

REGULAR SESSION OF THE ASHTABULA COUNTY BOARD OF COMMISSIONERS

Old Courthouse 25 West Jefferson St., 2nd Floor Jefferson, OH 44047

May 5, 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: Whittington moved the adoption, Ducro 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 2020-161 APPROVING THE FORMULA GRANT FOR RURAL AREAS, CARES ACT 2020, SUBAWARD GRANT AGREEMENT FROM THE OHIO DEPARTMENT OF TRANSPORTATION, CONTRACT NO. 125-CARE-20-0100, FEDERAL TRANSIT ADMINISTRATION, CFDA PROGRAM NO. 20.509, ACDJFS

The Board of County Commissioners of Ashtabula County, Ohio, met on the 5th day of May, 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, Ashtabula County has been awarded funding from the Ohio Department of Transportation through the Federal CARE Act to aid in the operations of a public transportation system, in the following amount, to-wit:

Operating- CARE-4125-024-201

Federal Funds:	State Funds:	Local Share Funds:
\$1,258,543	\$.00	\$.00

NOW, THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, do hereby accept the grant offered by the Ohio Department of Transportation through the Federal CARE Act to aid in the operations of the Ashtabula County Transportation System.

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 2020-162 HOLDING EXECUTIVE SESSION –MATTERS REQUIRED TO BE KEPT CONFIDENTIAL: 121.22(G)(5)

The Board of County Commissioners of Ashtabula County, Ohio, met on the 5th day of May, 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 a mediation matter that is required to be kept confidential; and

WHEREAS, Said Executive Session was convened at 1:25 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 3:35 p.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 2020-163 HOLDING EXECUTIVE SESSION- PERSONNEL- EMPLOYMENT: 121.22(G)(1)

The Board of County Commissioners of Ashtabula County, Ohio, met on the 5th day of May, 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 3:37 p.m.; and

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the above executive session was held. Said session adjourning at 4:34 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 2020-30FINA APPROVING FINANCIAL TRANSACTIONS FOR THE COUNTY

The Board of County Commissioners of Ashtabula County, Ohio, met on the 5th day of May, 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, 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:

PAYROLL CHANGES- ACNRC 3/1/2020 TO 3/14/2020:

NEW EMPLOYEES

Charlene Johnston	RSA	\$9.23	3/12/20
Ann Hysell	RN Floor Nurse/Supv	\$27.20	3/12/20
Michelle Nickita	LPN	\$19.49	3/12/20

RESIGNATIONS:

Jenna Maxell	LPN	3/14/20	Moving
--------------	-----	---------	--------

Appropriations	Fund	Total	Personal Svcs	Comment
Special Probation	2142.01 5	\$22,800.00	\$ -	appropriation of grant funds - OH Supreme Court
Unclaimed Money	7025.00 1	\$ 60,495.00	\$ -	appropriation for other exp and transfers out

EXECUTING PAYMENT OF THEN AND NOW CERTIFICATION PRESENTED BY THE COUNTY AUDITOR PURSUANT TO ORC 5705.41(D)1 AND AUTHORIZING THE DRAWING OF WARRANT(S) IN PAYMENT OF AMOUNTS DUE UPON CONTRACT OR ORDER- SEE SCHEDULE 18 TN

DIRECT RELIEF BILLS:

Vouchers #2020-0000595 thru 2020-0000629 for Public Assistance and #2020-200065 thru 2020-200067 for Child Support Invoices

BILLS:

COUNTY FUNDS SCHEDULE 18
ENGINEERS SCHEDULE 18E; 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, Ducro seconded. **DISCUSSION:** None
VOTE: Yeas: Kozlowski, Whittington, Ducro **Nays:** None **Abstained:** None **Absent:** None
Whereupon the resolution was declared passed unanimously.

RESOLUTION NUMBER 2020-28SEWA ACCEPTING AND APPROVING GRANT AGREEMENT WITH THE OHIO DEVELOPMENT SERVICES AGENCY, GOVERNOR’S OFFICE OF APPALACHIA, PY 2019 APPALACHIAN DEVELOPMENT PROGRAM FOR THE HARPERSFIELD WATER TOWER PROJECT

The Board of County Commissioners of Ashtabula County, Ohio, met on the 5th day of May, 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, a grant agreement has been presented for the approval of the board, to-wit:

- Party:** Ohio Development Services Agency, P.O. Box 1001, Columbus, OH 43216-1001
- Purpose:** The purpose is to enhance public infrastructure by constructing a water tower. The County will build a 250,000 gallon, water tower in the JEDD that serves the area between Harpersfield Township and Geneva City. The project will serve 40 businesses and 110 residents. Total project costs are \$1,762,500.00, which includes a \$1,512,500.00 match.
- Grant Period:** Retroactive to April 1, 2020 and ending June 30, 2022
- Amount:** Grant amount \$250,000

WHEREAS, the grant has been reviewed and it is found that such a grant is necessary; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the above grant award is accepted and 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.

Work sessions:

April 30, 2020 2:30p.m. Topic: Plant C/General Matters

*In Attendance: Casey Kozlowski, Kathryn Whittington, J. P. Ducro IV, Lisa Hawkins, Janet Discher via GoToMeeting
Jerry Brockway and Mark Winchell 3:13 p.m. reconvened with Lauren Davis present.*

The Work Session was held via GoToMeeting and began at 2:33 p.m.
The County has a contract for the Environmental Services Department to assist with Plant C, that the Ashtabula County Port Authority owns. The meeting was held to discuss safety and security issues with Plant C. Kyle Butcher explained there is water entering the building and could affect the pumps at Plant C, which is a safety issue. Kyle Butcher and Mark Winchell will meet tomorrow at Plant C to discuss a priority list and what can be done quickly. The items to be discussed include: 110 lighting and outlets, conduit on the floor, temporary shed and Vector Security. Mark will report back to Dr. Brockway and they will get moving on completing things that need done.

The Board discussed and made revisions to the Memo drafted by Lauren and Janet regarding guidelines for Commissioner Departments regarding the revised Governor's orders. Samples from the CDC were attached. There will be a separate temporary policy for non-work related travel.

The Board will be complying with the Governor's orders and recommendations. Signs will be made for all county owned buildings, including Port Authority, Engineers, Soil & Water, etc. Face coverings must be worn before entering the building.

NACO is spearheading effort to get Congressman on board to give resources back to local government. Send letter from Commissioners and provide copy to CCAO and NACO.

May 5, 2020 10:00 a.m. Topic: General Matters/Agenda Items

In Attendance: Casey Kozlowski, Kathryn Whittington, J. P. Ducro IV, Lisa Hawkins, Janet Discher, Dennis Bowman, Mike Fitchet, Brian Haytcher

Dennis Bowman provided updates for the Building Department operations. They are one permit less than last year, remaining busy. Commercial plans turnaround is about 2 weeks.

Mike Fitchet attended the meeting to discuss the purchase of a vehicle for EMA out of special funds, not General Fund. A vehicle will be traded in and a new Ford Explorer will be purchased from Greg Sweet Ford, as the lowest quote received. Decision: ok, on next week's agenda for approval.

- ❖ **Conneaut City/Port** support letters. Decision: yes to support letters.
- ❖ **Airport support letter** – JP was contacted regarding a support letter for \$150,000 investment of simulator, 70% ARC grant, 30% donation. The closest one is in Cleveland. This would be a new grant cycle. The Board will see who applies, do a letter of support wait until we see what other entities. Decision: JP will review the support letter.
- ❖ **Miscellaneous**
 Letter from GOTL- economic impact as a result in reduction of tax revenues. Decision: acknowledge the letter, encourage to apply for any COVID-19 expenses, will continue to advocate at the state and federal level for resources. Decision: draft reply.
 COVID-19- email from BMV regarding rent payment for May. April was paid. It is likely BMV's will be opening mid-May. Decision: defer payment until 30 days from the date the office is back open, with no penalties. Janet will have Maintenance start marking the carpets in the courthouse, as well as outside the BMV and Title Department, the 6 feet social distancing
- ❖ **Schedules:**
 Bryce Heinbaugh- wait until after mid-May to schedule. Hold the meeting with under 10 people, using proper social distancing and electronic means.
 CDBG/HOME – Program Mortgage for Rita Farina nfa Rita Winchell releasing her mortgage and paying off the 15% owed. Decision: ok for next week's agenda.
- ❖ **New/Old Business**
 Dog Warden reports viewed
 Ashtabula CIC update- ongoing
 Community Corrections/Jail Project- ongoing
 Pierpont Sewers
 Financial Transaction payments – extended proposal date to May 29, 2020

ADJOURNMENT:

The President and Clerk of the Board hereby certify that this is a true and accurate record of the minutes of the May 5, 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