

REGULAR SESSION OF THE ASHTABULA COUNTY BOARD OF COMMISSIONERS

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

August 25, 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/. Clerk of the Board Lisa Hawkins was absent.

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 2020-255 APPROVING GRANT AGREEMENTS WITH VARIOUS ENTITIES FOR THE ReSTART ASHTABULA COUNTY SMALL BUSINESS ASSISTANCE COVID-19 RELIEF GRANT PROGRAM

The Board of County Commissioners of Ashtabula County, Ohio, met on the 25th day of August, 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, Coronavirus Disease 2019 (COVID-19) is a fast-spreading respiratory virus, which has caused a global pandemic and catastrophic illness and death for thousands of people around the world and in the United States of America; and

WHEREAS, the COVID-19 pandemic has been detrimental for many local small businesses and workers, and the Ashtabula County Board of Commissioners are desirous of creating the ReSTART ASHTABULA COUNTY Small Business Assistance COVID-19 Relief Grant Program to lessen the economic damage caused by the pandemic; and

WHEREAS, on June 30, 2020 by Resolution Number 2020-210, the authorization to create the ReSTART Ashtabula County Small Business Assistance COVID-19 Relief Grant Program was granted; and

WHEREAS, grant applications were received and evaluated for compliance with the guidelines established in the ReSTART Ashtabula County Small Business Assistance COVID-19 Grant Program; and

WHEREAS, the following entities have qualified for grant funds and submitted their completed grant agreements:

Scribbler’s Coffee Co.	\$10,000	Wade Pastabilities	\$10,000
Dalin Truck & Fleet	\$10,000	A and G Restaurant	\$2,500
Waters Catering	\$10,000	The Chalk Box Get Fit, LLC	\$7,500
Peska Inc. dba Sports & Sports	\$7,500	Jefferson Diner	\$7,500
Stanley Steemer	\$10,000	Pure Joy Spa	\$7,500
J Wade Inc, dba Scooters	\$7,500	Regal Products & Innovations	\$7,500
Kay’s Place	\$6,000	Sunset Transportation Partners	\$7,500
6 D’s Family Diner, LLC	\$5,000	NEO Waterproofing	\$5,000
Capitenas Floral	\$5,000	TD Nest, Inc dba Crow’s Nest	\$5,000
La Casa De Frida, LLC	\$5,000	AW Taylor Lumber, Inc.	\$5,000
Winery at Spring Hill	\$5,000	Luisa’s Mexican Grill	\$5,000
New Orient Express	\$5,000	Kingsville Motel	\$5,000
Kelly’s Welding	\$5,000	Scott Kidd Built, LLC	\$5,000

Printcraft, Inc.	\$5,000	MC Professional Lawn	\$5,000
Hamilton Paving	\$5,000	GOTL Unlimited	\$5,000
Big Dog Bounce	\$5,000	Media One Group	\$5,000
Mary's Diner	\$2,500	Haines Memorials LTD	\$2,500
L. Frederick Storm, LPA	\$2,500	Nelson Sand & Gravel	\$2,500
Thrifty Designer	\$2,500	Ashtabula Roller Den	\$2,500
Country Cape Cod	\$2,500	PW Tuttle's	\$750
Cama Investments	\$2,500	Ohio Guns	\$1,000
Preachers Kid Entertainment	\$1,000		

WHEREAS, it is now necessary to approve the above listed grant agreements and proceed with the funding process; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the grant agreements as listed above are hereby approved for the ReSTART ASHTABULA COUNTY Small Business Assistance COVID-19 Relief Grant Program.

BE IT FURTHER RESOLVED, said entities are to be funded at the amounts listed 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 2020-256 RECEIVING BIDS AND REJECTING FOR THE LODGE AT GENEVA-ON-THE LAKE POOL DECK EXPANSION PROJECT, VILLAGE OF GOTL

The Board of County Commissioners of Ashtabula County, Ohio, met on the 25th day of August, 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 July 21, 2020 by Resolution No. 2020-222, bids were ordered and on August 7, 2020 bids were received for the Lodge at Geneva-on-the-Lake Pool Deck Expansion Project located in the Village of Geneva-on-the-Lake, as follows:

The Lodge at GOTL Pool Deck Expansion Project	Town Center Construction LLC	Hughes Roller Building Co.	The RG Smith Co., Inc.
Base Bid	1,187,800	\$1,114,996	\$1,142,880
Alternate	\$57,800	\$85,000	\$77,500

WHEREAS, said bids exceed the estimated cost by 10% and in accordance with the Ohio Revised Code cannot be accepted; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the bids be received and rejected as outlined above.

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 2020-257 APPROVING ONLINE DOG LICENSING SYSTEM RENEWAL AGREEMENT WITH FAIRFIELD COMPUTER SERVICES, ASHTABULA COUNTY AUDITOR'S OFFICE

The Board of County Commissioners of Ashtabula County, Ohio, met on the 25th day of August, 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, an agreement has been presented for the approval of the Board, to-wit:

Scope: Online Dog Licensing System

Parties: Fairfield Computer Services, LLC, 144 Forrer Blvd, Oakwood, Oh 45419

Cost: \$4,800.00 (\$2,400 per year for each renewal)

Term: two years from date of signing, with automatic renewals for 3 successive 1 year terms, unless terminated in writing with 60 day notice

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 2020-258 APPROVING HOMEOWNER-CONTRACTOR-COUNTY AGREEMENTS WITH SHERRY MCGILL; ROBERT/JESSICA OWENS; KAPALIN INC; AND ASHTABULA COUNTY FOR HOUSEHOLD SEWAGE TREATMENT SYSTEM (HSTS) PROJECTS, FY 2019 WATER POLLUTION CONTROL LOAN FUND (WPCLF), COMMUNITY SERVICES & PLANNING DEPT.

The Board of County Commissioners of Ashtabula County, Ohio, met on the 25th day of August, 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, the Community Services & Planning Dept. received 1 quote on August 19, 2020 for 2 septic system replacement projects as follows:

<u>Contractor</u>	<u>McGill Quote</u>	<u>Owens Quote</u>
Kapalin Inc., Jefferson	\$23,004.00	\$15,654.00

WHEREAS, Jake Brand, Director of the Community Services & Planning Dept., has recommended to award the quotes and enter into agreements (after receiving OEPA approval) with Kapalin, Inc, 3605 ST Route 167, Jefferson, OH 44047 as follows:

<u>HSTS Applicant</u>	<u>Total Contract</u>	<u>Homeowner Share</u>	<u>HSTS Share</u>
Sherry McGill 2395 US Route 6, Rome	Not to Exceed: \$23,004.00	0.00	\$23,004.00
Robert/Jessica Owens 5771 Laskey Rd, Rome	Not to Exceed: \$15,654.00	\$2,348.10	\$13,305.90

Terms: begin upon signing through November 30, 2020; now

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

BE IT FURTHER RESOLVED, Jake Brand, as Director of the Community Services and Planning Department is authorized to sign all documents related to these agreements.

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 2020-259 APPROVING HOMEOWNER-CONTRACTOR-COUNTY AGREEMENTS WITH WILLIAM/LINDSAY SCHMINDER; BEATRICE SAVARISE; KAPALIN INC; AND ASHTABULA COUNTY FOR HOUSEHOLD SEWAGE TREATMENT SYSTEM (HSTS) PROJECTS, FY 2019 WATER POLLUTION CONTROL LOAN FUND (WPCLF), COMMUNITY SERVICES & PLANNING DEPT.

The Board of County Commissioners of Ashtabula County, Ohio, met on the 25th day of August, 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, the Community Services & Planning Dept. received 1 quote on August 19, 2020 for 2 septic system replacement projects as follows:

Contractor	Schminder Quote	Savarise Quote
Kapalin Inc., Jefferson	\$13,474.00	\$10,904.00

WHEREAS, Jake Brand, Director of the Community Services & Planning Dept., has recommended to award the quotes and enter into agreements (after receiving OEPA approval) with Kapalin, Inc, 3605 ST Route 167, Jefferson, OH 44047 as follows:

HSTS Applicant	Total Contract	Homeowner Share	HSTS Share
William/Lindsay Schminder 3200 Morningside Ave, Ashtabula	Not to Exceed: \$13,474.00	\$2,021.10	\$11,453.90
Beatrice Savarise 6536 Amelia Ave, Ashtabula	Not to Exceed: \$10,904.00	\$1,635.60	\$9,268.40

Terms: begin upon signing through November 30, 2020; now

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

BE IT FURTHER RESOLVED, Jake Brand, as Director of the Community Services and Planning Department is authorized to sign all documents related to these agreements.

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 2020-54FINA APPROVING FINANCIAL TRANSACTIONS FOR THE COUNTY

The Board of County Commissioners of Ashtabula County, Ohio, met on the 25th day of August, 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- Community Services & Planning Dept.:

Jacob Brand promotion to Director eff. 8/19/2020 \$27.17 (replacement hire)

APPROPRIATIONS

CARES Act		2002.001	\$	44,000.00	\$	-	additional appropriations for equipment
MHRS		2068.566	\$	160,000.00	\$	-	additional appropriations for grants/allocations

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 34 TN

DIRECT RELIEF BILLS:

Vouchers #2020-1070 thru 2020-1094 for Public Assistance; #2020-200129 thru 2020-200130 for Child Support; and #2020-300029 thru 2020-300030 for WIA Invoices

BILLS:

COUNTY FUNDS SCHEDULE 34
ENGINEERS SCHEDULE 34E; 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 2020-52SEWA CERTIFYING WATER LOCAL FEE CHARGES TO THE COUNTY AUDITOR TO BE COLLECTED IN TAX YEARS 2020 THROUGH 2022 ANNUALLY

The Board of County Commissioners of Ashtabula County, Ohio, met on the 25th day of August, 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, the Board of County Commissioners hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board of County Commissioners, and that all the deliberations of this Board of County Commissioners, and of its committees, if any, which resulted in formal actions, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Section 121.22 of the Revised Code, and

WHEREAS, Chapter 6103 of the Ohio Revised Code provides that the Board of County Commissioners shall certify the water local fee charges to the County Auditor who shall place them upon the real property duplicate; and

WHEREAS, It is the recommendation of the Director of the Department of Environmental Services that the Board of Ashtabula County Commissioners certify water local fee charges are to be collected with their real property taxes, their schedule of water local fee payment agreement on file with the Department of Environmental Services, and incorporated herein by reference below is hereby certified to the County Auditor:

PARCEL	NAME	ADDRESS
33-018-00-019-00	Kevin, Laura and Sarah Fowler	2886 SR 45 N, Morgan Twp.

3 YEAR PLAN		
2020	\$	1,530.00
2021	\$	1,530.00
2022	\$	1,530.00

THEREFORE, BE IT RESOLVED, by the Board of County Commissioners, in and for Ashtabula County, Ohio, as follows:

Section 1. That the Board of Ashtabula County Commissioners hereby certifies water local fee charges to the Ashtabula County Auditor to be placed on the tax duplicate for collection with the real estate taxes, in accordance with Chapter 6103 of the Ohio Revised Code; and

Section 2. That collection for said unpaid water local fee charges shall be paid to the Ashtabula County Sewer District Revenue Fund Account Number #6002.001.155-436.0606.

BE IT FURTHER RESOLVED, that the Clerk of the Board is hereby directed to forward certified copies of this resolution to the Ashtabula County Auditor and to the Department of Environmental Services.

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:
August 25, 2020 8:30 a.m. Topic: General Matters/Agenda Items
In Attendance: Casey Kozlowski, Kathryn Whittington, J. P. Ducro IV, Janet Discher

❖ **Building Dept-** running about the same as last year, about 60 shy of this point last year. Significant rehab going to happen on a building on Center St. in Ashtabula. Sent out interest survey to 62 contractors for zoom meeting to see what they want to hear about/learn about. Have heard from about 25% so far. Tentatively Sept. 26th and Oct 1st as zoom meetings. One morning and one evening. Discussed using City Force for electronic plan review. Dennis would like to use a couple of contractors as test to see how it worked. Board would like to move forward with this

on-line submittal as well as purchase the necessary printer for plans using Cares Act monies. Janet to work with Dennis to fine tune the cost of the printer so a request can be presented to the Board.

- ❖ **HSTS Agreements – Dawn Gates** Okay to move forward on today's agenda.
- ❖ **Alissa Drees- ACDJFS RFP Award Recommendations** Alissa presented spreadsheets on the programs. Title XX services are basically the same; a few extra dollars on some contracts. Same providers and very similar amounts. TANF contracts – regular contracts with regular amounts. Does want to address Community Action New Hope Emergency Rental Assistance program – going to recommend denying them – similar program is already in existence. Ashtabula YMCA is seeking money for its financial assistance membership program. They don't meet the requirements of the program. Alissa checked with ODJFS to confirm they do not meet the requirements. This was a new request. Transportation contracts – ACTS asked for similar amount to last year; same as Country Neighbor. Richmond asked for more for both HRT and ERT – giving them more than last year. Sunset is a new provider – did recommend funding them. City Cab unit rate is higher than other providers and their wait time is higher. But want to give them a contract for private rides and early morning rides and evening rides. Rides as a whole and per provider are declining per the spreadsheet Alissa provided. Casey asked the methodology in choosing providers. Ron explained that there is some geographic selection – but we also have more providers than ever before. It also depends on the day of the week. Discussion centered on rates and providers. Need to discuss further with Patrick at Thursday's work session.
- ❖ **ReStart Grant** Event is Wednesday afternoon. Board to work out logistics.
- ❖ **Schedules:** Robert Sprague State Treasurer coming up on 9/15 at 9:00 .m. Please schedule this in and reschedule our work session. Need to see if Perry Drill is happening that day. Kathryn to check with Mike and if it is canceled it needs to be removed from the calendar.
- ❖ **Miscellaneous**
 - Proc for Dr. Jerry Brockway's retirement- ok.
- ❖ **Cares Act Funding** requests presented today for sheriff, coroner and treasurer are approved. Janet indicated there will be a request next week for building dept. Commissioners would like to pause on Cares Act funding until we work out the details on the sick, FMLA and admin leave with the auditor's office.

❖ **New/Old Business**

Maintenance Assessments for Drainage Districts-ongoing

Letter of Intent- CCAOSC- waiting for Prosecutor – received an opinion from the Prosecutor's office; Commissioners to review and discuss next week.

Outstanding Board Appointments-

Great Lakes Regional Council- Comrs. to appoint Kathryn, Jane Wallace is sending in her application. This will fill the 2 spots. If ok, will put on next week, after Ms. Wallace's app is received. – Okay to move forward

Emailed Moises Cirilo- he will fill out app for AMHA – he submitted his application; Board is in favor of this so add to next week agenda.

Emailed Bill Koleno re: Airport Authority. We have on file apps from Kelli Jones and Barbara Ford. – to discuss next week

Dog Warden reports viewed

Ashtabula CIC update- ongoing

Community Corrections/Jail Project- ongoing

Pierpont Sewers

Financial Transaction payments – ongoing

Committee Reports: - JP is meeting with Catherine Colgan and Cecilia about APL today to discuss statistics and meeting with individual municipalities to try and get them to pay their fair share.

August 25, 2020 11:00 a.m. Topic: Water/Sewer

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

Projects: Saybrook pump station – Kyle to have reviewed shop drawings to Leslie later this week; Route 20 relocation – sewer water done; Coffee Creek – ongoing; Clay St – we had pre-con last week; Harpersfield Water Tower – Spire wants us to look at an alternate site because it's going to negatively affect the visibility of their hotel site; Casey to organize a 2pm conference call with Spire folks, CT and county staff to discuss. North Bend property affecting Brobst parcel – Ed mentioned that Aqua is not interested in connecting the property to its system since it's in our territory. Our water line is on the intersection of Gerald and NB and would require boring under the road to connect to Brobst property. Brobst would pay to extend line, County would pay for boring to connect to property. Board okay to pay for the boring. Ed to coordinate. Barb discussed some past due accounts and the Board is asking the Prosecutor's office to send stern letters to the accounts requiring them to pay. Disconnects will go out in September. Also discussed a list of past due backflow accounts. Department to send letters requesting payment.

Board to take another look at the rate resolution to consider making some changes to it. Lisa to pull resolution when she is back from vacation.

ADJOURNMENT:

The President and Clerk of the Board hereby certify that this is a true and accurate record of the minutes of the August 25, 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