

REGULAR SESSION OF THE ASHTABULA COUNTY BOARD OF COMMISSIONERS

3541 East Center St., Kingsville, OH 44030

January 28, 2020

The Board of Ashtabula County Commissioners met in session; the Board President called the meeting to order and the Pledge of Allegiance was said.

Members Present: President Casey R. Kozlowski, Vice-President Kathryn L. Whittington and Commissioner J. P. Ducro IV. **Absent:** None **Board Staff Present:** County Administrator Janet Discher and Clerk of the Board Lisa Hawkins.

Motion To Approve Minutes Of Previous Session(s), Waiver Of The Reading Of Same and Motion To Approve Today's Agenda:

MOTION: moved the adoption, seconded. **DISCUSSION:** None

VOTE: **Yeas:** Kozlowski, Whittington, Ducro **Nays:** None **Abstained:** None **Absent:** none
Whereupon the minutes were declared approved unanimously.

THE BOARD PRESIDENT INTRODUCED AND ENTERTAINED MOTIONS FOR THE FOLLOWING RESOLUTIONS:

RESOLUTION NUMBER 2020-54 HOLDING EXECUTIVE SESSION– PERSONNEL- EMPLOYMENT: 121.22(G)(1)

The Board of County Commissioners of Ashtabula County, Ohio, met on the 28th day of January, 2020, in regular session at the offices of said Board in the Old Courthouse Building, 2nd Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, Pursuant to the Ohio Revised Code Section 121.22(G)(1) the Board of Ashtabula County Commissioners shall meet in executive session to discuss Personnel- Employment; and

WHEREAS, Said Executive Session was convened at 9:05 a.m.; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the above executive session was held. Said session adjourning at 10:00 a.m.

MOTION: Whittington moved the adoption, Ducro seconded. **DISCUSSION:** None

VOTE: Yeas: Kozlowski, Whittington, Ducro **Nays:** None **Abstained:** None **Absent:** None
Whereupon the resolution was declared passed unanimously.

RESOLUTION NUMBER 2020-55 HOLDING EXECUTIVE SESSION – CONFIDENTIAL MATTERS, 121.22(G)(5)

The Board of County Commissioners of Ashtabula County, Ohio, met on the 28th day of January, 2020, in regular session at the offices of said Board in the Old Courthouse Building, 2nd Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, Pursuant to the Ohio Revised Code Section 121.22(G)(5) the Board of Ashtabula County Commissioners shall meet in executive session to discuss confidential matters which includes the State Auditors– Pre-Audit Meeting; and

WHEREAS, Said Executive Session was convened at 3:00 p.m.; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the above executive session was held. Said session adjourning at 4:00 p.m.

MOTION: Ducro moved the adoption, Whittington seconded. **DISCUSSION:** None

VOTE: Yeas: Kozlowski, Whittington, Ducro **Nays:** None **Abstained:** None **Absent:** None
Whereupon the resolution was declared passed unanimously.

RESOLUTION NUMBER 2020-56 APPROVING MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE ASHTABULA COUNTY EMERGENCY MANAGEMENT AGENCY, THE ASHTABULA COUNTY BOARD OF COMMISSIONERS AND PLYMOUTH TOWNSHIP FOR COMPUTER AIDED DISPATCH (CAD) COUNTYWIDE SYSTEM, EMERGENCY MANAGEMENT AGENCY

The Board of County Commissioners of Ashtabula County, Ohio, met on the 28th day of January, 2020, in regular session in the offices of North Kingsville Village, 3541 E. Center St., Kingsville, OH 44030, with the following members present: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, Mike Fitchet, Director of the Ashtabula County Emergency Management Agency, has presented a Memorandum of Understanding for the approval of the Board, to-wit:

Scope: Create one countywide Computer Aided Dispatch System with equipment and maintenance, utilizing as the primary support the existing CAD being used and operated by the Ashtabula County Sheriff's Department.

Providers: Plymouth Township, 1001 Plymouth Rd., Ashtabula, OH 44004

Cost: **Not to Exceed:** \$2,360.00

Term: beginning retroactive to 2/15/11 and terminated after 8 years, 2/14/19, automatically renews for a continuous period of time; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the Memorandum of Understanding, as noted above, is approved in accordance with the copy now on file in this office.

MOTION: Ducro moved the adoption, Whittington seconded. **DISCUSSION:** None
VOTE: Yeas: Kozlowski, Whittington, Ducro **Nays:** None **Abstained:** None **Absent:** None
Whereupon the resolution was declared passed unanimously.

RESOLUTION NUMBER 2020-57 ACCEPTING THE GRANT AGREEMENT FROM THE OFFICE OF JUSTICE PROGRAMS, BUREAU OF JUSTICE ASSISTANCE FOR THE ASHTABULA COUNTY COURT OF COMMON PLEAS, MENTAL HEALTH COURT COORDINATOR POSITION, BY AND BETWEEN THE ASHTABULA COUNTY MENTAL HEALTH AND RECOVERY SERVICES BOARD AND THE ASHTABULA COUNTY COMMISSIONERS, AWARD NO. 2019-JG-D02-6068

The Board of County Commissioners of Ashtabula County, Ohio, met on the 28th day of January, 2020, in regular session in the offices of North Kingsville Village, 3541 E. Center St., Kingsville, OH 44030, with the following members present: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, Miriam Walton, Director of the Ashtabula County Mental Health and Recovery Services Board, has presented the grant agreement for the approval of the Board of Commissioners, to-wit:

Parties: Ashtabula County Common Pleas Court, 25 W. Jefferson St., Jefferson, OH 44047
Ashtabula County Commissioners, 25 W. Jefferson St., Jefferson, OH 44047
AC Mental Health & Recovery Services Board, 5817 State Rd., Ashtabula, OH 44004

Purpose: The purpose of the program is to provide funding for the Ashtabula County Mental Health Court Coordinator position and essential training

Grant Period: retroactive to January 1, 2020 to December 31, 2020

Funding: \$54,654.19 from BJA (Bureau of Justice Assistance) funding, Cash Match from Common Pleas is \$18,218.06 **TOTAL:** \$72,872.25

WHEREAS, the Ashtabula County Common Pleas Court is the implementing entity and the Ashtabula County Mental Health & Recovery Services is named Project Director; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the above grant agreement is accepted in accordance with the copy now on file in this office.

MOTION: Whittington moved the adoption, Ducro seconded. **DISCUSSION:** None
VOTE: Yeas: Kozlowski, Whittington, Ducro **Nays:** None **Abstained:** None **Absent:** None
Whereupon the resolution was declared passed unanimously.

RESOLUTION NUMBER 2020-58 APPROVING CONTRACT WITH WASTE MANAGEMENT OF OHIO, INC. FOR NON-HAZARDOUS SERVICES FOR VARIOUS ASHTABULA COUNTY LOCATIONS

The Board of County Commissioners of Ashtabula County, Ohio, met on the 28th day of January, 2020, in regular session in the offices of North Kingsville Village, 3541 E. Center St., Kingsville, OH 44030, with the following members present: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, Mike Fitchet, Director of EMA, has presented a contract for the approval of the Board, to-wit:

Party: Waste Management of Ohio, Inc., 48797 Alpha Dr., Suite 100, Witom, MI 48393

Locations: Ashtabula Co. Commissioners, 25 W. Jefferson St., Jefferson, OH 44047, Including jail
Sheriff Garage, 4556 Oak St., Jefferson, OH 44047
Soil & Ag Extension Office, 39 Wall St., Jefferson, OH 44047
Ashtabula Co. Commissioners, 17 N. Market St., Jefferson, OH 44047

Scope: agreement for non-hazardous waste services at the Emergency Management Agency location

Cost: Not to Exceed, \$15,000.00

Term: February 1, 2020 thru January 31, 2021; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the contract as noted above is approved in accordance with the copy now on file in this office.

MOTION: Ducro moved the adoption, Whittington seconded. **DISCUSSION:** None

VOTE: Yeas: Kozlowski, Whittington, Ducro Nays: None Abstained: None Absent: None

Whereupon the resolution was declared passed unanimously.

RESOLUTION NUMBER 2020-59 APPROVING GENERAL SETTLEMENT AND RELEASE AGREEMENT BY AND BETWEEN MARK MULLETT, SHERI ALLEN, ASHTABULA COUNTY BOARD OF COMMISSIONERS, ASHTABULA COUNTY SHERIFF'S OFFICE, AND WILLIAM R. JOHNSON

The Board of County Commissioners of Ashtabula County, Ohio, met on the 28th day of January, 2020, in regular session in the offices of North Kingsville Village, 3541 E. Center St., Kingsville, OH 44030, with the following members present: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, Plaintiffs filed an action in the United States District Court for the Northern District of Ohio, captioned *Mark Mullett, et al. v. Ashtabula County Board of Commissioners, et al.*, Case No. 1:19-cv-01002, which was brought as both an individual wage and hour suit and as a collective action on behalf of Plaintiffs and others similarly situated against Defendants under state and federal law (the "Civil Action"); and

WHEREAS, Plaintiffs did not seek conditional certification of potential class members in the Civil Action; and

WHEREAS, Defendants denied and continue to deny the allegations raised in the Civil Action;

WHEREAS, Defendants and Plaintiffs mutually desire to resolve any and all disputes relating to the subject matter of the Civil Action; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that they hereby approve the Settlement agreement as outlined above and more further in the agreement, with a copy of such agreement now on file in this office.

MOTION: Whittington moved the adoption, Ducro seconded. **DISCUSSION:** None

VOTE: Yeas: Kozlowski, Whittington, Ducro Nays: None Abstained: None Absent: None

Whereupon the resolution was declared passed unanimously.

RESOLUTION NUMBER 2020-60 APPROVING PROGRAMMATIC AGREEMENT FOR COORDINATION BETWEEN ASHTABULA COUNTY AND THE OHIO STATE HISTORIC PRESERVATION OFFICE FOR THE ADMINISTRATION OF PROGRAMS USING HUD ALLOCATED FUNDS WITH DELEGATED REVIEW RESPONSIBILITIES AUTHORIZED UNDER 24 CFR PART 58, COMMUNITY SERVICES AND PLANNING DEPT.

The Board of County Commissioners of Ashtabula County, Ohio, met on the 28th day of January, 2020, in regular session in the offices of North Kingsville Village, 3541 E. Center St., Kingsville, OH 44030, with the following members present: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, Janice Switzer, Director of the Community Services and Planning Dept. has submitted an agreement for the approval of the board, to-wit:

Scope of Contract: a programmatic agreement regarding clearances for houses receiving Federal/State funding

Parties: Ohio State Historic Preservation Office
800 E. 17th Ave., Columbus, OH 43211

Ashtabula County Historical Society
C/O The Jennie Munger Gregory Memorial Museum
5685 Lake Road

Geneva on the Lake OH 44041

Term: Begins upon signing and filing with the SHPO, ending December 31, 2024

Cost: No cost to the county

WHEREAS, this Board of Commissioners concurs with the recommendation and finds this agreement to be reasonable and necessary; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the agreement is approved in accordance with a copy now on file in this office.

MOTION: Ducro moved the adoption, Whittington seconded. **DISCUSSION:** None

VOTE: Yeas: Kozlowski, Whittington, Ducro Nays: None Abstained: None Absent: None
Whereupon the resolution was declared passed unanimously.

RESOLUTION NUMBER 2020-61 APPROVING AMENDMENTS TO EMPLOYMENT AND HEALTH RELATED TRANSPORTATION CONTRACTS WITH THE ASHTABULA COUNTY TRANSPORTATION SYSTEM (ACTS), AND SUNSET TRANSPORTATION & RENTALS, LLC, CONTRACT NO'S. 20-3002-HRT, 20-3001-ERT AND 20-3009-ERT

The Board of County Commissioners of Ashtabula County, Ohio, met on the 28th day of January, 2020, in regular session in the offices of North Kingsville Village, 3541 E. Center St., Kingsville, OH 44030, with the following members present: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, Patrick Arcaro, Director of the Ashtabula County Department of Job & Family Services has presented Contract Amendments for the approval of the Board, to-wit:

PROVIDER: SUNSET TRANSPORTATION & RENTALS, LLC, 4519 E. Maple St., Geneva, OH 44041

Employment Related Transportation:

Original Contract Date: October 1, 2019 **Contract No.** 20-3009-ERT

Service: Contract amendment to increase funding for employment related transportation services.

Amendment: Article 4 – Availability of Funds: Increase funds for the period 10/01/19 – 9/30/20 in the amount of **\$20,000** Total available funds increases from **\$3,000** to **\$23,000**

PROVIDER: ASHTABULA COUNTY TRANSPORTATION SYSTEM, 2924 Donahoe Dr., Ashtabula, OH 44004

Employment Related Transportation:

Original Contract Date: October 1, 2019 **Contract No.** 20-3002-HRT

Service: Contract amendment to increase funding for health related transportation services.

Amendment: Article 4 – Availability of Funds: adds additional funds for FY2020 in the amount of **\$200,000.00** Total available funds increase from **\$110,579.00** to **\$310,579.00**

Article 5 – Cost and Delivery of Purchase Services:

This amendment increases the Vehicle Hourly Rate for \$58.25 to \$59.19 retroactive to January 1, 2020 to September 30, 2020

Health Related Transportation:

Original Contract Date: October 1, 2019 **Contract No.** 20-3001-ERT

Amendment: Article 4 – Availability of Funds: Increase funds for FY2020 in the amount of **\$10,000.00** Total available funds increases from **\$3,000.00** to **\$13,000.00**

Article 5 – Cost and Delivery of Purchase Services:

This amendment increases the Vehicle Hourly Rate for \$58.25 to \$59.19 retroactive to January 1, 2020 to September 30, 2020

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the Amendments to the Contracts are approved in accordance with copies now on file in this office.

MOTION: Whittington moved the adoption, Ducro seconded. **DISCUSSION:** None
VOTE: Yeas: Kozlowski, Whittington, Ducro **Nays:** None **Abstained:** None **Absent:** None
Whereupon the resolution was declared passed unanimously.

RESOLUTION NUMBER 2020-62 AUTHORIZING THE POSTING OF OBSOLETE VEHICLE ON THE COUNTY'S WEBSITE FOR PUBLIC SALE, ADULT PROBATION

The Board of County Commissioners of Ashtabula County, Ohio, met on the 28th day of January, 2020, in regular session in the offices of North Kingsville Village, 3541 E. Center St., Kingsville, OH 44030, with the following members present: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, Kathy Thompson, Court Administrator for Common Pleas, has requested an obsolete, surplus vehicle posted on the online auction for disposal, as follows:

| Year | Make | VIN | Miles | Min. Bid: |
|-------------|-------------|------------------|--------------|------------------|
| 2007 | Trailblazer | 1GNDT13SX7216006 | 117,500 | \$400.00 |

WHEREAS, proceeds will be deposited into fund number 2141.016.100-436.0015; now

NOW, THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the obsolete vehicle is authorized to be posted on the County Website for Public Sale.

MOTION: Ducro moved the adoption, Whittington seconded. **DISCUSSION:** None
VOTE: Yeas: Kozlowski, Whittington, Ducro **Nays:** None **Abstained:** None **Absent:** None
Whereupon the resolution was declared passed unanimously.

RESOLUTION NUMBER 2020-63 ORDERING PUBLICATION AND REQUEST FOR PROPOSALS FOR THE ACCEPTANCE OF PAYMENTS BY FINANCIAL TRANSACTION DEVICES (CREDIT CARDS) FOR EXPENSES OWED TO ASHTABULA COUNTY, COMMISSIONER'S OFFICE

The Board of County Commissioners of Ashtabula County, Ohio, met on the 28th day of January, 2020, in regular session in the offices of North Kingsville Village, 3541 E. Center St., Kingsville, OH 44030, with the following members present: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, in accordance with Ohio Revised Code Section 301.28, the Ashtabula County Treasurer, has declined to act as agent for the acceptance of payments by financial transaction devices for expenses owed to Ashtabula County; and

WHEREAS, The Board of Commissioners is issuing this Request for Proposals for the acceptance of payments by financial transaction devices (Credit Cards) for expenses owed to Ashtabula County; and

WHEREAS, A financial institution, issuer or processor that is interested in receiving a request for proposals IS REQUIRED TO submit written notice of its interest to the Ashtabula County Clerk of the Board, Lisa Hawkins, Ashtabula County Commissioners, 25 W. Jefferson St., Jefferson, OH 44047 no later than Friday, February 28, 2020

at 12:00p.m., with said Request for Proposals being sent via regular mail on Friday, February 28, 2020 to all firms that request it; and

WHEREAS, After the entity requests the proposal in writing and receives the proposal by the county, sealed Proposals will be submitted to the Ashtabula County Clerk of the Board, Lisa Hawkins, in the office of the Ashtabula County Commissioners at 25 W. Jefferson St., 2nd Floor, Old Courthouse, Jefferson, OH 44047 for the acceptance of payments by Credit Cards and Other Financial Transaction Devices until 2:00 p.m. on Friday, March 27, 2020; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that proposals will be received on Friday, March 27, 2020 no later than 2:00 p.m. at the office of the Ashtabula County Commissioners, 25 West Jefferson Street, Jefferson, Ohio, and the Clerk of the Board is hereby ordered to advertise in the newspapers and post notice of said proposal on the bulletin board as required by law.

MOTION: Whittington moved the adoption, Ducro seconded. **DISCUSSION:** None
VOTE: Yeas: Kozlowski, Whittington, Ducro **Nays:** None **Abstained:** None **Absent:** None
 Whereupon the resolution was declared passed unanimously.

RESOLUTION NUMBER 2020-12FINA APPROVING FINANCIAL TRANSACTIONS FOR THE COUNTY

The Board of County Commissioners of Ashtabula County, Ohio, met on the 28th day of January, 2020, in regular session in the offices of North Kingsville Village, 3541 E. Center St., Kingsville, OH 44030, with the following members present: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, it is declared and determined that all formal actions of the Board of County Commissioners concerning and relating to the adoption of all resolutions that were adopted in this meeting, and that all deliberations of the Board of Commissioners and any of its committees that resulted in such formal action, were open to the public and were in compliance with all legal requirements, including Section 121.11 of the Ohio Revised Code.

Financial Transactions and Voucher Approval Requirements

WHEREAS, The Board of Commissioners acknowledges receipt of all department financial transactions and vouchers submitted this date for approval, as follows:

TRAVEL REQUESTS:

| | | | | |
|---------------------|--|----------------|-----------|----------|
| JP Ducro IV | Eastgate Finance & Exec General Policy | Youngstown | 1/27 | \$.00 |
| Casey Kozlowski | Eastgate Finance & Exec General Policy | Youngstown | 1/27 | \$.00 |
| Kathryn Whittington | Eastgate Finance & Exec General Policy | Youngstown | 1/27 | \$.00 |
| Tim Martin | 2020 Engineers Conf. | Columbus | 1/30-1/31 | \$501.32 |
| Mike Fitchet | MMRS Mtg. | Mentor | 2/7 | \$.00 |
| Mike Fitchet | SERC Mtg. | Columbus | 2/12 | \$20.00 |
| Kathryn Whittington | ONDCCP Rural Community Roundtable | Washington, DC | 1/30-2/1 | \$397.50 |

| Appropriations | Fund | Total | Personal Svcs | Comment |
|-----------------------------|---------------|--------------|----------------------|------------------------------------|
| Commissioners | 1001.001.100 | \$ 500.00 | \$ - | appropriation for ad & printing |
| Sheriff | 1001.008 | \$ 14,639.00 | \$ - | appropriation for other expense |
| Treasurer DETAC | 2042.003 | \$ 7,830.00 | \$ - | appropriation for equipment |
| Advance Out | 1001.001.101 | \$ 13,000.00 | \$ - | appropriation for transfers out |
| ECC Special Projects | 2104.013 | \$ 2,300.00 | \$ - | appropriation for health insurance |
| OMAS MH Court Grant | 2760.016 | \$ 72,872.00 | \$ 44,907.00 | appropriation of grant funds |
| | | | | |
| Transfer | | | | |
| Child Support Fund 2213 to | \$ 188,512.07 | | | |
| Public Assistance Fund 2006 | | | | |
| | | | | |

| | | | | |
|----------------------|--|--------------|--|------------------|
| Advance | | | | |
| General Fund 1001 to | | \$ 13,000.00 | | 1001.001.101-997 |
| CEAAC Fund 2250 | | | | 2250.008.100-496 |

DIRECT RELIEF BILLS:

Vouchers #2020-0000135 thru 2020-0000177 for Public Assistance; #2020-200014 thru 2020-200015 for Child Support Invoices

BILLS:

COUNTY FUNDS SCHEDULE 4
ENGINEERS SCHEDULE 4E; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, do hereby find that the above outlined financial transactions and vouchers are in order and sufficient funds are available to permit the execution of these transactions,

BE IT FURTHER RESOLVED, that the above transactions are approved and allowed, and furthermore, that the County Auditor is hereby authorized to issue warrants for payment of said vouchers.

MOTION: Whittington moved the adoption of the amendment, Ducro seconded. Ducro moved the adoption of the amendment, Whittington seconded. **DISCUSSION:** None

VOTE: Yeas: Kozlowski, Whittington, Ducro Nays: None Abstained: None Absent: None
Whereupon the resolution was declared passed unanimously.

RESOLUTION NUMBER 2020-3SEWA APPROVING AN AMENDMENT TO THE DECEMBER 29, 2016 OPERATION AND MAINTENANCE AGREEMENT BY AND BETWEEN THE ASHTABULA COUNTY BOARD OF COMMISSIONERS, BY AND THROUGH THE DEPARTMENT OF ENVIRONMENTAL SERVICES, AND THE ASHTABULA COUNTY PORT AUTHORITY

The Board of County Commissioners of Ashtabula County, Ohio, met on the 28th day of January, 2020, in regular session in the offices of North Kingsville Village, 3541 E. Center St., Kingsville, OH 44030, with the following members present: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, the Ashtabula County Board of Commissioners and the Ashtabula County Port Authority approved an Agreement on December 29, 2016 for operation and maintenance services relative to the Port’s raw water pumping station known as “Plant C” located at 2715 Lake Road East (SR-531) in Ashtabula Township, Ashtabula County; and

WHEREAS, said Agreement was for a term expiring on December 31, 2019; and

WHEREAS, the parties now desire to amend the 2016 Agreement to extend the term for a period of three (3) months at the same monthly rate structure valid for fiscal year 2019 for the purpose of evaluating proposed rates under a new Agreement between the parties, now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the Amendment is approved as follows; copy of which is now on file in this office:

1. The term of the 2016 Agreement shall be extended from December 31, 2019 to Friday, April 3, 2020.
2. The rate structure set forth in Article 5 of the 2016 Agreement shall remain in effect for the duration of the Amendment hereto applicable to pricing in fiscal year 2019.
3. All other terms and conditions of the 2016 Agreement remain in full force and effect.

MOTION: Whittington moved the adoption, Ducro seconded. **DISCUSSION:** None

VOTE: Yeas: Kozlowski, Whittington, Ducro Nays: None Abstained: None Absent: None
Whereupon the resolution was declared passed unanimously.

RESOLUTION NUMBER 2020-4SEWA APPROVING SEWER AND WATER BUILDERS LICENSES FOR VARIOUS CONTRACTORS

The Board of County Commissioners of Ashtabula County, Ohio, met on the 28th day of January, 2020, in regular session in the offices of North Kingsville Village, 3541 E. Center St., Kingsville, OH 44030, with the following members present: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, In accordance with the Ashtabula County Sewer and Water regulations, the following Sewer and Water Builders' Licenses have been presented to the Board for approval, to-wit:

Purpose: Constructing all sanitary sewer mains and appurtenances, sanitary laterals, water mains and appurtenances and water services thereto in the Ashtabula County Sewer and Water District.

Bond: \$10,000.00

Bond Term: **Retroactive to** January 1, 2020 thru December 31, 2020

Contractor: Marous Brothers Construction, Inc., 1702 Joseph Lloyd Parkway, Willoughby, OH 44094

Contractor: J Severino Construction, Inc., 937 W. 52nd St., Ashtabula, OH 44004

NOW, THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the Sewer and Water Builders Licenses as noted above, are approved in accordance with copies now on file in this office.

MOTION: Ducro moved the adoption, Whittington seconded. **DISCUSSION:** None

VOTE: Yeas: Kozlowski, Whittington, Ducro Nays: None Abstained: None Absent: None
Whereupon the resolution was declared passed unanimously.

Public Participation: Commissioner Ducro entered the meeting at 6:43 p.m.

Commissioner Kozlowski opened the meeting and welcomed everyone. The self-funded, enterprise fund, campground located in North Kingsville will be up and running, future plans include a swimming pool, cabins and increase activities. The campgrounds is located on the corner of 193 and Lake Road, right behind the golf course. Golf course memberships are up for next year, new carts for the golf course. Police Department had some mold and water damage, it is remodeled. The furnace had some issues, looking at replacing furnace and air conditioning. Very long term plans are to look for new location for police department and Village offices. Police department is fully staffed. They are working with fire and rescue, community seems to appreciate. They have a volunteer fire department, with ambulance and engines. The Landbank has removed a blighted property. The Landbank has secured their 501c3 designation. There is no replacement program for NIP. There is discussion and petitioning to take down commercial and further residential. They may be looking for other grants or private funding. They renovated one house and sold it. Find opportunity for sustainability. There is a state association. There is no recycling drop-off located in the Village. Waste Management has a recycling program. Recycling program has worked very well county-wide. Jean Burton purchased property for apartments, a pub, a bake shop. The Ram Clinic will be here April 4 & 5, all day Saturday and Sunday. They are setting up volunteering in blocks, not necessarily in full days. Census is gearing up. North Kingsville may have challenges with Census because of PO Box deliveries. They will not send to a PO Box, only to a physical address. You can respond by telephone, internet or paper form. After May 1, they will start door knocking. 2020 Census.gov has flyers, sample of the census. They will post Census flyers at the Post Office. Commissioner Ducro offered to present, there is a Council meeting on Monday, February at 7:00p.m. The next meeting is the 3rd Wednesday, 2/19.

January 21, 2020 3:00 p.m. Topic: Pierpont Township Sewer

In Attendance: J. P. Ducro IV, Casey Kozlowski, Kathryn Whittington, Lisa Hawkins, Janet Discher, Lesley Gordon, Nick Sanford, Ray Saporito, Tim Martin, Bill Zawiski, Bob Jackson, Barb Culp, Pam Hudson

Commissioner Kozlowski opened the work session and welcomed everyone. Since the last meeting there has been a proposal for the project to be designed by the County Engineer. There was discussion regarding Commercial properties and how the sewer would affect them. The area within the general plan for sewers is generally zoned commercial. If the sewer system was installed to service commercial property on the west side of the road, would tap in by residents be required on the east side of the road? If a sewer system is constructed, the Ashtabula County Health Dept. has rules and practices relative to residential dwellings. General practice within the ACHD's jurisdiction has maintained a requirement to connect if the building is within 200 feet of a sewer; the EPA has no jurisdiction over residential; only commercial. The EPA does not have that same restriction on distance from a sewer for commercial structures, and expects a connection by Commercial properties if a central sewer system exists.

County Health Commissioner Ray Saporito went on to explain that a sanitary sewer is deemed accessible for residential dwellings, within 200 feet of the sewer from the foundation of the structure, barring some unforeseen engineering barrier that is substantial, they would have to tie in to the sewer under state law. Time frame: after the Board of County Commissioners and the ACDES states (via Resolution) that a sewer is accessible, connection is typically required within 1 year of the passage of that Resolution as ordered by Health Department. Mr. Saporito will consult with the Board of Health as to the potential to extend the timeframe to connect to sewers.

Directionally drilling a sewer lateral beneath the road to a property stands to cost 2 times more, 2 ½ times more, than the cost of putting in a septic; or approximately \$30,000 - \$40,000. Other instances would be if they were selling the house, as there is a voluntary real estate program. Priority of the health department is to address nuisances first, homes pending sale second.

What were the original sites chosen for the sewer plant and why? CT prepared a general plan of sewers and a treatment plant, and put together 3 potential layouts with differing treatment plant locations, using gravity sewers with pump station/force main where elevation dictated necessity, with treatment plant locations sited on land where water could discharge to a nearby receiving stream—the East Branch of the Ashtabula River. The county Engineer agreed.

County Engineer's responsibility per ORC was discussed. The Engineer's office could perform final engineering design, surveying, and project management using the resources they have, with no additional staff. The Sanitary Engineer is appointed by the Board of Commissioners—under contract with CT Consultants. Question remains—can the project be completed for \$1.5 million, including installation of the entire sanitary sewer collection system and treatment plant, and abandoning existing septic systems and connection to new sewers? County is of the understanding that the funding may not be able to be used on private property for abandoning septic systems and connecting to the new sewer, as this is normally a property owner's cost. CT emphasizes that the project estimates are a planning level number, not a design, just a plan. They do not have full scale details at this stage.

Where does money come from to abandon existing septic systems? If the \$1.5 million can be used or not, is a legal question. Janice Switzer stated there is funding for owner occupied properties to connect to sewer system through the Ohio EPA's HSTS program, but not commercial properties or rental. CDBG can be used for owner occupied, if that's one of the projects Comrs. choose to allocate funds for in the next round. Under CHIP grant, there is a rental repair program and it is the tenant who qualifies the property. No funding for Commercial properties. Concern is economic development, losing business is not really benefiting. Commercial properties would have to work with the Ashtabula County 503 or other economic development tools. Much of the project area is zoned commercial. Zoning doesn't matter, it's the use. There are 12 commercial properties that may not have funding available. It costs approximately \$6,500 to \$9,000 for collapse of septic systems and connection to new sewers, dependent upon existing ground conditions. There would be no capacity charge to the new sewer system in this instance as the treatment plant would be incidental to the overall project cost.

How can we get a clear total cost? Tim Martin could perform a preliminary design. Lesley Gordon (CT) asked if this preliminary design would be for the whole area within the General Plan prepared in April 2019 by CT, or the limited area of commercial properties only as discussed, and can it be covered by the \$1.5 million.

There is the concern of 12 businesses that do not have funding for septic system abandonment and connection. If you put companies out of business, how does it further economic development in Pierpont? Bob Jackson stated with the present conditions of the businesses, they would be out of business. Bill Zawiski- all onsite systems eventually fail. New design standards require a package plant in most commercial cases, and cost between \$20,000 and \$30,000 on average. Bill Zawiski discussed the difference between a mini sewage plant and a package plant. If someone is changing ownership or businesses or failure of existing septic systems, the EPA is called in the case of a nuisance. When public monies are being used to build a sewer, the expectation of the Ohio EPA is that there will be connections to the new public sewers, even when there are no findings and orders/administrative enforcement actions by the Ohio EPA. Commissioners asked if there would be consideration for waivers or flexibility for enforcement of connection to new sewers to provide some latitude for properties that do not have the funds, there still needs to be a reasonable plan for when that will happen, and the sanitary engineer, and Health Dept. would need to be comfortable with that plan. Ohio EPA has loan programs available for public improvement projects such as this, but these require a guaranteed revenue source, through the Ohio EPA's DEFA program. DEFA loans cover planning up to construction, with conditions and interest rates dependent upon economic conditions of the project area. Ms. Gordon (CT) stated the county would likely not qualify for interest rate reduction, and any loan would be at the standard market rate, and the County would have to demonstrate sound revenue sources for debt service. That math needs to be done to get that money. Nick Sanford spoke regarding the County's concerns about low river levels and corresponding impacts from proposed effluent from a treatment plant, could drive up the cost of operation of the treatment plant by the requirement to add sand filters. Standard package plant design, under anti-degradation rule has different pathways. The EPA has discovered those that are on well water passes thru wastewater plant, using water softeners can force salt content up

to limits, and create potential increased costs when renewing NPDES permits. If initially NPDES issued, it would have the standard requirements, so it would be pushing the cost down the road, and permit renewal time when they evaluate data, often times they see, a lot of plants groundwater dominated. This one is not as easy to treat. Just a concern, as a result of water softeners. Under anti-degradation, 3 alternatives- non-degradation, minimal, and preferred. Mitigation is just part of the rules, work out with you. The WPCLF (Ohio EPA-DEFA) requires federal prevailing wages for construction projects.

County Sewer district- ORC 6117.01

For the purpose of undertaking water and sewer system upgrades and improvements
Townships cannot build a sewer system in the County Sewer District

The monies awarded to Pierpont will need to be allocated to the county for the purpose of undertaking water and sewer system upgrades and improvements in Pierpont Twp. (HB 166). The county cannot use those funds for any other township, village or county project. A MOU cannot be used. A Contract will have to be drawn between the County Commissioners and Pierpont Twp. Trustees.

How to get clarification of the costs, design phase, project management and execution. Engineers is willing to serve in whatever capacity including engineering, surveying, project management.

Undecided regarding what type of design to go forward with. There has been no decision made on how to spend the funds, with no project. How do you pick an engineer without having picked a project? They would refine the general plan, which is for servicing the entire area, about 85 parcels with assessments. There was an interest survey sent out, dollar amounts were high, there was the question of the funding received. Need to clarify if it is the general plan or the smaller area.

The Comrs. need to talk real costs, it will not get too much more refined, unless there is some real preliminary design. There was discussion about whether to do a full collection system, or a partial collection system. It was suggested to do the review for the full collection system to see what you get for the \$1.5 million. Commissioner Whittington explained her role is to serve the entire community. Surveys were done with the majority against, potentially the loss of commercial entities, is there another way to use the funds to benefit the committee. Barb Culp stated, figure out a way to do this, do you wait until their systems failed or hope for the best?

Nick Sanford with most of these types of projects, there are administrative orders from the EPA. The Board of Commissioners must pass a resolution of necessity. Has the EPA had an experience where an appeal was filed? Bill Zawiski explained his experience with Portage County. Barb Culp asked of the County Engineer: do you recommend doing what was in the general plan? Is that making more work for yourself? Tim Martin- easier to look at the whole picture.

Decision: the Engineer and Sanitary Engineer will work together. The work is something that can be built on and used later. A draft contract would be created by the County, both engineers would create a task list, as equitable as possible. There will not be an expense from the Engineer's office for township. Geotechnical work must be paid for.

Work sessions:

January 27, 2020, 2:00 p.m. County Home

In attendance: J.P. Ducro IV, Casey Kozlowski, Kathryn Whittington, Janet Discher, Connie Eyman, Maureen Wern, Phil Coury, Robert Nedrich

Admission/Census Days Report was discussed. Bob Nedrich discussed the 2019 budget details. The renovation project is set for completion around the end of April. Janet will compare the Gardner list to the HAVE list. There are 2 and half people on staff for Maintenance.

January 28, 2020 10:00 a.m. Topic: General Matters/Agenda Items

In Attendance: Casey Kozlowski, Kathryn Whittington, J. P. Ducro IV, Janet Discher

- ❖ Jake Brand- CDBG/ACTS agreement – For the 19 program year allocation; standard MOU used in the past; funding from ODSA is \$49k total in grants; it's a 2 year grant. Decision: ok for next week's agenda.
- ❖ Newsletter- Beckey – Presented a draft of the newsletter; asking the Commissioners to help pare down the information on the business compass article and highlight the important points of the article they want included in the newsletter; Beckey needs the info as soon as possible. Kathryn to have an article on opiate Rural Community Action Guide through Office of National Drug Policy Control; intergovernmental affairs at the White House. Kathryn to work with Beckey on this article.

- ❖ Res. authorizing Prosecutor to act on behalf of Comrs. – on today’s agenda – board to table for next week; Casey to work with Lisa on changes and Lisa to get with Catherine Colgan on edits Catherine wants.
- ❖ Gun Resolution – Jake Scafuro was here to present a resolution for consider of the BOCC; the resolution declares the opposition of Ashtabula County, Ohio, to any restrictions on the 2nd Amendment; Casey wants to discuss with the Prosecutor’s office; Kathryn explained there could be edits to the resolution by Lisa or the Prosecutor’s office before it would make it to an agenda meeting. Jake’s email is: orange73cj5@hotmail.com and phone is 440-855-4998.
- ❖ Miscellaneous
 - Lisa’s blinds – need Lisa to be at the discussion
 - Nursing Home Review Committee – hope to have names by Thursday;
 - Leadership meeting discussion- meeting on Wednesday- update next week
- ❖ Schedule: February 4th agenda meeting needs to be moved both Casey and Kathryn will be out; also need to move work session; Conneaut Chamber meeting on February 4th – Casey is asking about proclamations. Janet to mention this to Beckey. Kristy Vavpetic wants a basket for an event. Kathryn to get a basket.
- ❖ New/Old Business
 - NOPEC grant \$26,952 for 2020
 - Community Corrections/Jail Project
 - Pierpont Sewers
 - Nursing Home RFP
 - Financial Transaction payments- RFP-Treasurer ltr

January 28, 2020 11:37 a.m. Topic: Marta Stone

In Attendance: Casey Kozlowski, Kathryn Whittington, J. P. Ducro IV, Lisa Hawkins, Janet Discher, Lauren Davis, Marta Stone

The purpose of the meeting was to engage Marta Stone’s expertise in activities that could assist the County Commissioners in promoting a team atmosphere, build morale, better respect for roles, and identify the vision or goal of the departments. Get to know people outside of the workplace.

Determine what you want to know and be prepared to follow through. Defined the departments involved are the Building Dept., Planning & Community Services, Human Resources, Commissioners, Risk Management, Dept. of Environmental Services, Emergency Management Services.

Convey an image of approachability, empower people to be open to making suggestions, not aware of past happenings. An outcome could be to show employees they are valued, appreciated, can have fun and enjoy work time, feel Commissioners support them, improve morale.

Ms. Stone suggested a team be made up, some of you, with department heads, and have interaction regarding structure and outcome. Things we want to work toward, so you have buy in. Whatever the outcomes are, they need to be doable, and follow-up. Add as an agenda item on future department heads.

Marta asked Commissioners to go to 3 people today, how’s your day going? She had each person in the meeting write 3 things down on a piece of paper they would do. Then, had them read theirs out loud, one at a time, taking turns. Lisa to email the list to everyone after the meeting.

Kindness award of the month- my co-worker donated money to a cause, or did something kind. Marta distributed kindness card, can give out for kind acts or just to break the ice.

Step one: engage the Department Heads, create a Leadership Team for a discovery session and have department heads interview Commissioners, finding out how the Commissioners feel about something and your outcome. Then, hold two, 1 and/or 1½ hour sessions, include the whole staff, work through it, Commissioners involved in each time. Put people together from different departments. Tell about job, how long they have been with the county, what brought you here, recommendations, etc. What is working, what can do more of, enhance? What do you think our people want? Professional development for Department Heads.

The leadership team can review the data. Then have a celebration at the lodge, afterwards to thank them, and show appreciation, stating this is what we heard from you. Give away a few incentives, lunch, breakfast, etc. Then have leadership team still meet, and discuss how to move forward with keeping morale up. They are valued and being listened to, they have co-constructed the future.

Time: April or May to begin. Could meet at the end of March to create the questions.
Marta to work with Lauren and Beckey to set up dates.

January 30, 2020 9:02 a.m. Topic: Department Head Meetings

In Attendance: Casey Kozlowski, Kathryn Whittington, J. P. Ducro IV, Lisa Hawkins, Janet Discher, Mike Fitchet, Lori Larson, Jake Brand, Denny Bowman, Lauren Davis

Budget Update: Work underway for 2020 budget (would like to pass at the end of February). Casino funds are about \$1.1 million, did not make up completely for loss of local government funds.

Updates from the Commissioners:

Gardiner Project Update/Roof Project- starting at Job & Family Services. The projected end date of the roof is weather dependent.

EOC Office move is now complete- the space is working out well. They will only open one gate. They will do a grand opening.

Maintenance Worker II position open (not filled yet). \$16.xx an hour.

RFP for Nursing Home Management Services- proposals are currently being accepted.

Credit Card Processing RFP- in process.

Safety/Training Update- BWC and American Society of Safety Professionals are offering a combined space safety training for \$35. She will send to Nick. Certified Public Records training is April 22, 2020 1:00 p.m. to 4:30 here in the Commissioners conference room. Lisa will send the link when registration is open, to townships, villages, cities, schools, libraries, etc.

Health Insurance/Wellness Update- the lab locations are in place. Lauren distributed the Interactive Health handout showing the details. Keybank wants to do a financial presentation, on 2/12, for a brownbag lunch. Can use this as points. Commissioner Ducro asked if we would want to hold meetings before the lab services, to increase awareness to the Unions. Lauren will do that.

Commissioners Meeting Dates/Times

Have completed visits all throughout Ashtabula County w/evening meetings

Will begin visiting schools throughout the County- work in progress. Will set up.

Coffee w/the Commissioners (department heads visit w/discussion item)- bring department heads with them to highlight offices.

Upcoming Events

Working group formation underway- wear your favorite NFL shirt tomorrow.

Marta Stone will be assisting the county with some team building exercises to improve morale and an opportunity to communicate more. Set up meetings beginning in April with Marta. Effect positive change, trickle down to all staff members but begin with department heads.

Two Minute Drill (update from all departments)

Mike Fitchet- put a plaque dedicating the new EMA building with the Board. Will shift direction to the Nuclear drill, working with new company Energy Harbor. A lot of personnel changes at Perry.

Lori Larson- auditing insurance changes for accuracy.

Jake Brand- distributed a deep dive of office happenings, summary of outcomes in his office. shows the demolitions, CDBG things, will keep historical data of LMI. This is spurred by the Landbank shows funding that comes in, what it does to housing values, crime rates, etc. They have mapping software, limited by data sets, mostly Census data. His office is doing in-house training on Excel, New World, etc. Sponsor a website training, he will send out an email. There is a website has the availability a substantial re-design, for free. Some departments contact Planning & Community Services for changes. Countywide photo contest for website.

Dennis Bowman- new employee, Building Inspector and Electrical Safety Inspector II, will start February 10, Tom Congdon.

JP Ducro- Census is coming up and can be completed online, telephone and paper. Ram Clinic is Saturday and Sunday, April 4 & 5. Rotary Cluster will provide food for the patients, breakfast and lunch. You can walk inline after 8:00a.m., but will be in line for the service. Working on Broadband to come up with grants and services.

Lisa Hawkins- Jamie has created fillable travel forms for use by Department for out of county travel. There are 2 one for the Supervisor, and one for the employee.

Spectrum Contract- the Prosecutors office has submitted numerous emails regarding the proposed Spectrum Contract. There is indemnification language in the contract they do not agree to. Does the Board of Commissioners sign the contract? Decision: JP will discuss with Cecilia Cooper.

Email from Judge Complese regarding his 2020 budget request which includes a new position they are almost ready to hire, and if his Journal Entry budget will be forthcoming. Letter of response from the Board of Commissioners that the county has not approved appropriations yet. Some initial concerns are we understand the need for additional staff,

however we understood that space was a concern, without additional space not clear how additional staff will solve your backlog problems. In addition, your budget request asked for personnel to staff a facility we have yet to acquire as well as a current employee funded by a grant, which to our understanding would not be part of the budget provided to you. We would like to have a full understanding to appropriate the full amount per your Journal Entry that is reasonable and necessary for the operations of the department. We want the office to be more efficient, but not hire a position there are space constraints. Working to obtain capital funding to try and address to try and address the space constraints. Janet to draft the response letter.

CEAAC grant- signing today.

Escrow agreement for Ron Kister regarding the sanitary sewer project. Decision: Set up escrow account at Andover Bank. Will put on next Thursday's agenda.

January 30, 2020, Ashtabula County Dept. of Job and Family Services

In attendance: J.P. Ducro IV, Casey Kozlowski, Patrick Arcaro

The Senior Levy has around 30 people attending the meetings. Have raised over \$6k in donations as of last meeting. Signs are popping up; speaking engagements are being scheduled; videos are being updated; social Media campaign is in full swing. Chairman Brockway spoke with the two Levy Board members who had attendance issues. They have chosen to stay on and are making a better effort. The Senior Conference, how do you feel about the keynote speaker speaking about "the benefits of CBD for aging"? He will even bring samples!

Transit: The TAC still needs one more committee member appointed. The lettering and striping are complete on all new buses. The radios and MobileEye were installed on January 9th and 10th. The mechanic is installing the destination signs and the fareboxes in the service route buses. We were able to use the equipment from the old buses, which saved over \$10,000. Four buses should be ready to be put on the County website for disposition by the end of the month. Their info is on a separate sheet provided. The final hours MV went over in December 2019 was 232.17. The total amount at the extended rate was \$10,559; this was better than the projected \$16,000. ACTS will be available for transportation to the RAM event on Saturday, April 4th. According to Denita, the hours would be in addition to our regular contract hours, and the hourly rate of \$59.19 will apply. This year would be demand-response, so the customer will have to call ACTS and schedule their rides to the event. We will start transporting very early so people can get there. Carol Lennon reach out to other JFS's to see how they schedule NEMT; both in transit operating counties or not. I am having her make this a priority for 2020, because I feel that we could be more efficient in what we do. Her unit has also had a lot of turnover lately.

Reminder: 2020 action items due for finalization of the Coordinated plan: Begin laying the foundation for the formation of a transit board and the hiring a mobility manager.

OMJ Center/WIOA: renovations are almost complete. There is a discussion ongoing of who is responsible for new carpeting. Patrick offered to split the cost of tile/linoleum. A clause in the contract is clear.

Buildings & Admin: the Clemans Nelson wage survey is ongoing. The Gardiner project is ongoing, they installed wiring for the HVAC module. No word on the LED retrofit yet.

Income Maintenance: **Our ABAWD waiver was lost** due to our reduced unemployment rate. ORC states: "Every ABAWD that does not reside in a county subject to a waiver of the ABAWD time-limit approved in accordance with 7 C.F.R. 273.24 (06/2006), shall either:

- (a) Participate in and comply with a SNAP E&T work experience program (WEP) activity for the maximum number of hours permitted by rule [5101:4-3-31](#) of the Administrative Code; or
- (b) For twenty hours per week (twenty hours per week averaged monthly means eighty hours per month) as determined by the county agency:
 - (i) Participate in one or more SNAP E&T activities, other than supervised job search, operated or supervised by a state or political subdivision of a state that meets standards approved by the governor of the state, including a program under section 7 C.F.R. 273.7(e) (06/2006). Such a program may contain supervised job search as a subsidiary component as long as such component is less than half the requirement; or
 - (ii) In combination with hours spent in SNAP E&T activities, be engaged in work or a work program.

PERM Audit: We have rec'd an additional \$51k for OT to help clean-up the backlog. If you have questions, please contact Patrick.

Wellness program highlight.

Monthly Division/Contract reports & handouts were attached separately.

Work sessions:

February 3, 2020 10:30 a.m. Topic: Water/Sewer

In Attendance: Casey Kozlowski, Kathryn Whittington, J. P. Ducro IV, Nick Sanford

Department Administration

1. Forthcoming Resolution Requests

- a. Easement Agreements (3 total) for a private sanitary sewer to become public, Austinburg Twp. (in final draft phase, under review by Grantors)
- b. Approval of Plans for a waterline extension along Clay Street (East); and West.
- c. Comdoc Printer Lease Agreement - ACDES

2. Ashtabula County Regional Water & Sewer Initiative

- a. Ashtabula Township area/EMC update: Developing plan for working agreement between EMC Ashtabula LP, the Ohio EPA, and the County for upgrades to the existing WWTP and new sewers to provide service to the existing users under the "Spider Agreement;" ownership to be transferred to the County. Exempt from City-County Agreement as the treatment facility is existing. Full Engineering fee estimate \$360,000 including construction services, to be borne by funding assistance (WPCLF, OPWC, in-kind from EMC).
- b. Awaiting correspondence from Albers as to particulars to finalizing the case for forming a Regional Water/Sewer District consisting of ACDES assets. Key components in development: Union Contract(s).

3. Ashtabula County Port Authority – Plant C

- a. Draft agreement is under review by the Port, 90-day extension to the current Contract approved by the Board under RES 2020-3SEWA on 1/23/20.

4. Harpersfield Area Water Distribution Improvements

- a. OPWC funding for Valve Replacements, SR-534: materials purchased, preparing RFP for labor for simultaneous installation during low demand.
- b. Water Tower Project: Awaiting ARC funding confirmation, property discussion, cellular tower co-op, FAA regs on lighting in proximity to nearby airport, branding proposal(s).

5. Clay Street Waterline Extension (West; Sexton – Geneva City Water)

- a. Design substantially complete; submitted to OEPA in January for review.
- b. ARC-funded (\$250,000), balance out of Water Fund (Contract Projects).
- c. Local fee project; there will be no requirement to connect, but a capital development fee (based on frontage) will apply to new customers on the line.

6. Coffee Creek WWTP Improvements

- a. Under design; change of course in treatment technology.
- b. ACDES is in the process of purchasing a new, larger backup generator due to failure of existing equipment; costs to be offset by OPWC funding (46%) and in-kind labor (concrete slab pour & electrical assistance).

7. 2020 Infrastructure Projects At-A-Glance

- a. US 20 Culvert Replacement (Saybrook) water/sewer relocation
- b. Replacement of 2" residential mains, Saybrook/GOTL (annual, on-going)
- c. Lift Station Upgrades – Saybrook/Ashtabula Twps.
- d. (2021) SR-307 Waterline Replacement – Jefferson Twp. (OPWC)
- e. Mechanical Valve Exercising Apparatus (BWC Grant Program)

ADJOURNMENT:

The President and Clerk of the Board hereby certify that this is a true and accurate record of the minutes of the January 28, 2020 session. All deliberations concerning official business and formal actions by this Board of Ashtabula County Commissioners were conducted in an open public meeting.

CERTIFIED:

ATTESTED:

PRESIDENT

CLERK

COMMISSIONERS
OF
ASHTABULA COUNTY