dads & Moms" between the Board of Commissioners on behalf of the Portage County Job & Family Services and Passages Connecting Fathers and Sons, Inc. dba Passages, Inc./18-0912
30. Enter into an agreement between the Board of County Commissioners and Compmanagement, Inc. for Worker's Compensation TPA services for 2019./18-0913
31. Enter into a service agreement between the Board of Commissioners on behalf of the Portage Columbiana County WIC Department and SWN Communications, Inc. dba One Call Now./18-0914
32. Appointment to the Portage County Port Authority./18-0915
33. Enter into a participation agreement regarding the energy purchasing programs of the County Commissioners' Association of Ohio Service Corporation (CCAOSC)./18-0916
34. Acceptance of donations of hats and gloves from the K Company./18-0917
35. Accept and award the bid for emergency and specialized services for the Water Resources Department./18-0918
36. Accept and award the bids for the purchase of various chemicals for the Water Resources Department./18-0919

37. Declare the necessity to purchase one (1) sewer inspection system camera truck with video equipment and sewer inspection video granite software for use by the Portage County Water Resources Department./18-0920

External Services

38. Accept supplemental reimbursement for the FY 17 Emergency Management Performance Grant (EMPG) on behalf of the Portage County Homeland Security & Emergency Management (Federal Pass Thru #EMC-2017-EP00006-S01)./18-0921

Motion To: Approve the Consent Agenda for December 13, 2018 as revised.

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

**RESOLUTION NO. 18-0884 - RE: WIRE TRANSFER APPROVED AND CERTIFIED
TO THE PORTAGE COUNTY AUDITOR FOR
PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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 13, 2018 in the total payment amount as follows:

1. \$136,371.93 to Medical Mutual Claims-Fund 7101; and
2. \$ 23,809.84 to Wage Works; and

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

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

Wire Transfer on Friday, December 14, 2018	\$ 136,371.93
Wire Transfer on Friday, December 14, 2018	\$ 23,809.84

;and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken

in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0885 - RE: APPROVAL OF JOURNAL
VOUCHERS/ENTRIES.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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:

12/13/18	949	\$ 22,916.25
12/13/18	950	8,403.15
12/13/18	952	16,654.24
12/13/18	980	4,644.00
12/13/18	1017	8,708.61
12/13/18	1019	1,666.67
12/13/18	1021	131,488.41
12/13/18	1022	11,340.00
12/13/18	1023	3,251.78
12/13/18	1024	8,487.61
12/13/18	1025	180.85
12/13/18	1026	22,506.39
Total		\$ 240,247.96

; and be it further

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

Roll call vote as follows:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION NO. 18-0886 - RE: BILLS APPROVED AND ACH CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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 18, 2018 in the total payment amount of **\$3,034,755.25** for **Funds 0001-8299** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

RESOLVED, that the ACH payment is approved as certified to the County Auditor for payment on or after Wednesday, December 19, 2018, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on December 18, 2018 in the total payment amount of **\$20.00 to The Neil Group** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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

Roll call vote as follows:

Vicki Kline, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION NO. 18-0887 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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:

12/18/18	1301	\$ 51,065.28
12/18/18	1302	4,331.25
12/18/18	1303	4,683.61
12/18/18	1304	48.50
12/18/18	1305	535.52
12/18/18	1310	76.00
12/18/18	1351	7,637.76
12/18/18	1354	9,445.00
12/18/18	1257	1,176.76
12/18/18	1363	15,051.25
12/18/18	1374	299.42
12/18/18	1379	119.76
12/18/18	1382	8,064.00
12/18/18	1389	1,253.50
12/18/18	1417	140.00
Total		\$ 103,927.61

; and be it further

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0888

-

**RE: ACCEPTANCE OF THEN AND NOW
CERTIFICATIONS FOR PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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 **\$529,845.96** as set forth in Exhibit "A" dated **December 18, 2018** shall be paid; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0889

-

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

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

RESOLVED, that the ACH payment is approved as certified to the County Auditor for payment on or after Wednesday, December 19, 2018, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on December 18, 2018 in the total payment amount as follows:

3. \$31,788.76 to USDA – Loan 97-01 and 97-03; and

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

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

Wire Transfer on Wednesday, December 19, 2018 \$ 31,788.76

and be it further

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0890 - RE: WIRE TRANSFER APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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 20, 2018 in the total payment amount as follows:

4. \$234,003.47 to Medical Mutual Claims-Fund 7101; and
5. \$25,303.75 to OWDA; and
6. \$366,710.12 to OWDA; and
7. \$69,553.62 to OWDA; and
8. \$ 26,976.46 to OWDA; and

RESOLVED,

Wire Transfer on Friday, December 21, 2018	\$ 234,003.47
Wire Transfer on Friday, December 21, 2018	\$ 25,303.75
Wire Transfer on Friday, December 21, 2018	\$ 366,710.12
Wire Transfer on Friday, December 21, 2018	\$ 69,553.62
Wire Transfer on Friday, December 21, 2018	\$ 26,976.46

0687

12/20/18	2345	\$ 13,567.09
12/20/18	2443	12,445.78
12/20/18	2439	24,830.19
12/20/18	2423	3,564.00
12/20/18	2406	4,902.44
Total		59,309.50

; and be it further

RESOLVED,

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

Roll call vote as follows:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION NO. 18-0892

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

RESOLUTION NO. 18-0893 RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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:

12/27/18	3499	\$ 7,756.90
12/27/18	3518	1,813,251.00
12/27/18	3591	771.00
Total		\$ 1,821,778.90

; and be it further

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

Roll call vote as follows:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION NO. 18-0894 - RE: CREATE FUND 8107, Vets Memorial

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

WHEREAS, The Veterans Memorial fund needs renumbered to better reflect the type of activity it is used for, now therefore be it

RESOLVED, that Fund 8107 – Vets Memorial be created, and that all activity that would occur in fund 4006 now occur in 8107 as though they were the same-fund simply renamed, starting Jan 1, 2019, and be it further

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

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

Roll call vote as follows:

Vicki Kline, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION NO. 18-0895 **RE: -** **CLOSING OF FUNDS 1013 Help Vote, 1482 Drug Tack, 4214 Crain Bldg, and 4228 Rock Sprin**

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

WHEREAS, fiscal activity has ceased in Funds 1013, 1482, 4214, and 4228, all payments have been made and the Treasurer's Cash Balance for each is \$0.00; now therefore be it

RESOLVED, that Fund 1013, 1482, 4214, and 4228, 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, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION NO. 18-0896 **RE: -** **REOPEN FUND 4237 SANDY LK E**

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

WHEREAS, Fund 4237 was closed via resolution 18-0825, however it has revenues approved in the 2019 tax budget; now therefore be it

RESOLVED, that Fund 4237 be reopened to accommodate the beginning of the year activity, as recommended by the Director of Budget and Financial Management; and be it further

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

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

Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll Call Vote as Follows:

Vicki Kline, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0897 - RE: TRANSFER FROM FUND 1001, CERTIFICATE
OF AUTO TITLE, TO FUND 0001, GENERAL
FUND**

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

WHEREAS, the Clerk of Courts has declared \$357,000 in fund 1001 certificate of auto title to be in excess of what is needed for operations, as outlined in ORC 325.33; now therefore be it

RESOLVED, that the transfer in the amount of \$357,000 be made as follows:

FROM (Debit):	
FUND 1001, Certificate of Auto Title	
ORGCODE: 10014017 910000	\$357,000
To (Credit):	
FUND 0001, General fund	
ORGCODE: 00100002 280000	\$357,000

and be it further

RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor the Department of Budget and Financial Management and the Internal Services 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, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0898 - RE: TRANSFER FROM FUND 4007 Kent Cap Proj
and 4017 Kent Muni to Fund 3013 GO 2001**

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

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

RESOLVED, that the transfer in the amount of \$568,863 be made as follows:

FROM (Debit):	
ORGCODE: 40075209 910000	\$494,882.07
ORGCODE: 40170129 910000	\$ 73,980.93

To (Credit):	
ORGCODE: 30130012 280000	\$568,863.00

;and be it further

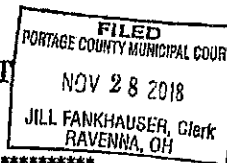
RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor; and be it further

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;

PORTAGE COUNTY MUNICIPAL COURT
KENT AND RAVENNA



In Re: Special Project Fund
2018 Nursing Home
Bond Payment


JOURNAL ENTRY

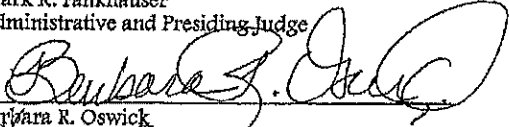
Whereas this Court has previously directed, in accordance with R.C. 1901.26(B)(1), that additional fees be assessed as court costs to lease or acquire a new Kent branch of the Portage County Municipal Court or renovate the existing Kent Court in compliance with detailed and Court approved architectural plans.


Whereas on May 21, 2013 the Portage County Board of Commissioners entered into a memorandum of understanding with the Portage County Municipal Judges, Resolution 13-0427, the Municipal Court Judges agree to make payments from Fund 4007 and Fund 4017 or all obligations incurred by the Commissioners for the Project, including but not limited to, short-term or long-term financing, interest, issuance and insurance costs incurred as a result of financing for all debt incurred on the project. The Judges agree to make payments on the Woodlands at Robinson Nursing Home bond annually in a minimum payment of \$450,000.00 for the remainder of the fifteen year term.

Whereas, for the 2018 payment release \$494,882.07 from Fund 4007 and \$73,980.93 from Fund 4017 to Woodlands at Robinson Nursing Home bond Fund 3013.

IT IS SO ORDERED.


Mark K. Fankhauser
Administrative and Presiding Judge


Barbara R. Oswick
Judge


Kevin T. Poland
Judge

2018 JE 182

**RESOLUTION NO. 18-0899 - RE: RETURN CASH ADVANCE MADE FROM FUND
0001, GENERAL FUND TO FUND 3013, GO
2001**

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

WHEREAS, fund 3013, GO 2001, has received sufficient revenue; now therefore be it;

RESOLVED, that the following cash advance be returned

Credit:

FUND 0001, GENERAL FUND
ORCODE- 00100009 920000

\$586,862.00

Debit:

FUND 3013 GO 2001
ORCODE - 30130012 290000

\$586,862.00

and be it further

RESOLVED, the advance will be repaid to the General Fund when the Court's special projects funds are 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,

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

Roll call vote as follows:

Vicki Kline, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION NO. 18-0900 - RE: CLOSING OF FUNDS 4007 Kent CAP PROJECT

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

- WHEREAS,** fiscal activity has ceased in Funds 4007 Kent Cap Project, all payments have been made and the Treasurer's Cash Balance for each is \$0.00; now therefore be it
- RESOLVED,** that Fund 4007 – Kent Capt Project, is hereby closed as recommended by the Director of Budget and Financial Management; and be it further
- RESOLVED,** that a certified copy of this resolution be filed with the Portage County Auditor, and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll Call Vote as Follows:

Vicki Kline, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION NO. 18-0901 - RE: AUTHORIZING A NEW PAY SCALE FOR FULL TIME AND PART TIME NON-BARGAINING EMPLOYEES OF THOSE COUNTY DEPARTMENTS FOR WHICH THE BOARD OF COMMISSIONERS IS THE APPOINTING AUTHORITY OR CO-APPOINTING AUTHORITY.

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

- WHEREAS,** The Board of Commissioners is the appointing authority or co-appointing authority of the following County departments: Commissioners, Job & Family Services, Internal Services, Building Maintenance, Purchasing, Building Inspection, Print Shop, Microfilm, Water Resources, WIC, Dog Warden, Human Resources, Budget & Financial Management, and Emergency Management; now therefore be it
- RESOLVED,** that the Board hereby directs the directors of the mentioned departments to submit Payroll Change Authorization Forms (PCAs) as approved by the Board, authorizing a salary increase of 1.0% in the case of each full-time and part-time non-bargaining employee under their direction and control of the mentioned department, reassigning each employee to their appropriate grade on the new wage scale, and providing additional increases to those employees identified as below grade by the Clemons Nelson compensation

study and agreed to by the board, effective for the pay period starting December 17, 2018. Be it further

RESOLVED, that a new pay scale shall be adopted and used by the commissioners for all payrolls in 2019, attached hereto as Exhibit "A," 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, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0902

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

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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:

		<i>Increase</i>	<i>Decrease</i>
Fund: 0001 General Fund			
001 Commissioners			
00013	Commissioners Salary & Fringes	870	-
00014	Commissioners Contract Svcs	5,593	-
	MEMO TOTAL	\$ 6,463	\$ -
Note: Sick Leave Telephone			
014 Motor Pool			
00143	Motor Pool PS	2,657	-
	MEMO TOTAL	\$ 2,657	\$ -
Note: Sick Leave			
016 Building Maintenance			
00163	Building Maint Salary& Fringes	766	-
	MEMO TOTAL	\$ 766	\$ -
Note: Sick Leave			
018 Human Resources			
00183	Human Resrcs Salary&Fring	810	-
	MEMO TOTAL	\$ 810	\$ -
Note: Sick Leave			

		<u>Increase</u>	<u>Decrease</u>
020 Building Regulation Inspection			
00204 Building Dept Contract Svcs	500	-	
MEMO TOTAL	\$ 500	\$ -	

Note: Retirement

100 Auditor			
01003 Auditor Personnel Services	3,792	-	
MEMO TOTAL	\$ 3,792	\$ -	

Note: Office 365

200 Treasurer			
02005 Treasurer Materials & Supplies	1,544	-	
MEMO TOTAL	\$ 1,544	\$ -	

Note: Office 365

300 Prosecutor			
03003 Prosecutor Salary & Fringes	3,439	-	
03005 Prosecutor Materials & Supplie	9,710	-	
MEMO TOTAL	\$ 13,149	\$ -	

Note: Office 365 Retirement Sick Leave

400 Recorder			
04003 Recorder Salary & Fringes	5,248	-	
04005 Recorder Materials & Supplies	1,103	-	
MEMO TOTAL	\$ 6,351	\$ -	

Note: Office 365 Sick Leave

500 Clerk of Courts			
05003 Clerk of Courts Salary & Fring	2,530	-	
05005 Clerk of Courts Materials & Su	11,475	-	
MEMO TOTAL	\$ 14,005	\$ -	

Note: Sick Leave Office 365

		<i>Increase</i>	<i>Decrease</i>
520 Municipal Court			
05203	Municipal Court Salary&Fringes	3,605	-
05204	Municipal Court Contract Svcs	6,686	-
05205	Municipal Court Materials & Su	3,650	-
	MEMO TOTAL	\$ 13,941	\$ -

Note: Telephone Office 365 Sick Leave

530 Common Pleas Court			
05303	Common Pleas Salary & Fringes	11,050	-
	MEMO TOTAL	\$ 11,050	\$ -

Note: Retirement Sick Leave

550 Domestic Relations			
05503	Domestic Ct Salary & Fringes	420	-
05505	Domestic Ct Materials & Suppli	2,350	-
	MEMO TOTAL	\$ 2,770	\$ -

Note: Office 365 Sick Leave

560 Probate Court			
05603	Probate Court Salary & Fringes	3,706	-
05605	Probate Court Materials & Supp	2,427	-
	MEMO TOTAL	\$ 6,133	\$ -

Note: Office 365 Sick Leave

570 Juvenile Court			
05703	Juvenile Court Salary& Fringes	2,088	-
05705	Juvenile Court Materials & Sup	1,680	-
	MEMO TOTAL	\$ 3,768	\$ -

Note: Office 365 Sick Leave

580 Juvenile Probation

		<u>Increase</u>	<u>Decrease</u>
05803	Juvenile Prob Salary & Fringes	7,804	-
	MEMO TOTAL	\$ 7,804	\$ -

Note: Retirement Sick Leave

590 Adult Probation

05903	Adult Probation Salary&Fringes	1,757	-
05905	Adult Probation Materials & Su	6,880	-
	MEMO TOTAL	\$ 8,637	\$ -

Note: Office 365 Retirement Sick Leave

700 Sheriff's Department

07003	Sheriff Salary & Fringes	59,713	-
07004	Sheriff Contract Services	1,978	-
07005	Sheriff Material & Supplies	32,779	-
	MEMO TOTAL	\$ 94,470	\$ -

Note: Sick Leave Retirement Telephone

800 Engineer's Department

- 08303	Tax Map Salaries & Fringes	2,617	-
	MEMO TOTAL	\$ 2,617	\$ -

Note: Sick Leave

915 Data Processing Board

09153	ITS Salary & Fringes	1,294	-
09154	ITS Contract Svcs	22,517	-
09155	ITS Materials & Supplies	1,986	-
	MEMO TOTAL	\$ 25,797	\$ -

Note: Office 365 Sick Leave Telephone

		<u>Increase</u>	<u>Decrease</u>
920 Public Defender Commission			
09203	Public Defender Salary&Fringes	175	-
09204	Public Defender Contract Svcs	650	-
09205	Public Defender Materials&Supp	2,207	-
	MEMO TOTAL	<u>\$ 3,032</u>	<u>\$ -</u>

Note: Retirement

Office 365

TOTAL MEMO BALANCE ALL AMENDMENTS	<u>\$ 230,056</u>	<u>\$ -</u>
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; and be it further

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

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

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

Roll call as Follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0903

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

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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: 1390	Women Infants And Children		
053	Women, Infants & Children		
13905	Women Infants & Children MS	3,589	-
	MEMO TOTAL	\$ 3,589	\$ -

Note:

Fund: 4244	Peck Rd/Lovers Ln Resurfacing		
800	Engineer's Department		
42446	Peck Rd/Lovers Ln Resurface CO	-	1
42449	Peck Rd/Lovers Ln Resurf ME	1	-
	MEMO TOTAL	\$ 1	\$ 1

Note:

Fund: 7000	Central Services (Purchasing)		
012	Central Purchasing Services		
70003	Central Svcs Salary&Fringes	31,000	-
	MEMO TOTAL	\$ 31,000	\$ -

Note:

Fund: 7101	Health Benefits Program		
018	Human Resources		
71015	HR Health Benefits MS	62	-
71019	HR Health Benefits ME	135,000	-
	MEMO TOTAL	\$ 135,062	\$ -

Note: Addt'l approp. needed

		<i>Increase</i>	<i>Decrease</i>
Fund:	8106 Sheriff Gifts & Donations K-9		
	700 Sheriff's Department		
	81064 K-9 Gifts & Donations CS	85	-
	81065 K-9 Gifts & Donations MS	131	-
	MEMO TOTAL	<u>\$ 216</u>	<u>\$ -</u>

Note:

TOTAL MEMO BALANCE FOR ALL FUNDS	<u>\$ 169,868</u>	<u>\$ 1</u>
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; and be it further

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

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

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

Roll call as Follows:

Vicki Kline, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION NO. 18-0904

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

RESOLUTION NO. 18-0905

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

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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:

Rollup	Increase	Decrease
00107		1,166
00143	108	
00144		108
00183	32	
00184		32
00304	1,813,251	
05703	2,177	
05704		1,815,428
07003	45,647	
07004		30,106
07005		15,541
09203	1,166	

; and be it further

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

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

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

Roll call as Follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0906

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

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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:

Rollup	Increase Amount	Decrease Amount
10123	1,266.00	0.00
10263	215.00	0.00
11053	7,753.00	
13103	13,630.00	0.00
14813	3,873.00	
14814		3,873.00
42446	1.00	
70403	6,126.00	
70405		6,126.00
71019	20.00	0.00

; and be it further

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

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

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

Roll call as Follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0907 - RE: TRANSFER FROM FUND 0001, GENERAL FUND
TO FUND 1414, CHILD SUPPORT
ADMINISTRATION**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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 \$2,223.87 for November 2018 IV-D contract payment local match for the CSEA Prosecutor for August 2018 services as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 0001, COUNTY GENERAL FUND

ORGCODE - 00100009

Debit Expense Account

Object: 910000- Transfer Out	\$2,223.87
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TO:

FUND 1414, CHILD SUPPORT ADMINISTRATION

ORGCODE - 14140512

Revenue Account

Object: 280000 - Transfer In

Project NONE	\$2,223.87
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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 Portage County Auditor, the Portage County Job & Family Services, and the Department of Budget and Financial Management; and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0908

-

**RE: TRANSFER FROM FUND 1414, CHILD
SUPPORT ADMINISTRATION, TO 1410
PUBLIC ASSISTANCE FUND**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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 \$28,535.70 for the month of November 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

\$28,535.70

TO:

FUND 1410, PUBLIC ASSISTANCE

ORGCODE - 14100512

Revenue Account

Object: 282000 - JFS - Shared

Project 5SHAR

\$28,535.70

; and be it further

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

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0909

-

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

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan 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 \$140,000.00 for the 1st Qtr SFY19 Est. #3 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

\$140,000.00

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 282000 - JFS Shared

Project 5SHAR

\$140,000.00

; 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, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0910

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

RESOLUTION NO. 18-0911 - RE: ENTER INTO AMENDMENT NO. 2 FOR PARENTING SERVICES ("NURTURING PARENT") BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND THE BAIR FOUNDATION.

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

WHEREAS, an agreement between the parties was entered into and known as Portage County Contract No. 20170106 (the "Original Contract") on January 24, 2017 by Resolution No. 16-1015 to provide Parenting Services entitled "Nurturing Parent" to stabilize families and prevent removal of children from their homes and reunify children that have been removed from their homes by providing parenting assessment, treatment, and other instruction services; and

WHEREAS, an Amendment No. 1 was entered into on November 14, 2017 through Resolution No. 17-0820 to renew the agreement for one (1) additional year from October 1, 2017 through September 30, 2018; and

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

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

RESOLVED, that the total amount of this Agreement is not to exceed Twenty thousand and 00/100 dollars (\$20,000.00); 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, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0912

- RE: ENTER INTO AN AGREEMENT FOR PREVENTION, RETENTION AND CONTINGENCY (PRC) CHILD SUPPORT ENFORCEMENT AGENCY (CSEA) SUPPORTIVE SERVICES ENTITLED "JOBS FOR DADS & MOMS" BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY JOB & FAMILY SERVICES AND PASSAGES CONNECTING FATHERS AND SONS, INC. dba PASSAGES, INC.

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

WHEREAS, Portage County Job & Family Services is in need of Prevention, Retention and Contingency (PRC) CSEA Supportive Services for eligible Portage County residents; and

WHEREAS, Requests for Proposals were sent to nine (9) potential service providers; and

WHEREAS, Two (2) proposals were received, opened and tabulated for CSEA Supportive Services on September 19, 2018; and

WHEREAS, Passages, Inc., is willing and able to provide these services; and

WHEREAS, the Agreement will be used to detail the terms of the relationship between Portage County Job & Family Services and Passages, Inc.; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of Portage County Job & Family Services and Passages, Inc. with its principal place of business located at 3631 Perkins Avenue, Suite 4HE, Cleveland, Ohio, 44114, for the

period October 1, 2018 through September 30, 2019, with no option to renew; and be it further

RESOLVED, that the total amount of this Agreement is not to exceed Eighty Thousand and 00/100 dollars (\$80,000.00); 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, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0913 - RE: ENTER INTO AN AGREEMENT BETWEEN THE
BOARD OF COUNTY COMMISSIONERS AND
COMPMANAGEMENT, INC. FOR WORKERS'
COMPENSATION TPA SERVICES FOR 2019.**

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

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

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

WHEREAS, Portage County requires the services of an organization to process and analyze the claims filed on behalf of its employees; and

WHEREAS, CompManagement, Inc. administers and processes claims on behalf of employers subject to Workers' Compensation requirements within the Ohio statutes; and

WHEREAS, Portage County desires to have CompManagement, Inc. administer, process and analyze the claims submitted against its Workers' Compensation risk, and CompManagement, Inc. is agreeable to providing such services; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into an agreement by and between the Board of Commissioners and **CompManagement, Inc., P.O. Box 884, Dublin, Ohio 43017**, in the Amount of

Twenty-five Thousand, three hundred eighty-one and 00/100 dollars (\$25,381.00) per year; and be it further

RESOLVED, that the term of the Agreement shall be for one year, effective from the 1st day of January, 2019 to the 31st of December, 2019 and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0914 - RE: ENTER INTO A SERVICE AGREEMENT BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COLUMBIANA COUNTY WIC DEPARTMENT AND SWN COMMUNICATIONS INC. dba ONE CALL NOW.

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

WHEREAS, the State of Ohio WIC has approved the implementation of Once Call Now Text Messaging Service for use by Ohio WIC departments; and

~~**WHEREAS,** the Portage Columbiana County WIC Department would like to implement the services; now therefore be it~~

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into an agreement for text messaging services on behalf of Portage Columbiana County WIC Department with SWN Communications Inc. dba One Call Now, with its principal place of business located at 6450 Poe Ave., Ste. 500, Dayton OH 45414, for the period of one year to commence January 1, 2019; and be it further

RESOLVED, that the total amount of this Agreement is not to exceed Three thousand five hundred fifty-five and 48/100 dollars (\$3,553.48); and be it further

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

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0915 - RE: APPOINTMENT TO THE PORTAGE COUNTY
PORT AUTHORITY.**

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

WHEREAS, the Board of Commissioners created the Portage County Port Authority within the County of Portage, in the State of Ohio, pursuant to Sections 4582.21 *through* Section 4582.59 of the Ohio Revised Code by adopting Resolution 02-0372 on April 9, 2002;

WHEREAS, that pursuant to Ohio Revised Code Section 4582.21 *et seq* the Portage County Port Authority is governed by a Board of Directors consisting of not more than seven (7) member directors. In addition, the Board of Commissioners may appoint one or more Ex Officio members to the Board of Directors. Members of the Portage County Port Authority Board of Directors shall be appointed by the Portage County Board of Commissioners and shall serve pursuant to the terms, provisions, and duties as provided for in Sections 4582.21 *through* 4582.59 of the Ohio Revised Code; and

WHEREAS, the Board of Commissioners adopted Resolution No. 14-0313 on May 1, 2014 removing position categories for Board of Director members, effective immediately. ~~The Commissioners noted that ORC 4582.27 requires that "A majority of the~~ directors shall have been qualified electors of, or shall have had their businesses or places of employment in, one or more political subdivisions within the area of the jurisdiction of the port authority, for a period of at least three years next preceding their appointment; and

WHEREAS, there is one vacancy on the Port Authority Board of Directors for a four year term that expires on December 31, 2022; now therefore be it

WHEREAS, David Dix is requesting re-appointment to the Port Authority Board of Directors; now therefore be it

RESOLVED, that the Board of Commissioners appoints the following to the Portage County Port Authority for the term effective January 1, 2019 and ending December 31, 2022:

David Dix
1158 Pin Oak Drive
Kent, Ohio 44240

RESOLVED, all appointments are subject to the result of a background check; and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0916 - RE: ENTER INTO A PARTICIPATION AGREEMENT
REGARDING THE ENERGY PURCHASING
PROGRAMS OF THE COUNTY
COMMISSIONERS' ASSOCIATION OF OHIO
SERVICE CORPORATION (CCAOSC).**

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

- WHEREAS,** Portage County is a current participant in CCAOSC's Natural Gas Energy Purchase Program, which assists Ohio counties that are members of the County Commissioners Association of Ohio and which choose to participate, either for themselves or on behalf of boards, agencies, districts or other instrumentalities which are affiliated with them, in securing competitively priced natural gas supplied through a natural gas purchase program under contractual terms favorable to participants; and
- WHEREAS,** CCAOSC also operates electric purchase, government aggregation and energy conservation programs in addition to the natural gas purchase program; and
- WHEREAS,** CCAOSC and Portage County agree that it is necessary and desirable that this Agreement be entered into to continue its participation in the program(s); now therefore be it
- RESOLVED,** that the Portage County Board of County Commissioners agrees to continue participating in the energy programs under the governance of the County Commissioners Association of Ohio Service Corporation, as finally structured; and be it further
- RESOLVED,** this Board of County Commissioners hereby finds and determines that all formal actions relative to the passage of this resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of its

committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Section 121.22 of the Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0917

-

RE: ACCEPTANCE OF DONATION OF HATS AND GLOVES FROM THE K COMPANY

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

WHEREAS, the Portage Columbiana County Women, Infants & Children (WIC) Program received a donation of hats and gloves for distribution to WIC families at WIC office, located at 449 S. Meridian Street in Ravenna, Ohio.

WHEREAS, the cost of the donation is valued at \$500.00; now therefore be it

RESOLVED, that, on behalf of the Portage Columbiana WIC Program and in accordance with Ohio Revised Code Section 9.20, the Portage County Board of Commissioners accepts the donation of hats and gloves not to exceed \$500.00 from The K Company, located at 2234 Arlington Road, Akron, OH 44319

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0918

-

RE: ACCEPT AND AWARD THE BID FOR EMERGENCY AND SPECIALIZED SERVICES FOR THE WATER RESOURCES DEPARTMENT.

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

WHEREAS, eight (8) contractors requested bid packages for emergency and specialized services for the Water Resources Department; and

WHEREAS, two (2) sealed bids were received, tabulated and recorded on November 28, 2018; and

WHEREAS, upon review of the bids received, it is the recommendation of the Director of Internal Services and the Operations Manager of the Department of Water Resources that the bid for the emergency and specialized services be awarded to the best bidder meeting the specifications; now therefore be it

RESOLVED, that the Board of County Commissioners does, hereby, award the bid for emergency and specialized services to H. Luli Construction Co., 1201 Manning Rd., Hartsville OH 44632 for the years 2019, 2020 and 2021 at the following rates:

SERVICES	2019	2020	2021
Labor Forman - Hourly	\$ 78.50	\$ 81.50	\$ 85.00
Labor Forman - OT/ Holiday Hourly	\$ 110.00	\$ 114.00	\$ 119.00
Labor Laborer - Hourly	\$ 68.00	\$ 71.00	\$ 74.50
Labor Laborer - OT/Holiday Hourly	\$ 95.20	\$ 98.00	\$ 104.25
Equipment Incl. Operator/Driver Track Hoe 8' Hourly	\$ 105.00	\$ 108.25	\$ 112.50
Equipment Incl. Operator/Driver Track Hoe 8' OT/Holiday Hourly	\$ 135.00	\$ 140.00	\$ 146.00
Equipment Incl. Operator/Driver Track Hoe 10' Hourly	\$ 145.00	\$ 148.25	\$ 153.00
Equipment Incl. Operator/Driver Track Hoe 10' OT/Holiday Hourly	\$ 176.00	\$ 180.00	\$ 187.00
Equipment Incl. Operator/Driver Dump Truck below 10 CY Hourly	\$ 78.50	\$ 80.35	\$ 83.00
Equipment Incl. Operator/Driver Dump Truck below 10 CY OT/ Holiday Hourly	\$ 105.00	\$ 108.50	\$ 113.00
Equipment Incl. Operator/Driver Dump Truck above 10 CY Hourly	\$ 84.00	\$ 86.60	\$ 89.35
Equipment Incl. Operator/Driver Dump Truck above 10 CY OT/Holiday Hourly	\$ 111.00	\$ 114.50	\$ 118.50
Equipment Incl. Operator/Driver Skid Loader Hourly	\$ 100.00	\$ 103.00	\$ 106.50
Equipment Incl. Operator/Driver Skid Loader OT/Holiday Hourly	\$ 132.00	\$ 135.00	\$ 140.00
Equipment Incl. Operator/Driver Crane 25 ton Hourly	\$ 205.00	\$ 208.00	\$ 215.00
Equipment Incl. Operator/Driver Crane 25 ton OT/Holiday Hourly	\$ 230.00	\$ 240.00	\$ 248.00
Equipment Incl. Operator/Driver Utility Tool Truck Hourly	\$ 23.50	\$ 25.50	\$ 29.00
Equipment Incl. Operator/Driver Utility Tool Truck OT/Holiday Hourly	\$ 23.50	\$ 25.50	\$ 29.00
Equipment Incl. Operator/Driver Pump up to 3 Hourly	\$ 21.50	\$ 23.00	\$ 25.50
Equipment Incl. Operator/Driver Pump up to 3 OT/Holiday Hourly	\$ 21.50	\$ 23.00	\$ 25.50
Equipment Incl. Operator/Driver 4" pump Hourly	\$ 33.00	\$ 35.00	\$ 37.00
Equipment Incl. Operator/Driver 4" pump OT/Holiday Hourly	\$ 33.00	\$ 35.00	\$ 37.00
Equipment Incl. Operator/Driver 6" pump Hourly	\$ 65.00	\$ 68.00	\$ 71.00
Equipment Incl. Operator/Driver 6" pump OT/Holiday Hourly	\$ 65.00	\$ 68.00	\$ 71.00
Equipment Incl. Operator/Driver Trench Box 8' Hourly	\$ 24.00	\$ 26.00	\$ 29.00
Equipment Incl. Operator/Driver Trench Box 8' OT/Holiday Hourly	\$ 24.00	\$ 26.00	\$ 29.00
Equipment Incl. Operator/Driver Trench Box 10' Hourly	\$ 34.00	\$ 36.00	\$ 41.00
Equipment Incl. Operator/Driver Trench Box 10' OT/Holiday Hourly	\$ 34.00	\$ 36.00	\$ 41.00
Equipment Incl. Operator/Driver Dozer 8 ton Hourly	\$ 142.00	\$ 149.00	\$ 155.00
Equipment Incl. Operator/Driver Dozer 8 ton OT/Holiday Hourly	\$ 172.00	\$ 177.00	\$ 182.00
Equipment Incl. Operator/Driver Semi/lowboy Hourly	\$ 115.00	\$ 120.00	\$ 125.00
Equipment Incl. Operator/Driver Semi/lowboy OT/Holiday Hourly	\$ 115.00	\$ 120.00	\$ 125.00

Equipment Incl. Operator/Driver Mobilization Demo Hourly	\$ 115.00	\$ 120.00	\$ 125.00
Equipment Incl. Operator/Driver Mobilization OT/Holiday Hourly	\$ 115.00	\$ 120.00	\$ 125.00
Total	\$ 3,134.20	\$ 3,249.95	\$ 3,396.60
Actual Unit Cost + Mark up (Not to exceed 13%)	11%	11%	11%

;and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0919 - RE: ACCEPT AND AWARD THE BIDS FOR THE PURCHASE OF VARIOUS CHEMICALS FOR THE WATER RESOURCES DEPARTMENT.

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

WHEREAS, specifications were requested and sent to thirty-two (32) potential bidders, and

WHEREAS, eleven (11) sealed bids for the purchase of various chemicals for the Water Resources Department, were received, tabulated and recorded on November 28, 2018; and

WHEREAS, upon review of the bids received, it is the recommendation of the Director of Internal Services and the Water Resources Operation Manager that the bids for chemicals be awarded to the lowest bidder for each chemical; now therefore be it

RESOLVED, that the Board of County Commissioners does, hereby, award the bids for the various chemicals as follows:

Item #	Chemical	Qty	Unit Price	Total Price
JCI Jones				
Item 2	Chlorine 150 lb Cylinders	16	\$72.00/150 lb cylinder	\$1,152.00
Sal Chemical				
Item 3	Hydrofluosilicic Acid	100	\$73.50/30 gal drum	\$7,350.00

Item 4A	12.5% Sodium Hypochlorite (sh-ville)	13	\$1960.00/2000 gal tanker	\$25,480.00
Item 8	38% Sodium Bisulfite *O&M)	15	\$116.95/45lb pail	\$1,754.25
Item 9C	38% Ferric Chloride	13	\$117.48/ 55 gal drum	\$1,527.24
Item 11A	25% Sodium Hydroxide (Shalersville)	34	\$2095.24/4,000 gal tanker	\$71,238.16
Item 11B	25% Sodium Hydroxide (O&M)	15	\$25.20/15 gal carboy	\$378.00
Item 12	Ortho Phosphate (Sh-ville/Brimfield)	60	\$144.30/30gal drum	\$8,658.00
Morton Salt				
Item 1A	Southern Rock Salt (Shalersville)	60	\$3175.50/25 ton truck load	\$190,530.00
Bonded Chemical				
Item 2	Chlorine 150 lb Cylinders	16	\$72.00/150 lb cylinder	\$1,152.00
Item 4B	12.5% Sodium Hypochlorite (Riv/Rand)	35	\$27.60/15 gal carboy	\$966.00
Item 7	38% Sodium Bisulfite (Shalersville)	70	\$33.00/15 gal carboy	\$2,310.00
Item 9A	38% Ferric Chloride (St-boro/FH)	22	\$4,894.40/4,000 gal truck	\$107,676.80
Item 9B-1	38% Ferric Chloride (2 of 3 plants)	3	\$4,894.40/4,000 gal truck	\$14,683.20
Shannon Chemical				
Item 5	50% Citric Acid (Rand/FH)	20	\$177.77/30 gal drum	\$3,555.40
SNF Polydyne				
Item 13	Polymer 45% blend (Streetsboro)	22	\$2,645.00/2,300lb tote	\$58,190.00
Barber Chemical				
Item 7	38% Sodium Bisulfite (Shalersville)	70	\$33.00/15 gal carboy	\$2,310.00
Chemrite				
Item 6	Potassium Permanganate (sh-ville)	100	\$96.85/50lb keg	\$9,685.00
Item 10	Calcium Hypochlorite Pwr (STB/O&M)	30	\$156.50/100lb drum	\$4,695.00

;and be it further

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0920

-

**RE: DECLARE THE NECESSITY TO PURCHASE ONE
(1) SEWER INSPECTION SYSTEM CAMERA
TRUCK WITH VIDEO EQUIPMENT AND SEWER
INSPECTION SYSTEM VIDEO GRANITE**

**SOFTWARE FOR USE BY THE PORTAGE
COUNTY WATER RESOURCES DEPARTMENT.**

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

- WHEREAS,** pursuant to ORC 307.41 the Portage County Board of Commissioners declares it necessary to purchase one (1) Cues sewer inspection system camera truck with video equipment and the Cues sewer inspection system video granite software for use by the Portage County Water Resources Department; and
- WHEREAS,** the purchase of the vehicle will be from State of Ohio contract no. STS-800489 contract; and
- WHEREAS,** the cost of the vehicle and video equipment is \$335,204.90 and the cost of the sewer inspection system video granite software is \$31,772.11. Payments for both purchases will be from Water Resources funding; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners declares it necessary to purchase one (1) Cues sewer inspection system camera truck with video equipment and the Cues sewer inspection system video granite software for use by the Portage County Water Resources Department; and be it further
- RESOLVED,** that a copy of this resolution be forwarded to the Portage County Auditor and to the Internal Services 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 meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0921 - RE: ACCEPT SUPPLEMENTAL REIMBURSEMENT FOR
THE FY 17 EMERGENCY MANAGEMENT
PERFORMANCE GRANT (EMPG) ON BEHALF OF
THE PORTAGE COUNTY OFFICE OF HOMELAND
SECURITY & EMERGENCY MANAGEMENT
(FEDERAL PASS THRU # EMC-2017-EP-00006-
S01)**

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

- WHEREAS,** the Board of Portage County Commissioners adopted Resolution No. 18-0628 on August 30, 2018, authorizing grant application to the Ohio Emergency Management Agency (EMA) for the FY 2017 Supplemental Emergency Management Performance Grant funds for Agreement Number 72665, Federal Pass-Thru number EMC-2017-EP-00006-S01; and
- WHEREAS,** Ohio EMA has reviewed Portage County's Supplemental Reimbursement Request, and has determined the eligible costs for Portage County EMA to total \$24,890.68; now, therefore, be it
- RESOLVED,** that the Board of Portage County Commissioners accepts the 2017 Supplemental Emergency Management Performance Grant increase of \$24,890.68; and be it further
- RESOLVED,** that the Board of Portage County Commissioners authorizes the Office of Homeland Security and Emergency Management Director to sign and return the final amendment to Ohio EMA increasing the total grant award amount of \$102,299.50 to \$127,190.18; and be it further
- RESOLVED,** that a copy of this resolution be filed with the Portage County Auditor, the Department of Budget & Financial Management, and the Office of Homeland Security & Emergency Management; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION No. 18-0922

-

RE: ENTER INTO A PURCHASE AND SALE AGREEMENT BY AND BETWEEN THE BOARD OF PORTAGE COUNTY COMMISSIONERS AND THE AKRON BARBERTON CLUSTER RAILWAY COMPANY REGARDING THE FREEDOM SECONDARY LINE AS DESCRIBED IN THIS RESOLUTION

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

WHEREAS, the Portage County Board of Commissioners owns certain property and track/railroad facilities located thereon between Milepost 190.04, plus or minus, near Kent milepost 182.82, plus or minus, near Ravenna, including sidetracks, commonly referred to as the Freedom Secondary Line within Portage County, Ohio, as shown on Exhibit A of the Purchase and Sale Agreement, and comprising a total of approximately 7.22 route miles of rail line (the "Rail Line"); and,

WHEREAS, the Portage County Board of Commissioners has previously offered to sell and the Akron Barberton Cluster Railway Company has previously offered to buy the Rail Line; and,

WHEREAS, the Portage County Board of Commissioners has previously conducted the bidding process and offered the Rail Line for purchase to the public, with the Akron Barberton Railway Company being the sole party submitting a bid for the Rail Line; now therefore be it resolved;

RESOLVED, that the Portage County Board of Commissioners does agree to enter into a contract for the sale and purchase of the Rail Line to the Akron Barberton Cluster Railway Company for the purchase amount of Twenty Five Thousand Dollars (\$25,000.00) as described in the Purchase and Sale Agreement; and be it further

RESOLVED, that the Portage County Board of Commissioners does hereby approve and authorize the President of the Portage County Board of Commissioners to ~~sign and execute the Purchase and Sale Agreement By and Between Board of~~ Portage County Commissioners and Akron Barberton Cluster Railway Company ("Agreement"), the Addendum to the Agreement, and any other documents necessary to complete this purchase and sale of the Rail Line, on behalf of and for the Portage County Board of Commissioners.

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0923

- **RE: NON-GENERAL FUNDS FISCAL YEAR
2019
ANNUAL APPROPRIATION MEASURE**

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

- WHEREAS,** Ohio Revised Code (ORC) 5705.38 (A) stipulates that the taxing authority for the County (the Portage County Board of Commissioners) shall approve annual appropriation (budgets) measures on or about the first day of each year, and
- WHEREAS,** ORC 5705.38 (C) states that "Appropriation measures shall be classified so as to set forth separately the amounts appropriated for each office, department, and division, and, within each, the amount appropriated for personal services.", now therefore be it
- RESOLVED,** that elected officials and department directors having management control over funds, departments, sub departments and other chart of account elements are hereby authorized to draw warrants against appropriations; and be it further
- RESOLVED,** that all requests for Capital Expenditures as defined in Sections 5705.38 and 5705.39 of the Ohio Revised Code shall require the approval of the County Board of Commissioners; and be it further
- RESOLVED,** by the Board of County Commissioners of Portage County, Ohio that to provide for the current expenses and other expenditures of said County, during Fiscal 2019, beginning January 1, 2019 and ending December 31, 2019, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year, **AS PROVIDED IN THE FOLLOWING ENUMERATION BEGINNING WITH FUND 1000 (RECORDER EQUIPMENT) AND ENDING WITH FUND 8201 (RODMAN DET HOME BEQUEST (WILL));**

1000	205,929.00
10003	0.00
10004	151,249.00
10005	54,680.00
10006	0.00
10009	0.00
1001	1,053,475.00

10013	650,675.00
10014	30,600.00
10015	15,200.00
10016	0.00
10017	357,000.00
1003	1,409,481.00
10033	480,015.00
10034	406,890.00
10035	15,800.00
10036	0.00
10037	25.00
90033	240,781.00
90034	98,470.00
90035	167,500.00
90036	0.00
1004	526,944.00
10043	116,694.00
10044	408,250.00
10045	2,000.00
10046	0.00
10047	0.00
1005	261,299.00
10053	256,299.00
10054	0.00
10055	5,000.00
10056	0.00

1006	121,835.00
10063	47,135.00
10064	30,700.00
10065	29,000.00
10066	15,000.00
1007	5,500.00
10074	5,000.00
10075	500.00
10076	0.00
1008	45,812.00
10083	18,320.00
10084	20,992.00
10085	6,500.00
10086	0.00
10087	0.00
1009	32,350.00
10094	16,100.00
10095	4,000.00
10096	12,000.00
10097	250.00
10099	0.00
1010	333,634.00
10103	169,059.00
10104	138,075.00
10105	23,500.00
10106	3,000.00

1011	13,000.00
10113	0.00
10114	12,075.00
10115	925.00
10116	0.00
10117	0.00
1012	57,213.00
10123	57,213.00
10124	0.00
1013	0.00
10134	0.00
10136	0.00
10139	0.00
1014	40,000.00
10144	5,000.00
10145	35,000.00
10146	0.00
1015	0.00
10153	0.00
10154	0.00
1016	22,098.00
10163	22,098.00
10164	0.00
1018	10,000.00
10184	10,000.00
1019	24,483.00

10193	15,983.00
10194	8,000.00
10197	500.00
1026	57,307.00
10263	42,307.00
10264	15,000.00
10269	0.00
1027	106,530.00
10273	106,530.00
1028	10,000.00
10283	10,000.00
1029	5,000.00
10293	5,000.00
1030	3,000.00
10304	2,000.00
10305	1,000.00
10306	0.00
1081	537,456.00
10813	94,460.00
10814	17,500.00
10815	425,496.00
1100	212,100.00
11003	98,100.00
11004	93,000.00
11005	21,000.00
11006	0.00

11009	0.00
1101	6,430.00
11013	2,430.00
11014	3,000.00
11015	1,000.00
11019	0.00
1102	24,000.00
11023	16,200.00
11024	4,600.00
11025	3,200.00
11029	0.00
1103	67,816.00
11033	67,816.00
1105	20,000.00
11053	19,145.00
11055	855.00
1109	19,200.00
11093	10,200.00
11094	8,000.00
11095	1,000.00
1112	322,920.00
11123	106,720.00
11124	38,200.00
11125	158,000.00
11126	20,000.00
11129	0.00

1113	100,000.00
11133	100,000.00
1120	0.00
11204	0.00
11206	0.00
11207	0.00
1121	300,767.00
11213	298,077.00
11214	1,690.00
11215	900.00
11216	0.00
11217	100.00
1122	340,711.00
11223	252,145.00
11224	81,914.00
11225	6,652.00
11229	0.00
1124	0.00
11244	0.00
1126	98,904.00
11263	83,404.00
11264	5,000.00
11265	10,500.00
1129	13,000.00
11294	13,000.00
1149	374,000.00

11493	348,100.00
11494	19,900.00
11495	6,000.00
1150	5,650.00
11504	3,000.00
11505	1,650.00
11506	1,000.00
1159	0.00
11595	0.00
11599	0.00
1160	46,100.00
11604	35,100.00
11605	11,000.00
11606	0.00
11609	0.00
1162	0.00
11629	0.00
1165	0.00
11655	0.00
11656	0.00
11659	0.00
1166	194,120.00
11663	127,100.00
11664	20,650.00
11665	46,370.00
11666	0.00

11669	0.00
1167	0.00
11679	0.00
1170	17,200.00
11703	1,300.00
11704	10,900.00
11705	5,000.00
1201	7,561,821.00
12013	4,162,221.00
12014	463,523.00
12015	1,986,338.00
12016	615,237.00
12017	23,479.00
12018	105,123.00
12019	205,900.00
1202	0.00
12024	0.00
12027	0.00
1203	0.00
12034	0.00
12037	0.00
1204	0.00
12044	0.00
12047	0.00
1205	0.00
12054	0.00

12057	0.00
1206	0.00
12064	0.00
12067	0.00
1207	0.00
12074	0.00
12077	0.00
1208	0.00
12084	0.00
12087	0.00
1209	0.00
12094	0.00
12097	0.00
1210	0.00
12104	0.00
12109	0.00
1251	32,600.00
12514	32,600.00
12516	0.00
12519	0.00
1265	0.00
12654	0.00
12659	0.00
1266	0.00
12664	0.00
1271	10,000.00

12714	6,500.00
12718	3,500.00
1272	1,844.00
12724	1,344.00
12728	500.00
12729	0.00
1273	200.00
12734	200.00
12738	0.00
1274	19,750.00
12744	5,000.00
12748	14,750.00
1275	281,615.00
12754	80,500.00
12757	1,115.00
12758	200,000.00
12759	0.00
1301	22,000.00
13014	22,000.00
13015	0.00
1310	7,544,322.00
13103	510,131.00
13104	7,029,191.00
13105	5,000.00
13106	0.00
13107	0.00

13109	0.00
1320	125,000.00
13204	125,000.00
1321	50,000.00
13214	50,000.00
1322	0.00
13224	0.00
1330	544,347.00
13303	359,500.00
13304	49,600.00
13305	37,200.00
13306	0.00
13307	0.00
13308	0.00
13309	0.00
93303	65,427.00
93304	22,500.00
93305	10,000.00
93306	0.00
93307	120.00
1340	20,958,000.00
13403	8,920,000.00
13404	11,501,500.00
13405	215,200.00
13406	290,000.00
13407	30,300.00

13409	1,000.00
1341	0.00
13413	0.00
13415	0.00
1343	41,000.00
13433	41,000.00
13435	0.00
13436	0.00
1390	1,030,043.00
13903	949,765.00
13904	73,379.00
13905	6,899.00
13906	0.00
13909	0.00
1401	41,000.00
14014	32,000.00
14015	3,000.00
14016	6,000.00
14019	0.00
1410	13,919,451.00
14103	10,778,074.00
14104	2,866,977.00
14105	87,400.00
14106	25,000.00
14107	2,000.00
14109	160,000.00

1412	294,456.00
14123	0.00
14124	294,456.00
14125	0.00
14127	0.00
14129	0.00
1413	1,138,998.00
14133	0.00
14134	1,136,434.00
14135	2,564.00
14136	0.00
14137	0.00
14139	0.00
1414	2,621,785.00
14143	1,790,400.00
14144	600,085.00
14145	1,250.00
14146	0.00
14147	50.00
14149	230,000.00
1415	6,868,183.00
14153	0.00
14154	5,102,583.00
14155	10,500.00
14156	5,000.00
14157	100.00

14159	1,750,000.00
1416	0.00
14167	0.00
1480	137,303.00
14803	107,499.00
14804	29,804.00
14809	0.00
1481	348,346.00
14813	338,588.00
14814	9,758.00
14819	0.00
1482	0.00
14823	0.00
14824	0.00
14825	0.00
14826	0.00
3000	0.00
30008	0.00
3011	22,575.00
30118	22,575.00
3012	196,438.00
30128	196,438.00
3013	868,274.00
30138	868,274.00
3014	9,216.00
30148	9,216.00

3015	0.00
30158	0.00
3016	292,925.00
30168	292,925.00
3017	560,874.00
30178	560,874.00
3113	0.00
31138	0.00
31139	0.00
3114	35,483.00
31148	35,483.00
31149	0.00
3115	0.00
31158	
31159	0.00
3141	0.00
31418	0.00
31419	0.00
3142	4,399.00
31428	4,399.00
31429	0.00
3170	16,894.00
31708	16,894.00
3213	0.00
32138	0.00
3214	6,083.00

32148	6,083.00
32149	0.00
3215	32,572.00
32158	32,572.00
4006	0.00
40064	0.00
40066	0.00
40069	0.00
4007	0.00
40073	0.00
40074	0.00
40079	0.00
4012	0.00
40124	0.00
40128	0.00
4013	0.00
40134	0.00
40139	0.00
4017	0.00
40174	0.00
40176	0.00
4100	0.00
41004	0.00
41006	0.00
4214	0.00
42146	0.00

42147	0.00
4228	0.00
42284	0.00
42287	0.00
42289	0.00
4237	4,086.00
42374	0.00
42376	0.00
42377	0.00
42379	4,086.00
4238	93,940.00
42384	93,940.00
42386	0.00
42389	0.00
4239	0.00
42394	0.00
42396	0.00
4240	99,372.00
42404	43,785.00
42406	55,587.00
42409	0.00
4241	4,284.00
42414	0.00
42416	0.00
42419	4,284.00
4242	0.00

42424	0.00
42426	0.00
4243	5,785.00
42434	1,000.00
42436	4,785.00
4244	1,302.00
42444	1,300.00
42446	2.00
4245	0.00
42454	0.00
42456	0.00
4246	0.00
42464	0.00
42466	0.00
4247	0.00
42474	0.00
42476	0.00
5101	0.00
51014	0.00
51015	0.00
51019	0.00
5200	10,452,877.00
52003	2,092,057.00
52004	2,338,780.00
52005	811,804.00
52006	2,206,436.00

52007	98,800.00
52008	0.00
52009	2,905,000.00
5211	56,781.00
52118	56,781.00
5212	190,644.00
52128	190,644.00
5214	326,307.00
52148	326,307.00
5215	108,841.00
52158	108,841.00
5216	65,185.00
52168	65,185.00
5217	37,575.00
52178	37,575.00
5218	22,862.00
52188	22,862.00
5241	62,319.00
52418	62,319.00
5244	24,422.00
52448	24,422.00
5245	460,762.00
52458	460,762.00
5246	23,217.00
52468	23,217.00
5270	23,052.00

52708	23,052.00
5275	22,500.00
52758	22,500.00
5276	6,693.00
52768	6,693.00
5277	8,880.00
52778	8,880.00
5278	15,000.00
52788	15,000.00
5279	6,981.00
52798	6,981.00
5280	5,000.00
52808	5,000.00
5400	6,740,316.00
54003	926,515.00
54004	2,029,927.00
54005	620,055.00
54006	2,193,819.00
54007	33,500.00
54008	0.00
54009	936,500.00
5401	0.00
54018	0.00
5413	41,820.00
54138	41,820.00
5415	106,969.00

54158	106,969.00
5600	5,631,933.00
56003	1,072,350.00
56004	1,320,937.00
56005	496,339.00
56006	1,208,807.00
56007	23,500.00
56009	1,510,000.00
5601	0.00
56018	0.00
5642	708,973.00
56428	708,973.00
5671	2,596.00
56718	2,596.00
5674	4,464.00
56748	4,464.00
5675	8,503.00
56758	8,503.00
5676	5,000.00
56768	5,000.00
5800	0.00
58004	0.00
58007	0.00
58008	0.00
58009	0.00
6100	296,446.00

61003	115,446.00
61004	180,000.00
61005	0.00
61007	1,000.00
6200	24,720.00
62003	6,720.00
62004	16,000.00
62005	2,000.00
62006	0.00
62009	0.00
6800	1,032,275.00
68003	75,393.00
68004	956,682.00
68005	200.00
68007	0.00
68009	0.00
7000	1,587,463.00
70003	217,858.00
70004	945,191.00
70005	424,052.00
70006	0.00
70007	362.00
70009	0.00
7001	74,230.00
70013	37,047.00
70014	2,050.00

70015	35,133.00
70016	0.00
7040	208,927.00
70403	188,424.00
70404	8,400.00
70405	12,103.00
70406	0.00
70407	0.00
70409	0.00
7101	10,604,346.00
71013	112,498.00
71014	1,136,021.00
71015	4,827.00
71017	1,000.00
71019	9,350,000.00
7102	658,677.00
71024	658,677.00
71027	0.00
71029	0.00
7201	1,120,000.00
72019	1,120,000.00
7215	0.00
72157	0.00
72159	0.00
7216	29,143.00
72167	0.00

72169	29,143.00
7217	5,000.00
72177	0.00
72179	5,000.00
7218	0.00
72187	0.00
72189	0.00
7219	35,000.00
72197	0.00
72199	35,000.00
7220	50,000.00
72207	0.00
72209	50,000.00
7221	100,000.00
72219	100,000.00
7222	50,000.00
72227	0.00
72229	50,000.00
7223	56,810.00
72233	0.00
72234	0.00
72235	0.00
72237	0.00
72239	56,810.00
7224	25,000.00
72243	0.00

72244	0.00
72245	0.00
72247	0.00
72249	25,000.00
7225	33,585.00
72253	0.00
72254	0.00
72255	0.00
72259	33,585.00
7226	100,000.00
72263	0.00
72264	0.00
72265	0.00
72269	100,000.00
7227	250,000.00
72273	
72274	
72275	
72279	250,000.00
7228	387,472.00
72283	190,250.00
72284	185,222.00
72285	12,000.00
72289	0.00
8100	0.00
81009	0.00

8101	195,100.00
81014	0.00
81017	195,000.00
81019	100.00
8104	35,000.00
81044	14,500.00
81045	11,000.00
81046	9,500.00
81047	0.00
8105	0.00
81054	0.00
81055	0.00
81057	0.00
8106	0.00
81064	0.00
81065	0.00
8200	0.00
82005	0.00
8201	0.00
82014	0.00
82015	0.00
(blank)	
(blank)	
1114	473,303.00
11143	60,000.00
11144	307,000.00

11145	25,000.00
11146	81,303.00
11149	0.00

;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 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 meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code

Roll call vote as Follows:

Vicki Kline, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION NO. 18-0924 - RE: GENERAL FUND FISCAL YEAR 2019 ANNUAL APPROPRIATION MEASURE

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

WHEREAS, Ohio Revised Code (ORC) 5705.38 (A) stipulates that the taxing authority for the County (the Portage County Board of Commissioners) shall approve annual appropriation (budgets) measures on or about the first day of each year, and

WHEREAS, ORC 5705.38 (C) states that "Appropriation measures shall be classified so as to set forth separately the amounts appropriated for each office, department, and division, and, within each, the amount appropriated for personal services.", now therefore be it

RESOLVED, that the Portage County Board of Commissioners authorizes the annual appropriation measure for the General Fund for Fiscal Year 2019 beginning on January 1, 2019 and concluding on December 31, 2019, and be it further

RESOLVED, that elected officials and department directors having management control over funds, departments, sub departments and other chart of account elements are hereby authorized to draw warrants against the annual appropriations; and be it further

RESOLVED, that all requests for Capital Expenditures as defined in Sections 5705.38 and 5705.39 of the ORC shall require the approval of the County Board of Commissioners; and be it further

RESOLVED, that the Fiscal Year 2019 General Fund annual appropriation measure is enumerated below,

001	674,037
3	464,437
4	195,600
5	14,000
6	0
'010	7,071,547
3	0
4	2,914,400
7	1,510,407
9	2,646,740
'012	
4	
6	
'014	625,707
3	302,699
4	120,513
5	202,495
6	0
'016	2,358,031
3	645,381
4	1,561,500
5	151,150
7	0
9	
'017	112,946
3	105,196
4	1,600
5	6,150
'018	153,894
3	131,308
4	19,060
5	3,526
'020	575,212
3	540,212
4	13,000
5	22,000
'100	794,959
3	718,450
4	54,404
5	22,105

6	
'200	479,217
3	374,917
4	98,000
5	6,300
'300	2,866,352
3	2,649,842
4	166,760
5	49,750
'400	288,909
3	275,885
4	6,524
5	6,500
'500	2,626,802
3	2,298,673
4	221,649
5	106,480
6	0
'510	120,000
4	120,000
'520	1,313,822
3	1,166,009
4	116,313
5	31,500
'530	1,081,910
3	960,700
4	83,210
5	38,000
6	
9	
'540	4,401
3	3,909
4	492
'550	759,709
3	687,175
4	58,634
5	13,900
6	
'560	910,322
3	848,562
4	42,760
5	19,000
'570	3,216,619

3	1,058,200
4	2,075,519
5	39,000
6	43,900
'580	377,294
3	347,544
4	23,650
5	6,100
'590	1,175,863
3	1,070,176
4	61,000
5	44,687
'600	444,493
3	292,308
4	139,985
5	12,200
'700	13,692,886
3	11,158,539
4	1,765,747
5	761,600
6	0
9	7,000
'800	222,921
3	190,621
4	3,200
5	29,100
'902	1,536,360
3	994,360
4	393,000
5	149,000
6	0
'903	717,043
3	394,643
4	286,600
5	35,800
7	0
'913	63,829
3	58,397
4	4,682
5	750
'915	973,387
3	533,427
4	433,709

5	6,250
'920	1,139,833
3	954,613
4	99,220
5	86,000
9	
'930	15,000
4	7,500
5	7,500
20104	70,000
20126	8,500,000
25903	159,355
27003	689,239
27007105	3,000
30124	1,500,000

;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 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 meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code

Roll call vote as Follows:

Vicki Kline, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION NO. 18-0925 - RE: RETURN CASH ADVANCE MADE FROM FUND 0001, GENERAL FUND TO FUND 1480, VAWA

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

WHEREAS, fund 1480 is waiting on a reimbursement from the State; now therefore be it;

RESOLVED, that the following cash advance be made,

Debit:
FUND 0001, GENERAL FUND

ORGCODE- 00100009 920000

\$10,000.00

Credit:

FUND 1480 VAWA

ORGCODE - 14803002 290000

\$10,000.00

and be it further

RESOLVED, the advance will be repaid to the General Fund when the reimbursement 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,

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0926

-

**RE: AMEND RESOLUTION NO. 18-0901
AUTHORIZING A NEW PAY SCALE FOR FULL
TIME AND PART TIME NON-BARGAINING
EMPLOYEES OF THOSE COUNTY
DEPARTMENTS FOR WHICH THE BOARD OF
COMMISSIONERS IS THE APPOINTING
AUTHORITY OR CO-APPOINTING
AUTHORITY.**

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

WHEREAS, it was determined that Resolution No. 18-0901, which authorized a new pay scale for full time and part time non-bargaining employees of those County departments for which the Board of Commissioners is the appointing authority or co-appointing authority, needs to be amended; now therefore be it

RESOLVED, that the Board of Commissioners agrees to amend Resolution No. 18-0901 authorizing a new pay scale for full time and part time non-bargaining employees of those County departments for which the Board of Commissioners is the appointing authority or co-appointing authority to reflect the following change in the first **RESOLVED**:

FROM:

RESOLVED, that the Board hereby directs the Directors of the mentioned departments to submit Payroll Change Authorization (**PAF**) forms **for approval** of the Board...

TO:

RESOLVED, that the Board hereby directs the Directors of the mentioned departments to submit Payroll Change Authorization (**PCA**) forms **as approved by** the Board....

and be it further

RESOLVED, that all remaining language in the first **RESOLVED** will remain intact; and be it further

RESOLVED, that the 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 meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code

Roll call vote as Follows:

Mike Kerrigan, Yea;

Sabrina Christian-Bennett, Yea;

Vicki Kline, Yea;

PORTAGE COUNTY
Wage Scale

Pay Grade	Minimum	Midpoint	Maximum
21	\$36.09	\$44.91	\$56.58
20	\$33.42	\$40.76	\$51.35
19	\$32.23	\$39.30	\$49.52
18	\$31.10	\$37.92	\$47.78
17	\$29.95	\$35.46	\$44.68
16	\$28.77	\$35.09	\$44.21
15	\$27.75	\$33.84	\$42.64
14	\$25.78	\$31.44	\$39.62
13	\$24.79	\$29.35	\$36.98
12	\$23.96	\$29.22	\$36.81
11	\$22.50	\$26.35	\$33.59
10	\$21.30	\$25.98	\$32.73
9	\$20.11	\$24.53	\$30.90
8	\$19.31	\$23.55	\$29.67
7	\$17.65	\$21.52	\$27.12
6	\$16.82	\$20.51	\$25.84
5	\$16.07	\$19.60	\$24.70
4	\$14.91	\$18.18	\$22.92
3	\$14.19	\$17.31	\$21.81
2	\$13.22	\$16.12	\$20.32
1	\$12.34	\$15.04	\$18.96

12:12 PM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Mike Kerrigan, seconded by Sabrina Christian-Bennett that the Board of Commissioners move into executive session to discuss the compensation of a public employee. Also present: Board of Commissioners only. Roll call vote: Mike Kerrigan, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

12:16 PM Upon conclusion of the above referenced discussion, it was moved by Mike Kerrigan, seconded by Sabrina Christian-Bennett that the Board of Commissioners move out of executive session. Roll call vote: Mike Kerrigan, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

Recessed: 12:17 PM
Reconvened: 1:16 PM

HUMAN RESOURCES

Present: Jenna Morgan

Ms. Morgan indicated the Board adopted a resolution today authorizing the new pay scale and in the past, the Board signed the Personnel Action forms and each Director signed the Payroll Change Authorization form. Since the Board already approved the resolution, could she skip the Board's signatures and have the Directors sign the Payroll Change Authorization form for payroll and the Board agreed to amend Resolution No. 18 (18-0901) because it indicates approval by the Board and it should say as approved by the Board.

Additionally, the resolution states Personnel Action forms (PAF) and it should say Payroll Change Authorization (PCA) forms.

Motion To: Amend Resolution No. 18-0901 to reflect a change in the first RESOLVED that the Board hereby directs the Directors of the mentioned departments to submit Payroll Change Authorization (**PCA**) form **as approved** by the Board with remaining language intact in the RESOLVED./18-0926

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

PULLED FROM THE CONSENT AGENDA
December 13, 2018

RESOLUTION:

19. Amendment to the General Fund 2018 Annual Appropriation.

Motion To: Amendment to the General Fund 2018 Annual Appropriation Resolution No. 17-0954, adopted December 19, 2017./18-0902

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

PLEASE ADD TO YOUR AGENDA

December 13, 2018

1. Resolution: Non General Fund Fiscal Year 2019 Annual Appropriation Measure.

Motion To: Approve the Non General Fund Fiscal Year 2019 Annual Appropriation Measure./18-0923

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

2. Resolution: General Fund Fiscal Year 2019 Annual Appropriation Measure-\$46-393,306.00 /18-0924

Motion To: Approve the General Fund Fiscal Year 2019 Annual Appropriation Measure./18-0924

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

Director Bragg asked the Board to adopt a blank cash advance resolution for a grant reimbursement that may not be received before the end of the year. If the reimbursement comes in, the Resolution will not be necessary.

3. Cash Advance.

Motion To: Approve a Cash Advance as needed for funds to be determined/18-0925

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

1:28 PM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Mike Kerrigan, seconded by Sabrina Christian-Bennett that the Board of Commissioners move into executive session to discuss the compensation of a public employee. Also present: Clerical Specialist Judy Common,

Administrative Assistant Julie Gonzales and Clerk Amy Hutchinson. Roll call vote: Mike Kerrigan, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

1:32 PM Upon conclusion of the above referenced discussion, it was moved by Mike Kerrigan, seconded by Sabrina Christian-Bennett that the Board of Commissioners move out of executive session. Roll call vote: Mike Kerrigan, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

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JOURNAL ENTRY

December 13, 2018

Commissioners

1. The Board of Commissioners received the December 4, 2018 Amended Certificate of Estimated Resources for the year beginning January 1, 2018 as submitted by the Portage County Budget Commission.
2. The Board of Commissioners acknowledged receipt of the December 4, 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.
3. The Board of Commissioners received the December 5, 2018 Amended Certificate of Estimated Resources for the year beginning January 1, 2018 as submitted by the Portage County Budget Commission.
4. The Board of Commissioners acknowledged the receipt of the Portage County Investment Portfolio Report for November 2018 as presented by the Portage County Treasurer.
5. The Board of Commissioners acknowledged receipt of the December 7, 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.
6. The Board of Commissioners authorized Commissioner Kline, President of the Board, to sign the Ohio Development Services Agency Certification of Determination of Subsequent Exemption for a Categorical Exclusion Project funded by the 2018 Community Development Grant for the Regional Planning Commission, as follows:

Grant Agmt No.	Project	Amount	Location
BF-18-1CJ-1	Highland Ave. Concrete Replacement/Street Improvements	\$133,300	West Highland Ave., Ravenna City

7. The Board of Commissioners authorized Commissioner Kline, President of the Board, to sign the Ohio Development Services Agency Certification of Determination of Subsequent Exemption for a Categorical Exclusion Project funded by the 2018 Community Development Grant for the Regional Planning Commission, as follows:

Grant Agmt No.	Project	Amount	Location
BF-18-1CJ-1	Coleman Rehab./Neighborhood Facility/Community Center	\$37,500	4155 State Route 14, Edinburg Township
			5982 Rhodes Road Franklin Township

8. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for November 2018, as presented by the Portage County Sheriff's Department.
9. The Board of Commissioners acknowledged the receipt of the Portage County Investment Reconciliation for the Month of November 2018, received on December 11, 2018 as presented by the County Auditor and County Treasurer.

Budget & Financial Management

10. The Board of Commissioners signed the Satisfaction of Mortgage form for Kimberly Bland of 6584 Crescent Lane, Brady Lake, Ohio, to secure payment of \$22,000.00, as presented by Neighborhood Development Services Inc. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.

Human Resources

11. Revised Organization Chart within Portage County Water Resources Department./**PULLED FROM JOURNAL ENTRIES.**
12. Revised job description for the Operations Manager position within Portage County Water Resources Department./**PULLED FROM JOURNAL ENTRIES.**
13. New job description for the Technology Division Manager position within Portage County Water Resources Department./**PULLED FROM JOURNAL ENTRIES.**
14. The Board of Commissioners signed the Personnel Action Form for a professional development wage increase for Jeffrey Whetsel, Collection Systems Chief Operator, for Portage County Water Resources, effective December 17, 2018, for passing his Collections II exam, presented by Janet Kovick, Human Resources Director.
15. The Board of Commissioners signed the Personnel Action Form recommending the termination of Marcy Cohen, Eligibility Specialist for Portage County Job & Family Services, effective December 14, 2018, presented by Janet Kovick, Human Resources Director.

16. The Board of Commissioners signed the Personnel Action Form recommending the termination of Lisa Wright, Social Service Worker 3 for Portage County Job & Family Services, effective December 14, 2018, presented by Janet Kovick, Human Resources Director.
17. The Board of Commissioners signed the Personnel Action Form authorizing the full-time hire of Darlene Baad as a Division Administrator PCSA, replacing Tammy Devine, for Portage County Job & Family Services, as presented by Janet Kovick, Human Resources Director. Anticipated start date is February 4, 2019. The Board of Commissioners agreed that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion To: Approve the Journal Entries for December 13, 2018 as revised

RESULT: **ADOPTED [UNANIMOUS]**

MOVED: Sabrina Christian-Bennett

SECONDED: Mike Kerrigan

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

JOURNAL ENTRY II

December 13, 2018

1. The Board of Commissioners authorized the Portage County Building Department to approve an alternative fee schedule for Southeast Schools for the installation of the special locking devices at an estimated cost of \$741.60 as follows:

Proposed Alternative Fee Schedule - Estimate
(actual fees will vary based on actual time needed to complete the inspection)

Building	Square Footage	Costs	State Fee (3%)	Total
High School	118,911	\$90 (application fee) + \$150 = \$240 +	\$7.20 =	\$247.20
Middle School	77,243	\$ 90 (application fee) + \$150 = \$240 +	\$7.20 =	\$247.20
Elementary	122,347	\$90 (application fee) + \$150 = \$240 +	\$7.20 =	\$247.20
Total				\$741.60

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

RESULT: **ADOPTED [UNANIMOUS]**

MOVED: Sabrina Christian-Bennett

SECONDED: Mike Kerrigan

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

JOURNAL ENTRY III

December 13, 2018

1. The Board of Commissioners authorized the extension of a Water and Wastewater Services Agreement between the Portage County Board of Commissioners (on behalf of the Water Resources Department) and the Village of Mantua, which is due to expire on December 31,

2018, for an additional three weeks as presented by Water Resources Department Director Gene Roberts.

Motion To: Approve the Journal Entry III for December 13, 2018

RESULT: ADOPTED [UNANIMOUS]

MOVED: Sabrina Christian-Bennett

SECONDED: Mike Kerrigan

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

Motion To: Adjourn the Official Meeting of December 13, 2018 at 1:33 PM

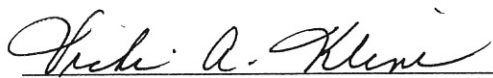
RESULT: ADOPTED [UNANIMOUS]

MOVED: Mike Kerrigan

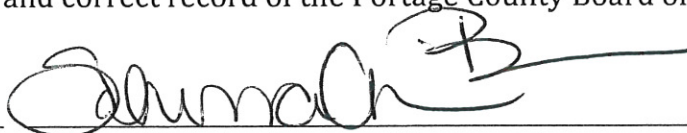
SECONDED: Sabrina Christian-Bennett

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.



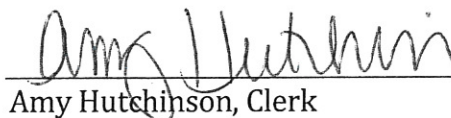
Vicki A. Kline, President



Sabrina Christian-Bennett, Vice President



Mike Kerrigan, Board Member



Amy Hutchinson, Clerk