



Portage County Board of Commissioners  
Meeting Minutes

0940  
449 South Meridian Street  
Ravenna, OH 44266  
<http://www.co.portage.oh.us>  
Amy Hutchinson, Clerk  
330-297-3600

Thursday, February 14, 2019

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
Kathleen Clyde	Vice President	Present
Sabrina Christian-Bennett	Board Member	Present

Also attending throughout the day Record Courier Reporter Diane Smith and Barb Tittle.

Recessed to Solid Waste Management District: 9:01 AM

Reconvened: 9:02 AM

**ADMINISTRATIVE TEAM AGENDA**

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

**HUMAN RESOURCES:**

Journal Entries - #'s 4-6

**Discussion:**

1. 2019 Lunch & Learn Program

The Lunch & Learn program will consist of brief training or development opportunities scheduled during the lunch period (30 minutes – 1 hour). The sessions will be informal and less structured than traditional training sessions. The Lunch & Learn program is a great way to foster continuous learning and a great tool for supervisors to learn from each other by sharing different ideas and experiences.

The program will consist of Lunch & Learn sessions held quarterly to discuss a variety of topics. The sessions will be held in room 708 from 12:00-1:00 pm. Due to limited seating in the room, maximum attendance will be ten (10) employees in each session. Attendance will be voluntary.

Tentative dates for the Lunch & Learn sessions are:

- Wednesday, March 13, 2019
- Wednesday, June 12, 2019
- Wednesday, September 11, 2019
- Wednesday, December 4, 2019

Initially, the 2019 lunch & learn program will focus on supervisory development. Future sessions will be available to staff employees depending on the topic.

The Board authorized Director Kovick to proceed with implementing a Lunch and Learn program in 2019 and to send notice to Elected Officials and Department Heads to let them know about the program and for topic ideas. Topics include – (1) documenting employee conversations and (2) documenting evaluations and performance concerns for probationary employees.

## 2. Performance Evaluations

The Commissioners' Personnel Policy Manual Section 19 (Performance Evaluations), states that non-probationary employees are to be evaluated every two calendar years with 2019 being the year for evaluations. According to the policy, the evaluations are to be completed by the end of the first quarter of the evaluation year, which is March 31, 2019.

Director Kovick presented the following templates currently being used by departments:

- a. Performance Evaluation – Approved by the BOC in 2009
- b. Performance Evaluation – Created by Charlene Badger when she was the HR Manager in 2013
- c. Water Resources Performance Evaluation – Approved in 2017
- d. JFS Performance Evaluation – Approved in December 2018
- e. DRAFT Performance Evaluation – Drafted in 2017 but was not implemented or approved.

The Board asked Director Kovick to prepare a memo to the Commissioners' Leadership Team, reminding the Directors to have their evaluations completed by March 31, 2019, utilizing their current evaluation form. Director Kovick will bring this item back later for further discussion.

## 3. BOC Personnel Policy

Last year, the Board's Personnel Policy Manual was revised, but prior to that it was not consistently reviewed. Director Kovick requests Board authorization to meet annually with the Directors to review the policy. New policies will be coming to the Board on social media, drug and alcohol and weather. The Board agrees with Director Kovick's recommendation and prefers each policy be presented separately.

## 4. Kalahari Tickets

Discounted tickets are available for County employees at a reduced rate from \$45.00/all day ticket to \$30/ticket if the County has 100 employees purchasing. The Board approved the inclusion of the communication in the Human Resources newsletter.

## **EXTERNAL SERVICES:**

Resolution - # 19 & 20

9:23 AM In accordance with the Ohio Rev. Code 121.22(G)(2), it was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the Board of Commissioners move into executive session to consider the purchase of property for public purposes. Also present: Water Resources Department Director Gene Roberts, Internal Services Director JoAnn Townend, Attorney David Garnier, Department of Budget & Financial Management Director Todd Bragg and Human Resources Department Director Janet Kovick. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

9:29 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

#### **Discussion:**

1. Black Brook Watershed Plan and Flood Study Meeting  
A meeting has been scheduled by Chagrin River Watershed Partners on February 22, 2019, regarding Black Brook Watershed Plan and Flood Study. Director Roberts reported the Water Resources Department has no facilities associated with Black Brook.
2. Memo regarding Professional Engineering Services for the Shalersville WTP  
Over the past two years, Portage County Water Resources has worked to complete a detailed inventory of all Water Resources' facilities and defined remaining estimated life for equipment and structures. Two existing treatment structures at the Shalersville Water Treatment Plant (WTP), the aeration unit and water softener vessels, have been identified at or exceeding their expected useful life requiring replacement or rehabilitation.  
  
Director Roberts would like to have a Request for Qualifications (RFQs) for a consultant to assist with water treatment equipment condition evaluation and the Board agreed./Resolution No. 19-0114 on today's Consent Agenda.

#### **DBFM:**

Resolutions - #'s 1-6  
Journal Entry - #7

Director Bragg presented a short explanation for Resolution No. 6, (Create Fund 1485 Fed Equitable Sharing Pro; and 1115 Federal Equitable Sharing Sheriff).

#### **INTERNAL SERVICES:**

Resolutions - #'s 8-18  
Journal Entry - #8

#### **PLEASE ADD TO YOUR AGENDA**

Internal Services

#### **RESOLUTION:**

1. Draft Resolution: To consider the lease of a vehicle for Job and Family Services.

Motion: by Sabrina Christian-Bennett, seconded by Kathleen Clyde to Declare the necessity to lease one (1) vehicle for use by the Portage County Department of Job and Family Services./19-0119.

Roll call vote: Commissioner Christian-Bennett, Yea;  
Commissioner Clyde, Yea;  
Commissioner Kline, Yea;

## **DISCUSSION:**

### **1. Regional Planning Commission Sale of the Building**

Commissioner Christian-Bennett explained at yesterday's Regional Planning Commission meeting, a request was made to check with the Prosecutor's Office to see if the County could pay for someone to market the building or provide a finder's fee./Director Townend will investigate.

### **2. In House Grant Writer Update**

During budget hearings last year, the Board discussed the possibility of hiring a grant writer, but Director Bragg still doesn't recommend pursuing as the County didn't receive additional funding over and above what it would normally receive without the grant writer and the Board has received numerous other funding requests from Elected Officials and Department Heads.

### **3. Sales and Use Tax Program Proposals**

Director Bragg pointed out the Board needs to decide whether it will evaluate the proposals. The Board has set aside \$1.4 million with at least \$500,000 for contingency and \$140,000 to University Hospital, leaving approximately \$680,000-\$750,000 to work with. A little over half has been used, minus \$500,000 to contingency, leaving approximately \$680,000-\$760,000 to work with. Commissioner Christian-Bennett noted the County will need to follow up with University Hospital and Director Townend will pull the contract.

Commissioner Clyde would like to see a copy of the applications and awards and Commissioner Christian-Bennett suggests a spreadsheet that has the applicant's name, the request, the award and if not awarded, the reason. Commissioner Clyde also requested a status report which includes the start date, end date, how much has been received, how much has been put into the grant process and an explanation of the options moving forward.

## **NEIGHBORHOOD DEVELOPMENT SERVICES**

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

Mr. Bogo met with the Board to discuss whether the Commissioners want to allocate Revolving Loan Funds to the Oakwood sewer lateral project and if so, under what terms. Director Bragg mentioned we are currently doing evaluations of property owners and then a report can be prepared indicating an estimate of need. Neighborhood Development Services will provide that report once enough information has been obtained, hopefully within the next two weeks.

**COMMISSIONERS' CONSENT AGENDA**

February 14, 2019

1. Approval of the February 7, 2019 regular meeting minutes.

**RESOLUTIONS**

February 14, 2019

**Budget & Financial Management:**

1. Approve the Thursday, February 14, 2019 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./19-0099
2. Approve the Thursday, February 14, 2019 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. /19-0100
3. Approve the Tuesday, February 19, 2019 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./19-0101
4. Approve the Tuesday, February 19, 2019 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./19-0102
5. Approve the Tuesday, February 19, 2019 Then & Now Certification, as presented by the County Auditor./19-0103
6. Create Funds 1485 Fed Equitable Sharing Pro; and 1115 Fed Equitable Sharing Sheriff./19-0104

**Job and Family Services**

7. Transfer from Fund 0001, General Fund to Fund 1410, Public Assistance Fund./19-0105

**Internal Services**

8. Enter into amendment no. 3 between the Portage County Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Coleman Professional Services for supportive housing services./19-0106
9. Set the request for proposal date for family/individual counseling and therapeutic services for the Portage County Department of Job & Family Services./19-0107
10. Enter into an agreement with Neighborhood Development Services for the administration & implementation of the Portage County Revolving Loan Fund Plans./19-0108
11. Enter into amendment no. 1 between the Board of Commissioners, the Portage County Department of Job & Family Services and the Portage County Prosecuting Attorney./19-0109

12. Approve plans and specifications and set date for accepting bids for the Hayes Road Resurfacing Project (CH 138, Part of Section A and all of Section B) in Ravenna Township, Portage County./19-0110
13. Transfer from Fund 4240, Center Road Improvement Project, to Fund 1201, Motor Vehicle and Gas Tax./19-0111
14. Transfer from Fund 4242, Liberty Street Bridge Replacement Project, to Fund 1201, Motor Vehicle and Gas Tax./19-0112
15. Transfer from Fund 4243, Newton Falls Road Resurfacing Project, to Fund 1201, Motor Vehicle and Gas Tax./19-0113
16. Set proposal date for the request for qualifications for professional engineering consulting services for design plans for replacement of aeration unit and rebuild water softener vessels at the Shalersville Water Treatment Plant in Portage County for the Portage County Water Resources Department./19-0114
17. Re-Open Fund 7002, Central Vehicle Maintenance./19-0115
18. Enter into an agreement between the Portage County Board of Commissioners on behalf of the Portage County Job & Family Services and Portage County Sheriff./19-0116

#### **External Services**

19. Acceptance of donations to the Office of the Portage County Dog Warden./19-0117
20. Nominate members to the Portage County Local Emergency Planning Committee (LEPC)./19-0118

Motion: by Sabrina Christian-Bennett, seconded by Kathleen Clyde to approve the Consent Agenda for February 14, 2019.

Roll call vote: Commissioner Christian-Bennett, Yea;  
Commissioner Clyde, Yea;  
Commissioner Kline, Yea;

#### **RESOLUTION NO. 19-0099**

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

#### **RESOLUTION NO. 19-0100 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.**

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

**WHEREAS,** the Ohio Revised Code requires that warrants be approved by the Board of Commissioners prior to their issuance; and

**WHEREAS,** there are other similar financial transactions defined as journal vouchers/entries that are dissimilar in that they are used to pay for charges for services from one county department and/or fund to another department and/or fund and thus are processed in lieu of issuing a warrant; and

**WHEREAS,** the Journal Vouchers/Entries are recommended by the County Auditor's Office for review and approval by the Board of Commissioners; now therefore be it

**RESOLVED,** that the Board of Commissioners approves the following Journal Vouchers/Entries, as presented by the County Auditor's Office:

02/14/19	468	\$ 10,394.90
02/14/19	471	2,541.79
Total		\$ 12,936.69

; 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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0101 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde 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 February 19, 2019 in the total payment amount of **\$841,189.49** for **Funds 0001-8299** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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

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

Roll call vote as follows:

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

**RESOLUTION NO. 19-0102**

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

**RESOLUTION NO. 19-0103 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde 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 **\$591,624.97** as set forth in Exhibit "A" dated **February 19, 2019** 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; Kathleen Clyde, Yea;



**RESOLUTION NO. 19-0104      -      RE:    CREATE FUNDS 1485 FED EQUITABLE  
SHARING PRO; AND 1115 FED EQUITABLE  
SHARING SHERIFF**

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

- WHEREAS,**            The County has received notice that the Federal portion of its equitable sharing program must be handled in a way similar to how each offices' main appropriations are handled, therefore be it
- RESOLVED,**            that Funds 1485 – Fed Equitable Sharing Pro; and 1115 Fed Equitable Sharing Sheriff be created for the purposes of accounting for revenues and expenditures associated with this program, and be it further
- RESOLVED,**            that a certified copy of this resolution be filed with the Portage County Auditor, Portage County Prosecutor, and Portage County Sheriff; 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;            Kathleen Clyde, Yea;            Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0105      -      RE:    TRANSFER FROM FUND 0001, GENERAL  
FUND TO FUND 1410, PUBLIC ASSISTANCE  
FUND**

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

- WHEREAS,**            the Portage County Board of Commissioners are mandated to provide payment of the county share of public assistance expenditures in accordance with section 5101.161 of the Ohio Revised code; and
- WHEREAS,**            it is necessary to do a transfer of the mandated share funds from the General Fund; now therefore be it
- RESOLVED,**            that the following transfer of funds be made in the amount of \$31,662.09 for the month of February 2019 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 \$31,662.09

**TO:**  
FUND 1410, PUBLIC ASSISTANCE FUND  
ORGCODE - 14100512  
Revenue Account  
Object: 280000 – Transfer In  
Project: NONE \$31,662.09

; and be it further

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

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

Roll call vote as follows:

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

**RESOLUTION NO. 19-0106 - RE: ENTER INTO AMENDMENT NO. 3 BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND COLEMAN PROFESSIONAL SERVICES FOR SUPPORTIVE HOUSING SERVICES.**

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

**WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20180220 (the "Original Contract") on February 22, 2018 by Resolution No. 18-0042 to provide Transitional Housing Services to eligible Portage County residents; and

**WHEREAS,** an Amendment No. 1 was entered into on August 2, 2018 through Resolution No. 18-0550 to change the name of the services from Transitional Housing

Services to Supportive Housing Services with no change to the contract time period or amount of the Original contract; and

**WHEREAS,** an Amendment No. 2 was entered into on December 6, 2018 through Resolution No. 18-0870 to amend the Original Contract to provide safe housing and residential case management support to eligible youth in the custody of PCDJFS's Children Services Division as they begin to approach adulthood and transition out of the foster care system or PCDJFS Comprehensive Case Management and Employment Services (CCMEP) enrolled youth and/or CCMEP Workforce Innovation and Opportunity Act (WIOA) enrolled youth and that need housing assistance; and be it further

**RESOLVED,** that the Board of Portage County Commissioners does hereby enter into Amendment No. 3 between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Coleman Professional Services for Supportive Housing Services to extend the agreement for one (1) additional year from January 1, 2019 through December 31, 2019; and

**RESOLVED,** that total service under this agreement shall not exceed Twenty-four thousand seven hundred fifty and 00/100 dollars (\$24,750.00); 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 A. Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0107       -       RE: SET THE REQUEST FOR PROPOSAL DATE FOR FAMILY/INDIVIDUAL COUNSELING AND THERAPEUTIC SERVICES FOR THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES.**

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

**RESOLVED,** that the request for proposal specifications for family/individual counseling and therapeutic services for the Portage County Job & Family Services Department be and hereby are approved; and be it further

**RESOLVED,** that sealed proposals, therefore, will be accepted by the Portage County Director of Internal Services, 7th floor- room 114, Portage County Administration Building, 449 South Meridian St., Ravenna, Ohio until 2:00 p.m., E.S.T. on March 6, 2019; and be it further

**RESOLVED,** that the notice of receiving proposals shall be published in the Record Courier on February 15, 2019 and a copy thereof be posted on the County's website and bulletin board of the Board forthwith; 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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0108 - RE: ENTER INTO AN AGREEMENT WITH NEIGHBORHOOD DEVELOPMENT SERVICES, INC. FOR THE ADMINISTRATION & IMPLEMENTATION OF THE PORTAGE COUNTY REVOLVING LOAN FUND PLANS.**

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

**WHEREAS,** the Portage County Revolving Loan Fund exists to maintain and administer all revolving loan funds as recaptured income from various sources; and

**WHEREAS,** the Portage County Board of Commissioners desire to increase the communities tax base, reduce unemployment, utilize residential, industrial and commercial property, real and personal and support the County's general economic development objectives; and

**WHEREAS,** the Portage County Board of Commissioners wishes to contract with Neighborhood Development Services, Inc. to administer and implement the revolving loan fund plans; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into an Agreement between the Board and Neighborhood Development Services, Inc. for a period of five (5) years beginning January 1, 2019 and ending December 31, 2021; 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;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0109      -      RE:    ENTER INTO AMENDMENT NO. 1 BETWEEN  
THE BOARD OF COMMISSIONERS, THE  
PORTAGE COUNTY DEPARTMENT OF JOB  
& FAMILY SERVICES AND THE PORTAGE  
COUNTY PROSECUTING ATTORNEY.**

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

**WHEREAS,**                    an agreement between the parties was entered into and known as Portage County Contract No. 20180257 (the "Original Contract") by Resolution No. 18-0110 to provide full time assistance from the Assistant Prosecuting Attorney's office to ensure compliance with State, Federal and Local laws in the context of risk management and also needs legal representation in the presentation of evidence in cases alleging the abuse, neglect or dependency of children pursuant to Ohio Revised Code 2151.40 and Juvenile Rule 29(E) and cases related to adult protective services pursuant to Ohio Revised Code 5101.60;

**WHEREAS,**                    the parties desire to amend the Original Contract to continue such services; now therefore be it

**WHEREAS,**                    that the Board of Portage County Commissioners does hereby agree to enter into Amendment No. 1 between the Board of Commissioners, the Portage County Department of Job & Family Services ("PCDJFS") and the Portage County Prosecuting Attorney to extend the agreement one (1) additional year from January 1, 2019 through December 31, 2019; and be it further

**RESOLVED,**                    that total actual costs under this agreement shall not exceed Three hundred thirty-two thousand six hundred ninety and 00/100 dollars (\$332,690.00); 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;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION No. 19-0110**

**RE: APPROVE PLANS AND SPECIFICATIONS  
AND SET DATE FOR ACCEPTING BIDS FOR  
THE HAYES ROAD RESURFACING  
PROJECT (CH 138, PART OF SECTION A  
and ALL OF SECTION B) IN RAVENNA  
TOWNSHIP, PORTAGE COUNTY.**

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

**WHEREAS,** the Portage County Engineer has determined it necessary to resurface **Hayes Road** (CH 138, Part of Section A and all of Section B), from SR. 5/44 Bypass to SR. 14 in Ravenna Township, and

**WHEREAS,** plans and specifications for this project have now been completed and are on file with the Portage County Commissioners and the Portage County Engineer; now therefore be it

**RESOLVED,** that plans and specifications, as submitted, are approved for furnishing all labor, materials and equipment necessary for the resurfacing of **Hayes Road** (CH 138, Part of Section A and all of Section B), from SR. 5/44 Bypass to SR. 14 in Ravenna Township, and be it further

**RESOLVED,** that sealed bids will be accepted by the Portage County Director of Internal Services, 1<sup>st</sup> Floor, Room 114, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio 44266 until **2:00 P.M.**, Local Time, **March 13, 2019**; and be it further

**RESOLVED,** that Notice of Receiving Bids shall be published in the Record Courier on **February 22, 2019** and **March 1, 2019** and a copy thereof be posted on the Official Bulletin Board of the Board of Portage County Commissioners forthwith, 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;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0111**

**RE: Transfer From Fund 4240, Center Road  
Improvement Project, To Fund 1201, Motor  
Vehicle And Gas Tax**

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

- WHEREAS,** the **Center Road Improvement Project** has been completed, all payments have been made on behalf of said project and all costs have been booked, and
- WHEREAS,** the Portage County Engineer has requested an operating transfer to debit all remaining funds in Fund 4240, **Center Road Improvement Project**, and credit Fund 1201, Motor Vehicle and Gas Tax, and
- WHEREAS,** the Portage County Board of Commissioners has approved said operating transfer; now therefore be it
- RESOLVED,** that the following transfer of funds be made in the amount of \$49,317.27:

**FROM:****FUND 4240, Center Road Improvement Project**

ORGCODE- 42408109

Debit Expense Account

Object: 910000 - Transfers Out \$49,317.27

**TO:****FUND 1201, Motor Vehicle and Gas Tax**

ORGCODE - 12018102

Credit Revenue Account

Object: 280000 - Transfer In \$49,317.27

and be it further

- RESOLVED,** that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the County Engineer and the Department of Budget and Financial Management, and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0112**

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**RE: Transfer From Fund 4242, Liberty Street  
Bridge Replacement Project, To Fund 1201,  
Motor Vehicle And Gas Tax**

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

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

**WHEREAS,** the Portage County Engineer has requested an operating transfer to debit all remaining funds in Fund 4242, **Liberty Street Bridge Replacement Project**, and credit Fund 1201, Motor Vehicle and Gas Tax, and

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

**RESOLVED,** that the following transfer of funds be made in the amount of \$7,300.29:

**FROM:**

**FUND 4242, Liberty Street Bridge Replacement Project**

ORGCODE- 42428209

Debit Expense Account

Object: 910000 - Transfers Out \$7,300.29

**TO:**

**FUND 1201, Motor Vehicle and Gas Tax**

ORGCODE - 12018202

Credit Revenue Account

Object: 280000 - Transfer In \$7,300.29

and be it further

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

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

Roll call vote as follows:

Vicki Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0113 - RE: Transfer From Fund 4243, Newton Falls Road Resurfacing Project, To Fund 1201, Motor Vehicle And Gas Tax**



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

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

**WHEREAS,** the Portage County Engineer has requested an operating transfer to debit all remaining funds in Fund 4243, **Newton Falls Road Resurfacing Project**, and credit Fund 1201, Motor Vehicle and Gas Tax, and

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

**RESOLVED,** that the following transfer of funds be made in the amount of \$17,431.67:

**FROM:**

**FUND 4243, Newton Falls Resurfacing Project**

ORGCODE- 42438109

Debit Expense Account

Object: 910000 – Transfers Out \$17,431.67

**TO:**

**FUND 1201, Motor Vehicle and Gas Tax**

ORGCODE – 12018102

Credit Revenue Account

Object: 280000 - Transfer In \$17,431.67

and be it further

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

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

Roll call vote as follows:

Vicki Kline, Yea;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0114**

-

**RE: SET PROPOSAL DATE FOR THE REQUEST FOR QUALIFICATIONS FOR PROFESSIONAL ENGINEERING CONSULTING SERVICES FOR DESIGN PLANS FOR REPLACEMENT OF**

**AERATION UNIT AND REBUILD WATER  
SOFTENER VESSELS AT THE  
SHALERSVILLE WATER TREATMENT PLANT  
IN PORTAGE COUNTY FOR THE PORTAGE  
COUNTY WATER RESOURCES  
DEPARTMENT.**

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

**RESOLVED,** that the specifications for receiving proposals for the request of professional engineering consulting services for the replacement of the aeration unit and rebuild of water softener vessels at the Shalersville water treatment plant in Portage County for the Portage County Water Resources Department be and hereby are approved; and be it further

**RESOLVED,** that sealed proposals, therefore, will be accepted by the Portage County Director of Internal Services, 1st floor – Room 114, Portage County Administration Building, 449 South Meridian St., Ravenna, Ohio until 2:00 p.m., E.S.T., on March 27, 2019; and be it further

**RESOLVED,** that the notice of receiving proposals shall be published in the Record Courier on February 25, 2019 and a copy thereof be posted on the County's website and bulletin board of the Board forthwith; and be it further

**RESOLVED,** that the Board of Commissioners finds and determines that all the 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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0115      -      RE:    RE-OPEN FUND 7002, CENTRAL VEHICLE  
   MAINTENANCE**

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

**WHEREAS,** the Portage County Board of Commissioners created Fund 7002 to be utilized as a Central Vehicle Maintenance Fund, and

**WHEREAS,** on December 26, 2013, the Board of Commissioners discontinued the use of fund 7002 as the intent was to no longer break even on vehicle

maintenance for the County and that the General Fund would assume all liabilities of fund 7002; and

- WHEREAS,** the Board of Commissioners desires to re-open fund 7002 to pay for all vehicle expenses with the ability to charge departments back for the services/materials provided; now therefore be it
- RESOLVED,** that the Board of Commissioners approves the re-opening of fund 7002 to pay for all vehicle expenses and to charge departments back for the services/materials provided; and be it further
- RESOLVED,** 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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0116 - RE: ENTER INTO AN AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY JOB & FAMILY SERVICES AND THE PORTAGE COUNTY SHERIFF.**

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

- WHEREAS,** PCJFS has been designated by the Portage County Board of Commissioners as the public children services agency for Portage County, Ohio; and
- WHEREAS,** Portage County Job & Family Services is the recipient of funds that may be used for the care, placement, and treatment of abused, neglected, and dependent children and/or exploitation of senior adults, which may include compensation for one or more Sheriff's deputies to investigate matters involving the abuse and neglect of children and abuse, neglect and/or exploitation of senior adults; and
- WHEREAS,** the Portage County Sheriff holds itself capable of providing these services; now therefore be it resolved

**RESOLVED**, that the Board of Portage County Commissioners does hereby agree to enter into an Agreement between the Board of Commissioners, Portage County Job & Family Services ("PCJFS") and the Portage County Sheriff for the period January 1, 2019 through December 31, 2019, with successive one (1) year renewals contingent upon funding; and be it further

**RESOLVED**, that total compensation for the initial term of this agreement shall not exceed One hundred Eighty Thousand Three Hundred Fifty-nine and 00/100 dollars (\$180,359.00); 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; Kathleen Clyde, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 19-0117 - RE: ACCEPTANCE OF DONATIONS TO THE OFFICE OF THE PORTAGE COUNTY DOG WARDEN.**

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

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

Name	Address	
Jaon & Faith Mahle	5202 Hemlock Dr Ravenna Oh 44266	\$10
Pet Supplies Plus	1262 St Rt 303 Streetsboro Oh 44241	\$68
Richard & Jenn Salzer	3277 Cook Rd 44201 Atwater Oh 44201	\$15
Noah N. Moore II	9893 Belden Dr Windham Oh 44288	\$2
Joyce & George Jyurovat	P.O. Box 207 Mantua Oh 44255	\$250
Charles & Loretta Stone	360 Griggy Rd NE Hartville Oh 44632	\$25
Lucia Prosser	1136 Shawnee Tr. Streetsboro, Oh 44241	\$20
Carol Hughes	3077 St Rt 225 Diamond Oh 44412	\$100
Juanita & David Freilich	3506 Sunnybrook Rd Kent Oh 44240	\$10
Melissa M. Kibler	5935 Tallmadge Rd Rootstown Oh 44272	\$25
Pam Owsowitz	P.O. Box 316 North Benton Oh 44449	\$25
Deborah Newberry	1334 Greenwood Ave. Kent Oh 44240	\$20

; now therefore, be it

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

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Kathleen Clyde, Yea;

**RESOLUTION NO. 19-0118      -      RE:    NOMINATE MEMBERS TO THE PORTAGE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC).**

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

**WHEREAS,** Ohio Revised Code section 3750.03 designates Local Emergency Planning Districts to prepare and implement district chemical emergency response and preparedness plans; and

**WHEREAS,** ORC 3750.03 describes the required member organizations or groups to be represented on the Local Emergency Planning Committee (LEPC) of each emergency planning district; and

**WHEREAS,** the State Emergency Response Commission, which is under the Ohio EPA, shall appoint the members from a list submitted by the Portage County Board of Commissioners to serve on the Portage County Local Emergency Planning Committee for a two-year term; and

**WHEREAS,** by Resolution 17-0463, the Portage County Board of Commissioners made recommendations to the SERC for the term beginning August 17, 2017 and ending August 16, 2019; and

**WHEREAS,** it has become necessary to replace and add members to the Portage County Local Emergency Planning Committee (LEPC); and

**WHEREAS,** the Portage County LEPC has recommended to the Board of Commissioners that the member listing be updated as follows; now, therefore, be it

**RESOLVED,** that the Board of Commissioners does hereby recommend the following members to serve on the Portage County LEPC for the remainder of the current term ending August 16, 2019:

<b>Status</b>	<b>Name</b>	<b>Representing</b>
<i>Primary</i>	<i>Commissioner Kathleen Clyde</i> <i>(replacing Mike Kerrigan)</i>	<i>Elected Official</i>
<i>Alternate</i>	<i>Rich Gano / PCWR</i> <i>(replacing Terri Armstrong)</i>	<i>Environmental</i>

; and be it further

**RESOLVED,** that a copy of this resolution be forwarded by Emergency Management Office staff to the State Emergency Response Commission (SERC); P.O. Box 1049; Columbus Ohio 43216-1049; 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 121.00 of the Ohio Revised Code.

Roll call vote as follows:

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

**COMMISSIONERS:**

**Discussion:**

1.     2019 Commissioners' Board Appointments

Motion:     by Sabrina Christian-Bennett, seconded by Kathleen Clyde to adopt the Portage County Commissioners' Board appointments for the year 2019./19-0120.

Roll call vote: Commissioner Christian-Bennett, Yea;  
                         Commissioner Clyde, Yea;  
                         Commissioner Kline, Yea;

2.     Replacement printer for Clerk – Pulled from the Agenda.
3.     Boards and Commissions Advertisement – Discussion item on Tuesday.
4.     Tuesday Discussion item - Additional Sales Tax and the Boards and Commissioners Advertisement.
5.     AquaSalina (Nature's Own Source)

The Board received an email response from County Engineer Marozzi concerning AquaSalina and he explained they use the most efficient and cost-effective product, (which is rock salt) and there is no requirement mandating any product be used on the County roadways. He cautions the Board about adopting a resolution as there are many road maintenance agencies in Portage County the Commissioners have no control over (cities, villages, townships, ODOT and the Turnpike). The Board agreed to forward County Engineer Marozzi's comments to Ms. Fischer.

10:29 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the Board of Commissioners move into executive session to discuss employment and compensation of a public employee. Also present: Department of Budget & Financial Management Director Todd Bragg, Water Resources Department Director Gene Roberts, and Randy Roberts, Building Department. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

11:39 AM – Director Bragg and Randy Roberts left the meeting.

11:41 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

11:42 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the Board of Commissioners move into executive session to discuss dismissal of a public employee. Also present: Human Resources Department Director Janet Kovick and Chief Building Official Charles Corcoran. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

11:50 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

After exiting executive session, one Board member stated the Board agreed to terminate a building department employee; however, the Board took no action. Final paperwork will be presented.

## **JOURNAL ENTRY**

February 14, 2019

### **Commissioners**

1. The Board of Commissioners acknowledged the receipt of the Portage County Investment Portfolio Report for January 2019 as presented by the Portage County Treasurer.
2. The Board of Commissioners acknowledged the receipt of the Portage County Investment Reconciliation for the Month of January 2019, received on February 7, 2018 as presented by the County Auditor and County Treasurer.

3. The Board of Commissioners acknowledged receipt of the February 8, 2019 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, 2019, as presented by the Portage County Auditor's Office.

### **Human Resources**

4. The Board of Commissioners signed the Personnel Action Form authorizing a wage increase for Laura Weber, Deputy Director for Portage County Water Resources due to successfully completing the 120 day probationary period, effective February 11, 2019, presented by Janet Kovick, Human Resources Director.
5. The Board of Commissioners signed the Personnel Action Form accepting the retirement of Reva Weekley, PCSA Administrative Assistant, for the Portage County Job & Family Services, effective March 1, 2019, presented by Janet Kovick, Human Resources Director.
6. The Board of Commissioners signed the Personnel Requisition authorizing the two-week external posting of the full time permanent PCSA Administrative Assistant, replacing Reva Weekley, for Portage County Job & Family Services, presented by Janet Kovick, Human Resources Director.

### **Departmental of Budget & Financial Management**

7. The Board of Commissioners' signature requested on the Satisfaction of Mortgage form for Gary W. Reedy of 2263 Crescent Lane, Brady Lake, OH 44211 to secure payment of \$7,650.00. The original document will be recorded by Neighborhood Development Services, Inc. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.

### **Internal Services**

8. Due to inactivity, the Board of Commissioners agreed to discontinue the availability of four (4) pool cars for use by County departments. The vehicles will be re-purposed to County departments that need vehicle replacements.

Motion: by Sabrina Christian-Bennett, seconded by Kathleen Clyde to approve the Journal Entries for February 14, 2019

Roll call vote: Commissioner Christian-Bennett, Yea;  
Commissioner Clyde, Yea;  
Commissioner Kline, Yea;

### **JOURNAL ENTRY II**

February 14, 2019

1. The Board of Commissioners agreed to the reassignment of the Commissioners' Clerical Specialist Judy Common, from Internal Services to the Board of Commissioners effective February 14, 2019.



Motion: by Sabrina Christian-Bennett, seconded by Kathleen Clyde to approve the Journal Entry II for February 14, 2019

Roll call vote: Commissioner Christian-Bennett, Yea;  
Commissioner Clyde, Yea;  
Commissioner Kline, Yea;

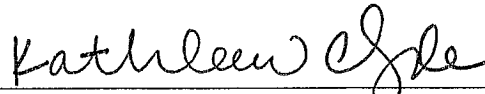
Motion: by Sabrina Christian-Bennett, seconded by Kathleen Clyde to adjourn the Official Meeting of February 14, 2019 at 11:50 AM

Roll call vote: Commissioner Christian-Bennett, Yea;  
Commissioner Clyde, Yea;  
Commissioner Kline, Yea;

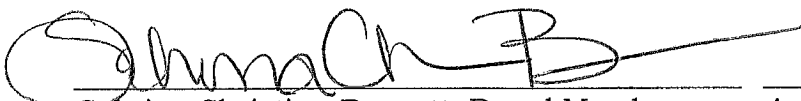
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting:



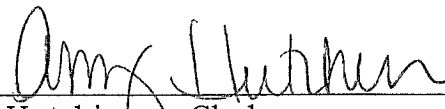
Vicki A. Kline, President



Kathleen Clyde, Vice President



Sabrina Christian-Bennett, Board Member



Amy Hutchinson, Clerk