

REGULAR SESSION OF THE ASHTABULA COUNTY BOARD OF COMMISSIONERS

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

January 7, 2021

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 Kathryn L. Whittington, Vice-President J. P. Ducro IV and Commissioner Casey R. Kozlowski. **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: Ducro moved the adoption, Kozlowski seconded. **DISCUSSION:** None

VOTE: Yeas: Whittington, Ducro, Kozlowski **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 2021-29 HOLDING EXECUTIVE SESSION–COLLECTIVE BARGAINING: 121.22(G)(4)

The Board of County Commissioners of Ashtabula County, Ohio, met on the 7th day of January, 2021, 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: Kathryn L. Whittington, J. P. Ducro IV, Casey R. Kozlowski.

WHEREAS, Pursuant to the Ohio Revised Code Section 121.22(G)(4) the Board of Ashtabula County Commissioners shall meet in executive session to discuss Collective Bargaining; and

WHEREAS, Said Executive Session was convened at 12:22 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 12:28 p.m.

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

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

RESOLUTION NUMBER 2021-30 APPROVING A CONTRACT BETWEEN THE ASHTABULA COUNTY COMMISSIONERS AND THE ASHTABULA COUNTY ENGINEER FOR SNOWPLOWING/SNOW REMOVAL SERVICES FOR THE 2020-2021 SEASON

The Board of County Commissioners of Ashtabula County, Ohio, met on the 7th day of January, 2021, 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: Kathryn L. Whittington, J. P. Ducro IV, Casey R. Kozlowski.

WHEREAS, Tim Martin, Ashtabula County Engineer, has presented a Contract for the approval of the Board, to-wit:

Scope: Plow driveways and parking areas of the Courthouse Complex, County Office Building 12, the Correction and Rehabilitation Center, Agricultural Center, EMA Complex, Sheriff's Garage and the County Fairgrounds upon measurable snowfall and removal of accumulated snow piles on a weekly basis for the 2019-2020 season.

Provider: Ashtabula County Engineer, 186 E. Satin St., Jefferson, OH 44047

Cost: **Not to Exceed, \$11,000.00**

Term: **Retroactive to November 1, 2020 through April, 2021**

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

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

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

RESOLUTION NUMBER 2021-31 FILING AND APPROVING A GRANT AGREEMENT WITH COUNTY EMPLOYEE BENEFITS CONSORTIUM OF OHIO (CEBCO) FOR ASHTABULA COUNTY WELLNESS PROGRAMS

The Board of County Commissioners of Ashtabula County, Ohio, met on the 7th day of January, 2021, 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: Kathryn L. Whittington, J. P. Ducro IV, Casey R. Kozlowski.

WHEREAS, Lauren Davis, Human Resource Director, has presented a grant agreement (CEBCO), for the approval of the Board; and

Scope: To utilize a variety of evidence-based initiatives and strategies to improve the quality of life for county employees and to reduce health-related costs through education, implementation of environmental and policy changes, and promotion of personal accountability. Ashtabula County will hold educational classes and events across county facilities and sponsor many different challenges with regards to walking, nutrition and providing access to fitness facilities throughout the county.

Provider: County Employee Benefits Consortium of Ohio (CEBCO), 209 E. State St., Columbus, OH 43215-4309

Term: RETROACTIVE TO January 1, 2021 and ending December 31, 2021

Grant: \$18,000.00; now

THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Ashtabula County, Ohio, that the above referenced grant agreement is hereby filed and approved in accordance with a copy now on file in this office.

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

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

RESOLUTION NUMBER 2021-32 APPROVING THREE-MONTH AGREEMENT BETWEEN THE ASHTABULA COUNTY PUBLIC DEFENDER COMMISSION AND THE ASHTABULA COUNTY PUBLIC DEFENDER, INC. FOR INDIGENT DEFENSE FOR 2021

The Board of County Commissioners of Ashtabula County, Ohio, met on the 7th day of January, 2021, 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: Kathryn L. Whittington, J. P. Ducro IV, Casey R. Kozlowski.

WHEREAS, a three-month agreement regarding indigent defense for 2021 has been presented for the approval of the Board, to-wit:

Scope: To provide legal representation to indigent adults and juveniles who are charged with the commission of an offense or act that is a violation of a state statute and for which the penalty or any possible adjudication includes the potential loss of liberty and in post-conviction proceedings.

Provider: Ashtabula County Public Defender, Inc., 4817 State Road, Suite 202, Ashtabula, Ohio 44004

Cost: Not to exceed: \$148,278.66

Term: retroactive to January 1, 2021 through March 31, 2021; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the agreement by and between the Ashtabula County Public Defender Commission and the Ashtabula County Public Defender, Inc. for indigent defense as noted above is hereby approved in accordance with the copy of said agreement now on file in this office.

MOTION: Kozlowski moved the adoption, Ducro seconded. **DISCUSSION:** None
VOTE: Yeas: Whittington, Ducro, Kozlowski **Nays:** None **Abstained:** None **Absent:** None
Whereupon the resolution was declared passed unanimously.
Resolution Amended by Ducro, 2nd by Kozlowski to reflect correct amount

RESOLUTION NUMBER 2021-33 HOLDING EXECUTIVE SESSION – PERSONNEL COMPENSATION 121.22(G)(1)

The Board of County Commissioners of Ashtabula County, Ohio, met on the 7th day of January, 2021, 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: Kathryn L. Whittington, J. P. Ducro IV, Casey R. Kozlowski.

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 Compensation matters; and

WHEREAS, Said Executive Session was convened at 11:35 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 being adjourned at 12:20p.m.

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

RESOLUTION NUMBER 2020-34 HOLDING PUBLIC HEARING NO. 2 TO NOTIFY THE PUBLIC OF THE INTENT TO APPLY FOR PY 2020 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG), CRITICAL INFRASTRUCTURE GRANT THROUGH OHIO DEVELOPMENT SERVICES AGENCY

The Board of County Commissioners of Ashtabula County, Ohio, met on the 7th day of January, 2021, 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: Kathryn L. Whittington, J. P. Ducro IV, Casey R. Kozlowski.

WHEREAS, it is a requirement of the Community Development Block Grant Program to provide an opportunity for citizen participation for project selection through a series of public hearings; and

WHEREAS, the Public Hearing Notice was published in the Star Beacon on December 26, 2020 in accordance with the notification requirements of the Office of Community Development in the Ohio Development Services Agency; and

WHEREAS, Ashtabula County Department of Community Services and Planning personnel explained the funding requested for the program and Director Jake Brand presented a powerpoint on the request; and

WHEREAS, There were no members of the public in attendance; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the public hearing held on the proposed grant application to the Ohio Department of Development for PY 2020 Community Development Block Grant is adjourned.

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

RESOLUTION NUMBER 2021-35 AUTHORIZING THE FILING OF AN APPLICATION FOR PY2020 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG), CRITICAL INFRASTRUCTURE GRANT PROGRAM TO THE OHIO DEVELOPMENT SERVICES AGENCY, OFFICE OF COMMUNITY DEVELOPMENT

The Board of County Commissioners of Ashtabula County, Ohio, met on the 7th day of January, 2021, 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: Kathryn L. Whittington, J. P. Ducro IV, Casey R. Kozlowski.

WHEREAS, The Board of Commissioners County Commissioners of Ashtabula County, Ohio has conducted the required public hearings to develop grant applications to the Ohio Development Services Agency for PY2020 Community Development Block Grant Programs; and

WHEREAS, The County will be presenting the following application:

Critical Infrastructure Grant for the Village of Geneva on the Lake for CDBG funds for the following Activities listed with the National Benefit:

- Sewer Facility Improvements (Siphon Replacement) - \$287,820 – LMI Area Benefit
- Administration - \$15,000.

WHEREAS, There were no adverse comments to the proposed application; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, that the proposed PY 2020 application for Community Development Block Grant (CDBG) - Critical Infrastructure Grant Program Funds be submitted by the Community Services & Planning Department to the Office of Community Development, in the Ohio Development Services Agency, 77 South High Street/24th Floor, Columbus, Ohio 43216-1001 for the PY 2020 Community Development Block Grant – Critical Infrastructure Grant Program.

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

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

RESOLUTION NUMBER 2021-5FINA APPROVING FINANCIAL TRANSACTIONS FOR THE COUNTY

The Board of County Commissioners of Ashtabula County, Ohio, met on the 7th day of January, 2021, 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: Kathryn L. Whittington, J. P. Ducro IV, Casey R. Kozlowski.

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- ACDJFS:

Wendy Layton Case Aide \$14.31 Longevity Increase – 5 years of service

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 1TN

Appropriations	Fund	Total	Personal Svcs	Comment
Board of DD	2035.203	\$ 1,376,275.00	\$ -	additional appropriations
503 Corporation	2790.001	\$ 5,000.00	\$ -	additional appropriations for contract services
Dog & Kennel	2005.001	\$ 250.00	\$ -	additional appropriations for equipment
Recorder	1001.005	\$ 308.00	\$ -	additional appropriations for dues

QUARTERLY USE OF COUNTY CREDIT CARD:

Jan/Feb/Mar	First Qtr.	Auditor	xxxx xxxx xxxx 3917
Jan/Feb/Mar	First Qtr.	Engineer	xxxx xxxx xxxx 7240, 1239 & 1024
Jan/Feb/Mar	First Qtr.	Sheriff	xxxx xxxx xxxx 1007 & 0751

DIRECT RELIEF BILLS:

Vouchers #2021-000001 thru 2021-000047 for Public Assistance and #2021-200001 thru 2021-200001 for Child Support Invoices

BILLS:

COUNTY FUNDS SCHEDULE 1
ENGINEERS SCHEDULE 1E; 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, Kozlowski seconded. **DISCUSSION:** None

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

Whereupon the resolution was declared passed unanimously.

RESOLUTION NUMBER 2021-6FINA ACCEPTING AND FILING THE ANNUAL REPORT OF THE PROSECUTOR'S FURTHERANCE OF JUSTICE FUND

The Board of County Commissioners of Ashtabula County, Ohio, met on the 7th day of January, 2021, 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: Kathryn L. Whittington, J. P. Ducro IV, Casey R. Kozlowski.

WHEREAS, In accordance with the provisions of Section 325.12 of the Ohio Revised Code, the Ashtabula County Prosecutor has filed with this Board an annual report of the use of moneys appropriated to her office from the Furtherance of Justice Fund (FOJ) through December 31, 2020; and

WHEREAS, Said report has been duly examined by this Board; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that said report is accepted and filed.

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

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

Whereupon the resolution was declared passed unanimously.

RESOLUTION NUMBER 2021-7FINA ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR FOR 2021 FISCAL YEAR

The Board of County Commissioners of Ashtabula County, Ohio, met on the 7th day of January, 2021, 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: Kathryn L. Whittington, J. P. Ducro IV, Casey R. Kozlowski.

WHEREAS, this Board of County Commissioners in accordance with the provisions of ORC 5705.34 and 5705.281 determines to authorize the necessary tax levies and certify them to the county auditor; and

WHEREAS, The Budget Commission of Ashtabula County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that there be and is hereby levied on the tax duplicate of said County the rate of each tax necessary to be levied within and without the ten mill limitation as outlined on the attached Schedule B and as follows:

<u>FUND</u>	Amt. approved By Budget Comm. Inside 10 M. Limitation	Amt. to be Derived from Levies outside 10 M. Limitation	County Auditor's Estimate of <u>Tax rate to be Levied</u>	
			Inside 10 M. Limit	Outside 10 M. Limit
General Fund	\$3,537,934.74		1.97	
Perm. Impr. Bonds				
DD		\$7,042,306.51		5.160
MH/S Board		\$1,056,546.91		0.600
648 Board		\$.00		
Children Services		\$39,251,712.18		2.250
Senior Levy		\$1,760,911.52		1.000
BOND	\$976,664.24		.543	
Total	 \$4,514,598.98 	 \$49,111,477.12 	 2.51 	 9.01

SCHEDULE B LEVIES OUTSIDE 10 MIL LIMITATION,
EXCLUSIVE OF DEBT LEVIES

FUND			Maximum Rate Authorized to	Co. Auditor's Est. of Yield of Levy (Carry to Schedule A,, Column II)
OUTSIDE:				
<u>Current Expense</u> Levy authorized by voters on		11/4/1997	1.330	\$1,746,798.66
not to exceed		DD cont		
<u>Current Expense</u> Levy authorized by voters on		Nov. 4 14	0.600	\$1,056,546.91
not to exceed 5 years		648 Board 2024		

<u>Current Expense</u> Levy authorized by voters on	Nov. 6 18		0.500	\$485,411.53
not to exceed	7 years	2024		
	DD			
<u>Current Expense</u> Levy authorized by voters on	5/2/2017		1.750	\$3,073,553.92
not to exceed	10 years			
	Child Services	2021		
<u>Current Expense</u> Levy authorized by voters on	Nov. 5, 19		2.000	\$2,626,764.90
not to exceed	5 years			
	DD	2025		
<u>Current Expense</u> Levy authorized by voters on	Nov. 3, 09		1.000	\$1,760,911.52
not to exceed	7 years			
	Senior Services	2024		
<u>Current Expense</u> Levy authorized by voters on	Nov. 8, 16		1.330	\$2,183,331.42
not to exceed		cont		
	DD			
<u>Current Expense</u> Levy authorized by voters on	May 7, 19		0.500	\$ 878,158.26
not to exceed				
	Children Services	2023		
			9.010	\$13,811,477.12

BE IT FURTHER RESOLVED, That the Clerk of this Board is directed to certify a copy of this Resolution to the Ashtabula County Auditor.

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

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

RESOLUTION NUMBER 2021-2ACNH APPROVING MEMORANDUM OF UNDERSTANDING BETWEEN THE ASHTABULA COUNTY NURSING AND REHABILITATION CENTER AND AFSCME LOCAL 3284 AND AFSCME OHIO COUNCIL 8, AFL-CIO

The Board of County Commissioners of Ashtabula County, Ohio, met on the 7th day of January, 2021, 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: Kathryn L. Whittington, J. P. Ducro IV, Casey R. Kozlowski.

WHEREAS, The Board has negotiated with the American Federation of State, County and Municipal Employees (AFSCME) for representation of certain employees; and

WHEREAS, a Memorandum of Understanding has now been presented in an effort to attract LPN's, the starting wage scale will be \$20.50 per hour effective retroactive to January 3, 2021 and any LPN earning less than \$20.50 per hour shall now earn the minimum of \$20.50 per hour; and

WHEREAS, the completed Memorandum is now being presented to the Board for approval; now

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

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

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

Whereupon the resolution was declared passed unanimously.

RESOLUTION NUMBER 2021-2SEWA APPROVING SEWER AND WATER BUILDERS LICENSES FOR VARIOUS CONTRACTORS

The Board of County Commissioners of Ashtabula County, Ohio, met on the 7th day of January, 2021, 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: Kathryn L. Whittington, J. P. Ducro IV, Casey R. Kozlowski.

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: January 1, 2021 thru December 31, 2021

Contractor: Simak Trucking & Excavating, Inc., 3052 E. Center St., N. Kingsville, OH 44068

Contractor: Boczar Excavating LLC, 553 Linden St., Jefferson, OH 44047

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: Kozlowski moved the adoption, Ducro seconded. **DISCUSSION:** None

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

Whereupon the resolution was declared passed unanimously.

Work sessions:

January 7, 2021 10:00 a.m. Topic: General Matters/Agenda Items

In Attendance: Casey Kozlowski, Kathryn Whittington, J. P. Ducro IV, Lisa Hawkins, Janet Discher, Denny Bowman, Kathy Thompson, Jake Brand

- ❖ **Denny Bowman**—Building Dept. provided an update on new projects that include: bagel shop in Austinburg, multi-family housing development in Ashtabula, Circle K renovations, and discussed future projects. 2021 residential year expected to be good. In March, plan to roll out on line applications with credit card payments. We will change these meetings to the first week of the month.
 - ❖ **Kathy Thompson**- Mental Health Court Grant is in year 3 out of 5. MHRS is the project director, Common Pleas is implementing agency, Comrs. are subgrantees. Pays for Mental Health Coordinator. Decision: ok for next weeks agenda.
 - ❖ **Jake Brand**- Geneva Tires Grant SW-asked for \$6,000, the collection totaled \$27,255. 3,200 tires were collected. 2 full containers from Conneaut City. There is an EPA grant that will pay for tires collected from the townships. The Solid Waste Districts is around \$20,000 annually. Jake recommends \$14,700 to be granted to the Geneva CIC. Decision: ok for next week's agenda.
- 1/19 Agenda mtg. and work session moved to 1/21 but there are 2 mtgs. That might conflict. Lisa to check on Comr. Whittington's commitment.
- Still hold meetings via GoToMeeting- Decision: yes, socially distance in the room if attending in person.

Team NEO mtg. request for meeting from new staffer person as she is new to the position and would like to meet with elected officials in the area. Decision: yes, set up meeting.

❖ **Miscellaneous:**

Jury Trial in Comrs. Conf. Room- decision: yes. Law library has moved to virtual meetings. Red Cross Blood Drive discussed options of rooms to use. Decision: work with them to find an alternative location.

John Kraus- Mary's Urban Kitchen- asking for a space for a food truck beginning of April- parking lot- 645-9467- Decision: Have Mr. Kraus check with Jefferson Village and Health Dept. to be sure rules are complied with. Discussed some locations where the food truck could be located. If the street, permission from the village. Refer to the Village, work with them first. We would be happy to email, with menus to the courthouse complex and assist him in that way.

Budget Work Sessions and new elected officials recommending set up before the end of January with newly elected Sheriff, Clerk of Courts and Prosecutor to over the 2021 budget request submitted by their predecessors, with the Budget Committee present.

Newsletter- just a front and back, Covid updates, website, give until March, quarterly. Crystal is familiar with Publisher.

Grant Checks- requesting the Board to ask the Auditor to re-issue all of the grant checks, mailed on December 9, 2020.

Not one has received their grant check. Commissioners to hand-deliver the checks. There are 10 checks.

Covid Survey- County Employees to receive the vaccine as they are considered essential. Crystal to assist with creating a template of all county personnel who wish to be vaccinated to send to the Health Dept.

Lodge Pool Project- bid opening last week. Bids came in, there should be a recommendation within the next few weeks.

Engineers request for vehicle purchases to replace 2 trucks. \$113,985.02 with MVGT funds and to be financed. Decision: ok.

IT support to assist with transition Clerks software- need assistance with the website. Bring in an entity to help with the website, ComTech and Megabyte to see if they can help us. Decision: yes, move forward.

Harpersfield Tif- close to finalizing with Spire. Harpersfield Twp., the County will Tif the land the hotel would be built on. Growth Partnership is working with Lawyers on creating the paperwork.

❖ **New/Old Business**

Dog Warden reports viewed

North Kingsville sewers- no update.

Maintenance Assessments for Drainage Districts-ongoing

Outstanding Board Appointments- send Mark Stackhouse to JP. Community Corrections Board organizational meeting. Decision: appoint Patrick Haywood.

Ashtabula CIC update- Lisa to set up mtg before January 21.

Community Corrections/Jail Project- set up bi-weekly meetings. The May ballot would not work on the timeline to meet the mandatory days before the May 4, 2021 election date. Suggestion get the timeline in place so we know the project timeline for all aspects. Start the bi-weekly meetings after the schedule is complete.

Potential sale of property- in process.

Financial Transaction payments –received contracts. The contracts will be sent to prosecutor to review one last time and put on the agenda.

CRMS Clerks software – update

January 7, 2021 9:00 a.m. Topic: Water/Sewer

In Attendance: Casey Kozlowski, Kathryn Whittington, J. P. Ducro IV, Lisa Hawkins, Janet Discher, Doug Starkey, Kyle Butcher, Barb Ellsworth

Department Updates and Discussion

- 1) Ashtabula County Port Authority Plant C update. Monthly average is 520,000 million gallons of water per month. The Port is working on the structure.
- 2) Sewer projects
 - a. Meadowood- no update
 - b. Saybrook pump station upgrades- working with CT Consultants, waiting for response from contractor, then decide on where to go from there.
 - c. EMC- Shawn Aiken, no sanitary engineer as of yet, an offer has been extended. Shawn has had discussion with EPA.
 - d. Mack- waiting for decision on what to offer. 2 options, 3 year and 5 year with 5% interest and with 20% down. Water to be paid upfront, and 20% down payment for sewer. Doug recommends the 20% down option, as it will not go on taxes until September, that would be no funds received in 2021. No options have not been presented. Barb did some homework on the options. Doug to present these options: water to be paid in full, 20% down with a 3 or 5 year option at 5%. Doug to present the options.

- e. Coffee Creek- had conversations with CT. They will meet on January 18.
 - f. North Bend Sewer expansion- no update
 - g. Dutton Sewer Main-nothing new to report
 - h. Sleep Gallery and Monkey Wrench- Kyle working with Tim Martin. They will run along North Bend Road
 - i. N. Kingsville- no update
- 3) Holiday Campgrounds working on permit renewal and meeting with EPA. They are working on a draft
- 4) Water projects
- a. Water tower
 - b. TTHM
 - i. OEPA conference call
 - ii. Discussion with group on OEPA letter
 - c. Plymouth / Jefferson water survey
 - i. Putting data together
 - d. Green Road- forwarded packet on steps that need to take place for the property. Doug will work with Lisa to move forward.
 - e. OWDA loan legislation- some expire that we are paying interest on over the next couple years. Will look at refinancing options.
 - f. EDA – grant dollars working with GP.
 - g. I want to thank Josh, UIC and our staff for working throughout the holiday weekend to get water service restored due to watermain breaks.
- 5) Austinburg TIF-
- 6) OPWC Round 35 / project nominations – waiting for decision from OPWC.
- 7) Mail issues;
- a. We did not post penalties for bills due 12/22 & 1/4 due to the delay at the post office. We also did not do disconnects because of the delay. We did get our first “load” of mail this past Monday so I’m hoping the post office delay is now done. We have to order disconnects this week for the bills not paid on 12/22. Do we go ahead with this? Steph needs to know by the end of the week to allow mailing time. The disconnects would be due 1/25 for any bill not paid for 12/22 (cycle 1). Doug to determine how many shut offs there would be. There will be no late charges or shut offs and will discuss further mid-month.

ADJOURNMENT:

The President and Clerk of the Board hereby certify that this is a true and accurate record of the minutes of the January 7, 2021 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