

REGULAR SESSION OF THE ASHTABULA COUNTY BOARD OF COMMISSIONERS

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

May 27, 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 2020-180 RECEIVING PROPOSAL AND AWARDING TO ASHTABULA COUNTY TECHNICAL & CAREER CENTER (A-TECH) FOR THE TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF) SUMMER YOUTH EMPLOYMENT PROGRAM, ACDJFS

The Board of County Commissioners of Ashtabula County, Ohio, met on the 27th 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, on March 26, 2020 by Resolution No. 2020-110, proposals were ordered for the Ashtabula County Department of Job and Family Services TANF Summer Youth Employment Program for eligible residents of Ashtabula County who are ages 14 to 24; and

WHEREAS, one proposal was received, as follows:

Ashtabula County Technical & Career Center, (A-Tech), 1565 State Rte. 167, Jefferson, OH 44047

WHEREAS, in accordance with 307.862, it is now necessary to receive and award the proposal to A-Tech as the most responsible offeror; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the proposal is received and awarded to the Ashtabula County Technical & Career Center (A-Tech), as outlined above.

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 2020-181 APPROVING AMENDMENT TO PURCHASE OF SERVICE AGREEMENT WITH ASHTABULA CITY AND THE ASHTABULA COUNTY TRANSPORTATION SYSTEM (ACTS) BY AND THROUGH THE ASHTABULA COUNTY BOARD OF COMMISSIONERS, ACDJFS

The Board of County Commissioners of Ashtabula County, Ohio, met on the 27th 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, Patrick Arcaro, Director of the Ashtabula County Department of Job & Family Services has presented Amendment No. 1, for the approval of the Board, to-wit:

Amendment No. 1 **Original Contract Date:** January 1, 2019

Provider: Ashtabula County Transportation System, 4322 Main Ave., Ashtabula, OH 44004

Amendment: Article IV – Cash Payment. This amendment waives/forgives the amount of \$22,500 for FY2020, due to ACTS receiving increased revenue/relief from the Ohio Department of Transportation due to the COVID-19 pandemic.

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the Amendment to the Purchase of Service Agreement is approved in accordance with 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 2020-182 APPROVING AMENDMENT NO. 1 TO SUBGRANT AGREEMENT BETWEEN THE ASHTABULA COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND THE ASHTABULA COUNTY TECHNICAL & CAREER CENTER (ATECH) FOR THE TEMPORARY ASSISTANCE TO NEEDY FAMILIES (TANF) PORTION OF THE COMPREHENSIVE CASE MANAGEMENT & EMPLOYMENT PROGRAM (CCMEP), ACDJFS, CONTRACT # 20-5001-TANF

The Board of County Commissioners of Ashtabula County, Ohio, met on the 27th 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, Patrick Arcaro, Director of the Dept. of Job and Family Services, has presented the following amendment for the approval of the Board, to-wit:

Amendment No. 1 **Original Contract Date:** October 1, 2019

Provider: Ashtabula County Technical & Career Center, 1565 SR 167, Jefferson, OH 44047

Amendment: This amendment increases Comprehensive Case Management & Employment Program funds for the period 10/01/19 – 9/30/20 in the amount of \$250,000 from \$900,000 to \$1,150,000

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the Amendment, as noted above, is approved in accordance with 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 2020-183 APPROVING CONTRACT WITH T.W. BENSON TRUCKING FOR LIMESTONE, ENGINEER'S OFFICE

The Board of County Commissioners of Ashtabula County, Ohio, met on the 27th 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, Tim Martin, Ashtabula County Engineer, has presented a contract for the approval of the Board, to-wit:

Scope: Supplying of Limestone, Lot #1

Provider: T.W. Benson Trucking, 331 State Road South, Ashtabula, OH 44004

Cost: Lot #1- 12,000 tons #67 Jefferson: \$22.00/ton Extension: \$264,000.00

Not to Exceed: \$264,000.00

Term: one year from date of execution; 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 2020-184 APPROVING LEASE, DOCUMENT MANAGEMENT AGREEMENT, ADDENDUM AND AMENDMENT WITH COMDOC, A XEROX COMPANY FOR COPIER LOCATED AT THE BUILDING DEPARTMENT

The Board of County Commissioners of Ashtabula County, Ohio, met on the 27th 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, Dennis Bowman, Chief Building Official, has presented the following for the approval of the Board, to-wit:

- Provider:** ComDoc, 3458 Massillon Rd., Uniontown, OH 44685
- Lease Bank:** Ke Lage Landen, PO Box 41602, Philadelphia, PA 19101
- Term:** 39 months beginning May 27, 2020 to August 26, 2023
- Cost:** Not to Exceed, \$12,636.00 (\$299 per month plus \$25/month for overages)
- Equipment:** Model No. C8045; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the lease, agreement, addendum, and the amendment, as noted above, is approved 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 2020-33FINA APPROVING FINANCIAL TRANSACTIONS FOR THE COUNTY

The Board of County Commissioners of Ashtabula County, Ohio, met on the 27th 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:

QUARTERLY USE OF COUNTY CREDIT CARD:

Apr/May/June Qtr. Auditor/IT Services xxxx xxxx xxxx 3917 \$4,257.56

Appropriations	Fund	Total	Personal Svcs	Comment
Sheriff	1001.008	\$72,366.00	\$ -	appropriation of DEA Forfeiture

Common Pleas	1001.009	\$ 7,217.00	\$ -	grant reimbursement for probation vests
WCC Special Projects	2105.014	\$ 201.00	\$ -	appropriation for equipment
Transfer				
Nursing Home Fund 2033 to	\$203,214.00			
Bonded Debt Fund 3001				

DIRECT RELIEF BILLS:

Vouchers #2020-0000712 thru 2020-0000732 for Public Assistance; #2020-200080 thru 2020-200081 for Child Support; and #2020-30022 thru 2020-30022 for WIA Invoices

BILLS:

COUNTY FUNDS SCHEDULE 21
ENGINEERS SCHEDULE 21E; 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: 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 2020-36SEWA HOLDING EXECUTIVE SESSION–PENDING LITIGATION: 121.22(G)(3)

The Board of County Commissioners of Ashtabula County, Ohio, met on the 27th day of June, 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.

WHEREAS, Pursuant to the Ohio Revised Code Section 121.22(G)(3) the Board of Ashtabula County Commissioners shall meet in executive session to discuss Pending Litigation; and

WHEREAS, The subject of the Executive Session is an update to potential litigation in which the Board has an interest; and

WHEREAS, Said Executive Session was convened at 10:42 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 11:13 a.m.

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

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

Decision: the Prosecutor will submit to the Board of Commissioners a letter regarding the received payment from Pierpont Township for expenses incurred as it relates to the Pierpont sewer project. In order for the Board of Commissioners to approve the MOU with Pierpont Township, the check cannot be paid out of the grant funds received. The Pierpont Township meeting minutes state the payment was generated from those funds.

The facial covering policy did not identify exemptions. Effective May 4, signs were put up. There is a mandate from the State requiring employers to have employees to wear facial coverings. The public is required to wear a facial covering when entering county buildings at the current time. Decision: contact the Prosecutor to review the exemptions, advise if we have the legal authority to mandate a person come into a public building to wear a facial covering, if we do, what are the exemptions. Janet will issue a directive to Commissioner employers that they may travel, without a 14 day quarantine requirement.

Work sessions:

May 26, 2020 9:00 a.m. Topic: General Matters/Agenda Items

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

- ❖ **Kelly Butcher- StepMobile-** A grant was received by the Supreme Court for technology updates. OCSS is a system program that Adult Probation is currently already using, they want to join in. The grant is for \$22,800 and covers training, go live, data conversion, documents, wall mounts for an off-site kiosk. Maintenance is \$1,575 annually and \$225 per Kiosk, annually. The State of Ohio is hoping to have this system, statewide. Decision: ok for tomorrow’s agenda.

❖ **Miscellaneous**

Veteran Services Budget request for 2021 has been received.
 Eastgate ARC 2021 Programs- Commissioners to rank the projects. Airport, Village of GOTL siphon replacement, University Hospital Intensive case management for a healthy workforce, and Leadership Ashtabula County, \$23,900. Decision: Board will respond to Lisa via email, put on next week’s work session.
 TANF RFP Summer Youth- award the RFP to ATech. Decision: tomorrow’s agenda.
 Jury Trials (Janet)- asked to get courtrooms specially cleaned for Jury Trials. There are only two Custodians for the courthouse complex. There are COVID related grant dollars, that Kathy Thompson has asked to include cleaning. Decision: Janet to get back to the Commissioners.

❖ **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
 Geneva Lodge is scheduled to open June 5, including restaurant, indoor pool, not the outdoor pool yet, Commissioners to visit the Lodge for a tour. Decision: Janet to set up a meeting before June 5.

Committee Reports:

Commissioner Ducro spoke regarding LEEDCo and the requirements of the Power Siting Board.

ADJOURNMENT:

The President and Clerk of the Board hereby certify that this is a true and accurate record of the minutes of the May 27, 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

COMMISSIONERS

CLERK

OF

COMMISSIONERS
OF
ASHTABULA COUNTY