

**REGULAR SESSION OF THE ASHTABULA COUNTY BOARD OF COMMISSIONERS**

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

**August 11, 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 2020-236 ACCEPTING THE CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING (GRANT NO. 2020-CE-CTF-2158) FROM THE DEPARTMENT OF JUSTICE, OFFICE OF JUSTICE PROGRAMS, BUREAU OF JUSTICE ASSISTANCE FOR COMMON PLEAS COURT- JUVENILE DIVISION**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 11<sup>th</sup> day of August, 2020, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, Andrew Misiak, Juvenile Court Administrator, has applied for the Coronavirus Emergency Supplemental Funding Grant available from the Department of Justice, Office of Justice Programs, Bureau of Justice Assistance; and

WHEREAS, A grant award has been presented in the amount of \$53,287.77, beginning retroactive to June 1, 2020 and ending May 31, 2021; and

WHEREAS, Grant funds shall be used for costs associated with one additional staff person to ensure proper cleaning and sanitizing of the facility, equipment to ensure proper procedures are in place to ensure social distancing, avoiding direct contact, and disallowing those persons showing an elevated temperature and PPE supplies; now

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

**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 2020-237 ACCEPTING THE CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING (GRANT NO. 2020-CE-PPF-2153) FROM THE DEPARTMENT OF JUSTICE, OFFICE OF JUSTICE PROGRAMS, BUREAU OF JUSTICE ASSISTANCE FOR COMMON PLEAS COURT**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 11<sup>th</sup> day of August, 2020, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, Kathy Thompson, Common Pleas Court Administrator, has applied for the Coronavirus Emergency Supplemental Funding Grant available from the Department of Justice, Office of Justice Programs, Bureau of Justice Assistance; and

WHEREAS, A grant award has been presented in the amount of \$80,022.26, beginning retroactive to June 1, 2020 and ending May 31, 2021; and

WHEREAS, Grant funds shall be used for costs associated with additional cleaning and sanitizing, equipment to allow for remote access, additional offender monitoring and PPE supplies; now

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

**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 2020-238 APPROVING INTERAGENCY AGREEMENT BETWEEN THE COUNTY OF ASHTABULA ON BEHALF OF THE ASHTABULA COUNTY DEPT. OF JOB AND FAMILY SERVICES AND ASHTABULA COUNTY CHILDREN SERVICES, FY2021 TANF PRC KINSHIP CAREGIVER FUNDS**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 11<sup>th</sup> day of August, 2020, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, in accordance with the authorization outlined in Resolution 2020-46FINA on July 21, 2020 by the Board of Commissioners, Patrick Arcaro, Director of the Dept. of Job and Family Services (ACDJFS), has now presented an Interagency Agreement between the County of Ashtabula, on behalf of the Ashtabula County Dept. of Job and Family Services, and Ashtabula County Children Services (ACCSB); and

WHEREAS, in Ashtabula County family assistance programs are provided through ACDJFS and children assistance services are provided through ACCSB as the Public Children Services Agency, and as such the Parties act as separate entities within the County government structure; and

WHEREAS, Ashtabula County Children Services Board ("ACCSB") provides protective services for children and emancipating out of foster care services that are eligible expenses for the use of FY21 TANF PRC Kinship Caregiver Funds; and

WHEREAS, the Parties wish to enter into an Interagency Agreement for the purpose of the transfer of these funds between the county family services agency and ACCSB as the Public Children Services Agency, as allowed by the Ohio Department of Job and Family Services when those agencies are not combined under the county structure; and

WHEREAS, the award amount for transfer is a maximum of \$150,705.00; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the interagency agreement be 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 2020-239 APPROVING TITLE XX/TANF SUBGRANT AGREEMENT WITH THE ASHTABULA COUNTY COURT OF COMMON PLEAS-JUVENILE DIVISION AND THE ASHTABULA COUNTY DEPT. OF JOB AND FAMILY SERVICES FOR FAMILY STRENGTHENING PROGRAM SERVICES, CONTRACT # 21-2008-XX**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 11<sup>th</sup> day of August, 2020, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> 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 an agreement for the approval of the Board, to-wit:

**Scope of Agreement:** provides information and services to youth and families of youth that are involved or at risk of involvement in criminal activity.

**Provider:** Ash. Co. Common Pleas Court- Juvenile Division, 3816 Donahoe Dr., Ashtabula, OH 44004

**Cost:** **Not to Exceed**, \$193,837.56 from Title XX/TANF transfer funds.

**Term:** October 1, 2020 to September 30, 2021; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the agreement, 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 2020-240 APPROVING SUBGRANT AGREEMENT WITH COUNTRY NEIGHBOR PROGRAM FOR HOME DELIVERED MEAL SERVICES, TITLE XX, CONTRACT NO. 20-2006-XX**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 11<sup>th</sup> day of August, 2020, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> 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 and Family Services has submitted the following agreement for the approval of this Board, to-wit:

**Provider:** **Country Neighbor Program, P.O. Box 212, Orwell, OH 44076**

**Agreement No.** 20-2006-XX

**Agreement:** Home Delivered Meal Services

**Cost:** **Not to Exceed**, \$23,611.50

**Term:** October 1, 2020 and ending September 30, 2021

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the 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 2020-241 APPROVING NON-BEHAVIORAL HEALTH SERVICE AGREEMENT BY AND BETWEEN THE ASHTABULA COUNTY MENTAL HEALTH AND RECOVERY SERVICES BOARD, ASHTABULA COUNTY JUVENILE COURT AND ASHTABULA COUNTY BOARD OF COMMISSIONERS FOR FAMILY DRUG COURT**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 11<sup>th</sup> day of August, 2020, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, Andrew Misiak, Juvenile Court Administrator, has presented an agreement for the approval of the Board, to-wit:

**Scope:** agreement to provide funding for a part time Family Court Coordinator

**Parties:** Ashtabula County Mental Health & Recovery Services Bd., 4817 State Rd., Ashtabula, OH 44004  
Ashtabula County Juvenile Court, 3816 Donahoe Dr., Ashtabula, OH 44004  
Ashtabula County Board of Commissioners, 25 W. Jefferson St., Jefferson, OH 44047

**Cost:** No cost to the county, will receive \$52,749.03

**Term:** retroactive to July 1, 2020 through June 30, 2021; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the agreement, 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 2020-242 APPROVING NON-BEHAVIORAL HEALTH SERVICE AGREEMENT BY AND BETWEEN THE ASHTABULA COUNTY MENTAL HEALTH AND RECOVERY SERVICES BOARD, ASHTABULA COUNTY COMMON PLEAS AND THE ASHTABULA COUNTY BOARD OF COMMISSIONERS FOR DRUG COURT**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 11<sup>th</sup> day of August, 2020, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, Kathy Thompson, Common Pleas Court Administrator, has presented an agreement for the approval of the Board, to-wit:

**Scope:** agreement to provide funding for Drug Court Administration and other Designated Personnel to meet the needs of the Drug Court participants and the program

**Parties:** Ashtabula County Mental Health & Recovery Services Bd., 4817 State Rd., Ashtabula, OH 44004  
Ashtabula County Common Pleas- Drug Court, 25 W. Jefferson St., Jefferson, OH 44047  
Ashtabula County Board of Commissioners, 25 W. Jefferson St., Jefferson, OH 44047

**Cost:** No cost to the county, will receive \$48,570.50

**Term:** retroactive to July 1, 2020 through June 30, 2021; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the agreement, 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 2020-243 APPROVING NON-BEHAVIORAL HEALTH SERVICE AGREEMENT BY AND BETWEEN THE ASHTABULA COUNTY MENTAL HEALTH AND RECOVERY SERVICES BOARD, ASHTABULA COUNTY COMMON PLEAS AND THE ASHTABULA COUNTY BOARD OF COMMISSIONERS FOR MENTAL HEALTH COURT**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 11<sup>th</sup> day of August, 2020, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, Kathy Thompson, Common Pleas Court Administrator, has presented an agreement for the approval of the Board, to-wit:

**Scope:** agreement to provide funding for Specialized Docket for individuals with a severe and persistent Mental Illness as certified by the Ohio Supreme Court

**Parties:** Ashtabula County Mental Health & Recovery Services Bd., 4817 State Rd., Ashtabula, OH 44004  
Ashtabula County Common Pleas- Mental Health Court, 25 W. Jefferson St., Jefferson, OH 44047  
Ashtabula County Board of Commissioners, 25 W. Jefferson St., Jefferson, OH 44047

**Cost:** No cost to the county, will receive \$25,000.00

**Term:** retroactive to July 1, 2020 through June 30, 2021; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the agreement, 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 2020-244 DECLARING EQUIPMENT OBSOLETE AND OF NO VALUE,  
COMMISSIONERS OFFICE**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 11<sup>th</sup> day of August, 2020, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, Lisa Hawkins, Clerk, has requested the following equipment be declared obsolete, of no value and disposed of:

**Commissioners Office Obsolete Items**

<b>Inventory number</b>	<b>Description</b>	<b>Location</b>	<b>Recommend</b>
380	file cabinet	Attic	Disposal/no value
386	file cabinet	Attic	Disposal/no value
384	file cabinet	Attic	Disposal/no value
359	tape storage	Attic	Disposal/no value
347	tape storage	Attic	Disposal/no value
348	tape storage	Attic	Disposal/no value
357	file cabinet	Attic	Disposal/no value
356	file cabinet	Attic	Disposal/no value
340	file cabinet	Attic	Disposal/no value
341	file cabinet	Attic	Disposal/no value
342	file cabinet	Attic	Disposal/no value
343	file cabinet	Attic	Disposal/no value
344	file cabinet	Attic	Disposal/no value
345	file cabinet	Attic	Disposal/no value
346	file cabinet	Attic	Disposal/no value
RM- 054	Label writer	Attic	Disposal/no value
743	Microphones	Attic	Disposal/no value
744	Microphones	Attic	Disposal/no value
742	Microphones	Attic	Disposal/no value
741	Microphones	Attic	Disposal/no value
C-602	Scale	Attic	Disposal/no value
997	Lexmark Typewriter	Attic	Disposal/no value
Rm-020	HP Desktop Printer	Attic	Disposal/no value
	Tape recorder-		
227	Panasonic	Attic	Disposal/no value
287	Laser Fax	Hall Way	Disposal/no value

**No  
sticker**      **Number**

Dell Computer Tower	Attic	Disposal/no value
Dell Key board	Attic	Disposal/no value
2- Mitsubishi Projectors	Attic	Disposal/no value
Dymo 320	Attic	Disposal/no value

WHEREAS, said equipment is hereby declared obsolete, of no value and may be disposed of; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the obsolete equipment is hereby authorized to be disposed of, 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 2020-245 APPROVING MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE ASHTABULA COUNTY EMERGENCY MANAGEMENT AGENCY, THE ASHTABULA COUNTY BOARD OF COMMISSIONERS AND GENEVA ON THE LAKE FIRE DEPARTMENT FOR COMPUTER AIDED DISPATCH (CAD) COUNTYWIDE SYSTEM**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 11<sup>th</sup> day of August, 2020, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, Mike Fichet, 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:** Geneva on the Lake Fire Department, 4929 S. Warner Dr., Geneva on the Lake, OH 44041

**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:** 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 2020-246 AUTHORIZING THE ASHTABULA COUNTY ENGINEER TO PURCHASE A DUMP TRUCK FROM THE VILLAGE OF MADISON**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 11<sup>th</sup> day of August, 2020, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> 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 requested permission to purchase a 2003 Sterling Single Axle Dump Truck from the Village of Madison, 33 E. Main St., Madison, OH 44057 for the amount of \$10,000.00; and

WHEREAS, the truck will replace a 1983 Mack Single Axle Dump Truck that has outlived its usefulness and will be sold at the online auction; and

WHEREAS, Said Dump Truck is necessary to aid the Engineer's Department in the performance of its duties; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that Tim Martin, Ashtabula County Engineer is hereby authorized to purchase the 2003 Dump Truck from the Village of Madison in the amount of \$10,000, to be purchased from MVGT funds.

**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 2020-52FINA APPROVING FINANCIAL TRANSACTIONS FOR THE COUNTY**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 11<sup>th</sup> day of August, 2020, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> 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:**

**ACDES-**

Jeremy Park Dist. Tech- Water Div. Promotion to new classification \$17.60 Eff. 8/10/20

**ACDJFS 7/19/20 thru 8/1/20**

<b>EMPLOYEE NAME</b>	<b>CLASS TITLE</b>	<b>HOURLY RATE</b>	<b>REASON</b>
Flagella, Julie	Office Worker	13.93	Longevity Increase 7 years of service
Hepler, Pauline	Emp. Service Rep.	16.79	Longevity Increase 13 years of service
Ingramm, Viola	Clerical Specialist 2	15.07	Longevity Increase - 6 years of service
Ralston, Leslie	Emp. Service Rep.	17.22	Longevity Increase - 16 years of service

<b>Appropriations</b>	<b>Fund</b>	<b>Total</b>	<b>Personal Svcs</b>	<b>Comment</b>
CARES Act	2002.001	\$ 175,000.00	\$ -	appropriations for supplies and equipment
Risk Management	1001.001.111	\$ 9,900.00	\$ -	additional appropriations for contract services
WCC OVI/IDIAM	2107.014	\$ 6,000.00	\$ -	additional appropriations for contract services
Probate Court	1001.012	\$ 1,000.00	\$ -	additional appropriation for foreign judge
Commissioners	1001.001.100	\$ 500.00	\$ -	additional appropriation for ad and printing

**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 32TN**

**DIRECT RELIEF BILLS:**

Vouchers #2020-0001016 thru 2020-0001037 for Public Assistance and #2020-200115 thru 2020-200117 for Child Support Invoices

**BILLS:**

COUNTY FUNDS            SCHEDULE 32  
ENGINEERS                SCHEDULE 32E; 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:** moved the adoption, seconded. **DISCUSSION:** None

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

**Work sessions:**

August 11, 2020 8:30 a.m. Topic: General Matters/Agenda Items

*In Attendance: Casey Kozlowski, Kathryn Whittington, J. P. Ducro IV, Lisa Hawkins, Dennis Bowman, Kyle Butcher, Kathy Thompson, Andrew Misiak, Karen Capstick Press: Brian Haytcher*

- ❖ **Dennis Bowman-** Gave a report on the Building Department activities. Residential permits are about the same as last year, commercial down a little. Hopes to have the educational virtual meeting by the end of the month.
- ❖ **Kyle Butcher-** a Meadowood project church property had no sewer line across the frontage of the property, as led to believe at the beginning of the project. The county has been trying to find a reasonable solution. Improvements to the basement are necessary and the Board would pay the cost of improvements. Two quotes were received, one for \$5,200 and one for \$9,060. Kyle would like to obtain one more quote and to meet the contractor out there so they will tie into gravity, not through the driveway. Decision: the Commissioners approve paying the costs of the improvements not to exceed \$6,000. Kyle will work with Jefferson Village on trash trap, as a result of debris being in the sewer lines from the jail.
- ❖ **Andrew Misiak spoke regarding the following grants/agreement:**  
**Office of Criminal Justice Services Coronavirus Emergency Supplemental grant for \$53,287.77:** Grant funds shall be used for costs associated with one additional staff person to ensure proper cleaning and sanitizing of the facility, equipment to ensure proper procedures are in place to ensure social distancing, avoiding direct contact, and disallowing those persons showing an elevated temperature and PPE supplies  
**State Justice Institute-** Probate Grant for \$19,581.48 submitted 8/7/2020 asking for all new computers for the court including new monitors and sound bars. New desk chairs, airpods, cases and eMarriage license to conduct all of the paperwork virtually.  
**State Justice Institute-** Juvenile Grant in the amount of \$50,000 to be submitted 8/14/20 for Resource Center staff funding, Family Drug Court Incentives, Telephone helpline, National Assessment Center membership and additional funds for publications.  
**Mental Health and Recovery Services Board-** Juvenile Court funding for the Family Drug Court Program in the amount of \$52,749.03.
- ❖ **Kathy Thompson spoke regarding the following grant/agreements:**  
**Curvature agreement-** provides service support for servers, with the cost split between the courts. Prosecutor is working on cleaning up indemnification language.  
**Office of Criminal Justice Services Coronavirus Emergency Supplemental grant-** in the amount of \$80,022.26 for extra cleaning in the courthouse, saving Cares dollars, without duplicating services. Increased GPS units for Probation.  
**OMHAS agreements for Drug Court and Mental Health Court-**annual agreement with MHRS funding. Goodwill Industries to clean a specific office today and tomorrow, at 4:30p.m.
- ❖ **Schedules:**  
Bryce Heinbaugh meeting request- the thought is we would need to go out for RFP for health insurance. It will take many months to make any changes. CEBCO will be coming out with a 3 year renewal in September. Decision: set up the meeting next week, look at a year or longer process.
- ❖ **Miscellaneous**  
Press Release- Janice Switzer- Award- present today at 12:45p.m. She was nominated for the 2020 OCCD Community Development Professional of the Year Award.



Commissioners Room proposal had asked for modifications to include an additional monitor. There is a second quote for the Community Services room. We will use CARES Act funding. Decision: ok to move forward.

Engineers request for vehicle purchase from Madison village for \$10,000 to replace a 1983 Mack truck at the next auction. Decision: ok for today's agenda.

Bill Dingledine application for Public Defenders Office- no current opening with Board of Commissioners. Suggest he sends a letter to Common Pleas Court, as they might have an opening.

Eastgate Broadband grant opportunity- forwarded to schools and townships to encourage school districts to apply.

Call from Richmond Transportation regarding drop in rides. ACTS receives transportation calls per contract. Lisa to set up meeting with Kathryn and Lisa Richmond, per the last Economic Recovery Task Force call.

❖ **Cares Act Funding**

Auditor's office: Wall belt barriers for \$428.00; Sheriff's Dept.: face coverings for deputies, \$275, wipes/paper towels \$80, and 5 cases of gloves \$1,000; Commissioner's office computer upgrades for staff/Commissioners to work remotely includes computers, monitors, carrying cases, stylus pens software and docking stations \$21,225.00; Common Pleas: 4 cases Gloves \$800. Decision: all expenses approved.

❖ **New/Old Business**

Maintenance Assessments for Drainage Districts-ongoing

Letter of Intent- CCAOSC- waiting for Prosecutor

Outstanding Board Appointments- ongoing

Dog Warden reports viewed

Ashtabula CIC update- ongoing

Community Corrections/Jail Project- ongoing

Pierpont Sewers

Financial Transaction payments – ongoing

August 11, 2020 11:00 a.m. Topic: CORSA Renewal

*In Attendance: Casey Kozlowski, Kathryn Whittington, J. P. Ducro IV, Lisa Hawkins, Lori Larson, Linda Butcher, Jim Baker,*

The 2010-2020 time period called for a 10 years in review. Ashtabula County's total insured values have increased from 166,297,262 to 221,711,650. Ashtabula County Return of Member Equity includes: \$465,104 Dividends; \$135,594 Loss Control Incentive Program; \$3,648 Reinsurance Credits; \$4,777 Facility Dude; \$1,837 IT Vulnerability Scans; \$1,050 OPOTA Training and \$10,000 Body Cameras. They are back to pre-Covid investment numbers now. Annual meeting will be held virtually on September 4, 2020. The voting representative is Casey Kozlowski, with Kathryn Whittington alternate. Sales tax reports indicate about 1% statewide, the Corsa Board recognizes where counties will be in 2021 and looking to play their part in helping the counties out.

August 11, 2020 1:34 p.m. Topic: Engineer's

*In Attendance: Casey Kozlowski, Kathryn Whittington, J. P. Ducro IV, Lisa Hawkins, Lauren Davis, Rebecca Divoky, Tom Partridge, David Thomas, Sue Belden, Jamie Ortiz*

The purpose of the meeting was to discuss the request from the County Engineer to adopt a leave Donation Policy specific to that department. The proposed policy does not speak to placing an employee on FMLA. It states after 3 days off, they will assess if it meets the definition of FMLA. The Engineer does not want to put employees on FMLA, so to allow sick leave time to be exhausted. FMLA paperwork should be provided to the employee, the doctor will complete a portion of the paperwork. The leave donation policy should state you can only donate within your appointing authority. FMLA is 12 weeks minimum, the appointing authority can move into a separate class of extended leave that is not protected by the federal government, and choose to protect them longer. The county policy only allows sick leave donation during the 12 week FMLA period. The Health insurance plan does not allow persons to be on the plan who are on an unpaid leave. The Board can approve or deny the policy request. The HR Director does not recommend approving the Engineer's policy as presented. Decision: The board does not approve the policy presented by the Engineer's office.

August 11, 2020 2:30 p.m. Topic: 2020 ReStart Ashtabula

*In Attendance: Casey Kozlowski, Kathryn Whittington, J. P. Ducro IV, Lisa Hawkins, Janice Switzer*

The applications received for the 2020 ReStart Ashtabula grant program were discussed at great length. The committee met last week and scored the applicants based upon the criteria outlined in the grant rules. The Board of Commissioners reviewed the matrix presented by Janice Switzer. Applications were examined to determine if they met the grant criteria. A methodology for dispersing the grant funds was determined, as follows:

Scores ranged from 8-35

- For applicants scoring between 30-35 recommend funding at 100% of ask, unless they obtained other COVID financial assistance and then fund at 75% of ask. (14 applicants awarded \$115,000)
- For applicants scoring between 25-29 recommend funding at 75% of ask, unless they obtained other COVID financial assistance and then fund at 50% of ask (19 applicants awarded \$103,500)
- For applicants scoring between 22-24 recommend funding at 25% of ask (9 applicants awarded \$20,750)
- For applicants scoring between 8-20 recommend funding at \$1000/applicant unless other COVID financial assistance obtained and then fund at \$500. (3 applicants awarded \$2500)

This funds 45 local businesses with \$241,750. Janice will put together a spreadsheet based upon today's discussion. The board will meet again.

**ADJOURNMENT:**

The President and Clerk of the Board hereby certify that this is a true and accurate record of the minutes of the August 11, 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