

Tuesday, February 19, 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
Sabrina Christian-Bennett	Vice President	Attending 9:06 AM
Kathleen Clyde	Board Member	Present

Also attending throughout the day Record Courier Reporter Diane Smith, Barb Tittle, Department of Budget and Financial Management Director Todd Bragg and Internal Services Director JoAnn Townend.

DISCUSSION

1. Sales and Use Tax

- The Board will need to address if it will continue to utilize the sales and use tax committee, and if it will accept new applicants for grant funding.
- Current projections leave approximately \$1.4 million after expenses, but University Hospital (UH) was not included (\$140,000). The \$1.4 million also needs to account for possible change orders as jail construction continues on the inside remodel.
- Some funding should be made available for change orders, and the Contingency Fund is separate for items that come up within the planned renovation.
- Director Bragg will follow up with Director John Garrity, Mental Health & Recovery Board regarding his follow up with Bill Benoit from UH, in terms of where they are with state detox funding (\$140,000).
- The County still holds funding for UH as the sales tax funding was contingent on UH utilizing other funding sources first.
- Revenue was overspent for 2018 and is projected to be over in 2019 because a large cash balance is going in because of construction.
- For 2019, \$5,250,000 is coming in with roughly \$7 million available. Director Townend will have funding encumbered soon and it will take the fund to zero.
- The entire jail renovation is \$19,900,000 and it's possible all \$13,000,000 won't be spent by the end of 2019, so \$1 million may go into 2020.
- The jail addition should be finished by December 2019.
- The new POD is not on target for completion at the end of April due to the weather.
- The video, commissary (kiosk) and the inmate telephone still haven't been completed.
- Jail capacity with the new POD will allow 130 more inmates to the 218.
- The new POD has 4 wings, 3 are designated for females and 1 could hold either.
- There are 38 beds for female inmates and all 138 could be female or up to 30 could be for males.

- Bedding for females currently stands at 50 and 168 for males.
- The old female section will be remodeled for males so that the new POD will only be female housing.
- 3 Corrections Officers and 3 Probation Officers were added, along with an additional dollar amount for road patrol.
- The Sheriff's Office has been using the additional Officers for the regular Officers and a number count for the additional Officers is still needed from the Sheriff.
- 2019 remaining funding is \$750,000-\$800,000.
- The Board will need to decide and write into the contract whether it wants UH to utilize the funding for however long it takes or that any remaining balance be returned in July.
- Director Bragg will reach out to Director John Garrity Mental Health to see if former Director Joel Mowery updated him about this issue.
- 2020 revenue coming in is \$5.2 million, but some has already been spent. Yearly aspect is approximately \$26 million and \$24 million has been committed with \$1.4 million available.
- The \$140,000 for UH has been taken out of the \$1.3 million.
- The Board should keep \$500,000 set aside until the construction has been completed.
- Available program funding is about \$800,000, with \$500,000 being held back.
- Director Bragg is not projecting the 2 Sheriff lines and the Probation line into 2021 because funding received is for 2020's collections that we will not see until 2021.
- December 31, 2020 is the last time citizens will pay 7.25% tax in Portage County if it doesn't pass on the ballot.
- The amount was a 2.5% increase on the original 7%. The County only received 1%, and it doesn't include PARTA ¼% (5.75%).
- Counties themselves can have up to a 2% tax.
- The Board agreed it doesn't need to continue with the Committee, but welcomes anyone who would like to see the Board and make a presentation.
- The Board will consider additional requests from other entities requesting sales tax funding and those entities currently receiving funding will not automatically receive funding during the second round, they will need to reapply.
- The second round of funding will be a brand-new Request for Proposal (RFP), which is not required, but in the contracting process if they are over a bid limit, the bid would stipulate how to contract with them.
- Director Townend will pull contracts for renewal capability for the Too Good program, UH, and the caseworkers (through Mental Health & Recovery). The SCRAM-X, the Drug Court, and the Probation Officers would be an increase to County departments.
- Funding is set to expire July 30, 2019, and entities should know by mid-May for employment purposes to get the awards out, and by mid-April (at the latest), proposals should be before the Board for review, so the deadline to the Board would be March 30th.
- If an entity would like to renew, it would have to present accomplishments with the original funding.
- Language should be included in the RFP that the applicant provide evidence of how it will sustain the grant.
- Language should be included in the RFP noting this funding stream has an expiration, list your plans moving forward to fund the program, and what matching dollars are

you seeking (be specific) or do you have match funding available if required and what efforts will you be using to sustain.

- Request for proposals will go out March 1, 2019 and they need to be submitted by March 27th.
- Presentations will be conducted during the first 2 weeks in April, including Mondays and Wednesdays, if necessary. Presentations will be ½ hour maximum for each applicant.
- Renewals will be expected to relay accomplishments from prior grant period during their presentation.
- The Board would like to send the schedule out separately from the Request for Proposal.
- The Board would like Mental Health & Recovery Director John Garrity to attend the presentations or if he is unavailable, provide him with copies of the proposals.

Fund 0002: Additional Sales tax

	2016	2017	2018	2019	2020	2021
Revenue	3,883,271	5,325,153	5,307,286	5,250,000	5,250,000	1,312,500
Advance			3,000,000		-1,000,000	-2,000,000
Expenses						
Commissioners						
Fees	38,833	53,252	53,073	50,000	50,000	12,000
Grant match		25,000				
Jail			6,269,654	13,653,981		
Treatment						
ScramX			3,701	58,800		
UH Detox				140,000		
School case workers			314,000			
'To Good' program			100,000			
Drug Court			16,014	66,028		
Sherriff						
Cos	241,767	261,444	266,835	272,172	277,615	
Road Patrc	390,984	406,360	415,350	423,657	432,130	
Probation	98,194	165,837	166,991	162,185	165,429	
Total Expenses	769,777	911,892	7,605,617	14,826,823	925,174	12,000
						25,051,283
						1,276,927

Draft as of 2/15/19
TAB

2. Advertisement for 2019 Boards and Commission vacancies.

The Board approved the draft advertisement for 2019 Board and Commission vacancies and the 3"x5" display ad for \$300.00 to Record Courier.

3. Pool vehicles

The Board agreed due to low usage, it will no longer offer pool vehicles. Clerk will advise Elected Officials and Department Heads. The original 4 vehicles will be sent to Juvenile Court (2), Municipal Court (1), Purchasing/Mailroom.

There are 4 components when the Motor Pool was abolished: (1) Maintenance of the vehicles, (2) gasoline, (3) starting a geo-tracking system for mileage, tire rotations, etc. and (4) acquisition of new vehicles. The Board purchases all vehicles, but defers to each department as to what type of vehicle is needed. The re-assignment of the Motor Pool never happened officially, but Director Bragg and Director Townend have both assisted for a smooth transition with leases and gas cards.

Commissioner Clyde asked about the usage of the pool cars and Director Bragg explained the 2 used were both 2009 model vehicles and one had 46,000 miles and the other had 64,000 miles. There will still be one vehicle available. Director Townend will investigate who else has a high mileage vehicle that could use the extra pool car.

10:09 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 of a public employee, official, licensee or regulated individual. Also present: Board of Commissioners only. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

10:23 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.

Director Kovick made several changes to an offer letter she would like reviewed. After discussing the changes in more detail with the Board, Director Kovick was authorized to send the offer letter (Building Department).

10:26 AM In accordance with the Ohio Revised 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 use. Also present: Board of Commissioners only. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

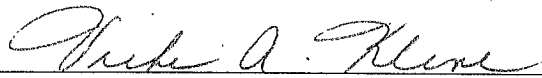
10:37 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Kathleen Clyde, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

Motion: by Sabrina Christian-Bennett, seconded by Kathleen Clyde that the Board adjourn the Meeting of February 19, 2019 at 10:37 AM.

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

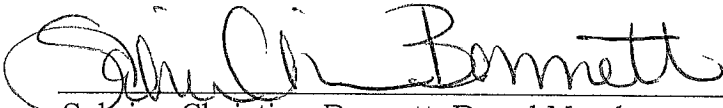
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of February 19, 2019.



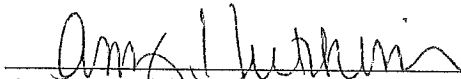
Vicki A. Kline, President



Kathleen Clyde, Vice President



Sabrina Christian-Bennett, Board Member



Amy Hutchinson, Clerk