



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

Tuesday, June 27, 2017

9:04 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
Maureen T. Frederick	Board Member	Attending 9:07 AM

Recessed to Solid Waste Management District: 9:06 AM

Reconvened: 9:31 AM

ADMIN TEAM:

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

DBFM:

1. Resolution Number(s): #1 -17 on resolutions pages #1 and #2

Commissioner Christian-Bennett asked about Resolution No. 14 – Non General Fund appropriation and the request for \$5,000 for the County Engineer (CORSA claim). Director Bragg indicated a claim was submitted and the \$5,000 is the County Engineer's portion of the cost.

Director Bragg mentioned they caught a billing error in the amount of \$14,000 for Altercare in Rootstown. When the County converted Rootstown to the new meters, Altercare had both a combo and regular meter and the new system only recorded one meter's reads to calculate the water bill, but used both to calculate the sewer bill. The Department of Budget & Financial Management will prepare correspondence to them, which will offer a payment schedule without penalties. The payments have been missed for one year.

HUMAN RESOURCES:

1. Discussion item(s): 2017 Akron Heart Walk Health for Good Fundraising Sprint.

Director Kovick presents a revised copy of the seven week fundraising sprint sponsored by the Akron Heart Walk.

- Week four was revised back to read Walk with the Commissioners or on your lunch break.
- Week six is the Healthy Snack Sale the American Heart Association is recommending, but Director Kovick will need to investigate if the County can purchase snacks to sell during the Health Snack Sale as the money raised could be considered a donation to the American Heart Association. She will investigate further and report back to the Board.

The fundraising sprint begins the week of July 10, 2017 and the Akron Heart Walk is scheduled for Saturday, August 26, 2017.

2. Journal Entry(ies): Approval of PAF authorizing the probationary increase & promotion of Water Treatment Plant Operator – Approved by JE #1 on journal entry page #3

INTERNAL SERVICES:

1. Discussion item(s):
 - a. CAC board appointment. Approval by resolution #25 on resolutions page #2. Director Townend met with David Shea, who indicated Brad Cromes was appointed to represent the Treasurer's office (one of six elected official positions), not the Commissioners' Office, so the Board has one vacancy with the resignation of Brian Boykin. The Board agreed to appoint Mandy Berardinelli to the vacant position.
 - b. Mental Health & Recovery Board resignation letter 6/21/17 (Dennis Missimi). The Board received a resignation letter from Dennis Missimi as presented by Mental Health & Recovery Board Executive Director Joel Mowrey. Since the Board responded directly to Director Mowrey, a Journal Entry is not needed.
2. Resolution Number(s): #18 - 25 on resolutions page 2

Commissioner Kline had a question on Resolution No. 22 for microfilming services. Director Townend responded the County Recorder has not received the microfilming contract with Cott Corporation, so Recorder Caleci has been using an outside service (High Line Corporation dba Casnet). Once the contract is put into place, she will no longer need this service.

Commissioner Kline asked if Microfilm Director Glen Cooper is still doing microfilming at the Records Center and Director Townend responded they are still doing back up,

but the Recorder's Office is doing current microfilming. Commissioner Kline asked if the Board is thinking about upgrading the microfilm equipment because it's very archaic and Director Townend pointed out the Recorder is getting rid of an archive writer and she has asked Information Technology Services Director Kelley to research if it could be used at the Records Center.

Commissioner Frederick asked how other counties handle their microfilming and Director Townend discussed the possibility of visiting other counties to see what they use. She did mention to outsource microfilming would be very costly to the County.

Commissioner Frederick asked what happens if the Records Center is destroyed by fire and Director Townend explained there is insurance on the site, but if the County is unable to produce a document, it would be fined.

*

*

*

*

PLEASE ADD TO YOUR AGENDA

June 27, 2017

1. Draft Resolution: Declare obsolete and authorize the donation of Portage County personal property to the Center of Hope for the leftover cooked food from the Employee Appreciation Day on June 23, 2017 \$140.28/17-0515 (See also Resolution #26).

COMMISSIONERS' CONSENT AGENDA

June 27, 2017

1. Approval of the June 20, 2017 regular meeting minutes.

*

*

*

*

*

RESOLUTIONS

June 27, 2017

Budget & Financial Management:

1. Approve the Tuesday, June 27, 2017 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. (Roll call vote)/17-0490
2. Approve the Tuesday, June 27, 2017 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. (Roll call vote)/17-0491
3. Approve the Tuesday, June 27, 2017 Then & Now Certification, as presented by the County Auditor./17-0492

4. Approve the Tuesday, June 27, 2017 wire transfer to OWDA as presented by the County Auditor and reviewed by the Department of Budget & Financial Management (Roll call vote)/17-0493
5. Approve the Thursday, June 29, 2017 bills/ ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. (Roll call vote)/17-0494
6. Approve the Thursday, June 29, 2017 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. (Roll call vote)/17-0495
7. Approve the Thursday, June 29, 2017 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. (Roll call vote)/17-0496
8. Approve the Thursday, June 29, 2017 Then & Now Certification, as presented by the County Auditor./17-0497
9. Approve the Thursday, July 6, 2017 bills/ ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. (Roll call vote)/17-0498
10. Approve the Thursday, July 6, 2017 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. (Roll call vote)/17-0499
11. Approve the Thursday, July 6, 2017 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. (Roll call vote)/17-0500
12. Approve the Thursday, July 6, 2017 Then & Now Certification, as presented by the County Auditor./17-0501
13. Amendment to the General Fund 2017 annual appropriation resolution no. 16-0999, adopted December 1, 2016/17-0502
14. Amendment to the Non General Fund 2017 annual appropriation resolution no. 16-1000, adopted December 1, 2016/17-0503
15. Approve the cash advance from fund 0001, general fund to fund 4013, Task Force capital/17-0504

16. Authorize the application and agree to enter into a FY18 & 19 Subsidy Grant Agreement between the Portage County Commissioners (on behalf of Adult Probation) and the State of Ohio for Community Based Corrections Program also known as 407 Non-Residential Felony/17-0505
17. Authorize the application and agree to enter into a FY17 Subsidy Grant Agreement between the Portage County Commissioners (on behalf of Adult Probation) and the State of Ohio for Community Based Corrections Program also known as 408 Non-Residential Misdemeanant/17-0506

Internal Services:

18. Enter into amendment no. 1 for multisystemic therapy (MST) and multisystemic therapy for problem sexual behavior (MST-PSB) between the Board of Commissioners on behalf of JFS & Family & Community Services, Inc./17-0507
19. Enter into a subgrant agreement for Ohio Early Intervention Service Coordination on behalf of JFS & Family & Community Services, Inc./17-0508
20. Declare obsolete and dispose of Portage County Personal Property located the Portage County Board of Developmental Disabilities./17-0509
21. Acceptance of donations to the office of the Portage/Columbiana Counties WIC program./17-0510
22. Enter into an amendment no. 2 with Highline Corp, dba Casnet for microfilming services for the Portage County Recorder./17-0511
23. Enter into an agreement with Gardiner System Service Solutions for HVAC maintenance & service for Water Resources./17-0512
24. Enter into an agreement with Prime AE Group for facility plans for the Shalersville & Brimfield Water Treatment Plants for Water Resources./17-0513
25. Appointment to the Community Action Council of Portage County Board of Directors./17-0514
26. Declare obsolete and authorize the donation of Portage County personal property to the Center of Hope/17-0515

*

*

*

*

*

Motion To: Approve the Consent Agenda for June 27, 2017

RESULT: ADOPTED [UNANIMOUS]

MOVER: Sabrina Christian-Bennett, Vice President

SECONDER: Maureen T. Frederick, Board Member

AYES: Maureen T. Frederick, Vicki A. Kline, Sabrina Christian-Bennett

RESOLUTION NO. 17-0490 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick 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 June 27, 2017 in the total payment amount of **\$473,086.70** 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; Sabrina Christian-Bennett, Yea; Maureen T. Frederick, Yea;

RESOLUTION NO. 17-0491 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick 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:

06/27/17	941	\$ 245.94
06/27/17	936	23,296.11
06/27/17	935	13,609.70
06/27/17	909	25.00
06/27/17	899	60.00
06/27/17	870	9,464.38
06/27/17	857	30,788.79
06/27/17	850	1,099.00
Total		\$ 78,588.92

; 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; Maureen T. Frederick, Yea;

RESOLUTION NO. 17-0492 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick 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 **\$7,015.43** as set forth in Exhibit "A" dated **June 27, 2017** 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 Kline, Yea; Sabrina Christian-Bennett, Yea; Maureen T. Frederick, Yea;

**RESOLUTION NO. 17-0493 - RE: WIRE TRANSFER TO OHIO WATER
DEVELOPMENT AUTHORITY SERVICES
APPROVED AND CERTIFIED TO THE
PORTAGE COUNTY AUDITOR FOR
PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick 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 Department of Budget and Financial Management or other designee on June 27, 2017 in the total payment amount of **\$ 391,698.84 to Ohio Water Development Authority** 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 principle and interest totaling \$ 391,698.84 as presented by the Portage County Auditor's Office:

Wire Transfer on Wednesday, June 28, 2017 \$391,698.84

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 Kline, Yea; Sabrina Christian-Bennett, Yea; Maureen T. Frederick, Yea;

RESOLUTION NO. 17-0494 - RE: BILLS APPROVED AND ACH CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick 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 June 29, 2017 in the total payment amount of \$405,419.49 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 ACH payment is approved as certified to the County Auditor for payment on or after Friday, June 30, 2017, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on June 29, 2017 in the total payment amount of **\$20.00 to Neil Group** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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

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

Roll call vote as follows:

Vicki Kline, Yea; Sabrina Christian-Bennett, Yea; Maureen T. Frederick, Yea;

**RESOLUTION NO. 17-0495 - RE: WIRE TRANSFER APPROVED AND
CERTIFIED TO THE PORTAGE COUNTY
AUDITOR FOR PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick 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 June 29, 2017 in the total payment amount as follows:

1. \$870.00 to Wage Works - Admin Fees-Fund 7101; and
2. \$7,172.15 to Wage Works - Claims; 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, June 30, 2017	\$ 870.00
Wire Transfer on Friday, June 30, 2017	\$ 7,172.15

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; Maureen T. Frederick, Yea;

**RESOLUTION NO. 17-0496 - RE: APPROVAL OF JOURNAL
VOUCHERS/ENTRIES.**

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick 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:

06/28/17	1059	\$ 308.00
06/27/17	1001	15,788.42
06/27/17	1002	17,229.17
06/27/17	999	107.35
06/27/17	998	13,032.51
06/27/17	992	372.93
Total		\$ 46,838.38

; 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; Maureen T. Frederick, Yea;

**RESOLUTION NO. 17-0497 - RE: ACCEPTANCE OF THEN AND NOW
CERTIFICATIONS FOR PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick 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 **\$117,649.35** as set forth in Exhibit "A" dated **June 29, 2017** 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 Kline, Yea; Sabrina Christian-Bennett, Yea; Maureen T. Frederick, Yea;

**RESOLUTION NO. 17-0498 - RE: BILLS APPROVED AND CERTIFIED TO
THE PORTAGE COUNTY AUDITOR FOR
PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick 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 June 27, 2017 in the total payment amount of **\$214,859.02** 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; Sabrina Christian-Bennett, Yea; Maureen T. Frederick, Yea;

**RESOLUTION NO. 17-0499 - RE: WIRE TRANSFER APPROVED AND
CERTIFIED TO THE PORTAGE COUNTY
AUDITOR FOR PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick 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 June 27, 2017 in the total payment amount as follows:

3. \$859,881.03 to Wage Works Claims-Fund 7101; 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, July 7, 2017 \$ 859,881.03

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; Maureen T. Frederick, Yea;

**RESOLUTION NO. 17-0500 - RE: APPROVAL OF JOURNAL
VOUCHERS/ENTRIES.**

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick 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:

07/06/17	105	\$ 4,305.50
07/06/17	103	13,441.65

07/06/17	102	2,481.50
07/06/17	99	16,404.66
07/06/17	61	66,729.73
07/06/17	60	30,154.34
07/06/17	15	1,435.73
07/06/17	14	74.92
07/06/17	13	74.92
07/06/17	12	124.69
07/06/17	11	74.92
07/06/17	10	25.71
07/06/17	5	2,127.24
Total		\$ 137,455.51

; 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; Maureen T. Frederick, Yea;

RESOLUTION NO. 17-0501 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick 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 **\$13,601.78** as set forth in Exhibit “A” dated **July 7, 2017** 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 Kline, Yea; Sabrina Christian-Bennett, Yea; Maureen T. Frederick, Yea;

RESOLUTION NO. 17-0502

RE: AMENDMENT TO THE GENERAL FUND 2017 ANNUAL APPROPRIATION RESOLUTION NO. 16-0999 ADOPTED DECEMBER 1, 2016

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick that the following resolution be adopted:

RESOLVED, that it has become necessary to amend the General Fund 2017 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>
<hr/>			
Fund: 0001 General Fund			
001 Commissioners			
00014 Commissioners Contract Svcs	0		3,758
00016 Commissioners Capital Outlay	3,758		-
MEMO TOTAL	\$ 3,758		\$ 3,758
	<hr/>		<hr/>
Note: To purchase meth house			
<hr/>			
014 Motor Pool			
00146 Motor Pool CO	11,210		-
MEMO TOTAL	\$ 11,210		\$ -
	<hr/>		<hr/>
Note: Equipment purchases new			
<hr/>			
TOTAL MEMO BALANCE ALL AMENDMENTS	\$ 14,968		\$ 3,758
	<hr/>		<hr/>
Fund: 0002 General Fund 5739.026			
012 Central Purchasing Services			
20124 GF Int Svcs 5739.026 CS	25,000		-
MEMO TOTAL	\$ 25,000		\$ -
	<hr/>		<hr/>
Note: Civil engineering			
<hr/>			
TOTAL MEMO BALANCE ALL AMENDMENTS	\$ 25,000		\$ -
	<hr/>		<hr/>

Increase

Decrease

; and be it further

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

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

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

Roll call as Follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Maureen T. Frederick, Yea;

RESOLUTION NO. 17-0503

**RE: AMENDMENT TO THE NON GENERAL FUND 2017 ANNUAL APPROPRIATION
RESOLUTION NO. 16-1000 ADOPTED DECEMBER 1, 2016**

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick that the following resolution be adopted:

RESOLVED, that it has become necessary to amend the Non General Fund 2017 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:	1004	DTAC - Treasurer		
	200	Treasurer		
	10044	DTAC Treasurer CS	10,000	-
		MEMO TOTAL	\$ 10,000	\$ -

Note:

Fund:	1166	EMPG Homeland Security Grant		
	930	Emergency Management		
	11663	EMPG Homeland Sec Salary&Fring	62,357	-
		MEMO TOTAL	\$ 62,357	\$ -

Note:

Fund:	1201	Motor Vehicle And Gas Tax		
	800	Engineer's Department		
	12014	Engineer MVGT Contract Svcs	220,090	-
	12019	Engineer MVGT Misc Expense	5,000	-
		MEMO TOTAL	\$ 225,090	\$ -

Note: CORSA CLAIMS LOC. SHARE FOR LOC. SHARE
 _____ NEWTON FALLS RD PECK/LOVERS
 LANE

Fund:	1410	Job And Family Services			
	051	Job And Family Services			
	14104	Job & Family Services CS	200,000		-
		MEMO TOTAL	\$ 200,000		\$ -

Note: Projected need

		<i>Increase</i>	<i>Decrease</i>
Fund: 4013	Drug Task Force Capital Grant		
700	Sheriff's Department		
40134	Drug Task Force Capital Gr CS	5,000	-
	MEMO TOTAL	\$ 5,000	\$ -

Note: Chg ord 1

Fund: 8105	Sheriff Gifts & Donations DARE		
700	Sheriff's Department		
81054	Sheriff Gift Donation DARE CS	1,000	-
81055	Sheriff Gift Donation DARE MS	3,000	-
	MEMO TOTAL	\$ 4,000	\$ -

Note: Addtl approp for Tshirt Addtl approp needed
for conf.

TOTAL MEMO BALANCE FOR ALL FUNDS	\$ 506,447	\$ -
---	-------------------	-------------

; 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; Maureen T. Frederick, Yea;

**RESOLUTION NO. 17-0504 - RE: CASH ADVANCE FROM FUND 0001,
GENERAL FUND TO FUND 4013, TASK
CAPT**

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick that the following resolution be adopted:

WHEREAS, the Drug Task Force remodeling project fund's current obligations are exceeding actual revenue therefore; the fund is in need of interim cash until receipt of grant revenues are received; now therefore be it;

RESOLVED, that the following cash advance be made in the amount of \$ 125,000.00:

FROM:

FUND 0001, GENERAL FUND

ORGCODE- 00100009

Debit Expense Account

Object 920000 - Advances-Out	\$125,000.00
------------------------------	--------------

TO:

FUND 4013, TASK CAPT

ORGCODE - 40137004

Credit Revenue Account

Revenue Source 290000 - Advance-In	\$125,000.00
------------------------------------	--------------

and be it further

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

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

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

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Maureen T. Frederick, Yea;

RESOLUTION NO. 17-0505 - RE: **AUTHORIZE THE APPLICATION AND
AGREE TO ENTER INTO A FY 18 & 19
SUBSIDY GRANT AGREEMENT BETWEEN
THE BOARD OF PORTAGE COUNTY
COMMISSIONERS (ON BEHALF OF
ADULT PROBATION) AND THE STATE OF
OHIO FOR COMMUNITY BASED
CORRECTIONS PROGRAM ALSO
KNOWN AS 407 NON-RESIDENTIAL
FELONY.**

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick that the following Resolution be adopted:

RESOLVED, that the Portage County Board of Commissioners does hereby authorize the grant application and agrees to enter into an FY 18 & 19 Subsidy Grant Agreement between the Board of Commissioners (on behalf of Adult Probation) and the State of Ohio for Community Based Corrections Program also known as 407 Non-Residential Felony subsidy grant agreement, as recommended by the Portage County Adult Probation Department; and be it further

RESOLVED, that the State of Ohio awards the sum of Four Hundred Forty Six Thousand, Seven Hundred Sixty Six Dollars (\$446,766.00) *to be paid in 8 equal installments of \$55,847.00* for the period beginning with the effective date of July 1, 2017, and ending June 30, 2019, subject to the terms and conditions of this agreement, with no General Fund local match; and be it further

RESOLVED, that a copy of the this resolution and the agreement be forwarded to the Portage County Auditor, Portage County Department of Budget & Financial Management, and Adult Probation; 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; Maureen T. Frederick, Yea;

RESOLUTION NO. 17-0506 - RE: **AUTHORIZE THE APPLICATION AND
AGREE TO ENTER INTO A FY 18 & 19
SUBSIDY GRANT AGREEMENT BETWEEN
THE BOARD OF PORTAGE COUNTY
COMMISSIONERS (ON BEHALF OF
ADULT PROBATION) AND THE STATE OF
OHIO FOR COMMUNITY BASED
CORRECTIONS PROGRAM ALSO
KNOWN AS 408 NON-RESIDENTIAL
MISDEMEANANT.**

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick that the following Resolution be adopted:

RESOLVED, that the Portage County Board of Commissioners does hereby authorize the grant application and agrees to enter into an FY 18 & 19 Subsidy Grant Agreement between the Board of Commissioners (on behalf of Adult Probation) and the State of Ohio for Community Based Corrections Program also known as 408 Non-Residential Misdemeanant subsidy grant agreement, as recommended by the Portage County Adult Probation Department; and be it further

RESOLVED, that the State of Ohio awards the sum of Sixty Eight Thousand Seven Hundred Ninety Three Dollars and Zero Cents (\$68,793.00) *to be paid in 8 equal installments of \$8,599.13* (rounded) for the period beginning with the effective date of July 1, 2017 and ending June 30, 2019, subject to the terms and conditions of this agreement, with no General Fund local match; and be it further

RESOLVED, that the Board of Commissioners authorizes the President of the Board of Commissioners or its designee to sign the grant acceptance documents; and be it further

RESOLVED, that a copy of the this resolution and the agreement be forwarded to the Portage County Auditor, the Department of Budget and Financial Management, and Adult Probation; 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;

Maureen T. Frederick, Yea;

**RESOLUTION NO. 17-0507 - RE: ENTER INTO AMENDMENT NO. 1 FOR
MULTISYSTEMIC THERAPY (MST) AND
MULTISYSTEMIC THERAPY FOR
PROBLEM SEXUAL BEHAVIOR (MST-PSB)
BETWEEN THE BOARD OF
COMMISSIONERS ON BEHALF OF THE
PORTAGE COUNTY DEPARTMENT OF
JOB & FAMILY SERVICES AND FAMILY &
COMMUNITY SERVICES, INC.**

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick that the following resolution be adopted:

WHEREAS, an agreement between the parties was entered into and known as Portage County Contract No. 20160366 (the "Original Contract") on July 26, 2016 by Resolution No. 16-0605 to provide an intensive family focused and community-based treatment, referred to as Multisystemic Therapy ("MST") and Multisystemic Therapy for Problem Sexual Behavior ("MST-PSB") to Portage County youth with complex clinical, social and educational problems, and problematic sexual behavior; and

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

RESOLVED, that the Board of Portage County Commissioners does hereby enter into Amendment No. 1 between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Family & Community Services, Inc. to renew the agreement one (1) additional year from July 1, 2017 through June 30, 2018; and be it further

RESOLVED, that the total actual costs of this agreement shall not exceed Three hundred eight thousand one hundred forty and 52/100 dollars (\$308,140.52); 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; Maureen T. Frederick, Yea;

**RESOLUTION NO. 17-0508 - RE: ENTER INTO A SUBGRANT AGREEMENT
BETWEEN THE PORTAGE COUNTY
BOARD OF COMMISSIONERS ON
BEHALF OF THE PORTAGE COUNTY
DEPARTMENT OF JOB & FAMILY
SERVICES AND FAMILY & COMMUNITY
SERVICES, INC. TO PROVIDE OHIO
EARLY INTERVENTION SERVICE
COORDINATION.**

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

WHEREAS, the Portage County Department of Job & Family Services is in need of Early Intervention service coordination services, evaluation and assessment for eligible infants and toddlers with disabilities, ages birth through age two (2) years, and their families in Portage County; and

WHEREAS, Family & Community Services, Inc. is willing and able to provide these services; and

WHEREAS, the Subgrant Agreement attached hereto as Exhibit A will be used to detail the terms of the relationship between the Portage County Department of Job & Family Services and Family & Community Services, Inc.; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby enter into a Subgrant Agreement between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Family & Community Services, Inc. with its principal place of business located at 705 Oakwood Street, Suite #221, Ravenna, Ohio 44266, for the period July 1, 2017 through June 30, 2018; and be it further

RESOLVED, that annual service under this agreement shall not exceed Two hundred sixty-six thousand three hundred twenty-two and 00/100 dollars (\$266,322.00); 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; Maureen T. Frederick, Yea;

**RESOLUTION NO. 17-0509 - RE: DECLARE OBSOLETE AND DISPOSE OF
PORTAGE COUNTY PERSONAL
PROPERTY LOCATED AT THE PORTAGE
COUNTY BOARD OF DEVELOPMENTAL
DISABILITIES**

It was moved by Sabrina Christian-Bennett, seconded Maureen T. Frederick by that the following resolution be adopted:

WHEREAS, the Portage County personal property located at the Portage County Board of Developmental Disabilities, which is not needed for public use, or is obsolete or unfit for the use for which it was acquired, declared as such and is ready for disposal; and

WHEREAS, the estimated fair market value of this personal property is valued below \$2,500.00; now therefore be it

RESOLVED, that, in accordance with the Ohio Revised Code Section 307.12, the Board of County Commissioners authorizes the request to dispose of the following inventory:

Description	DD Tag#	County Tag#
Mower, lawn, zero-turn	004278	00644

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; Maureen T. Frederick, Yea;

**RESOLUTION No. 17-0510 - RE: ACCEPTANCE OF DONATIONS TO THE
OFFICE OF THE PORTAGE/COLUMBIANA
COUNTIES WIC PROGRAM.**

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick that the following resolution be adopted:

WHEREAS, the Portage/Columbiana WIC Program received donation from the following for Breastfeeding Awareness Month Activities:

Name	Address	Donation
Motherlove Herbal Company	1420 Riverside Ave Suite 114, Fort Collins, CO 80524	\$30 value (cream)
Fairhaven Health	1410 11 th Street, Bellingham, WA 98225	\$27.95 value (milk saver)
Paramount Advantage	1901 Indian Wood Circle, Maumee, OH 43537	\$500
Leading Lady	24050 Commerce Park, Suite 101, Beachwood, OH 44122	\$600 value (nursing bra package)

; now therefore, be it

RESOLVED, the Board of Portage County Commissioners does hereby accept this donation in accordance with *Resolution No. 13-1010, adopted on October 3, 2013*, on behalf of the Portage/Columbiana WIC Program 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; Maureen T. Frederick, Yea;

**RESOLUTION NO. 17-0511 - RE: ENTER INTO AN AMENDMENT NO. 2
BETWEEN THE PORTAGE COUNTY
BOARD OF COMMISSIONERS, PORTAGE
COUNTY RECORDER AND HIGH LINE
CORPORATION, dba CASNET.**

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick the following Resolution be adopted:

WHEREAS, an agreement between the parties was entered into on October 8, 2015 through resolution 15-0855 and known as Portage County Contract 20150380 for microfilming services; and

WHEREAS, an amendment no. 1 between the parties was entered into on October 10, 2016 through resolution 16-0857 and known as Portage County Contract no. 20160428; and

WHEREAS, the parties wish to extend said agreement for an additional twelve (12) months, to commence on April 8, 2017 and terminate on April 7, 2018; and

WHEREAS, in consideration of the services to be provided by High Line Corporation, dba Casnet the County shall pay High Line Corporation, dba Casnet in the amount not to exceed Nine thousand one hundred twenty and 00/100 dollars (\$9,120.00) from the Recorder's computer fund; and

WHEREAS, all other terms and conditions remain the same as the previous amendment; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby enter into amendment no. 2 with High Line Corporation, dba Casnet in the amount not to exceed Nine thousand one hundred twenty and 00/100 dollars (\$9,120.00) for the term of April 8, 2017 through April 7, 2018; and be it further

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

Maureen T. Frederick, Yea;

**RESOLUTION NO. 17-0512 - RE: ENTER INTO AN AGREEMENT BETWEEN
THE PORTAGE COUNTY BOARD OF
COMMISSIONERS ON BEHALF OF
WATER RESOURCES AND GARDINER
SYSTEM SERVICE SOLUTIONS FOR HVAC
MAINTENANCE AND SERVICE.**

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick that the following Resolution be adopted:

- WHEREAS,** the Portage County Water Resources Department has the need for HVAC maintenance and service at 8116 Infirmary Road, Ravenna OH; and
- WHEREAS,** Gardiner System Service has the ability to provide such services; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into an agreement with Gardiner System Service, 31200 Bainbridge Rd., Solon OH 44139; and be it further
- RESOLVED,** that HVAC maintenance and services provided under this agreement shall be an annual fee of Four thousand, eight hundred and 00/100 dollars (\$4,800.00) to be paid quarterly; and be it further
- RESOLVED,** that the agreement is effective from June 1, 2017 through May 31, 2018; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in 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; Maureen T. Frederick, Yea;

**RESOLUTION NO. 17-0513 - RE: ENTER INTO AN AGREEMENT BETWEEN
THE PORTAGE COUNTY BOARD OF
COMMISSIONERS ON BEHALF OF
WATER RESOURCES AND PRIME AE**

**GROUP INC. FOR FACILITY PLANS FOR
THE SHALERSVILLE & BRIMFIELD
WATER TREATMENT PLANTS.**

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick that the following Resolution be adopted:

- WHEREAS,** the Portage County Water Resources Department has the need for facility plans for the Shalersville and Brimfield Water Treatment plants; and
- WHEREAS,** requests for qualifications were requested by fifteen (15) firms; and
- WHEREAS,** on April 12, 2017, five (5) firms submitted qualification statements for consideration; and
- WHEREAS,** three (3) firms were selected to be interviewed; and
- WHEREAS,** Prime AE Group was selected and has the ability to provide the services needed; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into an agreement with Prime AE Group, Inc., 534 White Pond Dr., Suite B, Akron OH 44320; and be it further
- RESOLVED,** that services provided under this agreement shall not exceed Fifty-four thousand, six hundred and 00/100 dollars (\$54,600.00); 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; Sabrina Christian-Bennett, Yea; Maureen T. Frederick, Yea;

**RESOLUTION NO. 17-0514 - RE: APPOINTMENT TO THE COMMUNITY
ACTION COUNCIL OF PORTAGE
COUNTY BOARD OF DIRECTORS.**

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick that the following Resolution be adopted:

- WHEREAS,** the Community Action Council of Portage County (CAC) was created to do all things necessary or proper to aid in eliminating poverty in Portage County directly or through other organizations, to coordinate state and local efforts using programs under the Community Services Block Grant Act, and to assist the victims of poverty by coordinating opportunities, coordinating funding and employing staff for these purposes; and
- WHEREAS,** the Board of Directors of the Community Action Council of Portage County consists of 18 members who represent three major population segments of the county: 1) Elected Public Officials (6 members), 2) Low Income Representatives (6 members) and 3) Private Sector Representatives to include business, labor, religious, welfare and other groups (6 members); and
- WHEREAS,** one seat on the Board of Directors is made available to the Chief Elected Official (County Commissioners) or their representative; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners does hereby appoint the following member as their representative on the Board of Directors of the Community Action Council of Portage County to fill an existing five year term beginning October 3, 2013 and expiring October 2, 2018:
- Mandy Berardinelli, OMJ Director
Portage County Department of Job & Family Services
- ; 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; Maureen T. Frederick, Yea;

**RESOLUTION NO. 17-0515 - RE: DECLARE OBSOLETE AND AUTHORIZE
THE DONATION OF PORTAGE COUNTY
PERSONAL PROPERTY TO THE CENTER
OF HOPE.**

It was moved by Sabrina Christian-Bennett, seconded by Maureen T. Frederick that the following resolution be adopted:

WHEREAS, that the Portage County personal property which is not needed for public use, or is obsolete or unfit for the use for which it was acquired, is declared as such and can be donated according to O.R.C. 307.12; and

WHEREAS, pursuant to O.R.C. 307.12 the Board of County Commissioners may donate such personal property valued under \$2,500.00 without advertisement or public notification to an eligible nonprofit organization that is located in Ohio; now therefore be it

RESOLVED, that the Board of County Commissioners authorizes the donation of the following items with the value of \$140.28 to the Center of Hope:

Item:	Value:
Baked Beans	\$18.00
Hamburger/Hotdog buns	\$90.48
Hamburgers	\$17.10
Hotdogs	\$14.70

; 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; Maureen T. Frederick, Yea;

JOURNAL ENTRY
June 27, 2017

Human Resources:

1. The Board of Commissioners signed the personnel action form authorizing the probationary increase and promotion for John Leiendecker, Water Treatment Plant

Operator III, effective May 30, 2017, presented by Janet Kovick, Human Resources Director.

2. The Board of Commissioners acknowledged the receipt of the Kennel Disposition Report and Intake Report for June 5, 2017 through June 19, 2017, as presented by Dog Warden Dave McIntyre.

Motion To: Approve the Journal Entries from June 27, 2017

RESULT: ADOPTED [UNANIMOUS]

MOVER: Sabrina Christian-Bennett, Vice President

SECONDER: Maureen T. Frederick, Board Member

AYES: Maureen T. Frederick, Vicki A. Kline, Sabrina Christian-Bennett

Recessed: 9:50 AM

Reconvened: 10:19 AM

SHERIFF'S OFFICE

Present: Sheriff Doak, Major Dale Kelly, Financial Manager Ron Rost, Danny Burns, Sheriff's Department, Department of Budget and Financial Management Director Todd Bragg, and Internal Services Director JoAnn Townend.

Mr. Rost reported two components in the Dispatch budget are short on funding. Back in January 2017, the amount of PERS for the dispatchers was not appropriated, but it has been paid through another funding source in the amount of \$85,000. Director Bragg is aware, but suggests the Board move money at the end of the year in order to ascertain exactly how much is necessary. Director Bragg mentioned the Board budgets a lump sum of money to the Sheriff's Office (\$10 million) and payroll has reached about \$5 million; the last pay will be the only pay affected and money will need to be moved at that time. Mr. Rost explained this is not a desirable practice for the Sheriff's Office.

Major Kelly noted their purpose in coming before the Board is to keep everyone informed of shortfalls in the budget. Director Bragg noted the reason funding was put off in January was the need for Officers in the new POD, but over time, it has become clearer that the Officers will be needed in 2018.

The Board also discussed the Sales and Use Tax money in the amount of \$400,000 plus for Road Patrol and Corrections Officers. Director Bragg pointed out at some point, the positions will need to be migrated to the main fund – whether that is Road Patrol or Corrections Officers. Major Kelly noted without a definitive completion date for the new POD, it's hard to prepare figures.

The jail is scheduled to begin construction in 2018. The architects should be meeting with the Construction Management At Risk Team and they will prepare a schedule for the bidding of the workers. A contract will still need to be signed with them and the document has been forwarded to the Prosecutor's Office for review.

Director Bragg will print out a breakdown of the Road Patrol deputies hired as a result of the Sales and Use Tax funding. Commissioner Frederick noted the Board promised the public it would provide funding to the Sheriff's Office for additional Road Patrol and if that hasn't been implemented, the Board needs to know about it. Major Kelly replied it has been done but they constantly have people going out on injury, maternity leave, vacations, etc. and the department never seems to get ahead.

Mr. Rost also discussed the total estimated 2017 salaries for the dispatchers which equal \$585,000, but noted there is only \$500,000 appropriated. Director Bragg asked if that included the 911 portion and Mr. Rost said it does not.

The full time salary shortage is \$85,000 and the PERS shortage is another \$85,000 for a total \$ 170,000 shortage for dispatch. Director Bragg mentioned the dispatcher salary was an added position and he does not believe the funding is accounted for. Mr. Rost noted on May 17, 2016, Major Missimi had a discussion with Commissioner Kline and Major Missimi indicated to Mr. Rost that the full time dispatch funding has been OK'd. Commissioner Frederick asked if the Board authorized hiring of another dispatcher and Mr. Rost replied back in May 2016, but Commissioner Kline noted she couldn't have approved a position by herself. Director Bragg pointed out the Board doesn't approve a position, it approves extra money and he was unaware of any extra money being approved by the Board. His advice to the Board is to maintain the number of full time positions, watch the part time positions, and at the end of the year if there's additional money in the food contract, it would be easy to accommodate the Sheriff's request.

Mr. Rost asked if the Sheriff's Office will see the \$170,000 put into the budget in November or December and the Board agreed the Sheriff's Office will monitor the situation and keep everyone informed.

Mr. Rost indicated nine people have been out this year on FMLA, in addition to the five to seven out currently. The largest hit has been overtime for Road Patrol Officers, which has a current budget of \$40,000 and within five months, the Sheriff's Office has spent \$32,000, for a potential shortfall of \$30,000.

Mr. Rost also pointed out their Correction Officers attended training through the Mental Health and Recovery Board and because of that, about \$4,000 of staffing costs will be incurred. Director Bragg replied the Sheriff's Office will need to charge it to their budget and prepare an invoice to Mental Health and Recovery Board, who will then need to do a transfer to cover the costs.

There are a couple of Officers who are involved with DEA and the Sheriff's Office submits for reimbursement for their overtime that has been paid in through the General Fund, but it is also adds to the overtime situation. The Sheriff's Office does get reimbursed, but their budget hasn't. Director Bragg pointed out their overtime is inflated currently to account for the grant,

but the Budget Commission does not certify receipts as they come, so additional money cannot be provide without it being certified. Major Kelly noted the cost is approximately \$38,000. Director Bragg also explained another option is to get a Sheriff's Grant Fund established and the fund would get certified as the money comes in. Director Bragg pointed out the process will takes time because the Sheriff will need to request the fund, the Auditor approves, and the Department of Budget & Financial Management send the paperwork to the Board to create the fund, and the Board authorizes the request to the State.

Recessed: 11:03 AM

Reconvened: 2:06 PM

Commissioner Kline absent as she was attending the Commissioners' Leadership Meeting.

REGIONAL PLANNING COMMISSION

Present: Director Todd Peetz, Amy Craft and Lisa Reeves, Debbie Blewitt, Village of Windham

The Regional Planning Commission administers the CDBG grant, and under the purview of the CDBG grant, there are a series of other competitive grants, one of which is the critical infrastructure grant.

About two years ago, Neighborhood Development Services submitted a grant to the Board, on behalf of the City of Ravenna and at the time the Regional Planning Commission had no objections because it was a \$300,000 grant for the City; however since that time, two additional grants followed for a total of at least \$900,000 back to back. Director Peetz is pleased money is coming in, but Neighborhood Development Services is finishing one grant and immediately applying for a third and a fourth grant for the City, which is blocking other communities from receiving the same.

Director Peetz went on to say Neighborhood Development Services approached the Board three years ago asking for an opportunity to write a grant for the City and the Board approved it. The State put the grant under the Regional Planning Commission to administer, but Neighborhood Development Services indicated they wrote the grant and should get the admin for it, and logically that made sense. Commissioner Frederick explained the Board did this with the best intentions and she was unaware of other entities were eligible for funding and wanted to compete for the grant. Director Peetz pointed out there were no other entities wanting to compete prior to the Village of Windham's request.

Commissioner Christian-Bennett asked if Windham could have gone to Neighborhood Development Services and ask them directly and the answer was yes, but Mayor Blewitt indicated Neighborhood Development Services already had a grant prepared for Ravenna City. Neighborhood Development Services did indicate they could ask for both grants, but the available amount is \$300,000 and Windham is asking for \$299,000, alone.

Commissioner Christian-Bennett asked when each of the grants expired, why Neighborhood Development Services didn't return them back to the Regional Planning Commission or back to the Board and Director Peetz replied they did come back to the Board, but not to the Regional Planning Commission.

Director Peetz will provide a listing of Low to Moderate Income (LMI) communities in the County and will send a letter outlining his concerns so that the Board can discuss with Neighborhood Development Services. The Board would like it to be more equitable for everyone to have the same opportunity for funding, and at the end of this grant it needs to go back to Regional Planning Commission to administer.

Director Peetz will attend Neighborhood Development Services' public hearing on July 11th and the Board can discuss the issue with them, if time permits.

The Board agreed the Regional Planning Commission should submit Windham's request and Ms. Reeves will send a letter of intent to the State. The Board realizes it is competing with itself, but Windham may be eligible to receive a portion of grant funding, too.

Motion To: Adjourn the Official Meeting of June 27, 2017 at 2:38 PM

RESULT: ADOPTED

MOVER: Maureen T. Frederick, Board Member

SECONDER: Sabrina Christian-Bennett, Vice President

AYES: Maureen T. Frederick, Sabrina Christian-Bennett

ABSENT: Vicki A. Kline

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting on June 27, 2017.

Vicki A. Kline, President

Sabrina Christian-Bennett, Vice President

Maureen T. Frederick, Board Member

Amy Hutchinson, Clerk